

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

**NOTICE OF REGULAR SCHOOL BOARD MEETING**

**Monday–February 22, 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. January 20, 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.

**NEW BUSINESS**

- 14. Action, Trustee Appointment
  - a. New Trustee Oath of Office

**UNFINISHED BUSINESS**

- 15. Action, Health and Safety Plan

**NEW BUSINESS**

- 16. Action, Resignation
- 17. Action, 2020-2021 Classified Staff Contract(s)
  - a. Evening Custodian
- 18. Action, 2020-2021 Extra-Curricular Contract(s)
  - a. High School Track Assistant Coach
  - b. Junior High Track Head Coach
  - c. Junior High Track Assistant Coach
- 19. Action, 2021-2022 Principal Contract
- 20. Action, 2021-2022 Technology System Coordinator Contract
- 21. Action, 2021-2022 School Calendar
- 22. Action, School Trustee and Levy Election Declaration
- 23. Action, School Trustee and Levy Election Judge Appointment(s)
- 24. Action, Guest Teacher Application(s)
- 25. Action, Kitchen Help Substitute Roster
- 26. Action, Student Teacher Placement
- 27. Action, Summer 2021 Driver Education Program/Contract

**PUBLIC COMMENT FOR NON-AGENDA ITEMS**

- 28.

**REPORTS (Continued)**

- 29. Information, Trustees Reports/Requests.

**DATE/TIME FOR NEXT MEETING**

- 30. Date: Tuesday, March 16<sup>th</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  
January 20, 2021  
Wednesday – 6:30 p.m.

The Board met in regular session on Wednesday, January 20, 2021, at 6:31 p.m. Trustees present were: Chair Paul Finnicum, Luke Anderson, Eric Bergum, and Mark Colvin. 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.

Mark Colvin made motion to approve the minutes of December 15, 2020 (regular board) meeting(s). Luke Anderson seconded motion. Motion carries unanimously.

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

Payroll Warrants	418 to 455
Claims Warrants	412 to 468

Reports were presented. Student Council will be holding a dance this weekend and have approved a project of purchasing poster strips for the gym. The local spelling bee was held with 10 participants. The county bee will be virtual and no determinations yet on the state bee. The guest wifi option is finalized and available. The recent power outage caused some issues on the old server but all files should be completely cleared in the next couple weeks. Lane Deer will be playing a JV football schedule and we will be picking up games with Poplar. The master schedule will be available soon.

No recommendations at this time for health and safety plan changes.

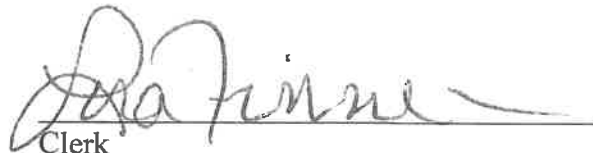
Luke Anderson made motion to approve the trustee resignation of Gy Salvevold. Eric Bergum seconded motion. Motion carries unanimously.

No classified contracts for consideration at this time.

Notice was given for public comment on non-agenda items. Trustees discussed the vacancy on the board and agreed to invite Cheryl Kirkaldie to fulfill the vacant trustee position until the next election in May. Available details for upcoming basketball tournaments were discussed. Next regular board meeting scheduled for February 22, 2021. Luke Anderson made motion to adjourn. Eric Bergum seconded motion. Motion carries unanimously. Meeting adjourned at 6:58 p.m.

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Chairman of the Board



Clerk

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

FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
<b>GENERAL</b>	(71,602.28)	118,193.75	-		146,284.75	(99,693.28)	(99,693.28)	-
<b>TRANSF</b>	107,773.16	5,807.67	10,587.00		19,333.18	104,834.65	104,834.65	-
<b>RETIRED</b>	65,016.95	9,583.15	72,524.00	90,014.00	19,504.12	37,605.98	37,605.98	-
<b>MISC</b>	(7,472.98)	21,760.00	-	-	23,273.53	(8,986.51)	(8,986.51)	-
Misc	4,850.00		-			4,850.00		
Title	(18,632.47)	18,967.00			20,490.69	(20,156.16)		
CARES	-					-		
Ind Ed	(10.04)	2,793.00			2,782.84	0.12		
JMG	1,133.27					1,133.27		
SRS	0.23					0.23		
JOM	5,186.03					5,186.03		
<b>AD ED</b>	416.37	117.62	8,582.00	9,067.00	16.53	32.46	32.46	0.00
<b>COMPA</b>	(21.18)		-			(21.18)	(21.18)	(0.00)
<b>IMPACT</b>	(15,252.04)	57,625.00	-	26,153.00	-	16,219.96	16,219.96	-
<b>TECH</b>	0.87	0.17	789.00	738.00	30.74	21.30	21.30	(0.00)
<b>FLEX</b>	-		-			-	-	-
<b>PR</b>	12,195.77	293,927.30	-		295,712.83	10,410.24	10,410.24	-
<b>CL</b>	37,822.58	98,927.25	-		129,878.81	6,871.02	6,871.02	0.00
<b>ELEM</b>	128,877.22	605,941.91	92,482.00	125,972.00	634,034.49	67,294.64	67,294.64	0.00
<b>GENERAL</b>	(72,600.75)	77,813.68	-		97,915.41	(92,702.48)	(92,702.48)	-
<b>TRANSF</b>	6,610.19	3,002.45	60,834.00	53,547.00	13,896.49	3,003.15	3,003.15	-
<b>LUNCH</b>	0.05	15,182.00	9,888.00	12,674.00	12,393.72	2.33	2.33	0.00
<b>RETIRED</b>	32,010.15	7,432.68	112,016.00	131,983.00	12,043.12	7,432.71	7,432.71	(0.00)
<b>MISC</b>	9,540.33	-	-	-	900.75	8,639.58	8,639.58	-
Misc	2,404.84		-			2,404.84		
CARES	-					-		
AG	0.00					0.00		
BUS	1,793.00				639.94	1,153.06		
JMG	5,440.49				260.81	5,179.68		
Perkins	(98.00)					(98.00)		
<b>AD ED</b>	521.83	38.02	8,494.00	8,999.00	16.53	38.32	38.32	0.00
<b>DR ED</b>	0.69	0.55	2,564.00	2,564.00		1.24	1.24	(0.00)
<b>COMPA</b>	(13.77)		-			(13.77)	(13.77)	0.00
<b>IMPAC</b>	(13,251.93)	24,392.00	-	49.00		11,091.07	11,091.07	-
<b>TECH</b>	0.47	0.12	565.00	552.00		13.59	13.59	0.00
<b>FLEX</b>	0.84		2.00	2.00		0.84	0.84	-
<b>ENDOW</b>	122,283.20	22.10	102,394.00	95,225.00	15,000.00	114,474.30	114,474.30	-
<b>HS</b>	85,101.30	127,883.60	296,757.00	175,661.00	152,166.02	51,980.88	51,980.88	(0.00)
<b>TOTAL</b>	213,978.52	733,825.51	389,239.00	301,633.00	786,200.51	119,275.52	119,275.52	0.00

\*

**CULBERTSON SCHOOL DISTRICT**  
**Cash Equivalent Accounts Summary**  
January 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	\$ 7,117.34	\$ 458.19	\$ 387.10	\$ 7,188.43
First Community Bank Savings Account No. 5000521	\$ 0.89	\$ -	\$ -	\$ 0.89
First Community Bank Pcard Account No. 4205644	\$ 1,186.20	\$ 17,008.94	\$ 16,968.71	\$ 1,226.43
Synovus AFLAC Cafeteria Plan Account No. 000-329-492-7	\$ 11,271.19	\$ 1,133.34	\$ 146.23	\$ 12,258.30
Cash Equivalent Total	\$ 19,575.62	\$ 18,600.47	\$ 17,502.04	\$ 20,674.05
	Fund 101 Balance: \$	10,337.03	Fund 201 Balance: \$	10,337.02
	102 Debit (Credit) \$	549.21	970 Credit (Debit) \$	549.22

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

First Community Bank Petty Cash Account No. 332364	\$ 300.00	\$ -	\$ -	\$ 300.00
Cash Equivalent Total	\$ 300.00	\$ -	\$ -	\$ 300.00
	Fund 101 Balance: \$	150.00	Fund 201 Balance: \$	150.00
	103 Debit (Credit) \$	-	970 Credit (Debit) \$	-

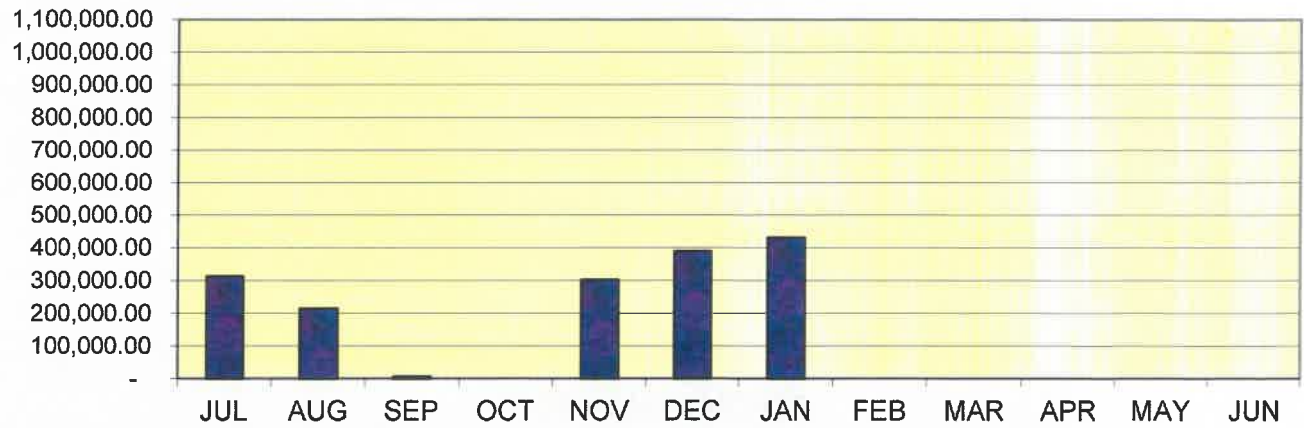
**Activities Fund 284 - Asset 102:**

First Community Bank Activities Account No. 332356	\$ 71,590.05	\$ 17,445.24	\$ 7,608.58	\$ 81,426.71
Cash Equivalent Total	\$ 71,590.05	\$ 17,445.24	\$ 7,608.58	\$ 81,426.71
	102 Debit (Credit) \$	9,836.66	970 Credit (Debit)	

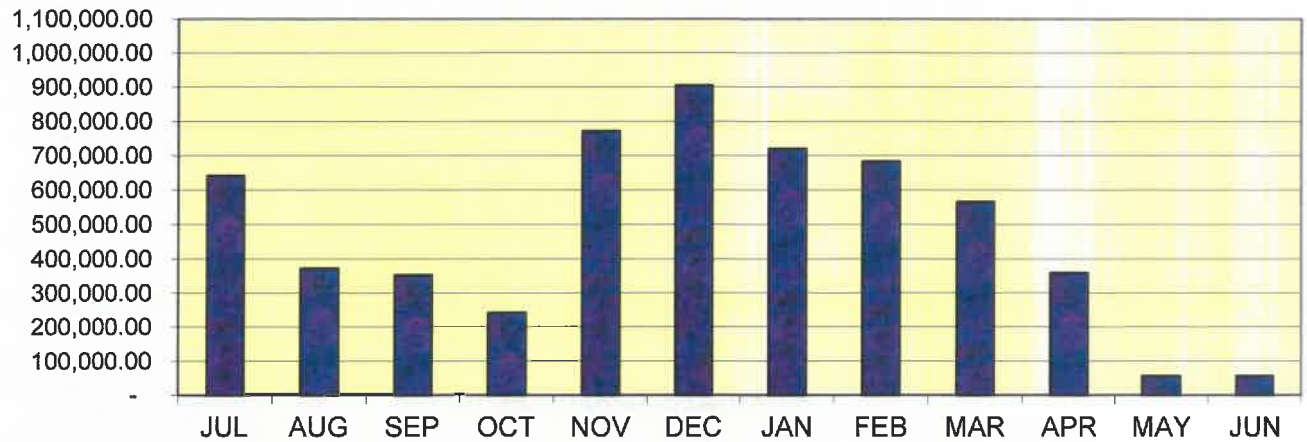


	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
201 General	-	-	-	-	-	-	-	-	-	-	-	-
110 Transport	42,791.00	47,590.00	-	-	15,467.00	10,587.00	-	-	-	-	-	-
114 Retirement	10,633.00	-	-	-	27,466.00	72,524.00	90,014.00	-	-	-	-	-
115 Misc Fed	-	-	-	-	-	-	-	-	-	-	-	-
117 Adult Ed	4,713.00	-	-	-	7,464.00	8,582.00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

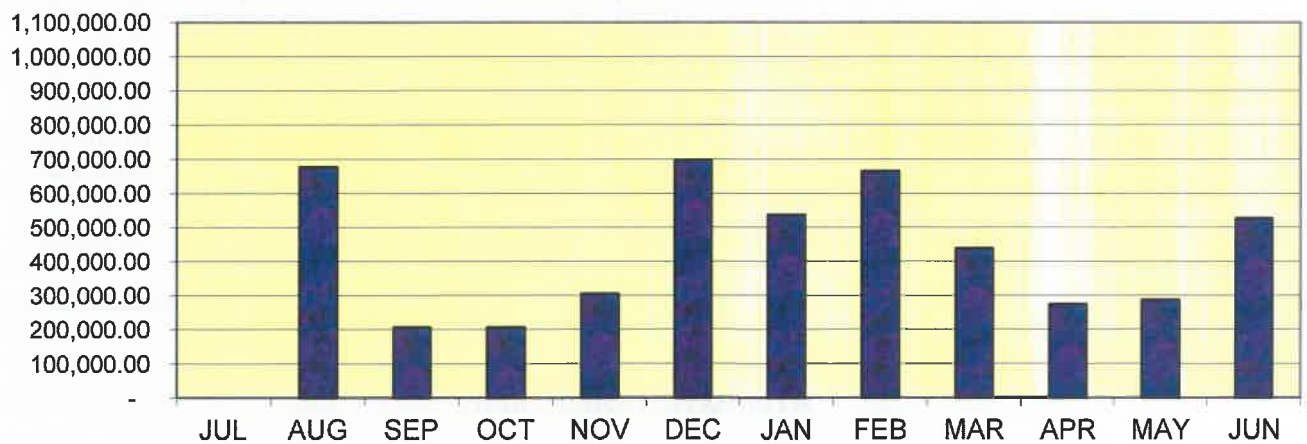
### 2020-21 INVESTMENTS



### 2019-20 INVESTMENTS



### 2018-19 INVESTMENTS





## Culbertson Public School

Totals Report for January 2021  
2020-2021

02/10/2021  
8:18:00 AM

Checking  
Savings  
Investments

Account	Beginning +	Receipts -	Expenditures +	Transfers =	Ending
1 - ANNUAL	4,460.38	170.00	0.00	0.00	4,630.38
2 - ATHLETICS	2,354.11	7,484.49	4,576.95	-42.00	5,219.65
3 - SOPHOMORE CLASS 2023	992.66	0.00	0.00	0.00	992.66
4 - FRESHMAN CLASS 2024	1,865.22	0.00	358.51	0.00	1,506.71
5 - Extra - Open to use in future - was Senior Class 2020	0.00	0.00	0.00	0.00	0.00
6 - SENIOR CLASS 2021	2,277.90	0.00	578.98	0.00	1,698.92
7 - 8TH GRADE	0.00	0.00	0.00	0.00	0.00
8 - CHEERLEADER	765.56	0.00	100.75	0.00	664.81
9 - FFA	6,572.11	6,634.87	634.15	42.00	12,614.83
10 - BAND/CHOIR	6,187.68	60.00	9.45	0.00	6,238.23
11 - STUDENT COUNCIL	4,938.69	197.88	539.68	0.00	4,596.89
12 - SPEECH AND DRAMA	1,037.43	0.00	0.00	0.00	1,037.43
13 - VO-AG REVOLVING	1,895.49	0.00	0.00	0.00	1,895.49
14 - JUNIOR CLASS 2022	2,148.91	1,625.00	75.40	0.00	3,698.51
15 - PLAY	2,308.05	20.00	0.00	0.00	2,328.05
16 - JMG	2,340.80	500.00	5.15	0.00	2,835.65
17 - BPA	8,224.85	372.00	996.09	0.00	7,600.76
18 - EXPLORE AMERICA	11,898.45	0.00	0.00	0.00	11,898.45
19 - MUSIC PARENTS	2,601.75	0.00	0.00	0.00	2,601.75
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
23 - INDIAN CLUB	0.00	0.00	0.00	0.00	0.00
24 - SCIENCE OLYMPIAD	4,635.23	381.00	0.00	0.00	5,016.23
	70,561.86 +	17,445.24 -	7,875.11 +	0.00 =	80,131.99



## February AD 2021 Report

Culbertson Board of Trustees,

The 2020-2021 speech and drama team ended another great year of competition with post season virtual competitions. Senior recognition for winter activities was held on Feb 12. I am still waiting on several confirmations for fall football and volleyball dates, hoping to be done soon. I hope to have the high school track and golf schedules finalized by the first week of March. High school track and golf will begin on March 15.

Sincerely,

David Solem

Mr. Olson  
Technology Report  
School Board Meeting  
February 22, 2021

I have been working with Northstar technology, (Chad), to change the pathway to the new servers for all user files. On Feb 16<sup>th</sup> we attempted the switch and it failed causing the network to be unreachable. Chad will continue working on the transition as we need to get out of the old Hypervisor server.

I will be sending out technology requests at the beginning of March.

Mr. Olson  
Principal Report  
School Board Meeting  
February 22, 2020

State Speech and Drama was held on Jan 28-30. The students have been competing virtually for the whole season.

The 100<sup>th</sup> day of school was on Jan 29<sup>th</sup>.

Science Fair was held on Feb 11 in the New Elem Gym.

Teacher evaluations have been going well. We are down to a couple of teachers left.

As of 2-17-21

Month	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
Aug	13	22	22	17	22	14	19	29	17	17	26	21	15	254
Sept	16	22	22	18	22	15	20	29	19	18	28	21	15	265
Oct	18	23	23	18	22	15	19	30	19	17	28	21	16	269
Nov	18	22	24	18	22	15	20	30	19	16	28	21	15	268
Dec	19	23	24	19	23	15	21	29	19	16	28	21	16	273
Jan	19	24	24	19	23	14	20	29	19	15	27	22	17	272
Feb	19	23	23	19	25	14	21	29	19	16	27	24	17	276
March														0
April														0
May														0

Enrolled	9	3	3	3	7	3	6	1	5	3	6	6	3	58
Transferred	0	4	0	5	6	2	5	2	2	4	2	4	1	37
Total In/Out	9	7	3	8	13	5	11	3	7	7	8	10	4	95

Ended the 2019-2020 year with 276

# Culbertson School Board Meeting

## Superintendent's Report

### February 22, 2021

#### A. Events that I plan to attend for February and March.

February 1 <sup>st</sup>	District 2C Meeting – Virtual
February 2 <sup>nd</sup>	Eastern C Division Meeting – Virtual
February 3 <sup>rd</sup>	NEMASS Meeting – Virtual
February 4 <sup>th</sup>	Culbertson Lions Club Meeting
February 8 <sup>th</sup>	State-wide SPED Coop Directors Meeting – Virtual
	Culbertson Town Council Meeting
February 9 <sup>th</sup>	OPI Meeting with SPED Coop Directors – Virtual
	Culbertson Fire Department Meeting
February 10 <sup>th</sup>	De-escalation Virtual Training with MSGIA
February 11 <sup>th</sup>	Culbertson Chamber of Commerce Meeting
	Culbertson School Science Fair
February 12 <sup>th</sup>	HS Basketball vs. Brockton HERE
February 13 <sup>th</sup>	District 2C Basketball Tournament Play-In Games @ Culbertson
February 14 <sup>th</sup>	District 2C Meeting @ Sidney
February 15 <sup>th</sup>	District 2C Basketball Tournament @ Sidney & Culbertson**
February 16 <sup>th</sup>	District 2C Basketball Tournament @ Sidney & Culbertson**
February 17 <sup>th</sup>	District 2C Basketball Tournament @ Sidney & Culbertson**
February 18 <sup>th</sup>	District 2C Basketball Tournament @ Sidney & Culbertson**
February 19 <sup>th</sup>	District 2C Basketball Tournament @ Sidney**
February 22 <sup>nd</sup>	Culbertson School Board Meeting
February 23 <sup>rd</sup>	Culbertson Fire Department Training
February 25 <sup>th</sup>	Roose-Valley Special Education Cooperative Board Meeting @ Brockton
March 3 <sup>rd</sup>	NEMASS Meeting @ Sidney
	Eastern C Division Girls' Basketball Tournament @ Sidney**
March 4 <sup>th</sup>	Eastern C Division Girls' Basketball Tournament @ Sidney**
March 5 <sup>th</sup>	Eastern C Division Girls' Basketball Tournament @ Sidney**
March 8 <sup>th</sup>	Culbertson Town Council Meeting
March 9 <sup>th</sup>	Culbertson Fire Department Meeting
March 10 <sup>th</sup>	State C Basketball Tournament @ Bozeman (MSU)**
March 11 <sup>th</sup>	State C Basketball Tournament @ Bozeman (MSU)**
March 12 <sup>th</sup>	State C Basketball Tournament @ Bozeman (MSU)**
March 13 <sup>th</sup>	State C Basketball Tournament @ Bozeman (MSU)**
March 16 <sup>th</sup>	OPI Special Education Monitoring Training - Virtual
	Culbertson School Board Meeting
March 18 <sup>th</sup>	Culbertson 5-8 Music Concert
	Culbertson Lions Club Meeting
March 22 <sup>nd</sup>	Day of Advocacy – Virtual
March 23 <sup>rd</sup>	Spring MASS Conference – Virtual
	Culbertson Fire Department Training
March 29 <sup>th</sup>	MSGIA Big Sky Captive Reinsurance Meeting – Virtual

\*\* if the Culbertson team qualifies/advances to this tournament

B. Other items for your review and consideration:

1. The 2021 Small, Rural School Achievement Grant Application has been submitted. The grant allocation is between \$15,000 and \$16,000 this year. Normally, our district utilizes these funds for technology.
2. The Montana Department of Labor & Industry conducted a virtual safety inspection of our facility in late January of 2021. It was a desk audit done remotely. They requested we document and respond to ten specific requests. We complied and submitted over 200 pages of information for them to review. We received a letter informing us that we received no serious violations during this virtual inspection.
3. We submitted a COVID plan to the Roosevelt County Health Department in order to conduct twelve of the twenty-six basketball games of the 2021 District 2C Basketball Tournament from February 13-18. The plan was reviewed and approved by RCHD as per MHSA requirements.
4. I will be working to complete Part I of the EASIE grant, also known as Title VI, which is a federal grant to assist with the education of Native American students. Part I of this grant application is due by March 11<sup>th</sup>. These monies have been obligated in the past for the salary and benefits of our JOM Home/School Coordinator position. I plan to have Part I completed before February 26<sup>th</sup>.
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 March Board meeting agenda:
  - Possible Guest teacher applications
  - Any Remaining Extra-Curricular Contracts for the 2020-2021 School Year
  - 2019-2020 Audit Report (if it's ready)
  - 2021-2022 Teacher Contracts
  - 2021-2022 Board Goals

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:** 2-22-2021

**AGENDA ITEM #:** 14

**AGENDA TITLE:** Trustee Appointment

**SUMMARY:** The Board accepted the resignation of Gy Salvevold at the January Board meeting. According to Board Policy, the Board has 60 days to appoint a qualified individual for the remainder of this year until the annual trustee elections.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 15

**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.

On Friday, February 12<sup>th</sup>, the Governor lifted the state-wide mask mandate stating that the county and local governments would have jurisdiction on this matter. We received an email notification on the afternoon of Tuesday, February 16<sup>th</sup>, indicating that the Roosevelt County Health Board decided to not require masks for schools and/or businesses in the county.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

# 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:** 2-22-2021

**AGENDA ITEM #:** 16

**AGENDA TITLE:** Resignation

**SUMMARY:** Attached please find a letter of resignation from Norine Haugland.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					



February, 15, 2021

Dear Mr. Crowder and Board Members,

I would like to inform you that I will be retiring effective April 30, 2021.

While I look forward to enjoying my retirement, I am thankful for my time at Culbertson Schools.

Sincerely,

Norine Haugland

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 17

**AGENDA TITLE:** 2020-2021 Classified Staff Contract(s)

**SUMMARY:** At this time Norine would like to recommend Gavin Oliver for a part-time contract. Norine would like to continue to search for another full-time person, as we will have another custodian taking some extended medical leave before school ends in May.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 18

**AGENDA TITLE:** 2020-2021 Extra-Curricular Contract(s)

**SUMMARY:** Dave Solem would like to recommend:

HS Track Assistant Coaches: Mike Olson, Mark Pederson

JH/Elem Track Head Coach: Christina Olson

JH/Elem Track Asst. Coach: Teri Sansaver

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 19

**AGENDA TITLE:** 2021-2022 Principal Contract

**SUMMARY:** There will be a Negotiation Committee Meeting on Monday, February 22<sup>nd</sup> at 6 pm. I believe a recommendation will be forthcoming from the committee.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 20

**AGENDA TITLE:** 2021-2022 Technology System Coordinator Contract

**SUMMARY:** Again, there will be a Negotiation Committee Meeting on Monday, February 22<sup>nd</sup> at 6 pm. I believe a recommendation will be forthcoming from the committee.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 21

**AGENDA TITLE:** 2021-2022 School Calendar

**SUMMARY:** A committee from the CEA and the administration met a few times in January and February. Attached please find a copy of the calendar that is recommended for 2021-2022.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					



# 2021-2022 CULBERTSON SCHOOL CALENDAR

JULY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUGUST						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	PIR 16	PIR 17	PIR 18	S1 19	20	21
22	23	24	25	26	27	28
29	30	31				
						9

SEPTEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	V 6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	P/T 30		
						21

OCTOBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	PIR 21	PIR 22	23
24	25	26	27	28	29	30
31						
						19

NOVEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	END S1 12	13
14	S2 15	16	17	18	19	20
21	22	23	V 24	V 25	V 26	27
28	29	30				
						19

DECEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	V 23	V 24	25
26	V 27	V 28	V 29	V 30	V 31	
						16

JANUARY						
S	M	T	W	T	F	S
						1
2	V 3	V 4	5	6	7	8
9	10	11	12	P/T 13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
						19

FEBRUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	V 18	19
20	21	22	23	24	END S2 25	26
27	S3 28					
						19

MARCH						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	V 18	19
20	V 21	22	23	24	25	26
27	28	29	30	31		
						21

APRIL						
S	M	T	W	T	F	S
					1	2
3	4	5	6	P/T 7	8	9
10	11	12	13	V 14	V 15	16
17	V 18	19	20	21	22	23
24	25	26	27	28	29	30
						18

MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	END S3 27	28
29	30	31				
						20

JUNE						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

180 days + 1 Emergency/snow day

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 22

**AGENDA TITLE:** School Trustee and Levy Election Declaration

**SUMMARY:** Attached please find a copy of the recommended resolution.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

## TRUSTEE RESOLUTION CALLING FOR AN ELECTION Culbertson School Election, Culbertson MT

BE IT RESOLVED, the Board of Trustees for School District No. 17]/R/C, Roosevelt and Richland Counties, State of Montana, will hold the Annual Regular School Election on Tuesday, the 4<sup>th</sup> of May, 2021, which date is not less than seventy (70) days after the passage of this resolution.

The election will be conducted by:

- ✓ Poll Election (the polls will be open from Noon until 8:00 p.m.)

The purpose of the election is to elect two (2) trustee(s) for three-year term(s) and one (1) trustee(s) for one-year term(s). Approval of additional levies to operate and maintain the elementary general fund and the high school general fund for fiscal year 2021-2022 will also be requested. If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Lora Finnicum, Election Administrator, to cancel that portion of the election in accordance with 13-1-304 and 20-3-313, MCA

The following polling locations will be used for the election and the three electors of this district who are qualified to vote at such election are hereby appointed to act of judges and any named alternates at the election at each voting place as follows: **Culbertson School Lunchroom.**

Election Judge	Address
Kimberly Knick	Culbertson, MT 59218
Beverly Raaum	Culbertson, MT 59218
LeEtta Waldhausen	Culbertson, MT 59218
Beth Hekkel, alternate	Culbertson, MT 59218
Jo Nelson, alternate	Culbertson, MT 59218

BE IT FURTHER RESOLVED, that the clerk of this school district is hereby directed to notify the above named election judges of their appointment and to notify the county election administrator of the date of holding said election, and notify the county election administrator to close regular registration and to prepare and furnish election materials as required by law. If any of these judges should not be able to serve, the election administrator will choose a replacement from certified judges. No further proceedings were conducted relating to the election.

\_\_\_\_Paul Finnicum\_\_\_\_\_  
Print Name of Board Chair

\_\_\_\_\_  
Signature of Board Chair

\_\_\_\_Lora Finnicum\_\_\_\_\_  
Print Name of District Clerk

\_\_\_\_\_  
Signature of District Clerk

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 23

**AGENDA TITLE:** School Trustee and Levy Election Judge Appointment(s)

**SUMMARY:** Lora would like to recommend the following election judges and alternates:

Judges: Kimberly Knick, Beverly Raaum, and LeEtta Waldhausen

Alternates: Beth Hekkel and Jo Nelson

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 24

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

**SUMMARY:** We have received Guest Teacher Applications from Chase Lambert and Barbie Brady. I recommend approval pending background checks.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 25

**AGENDA TITLE:** Kitchen Help Substitute Roster

**SUMMARY:** Teri George would like to recommend adding Barbie Brady to the Kitchen Help Substitute Roster pending background check.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					



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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 26

**AGENDA TITLE:** Student Teacher Placement

**SUMMARY:** Western Governors University, an on-line school, would like to respectfully request the placement of Rebecca Thompson as a student teacher in the elementary grade levels at the Culbertson School in spring of 2021 beginning in March and ending in May. Mike and I recommend the Board approve this request.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

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

**MEETING DATE:** 2-22-2021

**AGENDA ITEM #:** 27

**AGENDA TITLE:** Summer Driver Education Program

**SUMMARY:** David Murray has express interest in returning to Culbertson for the 2021 Summer Driver Education Program. David would like to conduct the class during June and is requesting \$27.50 per hour. This is an increase of \$1.50 per hour compared to last year.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Appointed Trustee					

# 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.