

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

**NOTICE OF REGULAR SCHOOL BOARD MEETING**

**Monday–January 16, 2014, 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. December 16, 2013 (Regular Board Meeting)  
b. January 6, 2014 (Special 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**

14. Action, Board Policy
  - a. 2-03-131 Certified Staff Compensated Absence Leave
  - b. 2-04-116 Classified Staff Compensated Absence Leave

**NEW BUSINESS**

15. Action, College Graduate Credit Request(s)
16. Action, Guest Teacher Application(s)
17. Action, 2013-2014 Classified Staff Contract(s)
  - a. Custodian
18. Action, 2013-2014 Extra-Curricular Contract(s)
  - a. High School Track Assistant Coach
19. Action, Sick Leave Bank Request
20. Action, Extra-Curricular Bus Driver Pay
21. Action, Join The Ride Sportsmanship Program

**PUBLIC COMMENT FOR NON-AGENDA ITEMS**

- 22.

**REPORTS (Continued)**

23. Information, Trustees Reports/Requests.

**DATE/TIME FOR NEXT MEETING**

24. Date: Tuesday, February 18<sup>th</sup>      Time: 6:30 p.m.  
Potential Conflicts: District 2C Basketball Tournament @ Sidney  
Suggested Change: Monday, February 17<sup>th</sup>

**ADJOURNMENT**

25. Time of adjournment: \_\_\_\_\_

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

**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  
December 16, 2013  
Monday – 6:30 p.m.

The Board met in regular session on Monday, December 16, 2013, at 6:30 p.m. Trustees present were: Chair Paul Finnicum, Amanda Cullinan, Cheryl Kirkaldie, Ron Larsen, and Gy Salvevold. Representatives were: Larry Crowder, Mike Olson, Dave Solem and Lora Finnicum.

Visitors were recognized. Amanda Cullinan made motion to approve the agenda. Ron Larsen seconded motion. Motion carries unanimously. Notice for public comment given.

Gy Salvevold made motion to approve the minutes of November 19th (regular board), and December 12, 2013 (facility committee) meetings. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Ron Larsen made motion to pay the December bills, approve investments, and note extra-curricular balances. Amanda Cullinan seconded motion. Motion carries unanimously.

Payroll Warrants	48822 to 48891
Claims Warrants	59710 to 59778

The District Science Fair is scheduled for January 28<sup>th</sup> and judges will be contacted soon. Mr. Solem introduced the All-American Sports posters and the School would receive a percentage of profit. Board approved as long as there was no charge to the School. The elementary teachers have received their ipads. Mr. Crowder reported on a teleconference with the University of Montana that could provide student teachers and student loan relief in our area.

Mr. Crowder gave an update on the construction project. The digging has begun and footings will be poured this week and left to cure over Christmas break. The stem walls will be poured after the new year, covered and left to cure. The fabricated steel will be arriving in mid-January. Once the structure is enclosed, the plumbing rough-ins will be installed prior to the concrete floors. The structure will be heated using our existing hot water system.

Facility Committee was held to discuss different concepts for teacher housing. Ron Larsen made motion to develop the building specs and possibly work with architect for development. Gy Salvevold seconded motion. Motion carries unanimously.

Gy Salvevold made motion to approve the graduate credit request for Lanette Bidegaray, Amy Fink, Dianne Larsen, and Theresa McDonald for CM501 iPad Revolution 21<sup>st</sup> Century Technology in the Classroom. Amanda Cullinan seconded motion. For motion: Cullinan, Kirkaldie, Salvevold. Recuse: Larsen. Motion carries.

Ron Larsen made motion to hire Michael Elmore as Guest Teacher, pending successful fingerprint and background check. Gy Salvevold seconded motion. Motion carries unanimously.

Mrs. Hekkel and students presented a request to fund raise for a high school band and choir tour in May to Denver, CO. The band and choir would perform for audiences along the way as well

SCHOOL BOARD MINUTES  
REGULAR MEETING  
December 16, 2013  
Monday – 6:30 p.m.

as attend musical stores and performances. A similar trip had previously been approved and funded by the Board. Ron Larsen made motion to approve District funds for the motel, meals, and transportation to the activity. Any activity beyond that, the group will have to fund raise. Gy Salvevold seconded motion. Motion carries unanimously.

Chairman closed meeting at 6:51 p.m. to discuss student enrollment and reconvened at 7:10 p.m. Amanda Cullinan made motion to approve conditional enrollment request. Gy Salvevold seconded motion. Motion carries unanimously.

Gy Salvevold made motion to hire DJ Hauge as Elementary Boys' Basketball Coach and Cassie Williams as Elementary Girls' Basketball Coach. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Gy Salvevold made motion to rehire Dave Solem as Head Cross Country Coach, Dave Helmer as Head Football Coach, and Tiffany Marchwick as Head Volleyball Coach for 2014-2015. Amanda Cullinan seconded motion. Motion carries unanimously.

Based on enrollment trends, the need exists for additional elementary classrooms. Gy Salvevold made motion to authorize the architect to develop drawings for 4 additional classrooms off the south wing. Cheryl Kirkaldie seconded motion. Completion would be estimated for the fall of 2015. Motion carries unanimously.

Board reviewed options for extra-curricular busing as our contractor is no longer providing service. Bussing referred to committee. Ron Larsen made motion to advertise for busses, 1 coach and possibly 2 shuttle types. Cheryl Kirkaldie seconded motion. Drivers, garages, and maintenance would need to be discussed.

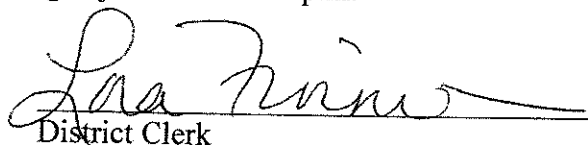
Amanda Cullinan made motion to post Policy 2-04-116 Classified Staff Compensated Absence Leave. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Trustees discussed MHSA proposals. If the Sunday rule gets thrown out, Board should develop a policy against practice or play on Sunday.

Ron Larsen made motion to move up Saturday games by 1 hour. Gy Salvevold seconded motion. A few area schools have adapted game times to help with late night travels. Motion carries unanimously.

Chair recessed meeting for the superintendent evaluation at 7:54 p.m. and reconvened at 8:15 p.m. Notice for public comment on non-agenda items given. Amanda Cullinan made motion to adjourn. Cheryl Kirkaldie seconded motion. Meeting adjourned at 8:29 p.m.

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Board Chair

  
District Clerk

SCHOOL BOARD MINUTES  
SPECIAL MEETING  
January 6, 2013  
Monday – 6:30 p.m.

The Board met in special session on Monday, January 6, 2013, at 6:30 p.m. Trustees present were: Chair Paul Finnicum, Amanda Cullinan, Cheryl Kirkaldie, Ron Larsen, and Gy Salvevold. Representatives were: Larry Crowder and Lora Finnicum.

No visitors were present. Amanda Cullinan made motion to approve agenda. Gy Salvevold seconded motion. Motion carries unanimously. Notice for public comment given.


Ron Larsen made motion to hire April Deen as Title I Aide. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Mr. Crowder presented quotes from National Bus Sales. No other quotes were received. Board could qualify for a Board of Investments loan to finance but it would be couple months out. Only 1 shuttle with storage was available but we could request to continue looking. Ron Larsen made motion to purchase the International 2012 shuttle bus, MCI 2005 coach, and an additional shuttle when available. Amanda Cullinan seconded motion. Motion carries unanimously.

Gy Salvevold made motion to adjourn meeting. Cheryl Kirkaldie seconded motion. Motion carries unanimously. Meeting adjourned at 7:01 p.m.

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Chairman of the Board



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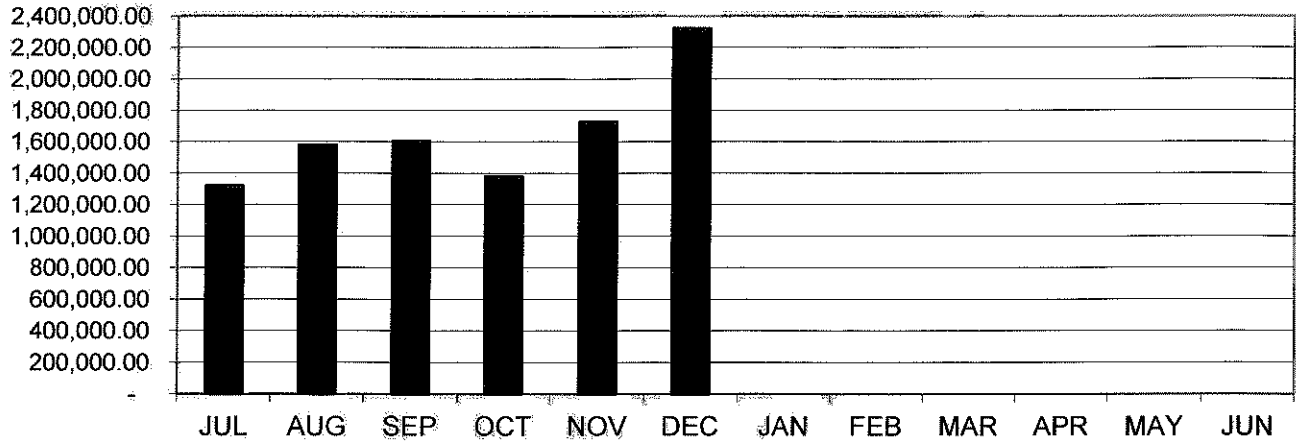
Clerk

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
101 General	82,752.00	240,075.00	418,810.00	364,027.00	423,571.00	406,983.00						
110 Transport	147,492.00	175,746.00	156,271.00	161,132.00	166,900.00	175,163.00						
114 Retirement	89,051.00	81,387.00	66,397.00	43,971.00	30,797.00	73,735.00						
115 Misc Fed	34,031.00	34,031.00	60,204.00	60,210.00	60,220.00	60,230.00						
117 Adult Ed	19,946.00	19,184.00	18,749.00	18,521.00	22,830.00	24,392.00						
121 Comp Abs	3,866.00	9,609.00	9,610.00	9,611.00	9,613.00	9,615.00						
126 Impact Aid	84,037.00	60,390.00	60,404.00	60,414.00	60,424.00	181,756.00						
128 Technology	1.00	2.00	910.00	834.00	793.00	744.00						
129 Flex	255,884.00	196,946.00	179,963.00	107,631.00	254,977.00	506,461.00						
182 Interlocal	126,738.00	253,657.00	203,090.00	159,739.00	123,693.00	267,633.00						
201 General	74,143.00	93,189.00	47,134.00	-	142,280.00	137,416.00						
210 Transport	51,669.00	65,625.00	52,557.00	54,673.00	81,304.00	91,068.00						
212 Hot Lunch	5,962.00	8,329.00	2,216.00	5,169.00	21,663.00	23,486.00						
214 Retirement	81,404.00	73,202.00	63,426.00	66,767.00	55,891.00	69,338.00						
215 Misc Fed	37,520.00	37,520.00	37,539.00	37,546.00	37,552.00	37,558.00						
217 Adult Ed	14,753.00	13,858.00	13,424.00	13,200.00	17,604.00	18,663.00						
218 Drivers Ed	1,237.00	2,638.00	2,638.00	2,639.00	2,639.00	2,640.00						
221 Comp Abs	5,001.00	8,302.00	8,303.00	8,304.00	8,305.00	8,307.00						
226 Impact Aid	178,933.00	178,992.00	179,020.00	179,052.00	179,081.00	200,601.00						
228 Technology	1.00	1,764.00	993.00	696.00	402.00	402.00						
229 Flex	-	-	-	-	-	75.00						
281 Endow	26,159.00	26,169.00	26,173.00	26,178.00	26,182.00	26,187.00						
<b>TOTAL</b>	<b>1,320,580.00</b>	<b>1,580,615.00</b>	<b>1,607,831.00</b>	<b>1,380,314.00</b>	<b>1,726,721.00</b>	<b>2,322,453.00</b>						

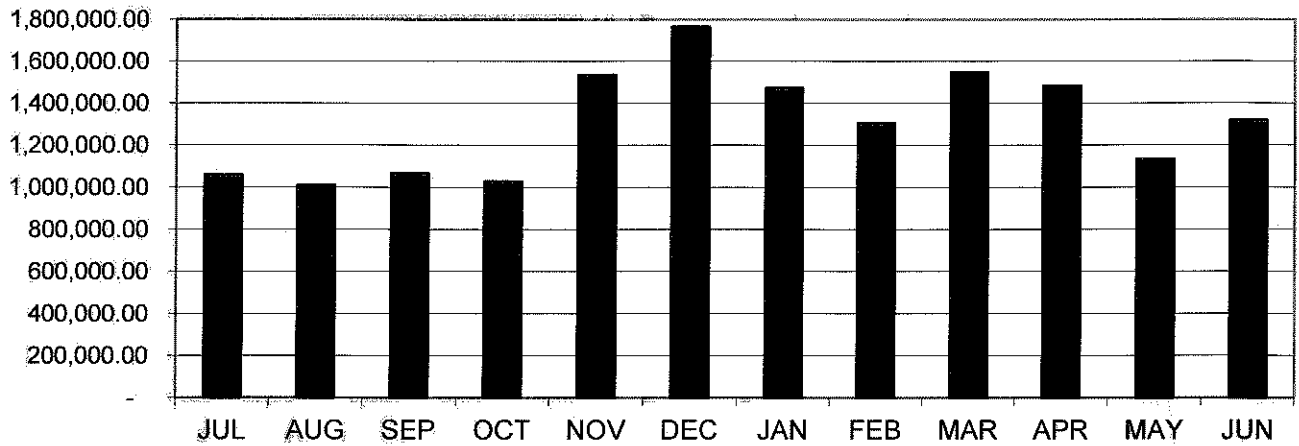
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
101 General	100,011.00	123,476.00	219,639.00	155,073.00	240,404.00	343,750.00	258,054.00	165,961.00	305,581.00	220,520.00	23,991.00	82,752.00
110 Transport	34,885.00	41,392.00	59,520.00	53,031.00	87,798.00	149,513.00	135,511.00	117,630.00	128,752.00	109,231.00	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
<b>TOTAL</b>	<b>1,060,192.00</b>	<b>1,011,767.00</b>	<b>1,066,518.00</b>	<b>1,029,267.00</b>	<b>1,536,505.00</b>	<b>1,766,069.00</b>	<b>1,473,382.00</b>	<b>1,306,397.00</b>	<b>1,548,128.00</b>	<b>1,483,836.00</b>	<b>1,135,329.00</b>	<b>1,320,580.00</b>

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	114,249.00	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	62,219.00
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
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
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
128 Technology	2.00	1,206.00	-	-	-	321.00	269.00	270.00	270.00	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
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
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	14.00	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
<b>TOTAL</b>	<b>446,912.00</b>	<b>449,772.00</b>	<b>56,092.00</b>	<b>99,809.00</b>	<b>335,626.00</b>	<b>962,734.00</b>	<b>724,954.00</b>	<b>680,376.00</b>	<b>763,740.00</b>	<b>674,445.00</b>	<b>493,102.00</b>	<b>936,876.00</b>

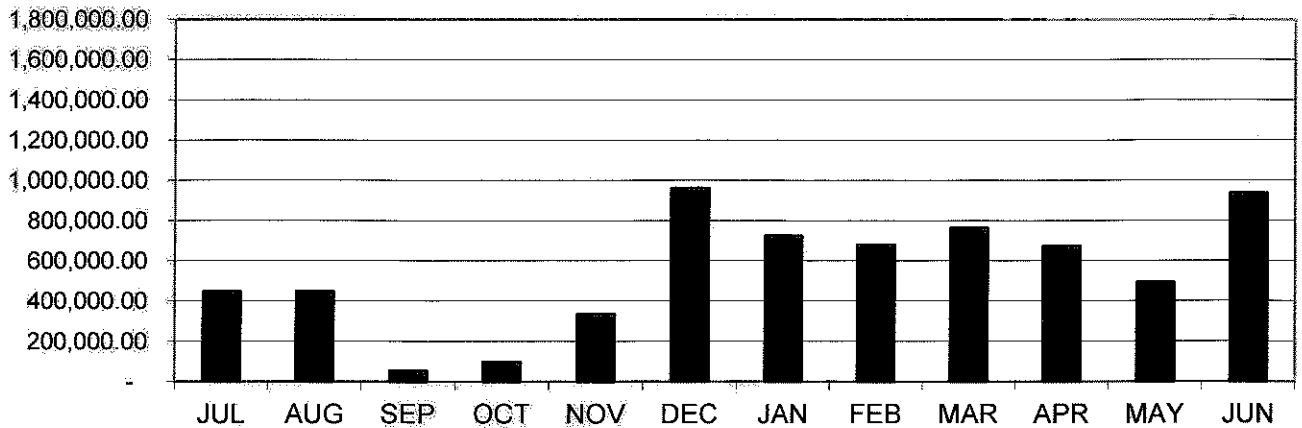
### 2013-14 INVESTMENTS



### 2012-13 INVESTMENTS



### 2011-12 INVESTMENTS





BALANCE ACCOUNTS FOR DECEMBER

Cash on Hand 300.00  
 Checking Statement Balance: 61,761.52

Outstanding Deposits (In Transit): 0.00

OUTSTANDING CHECKS THROUGH DECEMBER

14290	DAWSON COUNTY HIGH	11-12-2013	20.00
* 14303	MEDICINE LAKE SCHOOL	09-10-2013	144.00
* 14314	CALEB FELL	09-10-2013	48.75
* 14383	JERI GUSTAFSON	11-15-2013	26.83
* 14433	CALEB FELL	11-15-2013	30.00
14434	TY SCHNEEKLOTH	11-15-2013	15.00
* 14437	JACE QUALLEY	11-15-2013	30.00
* 14443	KEN TAYLOR	12-09-2013	129.54
* 14460	BRUCE BEISWANGER	12-13-2013	44.88
14461	JEFF HINTZ	12-13-2013	86.69
* 14468	JEFF HINTZ	12-13-2013	36.00
14469	BRUCE BEISWANGER	12-13-2013	36.00
* 14471	LON SWIGART	12-13-2013	60.00
14472	SCOTT KOTERBA	12-13-2013	60.00
14473	BRIAN TIESEN	12-13-2013	36.00
14474	PASCAL RED FERN	12-13-2013	36.00
* 14478	J AND M DISTRIBUTING	12-13-2013	269.94

Outstanding Checks: -1,109.63

Bank Balance: 60,651.89  
 Investment Balance: 0.00  
 Savings Balance: 0.00

Adjusted Balance: 60,651.89  
 Balance From Ledger: 60,651.89  
 (Balance From Ledger = Checking + Savings + Investment Balance)

Balance From Ledger + Cash on Hand: 60,951.89

Cash on Hand: 300.00

Adjusted Balance + Cash on Hand: \$60,951.89

Account #	Account Name	Beginning				New Balance
		Balance	Receipts	Expenditures	Transfers	
1	ANNUAL	5,243.72	2,685.00	1,725.93	0.00	6,202.79
2	ATHLETICS	8,164.51	18,530.12	25,877.50	-219.50	597.63
26	CLASS OF 2013-SENIOR	332.86	0.00	0.00	0.00	332.86
3	CLASS OF 2014-SR	4,473.47	0.00	559.27	0.00	3,914.20
4	CLASS OF 2015-JR	2,319.80	0.00	173.56	0.00	2,146.24
5	CLASS OF 2016-SOPH	1,713.63	1,224.58	553.38	110.00	2,494.83
8	CHEERLEADERS G/B	187.62	110.00	0.00	0.00	297.62
9	FFA	7,949.37	11,480.62	13,556.14	219.50	6,093.35
10	BAND/CHOIR	2,671.58	20.00	739.23	0.00	1,952.35
11	STUDENT COUNCIL	1,723.78	346.50	1,762.14	0.00	308.14
12	SCHOOL PLAY	472.47	0.00	0.00	0.00	472.47
14	VO AG REVOLVING	2,602.42	0.00	0.00	0.00	2,602.42
7	8TH GRADE CLASS	0.00	331.00	145.85	0.00	185.15
16	JMG	1,544.29	1,419.15	2,673.58	0.00	289.86
17	BPA	8,483.16	11,080.71	7,541.49	0.00	12,022.38
18	EXPLORE AMERICA	1,292.00	18,414.84	13,658.74	0.00	6,048.10
21	MUSIC PARENTS	2,391.30	0.00	0.00	0.00	2,391.30
6	CLASS OF 2017-FRESH	631.76	447.75	46.25	0.00	1,033.26
24	ART	3,907.82	1,852.00	758.64	0.00	5,001.18
27	LIBRARY	433.22	3,981.77	3,909.39	-75.00	430.60
25	SPANISH CLUB	1,007.00	4,410.29	4,227.99	-35.00	1,154.30
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	TOTALS	\$57,545.78	\$76,334.33	\$77,909.08	\$0.00	\$55,971.03

January AD report

January 9, 2014

Culbertson Board of Trustees,

Elementary basketball began on Jan 2. There are 13 girls and 13 boys out. Speech and drama is winding down with divisionals on January 25 in Shepherd and state January 31-February 1 which will be held in Glasgow. The high school basketball game with Savage has been rescheduled for February 4. Both boys and girls basketball squads have a 3-3 record at the time of writing. I have placed an order for 52 elementary and junior high track uniforms with Hi-Line Sports.

Sincerely,

David Solem

Mr. Olson

Technology Report

January School Board Meeting

January 16, 2014

I am currently working on the technology end of how our school will implement the Smarter Balance testing for this school year. This will be on going as the testing window opens in March.

The Elementary Ipad project will be complete when speakers come in and are installed.

Gaffaneys came in and moved some files to clear up space on the server. They have also taken the old SRI server back to Williston to begin making it into the new Windows Domain server. We are having major problems with multiple students being able to login at the same time. This should fix the problem.

When all of the parts come in for the rest of the server project I will have to shut down all the computers for a day. I will give teachers and staff advanced notice when the time gets closer.

Mr. Olson  
 Principal's Report  
 January School Board Meeting  
 January 16, 2014

The iPads project will be complete when speakers arrive for the projectors. We will get a picture and write up for the newspaper.

Still moving forward on teacher observations though K-12.

The National Guard came to the school with their new obstacle course. Grades K-12 got to participate in the course and high school students could get extra information about the National Guard.

We had 8 new students enroll after the Christmas Break. The fourth grade received 4 new students.

The student enrollment numbers (as of 1-13-14) 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	276
Oct	21	22	20	26	23	29	17	18	16	20	20	22	22	276
Nov	23	23	21	25	23	31	18	18	15	21	20	21	22	281
Dec	23	24	21	26	23	29	18	18	14	21	20	20	21	278
Jan	24	25	21	27	27	28	18	17	15	19	21	19	20	281
Feb														
March														
April														
May														

Change	3	4	2	3	5	6	1	1	5	3	2	4	3	42
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Students that have enrolled or transferred during this school year.

Culbertson School Board Meeting  
Superintendent's Report  
January 16, 2014

A. Events that I plan to attend for January and February.

- Jan. 9<sup>th</sup> NEMASS Meeting @ Wolf Point  
Roose-Valley SPED Cooperative Meeting @ Wolf Point  
Culbertson Lions Club Meeting
- Jan. 11<sup>th</sup> Culbertson Elementary Basketball Jamboree HERE  
HS Basketball vs. Circle HERE
- Jan. 14<sup>th</sup> Culbertson Fire Department Meeting
- Jan. 16<sup>th</sup> School Board Meeting
- Jan. 17<sup>th</sup> HS Basketball vs. R&L HERE
- Jan. 19<sup>th</sup> MHSA Annual Meeting @ Great Falls
- Jan. 20<sup>th</sup> MHSA Annual Meeting @ Great Falls  
Trimester Presentation @ White Sulphur Springs
- Jan. 21<sup>st</sup> MHSA Annual Meeting @ Great Falls
- Jan. 23<sup>rd</sup> Culbertson Lions Club Meeting
- Jan. 24<sup>th</sup> HS Basketball vs. Fairview HERE
- Jan. 28<sup>th</sup> Culbertson Fire Department Training
- Jan. 30<sup>th</sup> Parent/Teacher Conferences
- Jan. 31<sup>st</sup> HS Basketball vs. Brockton HERE
- Feb. 1<sup>st</sup> HS Basketball vs. Bainville HERE
- Feb. 4<sup>th</sup> HS Basketball vs. Savage HERE
- Feb. 6<sup>th</sup> Culbertson Lions Club Meeting
- Feb. 11<sup>th</sup> Culbertson Fire Department Meeting
- Feb. 15<sup>th</sup> HS Basketball vs. Froid/Lake HERE
- Feb. 18<sup>th</sup> District 2C Basketball Tournament @ Sidney
- Feb. 19<sup>th</sup> District 2C Basketball Tournament @ Sidney
- Feb. 20<sup>th</sup> District 2C Basketball Tournament @ Sidney  
Culbertson Lions Club Meeting
- Feb. 21<sup>st</sup> District 2C Basketball Tournament @ Sidney
- Feb. 22<sup>nd</sup> District 2C Basketball Tournament @ Sidney
- Feb. 25<sup>th</sup> Culbertson Fire Department Training
- Feb. 26<sup>th</sup> Eastern C Division Basketball Tournament @ Wolf Point\*

Feb. 27<sup>th</sup> Eastern C Division Basketball Tournament @ Wolf Point\*  
Feb. 28<sup>th</sup> Eastern C Division Basketball Tournament @ Wolf Point\*

\* if the Culbertson Teams Qualify

B. We are still working on the following items:

- Completing a 3 year asbestos inspection by Northern Industrial Hygiene.
- All custodial staff will receive the required 2 hour asbestos training.
- Completing the Accelerated Reader Incentive Program details before presenting it to the Board.
- Completing the Reading Journal Incentive Programs details before presenting it to the Board.
- Time schedules and other details for the Trimester Class Schedule Bonus Period before presenting it to the Board.

C. There is an oil & gas impact grant available to our high school due to the small amount of oil & gas revenues received. We will apply for the impact grant (up to \$75,000 per school) toward our high school Title I tutoring needs. The grant is due on January 15<sup>th</sup>.

D. The Impact Aid application is due at the end of January. We will be completing the application by mid-January.

E. We have registered our intent to apply for the Title VII Indian Education grant. This is the first step of the three-step process. Step two is usually due by the first part of February with the last step completed by April.

F. I have been asked to be on a four-school panel for measuring impacts from oil & gas. There is a conference call scheduled for Monday, December 16<sup>th</sup> at 1 pm on this topic with Dr. Bobbi Evans from the University of Montana.

G. White Sulphur Springs has contacted our school about making a trimester class presentation at their school in January in coordination with the MHSA Annual meeting in Great Falls in January.

H. Mike and I will begin meeting with the CEA Calendar Committee members prior to the holiday break to work on the 2014-2015 school calendar options. This work will continue into January with options being presented to the Board for review and adoption at the February Board meeting.

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](mailto:crowderl@nemont.net) at any time.



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

**MEETING DATE:** 1-16-2014

**AGENDA ITEM #:** 14

**AGENDA TITLE:** Board Policy

**SUMMARY:** Attached are the Board policies concerning certified and classified staff compensated absence leave. These policies have been posted for comment since the December 16<sup>th</sup> Board meeting.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

## 2-03-131. **Certified Staff Compensated Absence Leave.**

The Culbertson School District recognizes the importance of having certified staff instructing students each day of the school year. Therefore, the District will establish policy to allow certified teachers to accrue and utilize compensated absence leave time.

### Earning Compensated Absence Leave Time

Certified Teachers may earn compensated Absence Leave Time by voluntarily forgoing all or part of their preparation period to cover another teachers' class.

### Utilizing Compensated Absence Leave Time

Compensated Absence Leave Time can be utilized in the same manner as personal leave.

### Carry Over

Teachers may carry over up to sixteen (16) hours of time from the conclusion of one school year to the start of the next school year.

Adopted:

Revised:

**2-04-116. Classified Staff Compensated Absence Leave.**

Earning Compensated Absence Leave Time:

Classified staff may earn compensated Absence Leave Time by voluntarily working above and beyond their regular contracted hours.

Additionally, Classified Instructional Staff may earn compensated Absence Leave Time by voluntarily forgoing all or part of their preparation period to cover another teacher's class.

All Compensated Absence Leave Time will be approved by the Superintendent prior to being earned.

Utilizing Compensated Absence Leave Time:

Compensated Absence Leave Time can be utilized in the same manner as vacation leave.

No Carry Over Balance:

Classified Staff will be paid for the balance of their Compensated Absence Leave each year at the conclusion of their annual contract and at their contracted hourly rate of wage.

Adopted:

Revised:

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

**MEETING DATE:** 1-16-2014  
**AGENDA ITEM #:** 15  
**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:** 1-16-2014

**AGENDA ITEM #:** 16

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

**SUMMARY:** Attached please find the applications 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: Lindsey Herness

Address (street or P.O. Box): 14526 Hwy 110

City/State/Zip Code: Culbertson/MT/59218

Phone Number: 406-787-5283 Message/alternate phone number: 406-790-0065

Please complete the following:

Do you have a high school diploma?  Yes  No Where from: Culbertson High School

Do you have a college degree?  Yes  No Where from: \_\_\_\_\_

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

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

Lindsey Herness  
Signature of Applicant

01-08-2014  
Date

# CULBERTSON PUBLIC SCHOOLS

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

## GUEST TEACHER APPLICATION

Name: Darnell Jordan Craig

Address (street or P.O. Box): PO Box 308

City/State/Zip Code: Culbertson MT 59218

Phone Number: 406 790 0155 Message/alternate phone number: \_\_\_\_\_

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.

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

Mrs. Darnell J Craig  
Signature of Applicant

Jan '08 2014  
Date

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

**MEETING DATE:** 1-16-2014

**AGENDA ITEM #:** 17

**AGENDA TITLE:** 2013-2014 Classified Staff Contract(s)

**SUMMARY:** Norine would like to recommend hiring Darnell Craig for the advertised custodial position. This position is full-time, year-round at 8 hour per day.

**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:** 1-16-2014

**AGENDA ITEM #:** 18

**AGENDA TITLE:** 2013-2014 Extra-Curricular Contract(s)

**SUMMARY:** Dave Solem would like to recommend Mike Olson for the position of High School Assistant Track Coach.

**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:** 1-16-2014

**AGENDA ITEM #:** 19

**AGENDA TITLE:** Sick Leave Bank Request

**SUMMARY:** Attached please find the request and the Board Policy that addresses this matter.

**BOARD ACTION**

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

# Culbertson School District #17 J/R/C Sick Leave Bank Request Form

To request sick leave from the Culbertson School Sick Leave Bank, this form must be filled out and returned to the Clerk's office. This request will be presented to the Culbertson School Board of Trustees for approval, or denial, at the next school board meeting.

I, Candy Thorpe request 35 sick leave days from the Culbertson School Sick Leave Bank for the following reasons:

Knee replacement surgery and rehabilitation

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Candy J. Thorpe  
Employee's Signature

1-15-14  
Date

To be completed after evaluation of request:

Request Approved \_\_\_\_\_

Request Denied \_\_\_\_\_

\_\_\_\_\_  
Board Chairman's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Vice-Chairman's Signature

\_\_\_\_\_  
Date

**1-04-112. Sick Leave Bank.**

Any Culbertson School District employee may donate sick leave to the bank to be used by any employee in emergency situations. Each employee, upon filing a Contribution of Sick Leave Form (Appendix V) and approval from the Culbertson School Board of Trustees, may voluntarily place a maximum of five (5) of their individual emergency/sick days per year into the Culbertson School Employees' Sick Leave Bank. The application for contribution must be submitted for approval at the regular September School Board Meeting each year. Upon approval by the Board, all contributions are irrevocable.

Conditions and decisions for granting such use are as follows:

1. Any employee of the Culbertson School system may apply to the Culbertson School Board for approval to use sick leave from the Bank by filing a Sick Leave Bank Request Form (Appendix W), if and when, they have exhausted all individual accumulated emergency, sick, personal, comp., and vacation leaves.
2. Once an employee has exhausted all accumulated leave and all granted Bank leave, the salary for that employee shall cease to be paid until such a time as the employee returns to duty.
3. Applications for days from the Bank will be granted for medical emergencies. Maternity leave will not be considered unless the extended absence is for medical complications as a result of birth, or complications with the child's health after birth.
4. The maximum number of days in the Culbertson School Employees' Sick Leave Bank shall not exceed ninety (90) days.
5. The maximum number of days that may be granted to any employee will be half the number of days available in the Sick Leave Bank at the time of approval by the Board.
6. At the completion of the school budget year, June 30<sup>th</sup>, any unused Bank days shall be carried over into the new year.

Adopted: March 19, 2002

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

**MEETING DATE:** 1-16-2014

**AGENDA ITEM #:** 20

**AGENDA TITLE:** Extra-Curricular Bus Pay

**SUMMARY:** I spoke with some of our neighboring districts about their bus pay and would like to make the following recommendation with Lora:

\$18 per hour for driving and sitting time with up to 18 hours of paid time on overnight trips. Coaches and advisors that drive bus will be paid for their driving time only, as they are already compensated for their 'supervisory' 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:** 1-16-2014

**AGENDA ITEM #:** 21

**AGENDA TITLE:** Join The Ride Sportsmanship Program

**SUMMARY:** We believe that this program has been successful thus far with only one fan ejection during a high school basketball game in December. The program clearly spells out the expectations of behavior at the games and the plan if problems occur. Unfortunately, we do not feel that we have a clear direction as to how the Board would like us to move forward once an ejection happens (i.e. is the fan also banned from future games, or the entire season, or banned from other sporting activities held in Culbertson, etc.) Dave, Mike, and I would like to receive direction from the Board on this matter or at least start the discussion.

**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.