

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

**NOTICE OF REGULAR SCHOOL BOARD MEETING**  
**Tuesday–June 15, 2021, 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. May 18, 2021 (Regular 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**

14. Action, 2020-2021 Health & Safety Plan
15. Action, 2021-2022 School Board Goals

**NEW BUSINESS**

16. Action, Resignation
17. Action, 2021 Summer Custodial Staff
18. Action, 2021-2022 Classified Staff Contract(s)
19. Action, 2021-2022 Certified Staff Contact(s)
20. Action, 2020-2021 Extra-Curricular Staff Contact(s)
21. Action, 5<sup>th</sup> Grade Team Teaching Proposal
22. Action, Missoula Children's Theatre Rehearsal Proposal
23. Action, Budget Amendment Resolution
24. Action, Graduation Date – May 2022
25. Action, Impact Aid Policy Review
26. Action, 2021-2022 Membership Renewal(s)
  - a. Roose-Valley Special Education Cooperative
  - b. Montana School Boards Association
  - c. Montana Rural Education Association
  - d. Montana Quality Education Coalition
  - e. Montana Cooperative Services
27. Action, 2021-2022 Insurance Renewal(s)
  - a. Worker's Compensation
  - b. Property & Liability

**PUBLIC COMMENT FOR NON-AGENDA ITEMS**

28.

**REPORTS (Continued)**

29. Information, Trustees Reports/Requests.

**DATE/TIME FOR NEXT MEETING**

30. Date: Tuesday, July 21<sup>st</sup>                      Time: 6:30 p.m.  
Potential Conflicts: None                      Suggested Changes: None

**ADJOURNMENT**

31. Time of adjournment: \_\_\_\_\_

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

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# 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  
REGULAR MEETING  
May 18, 2021  
Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, May 18, 2021, at 6:31 p.m. Trustees present were: Paul Finnicum, Eric Bergum, and Mark Colvin. Representatives were: Larry Crowder, Mike Olson, Dave Solem, and Lora Finnicum. Visitors were recognized.

Eric Bergum made motion to approve the agenda. Mark Colvin seconded the motion. Motion carries unanimously. Notice of public comment was given.

School election results were canvassed: For Elementary General Fund Levy 180, Against 99, Spoiled 1. For Three-Year Trustee Mark Colvin 187, Paul Finnicum 156, Gretchen Wagner 152. For One-Year Trustee Leslie Bengochea 18, Mandy Byrd 55, Shadd Cullinan 73, Jason LaQua 47, Ian Walker 74, Spoiled 3. Eric Bergum made motion to validate the election results. Mark Colvin seconded motion. Motion carries unanimously. Newly elected trustees Mark Colvin and Paul Finnicum were sworn in. Chair calls for reorganization of the Board. Eric Bergum made nomination for Paul Finnicum as Chair. No further nominations were received. Mark Colvin made nomination for Eric Bergum as Vice-Chair. Eric Bergum made nomination for Luke Anderson as Vice-Chair. Nominations were withdrawn. Eric Bergum made nomination for Mark Colvin as Vice-Chair. No further nominations were received. Mark Colvin made motion to appoint Lora Finnicum as District Clerk. Eric Bergum seconded motion. Motion carries unanimously.

Eric Bergum made motion to approve the minutes of April 12<sup>th</sup> (technology committee), and April 19, 2021 (regular board) meeting. Mark Colvin seconded the motion. Motion carries unanimously.

Eric Bergum made motion to pay the May bills, approve investments, note cash and extra-curricular balances. Mark Colvin seconded the motion. Motion carries unanimously.

Payroll Warrants	584 to 745
Claims Warrants	666 to 739

Reports were presented. The JMG Ignite winners were named. State standardized test scores should be returned by late summer or fall and may likely be adversely impacted by COVID. ESSER III grant funds should be available soon. Short term facility plans are addressed later in the agenda but the Facility Committee will need to discuss long term plans in the future.

The health and safety plan will be expiring on June 30<sup>th</sup>. The Board will revisit prior to school to adopt a new plan.

Eric Bergum made motion to adopt the Orientation PIR Day plans for August 16-18, 2021. Mark Colvin seconded motion. Motion carries unanimously.

School Board goals for 2021-22 were reviewed. Mr. Crowder will be contacting trustees for clarification and intent on the goals. JH electives have already been accomplished with the additional teacher and Mr. Crowder will check with area schools on use of local beef.

SCHOOL BOARD MINUTES  
REGULAR MEETING  
May 18, 2021  
Tuesday – 6:30 p.m.

Mark Colvin made motion to approve the resignation letter from Jens Nielsen. Eric Bergum seconded motion. Motion carries unanimously.

Eric Bergum made motion to reassign Amy Berwick from 4<sup>th</sup> Grade to JH. Mark Colvin seconded motion. Motion carries unanimously.

Recommendations for facility plans are to move Mrs. Owan to Room 208, Mrs. Seitz to Room 212, and Mrs. Berwick to Room 324. The Choir room will be re-oriented and installation of sound panels to help with noise. Eric Bergum made motion to approve the facility changes as recommended. Mark Colvin seconded motion. Motion carries unanimously.

No recommendations for teacher contracts at this time.

Mark Colvin made motion to approve classified staff contracts to the following: Maddison Avance, Title I Aide; April Deen, Title I Aide; Paula Dehner, Aide; Karen Eggett, Custodial Director; Teri George, Head Cook; Keri Hauenstein, JOM/Title VI Home School Coordinator; Mike Jasper, Custodian; Amy Jones, Cook's Helper; Jennifer Lambert, Title I Aide; Rhonda Larsen, School Secretary; Mary Machart, JMG Program Coordinator; Sande Marchwick-Wix, Sped Aide; Austin Oelkers, Maintenance Director; Kaylynn Raaum, Activities Secretary; Tessa Rumsey, Sped One-on-One Aide; Taleasha Stuber, Office Aide; Candy Thorpe, Cook's Helper; Richard Weber, Custodian; John Wilson, Custodian; and Samantha Wilson, Sped Aide. Eric Bergum seconded motion. Motion carries unanimously.

Mark Colvin made motion to approve extracurricular contracts for Mark Pederson, HS Assistant Football; Chance Hyatt, HS Assistant Cross Country; Dallas Reiland, JH Head Football; Rhonda Seitz, JH Head Volleyball; Janelle Ator, JH Assistant Volleyball; and Terri Sansaver, JH Head Cross Country. Eric Bergum seconded motion. Head Volleyball coach would be asked for an assistant coach recommendation if only one position was available. Motion carries unanimously.

Eric Bergum made motion to approve the JH and HS Class Scheduled as presented. Mark Colvin seconded motion. Motion carries unanimously.

Mark Colvin made motion to approve the 2021-22 MHSA Annual Application as presented. Eric Bergum seconded motion. Motion carries unanimously.

Eric Bergum made motion to hire summer staff of Teri George and Colin Avance (student alternate). Mark Colvin seconded motion. Motion carries unanimously.

Mark Colvin made motion to approve the Nemont TV Contract as presented. Eric Bergum seconded motion. Motion carries unanimously.

Mark Colvin made motion to approve the budget amendment proclamation for the elementary general fund in the amount of \$190,097 and the high school general fund in the amount of \$62,411. Eric Bergum seconded motion. Motion carries unanimously.

SCHOOL BOARD MINUTES  
REGULAR MEETING  
May 18, 2021  
Tuesday – 6:30 p.m.

Eric Bergum made motion to close the student activity account Class of 2020. Mark Colvin seconded motion. Motion carries unanimously.

Eric Bergum made motion to approve the student teacher placement of Beau Hyatt for HS social studies, pending background check. Mark Colvin seconded motion. Motion carries unanimously.

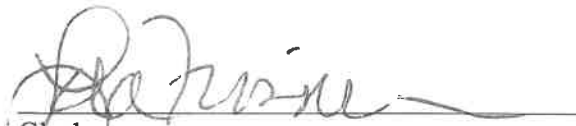
Mark Colvin made motion to approve a Board of Investments Loan for boiler replacement (\$564,000) and security camera upgrades (\$64,730). Eric Bergum seconded motion. Motion carries unanimously.

Board reviewed committee assignments. Ian Walker would replace Kirkaldie on Policy and Public Relations; Eric Bergum would replace Kirkaldie on Vocational and Facility; Luke Anderson would replace Finnicum on Professional Development and Athletics; and Mark Colvin would replace Bergum on Athletics and Anderson on Negotiations.

Notice for public comment for non-agenda items was given. Explore America issue was resolved and appreciation was given for board and staff in keeping school open. The next regular board meeting is scheduled for Tuesday, June 15, 2021 at 6:30 p.m. Meeting adjourned at 7:29 p.m.

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Chairman of the Board

  
Clerk

**CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT**  
for the month of MAY 31, 2021

FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	DISTRICT ENDING BALANCE	TREASURER BALANCE	VARIANCE
<b>GENERAL</b>	(255,261.30)	324,830.10	-		233,783.92	(164,215.12)	(412,784.10)	248,568.98
<b>TRANSF</b>	58,232.09	73,976.49	-		65,271.05	66,937.53	66,937.53	-
<b>RETIRED</b>	75,066.59	89,942.84	-		72,326.22	92,683.21	92,683.21	-
<b>MISC</b>	14,678.49	-	-	-	415,357.39	(400,678.90)	9,782.45	(410,461.35)
Misc	4,520.01		-		410,461.35	(405,941.34)		
Title	2.38					2.38		
ESSER	-				4,069.18	(4,069.18)		
Ind Ed	8.26					8.26		
JMG	798.88				798.88	-		
SRS	27.98				27.98	0.00		
JOM	9,320.98					9,320.98		
<b>AD ED</b>	8,206.39	3,792.77	-		832.28	11,166.88	11,166.88	-
<b>COMPA</b>	(21.18)		-			(21.18)	(21.18)	(0.00)
<b>IMPACT</b>	6.51		-		(9,366.00)	9,372.51	6.51	9,366.00
<b>TECH</b>	2.01		-			2.01	2.01	(0.00)
<b>FLEX</b>	-		-			-	-	-
<b>PR</b>	10,231.31	910,007.02	-		380,180.14	540,058.19	540,058.19	-
<b>CL</b>	6,638.92	163,955.67	-		101,819.08	68,775.51	68,775.51	-
<b>ELEM</b>	(82,220.17)	1,566,504.89	-	-	1,260,204.08	224,080.64	376,607.01	(152,526.37)
<b>GENERAL</b>	(201,952.58)	240,856.28	-		75,658.73	(36,755.03)	(185,802.40)	149,047.37
<b>TRANSF</b>	20,326.55	50,495.25	-		48,681.20	22,140.60	22,140.60	-
<b>LUNCH</b>	6,219.43	20,523.20	-		27,566.67	(824.04)	(824.04)	0.00
<b>RETIRED</b>	107,514.01	46,377.81	-		38,487.19	115,404.63	115,404.63	-
<b>MISC</b>	7,235.56	3,100.00	-	-	2,062.01	8,273.55	8,273.55	-
Misc	1,476.42		-		484.85	991.57		
CARES	-					-		
AG	2,000.00					2,000.00		
BUS	-					-		
JMG	4,796.70				1,117.16	3,679.54		
Perkins	(1,037.56)	3,100.00			460.00	1,602.44		
<b>AD ED</b>	8,140.74	4,585.22	-		832.28	11,893.68	11,893.68	-
<b>DR ED</b>	2,566.28		-			2,566.28	2,566.28	-
<b>COMPA</b>	(13.77)		-			(13.77)	(13.77)	0.00
<b>IMPAC</b>	0.08		-		(3,479.00)	3,479.08	0.08	3,479.00
<b>TECH</b>	0.74		-			0.74	0.74	0.00
<b>FLEX</b>	2.84		-			2.84	2.84	-
<b>ENDOW</b>	209,758.42		-		10,000.00	199,758.42	199,758.42	-
<b>HS</b>	159,798.30	365,937.76	-	-	199,809.08	325,926.98	173,400.61	152,526.37
<b>TOTAL</b>	77,578.13	1,932,442.65	-	-	1,460,013.16	550,007.62	550,007.62	-

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CULBERTSON SCHOOL DISTRICT  
**Cash Equivalent Accounts Summary**  
 May 31, 2021

	Beginning Balance	Receipts <i>reconciled bank credits</i>	Expenses <i>reconciled bank debits</i>	Ending Balance
<b>General Funds 101 &amp; 201 - Asset 102:</b>				
First Community Bank Hot Lunch Revolving Account No. 335266	\$ 7,143.68	\$ 231.00	\$ 285.13	\$ 7,089.55
First Community Bank Savings Account No. 5000521	\$ 0.89	\$ -	\$ -	\$ 0.89
First Community Bank Pcard Account No. 4205644	\$ 1,221.30	\$ 28,873.31	\$ 28,872.92	\$ 1,221.69
Synovus AFLAC Cafeteria Plan Account No. 000-329-492-7	\$ 11,696.95	\$ 1,133.34	\$ 789.05	\$ 12,041.24
<b>Cash Equivalent Total</b>	<b>\$ 20,062.82</b>	<b>\$ 30,237.65</b>	<b>\$ 29,947.10</b>	<b>\$ 20,353.37</b>
	Fund 101 Balance: \$	10,176.69	Fund 201 Balance: \$	10,176.68
	102 Debit (Credit) \$	145.28	970 Credit (Debit) \$	145.27

**General Funds 101 & 201 - Asset 103:**

First Community Bank Petty Cash Account No. 332364	\$ 300.00	\$ -	\$ 30.00	\$ 270.00
<b>Cash Equivalent Total</b>	<b>\$ 300.00</b>	<b>\$ -</b>	<b>\$ 30.00</b>	<b>\$ 270.00</b>
	Fund 101 Balance: \$	135.00	Fund 201 Balance: \$	135.00
	103 Debit (Credit) \$	(15.00)	970 Credit (Debit) \$	(15.00)

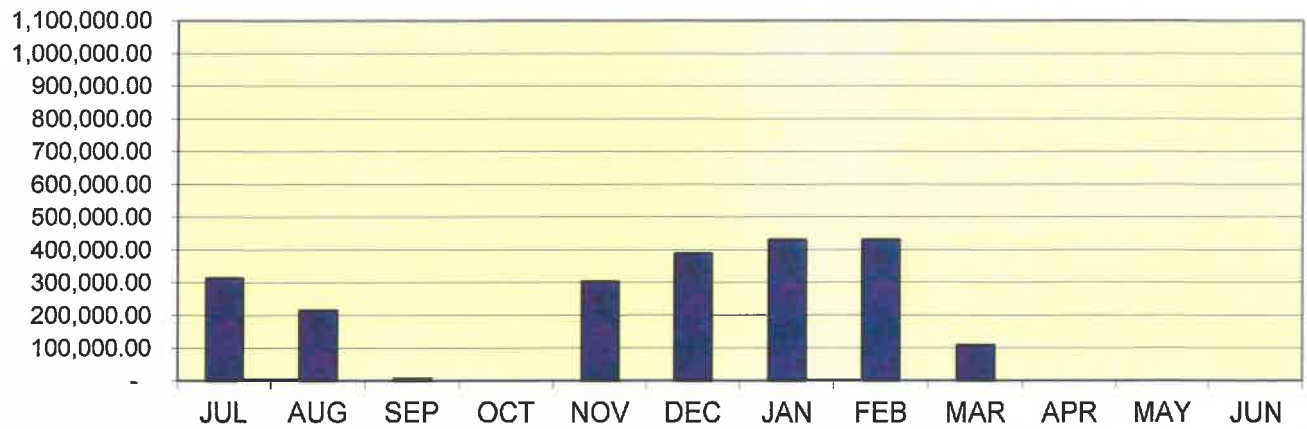
**Activities Fund 284 - Asset 102:**

First Community Bank Activities Account No. 332356	\$ 90,716.82	\$ 9,159.49	\$ 15,546.55	\$ 84,329.76
<b>Cash Equivalent Total</b>	<b>\$ 90,716.82</b>	<b>\$ 9,159.49</b>	<b>\$ 15,546.55</b>	<b>\$ 84,329.76</b>
	102 Debit (Credit) \$	(6,387.06)	970 Credit (Debit)	

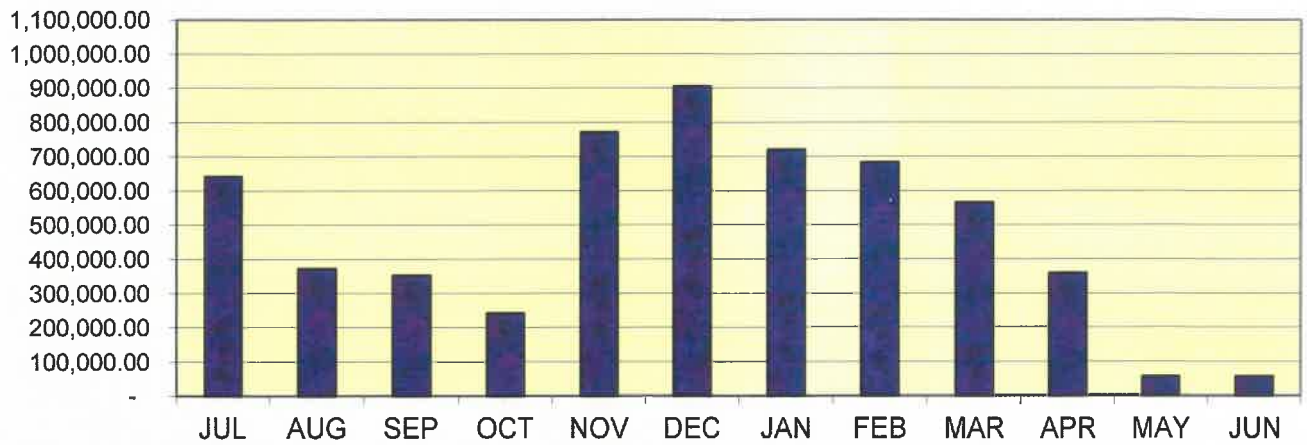


	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
101 General	-	-	-	-	-	-	-	-	-	-	-	-
110 Transport	42,791.00	47,590.00	-	-	15,467.00	10,587.00	-	-	-	-	-	-
114 Retirement	10,633.00	-	-	-	27,466.00	72,524.00	90,014.00	90,014.00	-	-	-	-
115 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
117 Adult Ed	4,713.00	-	-	-	7,464.00	8,582.00	9,067.00	9,067.00	-	-	-	-
121 Comp Abs	5,264.00	-	-	-	-	-	-	-	-	-	-	-
126 Impact Aid	18.00	-	-	-	12,545.00	-	26,153.00	26,153.00	-	-	-	-
128 Technology	1.00	-	-	-	1,061.00	789.00	738.00	738.00	-	-	-	-
129 Flex	-	-	-	-	-	-	-	-	-	-	-	-
201 General	-	-	-	-	-	-	-	-	-	-	-	-
210 Transport	33,623.00	20,177.00	-	-	52,274.00	60,834.00	53,547.00	53,547.00	-	-	-	-
212 Hot Lunch	1,888.00	-	-	-	-	9,888.00	12,674.00	12,674.00	-	-	-	-
214 Retirement	20,844.00	-	-	-	92,921.00	112,016.00	131,983.00	131,983.00	-	-	-	-
215 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
217 Adult Ed	4,663.00	4,045.00	-	-	7,251.00	8,494.00	8,999.00	8,999.00	-	-	-	-
218 Drivers Ed	313.00	2,563.00	-	-	2,564.00	2,564.00	2,564.00	2,564.00	-	-	-	-
221 Comp Abs	3,341.00	-	-	-	-	-	-	-	-	-	-	-
226 Impact Aid	11.00	845.00	-	-	-	-	49.00	49.00	-	-	-	-
228 Technology	-	2.00	-	-	565.00	565.00	552.00	552.00	-	-	-	-
229 Flex	2.00	-	-	-	2.00	2.00	2.00	2.00	-	-	-	-
281 Endow	186,114.00	140,553.00	6,980.00	-	83,828.00	102,394.00	95,225.00	95,225.00	109,742.00	-	-	-
TOTAL	314,219.00	215,775.00	6,980.00	-	303,408.00	389,239.00	431,567.00	431,567.00	109,742.00	-	-	-
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
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	161,265.00	-	-
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	789.00	-	-
221 Comp Abs	11,969.00	5,305.00	-	-	11,974.00	11,974.00	11,976.00	11,980.00	11,791.00	11,578.00	-	-
226 Impact Aid	40.00	-	-	-	-	-	-	-	26,060.00	4.00	-	-
228 Technology	-	-	-	-	-	-	-	-	-	-	-	-
229 Flex	2.00	-	-	-	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	186,026.00	57,668.00	57,668.00
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	359,664.00	57,668.00	57,668.00
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
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

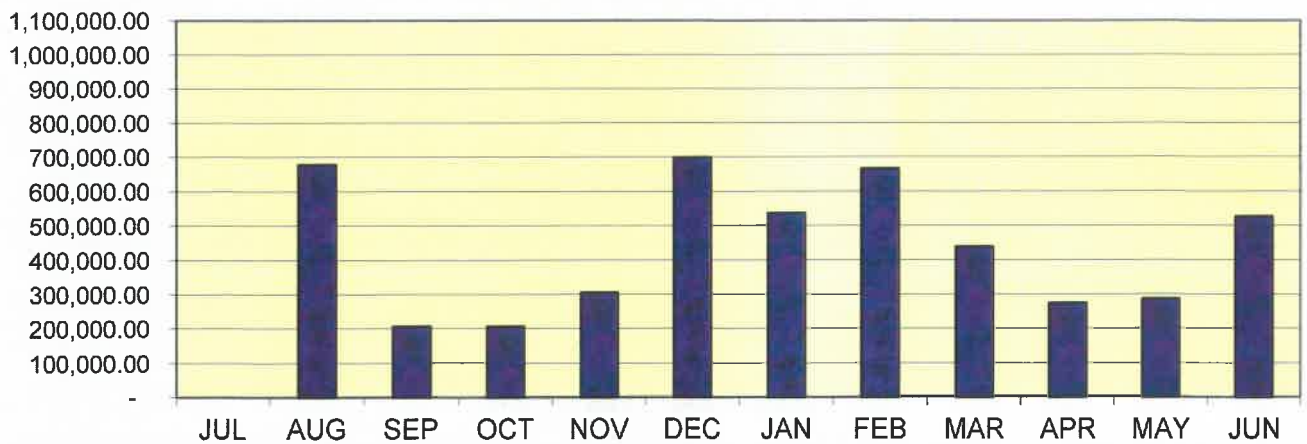
### 2020-21 INVESTMENTS



### 2019-20 INVESTMENTS



### 2018-19 INVESTMENTS



# Culbertson School Board Meeting

## Superintendent's Report

### June 15, 2021

#### A. Events that I plan to attend for June and July.

June 2 <sup>nd</sup>	Roose-Valley Special Education Coop Board Meeting
June 7 <sup>th</sup>	Infinite Campus Training
June 8 <sup>th</sup>	Infinite Campus Training
	Culbertson Fire Department Training
June 9 <sup>th</sup>	Infinite Campus Training
June 10 <sup>th</sup>	Culbertson Chamber of Commerce Meeting
June 12 <sup>th</sup>	Culbertson Fire Department Breakfast
	Culbertson Chamber of Commerce Frontier Days Parade
June 14 <sup>th</sup>	Culbertson Town Council Meeting
June 15 <sup>th</sup>	MHSA Class C Caucus Meeting – Virtual
	Culbertson School Board Meeting
June 16 <sup>th</sup>	MHSA Class C Caucus Meeting – Virtual
June 22 <sup>nd</sup>	Culbertson Fire Department Training
June 27 <sup>th</sup>	MREA Board Meeting @ Helena
June 28 <sup>th</sup>	MREA Board Meeting @ Helena
July 12 <sup>th</sup>	Culbertson Town Council Meeting
July 13 <sup>th</sup>	Culbertson Fire Department Meeting
July 20 <sup>th</sup>	Culbertson School Board Meeting
July 27 <sup>th</sup>	Culbertson Fire Department Training

#### B. Other items for your review and consideration:

1. I have visited with Debra Silk about rescheduling our 2<sup>nd</sup> meeting for Strategic Planning and she is working on it. I will update the Board as soon as I am able.
2. Courtney, Mike, Rhonda Larsen, and I completed three days of inservice training on the new student management software, Infinite Campus. We learned about daily attendance, trading, transcripts, and other fun topics. The teachers will be trained during the PIR days in August.
3. There are several Board policies from the old manual that I would like to add to the new manual. Some of these include the job descriptions sections for classified and certified staff. I will reformat them and begin introducing them at the July regular Board meeting for 1<sup>st</sup> reading.
4. We continue to advertise our teacher openings with limited interest at this time. We may need to expand our advertising to a national level with the use of Zip Recruiter, Indeed, and other teaching professional platforms soon.

5. 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).
  
6. Here are a few items that might be part of the regular July Board meeting agenda:
  - Possible Guest Teacher Applications
  - Remaining 2021-2022 Teacher Contracts
  - Remaining 2021-2022 Classified Staff Contracts
  - Remaining 2021-2022 Extra-Curricular Contracts
  - Board Policy 1<sup>st</sup> Reading for Job Descriptions and Recommended New Policies
  - 2021-2022 Handbook Recommendations
  - Student Health Insurance Policy Renewal
  - Possible Disposition of Property

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](mailto:crowderl@culbertson.k12.mt.us) at any time.

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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 14

**AGENDA TITLE:** Health and Safety Plan

**SUMMARY:** Attached please find a copy of the plan that was adopted by the Board in August, as it was intended to be reviewed monthly for possible changes.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

# Culbertson School District

## Health & Safety Plan

### August 2020

The Culbertson School Board of Trustees recognizes the challenges and the impacts that COVID-19 has on the health and safety of the students and the staff of the Culbertson School District. To this end, the Board shall:

1. Develop, adopt, and implement a School District Health and Safety Plan.
  - a. Identify a Pandemic Coordinator and Pandemic Team that will meet regularly to monitor the effectiveness of the Health and Safety Plan and recommend changes, as needed.
  - b. Consider adoption of the 1900 COVID-19 Emergency Series of Model Board Policies from MTSBA that specifically address this pandemic.
  - c. Consider the declaration of a continuous state of emergency through June 30, 2021 in case there were to be a COVID-19 outbreak in our school and/or community.
  - d. Consider authorizing off-site instruction if an outbreak makes onsite instruction unfeasible.
  - e. Consider authorizing the administration to determine and declare proficiency learning status at each grade level and in each subject area. This will serve as an alternative to meeting aggregate hours of pupil instruction.
  - f. Consult with local health officials and the County Health Department on the development and implementation of this School District Health and Safety Plan.
  - g. Follow all CDC guidelines if a student or staff member tests positive for COVID-19.

The Culbertson School District Health and Safety Plan shall have three phases of implementation in accordance with the Governor's Plan for Reopening Schools.

#### Phase One and Phase Two

##### Academic:

- I. Off-Site Learning Only
  - a. Technology devices will be distributed, upon request, to all students in grades 3-12.
  - b. Classes will meet via technology when available and appropriate.
  - c. Learning materials will be delivered electronically, by mail, or personally delivered to students/families.
  - d. Staff will receive training to serve students through remote learning.

- e. Communication from teachers to students and parents will be via emails and phone calls on a weekly basis at a minimum.
- f. Consideration for IEP and Section 504 accommodations will be recognized and implemented for each student in each applicable subject.

Academic:

- I. On-Site Learning Only
  - g. Accommodations will be made for students and staff in an at-risk group or for those caring for someone in an at-risk group.
  - h. Use of the Google platform for lessons at least one day per week at the junior high and high school levels as a bridge for potential off-site learning.
  - i. Consider elementary students remaining in their homerooms during specialist time, if possible.

Physical and Structural:

- I. On-Site Learning Only
  - a. Consider staggering the arrival and unloading of buses at the school.
  - b. Consider increased parking distance between buses for the purpose of loading buses at the conclusion of school each day.
  - c. Implementation of strategies to keep students from congregating at school entrances before school and at the conclusion of lunch and/or recess time.
  - d. Clean and sanitize facilities daily in accordance with CDC guidelines.
  - e. Allow for the optional wearing of masks by students and staff while on campus unless masks are otherwise required by the county health department or other governmental entity.
  - f. HVAC filters will be changed in accordance with CDC guidelines.
  - g. Protocols will be implemented to reduce the number of students and staff touching door surfaces when entering and leaving the building during recess times.
  - h. Student seating in classrooms will be done to maximize social distancing.
  - i. Protocols will be implemented to minimize student contact while transitioning between classes during the school day.
  - j. The lunchroom will utilize all available tables to maximize social distancing during lunchtime.
  - k. Schedules will be made for regular handwashing and sanitizing for staff and students throughout the school day.

Social, Emotional, and Behavioral:

- I. On-Site or Off-Site Learning
  - a. Staff training will be offered to identify students struggling with trauma.

- b. Resources and training will be offered for students and staff recovering from traumatic events.
- c. Information will be provided to parents in an effort to assist students cope with tragedies.
- d. Share information about support services available for staff, students, and parents.
- e. Expand mental health outreach and treatment strategies for staff and students struggling with trauma.

Transportation:

- I. On-Site Learning Only
  - a. Assign seating charts on the buses with family members sharing seats if necessary.
  - b. Maximum social distancing will be utilized on all buses.
  - c. Cleaning of buses in accordance with CDC guidelines.
  - d. Utilize the flexibility in the transportation fund to provide instructional services to students.

Business:

- I. On-Site or Off-Site Learning
  - a. Adopt and implement the COVID-19 Emergency 1900 series policies to support and enhance the district's financial options.
  - b. Review technology and operational needs.
  - c. Communicate with the Roosevelt County and local area EMS managers to assess the PPE supply chain.

Extra-curricular Activities:

- I. On-Site Learning
  - a. Review each event that may be held at the school facilities to develop protocols and guidelines based on number attendees and the logistics of the district's various indoor and outdoor settings.
  - b. Make every attempt to accommodate at-risk individuals who may not be able to attend events on school grounds.
  - c. Consider social distancing guidelines for meals, etc.
  - d. Encourage on-line/virtual events when available.
  - e. Utilize outdoor venues when possible for increased social distancing and air flow.
  - f. Frequently disinfect all equipment in accordance with CDC guidelines.
  - g. Exercise social distancing on bus travel to the greatest extent possible with family members sharing seats when necessary.
  - h. Minimize the length of bus travel whenever possible.

Phase Three (On-Site Learning Only):

- I. Follow CDC guidelines at all times.



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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 15

**AGENDA TITLE:** 2021-2022 School Board Goals

**SUMMARY:** Attached please find a copy of the Goals. I will continue to make progress on the goals and update the Board as information become available.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

# School Board Goals

## 2021-2022

Goal	Preliminary Cost	Timeline
Review Curriculum	\$ 2,000	July 2021 until complete
Additional Staff Training	\$ 2,000 - \$ 5,000	During 2021-2022 school year
Top Ten Academically	* Need to define assessments used.	
Cement Southwest Parking	\$ 50,000	2-3 months
General Cleaning & Maintenance	\$5,000 - \$10,000	July 2021 – December 2021
Finish North Foundation	\$ 1,000	2 weeks
Improve C-C Facilities	* Need to define areas of need	
Additional JH Electives	-0-	Fall 2021 Class Schedule
Family Consumer Science	\$ 100,000 + staff	1 planning year
Phase Out Coal Boiler	\$ 564,000	Complete in December 2021
New Playground Equipment	\$ 250,000 - \$ 300,000	2 months
Old Armory Facelift	\$ 300,000 - \$ 500,000	2 years
Local Beef for School Foods Program	\$ 5,000 - \$ 10,000	During 2021-2022 school year
Elementary Gym Bleachers	\$ 45,000	2 months
*indicates that more information is needed		

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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 16

**AGENDA TITLE:** Resignation

**SUMMARY:** Mike Jasper has submitted a letter of resignation effective the end of this fiscal year.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 17

**AGENDA TITLE:** 2021 Summer Custodial Staff

**SUMMARY:** Karen Eggett would like to recommend hiring Amy Jones from July 1 until the start of school.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 18

**AGENDA TITLE:** 2021-2022 Classified Staff Contract(s) - Custodian

**SUMMARY:** Karen Eggett would like to recommend hiring Nakisha Baird as a full-time custodian beginning July 1<sup>st</sup> pending background check. Nakisha will replace Candy Thorpe, who is moving to the kitchen staff.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 19

**AGENDA TITLE:** 2021-2022 Certified Staff Contract(s)

**SUMMARY:** We are currently advertising 4<sup>th</sup> grade teaching positions, K-12 World Language, and 7-12 Agriculture Education. At this time Logan Nickoloff has expressed interest in the 7-12 Agriculture Education position. Logan has been out of high school for four years and has been pursuing a teaching degree but is not currently certified in Agriculture Education. However, we believe that we can get him Emergency Authorization for the position until he is able to complete his certification. We have had no other applications for the Agriculture Education position. Mike and I would like to recommend Logan for consideration of the position.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 20

**AGENDA TITLE:** 2021-2022 Extra-Curricular Staff Contract(s)

**SUMMARY:** Attached please find a list of extra-curricular contracts and the recommendations for positions.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

## 2021-2022 Extra-Curricular Contract(s)

Position	Recommendation
High School Boys' Basketball Head Coach	Recommendation forthcoming from Athletic Committee
High School Girls' Basketball Head Coach	Recommendation forthcoming from Athletic Committee
High School Golf Head Coach	Recommendation forthcoming from Athletic Committee
High School Track Head Coach	Recommendation forthcoming from Athletic Committee
High School Speech & Drama Assistant Coach	Angi Iverson
High School Volleyball Assistant Coach	Tessa Rumsey
Student Council Advisor	Christina Olson
Senior Class Advisor	Keri Hauenstein
Junior Class Advisor	Tiffany Nielsen
Sophomore Class Advisor	Darla Mogga
Freshman Class Advisor	Jennifer Lambert
8 <sup>th</sup> Grade Class Advisor	Rhonda Seitz
7 <sup>th</sup> Grade Class Advisor	Amy Berwick
National Honor Society Advisor	Rhonda Seitz
Title IX/Section 504 Coordinator	Larry Crowder
Drug & Alcohol Coordinator	Brad Nielsen
BPA Advisor	Valli Hauge
JMG Advisor	Mary Machart
Indian Club Advisor	Keri Hauenstein
Band	Jennesy Taberna
Choir	Russell Pfeifer
Activities Director	David Solem
FFA Advisor	



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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 21

**AGENDA TITLE:** 5<sup>th</sup> Grade Team Teaching Proposal

**SUMMARY:** Angi Iverson and Lee Vandall would like to propose a team teaching opportunity for the 5<sup>th</sup> grade students for the 2021-2022 school year. The team teaching will be done in the areas of Science and Social Studies. Each afternoon the students in Lee's class will go to Angi for Science, while the students from Angi's class will go to Lee for Social Studies. Attached please see the classroom schedules for the specific times. Mr. Olson and I have reviewed this proposal and would like to recommend it to the Board for approval at this time.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

## **2021/2022 5<sup>th</sup> Grade Possible Academic Schedule**

### **Monday to Thursday**

**8:30 to 8:45 am**- DIB Math/Language Arts, Cursive

Writing, Warm Up Activity

**8:45 to 10:00 am**- Reading/Writing

**10:00 to 10:40 am**- Language Arts/Spelling

**10:40 to 10:55 am**- Recess

**10:55 to 11:55 am**- Math

**11:55 to 12:25 pm**- Lunch/Recess

**12:25: to 1:15 pm**- Social Studies/Science (Class

Switch/Rotation Group 1)

**1:15 to 2:00 pm**- Social Studies/Science (Class

Switch/Rotation Group 2)

2:00 to 2:15 pm- Study Hall/Keyboarding

**2:19 to 3:25 pm**- Specials

**3:25 to 3:30 pm**- Dismissal

## **Friday**

**8:30 to 8:45 am**- DIB Math/Language Arts, Cursive

Writing, Warm Up Activity

**8:45 to 10:00 am**- Reading/Writing

**10:00 to 10:40 am**- Language Arts/Spelling

**10:40 to 10:55 am**- Recess

**10:55 to 11:35 am**- Math

**11:35 to 12:05 pm**- Lunch/Recess

**12:05 to 12:30 pm**- Math

**12:30 to 1:45 pm**- Every other Friday Flip Social

Studies/Science

**1:45 to 1:55 pm**- Clean up the room, get ready to leave

**1:55 to 2:55 pm**- Specials

**2:55 to 3:00 pm**- Dismissal

## **2:00 Dismissal**

**8:30 to 9:24 am-** Specials

**9:25 to 10:25 am-** Reading/Writing

**10:25 to 10:40 am-** Spelling/Language Arts/DIB's

**10:40 to 10:55 am-** Recess

**10:55 to 11:55 am-** Math

**11:55 to 12:25 pm-** Lunch/Recess

**12:25 to 1:15 pm-** Social Studies/Science (Class  
Switch/Rotation Group 1)

**1:15 to 1:55 pm-** Social Studies/Science (Class  
Switch/Rotation Group 1)

**1:55 to 2:00 pm-** Dismissal

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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 22

**AGENDA TITLE:** Missoula Children's Theatre Rehearsal Proposal

**SUMMARY:** The Missoula Children's Theatre will be at the Culbertson School from March 28 through April 2. Tessa Rumsey would like to ask the Board if the students in grades K-12 that wish to participate in the plan can be released to begin rehearsal each day at 2:30 pm instead of 3:30 pm.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 23

**AGENDA TITLE:** Budget Amendment Resolution

**SUMMARY:** Budget amendments are a two-step process with the resolution being the 2<sup>nd</sup> step. Attached please a copy of the resolution for the Board's consideration.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

**BUDGET AMENDMENT RESOLUTION  
CULBERTSON SCHOOL DISTRICT NO 17  
ROOSEVELT COUNTY**

At a regular meeting of the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, held June 15, 2021, at 6:30 p.m. in the Lunch Room, the following resolution was introduced:

WHEREAS, the Trustees of Culbertson School District No 17, Roosevelt County, Montana, have made a determination that as a result of an unforeseen need of the district that cannot be postponed without affecting the safety of students and employees or the educational functions of the district, the district's budget for the general fund does not provide sufficient financing to properly maintain and support the district for the entire current school year; and

WHEREAS, the Trustees have determined that an amendment to the elementary school budgets in the amount of \$190,097.00 and the high school budgets in the amount of \$62,411.00 is necessary under the provision of Section 20-9-161(6), MCA; for the purpose of building improvements and

WHEREAS, the anticipated source of financing the budget amendment expenditures shall be the oil and gas revenues;

THEREFORE BE IT RESOLVED that the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, proclaims a need for an amendment to the elementary school budgets for fiscal year 2020-2021 in the amount of \$197,097.00 and the high school budgets for fiscal year 2020-2021 in the amount of \$62,411.00 under Section 20-9-161(6), MCA, for the purpose identified above, and;

BE IT FURTHER RESOLVED that the Board of Trustees of Culbertson School District No 17, Roosevelt County, Montana, will meet at 6:30 p.m. in the Lunch Room on June 15, 2021, for the purpose of considering and adopting the budget amendment.

\_\_\_\_\_  
Chairperson  
Board of Trustees

\_\_\_\_\_  
District Clerk  
Board of Trustees

DATE BUDGET AMENDMENT WAS ADOPTED: \_\_\_\_\_, 20\_\_\_\_

List all budget expenditure line items and amounts:

101-100-1000-610	\$30,797.00
101-100-1000-640	\$17,600.00
101-100-1000-660	\$2,000.00
101-100-2300-310	\$7,500.00
101-100-2300-810	\$8,800.00
101-100-2400-455	\$11,000.00
101-100-2400-535	\$5,000.00
101-100-2400-682	\$11,000.00
101-100-2600-411	\$17,000.00
101-100-2600-412	\$18,500.00
101-100-2600-433	\$11,000.00
101-100-2600-610	\$15,000.00
101-100-2600-623	\$7,500.00
101-100-5200-840	\$11,480.00
101-100-5200-850	\$15,920.00

-----  
\$197,097.00

201-100-1000-610	\$10,100.00
201-100-2300-310	\$7,000.00
201-100-2300-810	\$8,000.00
201-100-2400-455	\$13,000.00
201-100-2400-535	\$4,700.00
201-100-2600-412	\$12,111.00
201-720-3500-610	\$7,500.00

-----  
\$62,411.00



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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 24

**AGENDA TITLE:** Graduation Date – May 2022

**SUMMARY:** We would like to recommend Graduation Date for the 2021-2022 school year be set on Saturday, May 21<sup>st</sup>.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 25

**AGENDA TITLE:** Impact Aid Policy Review

**SUMMARY:** Each year the federal government asks that the Impact Aid Policy be reviewed. Our policy (see attached) calls for the review to take place in June of each year. I do not recommend any changes at this time.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

1 **Culbertson School District**

2  
3 **FINANCIAL MANAGEMENT**

7231  
page 1 of 6

4  
5  
6 Federal Impact Funds

7  
8 It is the intent of the District that all American Indian children of school age have equal access to  
9 all programs, services, and activities offered in the District.

10  
11 It is also the intent of the District to fully comply with the requirements of Title VII of the  
12 Elementary and Secondary Education Act (ESEA) and regulations relating thereto. It shall also  
13 be the policy of the District to establish policy and comply with procedures established by Public  
14 Law 95-561. To that end, the District shall:

- 15  
16 1. Provide tribal officials and parents of Indian children with relevant applications,  
17 evaluations, program plans and information related to the District's education program  
18 and activities sufficient advance notice for an opportunity to comment on the  
19 participation of Indian children on an equal basis in all programs and activities offered by  
20 the District;  
21  
22 2. Annually assess the extent to which Indian students are participating on an equal basis in  
23 the educational programs and activities of the District;  
24  
25 3. If and when necessary, modify its educational programs to ensure that Indian children  
26 participate on an equal basis with non-Indian children served by the District;  
27  
28 4. Respond at least annually in writing to comments and recommendations made by tribes  
29 or parents of Indian children, and disseminate the responses to the tribe and parents of  
30 Indian children prior to the submission of the IPP's.  
31  
32 5. Tribes and parents of Indian children claimed shall be:  
33  
34 a. afforded an opportunity to present their views with respect to the  
35 application, including the opportunity to make recommendations  
36 concerning the needs of their children and the ways by which they can  
37 assist their children in realizing the benefits to be derived from the  
38 educational programs assisted under this paragraph;  
39  
40 b. actively consulted and involved in the planning and development of  
41 programs assisted under this paragraph; and  
42  
43 c. afforded a general opportunity to present their overall views on the  
44 educational program, including the operation of such programs, and the  
45 degree of parental participation involved.  
46

6. Provide a copy of the IPP's annually to the affected tribe or tribes.

It is the intent of the Culbertson School District that all Indian children of school age have equal access to all programs, services, and activities offered within the school district. To this end, the Culbertson School District will consult with local tribal officials and parents/guardians of Indian children in the planning and development of Indian Policies and Procedures (IPPs), general education programs, and activities. These policies and procedures will be reviewed annually and revisions will be made within 90 days of the determination that requirements are not being adequately met.

#### ATTESTATIONS

The Culbertson School District attests that it has established Indian Policies and Procedures (IPPs) as required in section 7004 of the Impact Aid law for any children claimed who reside on eligible Indian lands. The IPPs have been adequately disseminated to the Tribe and parents/guardians of children residing on eligible Indian lands. A copy of the current policies and procedures will be attached to the annual Impact Aid application.

The Culbertson School District attests that it has provided a copy of written responses to comments, concerns, and recommendations received from tribal leaders and parents/guardians of Indian children through the Indian policies and procedures consultation process and disseminated these responses to tribal leaders and parents/guardians of Indian children prior to the submission of their annual Impact Aid application.

#### Indian Policies and Procedures

The following Indian policies and procedures become effective upon School Board approval.

**Policy 1:** The Culbertson School District will disseminate relevant applications, program plans, and information related to the district's education program and activities with sufficient advance notice to allow tribes and parents/guardians of Indian children the opportunity to review and make recommendations. [34CFR222.94(a)(1)]

**Procedure 1:** The Culbertson School District will disseminate information during Indian Education Committee meetings, mailings and emails to parents, and mailings and emails to Tribal officials and seek timely input regarding the following education programs (including, but not limited to): Title I, Part A, Title I, Part C, Title I, Part D, Title II, Part A, Title III, Part A, Title IV, Part A, Title IV, Part B, Title V, Part B subpart 2, Title VI, Part A, subpart 1, Title VII- Impact Aid programs, Johnson O'Malley programming, and Indian Policies and Procedures (IPPs).

The completed applications, evaluations, and program planning will be made available to parents/guardians of Indian children, Tribal officials, and the Indian Education Committee and a

summary will be prepared and disseminated two weeks in advance of public school board meetings held prior to the submission of these federal program grants to afford all interested parties the opportunity to review the documents with sufficient time to provide thoughtful input at the public meetings. These school board meetings will be publically advertised via the Culbertson School District website and emails to allow all interested parties to attend. In addition, representatives from the District will schedule meetings with the Indian Education Committee to seek input.

Parents/guardians of Indian children, tribal officials, the Indian Education Committee, and any other interested persons can review assessment data to help develop or modify educational programs and services allowing for the participation of Indian students on an equal basis in the district.

Minutes from the Indian Education Committee meetings will be posted on the District's website for all patrons and Tribal officials to review. This will allow for ongoing dissemination of information.

**Policy 2:** The Culbertson School District will provide an opportunity for the Fort Peck Tribe and parents/guardians of Indian children to provide their views on the District's educational program and activities, including recommendations on the needs of their children and on how the District may help those children realize the benefits of the educational programs and activities. As part of this requirement, the Culbertson School District will: (i) notify tribes and the parents/guardians of Indian children of the opportunity to submit comments and recommendations, considering the tribe's preference for method of communications, and (ii) modify the method of and time for soliciting Indian views, if necessary, to ensure the maximum participation of tribes and parents/guardians of Indian children. [34CFR222.94(a)(2)]

**Procedure 2:** The Indian Education Committee (Parent Advisory Committee) of the Culbertson School District will meet each trimester of the school year for the purpose of addressing comments and concerns of parents/guardians of Indian children regarding the District's educational programs and activities. The meeting agendas are posted and all meeting are open to the public allowing for tribal officials as well as parents/guardians of Indian children the opportunity to submit comments and recommendations for consideration.

A school board representative is a non-voting member of the Indian Education Committee (Parent Advisory Committee). This representation allows for the discussion of the needs of the students and ideas to be brought forward to both the Indian Education Committee, as well as the school board.

At each of the Culbertson School Board meetings, a section of time is set aside for communications from the public. This is a time to offer comments and suggestions regarding programming for Indian students. In addition, two school board meetings are scheduled in June and July which are specifically devoted to addressing questions regarding federal programs.

Based upon suggestions, preferred methods of communication, as well as maximized participation from tribal officials and parents/guardians of Indian children will be seriously considered.

Information will be included in student handbooks/enrollment packets regarding opportunities to provide input to the District.

The Culbertson School District will survey the Tribe and the parents/guardians of the Indian children the first week of August each school year to determine their respective preferred methods (i.e. email, mail, phone call, etc.) of receiving communications from the school. Once the preferred method of communication has been determined, the Tribe and parents/guardians of Indian children communication method will be used throughout the consultation process. Any changes to the method will happen through additional consultation with the Tribe and the parents/guardians. The Culbertson School District will, to the greatest extent possible, take the Tribe's preferred method of communication into consideration for all correspondence with the Tribe and the parents/guardians of Indian children.

If the consultation participation by parents/guardians of Indian children and the Tribe is low, the Culbertson School District will re-evaluate its consultation process. Specifically, the Culbertson School District will take the following measures to improve or enhance participation:

- Personally contact, by phone and/or in person, the parents/guardians of Indian children and the Tribe
- change communication method(s)
- change time of meetings

The District and Indian Education Committee representatives will schedule meetings with the Fort Peck Tribe to discuss ongoing programming goals.

**Policy 3:** The Culbertson School District will annually assess the extent to which Indian children participate on an equal basis with non-Indian children in the District's education program and activities. As part of this requirement, the District will: (i) share relevant information related to Indian children's participation in the District's educational program and activities with the Tribe and parents/guardians of Indian children; and (ii) allow the Tribe and parents/guardians of Indian children the opportunity and time to review and comment on whether Indian children participate on an equal basis with non-Indian children. [34CFR222.94(a)(3)]

**Procedure 3:** The Culbertson School District will take the following measures to annually assess the extent to which Indian children participate on an equal basis with non-Indian children in the District's education program and activities.

- A. The Culbertson School District will monitor Indian student participation in all academic and co-curricular activities.

- B. School district administration will review school data to assess the extent on Indian children's participation in the District's educational programs on an equal basis.
- C. The Culbertson School District will share its assessments of district funding, Indian participation, related academic achievements, and other related data with the parents/guardians of Indian children and tribal officials by email or other preferred method of communication within two weeks of the time the assessment data is available each school year. The information will be discussed at the next available regularly scheduled school board meeting. The parents/guardians of Indian children and tribal officials will be notified at least one week in advance of the discussion of this assessment data at any school board meeting.
- D. Parents/guardians of Indian children, tribal officials, and other interested parties may express their views on participation through direct communications with the school district at any time, at any school board meeting, or to the Indian Education Committee (Parent Advisory Committee).
- E. Copies of the annual reports will be provided to tribal officials.

**Policy 4:** The Culbertson School District will modify the IPPs if necessary, based upon the results of any assessment or input described in this document. [34CFR222.94(a)(4)]

**Procedure 4:** During the organization meeting of the Indian Education Committee (Parent Advisory Committee) in September or October of each year, the Indian Policies and Procedures will be reviewed and revised if necessary. The parents/guardians of Indian children will be notified of the organization meeting by their preferred method of communication. The agenda for the meeting will include the review of the IPP's and details about how the parents/guardians and tribal officials can submit comments and suggestions for improving the IPP's. Once the meeting has occurred and comments and suggestions are received, the document will be forwarded to the Culbertson School Board, as well as the tribal officials and the parents/guardians of Indian children, for review and consideration. If necessary, the Indian Education Committee may suggest revisions at other times of the year as appropriate. The Culbertson School Board of Trustees will determine if there will be any changes to the IPP's as part of their Board policy 1-04-115. Any changes to the Board policy will be implemented immediately upon adoption unless otherwise noted. Any updates to the policy will be sent to parents/guardians of Indian children and tribal officials within two weeks of adoption by the Culbertson School Board by mail and email until their preferred method of communication is determined.

**Policy 5:** The Culbertson School District will respond at least annually in writing to comments and recommendations made by tribal officials or parents/guardians of Indian children, and disseminate the responses to the tribal officials and parents/guardians of Indian children prior to the submission of the IPPs by the LEA. [34CFR222.94(a)(5)]

**Procedure 5:** The Culbertson School District will at least annually respond in writing to comments and recommendations made by the Indian Education Committee (Parent Advisory

Committee), tribal officials, or parents/guardians of Indian children, and disseminate the responses to all parties by email or other preferred form of communication prior to the submission of the IPPs by the District. Documentation of all comments made to the District and/or the Indian Education Committee (Parent Advisory Committee) will be specifically cited in the minutes of their respective meetings.

**Policy 6:** The Culbertson School District will provide a copy of the IPPs to the Fort Peck Tribe. [34CFR222.94(a)(6)]

**Procedure 6:** The Culbertson School District will annually provide a copy of the current Indian Policy and Procedures to the Fort Peck Tribe by email or other form of preferred communication within two weeks of being adopted by the Culbertson School Board.

Legal Reference: 20 U.S.C.S. 7701, et seq. The Impact Aid Program Statute (Title VIII of the Elementary and Secondary Education Act of 1965)

Title VII of the ESEA as amended January 31, 2017

34 CFR 222.94 What provisions must be included in a local educational agency's Indian policies and procedures?

Policy History:

Adopted on: March 20, 1984

Reviewed on:

Revised on:	June 21, 1988	January 18, 2000	October 24, 2005
	June 25, 2008	June 23, 2009	August 19, 2010
	August 16, 2011	June 19, 2012	June 17, 2013
	June 17, 2014	June 17, 2015	June 23, 2016
	June 20, 2017	January 16, 2018	June 21, 2018
	June 19, 2019	July 21, 2020	



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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 26

**AGENDA TITLE:** 2021-2022 Membership Renewals

**SUMMARY:** Each year the Board reviews the approval of memberships in our area and state organizations. The following memberships are presented for your review and consideration:

- a. Roose-Valley Special Education Cooperative – there is no cost for annual membership.
- b. Montana School Boards Association - \$4,762.00
- c. Montana Rural Education Association - \$2,170.00
- d. Montana Quality Education Coalition - \$2,000.00
- e. Montana Cooperative Services - \$269.00

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

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

**MEETING DATE:** 6-15-2021

**AGENDA ITEM #:** 27

**AGENDA TITLE:** 2021-2022 Insurance Renewals

**SUMMARY:** Each year the Board reviews the insurance company renewals. The following renewal rates are presented for your review and consideration:

- a. Worker's Compensation - \$23,997.00
- b. Property & Liability - \$53,950.00

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

# 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.