

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

NOTICE OF REGULAR SCHOOL BOARD MEETING

Tuesday–September 17, 2013, 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. August 20, 2013 (Regular Board Meeting)

FINANCE REPORT

- 06. Action, Pay Bills/Approve Investments/Review Extra-curricular Accounts

REPORTS

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

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

Mission

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

UNFINISHED BUSINESS

NEW BUSINESS

14. Action, College Graduate Credit Request(s)
 15. Action, Guest Teacher Application(s)
 16. Action, 2013-2014 Certified Staff Contract(s)
 - a. High School Mathematics Instructor
 17. Action, 2013-2014 Classified Staff Contract(s)
 - b. Full-time Custodian
 18. Action, 2013-2014 Extra-Curricular Contract(s)
 - a. High School Football Assistant Coach
 - b. Junior High Football Assistant Coach
 - c. Junior High Girls' Basketball Head Coach
 - d. Junior High Boys' Basketball Head Coach
 19. Action, Handbook Change Recommendations
 20. Action, Teacher Evaluation Instrument Recommendations
 21. Action, Principal Evaluation Instrument Recommendations
 22. Action, Teacher Housing
 23. Action, Gym Cleaning
 24. Action, Accelerated Reader Incentive Program
 25. Action, Reading Journal Incentive Program/Business Partnership
 26. Action, Staff Dress Code
 27. Action, Staff Cell Phone Use
 28. Action, Staff Social Media Use
 29. Action, Activity Bus/School Van Ridership
 30. Action, Extra-Curricular Team Support Staff
 31. Action, Trimester Class Schedule Bonus Period
 32. Action, Temporary Math Teaching Stipend
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PUBLIC COMMENT FOR NON-AGENDA ITEMS

- 33.

REPORTS (Continued)

34. Information, Trustees Reports/Requests.

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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.

DATE/TIME FOR NEXT MEETING

35. Date: Tuesday, October 22nd Time: 6:30 p.m.
 Potential Conflicts: None
 Suggested Change: None

ADJOURNMENT

36. Time of adjournment: _____

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Mission

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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 at that time.

Thank you.

SCHOOL BOARD MINUTES
REGULAR MEETING
August 20, 2013
Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, August 20, 2013, at 6:31 p.m. Trustees present were: Chair Paul Finnicum, Cheryl Kirkaldie, Ron Larsen, and Gy Salvevold. Representatives were: Larry Crowder, Mike Olson, Dave Solem and Lora Finnicum.

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

Ron Larsen made motion to approve the minutes of July 16th (regular board), and July 26th (special board), and August 12, 2013 (special board) meetings. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Gy Salvevold made motion to pay the August bills, approve investments, and note extra-curricular balances. Ron Larsen seconded motion. Motion carries unanimously.

Payroll Warrants	48623 to 48667
Claims Warrants	59391 to 59457

Technology going well but we will most likely have to upgrade the ram to the server and keep an eye on the band width. Enrollments are up with high numbers in 3rd and 5th grades. Board received a letter from the staff to create consistent procedures across curriculums. Final test procedures will also be addressed. Mr. Crowder reported on PIR trainings.

Ron Larsen made motion to accept the audit contract from Sidney Tax Service, Inc. for 2013-2015, at \$8,370 for the first year and \$7,750 each subsequent years. Gy Salvevold seconded motion. Motion carries unanimously.

Gy Salvevold made motion to hire Megan Knight, Pam Zieman, and Patricia VanWhy as Guest Teachers, pending successful fingerprint and background checks. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Chair closed the meeting at 6:45 p.m. for student enrollment requests and reconvened at 7:09 p.m. Ron Larsen made motion to accept enrollment for request #1 with plan. Cheryl Kirkaldie seconded motion. Motion carries unanimously. Gy Salvevold made motion to accept enrollment for request #2 with plan. Ron Larsen seconded motion. Motion carries unanimously.

Letter of resignation was received by Trustee Deb Bickel. Gy Salvevold made motion to accept effective immediately. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

With the resignation of Deb Bickel, a trustee position is open. The Board has 60 days to appoint or the county superintendent will appoint. Gy Salvevold made motion to appoint Amanda Cullinan until the next election. Ron Larsen seconded motion. Motion carries unanimously. Amanda Cullinan was sworn in.

SCHOOL BOARD MINUTES
REGULAR MEETING
August 20, 2013
Tuesday – 6:30 p.m.

Gy Salvevold made motion to approve the contract with Interquest Canine Detection Services for the 2013-2014 school year for 2 half-day visits for total of \$700. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Mr. Crowder gave recommendations on classified contracts. Gy Salvevold made motion to hire Amy Buck for .5 Special Ed Aide, Jennifer Lambert for full-time Title Aide, and Pam Zieman for .5 kitchen help. Kitchen needs help in the lunch room for monitoring purposes. Ron Larsen seconded motion. Motion carries unanimously.

Ron Larsen made motion to hire Mary Machart as 9th Grade Advisor, Paula Schledewitz as 10th Grade Advisor, Tiffany Marchwick as 11th Grade Advisor, Jeri Gustafson as 12th Grade Advisor, Chris Olson as Drug & Alcohol Advisor and Student Council Advisor, Dave Solem as 8th Grade Advisor, DeAnne Weeks as BPA Advisor and Title IX Advisor, Larry Crowder as JH Assistant Football Coach, Stacy Schipper as 7th Grade Advisor, and Ashley Sullivan as In-Class Annual Advisor. Gy Salvevold seconded motion. Motion carries unanimously.

Cheryl Kirkaldie made motion to dispose of obsolete property of choir robes, video and computer equipment, and old encyclopedia set. Ron Larsen seconded motion. Motion carries unanimously.

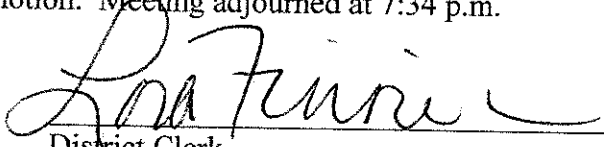
The Department of Transportation sent a request to pay \$500 for an easement to take the corner of Highway 16 on school property. The Board expressed their interest in countering with the State to take the right of way on school property all the way down Highway 16 and not interfere with resident's homes. Mr. Crowder would begin discussions with the DOT as well as the city of the Board's wishes. Ron Larsen made motion to approve use of the school property along the west side of Highway 16 to the DOT. Gy Salvevold seconded motion. Motion carries unanimously.

Board presented the 2013-214 elementary and high school budgets. The budgets are 17.82 less mills than the previous budgets. Cheryl Kirkaldie made motion to approve the 2013-2014 elementary and high school budgets as presented. Ron Larsen seconded motion. Motion carries unanimously.

Gy Salvevold made motion to table Items 27 through 34 for further review. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Notice for public comment on non-agenda items given. Ron Larsen made motion to nominate Gy Salvevold as Vice Chair. Cheryl Kirkaldie seconded nomination. Motion carries unanimously. Next regular meeting scheduled for September 17th at 6:30 p.m. Ron Larsen made motion to adjourn. Cheryl Kirkaldie seconded motion. Meeting adjourned at 7:34 p.m.

Board Chair



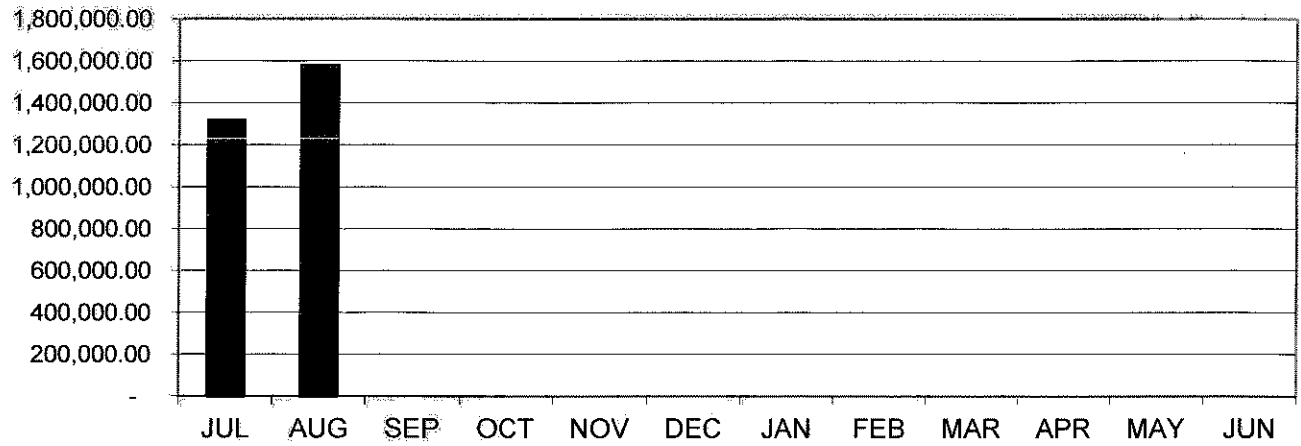
District Clerk

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
101 General	82,752.00	240,075.00										
110 Transport	147,492.00	175,746.00										
114 Retirement	89,051.00	81,387.00										
115 Misc Fed	34,031.00	34,031.00										
117 Adult Ed	19,946.00	19,184.00										
121 Comp Abs	3,866.00	9,609.00										
126 Impact Aid	84,037.00	60,390.00										
128 Technology	1.00	2.00										
129 Flex	255,884.00	196,946.00										
182 Interlocal	126,738.00	253,657.00										
201 General	74,143.00	93,189.00										
210 Transport	51,669.00	65,625.00										
212 Hot Lunch	5,962.00	8,329.00										
214 Retirement	81,404.00	73,202.00										
215 Misc Fed	37,520.00	37,520.00										
217 Adult Ed	14,753.00	13,858.00										
218 Drivers Ed	1,237.00	2,638.00										
221 Comp Abs	5,001.00	8,302.00										
226 Impact Aid	178,933.00	178,992.00										
228 Technology	1.00	1,764.00										
229 Flex	-	-										
281 Endow	26,159.00	26,169.00										
TOTAL	1,320,580.00	1,580,615.00										

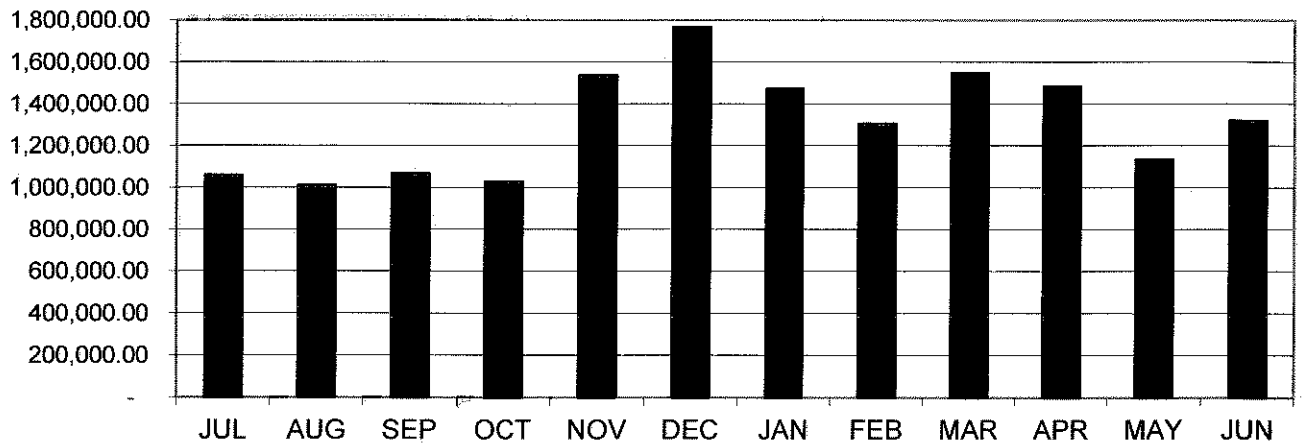
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
101 General	100,011.00	123,476.00	219,639.00	155,073.00	240,404.00	343,750.00	258,054.00	165,961.00	305,581.00	220,520.00	23,991.00	82,752.00
110 Transport	34,885.00	41,392.00	59,520.00	53,031.00	87,798.00	149,513.00	135,511.00	117,630.00	128,752.00	109,231.00	87,097.00	147,492.00
114 Retirement	97,627.00	95,257.00	82,268.00	101,335.00	89,815.00	127,839.00	113,051.00	100,889.00	108,423.00	95,817.00	60,578.00	89,051.00
115 Misc Fed	62,236.00	62,251.00	62,266.00	60,721.00	61,718.00	61,350.00	61,363.00	61,375.00	61,386.00	61,395.00	61,406.00	34,031.00
117 Adult Ed	14,590.00	14,710.00	16,389.00	15,887.00	19,531.00	23,466.00	23,545.00	23,239.00	23,023.00	22,650.00	24,822.00	19,946.00
121 Comp Abs	8,701.00	8,702.00	6,014.00	6,016.00	6,017.00	5,599.00	5,634.00	5,635.00	5,603.00	5,604.00	5,605.00	3,866.00
126 Impact Aid	116,762.00	112,524.00	96,500.00	99,200.00	234,187.00	282,208.00	188,780.00	188,837.00	197,459.00	274,033.00	293,796.00	84,037.00
128 Technology	-	1,207.00	1,207.00	1,207.00	1,208.00	1,208.00	1,208.00	1,188.00	570.00	570.00	570.00	1.00
129 Flex	65,001.00	65,017.00	53,715.00	53,732.00	41,022.00	33,833.00	34,142.00	34,149.00	34,154.00	34,160.00	34,344.00	255,884.00
182 Interlocal	285,597.00	202,732.00	220,194.00	246,426.00	268,235.00	178,145.00	154,644.00	172,860.00	271,709.00	242,182.00	170,428.00	126,738.00
201 General	20,793.00	31,037.00	28,406.00	-	186,995.00	168,582.00	145,520.00	108,370.00	70,212.00	32,962.00	9,383.00	74,143.00
210 Transport	43,448.00	43,565.00	30,572.00	26,737.00	44,802.00	56,470.00	46,984.00	34,291.00	41,254.00	28,429.00	16,076.00	51,669.00
212 Hot Lunch	5,015.00	5,150.00	4,581.00	9,113.00	3,875.00	18,294.00	9,371.00	5,728.00	436.00	458.00	5,694.00	5,962.00
214 Retirement	81,255.00	78,014.00	68,309.00	87,222.00	79,541.00	123,646.00	115,315.00	106,047.00	116,318.00	107,508.00	82,155.00	81,404.00
215 Misc Fed	37,437.00	37,446.00	37,455.00	37,465.00	37,473.00	37,480.00	37,488.00	37,496.00	37,502.00	37,508.00	37,514.00	37,520.00
217 Adult Ed	5,380.00	5,240.00	4,802.00	4,297.00	8,622.00	10,569.00	10,699.00	10,714.00	9,971.00	9,569.00	12,302.00	14,753.00
218 Drivers Ed	2,853.00	4,534.00	4,534.00	4,536.00	4,537.00	4,537.00	4,538.00	4,053.00	4,540.00	4,541.00	4,542.00	1,237.00
221 Comp Abs	7,679.00	7,680.00	4,992.00	4,994.00	4,995.00	4,996.00	4,997.00	4,998.00	4,999.00	4,999.00	5,000.00	5,001.00
226 Impact Aid	43,886.00	43,896.00	37,211.00	34,324.00	87,652.00	106,500.00	90,825.00	90,846.00	94,258.00	159,716.00	168,005.00	178,933.00
228 Technology	-	894.00	894.00	894.00	894.00	894.00	874.00	875.00	757.00	758.00	758.00	1.00
229 Flex	-	-	-	-	122.00	122.00	122.00	122.00	122.00	122.00	154.00	-
281 Endow	27,036.00	27,043.00	27,050.00	27,057.00	27,062.00	27,068.00	30,717.00	31,094.00	31,099.00	31,104.00	31,109.00	26,159.00
TOTAL	1,060,192.00	1,011,767.00	1,066,518.00	1,029,267.00	1,536,505.00	1,766,069.00	1,473,382.00	1,306,397.00	1,548,128.00	1,483,836.00	1,135,329.00	1,320,580.00

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
101 General	18,494.00	95,214.00	-	-	-	231,018.00	167,433.00	56,064.00	144,713.00	105,730.00	-	144,082.00
110 Transport	44,979.00	44,001.00	-	-	-	46,710.00	29,833.00	10,254.00	15,891.00	4,085.00	-	33,902.00
114 Retirement	105,631.00	102,618.00	4,222.00	-	89,708.00	134,039.00	125,528.00	114,936.00	114,249.00	103,924.00	70,715.00	100,505.00
115 Misc Fed	38,730.00	-	-	-	37,633.00	38,000.00	37,643.00	62,154.00	62,173.00	62,187.00	62,204.00	62,219.00
117 Adult Ed	22,240.00	20,660.00	-	-	15,208.00	16,186.00	15,708.00	15,108.00	14,378.00	12,889.00	13,771.00	14,618.00
121 Comp Abs	9,531.00	9,533.00	-	-	9,019.00	9,019.00	9,021.00	9,021.00	9,026.00	9,028.00	9,031.00	5,252.00
126 Impact Aid	9,987.00	-	-	-	8,702.00	136,220.00	81,459.00	145,162.00	143,917.00	155,216.00	155,255.00	170,451.00
128 Technology	2.00	1,206.00	-	-	321.00	269.00	270.00	270.00	164.00	164.00	164.00	164.00
129 Flex	210.00	210.00	-	-	521.00	521.00	521.00	521.00	521.00	521.00	655.00	65,655.00
201 General	2,798.00	-	-	-	-	71,240.00	42,867.00	14,452.00	-	982.00	-	94,897.00
210 Transport	34,563.00	33,985.00	-	14,164.00	1,991.00	39,975.00	30,324.00	17,870.00	21,151.00	13,268.00	7,471.00	42,987.00
212 Hot Lunch	4,847.00	4,402.00	2,381.00	5,928.00	7,928.00	905.00	6,847.00	8,705.00	8,310.00	7,158.00	1,963.00	2,121.00
214 Retirement	81,911.00	76,762.00	1,807.00	33,053.00	74,605.00	102,333.00	94,485.00	84,984.00	89,115.00	80,784.00	52,853.00	82,496.00
215 Misc Fed	17,930.00	17,403.00	-	-	12,597.00	12,597.00	12,597.00	37,393.00	37,399.00	37,408.00	37,418.00	37,427.00
217 Adult Ed	13,595.00	6,676.00	6,142.00	5,546.00	5,298.00	6,905.00	6,405.00	5,856.00	5,071.00	4,151.00	4,961.00	5,420.00
218 Drivers Ed	1,565.00	3,641.00	3,642.00	3,643.00	3,645.00	3,646.00	3,646.00	3,647.00	3,649.00	3,331.00	2,995.00	1,852.00
221 Comp Abs	7,956.00	7,957.00	7,960.00	7,892.00	7,445.00	7,447.00	7,447.00	7,449.00	7,453.00	7,455.00	7,457.00	4,540.00
226 Impact Aid	8,492.00	1,087.00	1,067.00	781.00	32,185.00	76,875.00	21,556.00	55,158.00	55,172.00	34,769.00	34,784.00	41,180.00
228 Technology	2.00	960.00	143.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00
229 Flex	8.00	8.00	8.00	8.00	14.00	14.00	14.00	14.00	14.00	14.00	16.00	16.00
281 Endow	23,441.00	23,449.00	28,720.00	28,730.00	28,742.00	28,751.00	31,286.00	31,294.00	31,310.00	31,317.00	31,325.00	27,028.00
TOTAL	446,912.00	449,772.00	56,092.00	99,809.00	335,626.00	962,734.00	724,954.00	680,376.00	763,740.00	674,445.00	493,102.00	936,876.00

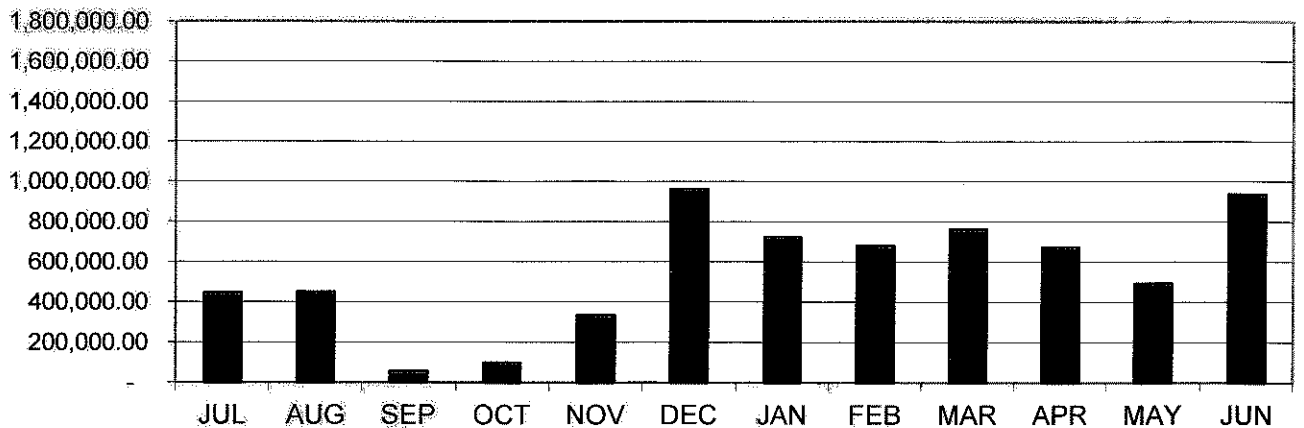
2013-14 INVESTMENTS



2012-13 INVESTMENTS



2011-12 INVESTMENTS



BALANCE ACCOUNTS FOR AUGUST

Cash on Hand		300.00
Checking Statement Balance:	56,846.27	

Outstanding Deposits (In Transit):	0.00
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OUTSTANDING CHECKS THROUGH AUGUST

14193	PREVIOUS YEAR CHECK	04-09-2013	75.00	
14194	PREVIOUS YEAR CHECK	04-09-2013	60.00	
*	14226	PREVIOUS YEAR CHECK	05-09-2013	31.50
*	14259	THE MAILBOX YEARBOOK	08-22-2013	39.95
	14260	TESSA LAQUA	08-28-2013	30.00
	14261	WILD WEST DINER	08-28-2013	36.00
	14262	HI LINE WHOLESALE	08-28-2013	415.16
*	14264	HI LINE WHOLE SALE	08-28-2013	1,295.23
	14265	GARY SINKS	08-28-2013	68.88
	14266	DAMON MCLAUGHLIN	08-28-2013	68.88
	14267	DAVE FAIMAN	08-28-2013	110.90
	14268	PARIS PWONKA	08-28-2013	68.88
	14269	JEANNA ADKINS	08-28-2013	173.38
	14270	LARRY ROMO	08-28-2013	173.38
	14271	BRIELLE LARSON	08-28-2013	173.38
	14272	SHERRIE BAWDEN	08-28-2013	215.19

Outstanding Checks:	-3,035.71
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Bank Balance:	53,810.56
Investment Balance:	0.00
Savings Balance:	0.00

Adjusted Balance:	53,810.56
Balance From Ledger:	53,810.56
(Balance From Ledger = Checking + Savings + Investment Balance)	

Balance From Ledger + Cash on Hand:	54,110.56
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Cash on Hand:	300.00
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Adjusted Balance + Cash on Hand:	\$54,110.56
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ACCOUNT: 1 ANNUAL

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	5,243.72	0.00	0.00	0.00	0.00	5,243.72
AUGUST	5,243.72	0.00	0.00	100.00	0.00	5,143.72
SEPTEMBER	5,143.72	0.00	0.00	0.00	0.00	5,143.72
TOTALS	\$5,243.72	\$0.00	\$0.00	\$100.00	\$0.00	\$5,143.72

ACCOUNT: 2 ATHLETICS

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	8,164.51	500.00	0.00	0.00	0.00	8,664.51
AUGUST	8,664.51	70.00	0.00	3,072.53	0.00	5,661.98
SEPTEMBER	5,661.98	0.00	0.00	0.00	0.00	5,661.98
TOTALS	\$8,164.51	\$570.00	\$0.00	\$3,072.53	\$0.00	\$5,661.98

ACCOUNT: 26 CLASS OF 2013-SENIOR

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	332.86	0.00	0.00	0.00	0.00	332.86
AUGUST	332.86	0.00	0.00	0.00	0.00	332.86
SEPTEMBER	332.86	0.00	0.00	0.00	0.00	332.86
TOTALS	\$332.86	\$0.00	\$0.00	\$0.00	\$0.00	\$332.86

ACCOUNT: 3 CLASS OF 2014-SR

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	4,473.47	0.00	0.00	0.00	0.00	4,473.47
AUGUST	4,473.47	0.00	0.00	0.00	0.00	4,473.47
SEPTEMBER	4,473.47	0.00	0.00	0.00	0.00	4,473.47
TOTALS	\$4,473.47	\$0.00	\$0.00	\$0.00	\$0.00	\$4,473.47

ACCOUNT: 4 CLASS OF 2015-JR

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	2,319.80	0.00	0.00	0.00	0.00	2,319.80
AUGUST	2,319.80	0.00	0.00	0.00	0.00	2,319.80
SEPTEMBER	2,319.80	0.00	0.00	0.00	0.00	2,319.80
TOTALS	\$2,319.80	\$0.00	\$0.00	\$0.00	\$0.00	\$2,319.80

ACCOUNT: 5 CLASS OF 2016-SOPH

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	1,713.63	0.00	0.00	0.00	0.00	1,713.63
AUGUST	1,713.63	53.83	0.00	0.00	0.00	1,767.46
SEPTEMBER	1,767.46	0.00	0.00	0.00	0.00	1,767.46
TOTALS	\$1,713.63	\$53.83	\$0.00	\$0.00	\$0.00	\$1,767.46

ACCOUNT: 8 CHEERLEADERS G/B

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	187.62	0.00	0.00	0.00	0.00	187.62
AUGUST	187.62	110.00	0.00	0.00	0.00	297.62
SEPTEMBER	297.62	0.00	0.00	0.00	0.00	297.62
TOTALS	\$187.62	\$110.00	\$0.00	\$0.00	\$0.00	\$297.62

ACCOUNT: 9 FFA

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	7,949.37	669.54	0.00	0.00	0.00	8,618.91
AUGUST	8,618.91	75.00	0.00	2,071.23	0.00	6,622.68
SEPTEMBER	6,622.68	0.00	0.00	0.00	0.00	6,622.68
TOTALS	\$7,949.37	\$744.54	\$0.00	\$2,071.23	\$0.00	\$6,622.68

ACCOUNT: 10 BAND/CHOIR

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	2,671.58	0.00	0.00	0.00	0.00	2,671.58
AUGUST	2,671.58	20.00	0.00	28.00	0.00	2,663.58
SEPTEMBER	2,663.58	0.00	0.00	0.00	0.00	2,663.58
TOTALS	\$2,671.58	\$20.00	\$0.00	\$28.00	\$0.00	\$2,663.58

ACCOUNT: 11 STUDENT COUNCIL

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	1,723.78	82.25	0.00	0.00	0.00	1,806.03
AUGUST	1,806.03	0.00	0.00	0.00	0.00	1,806.03
SEPTEMBER	1,806.03	0.00	0.00	0.00	0.00	1,806.03
TOTALS	\$1,723.78	\$82.25	\$0.00	\$0.00	\$0.00	\$1,806.03

ACCOUNT: 12 SCHOOL PLAY

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	472.47	0.00	0.00	0.00	0.00	472.47
AUGUST	472.47	0.00	0.00	0.00	0.00	472.47
SEPTEMBER	472.47	0.00	0.00	0.00	0.00	472.47
TOTALS	\$472.47	\$0.00	\$0.00	\$0.00	\$0.00	\$472.47

ACCOUNT: 14 VO AG REVOLVING

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	2,602.42	0.00	0.00	0.00	0.00	2,602.42
AUGUST	2,602.42	0.00	0.00	0.00	0.00	2,602.42
SEPTEMBER	2,602.42	0.00	0.00	0.00	0.00	2,602.42
TOTALS	\$2,602.42	\$0.00	\$0.00	\$0.00	\$0.00	\$2,602.42

ACCOUNT: 16 JMG

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	1,544.29	0.00	0.00	0.00	0.00	1,544.29
AUGUST	1,544.29	20.00	0.00	131.17	0.00	1,433.12
SEPTEMBER	1,433.12	0.00	0.00	0.00	0.00	1,433.12
TOTALS	\$1,544.29	\$20.00	\$0.00	\$131.17	\$0.00	\$1,433.12

ACCOUNT: 17 BPA

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	8,483.16	81.01	0.00	95.00	0.00	8,469.17
AUGUST	8,469.17	0.00	0.00	450.16	0.00	8,019.01
SEPTEMBER	8,019.01	0.00	0.00	0.00	0.00	8,019.01
TOTALS	\$8,483.16	\$81.01	\$0.00	\$545.16	\$0.00	\$8,019.01

ACCOUNT: 18 EXPLORE AMERICA

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	1,292.00	0.00	0.00	0.00	0.00	1,292.00
AUGUST	1,292.00	620.90	0.00	0.00	0.00	1,912.90
SEPTEMBER	1,912.90	0.00	0.00	0.00	0.00	1,912.90
TOTALS	\$1,292.00	\$620.90	\$0.00	\$0.00	\$0.00	\$1,912.90

ACCOUNT: 21 MUSIC PARENTS

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	2,391.30	0.00	0.00	0.00	0.00	2,391.30
AUGUST	2,391.30	0.00	0.00	0.00	0.00	2,391.30
SEPTEMBER	2,391.30	0.00	0.00	0.00	0.00	2,391.30
TOTALS	\$2,391.30	\$0.00	\$0.00	\$0.00	\$0.00	\$2,391.30

ACCOUNT: 6 CLASS OF 2017-FRESH

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	631.76	0.00	0.00	0.00	0.00	631.76
AUGUST	631.76	0.00	0.00	0.00	0.00	631.76
SEPTEMBER	631.76	0.00	0.00	0.00	0.00	631.76
TOTALS	\$631.76	\$0.00	\$0.00	\$0.00	\$0.00	\$631.76

ACCOUNT: 24 ART

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	3,907.82	0.00	0.00	0.00	0.00	3,907.82
AUGUST	3,907.82	0.00	0.00	89.66	0.00	3,818.16
SEPTEMBER	3,818.16	0.00	0.00	0.00	0.00	3,818.16
TOTALS	\$3,907.82	\$0.00	\$0.00	\$89.66	\$0.00	\$3,818.16

ACCOUNT: 27 LIBRARY

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	433.22	0.00	0.00	0.00	0.00	433.22
AUGUST	433.22	0.00	0.00	0.00	0.00	433.22
SEPTEMBER	433.22	0.00	0.00	0.00	0.00	433.22
TOTALS	\$433.22	\$0.00	\$0.00	\$0.00	\$0.00	\$433.22

ACCOUNT: 25 SPANISH CLUB

MONTH	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	ENDING BALANCE
JULY	1,007.00	0.00	0.00	0.00	0.00	1,007.00
AUGUST	1,007.00	0.00	0.00	0.00	0.00	1,007.00
SEPTEMBER	1,007.00	0.00	0.00	0.00	0.00	1,007.00
TOTALS	\$1,007.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,007.00

September 2013 Activities Report

Culbertson Board of Trustees:

Elementary-high school activities are in full swing and running smoothly. Varsity football has won its first two games by defeating Circle and Scobey. The varsity volleyball team won the Culbertson Invite on Aug 31 and the Culbertson-Bainville boys cross country team won the Poplar and Wolf Point meets. Elementary and Junior high sports will finish their seasons around the first week of October. Junior high boys and girls basketball will begin their season on October 7. Homecoming week will be Sept 30-Oct 5, with a community pep rally scheduled for Thursday Oct 3 at 6:30. Attached is the Junior high basketball schedule.

Sincerely

David Solem

Culbertson School Fall Activities Schedules 2013-2014

Junior High Girls' and Boys' Basketball

<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time(s)</u>
Fri. Oct. 25 th	R & L	Culbertson	3 pm, 4 pm
Sat. Oct. 26 th	Savage	Savage	10:00 am, 11:00am
Sat. Nov. 2 nd	Circle	Circle	10:00 am, 11:00am
Mon. Nov. 4 th	Froid/Lake	Froid?	4:30 pm, 5:30 pm
Sat. Nov. 9 th	Brockton	Culbertson	9:00am, 10:00am
Fri. Nov. 15 th	Bainville	Bainville	4:00pm, 5:00pm
Sat. Nov. 16 th	Fairview	Culbertson	9:00am, 10:00am
Fri. Nov. 22 nd	MonDak	Culbertson	4:00pm, 5:00pm
Sat. Nov. 23 rd	Savage	Culbertson	9:00am, 10:00am
Fri. Dec. 6 th	R & L	Lambert	4:30 pm, 5:30 pm
Sat. Dec. 7 th	Froid/Lake	Culbertson	9:00am, 10:00am
Thurs. Dec. 12 th	North Regional Tournament (Girls) @ Froid North Regional Tournament (Boys) @ Medicine Lake		
Sat. Dec. 14 th	Final Four Tournament (Girls & Boys) @ TBA		

Mr. Olson

Technology Report

September School Board Meeting

September 17, 2013

The computer project of upgrading Mrs. Week's computers and the library computers is complete. Students and teachers have been pleased with the operations of both.

The RAM in the server has been upgraded to its maximum. I am working with Casey to change the SRI server into a windows server to take some of the load off of the main system. This will require an additional windows server license. I will update the board on this project as it moves forward.

I am trying to reimage some of the old laptops to see if I can get them to run better for the elementary students. I will have more information at the next board meeting.

We received 10 refurbished computers from CDI to keep replacing the 2003 models. This is the same company that we ordered from last year. We bought 64 bit HP 7800 at a cost of \$209.00 each. I will get these computers on the network and distributed throughout the school.

Mr. Olson
Principal's Report
September School Board Meeting
September 12, 2013

We are 4 weeks into the school year and schedules and procedures have falling into a rhythm. Discipline reports have been low but I have had incidents with insubordination and tardiness.

I support the request by the Junior High and High School teachers in regards to the requests brought up at the August school board meeting about tardies, late assignments, and final tests. Below is the current handbook wording and proposed wording.

Tardies

This wording can stay the same.

10. ***Tardies:*** All students are to be in their assigned rooms when the class bell rings. On the 2nd unexcused tardy in each trimester, and each tardy thereafter, the student will make up ½ hour in detention after school. Students with 8 tardies in a trimester the student will receive one full day of out of school suspension for each tardy. Chronic tardiness will result in a conference with the principal.

Students who are 20 or more minutes late will be considered absent for that period. If this occurs for periods 1 or 4 they may be considered truant by the principal.

Late Assignments

Currently there is no language in the JH/HS handbook on late assignments. Here is the wording that was recommended. If approved it would be located as number 12 below Make Up Work.

12. **Late assignment policy:** Student work must be turned in during class on the day it is due. If late assignments are accepted by teachers, a grade reduction will be applied to the late work. Late work will not be accepted after the related assessment has been administered.

Trimester Tests

This is the current language that is in the JH/HS handbook.

TRIMESTER TESTS

Trimester Test Exemptions- Students are expected to put forth great effort to succeed academically. Effort must be given in completion of assignments, test taking, behavior at school and being present consistently at school. Students in grades 9-12 who demonstrate these qualities and meet the standards listed below will be exempt from taking trimester tests. Students who earned trimester test exemption may still choose to take the trimester test if desired. During the final trimester seniors will follow the guidelines listed in the Senior Privileges section of the handbook. The only accepted excuse for missing a trimester test is student illness as verified in writing from parents and doctor or another emergency as determined by administration.

Trimester Test Exemption Standards Shall Be:

- Students achieving an A or A+ with no tardies, no disciplinary referrals, and no more than three absences.
- Students achieving an A- or B+ with no tardies, no disciplinary referrals, and no more than two absences.
- Students achieving a B or B- with no tardies, no disciplinary referrals, and no more than one absence.

NOTE: A tardy in a class will counted the same as one absence for the period.

All students that have a 76% or lower must take the trimester test.

Absences will be determined on an individual period basis.

Grades for determining trimester test exemption will be calculated by the teacher based on all regular grades given throughout the trimester. A student who chooses not to take the trimester test will not have their grade reduced. Students exempt from taking trimester tests are excused from attending the class.

Proposed Language for Handbook

All junior high and high school students will take final exams for each class at the end of the trimester. The final assessment will be calculated as 20% of the final trimester grade. In addition, students with excessive absences of 10 or more per trimester must earn a passing grade on the final assessment for the final grade to be calculated for achieving credit in that class.

The enrollment at the end of the 2012-2013 school year was 267 students K-12. Please look at the numbers of students in 3, 4th, and 5th grade for this school year. I would like to review the room issues in the elementary and look at the 4 classroom expansion project that was discussed last year.

The student enrollment numbers (as of 9-12-13) are as follows:

Month	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
Aug	21	21	19	26	22	30	17	18	16	20	19	21	23	276
Sept	21	21	19	26	22	30	17	18	17	20	20	22	23	279
Oct														
Nov														
Dec														
Jan														
Feb														
March														
April														
May														

Change	0	0	0	0	0	0	0	0	+1	0	+1	+1	0	+2
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Students that have enrolled or transferred during this school year.

Culbertson School Board Meeting

Superintendent's Report

September 17, 2013

A. Events that I plan to attend for September and October.

Sept. 5	District 2C Meeting @ Sidney
Sept. 6	JH & HS Football vs. Scobey HERE
Sept. 9	JV FB vs. Wibaux HERE
Sept. 10	Culbertson Fire Department Meeting
Sept. 11	Culbertson Boy Scout Meeting
Sept. 12	Northeast Supt. Meeting @ Wolf Point
	Roose-Valley Spec Ed Coop Meeting @ Wolf Point
	JH & HS Volleyball vs. Brockton HERE
Sept. 14	JH Football vs. Circle @ Medicine Lake
Sept. 15	Fire Department Fire Hall Renovation Project
Sept. 17	CulbertsonSchool Board Meeting
Sept. 21	JH Football @ Broadus
Sept. 23	JV Football vs. Froid/Lake HERE
Sept. 24	Culbertson Fire Department Training
Sept. 25	Culbertson Boy Scout Meeting
Sept. 28	JH Football @ Wibaux
Oct. 2	Culbertson Chamber of Commerce Meeting
Oct. 3	Northeast Supt. Meeting @ Sidney
	Homecoming Pep Rally
	Culbertson Lions Club Meeting
Oct. 4	HS Volleyball vs. Fairview HERE
	HS Football vs. Fairview HERE
Oct. 5	JH Football vs. Fairview HERE
Oct. 7	JV Football vs. Scobey HERE
Oct. 8	Culbertson Fire Department Meeting
Oct. 9	Culbertson Boy Scout Meeting
Oct. 10	Parent/Teacher Conferences
Oct. 11	HS Volleyball vs. Circle HERE
	HS Football vs. Broadus HERE
Oct. 14	JV Football vs. Fairview HERE
Oct. 16	MCEL Conference @ Billings

Oct. 17 MCEL Conference @ Billings
Oct. 18 MCEL Conference @ Billings
Oct. 22 Culbertson Fire Department Training
Oct. 23 Culbertson Boy Scout Meeting
Oct. 24 Harlem Ambassadors HERE
Oct. 25 JH Basketball vs. R&L HERE
Oct. 26 HS Volleyball vs. Bainville HERE
Oct. 31 District 1C Volleyball Tournament HERE

B. Since the last decline of contract from the Michigan candidate on September 7th, I have chased down three other leads only to be declined. We continue to advertise across Montana and across the nation.

C. The Federal ESEA (Title I, II, and IV) Grants have been submitted and the Federal Carl Perkins Grant has been submitted.

D. The Montana Conference of Educational Leadership will be held in Billings on October 16th, 17th, and 18th. Please let me know by the end of the month if you would like to attend so that I can make necessary registration, housing, and travel arrangements.

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

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 14

AGENDA TITLE: College Graduate Credit Request(s)

SUMMARY: I have received no requests at this time.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 15

AGENDA TITLE: Guest Teacher Application(s)

SUMMARY: Attached is the only request that I have received at this time.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

CULBERTSON PUBLIC SCHOOLS

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

GUEST TEACHER APPLICATION

Name: Mikayla Bingham

Address (street or P.O. Box): Box 12

City/State/Zip Code: Bainville MT 59212

Phone Number: 406-769-2313 Message/alternate phone number: 406-980-0798

Please complete the following:

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

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

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

Worked in pre school

One year of college

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

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

You will receive a copy of the Culbertson School District Guest Teacher Handbook and you will be responsible for the contents. The Culbertson School District would also like to request a short, informal interview with you prior to recommending your name to the School Board of Trustees along with a finger print and name background check to be completed prior to employment. Thank you very much for your time and consideration of guest teaching at the Culbertson School District.

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

Mikayla Bingham
Signature of Applicant

September 6th, 2013
Date

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 16

AGENDA TITLE: Certified Teacher Contract(s)

SUMMARY: I have arranged for another mathematics candidate teacher interview of Monday morning at 10 am. Mike and I hope to have a recommendation for the Board at the meeting.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 17

AGENDA TITLE: Classified Staff Contract(s)

SUMMARY: As the school year has started it appears as though we might need to look for an additional custodian. We are adding onto the building soon and there are duties not being fulfilled, such as the gym cleaning. Norine may be recommending additional help in the future.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 18

AGENDA TITLE: Extra-Curricular Contract(s)

SUMMARY: High School Football Assistant Coach – with 29 players out for high school football, Coach Helmer would like to recommend offering a contract to Trent Panasuk.

Junior High Football Assistant Coach – with 23 players out for junior high football, Coach Hauge would like to recommend offering a contract to Jeff Nickoloff.

Junior High Girls' Basketball Coach – David Solem would like to recommend the renewal of Vallie Hauge for this position.

Junior High Boys' Basketball Coach – David Solem would like to recommend Gordon Oelkers for this position.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 19

AGENDA TITLE: Handbook Change Recommendation

SUMMARY: These recommended changes were outlined in the Principal's report.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 20

AGENDA TITLE: Teacher Evaluation Instrument Recommendation

SUMMARY: The Montana Office of Public Instruction is coming out with new format guidelines for teacher evaluations that will need to be adopted by every district in order to comply with accreditation. The CEA has reviewed the evaluation instrument recommendation and is willing to change from the current format in order to assist the district with compliance. I will forward the teacher evaluation instrument recommendation in a separate email on Monday.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 21

AGENDA TITLE: Principal Evaluation Instrument Recommendation

SUMMARY: The Montana Office of Public Instruction is coming out with new format guidelines for principal evaluations, as well, that will need to be adopted by every district in order to comply with accreditation. I will forward the teacher evaluation instrument recommendation in a separate email on Monday.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 22

AGENDA TITLE: Teacher Housing

SUMMARY: By far the ability to recruit teachers in the past two years has been influenced heavily by our lack of housing. Coming from a district (Saco) that owned housing, I never thought that I would find myself making a recommendation to this Board to consider options. I believe that our inability to find a math teacher is directly linked to available and affordable housing. Further, I am concerned for the future and that our lack of housing may not only lead to trouble with recruitment of teachers, but also trouble with the retention of teachers.

Attached please find a letter from Dave Geib that outlines three options that he is willing to offer our school.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

Dave & Linda Geib
305 Longfellow Rd.
Dagmar, MT. 59219
406-480-1148

September 11, 2013

Sale offer for 2- 4-plex apartments located at 811 & 817 2nd. Ave. E., Culbertson , MT. 59218

Option #1:

Offer consists of:

½ acre +/- lot fronting on 2nd. Ave. E.

Public water and sewer

2- 4880 sq. ft. 4-plexes for a total of 8 units, each unit has 1220 sq. ft., 3 bdrms, 1 ½ baths, Large living rm., spacious kitchen w/ dining area, laundry on first floor, lots of closet space, 10'x10' deck off of the dining area. 2 parking spaces per unit. Each unit has its own separate utility connections so each tenant pays their own utilities. Maintenance free exterior.

Price: \$795,000.00 that is only \$81.46 sq. ft. with the lot and improvements included.

Option #2:

We also would be willing to sell the ½ acre +/- lot fronting Highway 16 along with the construction of 2- 4-plexes with the same floor plan as the other two already built for the same price of \$795,000.00. We will only sell this ½ acre +/- lot if we can retain all construction rights on the premise.

Option #3:

Purchase the entire one acre +/- parcel and we construct the last 2 4-plexes identical to the first two already built for the asking price of \$1,590,000.00.

Thanks for your interest,



David R. Geib

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 23

AGENDA TITLE: Gym Cleaning

SUMMARY: Attached please find the list of gym cleaning duties that Norine is recommending. Last year Nancy Mahan offered to clean the gym for \$50 per event. She is not interested this year. I have advertised the opportunity to the staff with no one showing interest.

There are several options for the Board to consider, including changing/reducing the duties, changing the compensation, advertising outside the staff, etc.

I would like to offer the following input for your consideration:

- a. If the Board would like to reduce the duties – simply have the gym and bleachers cleaned only. That’s all.
- b. If Board would like to change the compensation – offer \$75 for volleyball games, \$125 for basketball games, and \$250 if locker rooms are included because of “back-to-back” game dates.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

Duties or Responsibilities of person(s) cleaning after games, etc.

Pick up bottles and larger pieces of paper.

Use blower to blow remaining debris off of the steps. (Hand pick litter that won't blow off)

Sweep out the area beside the bleachers

Take all garbage out of the crowd's nest.

Look for sticky spots or food smears on the bleachers and clean them up.

After all this has been done close the bleachers.

Bag all garbage. (Gym, Gym entrance, Lobby, and Hallway) + *Restrooms + Locker rooms*

Place new liners in cans.

Take garbage out to dumpster.

Dust and then mop the floors in the Gym, Lobby and Jr. High Hallway.

Vacuum all rugs in the Lobby entry, Lobby and Gym entrance.

Mop up all food and beverage spills.

When all other work is done:

Double check that the garbage cans are empty.

Charge the blower batteries.

Check that all the doors are locked.

Make sure all lights have been turned off.

*ON nights of back to back games - Locker rooms - esp - Junior
Need to be cleaned & vacuumed - Ready for next games.*

CUSTODIAL CHECK LIST - BATHROOMS
Week of _____

2013

Monday	Tuesday	Wednesday	Thursday	Friday
--------	---------	-----------	----------	--------

CLEAN:

Toilet Seats
Toilet Tanks/Urinals
Toilet Bowls
Toilet Base
Stalls/Walls
Stall Doors
Mirrors
Sinks
Walls (graffiti)
Floors (mop)

CHECK:

Paper Towel Dispensers
Toilet Paper Dispensers
Soap Dispensers

EMPTY:

Garbages
& Replace Liners

Check + empty
Napkin Boxes +
replace bags

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 24

AGENDA TITLE: Accelerated Reader Incentive Program

SUMMARY: Jill has been working with the staff to create guidelines for this program. I hope to have a working draft of these guidelines for you to review and consider at the meeting on Tuesday.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 25

AGENDA TITLE: Reading Journal Incentive Program/Business Partnership

SUMMARY: Mike and I have been working to create guidelines for this program. I hope to have a working draft of these guidelines for you to review and consider at the meeting on Tuesday.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 26

AGENDA TITLE: Staff Dress Code

SUMMARY: Mike and I would like to simply ask the Board to adopt a staff dress code that would match that of the junior high and high school students. A copy of the student dress code from the student handbook is attached.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

participation. The use of the P.A.S. III embraces the enforcement of the zero alcohol tolerance policy of the Culbertson School District. Administrators, along with other staff members have been trained in reliable and precise usage of the P.A.S. III system. The P.A.S. III will potentially be used during regular school hours, at games, dances or any other Culbertson School District functions, including overnight trips.

A student found to have the presence of alcohol will be issued consequences as outlined in the school board policy. Failure by the student to cooperate with the screening process will be considered a positive presence of alcohol and appropriate consequences will be issued.

PEDICULOSIS -Head Lice (3-05-106)

Students will be checked routinely for the presence of head lice. School-wide checks will occur in November, January and other times as needed. Students found to have nits or lice will be sent home. Students will be readmitted to class when they are lice and nit free. The first absence will be excused. Those students sent home will be checked upon their return and if nits or lice are still present, they will be sent home until the problem is corrected. Public health officials may be notified on any successive trip home.

STUDENT ATTIRE

Every Culbertson School District student's dress should add to the educational atmosphere of an individual classroom and to the school as a whole. This dress code includes those participating in extra- and co-curricular activities. Any student's appearance may be deemed inappropriate by the staff, faculty, or administration. Staff and faculty will monitor this code in their classrooms, in the hallways, and at all school functions. The Administration will be responsible for enforcement. The following student dress code will be followed during school hours between 8:00 a.m. and 4:00 p.m. and at all public performances to ensure an optimal educational setting.

1. Clothing which have printing or artwork may be worn as long as there is NO hint, suggestion, or reference to any of the following: sex, drugs, alcohol, tobacco, profanity, violence, or any other message detrimental to the positive endeavors of Culbertson School District students.
2. No bare midriffs shall be in evidence. (No bellies showing)
3. Students will remove caps, hoods, and hats and leave them off in the school building between the hours of 8:00 a.m. and 4:00 p.m.
4. Shirts, tops, and dresses may be worn if they are not cut more than 3 inches from the top of the collar bone and if the top straps are a minimum of 1 inch wide. Bra straps are not to be visible.
5. Dresses, skirts, and shorts may be worn if they are 5 inches or less from the top of the kneecap.

6. Headwear is not to be worn in the school building. Headwear includes but is not limited to hats, scarves, bandanas, sunglasses and caps. This applies to both men and women.
7. Students will not be permitted to bring backpacks or outerwear (i.e. jackets and coats) into the classroom unless given permission by the teacher.
8. Students are not to wear headphones in the classroom unless given permission by the teacher.
9. Students are not to wear jewelry and accessories deemed disruptive to the learning environment of Culbertson School District students.
10. No gang related items or signs shall be displayed at anytime.
11. No undergarments are to be visible such as boxer shorts or bra straps.
12. Jeans and pants shall not have any holes larger than a quarter above the knee.

Consequences:

- | | |
|--------------------------|--|
| 1 st offense: | The student will be sent home to change or given a T-shirt to cover inappropriate attire and issued a warning. (Parent called) |
| 2 nd offense: | The student will be issued a detention. |
| Further offenses: | The student will be subject to the guidelines stated under the Disciplinary Referral section of the Culbertson JH/HS Student Handbook. |

USE OF CARS

Students will not be allowed to drive or ride in vehicles during the school day including lunch time without permission from their parents **and** the principal or superintendent. Violators will be subject to disciplinary action. Students are allowed to ride with their parents at lunch without getting permission from the principal or superintendent.

Student Driving Exception: Students will be allowed to drive directly to and from medical appointments with written or direct verbal (speaking with office personnel) permission by parents/guardians. Abuse of this privilege will result in loss of driving privilege and parents/guardians will be required to transport their child to the medical appointment.

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 27

AGENDA TITLE: Staff Cell Phone Use

SUMMARY: Attached is a copy of the recommended policy from the Montana School Board Association.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

1 **School District**

2
3 **PERSONNEL**

5630

4
5 Employee Use of Cellular Phones and Other Electronic Devices

6
7 The Board recognizes that the use of cellular telephones and other electronic communication
8 devices may be appropriate to help ensure the safety and security of District property, students,
9 staff, and others while on District property or engaged in District-sponsored activities. To this
10 end, the Board authorizes the purchase and employee use of such devices, as deemed appropriate
11 by the Superintendent.

12 District-owned cellular telephones and other devices will be used for authorized District business
13 purposes. Personal use of such equipment may be prohibited except in emergency situations.

14 Use of cellular telephones and other electronic communication devices in violation of Board
15 policies, administrative regulations, and/or state/federal laws will result in discipline up to and
16 including termination of employment.

17 District employees are prohibited from using cell phones or other electronic communication
18 devices while driving or otherwise operating District-owned motor vehicles, or while driving or
19 otherwise operating personally-owned vehicles when transporting students on school-sponsored
20 activities.

21 Emergency Use

22 Staff are encouraged to use any available cellular telephone in the event of an emergency that
23 threatens the safety of students, staff, or other individuals.

24 Use of Personal Cell Phones and Communication Devices

25 Employees are strongly discouraged from using their personal cell phone during the school days.
26 When necessary, employees may use their personal cell phones and similar communication
27 devices only during non-instructional time. In no event shall an employee's use of a cell phone
28 interfere with the employee's job obligations and responsibilities. If such use is determined to
29 have interfered with an employee's obligations and responsibilities, the employee may be
30 disciplined in accordance with the terms of the collective bargaining agreement and Board
31 policies.

32
33 Policy History:

34 Adopted on:

35 Reviewed on:

36 Revised on:

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 28

AGENDA TITLE: Staff Social Media Use

SUMMARY: Attached is a copy of the recommended policy from the Montana School Board Association.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

4
5
6 Electronic Resources and Social Networking

7
8 The _____ School District recognizes that an effective public education system develops
9 students who are globally aware, civically engaged, and capable of managing their lives and
10 careers. The District also believes that students need to be proficient users of information,
11 media, and technology to succeed in a digital world.

12
13 Public school employees are held to a high standard of behavior. The Montana Department of
14 Education *Professional Educators of Montana Code of Ethics* requires District staff to maintain a
15 professional relationship with each student, both in and outside the classroom. The District
16 encourages all staff to read and become familiar with the Code of Ethics.

17
18 Therefore, the _____ School District will use electronic resources as a powerful and
19 compelling means for students to learn core subjects and applied skills in relevant and rigorous
20 ways. It is the District's goal to provide students with rich and ample opportunities to use
21 technology for important purposes in schools just as individuals in workplaces and other real-life
22 settings. The District's technology will enable educators and students to communicate, learn,
23 share, collaborate and create, to think and solve problems, to manage their work and to take
24 ownership of their lives.

25
26 The School Board discourages district staff from socializing with students on social networking
27 websites (during school or out-of-school). Staff are reminded that the same relationship,
28 exchange, interaction, information, or behavior that would be unacceptable in a non-
29 technological medium, is unacceptable when done through the use of technology. In fact, due to
30 the vastly increased potential audience digital dissemination presents, extra caution must be
31 exercised by staff to ensure they don't cross the line of acceptability.

32
33 Specifically, the following forms of technology based interactivity or connectivity are expressly
34 permitted or forbidden:¹

35
36 What in other mediums of expression could remain private opinions, when expressed by staff on
37 a social networking website, have the potential to be disseminated far beyond the speaker's
38 desire or intention, and could undermine the public perception of fitness of the individual to
39 educate students, and thus undermine teaching effectiveness. In this way, the effect of the
40 expression and publication of such opinions could potentially lead to disciplinary action being
41 taken against the staff member, up to and including termination or nonrenewal of the contract of
42 employment.

43
44 Accessing social networking websites for individual use during school hours is prohibited, unless
45 asked to do so by administration. Except in an emergency situation, staff shall not access social
46 networking sites using district equipment or personal equipment, including during breaks or

preparation periods. All school district employees who participate in social networking websites, shall not post any school district data, documents, photographs, logos, or other district owned or created information on any website. Further, the posting of any private or confidential school district material on such websites is strictly prohibited.

The Board directs the Superintendent or his/her designee to create strong electronic educational systems that support innovative teaching and learning, to provide appropriate staff development opportunities and to develop procedures to support this policy.

Note: ¹ What is and is not acceptable staff/student interaction on social networking sites is an education community decision, and will vary from district to district. As a general rule, the greater the degree of real-life connections and interactivity between staff and students that occur in the community, the greater the tolerance will be for virtual connections and interactivity. Use the following list to help guide discussions with staff to determine which should be included in the policy and with what modifications/stipulations. It is as important to include in the policy what **is** permitted as what **is not** permitted. The discussions may elicit additional bullets to include in the policy.

- Sharing personal landline or cell phone numbers with students;
 - Text messaging students;
 - Emailing students other than through and to school controlled and monitored accounts;
 - Soliciting students as friends or contacts on social networking sites;
 - Accepting the solicitation of students as friends or contacts on social networking sites;
 - Creation of administratively approved and sanctioned “groups” on social networking sites that permit the broadcast of information without granting students access to staff member’s personal information;
-
- Sharing with student’s access information to personal websites or other media through which the staff member would share personal information and occurrences.

Cross Reference:	5015	Bullying/Harassment/Intimidation
	5223	Personal Conduct
	5255	Disciplinary Action
		<i>Professional Educators of Montana Code of Ethics</i>

Policy History:

Adopted on:

Reviewed on:

Revised on:

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 29

AGENDA TITLE: Activity Bus/School Van Ridership

SUMMARY: Currently there is no policy or guidelines for individuals that ride in the school vans or on the school sponsored buses that are currently chartered through Loretta Dowse or any one of our local route contractors.

Last year the Board asked me to look into the district's liabilities. I believe a lack of policy in this area is a liability. There are times, albeit not always, when individuals travel in our vans or on the chartered buses that are not directly affiliated with our school (i.e. these individuals are adults that not paid coaches or perhaps students or children that are not directly involved in the activity).

Does the Board wish to address these potential liabilities?

Attached is a policy model from the Montana School Boards Association for the Board's review and consideration.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

1 _____ **School District**

2
3 **NONINSTRUCTIONAL OPERATIONS**

8132

4
5 Activity Trips

6
7 The use of school buses is strictly limited to school activities. Buses may not be loaned or leased
8 to non-school groups, unless permission is specifically granted by the Board. Buses will be
9 operated by a qualified bus driver on all activity runs, and only authorized activity participants,
10 professional staff, and chaperones assigned by the administration may ride the bus.

11
12 A duplicate copy of the passenger list will be made for all activity trips. One (1) copy will
13 remain with the professional staff member in charge on the bus, and one (1) copy will be given
14 to the Secretary before the bus departs.

15
16
17
18 Policy History:

19 Adopted on:

20 Reviewed on:

21 Revised on:

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 30

AGENDA TITLE: Extra-Curricular Team Support Staff

SUMMARY: Sticking with the theme of liability, I would like for the Board to also consider ‘what is the appropriate age for the support staff for our extra-curricular activities?’. I am noticing that, again, from time to time we have sporting activities that have “team managers” that are not of the same age as the participants (i.e. elementary students that are managers for high school activities). While I applaud the notion that it is good for these young students to be in the presence of their elders in these sporting activities, my greatest concern is for the safety of the students – both young and old. The safety of the younger students comes at practice and games when full-grown athletes go diving for a loose ball or a ball goes flying errantly. The safety of the older students comes during practice or on the bus when the coach/advisor is focused on supervising the younger student(s) and not heeding both time and attention to the older students in the back of the bus. More and more we hear of school district’s being caught up in the middle of litigation when students assault each other, sexually harass each other, etc. because there is a lack of supervision by adults placed in their charge.

Does the Board wish to address this matter further with the formulation of a policy?

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 31

AGENDA TITLE: Trimester Class Schedule Bonus Period

SUMMARY: Mike and I would like to ask the Board to engage in a discussion, along with the staff, about the possibility of shifting the class schedule slightly to include a “bonus” period. To put it in simplest terms, the class periods would be shortened by about 5 or 6 minutes each with this time (approximately 25-30 minutes) be placed at the end of the day for a ‘bonus period’. Mondays would have a bonus 1st period at the end of the day, Tuesdays would have a bonus 2nd period at the end of the day, Wednesdays would have a bonus 3rd period at the end of the day, Thursdays would have a bonus 4th period at the end of the day. And Fridays would have a bonus 5th period at the end of the day. No new instruction would happen during the bonus period.

There are, as you can imagine, pros and cons to this type of proposal:

Here are some pros.....

1. Currently we run a special class schedule for “class meetings” twice each month that takes 30 minutes of time just in the morning class periods (10 minutes each). This would no longer be necessary with the Bonus period, as class meetings can be conducted with less time lost to the morning classes.

Other group and organizational meetings could also be held during the bonus period. These meetings are sometimes held before or after school, limiting the participation by bus students.

2. Pep rallies are normally conducted at the conclusion of the school day with all of the time taken from just 5th period. This would no longer happen with the bonus period.
3. Students who ride the bus would have an opportunity to get

additional assistance from the classroom teachers prior to leaving school promptly at 3:30 pm each day. Unfortunately, almost all of our students on the deficiency list ride the bus.

And, here are the cons.....

1. Students that don't need remediation will be bored. I think that students that are excelling can also seek help and assistance on advanced topics from teachers during the bonus period. It would be a great opportunity for our best students to work on Academic Olympics, Science Olympiad, Math Contest, Science Fair, ACT preparation, or any number of other worthy academic endeavors.
2. Students will skip out or will get into trouble without good supervision. I believe that we are not so big a school that we cannot properly account for each and every junior high and high school student between 3:00 pm and 3:30 pm each day. It will require good communication, but it is easily done – just like we do it every day of the school year.
3. Losing 5 minutes out of each class is significant over the trimester. It is true. Losing 5 minutes each day does not seem like much, but over the course of a trimester is 300 minutes or 5 hours of learning time. It is tough to argue for taking this time away from each class taught during the day. But instead of losing time, I believe that we can trade this time for the opportunity to focus on the students whether they are on the deficiency list or on the honor roll, for the opportunity to take time for things like class/club meetings and pep rallies that are normally taken from other isolated and concentrated class times in the day.

This potential change would primarily have the most impact on the junior high and high school staff.

I would not advocate for any changes to the class schedule this year, but would like to have a good dialog with the Board, the staff, and the community for potential change for the 2014-2015 school year.

Does the Board wish to have a dialog about this matter going into the future?

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-17-2013

AGENDA ITEM #: 32

AGENDA TITLE: Temporary Math Teaching Stipend

SUMMARY: I would like to respectfully request a temporary math teaching stipend for the additional time commitment that comes with position until someone is found that will take the math teaching job.

A first year teacher with no previous experience and no master's degree earns \$160 per day on our salary schedule, plus benefits. A 25 year veteran with a master's degree earns \$287 per day, plus benefits.

I am asking for a stipend in the amount of \$150 per day for each school day until an adequate replacement can be found.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

Public Comment

(Non-Agenda Items)

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

Thank you.
