

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

NOTICE OF REGULAR SCHOOL BOARD MEETING

Tuesday–April 21, 2020, 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. March 17, 2020 (Athletic Committee Meeting)
 - b. March 17, 2020 (Negotiation Committee Meeting)
 - c. March 17, 2020 (Regular Board Meeting)
 - d. March 26, 2020 (Special Board Meeting)

FINANCE REPORT

- 06. Action, pay bills, approve investments, and note cash & 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, Resignation(s)
15. Action, 2020-2021 Teacher Contract(s)/Assignment(s)
16. Action, Summer 2020 Computer Cleaning Contract(s)
17. Action, 2020-2021 Interquest Canine Detection Services Contract
18. Action, Boiler Replacement Bid Award
19. Action, School Closure Payment of Contracts and Wages
20. Action, Board Policy 2-03-900.1 (First Reading)
21. Action, District Clerk Evaluation
22. Action, District Clerk Contract

PUBLIC COMMENT FOR NON-AGENDA ITEMS

- 23.

REPORTS (Continued)

24. Information, Trustees Reports/Requests.

DATE/TIME FOR NEXT MEETING

25. Date: Tuesday, May 19th Time: 6:30 p.m.
Potential Conflicts: None
Suggested Changes: None

ADJOURNMENT

26. 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 by raising your hand at that time so that the chair may properly recognize you.

Thank you.

SCHOOL BOARD MINUTES
COMMITTEE MEETING
March 17 2020
Tuesday – 5:30 p.m.

The Athletic Committee met to conduct winter program reviews at 5:30 p.m. Trustees present were: Eric Bergum, Mark Colvin and Gy Salvevold. Representatives were: Larry Crowder and Dave Solem.

Visitors were recognized. Notice for public comment given. Committee conducted program reviews for the winter activities. HS boys' basketball coach talked about uniforms and requested 8th grade participation. HS girls' basketball coach requested guidance on technicals and adequate bus seating. Speech & Drama and Cheer Coaches were not present. Recommendations would be given at the full March board meeting. Meeting adjourned at 5:44 p.m.

Chairman of the Board

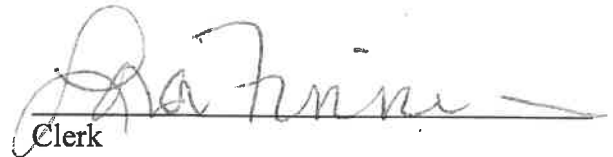
LC by 
Clerk

SCHOOL BOARD MINUTES
COMMITTEE MEETING
March 17, 2020
Tuesday – 5:30 p.m.

The Negotiations Committee met for contract negotiations on March 17, 2020 at 5:30 p.m. Trustees present were: Paul Finnicum and Luke Anderson. Representatives were: Mike Olson and Lora Finnicum.

No visitors were present. Notice for public comment given. Committee discussed principal's contract. Contract salary is tied to Master's Agreement for an automatic 1.95 percent increase; however, the principal stipend was not. Mr. Olson requested the same percent increase to the principal stipend as well. Committee would recommend 1.95 percent to total salary. No change requested to the Technology Contract. Meeting adjourned at 5:42 p.m.

Chairman of the Board


Clerk

SCHOOL BOARD MINUTES
REGULAR MEETING
March 17, 2020
Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, March 17, 2020, at 6:30 p.m. Trustees present were: Chair Paul Finnicum, Luke Anderson, Eric Bergum, Mark Colvin, and Gy Salvevold. Representatives were: Larry Crowder, Mike Olson, Dave Solem, and Lora Finnicum. Visitors were recognized.

Luke Anderson made motion to approve the agenda. Eric Bergum seconded motion. Motion carries unanimously. Notice for public comment given.

Luke Anderson made motion to approve the minutes of February 13, 2020 (regular board) meeting(s). Mark Colvin seconded motion. Motion carries unanimously.

Mark Colvin made motion to pay the March bills, approve investments, note cash and extra-curricular balances. Gy Salvevold seconded motion. Motion carries unanimously.

Payroll Warrants	52871 to 52915
Claims Warrants	65394 to 65453

Reports were presented. Student Council was developing some creative on-line activities to keep students connected. Staff would be planning instructional materials for students in short term. All MHSA sanctioned events are on hold until April 13th. Mr. Olson discussed an award from the Trenton Indian Service Area and CCDF program of \$5,000 for purchase of K-6 Library materials and resources. Mr. Olson reviewed the plan for the next couple weeks to disseminate meals and instructional materials to students. All district families were contacted regarding their needs. Prom is postponed as well as the OPI Nutrition Program review until further notice.

Mark Colvin made motion to accept the resignation letter from Susan Benson. Luke Anderson seconded motion. Motion carries unanimously.

Eric Bergum made motion to hire Kira Menz as Custodian and Stacey Kats as Cook's Helper, pending successful background check. Mark Colvin seconded motion. Motion carries unanimously.

Gy Salvevold made motion to approve classroom volunteer of Julie Gregory, pending successful background check. Eric Bergum seconded motion. Motion carries unanimously.

Luke Anderson made motion to approve classroom observation for Trista Papka, pending successful background check. Gy Salvevold seconded motion. Motion carries unanimously.

Gy Salvevold made motion to renew the tenure teaching contracts for Janelle Ator, Amy Berwick, Courtney Forbregd (10 days), Angela Iverson, Jeri Gustafson, Theresa McDonald, Wendy Nickoloff, Brad Nielsen, Jens Nielsen (6 weeks), Christina Olson, Darla Pust, Paula Schledewitz, Rhonda Seitz, David Solem, and Jennessy Taberna; and to offer tenure teaching contracts to Karen Brock and Amanda Bushlen; and to renew non-tenure teacher contracts for Ana Gonzalez, Brenda Harvey, Leanne Knapp, David Murray, Tiffany Nielsen, Russell Pfeifer,

SCHOOL BOARD MINUTES
REGULAR MEETING
March 17, 2020
Tuesday – 6:30 p.m.

Phyllis Owan, Pam Welch, Rhett Wilson, and Joy Young for the 2020-2021 school year. Eric Bergum seconded motion. Motion carries unanimously.

Luke Anderson made motion to approve the principal contract with Mr. Olson for 2020-2021 with total salary increases of 1.95 percent, commensurate with the Master's Agreement. Gy Salvevold seconded motion. Motion carries unanimously.

Luke Anderson made motion to approve the Technology Systems Coordinator contract with Mr. Olson for 2020-2021 with no changes. Eric Bergum seconded motion. Motion carries unanimously.

Athletic Committee met on winter activity programs. Gy Salvevold made motion to hire David Helmer as HS Boys' Basketball Head Coach, Valli Hauge as HS Girls' Basketball Head Coach, Tiffany Nielsen as HS Cheerleading Head Coach, and Jeri Gustafson as HS Speech & Drama Head Coach for 2020-2021. Eric Bergum seconded motion. Motion carries unanimously.

Luke Anderson made motion to approve the 2020-2021 EL District General Fund Levy of \$0, with budget of \$1,606,481, and use of necessary oil revenues to cover the over-base budget portion. Gy Salvevold seconded motion. Motion carries unanimously. Luke Anderson made motion for no permissive levy increases for the elementary transportation and adult education funds. Mark Colvin seconded motion. Motion carries unanimously. Mark Colvin made motion to approve the 2020-2021 HS District General Fund Levy of \$0, with budget of \$1,067,145. Luke Anderson seconded motion. Motion carries unanimously. Eric Bergum made motion for no permissive levy increases for the high school transportation and adult education funds. Luke Anderson seconded motion. Motion carries unanimously.

Keri Hauenstein presented a proposal for the establishment of a Native American Club. Luke Anderson made motion to approve student club. The request for stipend would have to be addressed in board policy. Mark Colvin seconded motion. Motion carries unanimously.

C-C Field parking plan was reviewed. Gy Salvevold made motion to support the proposed option. Mark Colvin seconded motion. Motion carries unanimously.

Mark Colvin made motion to approve Julie Gregory as Guest Teacher, pending successful background check. Luke Anderson seconded motion. Motion carries unanimously.

Notice was given for public comment for non-agenda items. Words of appreciation were received on how administration handled the school closure. No trustee reports were offered. Next regular meeting scheduled for April 21, 2020 at 6:30 p.m. (may be virtual). Meeting adjourned at 7:00 p.m.

Chairman of the Board


Clerk

SCHOOL BOARD MINUTES
EMERGENCY MEETING
March 17, 2020
Tuesday – 7:00 p.m.

An Emergency Board meeting was called to address school closure on Tuesday, March 17, 2020, at 7:00 p.m. Trustees present were: Chair Paul Finnicum, Luke Anderson, Eric Bergum, Mark Colvin, and Gy Salvevold. Representatives were: Larry Crowder, Mike Olson, Dave Solem, and Lora Finnicum. Visitors were recognized.

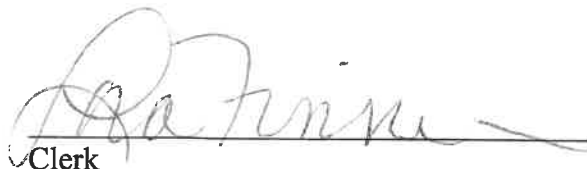
Luke Anderson made motion to approve the agenda. Eric Bergum seconded motion. Motion carries unanimously. Notice for public comment given.

Luke Anderson made motion to declare an unforeseen emergency in accordance with Sections 20-9-801 through 20-9-806, MCA, due to the community and school health concerns related to COVID-19 and authorize the administration to take necessary steps to execute this declaration and inform the public and government agencies of this declaration. Gy Salvevold seconded motion. Motion carries unanimously.

Luke Anderson made motion to approve the resolution that Proficient Student Designation and Offsite Instruction for the Culbertson School District be defined as follows: The Superintendent is: 1) authorized to work with district staff in making determinations regarding pupils who are proficient in courses in which the pupils are enrolled without regard to the aggregate hours of instruction provided; 2) directed to make a final determination of proficiency for each pupil for each enrolled course, using district assessments, including class grades at a minimum, and reporting a full-time equivalent conversion of ANB for such pupils, based on the scheduled time ordinarily provided through the aggregate hours of instruction for such courses; and 3) authorized to work with district staff in providing instruction for pupils of the district. Such instruction may include any method or methods identified as appropriate by the superintendent, including but not limited to offsite instruction as defined and referenced in Sections 20-1-101(5); 20-1-101(14); 20-7-118; and 20-9-311(11), MCA. Eric Bergum seconded motion. Motion carries unanimously.

Luke Anderson made motion to adjourn. Mark Colvin seconded motion. Motion carries unanimously. Meeting adjourned at 7:06 p.m.

Chairman of the Board



Clerk

SCHOOL BOARD MINUTES
SPECIAL MEETING
March 26, 2020
Thursday – 6:30 p.m.

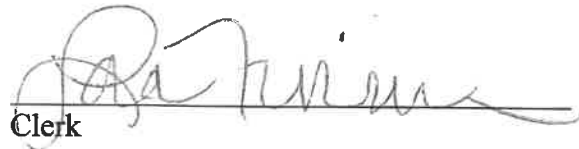
The Board met in special session via digital communications on Thursday, March 26, 2019, at 6:31 p.m. Trustees present were: Chair Paul Finnicum, Luke Anderson, Eric Bergum, Mark Colvin, and Gy Salvevold. Representatives were: Larry Crowder, Mike Olson, and Lora Finnicum.

No visitors were present. Luke Anderson made motion to approve the agenda. Mark Colvin seconded motion. Motion carries unanimously. Notice for public comment given.

Luke Anderson made motion to approve the school closure plan of action as presented. Eric Bergum seconded motion. More specifics to the plan will be added as changes are needed. Motion carries unanimously.

Notice for public comment given on non-agenda items. Mark Colvin made motion to adjourn. Luke Anderson seconded motion. Motion carries unanimously. Meeting adjourned at 6:36 p.m.

Chairman of the Board


Clerk

CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT
for the month of **MARCH 31, 2020**

FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
GENERAL	3,707.86	77,830.88	28,859.00	-	149,522.78	(39,125.04)	(39,125.04)	(0.00)
TRANSF	1,465.40	2,622.92	76,640.00	-	19,439.14	61,289.18	61,289.18	-
RETIRE	115,614.18	218.18	-	-	21,509.03	94,323.33	94,323.33	-
MISC	(21,099.09)	8,865.00	-	-	18,215.27	(30,449.36)	(30,449.36)	-
Misc	2,753.92		-	-		2,753.92		
Title	(27,644.42)				14,286.13	(41,930.55)		
Ind Ed	(5,405.67)	8,865.00			2,710.29	749.04		
JMG	751.23					751.23		
SRS	-					-		
JOM	8,445.85				1,218.85	7,227.00		
AD ED	62.84	28.13	8,866.00	-	1,895.42	7,061.55	7,061.55	-
COMPA	4.22	3.27	13,716.00	-		13,723.49	13,723.49	-
IMPACT	0.49		-	-		0.49	0.49	(0.00)
TECH	0.34		1.00	-		1.34	1.34	(0.00)
FLEX	(115,784.32)		-	-		(115,784.32)	(115,784.32)	-
COOP	(125,135.68)	243,512.57	220,521.00	239,069.00	99,775.58	53.31	53.31	0.00
PR	70,917.46	292,012.37	-	-	352,471.45	10,458.38	10,458.38	(0.00)
CL	121,971.21	189,728.69	-	-	307,351.80	4,348.10	4,348.10	0.00
ELEM	51,724.91	814,822.01	348,603.00	239,069.00	970,180.47	5,900.45	5,900.45	0.00
GENERAL	(77,513.13)	45,720.03	-	-	95,476.11	(127,269.21)	(127,269.21)	-
TRANSF	778.93	118.18	51,026.00	38,981.00	12,823.25	118.86	118.86	0.00
LUNCH	4.09	13,442.17	11,378.00	10,001.00	14,819.81	3.45	3.45	(0.00)
RETIRE	242.70	173.69	143,079.00	131,068.00	12,253.25	174.14	174.14	0.00
MISC	1,946.64	-	-	-	1,122.85	823.79	823.79	0.00
Misc	1,444.84		-	-		1,444.84		
AG	2,186.72				1,090.90	1,095.82		
Adv Ag	-					-		
BUS	-					-		
JMG	2,321.08				31.95	2,289.13		
Perkins	(4,006.00)					(4,006.00)		
AD ED	117.15	26.90	9,226.00	7,467.00	1,895.40	7.65	7.65	0.00
DR ED	(11.05)	0.56	2,298.00	2,059.00	226.99	1.52	1.52	0.00
COMPA	(188.62)	2.86	11,980.00	11,791.00		3.24	3.24	(0.00)
IMPAC	0.28	67,713.17	-	26,060.00		41,653.45	41,653.45	-
TECH	(0.00)		-	-		(0.00)	-	(0.00)
FLEX	0.84		2.00	2.00		0.84	0.84	-
ENDOW	79,531.49	25.38	106,470.00	100,063.00		85,963.87	85,963.87	-
HS	4,909.32	127,222.94	335,459.00	327,492.00	138,617.66	1,481.60	1,481.60	0.00
TOTAL	56,634.23	942,044.95	684,062.00	566,561.00	1,108,798.13	7,382.05	7,382.05	0.00

CULBERTSON SCHOOL DISTRICT
Cash Equivalent Accounts Summary
 March 31, 2020

	Beginning Balance	Receipts <i>reconciled bank credits</i>	Expenses <i>reconciled bank debits</i>	Ending Balance
General Funds 101 & 201 - Asset 102:				
First Community Bank Hot Lunch Revolving Account No. 335266	\$ 6,818.65	\$ 3,763.85	\$ 4,046.00	\$ 6,536.50
First Community Bank PaySchools Savings Account No. 5000521	\$ 0.89	\$ -	\$ -	\$ 0.89
First Community Bank Pcard Account No. 4205644	\$ 1,211.07	\$ 16,610.04	\$ 16,609.25	\$ 1,211.86
Synovus AFLAC Cafeteria Plan Account No. 000-329-492-7	\$ 11,557.04	\$ 1,608.34	\$ 924.47	\$ 12,240.91
Cash Equivalent Total	\$ 19,587.65	\$ 21,982.23	\$ 21,579.72	\$ 19,990.16
	Fund 101 Balance: \$	9,995.08	Fund 201 Balance: \$	9,995.08
	102 Debit (Credit) \$	201.25	970 Credit (Debit) \$	201.26

General Funds 101 & 201 - Asset 103:

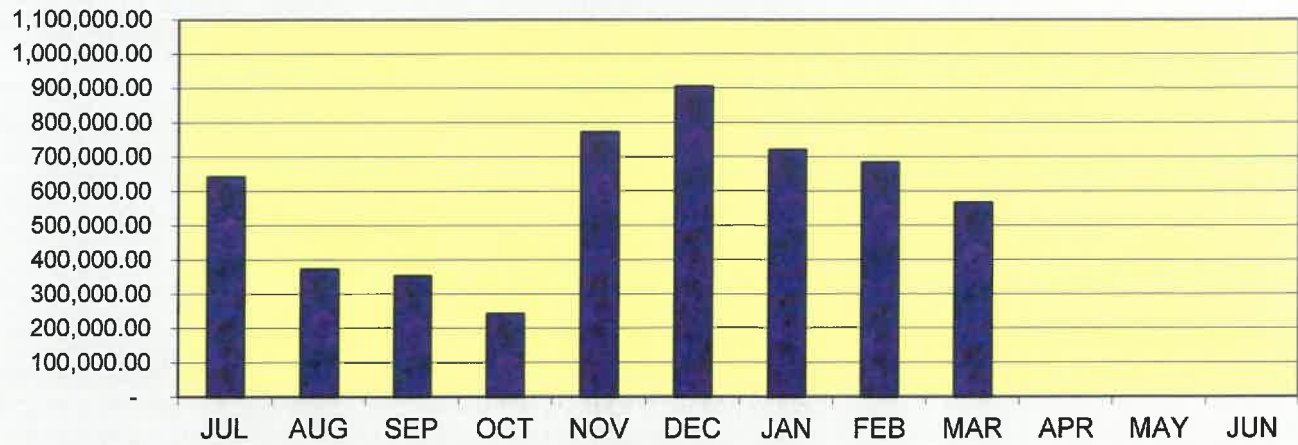
First Community Bank Petty Cash Account No. 332364	\$ 299.92	\$ -	\$ -	\$ 299.92
Cash Equivalent Total	\$ 299.92	\$ -	\$ -	\$ 299.92
	Fund 101 Balance: \$	149.96	Fund 201 Balance: \$	149.96
	103 Debit (Credit) \$	-	970 Credit (Debit) \$	-

Activities Fund 284 - Asset 102:

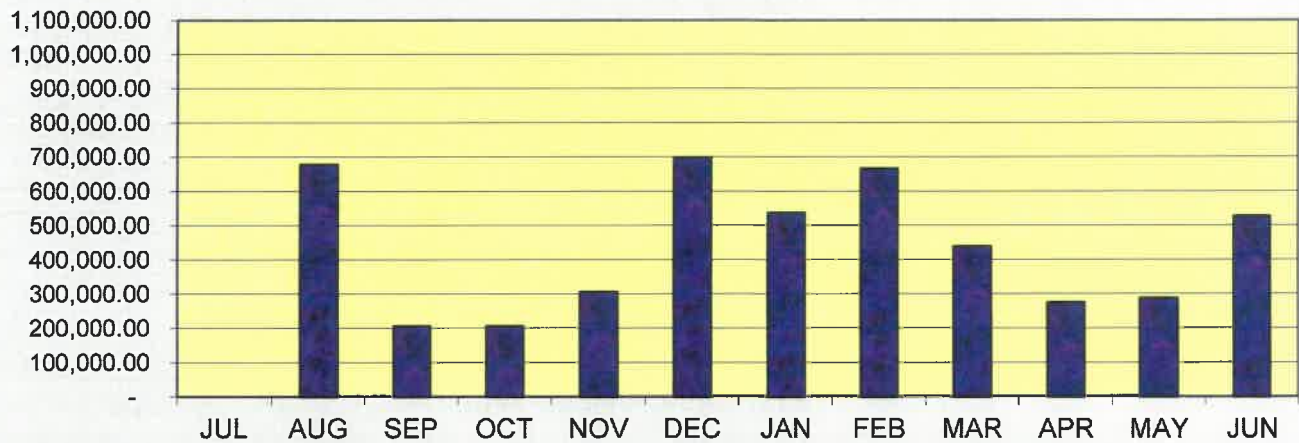
First Community Bank Activities Account No. 332356	\$ 77,069.86	\$ 4,261.21	\$ 11,415.55	\$ 69,915.52
Cash Equivalent Total	\$ 77,069.86	\$ 4,261.21	\$ 11,415.55	\$ 69,915.52
	102 Debit (Credit) \$	(7,154.34)	970 Credit (Debit)	

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2019-20												
101 General	-	-	-	-	88,659.00	130,578.00	2,016.00	28,859.00	-	-	-	-
110 Transport	7,813.00	-	-	-	-	9,129.00	90,599.00	76,640.00	-	-	-	-
114 Retirement	-	-	-	-	-	-	11,691.00	-	-	-	-	-
115 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
117 Adult Ed	8,897.00	-	-	-	-	9,512.00	9,384.00	8,866.00	-	-	-	-
121 Comp Abs	11,920.00	-	-	-	-	-	13,908.00	13,716.00	-	-	-	-
126 Impact Aid	1,949.00	-	-	-	-	-	-	-	-	-	-	-
128 Technology	-	-	-	-	-	1.00	1.00	1.00	-	-	-	-
129 Flex	-	-	-	-	-	-	-	-	-	-	-	-
182 Interlocal	315,911.00	242,258.00	203,086.00	193,709.00	294,350.00	240,582.00	206,030.00	220,521.00	239,069.00	-	-	-
201 General	-	-	-	-	-	11,703.00	-	-	-	-	-	-
210 Transport	29,704.00	-	-	-	63,156.00	133,670.00	59,499.00	51,026.00	38,981.00	-	-	-
212 Hot Lunch	4,752.00	-	-	-	-	13,051.00	10,976.00	11,378.00	10,001.00	-	-	-
214 Retirement	83,857.00	-	-	-	105,068.00	143,022.00	107,018.00	143,079.00	131,068.00	-	-	-
215 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
217 Adult Ed	10,053.00	-	-	-	10,492.00	10,116.00	9,806.00	9,226.00	7,467.00	-	-	-
218 Drivers Ed	1,513.00	-	-	-	2,489.00	2,489.00	2,490.00	2,298.00	2,059.00	-	-	-
221 Comp Abs	11,969.00	5,305.00	-	-	11,974.00	11,974.00	11,976.00	11,980.00	11,791.00	-	-	-
226 Impact Aid	40.00	-	-	-	-	-	-	-	26,060.00	-	-	-
228 Technology	-	-	-	-	-	-	-	-	-	-	-	-
229 Flex	2.00	-	-	-	2.00	2.00	2.00	2.00	2.00	-	-	-
281 Endow	153,929.00	125,000.00	150,000.00	48,928.00	195,846.00	189,715.00	185,893.00	106,470.00	100,063.00	-	-	-
TOTAL	642,309.00	372,563.00	353,086.00	242,637.00	772,036.00	905,544.00	721,289.00	684,062.00	566,561.00	-	-	-
2019-20												
101 General	-	-	-	-	-	93,446.00	72,439.00	174,830.00	47,673.00	-	-	-
110 Transport	-	-	-	-	-	44,579.00	16,383.00	7,081.00	19,300.00	-	-	19,575.00
114 Retirement	-	-	-	-	-	31,328.00	-	-	-	-	-	111,732.00
115 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
117 Adult Ed	-	-	-	-	-	-	5,477.00	5,310.00	5,319.00	-	-	8,568.00
121 Comp Abs	-	-	-	-	-	-	1.00	1.00	1.00	-	-	1.00
126 Impact Aid	-	-	-	-	-	-	47,315.00	10,752.00	10,767.00	-	-	1,949.00
128 Technology	-	-	-	-	-	-	-	-	-	-	-	-
129 Flex	-	-	-	-	-	-	-	-	-	-	-	-
182 Interlocal	-	470,668.00	207,404.00	207,015.00	254,997.00	268,432.00	219,599.00	239,435.00	265,417.00	216,063.00	222,520.00	196,113.00
201 General	-	-	-	-	-	8,755.00	-	7,909.00	-	-	-	-
210 Transport	-	-	-	-	-	39,194.00	34,574.00	27,811.00	15,605.00	-	-	20,363.00
212 Hot Lunch	-	-	-	-	-	7,623.00	3,222.00	-	842.00	-	-	2,960.00
214 Retirement	-	69,218.00	-	-	32,660.00	44,627.00	-	16,884.00	-	-	-	-
215 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
217 Adult Ed	-	-	-	-	6,348.00	6,890.00	5,034.00	7,032.00	7,082.00	-	-	9,923.00
218 Drivers Ed	-	-	-	-	2,140.00	2,140.00	2,140.00	2,141.00	2,142.00	-	-	1,853.00
221 Comp Abs	-	-	-	-	2.00	2.00	2.00	2.00	2.00	-	-	2.00
226 Impact Aid	-	-	-	-	9,579.00	21,075.00	21,078.00	56,786.00	6,040.00	-	-	40.00
228 Technology	-	-	-	-	-	-	-	-	-	-	-	-
229 Flex	-	-	-	-	-	2.00	2.00	2.00	2.00	-	-	2.00
281 Endow	-	138,355.00	-	-	2.00	130,505.00	110,505.00	110,545.00	59,156.00	59,094.00	65,000.00	153,909.00
TOTAL	-	678,241.00	207,404.00	207,015.00	305,728.00	698,598.00	537,771.00	666,521.00	439,348.00	275,157.00	287,520.00	526,990.00
2019-20												
101 General	-	-	-	-	-	26,478.00	-	-	-	-	-	-
110 Transport	-	-	-	-	-	77,311.00	-	-	-	-	-	-
114 Retirement	-	-	-	-	-	-	-	-	-	-	-	-
115 Misc Fed	-	-	-	-	-	1,705.00	-	-	-	-	-	-
117 Adult Ed	-	-	-	-	-	8,615.00	-	-	-	-	-	-
121 Comp Abs	-	-	-	-	-	4,141.00	-	-	-	-	-	-
126 Impact Aid	-	-	-	-	-	-	-	-	-	-	-	-
128 Technology	-	-	-	-	-	35.00	-	-	-	-	-	-
129 Flex	-	-	-	-	-	-	-	-	-	-	-	-
182 Interlocal	326,956.00	281,373.00	168,822.00	125,000.00	254,759.00	288,053.00	343,461.00	305,727.00	264,823.00	112,356.00	-	-
201 General	-	-	-	-	-	26,351.00	-	-	-	-	-	-
210 Transport	-	-	-	-	-	71,667.00	-	-	-	-	-	-
212 Hot Lunch	-	-	-	-	-	1,854.00	-	-	-	-	-	-
214 Retirement	-	-	-	-	-	29,751.00	20,499.00	-	-	-	-	-
215 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
217 Adult Ed	-	-	-	-	-	8,038.00	7,819.00	-	-	-	-	-
218 Drivers Ed	-	-	-	-	-	1,282.00	1,282.00	-	-	-	-	-
221 Comp Abs	-	-	-	-	-	4,606.00	4,606.00	-	-	-	-	-
226 Impact Aid	-	-	-	-	-	-	14,658.00	-	-	-	-	-
228 Technology	-	-	-	-	-	13.00	13.00	-	-	-	-	-
229 Flex	-	-	-	-	-	2.00	2.00	-	-	-	-	-
281 Endow	50,000.00	108,043.00	-	-	108,784.00	108,784.00	88,800.00	-	-	-	-	-
TOTAL	376,956.00	389,416.00	168,822.00	125,000.00	363,543.00	658,686.00	481,140.00	305,727.00	264,823.00	112,356.00	-	-

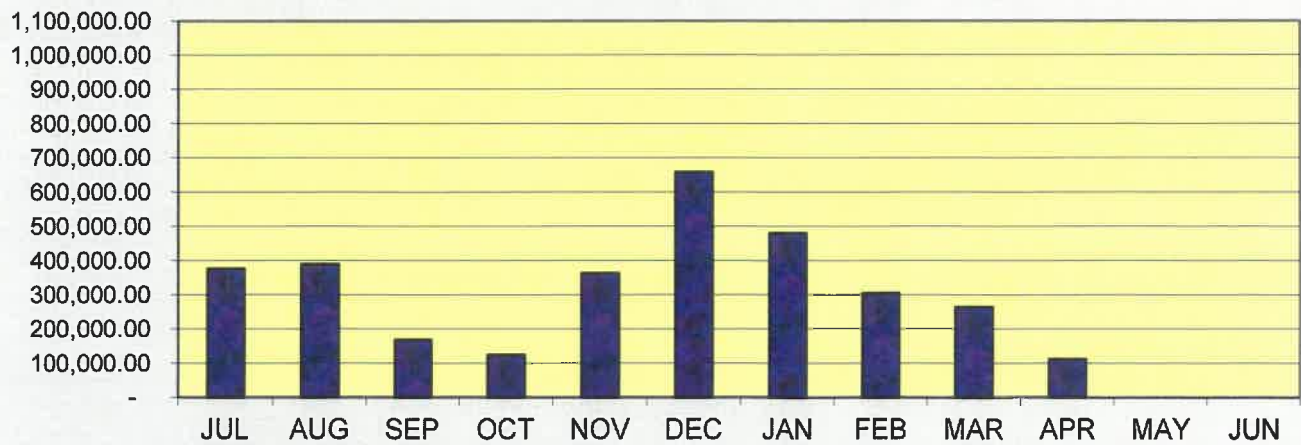
2019-20 INVESTMENTS



2018-19 INVESTMENTS



2017-18 INVESTMENTS



Culbertson Public School
Totals Report for March 2020 through March 2020
 2019-2020

04/15/2020
 9:50:07 AM

Checking
 Savings
 Investments

Account	Beginning	+ Receipts	- Expenditures	+ Transfers	= Ending
1 - ANNUAL	2,765.43	230.00	0.00	0.00	2,995.43
2 - ATHLETICS	6,079.38	56.71	517.87	0.00	5,618.22
3 - FRESHMAN 2023	932.42	0.00	27.50	0.00	904.92
4 - SENIORS 2019	0.00	0.00	0.00	0.00	0.00
5 - SENIORS 2020	1,917.01	0.00	0.00	0.00	1,917.01
6 - JUNIORS 2021	5,931.50	930.00	1,460.10	0.00	5,401.40
7 - 8TH GRADE	0.00	0.00	0.00	0.00	0.00
8 - CHEERLEADER	765.56	0.00	0.00	0.00	765.56
9 - FFA	11,191.04	0.00	4,016.51	0.00	7,174.53
10 - BAND/CHOIR	4,788.22	0.00	110.70	0.00	4,677.52
11 - STUDENT COUNCIL	5,628.28	1,125.00	150.81	-1,000.00	5,602.47
12 - SPEECH AND DRAMA	1,305.42	0.00	0.00	0.00	1,305.42
13 - VO-AG REVOLVING	1,895.49	0.00	0.00	0.00	1,895.49
14 - SOPHOMORE 2022	1,618.76	0.00	69.84	0.00	1,548.92
15 - PLAY	1,653.05	200.00	0.00	0.00	1,853.05
16 - JMG	1,773.79	1,195.00	69.64	1,000.00	3,899.15
17 - BPA	6,749.39	503.05	867.65	0.00	6,384.79
18 - EXPLORE AMERICA	8,324.00	21.45	0.00	0.00	8,345.45
19 - MUSIC PARENTS	2,381.75	0.00	0.00	0.00	2,381.75
20 - ART	1,576.68	0.00	0.00	0.00	1,576.68
21 - LIBRARY	1,464.42	0.00	0.00	0.00	1,464.42
22 - SPANISH CLUB	15.49	0.00	0.00	0.00	15.49
24 - Science Olympiad	3,393.75	0.00	0.00	0.00	3,393.75
<hr/>					
	72,150.83	+ 4,261.21	- 7,290.62	+ 0.00	= 69,121.42



April 2020

Activity Director's Report

Culbertson Board of Trustees,

Not a lot to report as all MHSA spring activities will be suspended through April 24th. MHSA has also stated that resumption of spring activities will depend on the ability to return to in-person instruction by May 4th. If in-person instruction doesn't resume by that time, spring activities will be cancelled.

Additionally I am searching for a company that will recondition 36 of our football helmets.

Sincerely,

David Solem

Mr. Olson
Technology Report
School Board Meeting
April 21, 2020

The upgrade from Windows 7 to Windows 10 continues for desktop computers. I am working my way down the HS wing. Ms. Owan's business room and computer lab are left. The computer lab will be upgraded to Win10 and the business room will get different computers. The current computers in the business room will be upgraded to Win10 and used in other parts of the building.

The Google licenses have come in for the 40 donated Chromebooks from Nemont. I will begin setting these up, putting them in inventory, and distributed.

Tech Budget is coming together. The two big projects are upgrading to Win10 and Smartboard replacement.

This summer NorthStar will be coming to the school to assist in WIFI and tech planning.

Mr. Olson
Principal Report
School Board Meeting
April 21, 2020

Since the COVID-19 school closure on March 16, Culbertson staff has been working on off-site learning. Teachers have developed systems to include online and work packets. We have reached out to the families many times by phone and/or email.

I have had conversations with our Senior class advisor on reaching out to this year's Seniors to discuss graduation time line. The plan is still for May 16 but planning for alternative dates will be discussed and planned for.

As of 4-15-20

Month	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
Aug	26	20	20	25	15	19	29	16	19	26	23	17	18	273
Sept	27	19	19	26	14	19	29	16	19	27	23	17	18	273
Oct	27	19	19	26	13	19	29	16	19	26	23	17	18	271
Nov	27	19	19	26	13	19	29	16	19	26	23	17	19	272
Dec	28	19	19	26	14	20	31	16	20	26	23	17	19	278
Jan	28	19	19	27	14	20	31	16	19	26	22	18	18	277
Feb	28	19	19	27	15	21	31	17	17	26	22	17	17	276
March	28	19	19	27	15	20	31	16	17	26	24	17	16	275
April	29	19	19	26	15	20	31	16	17	26	24	17	16	275
May														0

Enrolled	10	2	2	2	3	3	6	2	1	5	8	1	2	47
Transferred	0	2	2	1	1	1	1	0	1	2	0	1	0	12
Total In/Out	10	4	4	3	4	4	7	2	2	7	8	2	2	59

Ended the 2018-2019 year with 258

Culbertson School Board Meeting

Superintendent's Report

April 21, 2020

A. Events that I plan to attend for April and May.

April 1 st	Northeast Superintendent Meeting @ Sidney
April 2 nd	Culbertson Lions Club Meeting
April 6 th	Culbertson Town Council Meeting
April 14 th	Culbertson Fire Department Meeting
April 16 th	Culbertson Lions Club Meeting
April 21 st	Culbertson School Board Meeting
April 23 rd	Culbertson High School Music Concert
April 28 th	Culbertson Fire Department Training
May 5 th	School Board Trustee Election
May 6 th	Northeast Superintendent Meeting @ Glasgow
	Teach Montana Career Fair @ Bozeman
May 7 th	Culbertson Lions Club Meeting
May 11 th	Culbertson Town Council Meeting
May 12 th	Culbertson Fire Department Meeting
May 16 th	Culbertson High School Graduation
May 19 th	District 2C Meeting @ Culbertson
	Culbertson School Board Meeting
May 21 st	Culbertson Lions Club Meeting
May 26 th	Culbertson Fire Department Training

B. Other items for your review and consideration:

1. The second Community-wide School (Strategic) Planning Meeting has been postponed due to the COVID-19 School Closures. I will let you know a date when Debra Silk is able to reschedule.
2. Policy Committee update: The Policy Committee met on Thursday, January 23rd. The final two sections (personnel and students) of policy were discussed. Kris Goss from MTSBA will now send the Board the individual sections of policy to review at our upcoming Board meetings. Once all of the individual sections are reviewed and discussed, MTSBA would then recommend the Board adopt all of the policy sections simultaneously.
3. I have been taking in numerous conference calls each week with school superintendents, MREA, OPI, and the Governor's Office during the shutdown. These calls provide valuable information, as well as the thoughts and ideas of how to best serve students during this time of school closure.
4. I have completed Part II of the Federal Title VI grant application. This grant is for approximately \$20,000 and is used to fund the JOM Home-School Coordinator position.

5. The Senior Class of 2020 is thinking about their graduation date of May 16th and wondering if they will get to walk on that date or if the school closure and the social distancing will prevent them from conducting the ceremony on that date. At this time the official message from the school is that the May 16th date for graduation is still a go unless the Governor extends the school closure and the social distancing guidelines up to and beyond May 16th. We will be working to develop alternative dates for graduation just in case these closures do, in fact, continue well into May. I would ask the Board to begin considering alternative dates and the possibility of conducting graduation in June or July, if needed. If an alternative graduation date is necessary, I will ask the Board to formally approve the change.
6. The staff science curriculum continues to meet and discuss the options of vendors and content for K-12 classrooms. The meetings have been conducted weekly with a few of the K-6 staff and the two from grades 7-12. The meetings have been rich with discussion and we look forward to having a full recommendation for the School Board in May.
7. The K-12 staff is currently in the fifth week of the school closure. Staff members are working both from home and the school depending on their job assignment and are being asked to work their full contracted hours. In addition to their normal job duties several staff members are also helping out throughout the school with other tasks and/or completing on-line professional development through two website portals: SafeSchools (MSGIA) and ParaEducator (Master Teacher). These courses are no cost to the district and can be tracked by the office for verification purposes.
8. Some area businesses have made donations to the school during this time of school closure. These businesses include (in no particular order):
 - Nemont donated 40 Chomebooks.
 - Sheridan Electric donated lunch bags and bottled water.
 - Basin Electric donated \$400.
 - The Wild West Diner donated Uncrustable sandwiches.
9. The federal government stimulus package legislation included money for public schools. The Culbertson Elementary and High School Districts combined will receive just over \$75,000. These monies can be spent at the discretion of the District.
10. I have some worries about the upcoming legislative session in regards to school funding in the next biennium. Tax revenues in the final portion of Fiscal Year 2020 and the start of Fiscal Year 2021 will surely be down with the increasing amount of unemployment, the number of businesses that are shut down or at limited capacity, and the decline in oil activity due to price. These revenue shortages may result in general fund budget freezes, if not outright general fund budget cuts – the likes of which has not been experienced by schools in Montana since the Racicot and Martz administrations. The good news is that schools should have no problem with the 2020-2021 school year budget. After that, however, is guaranteed to be interesting.....to say the least.

11. Just so we don't forget, here are a few projects to think about in the short term and long term (in no particular order of importance):

- Replacement of the oldest section of Playground Equipment
- Replacement of the Football Field Lights
- Old Armory: Renovation or Demolition
- Replacement of the cinder track with an all-weather track.
- Building or purchasing teacher housing.
- Building an auditorium for music performances and plays
- Re-establishment of the Family Consumer Science classroom and the corresponding student organization FCCLA (Family, Career and Community Leaders of America).

12. Here are a few items that might be part of the regular May Board meeting agenda:

- Discuss/debate one or more sections of Board policy, as presented by MTSBA
- Fall Coaching Contracts – Assistant Coaches, Junior High Coaches, etc.
- MHSA Activities for 2020-2021
- Classified Staff Contract Renewals
- Science Curriculum Changes Review/Adoption
- Technology Budget for 2020-2021 Review/Adoption
- Memberships for 2020-2021 (MTSBA, MREA, MHSA, etc.)
- Summer Custodial Staff
- Validation of Election
- Reorganization of the Board
- School Board Committee Assignments

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 any time. I can be reached at 787-6246 (school), 787-5779 (home), 478-3330 (cell), or by email at crowderl@culbertson.k12.mt.us at any time.

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

MEETING DATE: 4-21-2020

AGENDA ITEM #: 14

AGENDA TITLE: Resignation(s)

SUMMARY: Attached please find resignation letters from Steve Larsen and Vicki Parker.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

April 15,2020

Mr Larry Crowder

Culbertson School

Mr. Crowder and School Board

This letter is my official notification to you and the board that my last day of work at Culbertson school will be June 30, 2020. On that day I plan to retire.

I am excited about my impending retirement and would like to take this opportunity to thank you for all the many experiences this job has afforded me. I have genuinely enjoyed my employment here and will miss you and all my coworkers here when my retirement comes.

Please let me know what I can do to help with the transition of my job to another employee. I Plan to work right up until my retirement date and will be happy to help make a smooth transition.

I will be meeting with Lora to finalize my retirement benefits and any vacation or sick days that I have accumulated.

Sincerely,

A handwritten signature in blue ink that reads "Steve Larsen". The signature is written in a cursive, flowing style.

Steve Larsen

April 19,2020

Dr. Mr. Crowder and Mr. Olson,

I will be resigning from my position here at Culbertson School for family and personal reasons. Thank you for the opportunity to teach for your school. I have enjoyed my time here and wish you all the best.

Sincerely,

A handwritten signature in cursive script that reads "Vicki Parker". The signature is written in dark ink and is positioned above the printed name.

Vicki Parker

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

MEETING DATE: 4-21-2020

AGENDA ITEM #: 15

AGENDA TITLE: 2020-2021 Teacher Contract(s)/Assignment(s)

SUMMARY:

1. Teacher Contract(s): Shelly Salvevold has completed all of her coursework for HS English. Mike and I would like to recommend the Board offer Shelly a teaching contract for 2020-2021.

2. Teacher Assignment(s): Mike and I have looked at the enrollment numbers in the Elementary as they currently stand and would like to recommend the following:

<u>Grade Level</u>	<u>Expected Enrollment</u>	<u>Number of Classrooms</u>
Kindergarten	??	2
1 st Grade	29	2
2 nd Grade	19	2
3 rd Grade	19	1
4 th Grade	26	2
5 th Grade	15	1
6 th Grade	20	1

Attached please find a list of recommendations for Teacher Assignments for 2020-2021.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

Elementary & High School Teacher Assignments

<u>Position</u>	<u>2020-2021</u>
Kindergarten	A. Bushlen & B. Harvey
1 st Grade	W. Nickoloff & K. Brock
2 nd Grade	J. Young & L. Knapp
3 rd Grade	T. McDonald
4 th Grade	A. Berwick & _____
5 th Grade	A. Iverson
6 th Grade	T. Nielsen
K-6 Special Education/Title I	R. Wilson
K-12 Art	P. Welch
K-12 Counselor	C. Forbregd
K-12 Librarian	C. Olson
K-12 Music	J. Taberna & R. Pfeifer
K-12 PE	B. Nielsen
K-12 Spanish	A. Gonzalez
K-12 Special Education	J. Ator
Junior High Science & Soc. St.	D. Murray
Junior High English & Math	R. Seitz
7-12 Title I	J. Gustafson
7-12 Agriculture Education	J. Nielsen
7-12 Business Education	P. Owan
8-12 Social Studies	D. Solem
HS Science	P. Schledewitz
HS English	S. Salvevold
HS Mathematics	D. Pust

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

MEETING DATE: 4-21-2020

AGENDA ITEM #: 16

AGENDA TITLE: Summer 2020 Computer Cleaning Contract(s)

SUMMARY: Mike would like to recommend Wendy Nickoloff and Theresa McDonald, same as last year.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

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

MEETING DATE: 4-21-2020

AGENDA ITEM #: 17

AGENDA TITLE: 2020-2021 Inquest Canine Detection Services Contract

SUMMARY: Mike and I would like to recommend renewal of this attached contract. The pricing is the same as last year.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

National Headquarters
Houston Texas 77070
1-800-481-7768
21900 Tomball Parkway

Montana Interquest Detection Canines
Keith Chambers
P.O. box 296
Stevensville MT 59870

INTERQUEST DETECTION CANINES

CULBERTSON PUBLIC SCHOOLS

This shall serve as an agreement by and between INTERQUEST DETECTION CANINES and the DISTRICT for substance awareness and detection services for the period of August 2020 through **July 2021**.

It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students/ employees and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety education. It is also recommended that the DISTRICT publicly state that it has a service agreement with Interquest Detection Canines to provide random contraband inspections on its campus.

INTERQUEST shall provide contraband inspection service utilizing non-aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT administration with INTERQUEST acting as an agent of the DISTRICT conducting such inspections. Communal areas, lockers, gym areas, class rooms, parking lots (vehicles), grounds and other selected areas as directed by the DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICT. Suspected drugs of abuse may be field-tested to provide presumptive identification of the drug.

INTERQUEST agrees to provide # 3 half-days / *full-days visits during the contract period. The service rate is \$375.00 per half-day (2.5 hrs + paper work time) – or \$675.00 per full-day (5 hrs + paper work time) inspection during the contract period. The DISTRICT may increase the total number of visits by notifying INTERQUEST in writing. Multiple canine teams will be charged on a per team basis.

INTERQUEST will invoice for service to the DISTRICT'S business office during or end of the service month. The DISTRICT agrees to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICT as appropriate for visits. The DISTRICT will provide a school calendar indicating dates that are inappropriate for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and regional regulatory agencies as required.

MONTANA INTERQUEST
DETECTION CANINES

FOR THE SCHOOL:

Keith Chambers
Franchise owner
(406) 544-1767

(Administrator Signature)
Date _____

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

MEETING DATE: 4-21-2020

AGENDA ITEM #: 18

AGENDA TITLE: Boiler Replacement Bid Award

SUMMARY: This project has been advertised and the bid deadline was Friday, April 17th. Attached please find the only bid that was received. The Board has the authority to accept or reject any and all bids.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

Proposal

Sheridan Heating and Cooling
PO Box 542
Plentywood, MT 59254

Phone (406) 765-2244 Fax: (406) 765-2236

Date

4/14/2020

Culbertson School District
423 First Avenue West
Culbertson, MT 59218

Description

- * Installation of 3 Lochinvar Model FTX400L, 98% efficient gas boilers. Fully modulating input from 40,000 to 399,900 BTU.
- * Installation of Manifold system and 4- Viridian Pressure Proportional pumps for Elementary, High school, Offices/Art, and Music/JMG Zones.
- * Complete Piping system for Elementary zone, two-pipe, reverse return, all copper.
- * Complete Piping system for High School zone, two-pipe, reverse return, all copper.
- * Complete Piping system for Offices, Art room and Main Entrance zone, two-pipe, direct return with zone valves
- * Complete Piping system for Music and JMG zone, two-pipe, direct return with zone valves.
- Resource Room #305 with new fan-coil unit. Installed in Storage Room
- * Approximately 26 Trane Cabinet Heaters. Model# FFBB0801EAWBOH30AHOM00000200FM7000DE00 with zone valves and thermostat.
- * Utilize Existing Console Heaters in Offices, Bathrooms and Entryways, if possible. Replace with new console heaters as needed.
- * System to be installed in phases and may require 2-3 seasons to accomplish.
- * Access to crawl-space provided by school.
- * Demolition of existing steam lines by others.
- * Gas piping to boilers by others.
- * Electrical not included.
- * Heating system designed to be stand-alone controls. Components compatible with existing Building Management System. Recommend addition of separate Building Management System to include 2 boilers on north end by RHI Controls. BMS not included.
- * Billing to be proportional to materials on site and work completed

Total

564,000.00

Mechanical Permit: Add \$2158.00

Boiler Permit: Add \$508.00

Authorized Signature

Rob Knick

You are authorized to do the work as specified. Payment will be made as outlined above

Customer Signature

Date

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

MEETING DATE: 4-21-2020

AGENDA ITEM #: 19

AGENDA TITLE: School Closure Payment of Contracts and Wages

SUMMARY: Lora and I would like to recommend the bus contractors, bus monitors, and spring athletic season coaches be paid their contracts and/or wages during this time of school closure. These funds are budgeted and available.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

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

MEETING DATE: 4-21-2020

AGENDA ITEM #: 20

AGENDA TITLE: Board Policy 2-03-900.1

SUMMARY: The Board approved the establishment of a student Native American Club at the Culbertson School beginning in the fall of 2020-2021 school year. One component of this proposal was a stipend for the Club Advisor. Attached please find a copy of the current Board policy. I would recommend the Board consider the stipend for the Native American Club Advisor be set at \$2000 per year. This mirrors the stipend for JMG and BPA.

This is a policy change that will require two readings before adoption. The first reading motion will be to post the change of policy for public comment.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

2-03-900.1. Extra-Curricular Stipends.

CROSS COUNTRY*		GIRLS' & BOYS' GOLF*	
HS Head Coach	3,000.00	HS Head Coach	2,000.00
HS Assistant	1,750.00	HS Assistant	1,500.00
Junior High	1,000.00	CHEERLEADING*	
Junior High Assistant	750.00	HS Winter Season Coach	2,000.00
FOOTBALL*			
HS Head Coach	3,000.00	SPEECH & DRAMA*	
HS Assistant	1,750.00	HS Head Coach	3,000.00
Junior High	1,000.00	HS Assistant	1,750.00
Junior High Assistant	750.00	BAND & CHOIR*	
VOLLEYBALL*		Band Advisor**	2,000.00
HS Head Coach	3,000.00	Choir Advisor**	1,000.00
HS Assistant	1,750.00	ADVISORS	
Junior High	1,000.00	12 th Grade	500.00
Junior High Assistant	750.00	11 th Grade	600.00
GIRLS' & BOYS' BASKETBALL*		10 th Grade	400.00
HS Head Coach	3,000.00	9 th Grade	400.00
HS Assistant	1,750.00	8 th Grade	400.00
Junior High	1,200.00	7 th Grade	400.00
Junior High Assistant	900.00	HS Student Council	500.00
Grade	1,000.00	Play	500.00
Grade Assistant	750.00	Assistant Play (if needed)	300.00
GIRLS' & BOYS' TRACK*		Annual, In-Class	1,500.00
HS Head Coach	3,000.00	Annual, Out-of-Class	2,000.00
HS Assistant	1,750.00	FFA** with Concessions	7,000.00
Elem/JH	1,000.00	BPA**	2,000.00
Elem/JH Assistant	750.00	JMG**	2,000.00
		National Honor Society	300.00
		Title IX Coordinator	300.00
		Drug & Alcohol Coordinator	300.00
		Prom Advisor	200.00
<p>* denotes MHSA Sanctioned Events.</p> <p>Beginning in the 2013-2014 School Year:</p> <p>An additional \$200 will be paid to the high school head coach and an additional \$100 will be paid to the high school assistant coach(es) for each week of post season advancement for the following sports:</p> <p>Football: each week of playoffs in which the team participates</p> <p>Volleyball: divisional and state tournaments in which the team participates</p> <p>Basketball: divisional and state tournaments in which the team participates</p> <p>Beginning in the 2005-2006 School Year:</p> <p>\$ 25 increase per year for JH head coaches, and grade school head coaches</p> <p>\$ 15 increase per year for JH and grade school assistant coaches</p>			
** denotes stipends that will be contract addendums.			

Adopted:	August 17, 1999	October 14, 2002	July 16, 2013
Revised:	May 16, 2000	August 11, 2003	April 16, 2015
	July 25, 2000	September 18, 2007	June 20, 2017
	June 26, 2001	July 15, 2008	June 21, 2018

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

MEETING DATE: 4-21-2020

AGENDA ITEM #: 21

AGENDA TITLE: District Clerk Evaluation

SUMMARY: The evaluation instrument is attached. I believe that Lora will be requesting an executive session with the Board to review her evaluation.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

Culbertson Public School District 17 J/R/C District Clerk Evaluation

District Clerk:

Date:

Performance Responsibilities:	Satisfactory	Unsatisfactory	Not Observed	Comments or Suggestions
1. Attend all Board meetings.				
2. Keep accurate and full minutes of the meetings of the Board.				
3. Send a copy of minutes to each member of the Board at least one week prior to the next regular meeting of the Board.				
4. Prepare, together with the superintendent, an agenda setting forth all known items of business to be considered at the meeting and deliver the agenda to each member of the Board at least one week prior to the meeting.				
5. Publish all legal notices concerning the district's business.				
6. Act as custodian of all federal, state, and local monies belonging to the district.				
7. Receive all federal, state, and local monies belonging to the district.				
8. Deposit monies received in banks or treasuries designated by the Board.				

Performance Responsibilities:					Comments or Suggestions
		Satisfactory	Unsatisfactory	Not Observed	
9. Become bonded in such sum as shall be required before entering on the duties of the office and notarize as requested.					
10. Pay out district monies on written order of designated officials of the Board.					
11. Give detailed accounts of monies received and distributed at least once a month prior to the regular meeting of the Board and such other times as the Board may request.					
12. Render a full annual report at the end of each fiscal year for each school budget.					
13. Work in conjunction with the Board designated audit firm to satisfy all state audit requirements.					
14. Maintain employee records as they pertain to items such as contracts, insurance, leave, time sheets, and voluntary payroll deduction.					
15. Direct District investments monthly to the County Treasurer detailed by fund.					
16. Maintain federal, state, and local grants and scholarships with fiscal year end reports.					
17. Maintain fixed assets as reported to OPI and inventory records for the District.					

Performance Responsibilities:	Satisfactory	Unsatisfactory	Not Observed	Comments or Suggestions
18. Maintain all bus driver certifications and contracts.				
19. Perform such other tasks as may from time to time be assigned.				

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

MEETING DATE: 4-21-2020

AGENDA ITEM #: 22

AGENDA TITLE: District Clerk Contract

SUMMARY:

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Salvevold					
Bergum					
Colvin					

Public Comment

(Non-Agenda Items)

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. The Board also recognizes the statutory and constitutional rights of the public to participate in governmental operations. To allow fair and orderly expression of public comments, the Board will permit public participation through oral or written comments during this “public comment” section. Individuals wishing to be heard by the Board shall first be recognized by the Chairperson. Individuals, after identifying themselves, will proceed to make comments within a 3 minute time period. Citizens may comment on items within the jurisdiction of the school board that do not appear on this meeting’s agenda. Citizens may not comment on matters related to student or staff privacy or contested adjudicative matters. The Chairperson may control the comment period to ensure an orderly progression of the meeting and may redirect or terminate an individual’s statement when appropriate, including when statements are out of order, too lengthy, personally directed, abusive, obscene, or irrelevant.

Thank you.