

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

**NOTICE OF REGULAR SCHOOL BOARD MEETING**

**Tuesday–May 18, 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.

**NEW BUSINESS**

05. Action, Validation of Election Ballots.

Levies:

FOR Elementary School General Fund Levy	180
AGAINST Elementary School General Fund Levy	99
Spoiled Ballots	1

Trustee – Three Year Term:

Mark Colvin	187
Paul Finnicum	156
Gretchen Wagner	152

\* 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 (continued)**

Trustee – One Year Term:

Leslie Bengochea	18
Mandy Byrd	55
Shadd Cullinan	73
Jason LaQua	47
Ian Walker	74
 Spoiled Ballots	 3

06. Action, Swear in Elected Board Members

07. Action, Reorganization of School Board

Chair: \_\_\_\_\_

Vice-Chair: \_\_\_\_\_

08. Action, Appoint District Clerk

**MINUTES OF PREVIOUS MEETINGS**

09. Action, approve minutes from the following meeting(s)
- a. April 12, 2021 (Technology Committee Meeting)
  - b. April 19, 2021 (Regular Board Meeting)

**FINANCE REPORT**

10. Action, pay bills, approve investments, and note cash & extra-curricular balances

**REPORTS**

- 11. Information, Student Representative Report
- 12. Information, Teacher Report
- 13. Information, Activities Director Report
- 14. Information, Technology Systems Administrator Report
- 15. Information, Principal Report
- 16. Information, District Clerk Report
- 17. 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**

- 18. Action, Health & Safety Plan
- 19. Action, Staff Inservice Training Plan (August PIR Days)
- 20. Action, Board Goals

**NEW BUSINESS (Continued)**

- 21. Action, Resignation(s)
- 22. Action, 2021-2022 Certified Teacher Reassignment(s)
- 23. Action, 2021-2022 Facility/Classroom Plan
- 24. Action, 2021-2022 Certified Teacher Contract(s)
- 25. Action, 2021-2022 Classified Staff Contract(s)
- 26. Action, 2021-2022 Extra-Curricular Contract(s)
- 27. Action, 2021-2022 JH/HS Class Schedule
- 28. Action, 2021-2022 Montana High School Association Activities
- 29. Action, 2021 Summer Staff
- 30. Action, Nemont TV Contract
- 31. Action, Budget Amendment Proclamation
- 32. Action, Student Activities Account Closure – Class of 2020
- 33. Action, Student Teacher Placement – Fall 2021
- 34. Action, State Board of Investments Loan
- 35. Action, 2021-2022 School Board Committee Assignments

**PUBLIC COMMENT FOR NON-AGENDA ITEMS**

- 36.

**REPORTS (Continued)**

- 37. Information, Trustees Reports/Requests.

**DATE/TIME FOR NEXT MEETING**

- 38. Date: Tuesday, June 15<sup>th</sup> Time: 6:30 p.m.  
Potential Conflicts: none  
Suggested Changes: none

**ADJOURNMENT**

- 39. Time of adjournment: \_\_\_\_\_

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

**Mission**

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

# Public Comment

(Agenda Items)

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

Thank you.

SCHOOL BOARD MINUTES  
COMMITTEE MEETING  
April 12, 2021  
Monday – 7:30 a.m.

The Technology Committee met for discussion on technology budget on April 12, 2021 at 7:30 a.m. Trustees present were: Eric Bergum and Mark Colvin. Representatives were: Larry Crowder, Mike Olson and Lora Finnicum.

No visitors were present. Notice for public comment given. Committee discussed the proposed 2021-2022 Technology Budget. Schoolmaster will be transitioning to Infinite Campus which is also what the state uses. An accurate count of computer to be cleaned will be provided at the regular board meeting. The option to switch the computer lab out with the business classroom is being considered. COVID related funds covered the remaining list of outdated items that needed to be replaced. Committee would recommend approval. Meeting adjourned at 7:40 a.m.

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

  
Clerk

SCHOOL BOARD MINUTES  
REGULAR MEETING  
April 19, 2021  
Monday – 6:30 p.m.

The Board met in regular session on Monday, April 19, 2021, at 6:30 p.m. Trustees present were: Paul Finnicum, Luke Anderson (via phone), Eric Bergum, Mark Colvin, and Cheryl Kirkaldie. Representatives were: Larry Crowder, Mike Olson, Dave Solem, and Lora Finnicum. Visitors were recognized.

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

Eric Bergum made motion to approve the minutes of March 23<sup>rd</sup> (athletic committee), March 23<sup>rd</sup> (negotiations committee), and March 23, 2021 (regular board) meeting. Cheryl Kirkaldie seconded the motion. Motion carries unanimously.

Cheryl Kirkaldie made motion to pay the April bills, approve investments, note cash and extra-curricular balances. Mark Colvin seconded the motion. Motion carries unanimously.

Payroll Warrants	548 to 583
Claims Warrants	580 to 665

Reports were presented. Junior and Senior classes worked in conjunction to host prom and was well attended.

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

Trustees named their top five goals for 2021-2022: Luke Anderson with align curriculum, additional staff trainings, top ten academically, cement in southwest parking, and general cleaning and maintenance; Mark Colvin with cement in southwest parking and north foundation, top ten academically, better C-C field facilities, additional JH electives, and family consumer science; Eric Bergum with family consumer science, phase out coal boiler, new playground equipment, old armory facelift, and local beef for school lunches; and Paul Finnicum with align curriculum, new playground equipment, phase out coal boiler, elementary gym bleachers, and old armory facelift.

BPA students were present to request approval for a trip to Orlando. The chapter was not able to attend national conferences last year or this year due to COVID. Business tours and internships would be planned. Two students earned the trip and two others had torch awards. Trip would be scheduled for June. The chapter has \$5,000 in their activity funds and will raise another \$5,000 for the trip. The year's national conference will be held virtually this spring. The proposed trip should be educationally relevant. Eric Bergum made motion to approve the BPA trip as presented. Mark Colvin seconded motion. Motion carries unanimously.

Mark Colvin made motion to hire Karen Eggett as Custodial Director starting May 1<sup>st</sup>. Cheryl Kirkaldie seconded motion. Motion carries unanimously. Eric Bergum made motion to hire John Wilson as Custodian. Luke Anderson seconded motion. Motion carries unanimously.

SCHOOL BOARD MINUTES  
REGULAR MEETING  
April 19, 2021  
Monday – 6:30 p.m.

Mark Colvin made motion to hire summer adult custodian Lee Vandall, students Colter Romo, Trevor Green, Carson Solem, and Noelle Wilson; alternates Nick Wilson, Caden Summers, Yrenebelle Maximo, Shea Scott, and Kyle Summers. Eric Bergum seconded motion. Motion carries unanimously.

Cheryl Kirkaldie made motion to hire Wendy Nickoloff and Theresa McDonald for summer computer cleaning at \$17 per computer. Luke Anderson seconded motion. Motion carries unanimously.

Eric Bergum made motion to table 2021-2022 HS basketball coaches. Mark Colvin seconded motion. Interviews would be scheduled with special meeting to hire. Motion carries unanimously.

Mark Colvin made motion to approve teacher assignments of: Bushlen, Harvey in Kindergarten; Nickoloff in 1<sup>st</sup> Grade; Young, Knapp in 2<sup>nd</sup> Grade; McDonald, Brock in 3<sup>rd</sup> Grade; Berwick in 4<sup>th</sup> Grade; Iverson, Vandall in 5<sup>th</sup> Grade; Pederson in 6<sup>th</sup> Grade; Wilson in K-6 Sped/Title; Welch in K-12 Art; Forbregd in K-12 Counselor; C. Olson in K-12 Librarian; Taberna, Pfeifer in K-12 Music, B. Nielsen in K-12 PE; Ator in K-12 Sped; T. Nielsen in JH Science, Social Studies; Seitz in JH English, Math; Gustafson in 7-12 Title; Owan in 7-12 Business; Solem in 8-12 Social Studies; Schledewitz in HS Science; Salvevold in HS English; and Mogga in HS Math. Eric Bergum seconded motion. Motion carries unanimously.

Mark Colvin made motion to hire an additional JH teacher for 2021-2022. Cheryl Kirkaldie seconded motion. The additional teacher would reduce the teacher to student ratio for the upcoming large junior high. Proposed schedule would be developed. Motion carries unanimously. Mr. Crowder proposed moving the business class into the computer lab to allow more space and increase business class sizes. Board consented to continue working on classroom placements.

The 2019-2020 audit report was presented with no reportable findings. Eric Bergum made motion to approve the report. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Board reviewed the tentative PIR day plan for August and would like to see the back to school BBQ again, pending COVID conditions.

The Technology Committee met to review the 2021-2022 Technology Budget. Eric Bergum made motion to approve as presented. Mark Colvin seconded motion. Motion carries unanimously.

Cheryl Kirkaldie made motion to hire Sara Featherston as Guest Teacher, pending background check. Luke Anderson seconded motion. Motion carries unanimously.

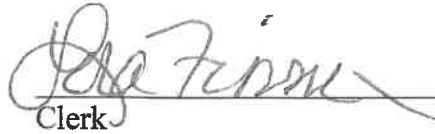
Notice for public comment for non-agenda items was given. Comments were received on cleaning and maintenance procedures and request for Explore America refund. Invitation will be

SCHOOL BOARD MINUTES  
REGULAR MEETING  
April 19, 2021  
Monday – 6:30 p.m.

extended for Mrs. Gustafson to attend next meeting for discussion. The next regular board meeting is scheduled for Tuesday, May 18, 2021 at 6:30 p.m. Paul Finnicum closed meeting to executive session for clerk evaluation at 7:15 p.m. Meeting reconvened and adjourned at 7:24 p.m.

---

Chairman of the Board



---

Clerk



**CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT**  
for the month of APRIL 30, 2021

FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	DISTRICT ENDING BALANCE	TREASURER BALANCE	VARIANCE
GENERAL	(213,428.69)	111,206.69	-		153,039.30	(255,261.30)	(255,261.30)	-
TRANSF	71,266.46	6,735.15	-		19,769.52	58,232.09	58,232.09	-
RETIRED	87,089.67	10,293.18	-		22,316.26	75,066.59	75,066.59	-
MISC	16,500.26	5,375.00	-	-	7,196.77	14,678.49	14,678.49	-
Misc	4,850.00		-		329.99	4,520.01		
Title	998.31				995.93	2.38		
CARES	-					-		
Ind Ed	468.49	2,296.00			2,756.23	8.26		
JMG	843.78				44.90	798.88		
SRS	4.71	3,079.00			3,055.73	27.98		
JOM	9,334.97				13.99	9,320.98		
AD ED	8,556.89	19.50	-		370.00	8,206.39	8,206.39	-
COMPA	(21.18)		-			(21.18)	(21.18)	(0.00)
IMPACT	6.51	4,821.00	-		4,821.00	6.51	6.51	(0.00)
TECH	2.01		-			2.01	2.01	(0.00)
FLEX	-		-			-	-	-
PR	10,842.57	291,447.63	-		292,058.89	10,231.31	10,231.31	(0.00)
CL	21,827.81	94,762.96	-		109,951.85	6,638.92	6,638.92	(0.00)
ELEM	2,642.31	524,661.11	-	-	609,523.59	(82,220.17)	(82,220.17)	(0.00)
GENERAL	(185,418.95)	74,155.46	-		90,689.09	(201,952.58)	(201,952.58)	-
TRANSF	31,391.57	3,097.69	-		14,162.71	20,326.55	20,326.55	-
LUNCH	1,685.78	22,386.50	-		17,852.85	6,219.43	6,219.43	-
RETIRED	112,242.31	8,051.82	-		12,780.12	107,514.01	107,514.01	-
MISC	8,134.03	-	-	-	898.47	7,235.56	7,235.56	-
Misc	1,520.83		-		44.41	1,476.42		
CARES	-					-		
AG	2,000.00					2,000.00		
BUS	854.06				854.06	-		
JMG	4,796.70					4,796.70		
Perkins	(1,037.56)					(1,037.56)		
AD ED	8,487.29	23.45	-		370.00	8,140.74	8,140.74	-
DR ED	2,566.28		-			2,566.28	2,566.28	-
COMPA	(13.77)		-			(13.77)	(13.77)	0.00
IMPAC	0.08	3,479.00	-		3,479.00	0.08	0.08	0.00
TECH	0.74		-			0.74	0.74	0.00
FLEX	2.84		-			2.84	2.84	-
ENDOW	99,998.08	18.34	109,742.00	-		209,758.42	209,758.42	-
HS	79,076.28	111,212.26	109,742.00	-	140,232.24	159,798.30	159,798.30	0.00
TOTAL	81,718.59	635,873.37	109,742.00	-	749,755.83	77,578.13	77,578.13	(0.00)

\*

**CULBERTSON SCHOOL DISTRICT**  
**Cash Equivalent Accounts Summary**  
April 30, 2021

	Beginning Balance	Receipts <i>reconciled</i> <i>bank credits</i>	Expenses <i>reconciled</i> <i>bank debits</i>	Ending Balance
<b>General Funds 101 &amp; 201 - Asset 102:</b>				
First Community Bank Hot Lunch Revolving Account No. 335266	\$ 6,823.50	\$ 387.66	\$ 67.48	\$ 7,143.68
First Community Bank Savings Account No. 5000521	\$ 0.89	\$ -	\$ -	\$ 0.89
First Community Bank Pcard Account No. 4205644	\$ 1,221.21	\$ 11,451.30	\$ 11,451.21	\$ 1,221.30
Synovus AFLAC Cafeteria Plan Account No. 000-329-492-7	\$ 11,959.12	\$ 1,133.34	\$ 1,395.51	\$ 11,696.95
<b>Cash Equivalent Total</b>	<b>\$ 20,004.72</b>	<b>\$ 12,972.30</b>	<b>\$ 12,914.20</b>	<b>\$ 20,062.82</b>
	Fund 101 Balance: \$	10,031.41	Fund 201 Balance: \$	10,031.41
	102 Debit (Credit) \$	29.05	970 Credit (Debit) \$	29.05

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

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

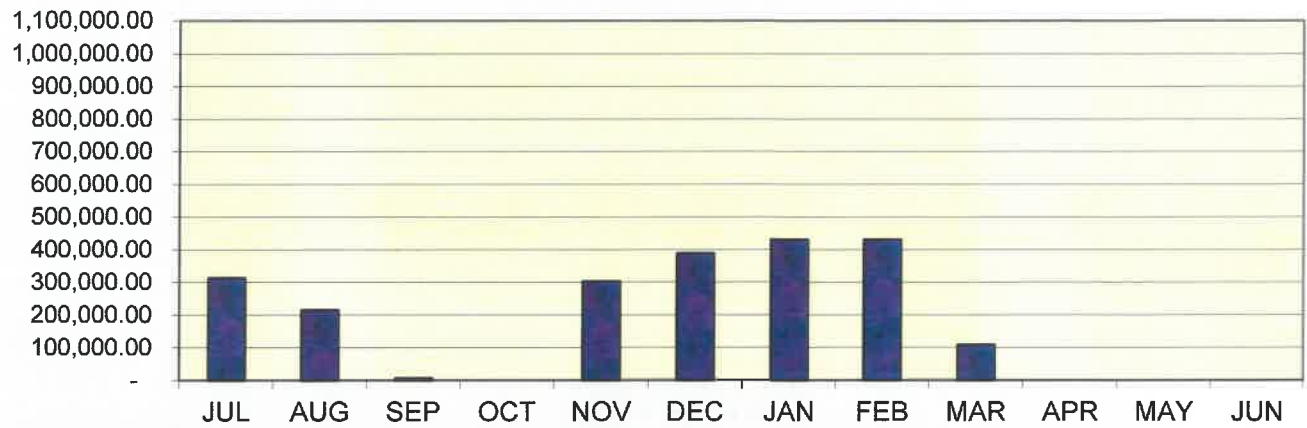
**Activities Fund 284 - Asset 102:**

First Community Bank Activities Account No. 332356	\$ 90,116.63	\$ 8,421.81	\$ 7,821.62	\$ 90,716.82
<b>Cash Equivalent Total</b>	<b>\$ 90,116.63</b>	<b>\$ 8,421.81</b>	<b>\$ 7,821.62</b>	<b>\$ 90,716.82</b>
	102 Debit (Credit) \$	600.19	970 Credit (Debit)	

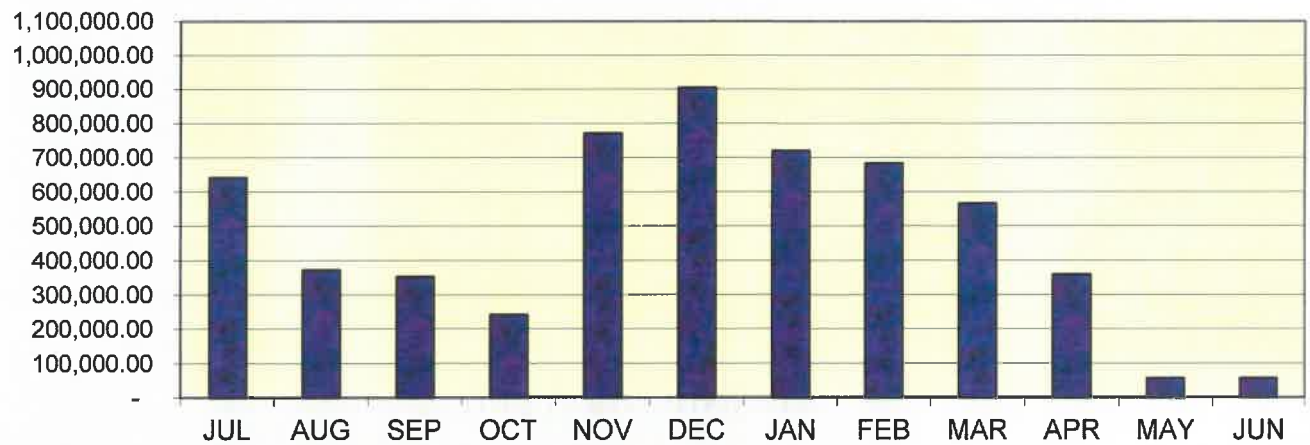




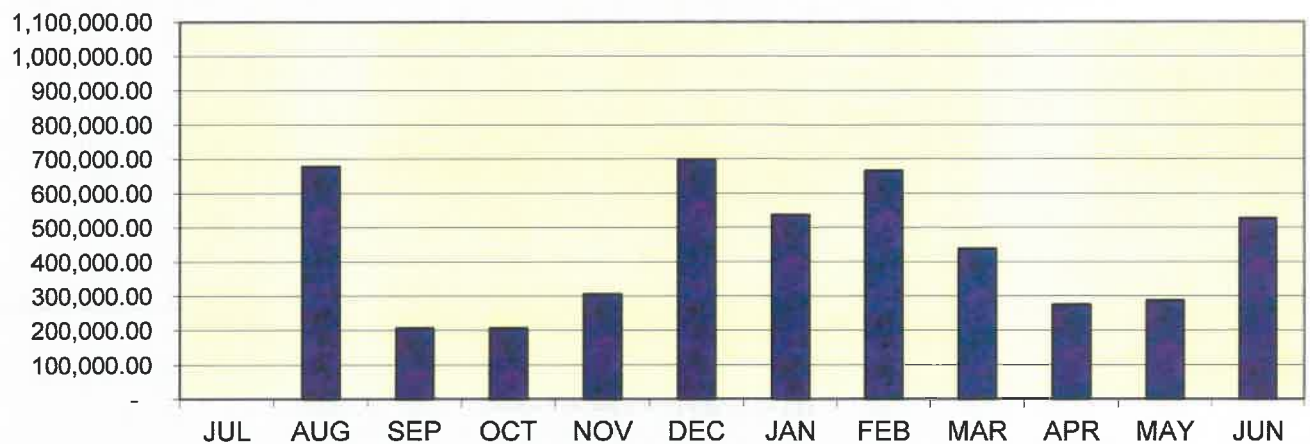
### 2020-21 INVESTMENTS



### 2019-20 INVESTMENTS



### 2018-19 INVESTMENTS



## Culbertson Public School

Totals Report for April 2021  
2020-2021

05/07/2021  
12:26:28 PM

Checking  
Savings  
Investments

Account	Beginning	+ Receipts	- Expenditures	+ Transfers	= Ending
1 - ANNUAL	3,505.38	0.00	0.00	0.00	3,505.38
2 - ATHLETICS	3,734.81	2,875.29	2,576.71	-825.00	3,208.39
3 - SOPHOMORE CLASS 2023	992.66	1,760.00	0.00	400.00	3,152.66
4 - FRESHMAN CLASS 2024	1,506.71	0.00	0.00	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	3,323.92	0.00	0.00	1,573.00	4,896.92
7 - 8TH GRADE	0.00	0.00	0.00	0.00	0.00
8 - CHEERLEADER	664.81	0.00	0.00	0.00	664.81
9 - FFA	11,402.30	142.50	933.29	0.00	10,611.51
10 - BAND/CHOIR	6,023.91	0.00	0.00	0.00	6,023.91
11 - STUDENT COUNCIL	5,361.93	142.50	115.97	425.00	5,813.46
12 - SPEECH AND DRAMA	1,302.45	15.00	0.00	0.00	1,317.45
13 - VO-AG REVOLVING	1,895.49	0.00	0.00	0.00	1,895.49
14 - JUNIOR CLASS 2022	3,724.55	1,615.00	1,078.95	-1,573.00	2,687.60
15 - PLAY	3,766.80	25.00	129.79	0.00	3,662.01
16 - JMG	5,995.25	225.00	161.44	0.00	6,058.81
17 - BPA	8,896.65	1,621.52	305.91	0.00	10,212.26
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	5,016.23	0.00	0.00	0.00	5,016.23
	84,670.64	+ 8,421.81	- 5,302.06	+ 0.00	= 87,790.39



May, 2021

Culbertson Board of Trustees,

The spring athletic season is coming to a close. High school state golf will be held on May 18-19 in Bozeman, 2 golfers have qualified for state. Elementary and Junior high track ended their seasons on May 14 at the district meet in Fairview. The high school track team competed at the district meet on May 11 in Lambert. The divisional track meet will be held May 120 in Sidney and state track meet will take place in Missoula on May 28-29. The end of year academic/athletic banquet is set for May 24.

Sincerely,

David Solem

Mr. Olson  
Technology Report  
School Board Meeting  
May 18, 2021

I am still working updating all computers as there is a large WIN 10 update at all the computers need.

This summer I would like to meet with tech committee and North Star to update our technology plan.

Once school is complete, I will collect the oldest Chromebooks to be taken out of service. These are the devices that I would like to see put up for auction.

Mr. Olson  
Principal Report  
School Board Meeting  
May 18, 2021

Mrs. Forbregd has completed State Standardized testing with student.

We continue to work with Infinite Campus through a series a Zoom meeting to begin the transition to their platform and out of School Master.

HS/8th graduation is set for May 22nd at 12:00pm, Kindergarten graduation will be Friday May 21st at 2 pm in the lunchroom.

Academic/Athletic banquet is set for May 24.

As of 4-12-21

Month	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
<b>Aug</b>	13	22	22	17	22	14	19	29	17	17	26	21	15	<b>254</b>
<b>Sept</b>	16	22	22	18	22	15	20	29	19	18	28	21	15	<b>265</b>
<b>Oct</b>	18	23	23	18	22	15	19	30	19	17	28	21	16	<b>269</b>
<b>Nov</b>	18	22	24	18	22	15	20	30	19	16	28	21	15	<b>268</b>
<b>Dec</b>	19	23	24	19	23	15	21	29	19	16	28	21	16	<b>273</b>
<b>Jan</b>	19	24	24	19	23	14	20	29	19	15	27	22	17	<b>272</b>
<b>Feb</b>	19	23	23	19	25	14	21	29	19	16	27	24	17	<b>276</b>
<b>March</b>	19	23	23	20	25	15	21	29	19	16	27	22	17	<b>276</b>
<b>April</b>	19	23	22	21	25	15	21	28	19	17	27	22	16	<b>275</b>
<b>May</b>	19	23	22	21	24	15	21	28	19	17	27	22	16	<b>274</b>

<b>Enrolled</b>	9	3	3	5	7	4	6	1	5	3	6	6	3	<b>61</b>
<b>Transferred</b>	0	4	0	5	7	2	5	2	2	4	3	6	1	<b>41</b>
<b>Total In/Out</b>	9	7	3	10	14	6	11	3	7	7	9	12	4	<b>102</b>

Ended the 2019-2020 year with 276



# Culbertson School Board Meeting

## Superintendent's Report

### May 18, 2021

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

May 5 <sup>th</sup>	NEMASS Meeting @ Glasgow
May 10 <sup>th</sup>	Culbertson Town Council Meeting
May 11 <sup>th</sup>	Culbertson Fire Department Meeting
May 12 <sup>th</sup>	Culbertson High School Junior/Senior Banquet
May 13 <sup>th</sup>	Culbertson Chamber of Commerce Meeting
	Culbertson High School National Honor Society Induction Ceremony
May 16 <sup>th</sup>	Culbertson High School Baccalaureate Program
May 18 <sup>th</sup>	District 2C Meeting @ Culbertson
	Culbertson School Board Meeting
May 22 <sup>nd</sup>	Culbertson High School Graduation
May 24 <sup>th</sup>	Culbertson High School Academic/Athletic Banquet
May 25 <sup>th</sup>	Culbertson Fire Department Training
May 27 <sup>th</sup>	Culbertson Lions Club Cemetery Cleanup
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 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

#### 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. I completed the District 2C master basketball schedule for the 2021-2022 school year.
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 June regular Board meeting for 1<sup>st</sup> reading.
4. We are currently advertising our teaching positions, but have received limited interest at this time. We will continue to advertise and will be making recommendations whenever possible.

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 June 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, etc.
  - 2021-2022 Handbook Recommendations
  - Possible Disposition of Property
  - Budget Amendment Resolution
  - Impact Aid Policy Review
  - 2021-2022 Insurance Renewals (Worker's Compensation, Property & Liability)
  - 2021-2022 Organization Memberships (MTSBA, MREA, etc.)

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:** 5-18-2021

**AGENDA ITEM #:** 18

**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:** 5-18-2021

**AGENDA ITEM #:** 19

**AGENDA TITLE:** Staff Inservice Training Plan (August PIR Days)

**SUMMARY:** Attached please find a copy of the draft plan for staff inservice training for the August 2021 PIR days. This plan was developed during the months of March and April by a committee of the staff and administration.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

# Culbertson Public Schools

## 2021-2022

### Orientation PIR Day - Monday, August 16<sup>th</sup>

9:00 a.m.	K-12 Staff Meeting in the Lunchroom <ul style="list-style-type: none"><li>• Refreshments</li><li>• Topics of Discussion Too Numerous to Mention*</li></ul>
10:30 a.m.	K-6 Staff Training with Infinite Campus in the Computer Lab Room Time for Everyone Else
12:00 p.m.	Lunch on your own
1:00 p.m.	K-6 Staff Training with Infinite Campus in the Computer Lab 7-12 Staff Meeting in the Lunchroom
3:00 p.m.	Room Time for Everyone
4:00 p.m.	Everyone is free to go

### Orientation PIR Day - Tuesday, August 17<sup>th</sup>

9:00 a.m.	7-12 Staff Training with Infinite Campus in the Computer Lab Room Time for Everyone Else
11:00 a.m.	K-6 Staff Meeting in the Lunchroom
12:30 p.m.	Lunch on your own
1:30 p.m.	Room Time for Everyone
2:00 p.m.	New Staff Orientation in the Computer Lab Room Time for Everyone Else
3:00 p.m.	K-12 Staff Meeting in the Lunchroom (if needed)
4:00 p.m.	Everyone is free to go



# Culbertson Public Schools

## 2019-2020

### Orientation PIR Day - Wednesday, August 18<sup>th</sup>

9:00 a.m.	K-12 Staff Training in the lunchroom – True Colors with Wendy Becker <ul style="list-style-type: none"><li>• More Refreshments</li></ul>
12:00 p.m.	Lunch on your own
1:00 p.m.	Certified Teacher Meeting in the Computer Lab Room Time for Everyone Else
2:00 p.m.	Room Time for Everyone
4:00 p.m.	Everyone is free to go

\*Gmail Communications, Title IX Reporting, Website Information, Social Media Use, One Call Now, Policy Access, School Calendar, District Goals, District Financial Outlook, Facility Planning, Bell Schedule Time Changes, School Board Policy Manual, and the list just keeps on going.....

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

**MEETING DATE:** 5-18-2021

**AGENDA ITEM #:** 20

**AGENDA TITLE:** Board Goals

**SUMMARY:** Attached please find a very preliminary cost and possible timelines for the Goals that were shared at the April Board meeting.

I would like to ask for some clarification on some of the items so that I can do a proper estimate of cost and timeline.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

# School Board Goals

## 2021-2022

Goal	Preliminary Cost	Timeline
Align Curriculum	*	
Additional Staff Training	*	
Top Ten Academically	*	
Cement Southwest Parking	\$ 50,000	2-3 months
General Cleaning & Maintenance	*	
Finish North Foundation	\$ 1,000	2 weeks
Improve C-C Facilities	*	
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	*	
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:** 5-18-2021

**AGENDA ITEM #:** 21

**AGENDA TITLE:** Resignation(s)

**SUMMARY:** I have received a letter from Jens Nielsen resigning from his position as Agriculture Education teacher and FFA Advisor effective the end of this school 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:** 5-18-2021

**AGENDA ITEM #:** 22

**AGENDA TITLE:** 2021-2022 Certified Teacher Reassignment(s)

**SUMMARY:** Amy Berwick would like to request a reassignment from 4<sup>th</sup> grade teacher to junior high teacher for the 2021-2022 school year. Mike Olson and I also recommend this reassignment.

**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:** 5-18-2021

**AGENDA ITEM #:** 23

**AGENDA TITLE:** Facility/Classroom Plan

**SUMMARY:** Mike and I would like to recommend moving the Business Classroom from its current location to the Computer Lab room. This will provide for slightly larger enrollments in business classes and more space for the large banner printer and the 3D printers.

Mike and I would like to further recommend Rhonda Seitz be relocated from here current classroom to the current business classroom. Rhonda will more than likely be teaching 7<sup>th</sup> and 8<sup>th</sup> grade English and 8<sup>th</sup> grade Social Studies in the 2021-2022 class schedule. Mike and I realize this is a very short term solution, but considering our tight budget we think this will work.

Mike and I would like to then recommend Amy Berwick be assigned to the Junior High wing classroom current used by Rhonda Seitz. Amy will more than likely be teaching 7<sup>th</sup> and 8<sup>th</sup> grade Math and 7<sup>th</sup> grade English in the 2021-2022 class schedule.

**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:** 5-18-2021

**AGENDA ITEM #:** 24

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

**SUMMARY:** We are currently advertising for 4<sup>th</sup> Grade (two positions), K-12 Foreign Language, and 7-12 Agriculture Education. I do not have any recommendations at the time. I will inform the Board if this status changes prior to the Board meeting on the 18<sup>th</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:** 5-18-2021

**AGENDA ITEM #:** 25

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

**SUMMARY:** Attached please find a list of current staff and potential job assignments for the 2021-2022 school year.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					



# Culbertson Public School

## Classified Staff List

### 2021-2022

Name	Possible Job Assignment for 2021-2022
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	Cooks' Helper
Jennifer Lambert	Title I Aide
Rhonda Larsen	School Secretary
Mary Machart	Jobs for Montana's Graduates Program Coordinator
Sande Marchwick-Wix	Special Education Aide
Austin Oelkers	Maintenance Director
Kaylynn Raaum	Activities Secretary
Tessa Rumsey	Special Education One-on-One Aide
Taleasha Stuber	Office Aide
Candy Thorpe	Cook's Helper
Richard Weber	Custodian
John Wilson	Custodian
Samantha Wilson	Special Education Aide

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

**MEETING DATE:** 5-18-2021

**AGENDA ITEM #:** 26

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

**SUMMARY:** Attached please find the recommendations from the High School Head Coaches/AD for some of the coaching opportunities for the fall 2021 activities.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

# 2021-2022 Coaching Positions

## High School Football

Asst: Mark Pederson

Asst: Still searching

## High School Volleyball

Asst: Brad Nielsen

Asst: Tessa Rumsey

## High School Cross Country

Asst: Chance Hyatt

## Junior High Football

Head: Dallas Reiland

Asst: Still searching

## Junior High Volleyball

Head: Rhonda Seitz

Asst: Janelle Ator

## Junior High Cross Country

Head: Terri Sansaver

## Junior High Boys Basketball

Head: Still searching

Asst: Still searching

## Junior High Girls Basketball

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

**MEETING DATE:** 5-18-2021

**AGENDA ITEM #:** 27

**AGENDA TITLE:** 2021-2022 Junior High and High School Class Schedule

**SUMMARY:** Attached please find the class schedules for the junior high and high school for the 2021-2022 school year. Courtney has been working diligently on this schedule for the past two months and is presenting for the Board's review and consideration.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

# Trimester Class Schedule 2021-2022 Junior High School Offerings Overview

Name \_\_\_\_\_

Grade Level \_\_\_\_\_

1 <sup>st</sup> Period	2 <sup>nd</sup> Period	3 <sup>rd</sup> Period	HS Lunch JH Adv HS Adv HS Lunch	4 <sup>th</sup> Period	5 <sup>th</sup> Period
7 SS  8A Art  8B Lang. Elec Music Elec.	7 English  8 SS  8 Science	Band Choir Science Oly Math Elec. JH JMG		7 Science  8 English  8 Math	7 Ag/Keyboarding  8 Math  8 English
7A Art 7 Lang. Elec. 7 Music Elec.  8 Math 8 English	7 Health* 7PE*  8 PE* 8 Health*  *6 Week switch	Band Choir Elec. Science Elec. Eng. Elec. Math JH JMG		7 Math  8 Science  8 SS	7 English  8 SS  8 Science
7 SS  8B Art 8 Lang. Elec 8 Music Elec	7B Art 7 Lang. Elec. Amy 7 Music Elec.  8 Science 8 English	Band Choir Elec. Science Elec. Eng. Elec. Math JH JMG		7 Math  8 Ag/Keyboarding	7 Science  8 SS  8 Math

Parental Signature required for any changes to your schedule \_\_\_\_\_

Updated 5-14-2021

# Trimester Class Schedule 2021-2022

## High School Offerings Overview

Name \_\_\_\_\_

Grade Level \_\_\_\_\_

1 <sup>st</sup> Period	2 <sup>nd</sup> Period	3 <sup>rd</sup> Period	HS Lunch JH Adv HS Adv HS Lunch	4 <sup>th</sup> Period	5 <sup>th</sup> Period
Sci Olympiad 10-12 PreAlgebra 9 PE 9-12 JMG 10-12	English 11 1st 1/2 Biology 10 Trigonometry 12 US History 11 1st 1/2 Health I 9 Accounting 12 Ag Construction Tech	Elective English Art Band Choir Agronomy Weightlifting Computer Sci.		English 11 1st ½ Chemistry 11 Government 12 Geometry 10 Computer Apps I 9 Ag Studies 9	English 9 1st ½ Physics 12 Algebra II 11 1st ½ World History 10 JMG 11 Foreign Lang. (Accellus)
English 12 Earth Science 9 Alg II 1st ½ US History 1st ½ Foreign Lang (Accellus) JMG	English 11 2nd ½ Biology 10 Algebra I 9 Government 12 Ag Resource Mgmt 11 Economics 11	Art Band Choir Elec. & Plumb Weightlifting Computer Sci II		English 9 2nd ½ A & P 11-12 Geometry 10 US History 11 2nd ½ Oxy/Acetylene 9-10 Computer Apps I 9-10	English 10 Chemistry 11-12 Pre Calc 12 Speech/Drama Foreign Lang. (Accellus) JMG 9 Computer Apps II
English 9 2nd ½ Physics 12 Algebra II 11 2nd ½ Health II 10 PE 9-12 Financial Literacy 11-12	English 10 Earth Sci 9 Pre Calculus 12 Cold War 11-12 JMG 11-12 Arc/Mig 11-12	Art Band Choir Woodworking Weightlifting Accounting		English 12 Forensics 9-10 Algebra II 11 2nd ½ US History 11 2nd ½ Foreign Lang. (Accellus)	English 11 2nd ½ A & P 11-12 Algebra I 9 World History 10 JMG 9 Wildlife Mgmt. 12 Computer Apps II

Parental Signature required for any changes to your schedule \_\_\_\_\_

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

**MEETING DATE:** 5-18-2021

**AGENDA ITEM #:** 28

**AGENDA TITLE:** 2021-2022 Montana High School Association Activities

**SUMMARY:** Each year the Montana High School Association requires the Board to approve the activities that will be offered in the upcoming year. Attached please find a list of the activities that Culbertson participated in during the current school year.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

**MONTANA HIGH SCHOOL ASSOCIATION**  
1 South Dakota  
Helena, MT 59601

**Annual Dues Application and Fees Remittance Form**

Culbertson

High School of

Culbertson

Montana,

hereby makes application for membership in the Montana High School Association (MHSA) for the school year **2021-22** in accordance with Article 1, Section (1) of the MHSA By-Laws, and appoints the Association as its representative in interscholastic activities for the current school year. The Board of Trustees adopts and agrees to comply with the rules and regulations of the MHSA as presently contained in its official MHSA Handbook, and acknowledge receipt of a copy of such handbook in effect. It is understood that each member school is entitled to one vote on any resolution presented to the Association membership. A resolution adopted by the Board and inserted in the minutes of a meeting of the Board on the date below directs the chairperson of the Board of Trustees to remit to the Association the yearly membership fees. If the school is registering for an activity in which the school district did not participate the previous year and did not request sanctioning for this activity in writing, students will not be permitted to compete in MHSA post-season contests, other than activities which are not assigned to districts and/or divisions. (Rules and Regulations, Sections 14 and 16). **Send payment to MHSA, 1 South Dakota Avenue, Helena, MT 59601.**

In the chart mark an "X" to the left of the activities in which your school wishes to participate.

BOYS		GIRLS		COMBINED ACTIVITIES	
<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Band
<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Chorus
<input checked="" type="checkbox"/>	Football	<input checked="" type="checkbox"/>	Golf	<input checked="" type="checkbox"/>	Drama
<input checked="" type="checkbox"/>	Golf	<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Orchestra
<input type="checkbox"/>	Powerlifting	<input type="checkbox"/>	Softball	<input checked="" type="checkbox"/>	Speech
<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Swimming		
<input type="checkbox"/>	Swimming	<input type="checkbox"/>	Tennis		
<input type="checkbox"/>	Tennis	<input checked="" type="checkbox"/>	Track		
<input checked="" type="checkbox"/>	Track	<input checked="" type="checkbox"/>	Volleyball		
<input type="checkbox"/>	Wrestling	<input type="checkbox"/>	Wrestling		
<u>5</u>	<< TOTAL BOYS	<u>5</u>	<< TOTAL GIRLS	<u>4</u>	<< TOTAL COMBINED

TOTAL NO. OF ACTIVITIES (BOYS, GIRLS, & COMBINED) 14 @ \$250.00 = \$ 3,500

Remit this amount to the MHSA office **before July 15th** and include an **ORIGINAL SIGNED FORM**

Signed/Dated: \_\_\_\_\_  
Chair / Board of Trustees

Signed/Dated: \_\_\_\_\_  
Superintendent or Principal

**For MHSA Use Only:**

Date Received: \_\_\_\_\_ Amount Received: \_\_\_\_\_

Check No. \_\_\_\_\_ Late Fee: \_\_\_\_\_

Total Amount Received: \_\_\_\_\_



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

**MEETING DATE:** 5-18-2021

**AGENDA ITEM #:** 29

**AGENDA TITLE:** 2021 Summer Staff

**SUMMARY:** Karen Eggett would like to recommend adding Teri George to the summer staff for painting. Karen would also like to add Colin Avance to the student alternate list.

**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:** 5-18-2021

**AGENDA ITEM #:** 30

**AGENDA TITLE:** Nemont TV Contract

**SUMMARY:** Attached please find a copy of the Nemont TV Contract. Each year the Board is presented with the option to allow Nemont TV to broadcast football, volleyball, and basketball games on their network.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

## REGULAR SEASON MONTANA HIGH SCHOOL EVENT BROADCAST AGREEMENT

The undersigned Montana High School Association (MHSA) member schools listed in Attachment A to this Agreement, and the MHSA, agree to grant Nemont Telephone Cooperative, Nemont the exclusive rights to film and broadcast on a live, streaming, tape-delayed and on-demand basis, the regular season Montana High School 2021-22 boys' and girls' events listed in Attachment B to this Agreement, under the following conditions:

- 1) The MHSA and the MHSA member schools listed on Attachment A of this Agreement are the owners of the rights to and copyright holder of all audiovisual recording, filming, videotaping, telecasting, webcasting, and photography of all MHSA events involving MHSA member schools. Use other than the tape-delayed or live television broadcast or live or on-demand webcast of the events listed in the Agreement including but not limited to reproduction and/or sale is prohibited without express written consent of the MHSA and the member school.
- 2) Equitable coverage of male and female contests is paramount and Nemont will broadcast the agreed upon contests or amend the agreement to assure equal coverage of male and female contests.
- 3) Nemont will air MHSA major sponsor advertisements as required by the MHSA Executive Director during all live broadcasts. MHSA will provide the required ad spots to Nemont at least two (2) weeks in advance of the scheduled live broadcasts in either MPEG-2 or QuickTime format.
- 4) MHSA approval is only for the regular season events listed in the agreement. Permission is not granted to broadcast in any form any MHSA post season event or tournament.
- 5) All other MHSA Media Policies will be followed by Nemont and the member school if the member school enters into the Agreement.

Further, the undersigned member schools listed on Attachment A to this Agreement and the MHSA do hereby authorize Nemont to reproduce and sell in DVD and on-demand format full-length coverage of the events authorized for filming as listed in Attachment B to this Agreement. Upon request from individual member schools, Nemont will provide a complimentary DVD copy of these events to each participating member school making such a request.

The parties also agree that the event schedule in Attachment B is tentative and subject to change, and that any changes will be provided to the affected member school(s) and the MHSA for authorization in writing at least one (1) week prior to the event.

**Nemont:**

By: \_\_\_\_\_

Its: General Manager

Date: \_\_\_\_\_

**MHSA:**

By: \_\_\_\_\_

Its: Executive Director

Date: \_\_\_\_\_

Member School Authorizations: **See Attachment A**

### **Attachment A**

MHSA Member Schools indicate their agreement and authorization to the conditions stated in this Agreement by signing below:

School: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

**MEETING DATE:** 5-18-2021

**AGENDA ITEM #:** 31

**AGENDA TITLE:** Budget Amendment Proclamation

**SUMMARY:** Budget Amendment is a process that allows the Board to spend additional revenues that were not anticipated (oil & gas taxes). Budget Amendment is a two-step process with the proclamation being the first step. Next month will be the Budget Amendment Resolution, which is the second step.

Attached please find a copy of the Budget Amendment Proclamation for the Board's review and consideration.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

**BUDGET AMENDMENT PROCLAMATION  
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 May 18, 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 oil and gas revenues permitted under Section 20-9-310(7), MCA;

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 \$190,097 and the high school budgets in the amount of \$62,411 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\_\_

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

**MEETING DATE:** 5-18-2021

**AGENDA ITEM #:** 32

**AGENDA TITLE:** Student Activities Account Closure – Class of 2020

**SUMMARY:** Kaylynn would like to recommend the Board close the student account for the Class of 2020. The account is zeroed out.

**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:** 5-18-2021

**AGENDA ITEM #:** 33

**AGENDA TITLE:** Student Teacher Placement – Fall 2021

**SUMMARY:** We have received a request from Montana State University – Northern to place Beau Hyatt for a student teaching experience for the fall of 2021 in high school social studies classes. Mr. Solem is willing to accept this placement pending Board approval.

**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:** 5-18-2021

**AGENDA ITEM #:** 34

**AGENDA TITLE:** State Board of Investments Loan

**SUMMARY:** Lora and I would like to recommend the Board consider a State Board of Investments Loan. The consideration of this loan is based on the 37% reduction in Impact Aid that was received this year – a drop of \$94,224. We also dropped 48% in oil & gas tax revenue – a loss of \$314,793.

Lora and I would recommend the Board borrow a total of \$628,730. This will cover the remaining costs of replacing the coal boiler (\$564,000) and the security camera upgrades and repairs (\$64,730).

We anticipate federal ESSER funds to offset some of these costs, but those funds have not been released as of yet.

We currently also have an Board of Investments Loan for the elementary addition.

**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:** 5-18-2021

**AGENDA ITEM #:** 35

**AGENDA TITLE:** 2021-2022 School Board Committee Assignments

**SUMMARY:** Attached is Board Policy 1130, which addresses the Board Committees. Also, attached please find a copy of the committee assignments from the current year.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Anderson					
Bergum					
Colvin					
Walker					

1 **Culbertson School District**

2  
3 **THE BOARD OF TRUSTEES**

1130  
page 1 of 3

4  
5 Committees

6  
7 Generally, trustees will function as a whole and will not form committees of the Board.  
8 Nevertheless the Board may create Board committees as deemed necessary or useful. All  
9 committees created by the Board shall comply with the open meeting laws and all other laws  
10 applicable to school board meetings.

11  
12 The Board will have the following list of standing committees:  
13 Personnel, Finance, Curriculum, Policy, Professional Development, Building,  
14 Technology, Vocational, Public Relations, Athletics, and Negotiations.

15  
16 The duties and responsibilities of each standing committee shall be approved by the Board  
17 and contained in the subsections of this policy.

18  
19 The Board shall assign trustees to each of the standing committees at the reorganization  
20 meeting in May of each year. The Board shall also assign a chairperson for each  
21 committee to preside over committee meetings.

22  
23 Committee meetings will be designed to carry out fact-finding and information-sharing  
24 discussions. Committee meetings will comply with all opening meeting laws and there  
25 shall be no formal business conducted at any time. Committee recommendations, if any,  
26 will be taken to the full Board for action.

27  
28 The Board may also create, and appoint members to, any ad hoc committees that are  
29 deemed necessary and appropriate to the function of the District.

30  
31 Each standing committee of the Board except for the Personnel Committee shall consist of  
32 consist of two (2) trustees. The Personnel Committees shall have five (5) trustee members.

33  
34 Each standing committee of the Board:

- 35 1. have a chairperson assigned by the Board to preside over meetings.  
36 2. meet as determined by the Board.

37  
38 The Vocational Committee duties shall include:

- 39  
40 1. reviewing the status of the Career and Technical Education Programs of the District.  
41 2. reviewing and recommending changes in the Career and Technical Education Programs  
42 to the Board.  
43 3. and any other duties assigned by the Board.

The Technology Committee duties shall include:

1. reviewing the status of the District Technology Plan and all technologies that are utilized by the staff and integrated into the curriculum of the District.
2. reviewing and recommending the purchase of technologies to the Board.
3. and any other duties assigned by the Board.

The Building Committee duties shall include:

1. reviewing the status of all buildings and grounds that are owned or rented by the District.
2. reviewing and recommending the program of care and maintenance of the buildings and grounds to the Board.
3. and any other duties assigned by the Board.

The Professional Development Committee duties shall include:

1. reviewing the current professional development program for the staff.
2. reviewing and recommending the professional development program for the upcoming school year to the Board each spring.
3. and any other duties assigned by the Board.

The Policy Committee duties shall include:

1. reviewing the current policies against those recommended by MTSBA.
2. reviewing and recommending changes to the policies as necessary.
3. and any other duties assigned by the Board.

The Curriculum Committee duties shall include:

1. reviewing the current curriculum against the state standards.
2. reviewing and recommending changes to the curriculum as necessary.
3. and any other duties assigned by the Board.

The Finance Committee duties shall include:

1. reviewing the upcoming budget projections in March of each year.
2. reviewing and recommending May levy election amounts.
3. and any other duties assigned by the Board.

The Personnel Committee duties shall include:

1. advertising, screening, and recommending of applicants for hire within the District.
2. reviewing and recommending assignments for teaching staff each year.



# Culbertson School Board Committees

## 2020-2021

<u>Committee</u>	<u>Members</u>	<u>Chair</u>
Personnel	All Board Members	Paul Finnicum
Finance	All Board Members	Paul Finnicum
Curriculum	Paul Finnicum Luke Anderson Mark Colvin	Mark Colvin
Policy	Eric Bergum Cheryl Kirkaldie	Eric Bergum
Professional Development	Paul Finnicum Mark Colvin	Mark Colvin
Facility	Cheryl Kirkaldie Paul Finnicum	Paul Finnicum
Technology	Mark Colvin Eric Bergum	Eric Bergum
Vocational	Luke Anderson Cheryl Kirkaldie	Luke Anderson
Public Relations	Paul Finnicum Cheryl Kirkaldie	Paul Finnicum
Athletics	Eric Bergum Paul Finnicum	Eric Bergum
Negotiations	Paul Finnicum Luke Anderson	Paul Finnicum

# 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.