

**CULBERTSON SCHOOL DISTRICT #17 J/R/C**  
**RICHLAND/ROOSEVELT COUNTIES**  
**CULBERTSON, MONTANA**

**NOTICE OF REGULAR SCHOOL BOARD MEETING**

**Tuesday–August 16, 2016, 6:30 PM**

PREVIEW BILLS.....6:15 PM

CALL TO ORDER.....6:30 PM

**ROLL CALL**

- 01. Action, establish quorum

**RECOGNITION OF VISITORS**

- 02.

**APPROVE AGENDA**

- 03. Action, approve agenda

**PUBLIC COMMENT FOR AGENDA ITEMS**

- 04.

**MINUTES OF PREVIOUS MEETINGS**

- 05. Action, approve minutes from the following meeting(s)
  - a. July 19, 2016 (Regular Board Meeting)
  - b. August 1, 2016 (Special Board Meeting)

**FINANCE REPORT**

- 06. Action, pay bills, approve investments, and note extra-curricular balances

**REPORTS**

- 07. Information, Student Representative Report
- 08. Information, Teacher Report
- 09. Information, Activities Director Report
- 10. Information, Technology Systems Administrator Report
- 11. Information, Principal Report
- 12. Information, District Clerk Report
- 13. Information, Superintendent Report

\* Items listed on the agenda do not necessarily indicate the order in which they will be addressed.

**Mission**

Culbertson Public Schools are committed to providing opportunities for students in a safe and productive environment, to achieve their personal best, become responsible and productive citizens, and embrace lifelong learning in an ever changing world.

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

14. Action, College Graduate Credit Request(s)
15. Action, Guest Teacher Application(s)
16. Action, Lambert School District Bus Request
17. Action, Review of 2015-2016 Hot Lunch/Breakfast Program
18. Action, Band Instrument Rental Program
19. Action, Band Instrument Inventory Proposal
20. Action, Student Account Closure – Class of 2016
21. Action, 2016-2017 Coal Delivery Contract
22. Action, 2016-2017 Extra-Curricular Contract(s)
23. Action, 2016-2017 Certified Staff Contract
  - a. High School Math
24. Action, 2016-2017 School Budgets
25. Action, 2016-2017 Goal Setting

### **PUBLIC COMMENT FOR NON-AGENDA ITEMS**

26.

### **REPORTS (Continued)**

27. Information, Trustees Reports/Requests.

### **DATE/TIME FOR NEXT MEETING**

28. Date: Tuesday, August 16<sup>th</sup> Time: 6:30 p.m.  
Potential Conflicts: none  
Suggested Changes: none

### **ADJOURNMENT**

29. Time of adjournment: \_\_\_\_\_

\* Items listed on the agenda do not necessarily indicate the order in which they will be addressed.

#### **Mission**

Culbertson Public Schools are committed to providing opportunities for students in a safe and productive environment, to achieve their personal best, become responsible and productive citizens, and embrace lifelong learning in an ever changing world.

# Public Comment

(Agenda Items)

The Culbertson School Board of Trustees would like to encourage public comment on any agenda item during the time that it is presented. If any visitor has any particular agenda item or items on which to comment, we would ask that you please indicate your intentions at that time.

Thank you.

SCHOOL BOARD MINUTES

REGULAR MEETING

July 19, 2016

Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, July 19, 2016, at 6:30 p.m. Trustees present were: Chair Paul Finnicum, Amanda Cullinan, Cheryl Kirkaldie, and Ron Larsen. Representatives were: Larry Crowder, Dave Solem and Lora Finnicum. Visitors were recognized.

Cheryl Kirkaldie made motion to approve the agenda. Amanda Cullinan seconded motion. Motion carries unanimously. Notice for public comment given.

Ron Larsen made motion to approve the minutes of June 23<sup>rd</sup> (athletic committee) and June 23, 2016 (regular board) meeting(s). Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Amanda Cullinan made motion to pay the July bills, approve investments and note extra-curricular balances. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Payroll Warrants	50608 to 50629
Claims Warrants	62382 to 62453

Reports were approved as presented.

Amanda Cullinan made motion to approve Policy 2-04-102.1 Salary Scale. Ron Larsen seconded motion. Motion carries unanimously.

Ron Larsen made motion to approve the junior high and high school handbook changes as presented. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Joann Smith presented a Red Cross High School Leadership Program for the Board to consider. A policy would be developed to allow students the ability to participate.

Amy Berwick presented a funding proposal from the Women's Club for a Walk-a-Thon and Old Fashion Carnival to raise money for the pool and splash pad. Request was made to use the C-C Complex on August 27<sup>th</sup> for the events. Permission was given to use the CHS News email system to notify parents and students. Women's Club was encouraged to discuss the request with the administration for details.

Booster Club presented their proposal for sponsor signs. The Club would need to work with school personnel to hang signs. Board approved. Fundraising plan was presented and approved. The Club will need to work with school personnel to help facilitate.

Amanda Cullinan made motion to hire Maria Chilson as Guest Teacher, pending successful fingerprint and background check. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Cheryl Kirkaldie made motion to renew the Nemont TV Broadcast Contract for the following school year. Ron Larsen seconded motion. Motion carries unanimously.

SCHOOL BOARD MINUTES  
REGULAR MEETING  
July 19, 2016  
Tuesday – 6:30 p.m.

Cheryl Kirkaldie made motion to approve the request from Froid School District to enter into our district for bus stops. Amanda Cullinan seconded motion. Motion carries unanimously.

Ron Larsen made motion to approve the 2016-2017 Culbertson Bus Routes, as presented. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

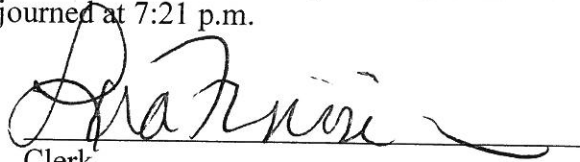
Amanda Cullinan made motion to close the Class of 2015 student account. No money was remaining. Ron Larsen seconded motion. Motion carries unanimously.

Ron Larsen made motion to hire Brad Nielsen as JH Assistant Football Coach. Amanda Cullinan seconded motion. Motion carries unanimously.

Trustees were asked to formulate goals for 2016-2017 and bring to the next meeting. Notice was given for public comment for non-agenda items. Next regular meeting scheduled for 6:30 p.m. on August 16, 2016. Amanda Cullinan made motion to adjourn. Cheryl Kirkaldie seconded motion. Motion carries unanimously. Meeting adjourned at 7:21 p.m.

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Chairman of the Board

  
Clerk

SCHOOL BOARD MINUTES  
SPECIAL MEETING  
August 1, 2016  
Monday – 7:00 a.m.

The Board met in special session on Monday, August 1, 2016, at 7:00 p.m. Trustees present were: Chair Paul Finnicum, Amanda Cullinan, Cheryl Kirkaldie, and Ron Larsen. Representatives were: Larry Crowder.

Visitors were recognized. Amanda Cullinan made motion to approve the agenda. Cheryl Kirkaldie seconded motion. Motion carries unanimously. Notice for public comment given.

Ron Larsen made a motion to accept the resignations of James Gammon and Sherry Gammon and release them from their 2016-2017 teacher contracts. Amanda Cullinan seconded the motion. Motion carries unanimously.

Cheryl Kirkaldie made a motion to reassign Rhonda Seitz from 2<sup>nd</sup> grade to 5<sup>th</sup> grade, offer a 2016-2017 teaching contract to James Harkins with a 2<sup>nd</sup> grade assignment, and offer a 2016-2017 teaching contract to Kirk Krein with a high school mathematics assignment. Amanda Cullinan seconded the motion. Motion carries unanimously.

Notice for public comment given on non-agenda items. Meeting adjourned at 7:07 a.m.

\_\_\_\_\_  
Chairman of the Board

  
Clerk

## Culbertson Public School

Totals Report for August through June  
2016-2017

08/11/2016  
10:44:52 AM

Account	Beginning	+ Receipts	- Expenditures	+ Transfers	= Ending
-	0.00	0.00	0.00	0.00	0.00
1 - ANNUAL	3,414.53	0.00	0.00	0.00	3,414.53
2 - ATHLETICS	11,087.75	0.00	1,093.14	0.00	9,994.61
3 - SENIOR 2017	1,593.50	0.00	0.00	0.00	1,593.50
4 - JUNIOR 2018	3,189.25	0.00	0.00	0.00	3,189.25
5 - SOPHMORE 2019	1,440.36	0.00	0.00	0.00	1,440.36
6 - FREASHMAN 2020	0.00	0.00	0.00	0.00	0.00
7 - 8TH GRADE	0.00	0.00	0.00	0.00	0.00
8 - CHEERLEADER	160.76	0.00	0.00	0.00	160.76
9 - FFA	4,547.95	0.00	0.00	0.00	4,547.95
10 - BAND/CHIOR	380.03	0.00	0.00	0.00	380.03
11 - STUDENT COUNCIL	5,455.72	0.00	0.00	0.00	5,455.72
12 - SCHOOL PLAY	472.47	0.00	0.00	0.00	472.47
13 - VO-AG REVOLVING	2,910.61	0.00	0.00	0.00	2,910.61
16 - JMG	812.11	0.00	0.00	0.00	812.11
17 - BPA	548.54	0.00	0.00	0.00	548.54
18 - EXPLORE AMERICA	3,245.52	0.00	0.00	0.00	3,245.52
19 - MUSIC PARENTS	2,779.40	0.00	0.00	0.00	2,779.40
20 - ART	1,698.59	0.00	0.00	0.00	1,698.59
21 - LIBRARY	844.64	0.00	0.00	0.00	844.64
22 - SPANISH CLUB	15.49	0.00	0.00	0.00	15.49
24 - Science Olypiad	537.67	0.00	0.00	0.00	537.67
	45,134.89 +	0.00 -	1,093.14 +	0.00	= 44,041.75



# Culbertson School Board Meeting

## Superintendent's Report

### August 16, 2016

#### A. Events that I plan to attend for August and September.

August 2 <sup>nd</sup>	Roosevelt County Transportation Committee Meeting @ Wolf Point
August 3 <sup>rd</sup>	Culbertson Chamber of Commerce Meeting
August 9 <sup>th</sup>	Culbertson Fire Department Meeting
August 12 <sup>th</sup>	Culbertson Chamber of Commerce Fair Meal
August 16 <sup>th</sup>	Culbertson School Board Regular July Meeting
August 23 <sup>rd</sup>	Culbertson Fire Department Training
August 26 <sup>th</sup>	HS Football vs. Plentywood HERE
August 27 <sup>th</sup>	HS Volleyball Tournament HERE
Sept. 1 <sup>st</sup>	NEMASS Meeting @ Glasgow
	HS Volleyball vs. R&L HERE
Sept. 6 <sup>th</sup>	JV Football vs. Fairview HERE
Sept. 7 <sup>th</sup>	District 2C Meeting @ Wolf Point
Sept. 8 <sup>th</sup>	HS Volleyball vs. MonDak HERE
Sept. 13 <sup>th</sup>	HS Volleyball vs. Savage HERE
	Culbertson Fire Department Meeting
Sept. 16 <sup>th</sup>	HS Volleyball vs. Brockton HERE
	Homecoming Parade
Sept. 17 <sup>th</sup>	Cross Country Meet HERE
	HS Football vs. Circle HERE
Sept. 18 <sup>th</sup>	MREA Meeting @ Bozeman
Sept. 19 <sup>th</sup>	Fall Supt. Conference @ Bozeman
Sept. 20 <sup>th</sup>	Culbertson School Board September Meeting
Sept. 22 <sup>nd</sup>	HS Volleyball vs. Froid/Lake HERE
Sept. 24 <sup>th</sup>	HS Volleyball vs. Bainville HERE
Sept. 26 <sup>th</sup>	JV Football vs. Scobey HERE
Sept. 27 <sup>th</sup>	Culbertson Fire Department Training
Sept. 29 <sup>th</sup>	Parent/Teacher Conferences
Sept. 30 <sup>th</sup>	HS Volleyball vs. Fairview HERE

B. I am currently finishing up the ESEA Federal Title Program Application for Title I. I am also finishing the Federal Carl Perkins Program Application for a small portion of money for our vocational programs. I have completed the Federal Hot Lunch Application for the upcoming school year.

If you have any questions, comments, or concerns about any item in this report or on the agenda, please feel free to contact me at your earliest convenience. I can be reached at the school at 787-6246, my home at 787-5779, my cell at 478-3330, or by email at [crowderl@nemont.net](mailto:crowderl@nemont.net) at any time.



**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-19-2016

**AGENDA ITEM #:** 14

**AGENDA TITLE:** College Graduate Credit Request(s)

**SUMMARY:** I have received no requests at this time.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 15

**AGENDA TITLE:** Guest Teacher Application(s)

**SUMMARY:** Attached please find the lone application that was received.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

# CULBERTSON PUBLIC SCHOOLS

P.O. Box 459  
423 First Avenue West  
Culbertson, Montana 59218-0459  
Phone: (406) 787-6241 • Fax: (406) 787-6244

## GUEST TEACHER APPLICATION

Name: Michell Thornton

Address (street or P.O. Box): PO Box 214

City/State/Zip Code: Culbertson MT 59218

Phone Number: 406-480-1104 Message/alternate phone number: 406-480-1699  
Please complete the following:

Do you have a high school diploma? ☒ Yes ☐ No Where from: Ronan MT

Do you have a college degree? ☐ Yes ☒ No Where from: \_\_\_\_\_

Do you have any teaching/education experience? ☒ Yes ☐ No Please provide details below.

I have done pre-school/daycare and helped with curriculum - One year of early childhood ed/elem. ed.

The following is a list of classes in which you may be called to guest teach. Please indicate the classes that you would like to guest teach in by placing a ✓ next to each one.

<input checked="" type="checkbox"/> Kindergarten	<input type="checkbox"/> 7-12 Science	<input type="checkbox"/> K-12 Art
<input checked="" type="checkbox"/> 1 <sup>st</sup> Grade	<input type="checkbox"/> 7-12 English	<input type="checkbox"/> K-12 Music
<input checked="" type="checkbox"/> 2 <sup>nd</sup> Grade	<input type="checkbox"/> 7-12 Mathematics	<input type="checkbox"/> K-12 P.E.
<input checked="" type="checkbox"/> 3 <sup>rd</sup> Grade	<input type="checkbox"/> 7-12 Social Studies	<input type="checkbox"/> 4-12 Spanish
<input checked="" type="checkbox"/> 4 <sup>th</sup> Grade	<input type="checkbox"/> 7-12 Agriculture Education	
<input checked="" type="checkbox"/> 5 <sup>th</sup> Grade	<input type="checkbox"/> 7-12 Business	
<input checked="" type="checkbox"/> 6 <sup>th</sup> Grade	<input type="checkbox"/> K-12 Special Education	

You will receive a copy of the Culbertson School District Guest Teacher Handbook and ask that you become familiar with the contents. The Culbertson School District would also like to request a finger print and name background check to be completed prior to employment. Thank you very much for your time and consideration of guest teaching at the Culbertson School District.

Would you like Teacher's Retirement withheld from your paycheck? ☐ Yes ☒ No

Michell Thornton  
Signature of Applicant

8-16-16  
Date

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 16

**AGENDA TITLE:** Lambert School District Bus Request

**SUMMARY:** Lambert is requesting at run their bus into our elementary school district to pick up the Martin family. This is the same request as last year.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 17

**AGENDA TITLE:** Review of 2015-2016 Hot Lunch/Breakfast Programs

**SUMMARY:** Attached please find the financial summary prepared by Lora.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

	Current Yr Revenues	Current Yr Expenses	Previous Yr Carryover	Ending Fund Balance
--	------------------------	------------------------	--------------------------	------------------------

## 2011-2012

\$ 4,441.78

Federal	61,055.68			
Daily	41,871.71			
State	-	Salaries	59,270.08	
Misc (interest)	19.06	Food	107,970.88	
General Fund	66,027.78	Other	1,159.15	
	168,974.23		168,400.11	\$ 5,015.90

## 2012-2013

\$ 5,015.90

Federal	59,967.95			
Daily	35,396.14			
State	-	Salaries	63,628.10	
Misc (interest)	14.02	Food	128,261.05	
General Fund	102,832.35	Other	4,126.64	
	198,210.46		196,015.79	\$ 7,210.57

## 2013-2014

\$ 7,210.57

Federal	69,475.59			
Daily	34,973.35			
State	-	Salaries	68,837.57	
Misc (interest)	26.40	Food	122,059.05	
General Fund	89,553.96	Other	3,005.61	
	194,029.30		193,902.23	\$ 7,337.64

## 2014-2015

\$ 7,337.64

Federal	61,308.71			
Daily	34,074.91			
State	444.77	Salaries	69,906.31	
Misc (interest)	15.21	Food	158,358.32	
General Fund	139,256.66	Other	6,303.01	
	235,100.26		234,567.64	\$ 7,870.26

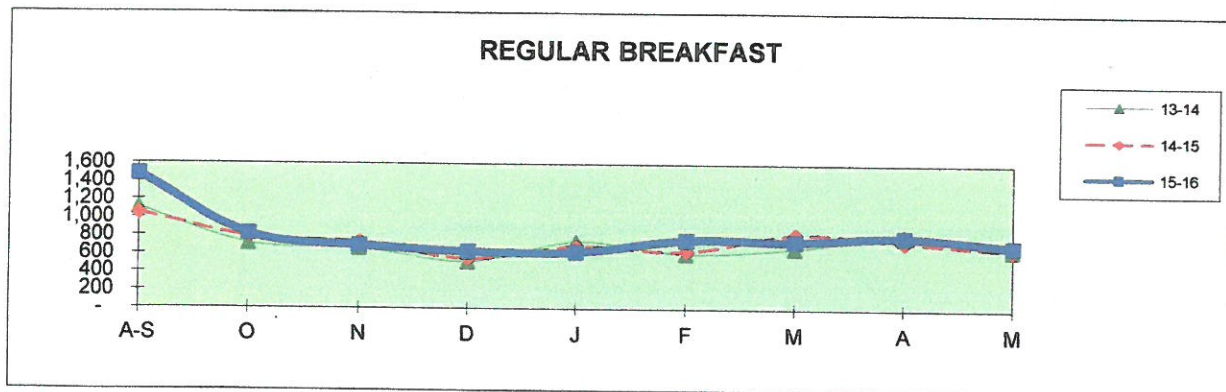
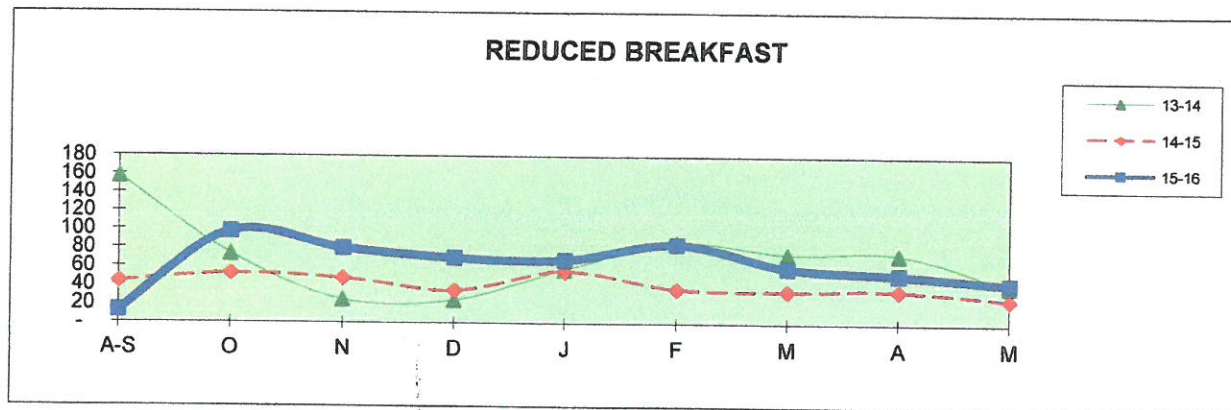
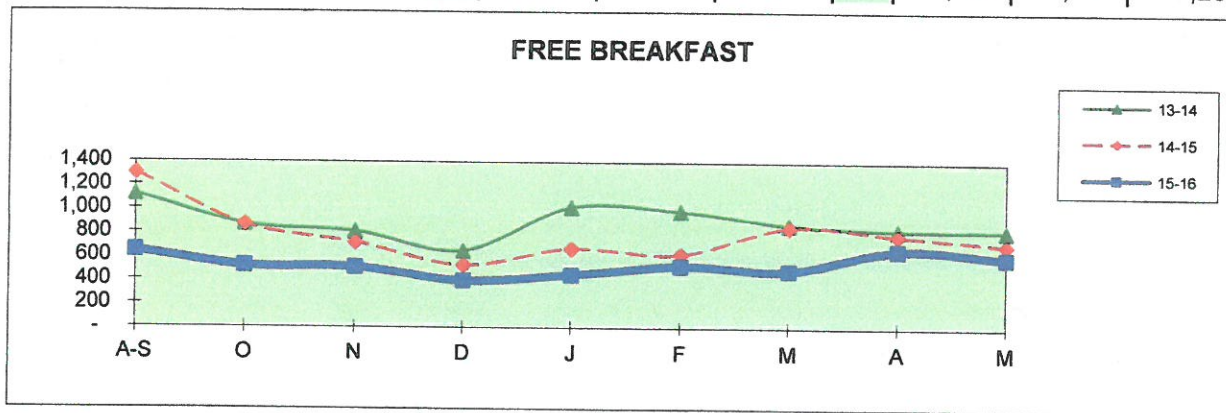
## 2015-2016

\$ 7,870.26

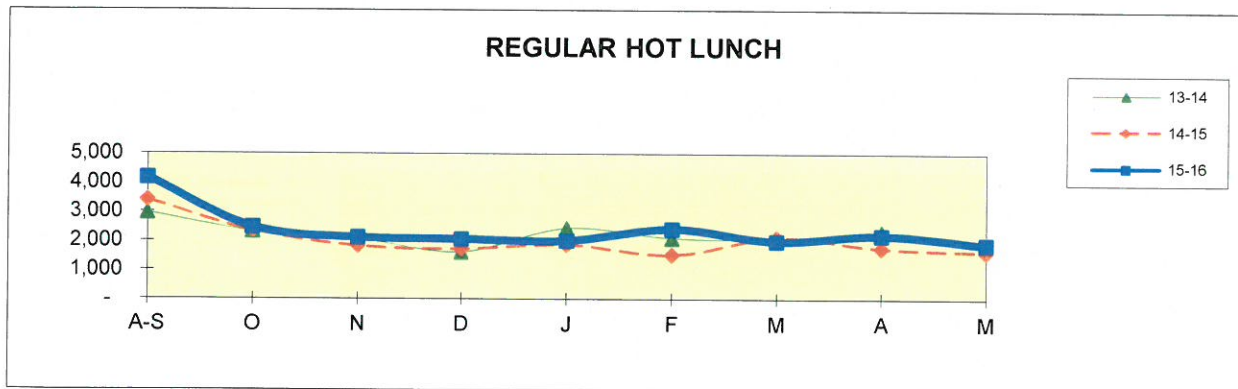
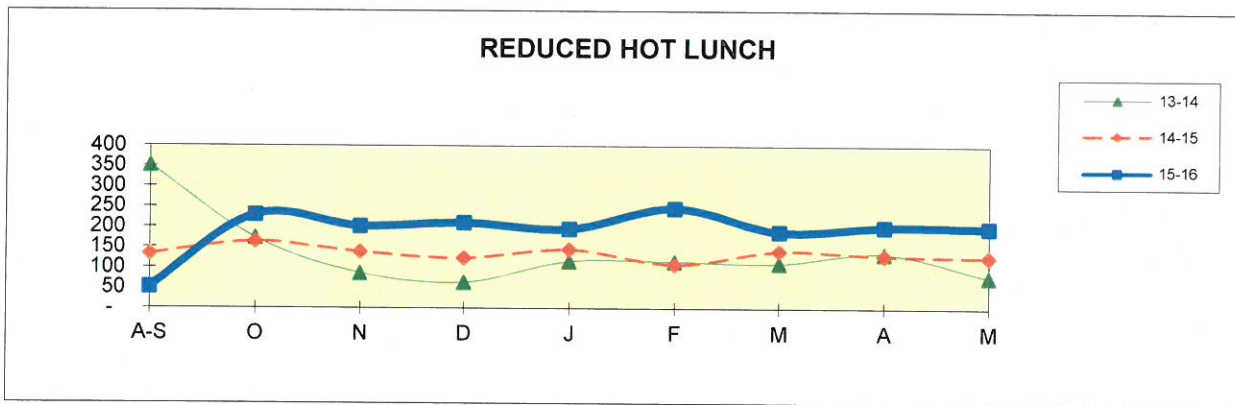
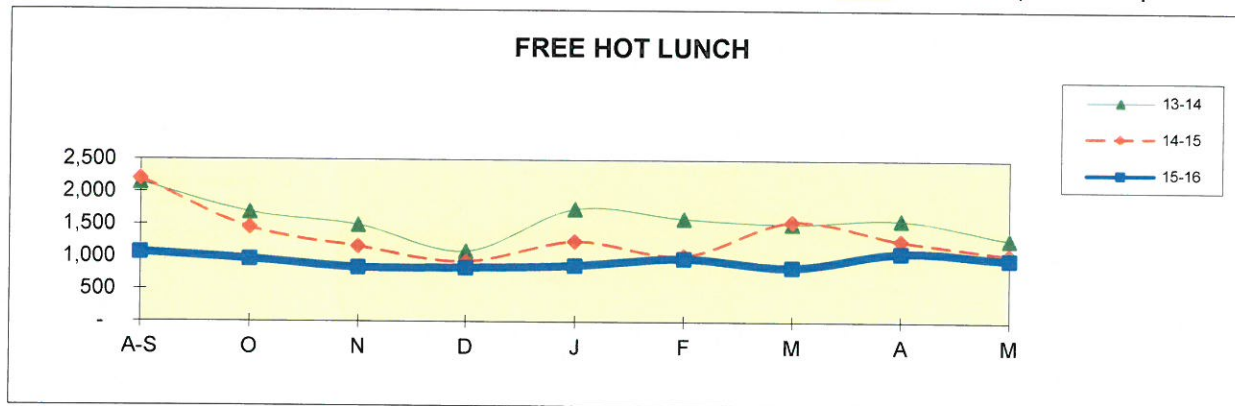
Federal	58,503.58			
Daily	35,228.81			
State	204.56	Salaries	87,921.76	
Misc (interest)	5.61	Food	125,890.80	
General Fund	119,013.01	Other	3,106.78	
	212,955.57		216,919.34	\$ 3,906.49



BREAKFAST COUNT FREE				BREAKFAST COUNT REDUCED				BREAKFAST COUNT REGULAR			
	13-14	14-15	15-16		13-14	14-15	15-16		13-14	14-15	15-16
A-S	1,115	1,294	636	A-S	157	43	12	A-S	1,106	1,044	1,474
O	864	858	510	O	73	52	97	O	707	786	814
N	803	708	498	N	24	47	79	N	654	719	685
D	643	517	388	D	24	34	69	D	511	543	621
J	1,012	659	439	J	57	55	67	J	733	683	619
F	979	611	514	F	86	36	84	F	605	629	757
M	864	843	476	M	74	34	59	M	668	819	743
A	822	774	649	A	74	35	52	A	814	740	794
M	819	696	589	M	41	26	43	M	659	652	695
	7,921	6,960	4,699		610	362	562		6,457	6,615	7,202



HOT LUNCH COUNT FREE				HOT LUNCH COUNT REDUCED				HOT LUNCH COUNT REGULAR			
	13-14	14-15	15-16		13-14	14-15	15-16		13-14	14-15	15-16
A-S	2,151	2,210	1,076	A-S	353	134	53	A-S	2,970	3,406	4,180
O	1,696	1,462	974	O	174	165	231	O	2,333	2,358	2,478
N	1,496	1,170	845	N	87	140	203	N	2,068	1,836	2,121
D	1,097	938	843	D	65	125	212	D	1,633	1,734	2,075
J	1,749	1,248	881	J	117	146	197	J	2,449	1,888	2,024
F	1,603	1,029	988	F	116	109	248	F	2,115	1,531	2,425
M	1,521	1,554	853	M	112	142	190	M	2,086	2,125	2,005
A	1,580	1,265	1,078	A	136	131	202	A	2,326	1,772	2,207
M	1,290	1,047	983	M	79	127	200	M	1,910	1,644	1,901
	14,183	11,923	8,521		1,239	1,219	1,736		19,890	18,294	21,416





	ELIGIBLE FREE			ELIGIBLE REDUCED		
	13-14	14-15	15-16	13-14	14-15	15-16
A-S	123	126	64	20	16	18
O	125	126	67	9	15	18
N	122	127	73	9	15	18
D	127	133	76	9	15	18
J	128	133	74	11	15	18
F	135	133	75	11	15	18
M	132	139	84	11	15	18
A	132	140	84	12	15	18
M	132	138	84	12	15	18
average	128	133	76	12	15	18

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 18

**AGENDA TITLE:** Band Instrument Rental Program

**SUMMARY:** Attached please find the information that Mrs. Taberna would like the Board to consider.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

- Do away with "zero dollar rental" option
  - offer only to those that qualify for free/reduced lunch?
  - free lunch=free rental, reduced lunch=reduced rental?
  - or F&RL are both free? or
    - word it as "school picks up the bill"?
- multiple child discount?
  - (60 per kid per year not to exceed 120 per year?)
  - 60 per family? (anticipated 100 total students in band, including those with their own horns)

- have check boxes for:

\_\_\_ Enclosed is my check for \$60 per child (family)

I will pay \_\_\_ monthly, with total due by December, (April for multiple child)

\_\_\_ Experiencing financial hardship

(create an application form for them to print/fill out and return to school for possible "sponsorship/scholarship")

- also ammend. supplies-each rental includes 1 reed, swab/snake/rod, 1 bottle oil. Any/all additional supplies must be paid for by student.
- Add to brands/recommendations for what and where. music stores (Eckroth for example) amazon, woodwindbrasswind, musicians friend, etc. rico is the standard we use at the school (consistent reeds), JH/HS should be exploring their options by trying rico royal, vandoren (mrs T's personal favorite), Hemke or mitchell lurie (clarinet). look for sample packs-there are many styles and strengths. Beginners should stick with a 2 or 2.5 rico.
- Add to Instrument Care section to "Rental agreement": (See below)

All woodwind players need 3 reeds in rotation at ALL times (failure to plan on your part does not constitute an emergency on mine-buy your reeds after class! The middle of class is NOT the time, nor is beginning of class-see "3 reeds")

Swab every time you play (brass monthly bath).

Cork grease 1x per week (every day for a week if cork is new)

Valve/slide oil every day.

Warm water only to wash plastic mouthpieces, be careful of soap-both can cause discoloration

Over-sanitization can cause weakening of the mpc tip in WW and discoloration/buildup in brass.

Beginners:

Reed players: Rico reeds, strength 2 or 2.5, have three or more good reeds always ready to go, cork grease weekly (unless new corks, then grease daily for a while) swab daily after playing, including mpc. wash mpc under lukewarm water weekly/monthly (clarinet careful of cork)

Brass players: valve oil daily, weekly move slides, lukewarm bath/snake monthly,

Intermediate (JH-HS)

Reed players: explore reed options/styles/strengths-always have 3 reeds "broken in and ready to play" silk swab daily, grease weekly,

Valve brass players: invest in blue juice, move slides daily/weekly, bathe monthly

Trombones: start using superslick system (creme, drops, and also water spray bottle), lukewarm bath monthly

# Culbertson Public Schools

P.O. Box 459

Culbertson, Montana 59218

Phone: (406) 787-6241

Fax: (406) 787-6244

## 2015-2016 Musical Instrument Loan Contract (Page 1 of 2)

PARENT/GUARDIAN AGREEMENT: Understanding that selected musical instruments have been made available by the Culbertson Public School Department of Music for use by students who register to participate in the instrumental program, I request that

Instrument Type	Brand/Make/Model	Serial Number	Retail/Replacement Value
-----------------	------------------	---------------	--------------------------

including the following accessories: case, mouthpiece, \_\_\_\_\_

be loaned to \_\_\_\_\_ for use in the music program at Culbertson Public School during the 2015-2016 school year.

*I, the borrower, agree to accept the conditions specified below:*

1. Pay the required loan fee (per year or any part thereof);
2. Assume full responsibility for the care of the instrument and accessories provided until these are returned to the school;
3. Provide supplies such as reeds, valve oil, cork grease, swabs/snakes, etc., to ensure the proper functioning and daily maintenance of the instrument;
4. Return the instrument and all accessories listed above in good condition to the school at the close of the current school year or at the request of the Director of Bands. Negligence of the student either in the care of the instrument or in attendance at rehearsals will result in immediate cancellation of the privilege accorded by this agreement; and to
5. Reimburse the school for any loss of or student-caused *major* damage to the instrument loaned to them. (Assessment of instrument and determination of degree of damage to be done by Mrs. Taberna and/or an instrument technician at Eckroth Music)

Check one:

\_\_\_\_\_ By paying a \$60.00 rental fee, Culbertson Schools assumes full responsibility for repairs due to regular instrument use such as replaced corks or pads or minor dents and adjustments of keys.  
(Recommended)

\_\_\_\_\_ Choosing a \$0.00 rental, I the student/parent/guardian, assume full responsibility for repairs due to regular instrument use such as replaced corks or pads or minor dents and adjustments of keys. Proof of any repairs (a copy of the repair receipt) will be required to be eligible for future zero dollar rentals.

2015-2016 Musical Instrument Loan Contract (Page 2 of 2)

The following supplies are a student responsibility:

**Woodwinds**

Cleaning swab

Cork Grease

Polishing cloth

Reeds (minimum of 3 working reeds at all times)

(Saxophonists: A basic neck strap will be provided, but it is the borrower's responsibility to purchase a different one if it does not meet your needs or expectations.)

**Brass**

Valve oil or slide cream

Cleaning snake

Polishing cloth

2015-2016 Elementary band students: A used beginning band method book will be provided to you, and you must return it with the instrument. If you lose or damage the book, it is your responsibility to replace it. Also, if you wish to purchase your own brand new book to keep, you may do so.

[Accessories and supplies are readily available from the band director and/or a variety of retailers, including Eckroth Music of Billings, MT, and Bismarck, ND, and Jacobsen Music of Minot, Dickinson, and Bismarck, ND.]

Instrument and case will be examined upon rental of instrument and the following sections completed:

Current status of instrument

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Current status of case and accessories

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(Circle one) \$60.00 rental fee

\$0.00 rental fee and accept responsibility for any repairs

I acknowledge receiving the instrument and accessories in the conditions listed and herewith enclose the applicable loan fee (checks payable to Culbertson Public Schools).

Musician Signature **X**\_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature **X**\_\_\_\_\_ Date \_\_\_\_\_

Borrower's address and phone number: \_\_\_\_\_

**X** \_\_\_\_\_  
Director of Bands, Culbertson Public Schools

**X** \_\_\_\_\_  
Superintendent, Culbertson Public Schools

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 19

**AGENDA TITLE:** Band Instrument Inventory Proposal

**SUMMARY:** Attached please find the information that Mrs. Taberna would like the Board to consider.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

School board packet; Instrument Acquisition

Once upon a time there was an instrument purchase rotation? Would like to get back on track with one!

There are over a hundred instruments in the Band inventory, but there are several that are on their last leg. Some of instruments have more than outlived their optimal life span. New instruments have been purchased here and there in recent years, but the old, lesser quality instruments need to be discarded/destroyed.

Between last year's instrumentation numbers and the most recent information from Courtney (\_\_\_#\_\_\_) will be enrolled in the band program. (\_\_\_#\_\_\_) do not, to my knowledge, have their own instrument and will rent from the school.

Options for acquiring new instruments:

A) Public donations

Advertise to community for instruments in "good, playable condition"

Pros: people can find a purpose for their old horns that are collecting dust in the closet, and possibly receive a donation receipt for taxes?

Cons: People may not understand what "playable condition" means.

We could acquire woodwinds needing \$300 re-pad/key adjustments or brass instruments needing a \$250 chem-clean.

Brass instruments could have succumbed to the careless candy eating during pep band and have an instrument that is rotted down the lead pipe and we are left with a non-playable instrument. (red-rot is also irreparable)

A saxophone of lesser quality could have been dropped one time and cannot be adjusted.

A beautiful wood clarinet that has a cracked bore and will cost more than it is worth to repair the crack.

Overall: Instruments from the public could range from great and horrible/money pit status.

B) Pawn shops

Pros: neat things are found in pawn shops

Cons: (see public donations: cons.) They may be affordable to buy but could cost more in repairs to make playable

C) Buy new from Eckroth

Pros: Eckroth music has discounted "bid" prices on their horns for school purchase. (Enclosed is last year's bid quote sheet.) Eckroth will also repair every instrument it sells! There are also maintenance and repair plans that ensure that the instrument is kept up to the best playability.

Cons: the expense is still great, despite the high(er) quality that they offer.

My recommendation: Option C for woodwind instruments (many keys), in conjunction with option A. I do not recommend option B.

**Lora:** I would also like to see an instrument rotation back into play so we can rotate out the bad instruments and have new instruments programmed into the budget. We will need a new tuba and bari sax in the near future as all 3 of our tubas and one of our two baris are in rough shape. We do not have any F Horns, which are also an expensive instrument. These three are big purchases.

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 20

**AGENDA TITLE:** Student Account Closure – Class of 2016

**SUMMARY:** Cassie Williams would like to recommend the closure of this account.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					



**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 21

**AGENDA TITLE:** 2016-2017 Coal Delivery Contract

**SUMMARY:** Attached please find the quote from James Obergfell. The price is the same as last year.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

James Obergfell LLC  
346 N Main  
Plentywood, Mt. 59254  
406-765-2697 home  
406-480-5267 cell

August, 15, 2016

Re: 2016-2017 Coal Bid

Pea delivered to Culbertson school:     \$105.00 per ton flat rate

James Obergfell  
Owner

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 22

**AGENDA TITLE:** 2016-2017 Extra-Curricular Contract(s)

**SUMMARY:** Attached please find a list of contracts and recommendations.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

2016-2017  
Extra-Curricular Contracts

Senior Class Advisor	Mary Machart
Junior Class Advisor	??
Sophomore Class Advisor	Tiffany Marchwick
Freshmen Class Advisor	Cassie Williams
8 <sup>th</sup> Grade Class Advisor	Dave Solem
7 <sup>th</sup> Grade Class Advisor	Ashley Copple
Drug & Alcohol Coordinator	Brad Nielsen
Student Council Advisor	Christina Olson
National Honor Society Advisor	Karen Toavs
BPA Advisor	Shawn Harkins
Title IX Coordinator	Christina Olson
Annual Advisor	Ashley Copple
Band	Jennesy Taberna
Chorus	Lana Hekkel
FFA Advisor	Jens Nielsen
JMG Advisor	Mary Machart
JH Football Head Coach	Brad Nielsen
JH Football Assistant Coach	Mark Colvin

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 23

**AGENDA TITLE:** 2016-2017 Certified Staff Contract - High School Math

**SUMMARY:** At this time we are without a certified applicant. I will be sending out a list of options to the Board for consideration.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 24

**AGENDA TITLE:** 2016-2017 School Budgets

**SUMMARY:** Attached please find a copy of the budgets for 2016-2017.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

2016-2017

	Budgeted	Non-Budgeted
<b>ELEM</b>	Fund	Fund
101 General	1,534,785.00	
110 Transportation	280,000.00	
114 Retirement	270,000.00	
115 Misc		675.06
117 Adult Ed	15,000.00	
121 Comp Ab		10,680.36
126 Impact Aid		0.53
128 Technology	1,355.80	
129 Flex	1,187.66	
<b>HS</b>		
201 General	990,853.00	
210 Transportation	180,000.00	
212 Hot Lunch		110,000.00
214 Retirement	225,000.00	
215 Misc		0.83
217 Adult Ed	10,000.00	
218 Traffic Ed		3,200.00
221 Comp Ab		9,447.34
226 Impact Aid		0.91
228 Technology	791.56	
229 Flex	582.82	
281 Scholarship		20,000.00
	3,509,555.84	154,005.03

2015-2016

	Budgeted	Non-Budgeted
	Fund	Fund
	1,515,243.00	
	278,000.00	
	260,000.00	
		60,099.98
	25,000.00	
		9,474.42
		62,674.59
	2,720.07	
	66,554.56	
	988,419.00	
	176,000.00	
		110,000.00
	215,000.00	
		38,954.64
	20,000.00	
		3,200.00
		8,585.54
		131,573.72
	1,438.27	
	114,840.07	
		20,000.00
	3,663,214.97	444,562.89

**CULBERTSON PUBLIC SCHOOLS  
DISTRICTS 17 J/R/C  
BOARD AGENDA FACT SHEET**

**MEETING DATE:** 8-16-2016

**AGENDA ITEM #:** 25

**AGENDA TITLE:** 2016-2017 Goal Setting

**SUMMARY:** Paul asked that each Board member bring at least on goal to the meeting. I look forward to hearing yours.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					



# Public Comment

(Non-Agenda Items)

The Culbertson School Board of Trustees would also like to invite public comment on any matter that was not on the agenda for this meeting. If any visitor would like to provide such comment, we would ask that you please raise your hand so that you can be properly recognized.

Thank you.