

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

NOTICE OF REGULAR SCHOOL BOARD MEETING

Tuesday--September 23, 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. August 12, 2014 (Regular Board Meeting)
 - b. August 19, 2014 (Special Board Meeting)

FINANCE REPORT

- 06. Action, pay bills, approve investments, and note extra-curricular balances

REPORTS

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

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

Mission

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

UNFINISHED BUSINESS

14. Action, Ad Hoc Committee Recommendation
15. Action, 2014-2015 Goal Setting

NEW BUSINESS

16. Action, College Graduate Credit Request(s)
17. Action, Guest Teacher Application(s)
18. Action, 2014-2015 Classified Contract(s)
 - a. Custodian
19. Action, 2014-2015 Extra-Curricular Contract(s)
 - a. Junior High Boys' Basketball Head Coach
 - b. Junior High Girls' Basketball Head Coach
 - c. High School BPA Assistant Advisor
20. Action, Board Policy (Dual Enrollment)
21. Action, Athletic Handbook Recommendations
22. Action, Driver Education Request
23. Action, Curriculum Request: Native American Studies Course
24. Action, Elementary and High School District Boundary Revision
25. Action, Band Program Instrument Proposal
26. Action, Classroom Camera Proposal
27. Action, Spanish Club Summer 2016 Trip Proposal
28. Action, Petty Cash Account Signature Card Request
29. Action, Recertification Credit Reimbursement Requests
30. Action, Professional Growth Allocation
31. Action, Sick Leave Bank Contributions
32. Action, 2014-2015 School Calendar Change
33. Action, Bus Route Monitor
34. Action, Request for Indian Club and Student Account
35. Action, Closure of Student Account – Class of 2014

PUBLIC COMMENT FOR NON-AGENDA ITEMS

- 36.

REPORTS (Continued)

37. 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

38. Date: Tuesday, October 21st Time: 6:30 p.m.
 Potential Conflicts: none
 Suggested Changes: none

ADJOURNMENT

39. Time of adjournment: _____

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

Mission

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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 12, 2014
Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, August 12, 2014, at 6:30 p.m. Trustees present were: Chair Paul Finnicum, Amanda Cullinan, Cheryl Kirkaldie, and Ron Larsen. Representatives were: Larry Crowder, Mike Olson, Dave Solem, and Lora Finnicum.

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

Ron Larsen made motion to approve the minutes of July 15th (regular board) and July 23, 2014 (ad hoc committee) meeting. Amanda Cullinan seconded motion. Motion carries unanimously.

Ron Larsen made motion to pay the August bills, approve investments and note extracurricular balances. Amanda Cullinan seconded motion. Motion carries unanimously.

Payroll Warrants	49936 to 49364
Claims Warrants	60414 to 60478

Reports were given. Mr. Solem reported on the parent/coach meeting and the coaches review of the handbooks. All representative team clothing will be purple and gold. Also discussed at the meeting was possibly having an informational sheet that parents would sign. Coaches understood the need for documentation and communication. Mr. Olson stated that Nemont had run the fiber line to the server room and Gaffaneys will be hooking up for faster network. The new lab computers are here and the desks will ship on August 22nd. Mr. Olson presented a dual enrollment issue. Dual enrollment courses were not meant to replace our courses. Students may request dual enrollment for ½ elective credit and must declare initially if they will be using the credit towards their GPA. Mr. Crowder reported that the new health classroom cannot be occupied until the fire codes have been met.

Quotes were received on the bus barn heating system. Ron Larsen made motion to approve ground source heat with tubes in the floor. Amanda Cullinan seconded motion. Motion carries unanimously.

Board reconsidered the 2014-2015 school calendar for flex days. Cheryl Kirkaldie made motion to add 3 flex days to the calendar with the final ½ PIR day on June 3rd. If the days are not used, the last days will be moved appropriately. Amanda Cullinan seconded motion. Motion carries unanimously.

Ron Larsen made motion to table the discussion of leave without pay for a year and see how the addition of comp time affects the issue. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Amanda Cullinan made motion to join Montana Quality Education Coalition for 2014-2015. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

SCHOOL BOARD MINUTES
REGULAR MEETING
August 12, 2014
Tuesday – 6:30 p.m.

Ron Larsen made motion to hire Alvina Olstead and Halvar Olstead as Guest Teachers, pending successful fingerprint and background checks. Amanda Cullinan seconded motion. Motion carries unanimously.

Nemont has requested an easement on the Nay property. Ron Larsen made motion to approve the easement with the stipulation that we may be using the Nay property for teacher housing in the future. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Amanda Cullinan made motion to hire Steve Steege and Dani Green as full-time custodians, pending successful fingerprint and background checks. Cheryl Kirkaldie seconded motion. Motion carries unanimously. Cheryl Kirkaldie made motion to hire Tifney Kempton as Title I HS Aide, pending successful fingerprint and background check. Ron Larsen seconded motion. Motion carries unanimously.

Ron Larsen made motion to hire Jeri Gustafson for HS Head Speech & Drama Coach, Tara Adams for HS Head Golf Coach, and Dave Solem for HS Head Track Coach. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

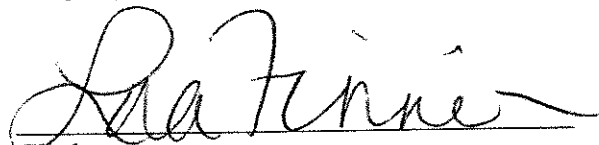
Ron Larsen made motion to approve the quote from James Obergfell, LLC for 2014-2015 coal delivery of \$102.00 per ton with fuel surcharge based on current fuel rates. Amanda Cullinan seconded motion. Motion carries unanimously.

The 2014-2015 budgets were presented. Ron Larsen made motion to approve the budgets are presented. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Board goal recommendations were received and will be considered at the next meeting.

Notice was given for public comment for non-agenda items. The recommendations from the ad hoc committee were received and will be finalized at the September meeting. Mr. Finnium gave a briefing on the upcoming legislative topics. Next regular meeting scheduled for September 23, 2014, at 6:30 p.m. Cheryl Kirkaldie made motion to adjourn. Amanda Cullinan seconded motion. Motion carries unanimously. Meeting adjourned at 7:05 p.m.

Chairman of the Board


Clerk

SCHOOL BOARD MINUTES
SPECIAL MEETING
August 19, 2014
Tuesday – 6:30 p.m.

The Board met in special session on Tuesday, August 19, 2014, at 6:30 p.m. Trustees present were: Chair Paul Finnicum, Amanda Cullinan, Cheryl Kirkaldie, and Ron Larsen. Representatives were: Larry Crowder, Mike Olson, and Lora Finnicum.

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

Board considered enrollment request and parents waived right to closed meeting. Ron Larsen made motion to approve the enrollment request. Amanda Cullinan seconded motion. Motion carries unanimously.

Board considered early enrollment request. Child did not attend Kindergarten Roundup so staff has no recommendation for admittance. Ron Larsen made motion to approve the enrollment for a 2 week trial basis and re-evaluate to see if child is ready. Amanda Cullinan seconded motion. Motion carries unanimously.

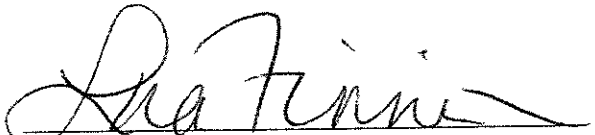
Amanda Cullinan made motion to hire Chelsey Ligon for JH Head Volleyball Coach. Ron Larsen seconded motion. Motion carries unanimously.

Ron Larsen made motion to hire Jacquelin Basaraba as Guest Teacher, pending successful fingerprint and background check. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

No changes to the budgets are necessary.

Notice for public comment on non-agenda items given. We are experiencing unprecedented elementary enrollments and we are short on lockers and desks. Board agrees to close enrollment for out-of-district for Grades 3-6 until further notice. Staff will be asked if they would like cameras installed in their classrooms. Meeting adjourned at 7:17 p.m.

Chairman of the Board


Clerk

CULBERTSON SCHOOL DISTRICT CASH FLOW REPORT
for the month of AUGUST 30, 2014

FUND	BEGINNING BALANCE	RECEIPTS	INVESTMENTS IN	INVESTMENTS OUT	DISBURSEMENTS	ENDING BALANCE	TREASURER BALANCE	VARIANCE
GENERAL	4,405.66	127,159.67	114,172.00	204,820.00	39,204.09	1,713.24	1,713.24	(0.00)
TRANSP	959.49	20,013.76	90,306.00	109,178.00	1,696.84	404.41	404.41	-
RETIREM	4.33	9.44	55,738.00	52,360.00	3,381.65	10.12	10.12	(0.00)
MISC	5,118.46	760.43	61,573.00	61,583.00	-	5,868.89	5,868.89	-
Misc	10.67	10.43	61,573.00	61,583.00	-	11.10		
Title	-	-			-	-		
Multi Dist	3,011.09	-				3,011.09		
Ind Ed	-	-			-	-		
JMG	1,773.00	750.00				2,523.00		
SRS	(119.00)	-			-	(119.00)		
JOM	442.70	-			-	442.70		
AD ED	165.66	106.18	26,607.00	26,803.00	-	75.84	75.84	0.00
COMPAB	1.05	1.47	8,695.00	8,696.00	-	1.52	1.52	0.00
IMPACT	41.81	40.78	240,816.00	150,559.00	90,297.83	41.76	41.76	(0.00)
TECH	0.47	1,304.08	45.00	1,349.00	-	0.55	0.55	(0.00)
FLEX	117.75	87.99	519,606.00	299,508.00	220,214.84	88.90	88.90	(0.00)
COOP	29.56	148,525.17	125,584.00	138,615.00	135,502.30	21.43	21.43	(0.00)
PR	18,250.48	96,973.91	-	-	105,640.19	9,584.20	9,584.20	-
CL	149,006.33	538,883.11	-	-	293,199.28	394,690.16	394,690.16	-
ELEM	178,101.05	933,865.99	1,243,142.00	1,053,471.00	889,137.02	412,501.02	412,501.02	(0.00)
GENERAL	5,552.43	126,712.01	132,102.00	220,029.00	42,014.69	2,322.75	2,322.75	-
TRANSP	1,455.89	12,827.45	61,165.00	73,115.00	1,696.84	636.50	636.50	(0.00)
LUNCH	1.35	1.32	7,775.00	7,776.00	-	1.67	1.67	0.00
RETIREM	6.55	6.22	36,718.00	32,512.00	4,212.37	6.40	6.40	(0.00)
MISC	5,226.19	1,006.83	40,336.00	40,342.00	358.62	5,868.40	5,868.40	-
Misc	(1,006.52)	6.83	40,336.00	40,342.00	-	(1,005.69)		
AG	-	-			-	-		
Adv Ag	-	-			-	-		
BUS	-	-			-	-		
BUS-R	-	-			-	-		
Multi Dist	2,230.36	-			-	2,230.36		
JMG	343.35	1,000.00			358.62	984.73		
Perkins	-	-			-	-		
Aca Ach	3,659.00	-			-	3,659.00		
AD ED	182.50	81.86	17,836.00	18,018.00	-	82.36	82.36	0.00
DR ED	778.43	0.31	1,843.00	2,621.00	-	0.74	0.74	(0.00)
COMPAB	1.42	1.40	8,281.00	8,282.00	-	1.82	1.82	(0.00)
IMPAC	35.09	26.55	156,856.00	111,920.00	44,971.00	26.64	26.64	0.00
TECH	0.48	870.70	2.00	1,118.00	-	(244.82)	(244.82)	-
FLEX	0.89	0.02	107.00	107.00	-	0.91	0.91	(0.00)
ENDOW	5.53	5.22	30,821.00	30,826.00	-	5.75	5.75	-
HS	13,246.75	141,539.89	493,842.00	546,666.00	93,253.52	8,709.12	8,709.12	0.00
TOTAL	191,347.80	1,075,405.88	1,736,984.00	1,600,137.00	982,390.54	421,210.14	421,210.14	(0.00)

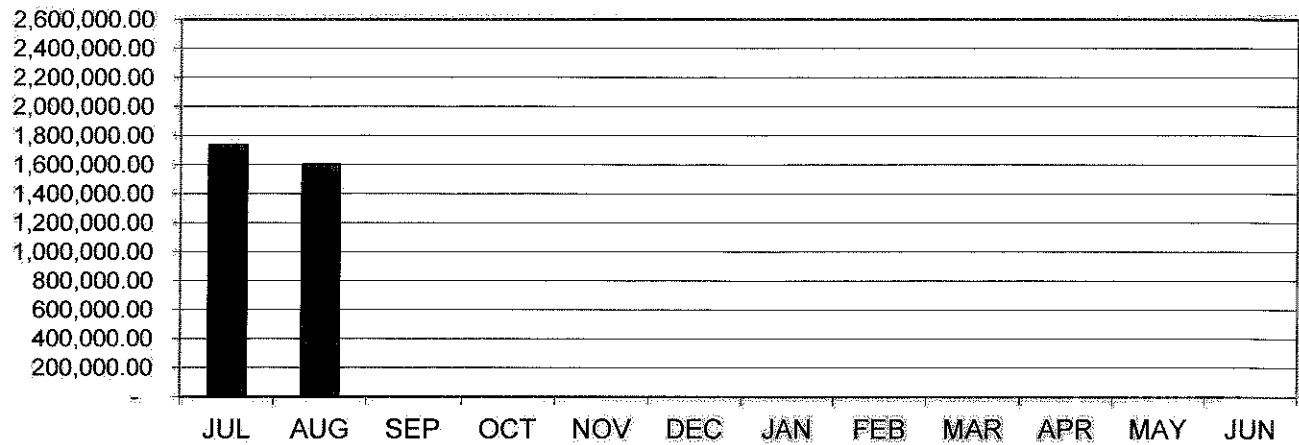
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	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
101 General	114,172.00	204,820.00										
110 Transport	90,306.00	109,178.00										
114 Retirement	55,738.00	52,360.00										
115 Misc Fed	61,573.00	61,583.00										
117 Adult Ed	26,697.00	26,803.00										
121 Comp Abs	8,695.00	8,696.00										
126 Impact Aid	240,816.00	150,559.00										
128 Technology	45.00	1,349.00										
129 Flex	519,606.00	299,508.00										
182 Interlocal	125,584.00	138,615.00										
201 General	132,102.00	220,029.00										
210 Transport	61,165.00	73,115.00										
212 Hot Lunch	7,775.00	7,776.00										
214 Retirement	36,718.00	32,512.00										
215 Misc Fed	40,336.00	40,342.00										
217 Adult Ed	17,836.00	18,018.00										
218 Drivers Ed	1,843.00	2,621.00										
221 Comp Abs	8,281.00	8,282.00										
226 Impact Aid	156,856.00	111,920.00										
228 Technology	2.00	1,118.00										
229 Flex	107.00	107.00										
281 Endow	30,821.00	30,826.00										
TOTAL	1,736,984.00	1,600,137.00										

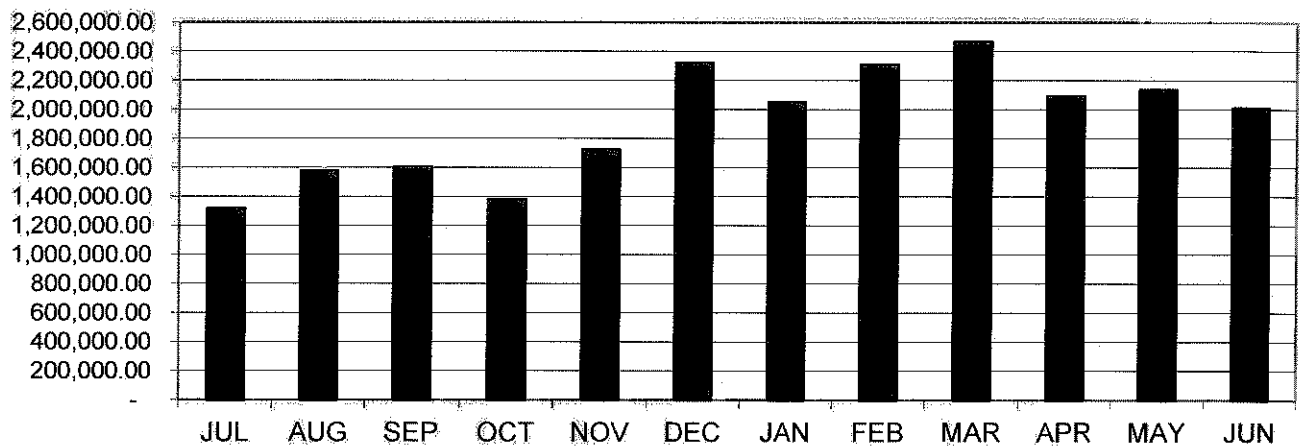
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
101 General	82,752.00	240,075.00	418,810.00	364,027.00	423,571.00	406,983.00	365,752.00	702,942.00	625,847.00	535,931.00	97,954.00	113,518.00
110 Transport	147,492.00	175,746.00	156,271.00	161,132.00	166,900.00	175,163.00	156,025.00	135,975.00	127,246.00	97,249.00	88,477.00	64,695.00
114 Retirement	89,051.00	81,387.00	66,397.00	43,971.00	30,797.00	73,735.00	60,548.00	45,169.00	54,061.00	39,224.00	-	55,552.00
115 Misc Fed	34,031.00	34,031.00	60,204.00	60,210.00	60,220.00	60,230.00	60,239.00	60,250.00	60,260.00	60,270.00	60,280.00	60,289.00
117 Adult Ed	19,946.00	19,184.00	18,749.00	18,521.00	22,830.00	24,392.00	24,799.00	24,517.00	24,334.00	24,084.00	25,601.00	23,917.00
121 Comp Abs	3,866.00	9,609.00	9,610.00	9,611.00	9,613.00	9,615.00	9,616.00	9,618.00	9,619.00	9,621.00	9,423.00	5,069.00
126 Impact Aid	84,037.00	60,390.00	60,404.00	60,414.00	60,424.00	181,756.00	181,766.00	181,796.00	252,890.00	243,328.00	243,370.00	254,579.00
128 Technology	1.00	2.00	910.00	834.00	793.00	744.00	745.00	745.00	45.00	45.00	45.00	45.00
129 Flex	255,884.00	196,946.00	179,963.00	107,631.00	254,977.00	506,461.00	477,750.00	404,861.00	644,992.00	480,399.00	1,076,739.00	717,974.00
182 Interlocal	126,738.00	253,657.00	203,090.00	159,739.00	123,693.00	267,633.00	225,216.00	242,968.00	184,659.00	178,049.00	194,893.00	179,309.00
201 General	74,143.00	93,189.00	47,134.00	-	142,280.00	137,416.00	87,770.00	131,586.00	99,193.00	68,215.00	20,081.00	136,483.00
210 Transport	51,669.00	65,625.00	52,557.00	54,673.00	81,304.00	91,068.00	80,536.00	67,741.00	61,671.00	42,576.00	45,378.00	44,507.00
212 Hot Lunch	5,962.00	8,329.00	2,216.00	5,169.00	21,663.00	23,486.00	22,666.00	16,212.00	15,391.00	30,309.00	12,856.00	7,335.00
214 Retirement	81,404.00	73,202.00	63,426.00	66,767.00	55,891.00	69,338.00	58,980.00	47,326.00	55,947.00	35,508.00	8,680.00	38,331.00
215 Misc Fed	37,520.00	37,520.00	37,539.00	37,546.00	37,552.00	37,558.00	37,563.00	38,810.00	38,390.00	38,396.00	38,403.00	38,409.00
217 Adult Ed	14,753.00	13,858.00	13,424.00	13,200.00	17,604.00	18,663.00	18,817.00	15,930.00	15,757.00	15,584.00	17,251.00	15,927.00
218 Drivers Ed	1,237.00	2,638.00	2,638.00	2,639.00	2,639.00	2,640.00	2,640.00	2,641.00	2,641.00	2,641.00	2,642.00	2,642.00
221 Comp Abs	5,001.00	8,302.00	8,303.00	8,304.00	8,305.00	8,307.00	8,308.00	8,310.00	8,311.00	8,312.00	8,314.00	8,315.00
226 Impact Aid	178,933.00	178,992.00	179,020.00	179,052.00	179,081.00	200,601.00	142,573.00	142,606.00	155,430.00	155,453.00	155,479.00	213,560.00
228 Technology	1.00	1,764.00	993.00	696.00	402.00	402.00	402.00	402.00	2.00	2.00	2.00	2.00
229 Flex	-	-	-	-	-	75.00	75.00	75.00	75.00	75.00	107.00	107.00
281 Endow	26,159.00	26,169.00	26,173.00	26,178.00	26,182.00	26,187.00	30,458.00	30,462.00	30,468.00	30,805.00	30,811.00	30,815.00
TOTAL	1,320,580.00	1,580,615.00	1,607,831.00	1,380,314.00	1,726,721.00	2,322,453.00	2,053,244.00	2,310,942.00	2,467,229.00	2,096,076.00	2,136,786.00	2,011,380.00

	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

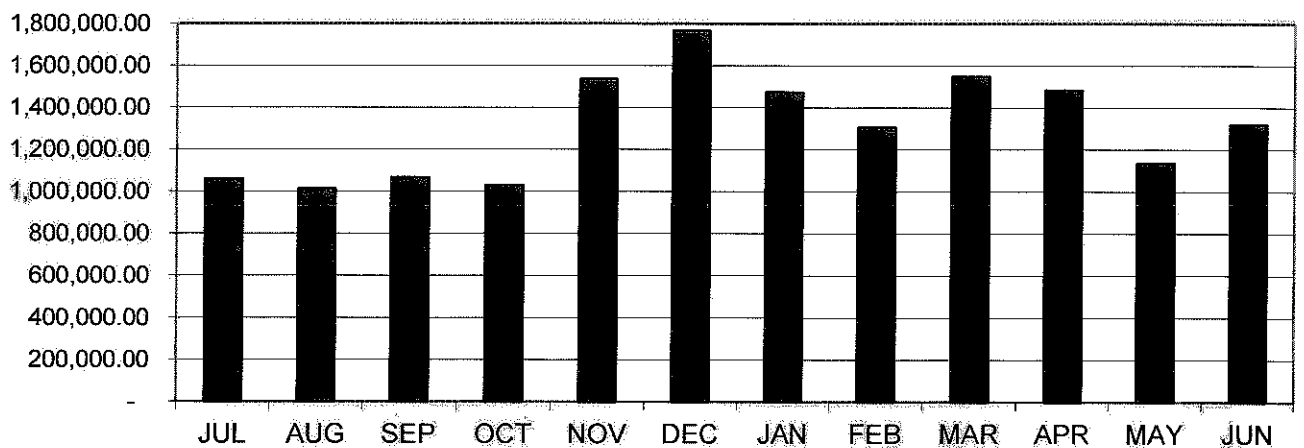
2014-15 INVESTMENTS



2013-14 INVESTMENTS



2012-13 INVESTMENTS



BALANCE ACCOUNTS FOR AUGUST

Cash on Hand		300.00
Checking Statement Balance:	49,125.67	

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

14290	PREVIOUS YEAR CHECK	11-12-2013	20.00
* 14303	PREVIOUS YEAR CHECK	09-10-2013	144.00
* 14314	PREVIOUS YEAR CHECK	09-10-2013	48.75
* 14383	PREVIOUS YEAR CHECK	11-15-2013	26.83
* 14433	PREVIOUS YEAR CHECK	11-15-2013	30.00
* 14437	PREVIOUS YEAR CHECK	11-15-2013	30.00
* 14606	PREVIOUS YEAR CHECK	06-03-2014	75.00
* 14708	FFA ALUMNI	08-15-2014	600.00
14709	ALL SEASON SPORT	08-15-2014	83.50
* 14711	MARIAH MACHART	08-27-2014	240.00
* 14713	MCA	08-09-2014	560.00
14714	JILL HERNESS	08-09-2014	59.50
14715	DAR'S DESIGNS	08-09-2014	300.00
14716	DAMON MCLAUGHLIN	08-27-2014	70.32
14717	GARY SINKS	08-27-2014	70.32
14718	TY GRAVES	08-27-2014	70.32
14719	JEFF MEAD	08-27-2014	118.91
14720	KEN TAYLOR	08-27-2014	164.50
14721	LARRY ROMO	08-27-2014	182.31
14722	JEANNA ADKINS	09-09-2014	167.62
14723	DARLA PUST	08-27-2014	173.38
14724	MARLEIGH MAULSBY	08-27-2014	215.19
14725	MIKE MACHART	08-27-2014	330.00
* 55560	PREVIOUS YEAR CHECK	06-09-2014	324.00
Outstanding Checks:			-4,104.45

Bank Balance:	45,021.22
Investment Balance:	0.00
Savings Balance:	0.00

Adjusted Balance:	45,021.22
Balance From Ledger:	45,021.22
(Balance From Ledger = Checking + Savings + Investment Balance)	

Balance From Ledger + Cash on Hand:	45,321.22
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Cash on Hand:	300.00
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Adjusted Balance + Cash on Hand:	\$45,321.22
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Account #	Account Name	Beginning Balance	Receipts	Expenditures	Transfers	New Balance
1	ANNUAL	3,901.35	0.00	0.00	0.00	3,901.35
2	ATHLETICS	7,399.65	370.05	3,035.13	0.00	4,734.57
26	CLASS OF 2013-SENIOR	0.00	0.00	0.00	0.00	0.00
3	CLASS OF 2014-SR	508.73	0.00	0.00	0.00	508.73
4	CLASS OF 2015-JR	2,183.02	0.00	0.00	0.00	2,183.02
5	CLASS OF 2016-SOPH	3,643.83	0.00	0.00	0.00	3,643.83
8	CHEERLEADERS G/B	160.76	0.00	0.00	0.00	160.76
9	FFA	4,474.87	0.00	800.00	0.00	3,674.87
10	BAND/CHOIR	1,845.40	0.00	0.00	0.00	1,845.40
11	STUDENT COUNCIL	361.12	220.05	0.00	0.00	581.17
12	SCHOOL PLAY	472.47	0.00	0.00	0.00	472.47
14	VO AG REVOLVING	2,817.42	0.00	0.00	0.00	2,817.42
7	8TH GRADE CLASS	159.30	0.00	150.00	0.00	9.30
16	JMG	275.35	0.10	18.05	0.00	257.40
17	BPA	10,692.39	0.00	0.00	0.00	10,692.39
18	EXPLORE AMERICA	3,254.37	0.00	300.00	0.00	2,954.37
21	MUSIC PARENTS	1,507.30	0.00	0.00	0.00	1,507.30
6	CLASS OF 2017-FRESH	1,917.12	0.00	0.00	0.00	1,917.12
24	ART	2,937.69	0.00	0.00	0.00	2,937.69
27	LIBRARY	381.56	0.00	59.50	0.00	322.06
25	SPANISH CLUB	-100.00	0.00	0.00	0.00	-100.00
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TOTALS		\$48,793.70	\$590.20	\$4,362.68	\$0.00	\$45,021.22

Sept Activities Report

Culbertson Board of Trustees,

Fall activities have all commenced. Homecoming week was held between September 15-20. Junior high and high basketball schedules have been finalized and are attached. Please note this year for Saturday high school home basketball games the times will be 1:00, 2:30, 4:00, and 5:30pm. Games on Friday will retain the original time format of 3:00, 4:30, 6:00, and 7:30 pm. Participation numbers for fall activities are listed below:

HS football: 21

HS Volleyball: 14

HS Cross Country: 10

Ele/JH Volleyball: 14

Ele/JH Football: 24

Ele/JH Cross Country: 9

Sincerely,

David Solem

Mr. Olson

Technology Report

School Board Meeting

Sept 23, 2014

The computer desks have been installed and computers have been hooked up. NOVA sent a representative to setup the desks. Mr. Dunphy, some high school students, and I also helped him when available.

I have been in contact with Gaffaney's and they have sent up a plan for resolving our network issues. By the school board meeting the computer lab should be wired in and ready to use.

The iPads for the elementary have arrived. Once wireless network issues are resolved I will set the iPads up on a managed app and connect them to the network.

I am still working on the time table for technology in school so it can be assessed for the life expectancy of devices and other hardware.

Mr. Olson
Principal's Report
September School Board Meeting
September 23, 2014

The recess and lunch restructuring has gone very well to this point. We have a reduced number of students in the lunch room and on the playground which has helped with accidents and discipline problems.

The student council did a great job organizing and coordinating the homecoming week activities. We will sit down as a group and look at ideas for next year.

Teachers have begun turning in goal sheets and teacher observations will begin the week of Sept 22

Mr. Dunphy has shown interest in teaching a Native American class for the 2nd trimester of this school year. It is a basic study of tribes in all regions.

Hookah Pens are gaining popularity in the community and maybe in our school. You must be 18 to purchase them so I will treat them as a tobacco product and follow handbook guidelines.

Below are the current enrollment numbers for K-12. We ended the 2013-2014 school year with **278** students with **72** students enrolled or unenrolled during the year.

The student enrollment numbers (as of 9-18-14) are as follows:

Month	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
Aug	28	26	23	24	29	28	26	19	16	13	25	19	19	295
Sept	27	25	22	25	30	27	26	17	15	13	24	19	18	288
Oct														
Nov														
Dec														
Jan														
Feb														
March														
April														
May														

Enrolled	9	5	3	5	6	3	3	3	2	0	5	1	1	46
Transferred	5	3	4	2	5	2	2	4	3	1	4	3	2	40
Total	14	8	7	7	11	5	5	7	5	1	9	4	3	86

Culbertson School Board Meeting

Superintendent's Report

September 23, 2014

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

- Sept. 4th Volleyball vs. Savage HERE
- Sept. 6th Football vs. Circle HERE
- Sept. 9th JH Football @ Fairview
Culbertson Fire Department Meeting
- Sept. 13th Football @ Scobey
- Sept. 14th MREA Board of Director's Meeting @ Bozeman
Fall Superintendent's Conference @ Bozeman
- Sept. 15th Fall Superintendent's Conference @ Bozeman
- Sept. 16th Fall Superintendent's Conference @ Bozeman
MQEC Meeting @ Bozeman
- Sept. 18th Homecoming Pep Rally
- Sept. 19th Homecoming Parade
- Sept. 20th Culbertson Cross Country Meet HERE
JH Football @ Plentywood
Volleyball vs. R&L HERE
HS Football vs. Hays-Lodgepole HERE
- Sept. 23rd Culbertson School Board Meeting
Culbertson Fire Department Training
- Sept. 25th Roose-Valley SPED Cooperative Meeting @ Brockton
- Sept. 27th JH Football vs. Broadus HERE
Volleyball vs. Scobey HERE
- Oct. 1st Culbertson Chamber of Commerce Meeting at noon
- Oct. 2nd Northeast Superintendent's Meeting @ Sidney
Volleyball vs. MonDak HERE
- Oct. 3rd Football vs. Wibaux HERE
- Oct. 9th Culbertson Parent/Teacher Conferences
- Oct. 13th JV Football vs. Fairview HERE
- Oct. 15th MCEL Conference @ Billings
- Oct. 16th MCEL Conference @ Billings
- Oct. 17th MCEL Conference @ Billings

Oct. 21st Culbertson School Board Meeting
Oct. 23rd Volleyball vs. Froid/Lake HERE
Oct. 24th Volleyball vs. Bainville HERE
Oct. 29th District 1C Volleyball Tournament @ Sidney
Oct. 30th District 1C Volleyball Tournament @ Sidney
Oct. 31st District 1C Volleyball Tournament @ Sidney
JH Basketball vs. Brockton HERE

B. Project updates:

1. North Gym Addition: The brick is finished including the awning entrance. The classroom has received the suspended ceiling, lights, windows, and flooring. The sheetrock has started on the 2nd floor.

2. Elementary Addition: The site work has begun. We hope to have the footings, stemwall, etc. completed by the end of September.

3. Bus Barn: We are waiting on the permitting. We hope to have the concrete poured by the end of September. I believe the boring for the ground source heat will occur by the end of September.

4. Fire Alarm Upgrade: The fire alarm system is up and functional. However, Simplex is finding some of the system components are antiquated and will need to be replaced. We are working to resolve the remaining issues and will be presenting them to the Board for approval as soon as possible.

5. Playground Equipment: We will be working this fall to get ideas from the students and staff for upgrading the major portion of the playground equipment that is approximately 25 years old. Our goal is to have a proposal for the Board to consider at the December meeting. We hope to have the plan approved and schedule the installation of the new equipment for June.

6. Bell/Clock System: The current system is limping along and we are currently getting bids for a new bell/clock system. The analog clocks in the elementary are in particular need of replacement. We hope to have a bid or bids for the Board to consider at the December Board meeting. If approved, the installation of the new system would begin in June.

7. Teacher Housing: We will be working this fall to get bid or bids for teacher housing to be placed on the Nay lot. Our goal is to have a proposal for the Board to consider at the December meeting. If approved, we hope to take delivery of the housing in June.

C. Lt. Governor's Visit

Lt. Governor, Angela McLean, was here on Friday, September 5th for a brief visit. Paul and Ron were able to sit in on the discussion with the Lt. Governor. The discussion topics during the visit included oil and gas revenues, educationally-direct and indirect oil field impacts, our school's construction projects, the high mobility rates of our student population, teacher recruitment and retention, and the Governor's "Early Edge" program. The visit also included a look into the new computer lab and a visit to the JMG classroom. Unfortunately, our time with the Lt. Governor was cut short due to travel difficulties (couldn't land the plane in Culbertson that day). Overall, I felt the visit was very productive and we have extended in the invitation for the Lt. Governor to return for a more complete tour of the school in the future.

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: 9-23-2014

AGENDA ITEM #: 14

AGENDA TITLE: Ad Hoc Committee Recommendation

SUMMARY: Attached is a copy of the recommendation from the Ad Hoc Committee that the Board received in August School Board Meeting Committee Reports.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

Recommendation to Culbertson School Board

The ad hoc committee appointed to hear the Gourneau appeal reports its findings and recommendations to the Culbertson School Board as follows:

1. Emma Gourneau sprained her ankle on January 31, 2014. The Coach did not file an injury report. An injury report has never been filed by any coach for a sprained ankle. The policy is not clear regarding what level of injury must be reported in writing.
2. On February 3, 2014, Emma Gourneau provided a medical statement outlining "No B-Ball until reevaluation." This was provided to the school, but not to the coach. The policy does not state whether provision of the medical statement to the school is sufficient notice to the coach.
3. Emma Gourneau never provided a written release from her medical provider, to any school official, allowing her to play Basketball. The policy states:

Any athlete receiving a doctors examination must bring back a statement explaining the nature of the problem and what may or may not be done in practice and what needs to be done rehabilitations wise. This statement will normally have a release date or require the athlete to come back for further examination.
4. It is unclear from the testimony and evidence whether Emma Gourneau could have actually played basketball given her injury due to the lack of follow up medical report. From February 3, 2014 throughout this dispute there is no evidence that Emma Gourneau was healthy enough to participate in practice or play at either the District or Divisional Tournament and thus whether she was physically healthy enough to play is undetermined. In the absence of a medical release, she should not have played whether she attended practices or games. The injury policy is not clear enough to deal with this specific situation in that it does not necessarily "require" a release date or a statement that the athlete is healthy enough to play.
5. Emma Gourneau was ill on February 12, 2014 and did not attend the 6:00 a.m. practice. Gourneaus contend that Emma did not miss the practice on February 12 without telling her coach. No report was made to the school regarding Emma's illness until after 8:00 a.m. when the office opened. The policy requires "Anyone who must miss a practice MUST notify the coach before hand". Emma did not comply with this policy. She did not report before practice and she did not report to the coach.
6. Emma was late to the last home game. She was not expected to play that game but was expected to attend and support her team. The policy provides "As a general rule coaches like to have their athletes dressed 30 minutes prior to game time". The policy also provides "Most coaches like to have their athletes dressed and ready to go 15 minutes prior to the practice start time". The policy is inconsistent.
7. The policy provides "An unexcused missed practice will result in a 1 (one) game/contest suspension."
8. Gourneaus contend that Emma's absence at the District Tournament games does not, under the policies, warrant suspension for the Divisional Tournament games. The Coach suspended her from Divisional play because Emma did not attend the District Tournament games.

9. The athletic policy does not define practice and thus it is not clear whether a game is equal to a practice. This policy is unclear.
10. A disciplinary report form is contained within the handbook. There is no policy defining when it is to be used.
11. Where the policy is not definitive, coaches are given discretion to manage their team and players.
12. Gourneaus request as a remedy, an apology from Coach Sullivan to Emma Gourneau for the game suspensions occurring during the Divisional Basketball tournament.

The Committee therefore recommends the following relief:

The Board concurs that the policy was not clear enough to deal with the specific situation with regard to missed games, late attendance at the home game and return to practice or playing without a medical release. However, in the absence of clear policy, the coach is allowed to use his or her discretion and the Coach appropriately did so. The Board should review its athletic policies to resolve and correct these issues for future situations, keeping in mind that situations will always arise that cannot be specifically resolved by policy.

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 15

AGENDA TITLE: 2014-2015 Goal Setting

SUMMARY: Attached are just a few of the ideas that Mike and I have discussed in the past few months. I encourage each Board member to additional ideas to the meeting for discussion and consideration.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

Culbertson Public Schools

Goal Setting

2014-2015

Curriculum

- Complete the rewriting of the K-12 Health & Physical Education Curriculum

Student Achievement/Attendance

- Increase achievement on SBAC and ACT assessments by 5%
- Continue to provide additional assistance through Title I and Special Education programs
- Increase achievement through an increase in student attendance (over 94%)

Staff

- Continue K-6 inservice training in our math and language arts curriculums
- Continue recruitment efforts to fill future openings as they occur
- Review the custodial and maintenance staffing needs as the building grows
- Review the staffing needs as the student population grows/changes
- Review the Principal staffing needs as the number of staff grows

Technology

- Continue efforts to increase internet speed
- Replace antiquated technology as needed
- Discuss the future of laptops in the elementary classrooms

Transportation

- Complete the construction of the bus barn
- Continue to recruit activity bus drivers

Budgets

- Continue communicating our budget information to the Board, especially building projects
- Lobby for the oil and gas tax funding to stay in the areas of impact

Policy

- Begin the process of reviewing all of our Board policies

Buildings & Infrastructure

- Complete the construction of the health classroom and weight room addition
- Complete the construction of the four additional elementary classrooms by summer 2015
- Discuss the future of the Old Armory Gymnasium
- Plan for the purchase and delivery of four apartments to be placed on the Nay Lot
- Plan for the replacement of the antiquated equipment on the playground
- upgrade football field lighting
- upgrade football field bleachers

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 16

AGENDA TITLE: College Graduate Credit Request(s)

SUMMARY: Attached please find the request from Stacy Herson.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

Culbertson School District #17

Teacher Graduate Credit Request Form

Teacher: Stacy Herson

College Course Title: Curricular Integration of Educational Technology

Number of Graduate Credits: 1 2 3 4 5 6 7 8

Type of Graduate Credits: semester quarter

Name of Institution: Grand Valley State University

Description of college course and potential impact for Culbertson students:
(Please attach all appropriate documentation)

Integrating technology into curriculum.

See attached syllabus for specifics.

For Culbertson School District Use Only

_____ College Course Approved by the Culbertson School Board

_____ College Course Denied by the Culbertson School Board

Culbertson School Board Meeting Date: _____



GRAND VALLEY STATE UNIVERSITY

EDT619: Curricular Integration of Educational Technology

Dr. Jason Siko, Instructor
Office: 449C DeVos Center
Office Hours: by appointment
Online: sikoj@gvsu.edu
Phone: (616) 331-6652

Course Description

Focusing on issues related to integrating educational technology into existing curricula, this course provides extensive experiences using the Internet and other resources for subject matter teaching and learning. Students will investigate learning theory and exemplary uses of technology in teaching and learning in educational settings. Prerequisites: students who enroll in this class must have regular, dependable access to the Internet and the skill, knowledge and confidence to use the required technology and software for their own self-directed learning.

Course Objectives

This course is intended to provide participants with an opportunity to learn about classroom uses of computers and the Internet. Using a variety of resources – including research papers, personal experiences, online resources, and class discussions – we will examine in detail the impact computers and the Internet can have on teaching and learning when integrated into K-12 classroom settings. We will focus on specific applications of computers in subject-area teaching and learning, using some guiding principles to help us think about these uses, and looking at how these resources can be helpful for subject matter teaching and teacher professional development. Central to this course will be connecting these ideas with our own experiences in the classrooms and schools where we work. Students are encouraged to bring practical classroom experiences with computers, and other technologies, to the class discussions so that others might benefit from these experiences. The readings and online resources provide a wealth of valuable ideas, curricular materials, and first-hand experiences for integrating technology into the K-12 curriculum. Students will work collaboratively, or individually, on the development of curricular materials that incorporate some form of technology along with a plan for implementation in their school setting.

Course Materials

There is no required text for this course. All materials will be available on Blackboard. Any services that you are asked to utilize outside of Blackboard are free of charge.

Special Services

The Office of Academic Support (OAS) assists students with physical or documented learning disabilities. Services such as assessment testing, study skills development, academic advising, test-taking assistance, and tutoring are offered through this office. As required by the Americans with Disabilities Act, accommodations are provided to ensure equal opportunity for students with verified disabilities. If you have a disability that requires accommodations, notify your instructor or contact the office for disability support services at 616-331-2490 or <http://www.gvsu.edu/oas/>.

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 17

AGENDA TITLE: Guest Teacher Application(s)

SUMMARY: Attached please find the two (2) applications that have been received at this time.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

APPLICATION FOR EMPLOYMENT

PRE-EMPLOYMENT QUESTIONNAIRE
EQUAL OPPORTUNITY EMPLOYER

PERSONAL INFORMATION

DATE 8/29/2014

NAME (LAST NAME FIRST) <u>McLinder Lindsey Ann</u>		SOCIAL SECURITY NO. <u>501 - 02 - 9098</u>	
PRESENT ADDRESS <u>PO Box 345</u>	CITY <u>W. Culbertson</u>	STATE <u>MT</u>	ZIP CODE <u>59218</u>
PERMANENT ADDRESS <u>5909 Rd 1020</u>	CITY <u>Culbertson</u>	STATE <u>MT</u>	ZIP CODE <u>59218</u>
PHONE NO. <u>(701) 590-2613</u>	REFERRED BY <u>Angie Toisutit (Buck)</u>		

EMPLOYMENT DESIRED

POSITION <u>Substitution Teacher</u>	DATE YOU CAN START <u>Immediately</u>	SALARY DESIRED <u>Tbd</u>
ARE YOU EMPLOYED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
EVER APPLIED TO THIS COMPANY BEFORE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	WHERE?	WHEN?

EDUCATION HISTORY

NAME & LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED
GRAMMAR SCHOOL <u>Grassy Butte Elementary School</u>	<u>K-6</u>	<u>yes</u>	
HIGH SCHOOL <u>Watford City High School</u>	<u>7-12</u>	<u>yes</u>	<u>Diploma</u>
COLLEGE <u>Dickinson State University</u>	<u>2 yrs</u>	<u>NO</u>	<u>Most general education classes</u>
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL			

GENERAL INFORMATION

SUBJECTS OF SPECIAL STUDY/RESEARCH WORK OR SPECIAL TRAINING/SKILLS <u>Inventory Management, Parts Management</u>	
<u>Date (Carnegie 12 week course, David Spader</u>	
<u>Business Management</u>	
U.S. MILITARY OR NAVAL SERVICE <u>NO</u>	RANK

FORMER EMPLOYERS (LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH LAST ONE FIRST)

DATE MONTH AND YEAR	NAME & ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM <u>Oct. 2013</u> TO <u>this week</u>	<u>BORDER PLAINS Equipment</u> <u>13942 West Front St.</u>	<u>19.00</u>	<u>parts support</u>	<u>termination</u> <u>(first time ever fired)</u>
FROM <u>April 2010</u> TO <u>Oct. 2013</u>	<u>TRAN Machinery</u> <u>13954 West Front St.</u> <u>Williston ND 58801</u>	<u>24.00</u>	<u>Parts Manager</u>	<u>Replaced by Border Plains</u> <u>for a position I desired.</u> <u>(position later eliminated)</u>
FROM <u>Nov. 2009</u> TO <u>April 2010</u>	<u>Basin Concrete</u> <u>Williston, ND</u>	<u>14.00</u>	<u>Parts support</u>	<u>Needed better benefits</u> <u>and more money</u>
FROM				
TO				

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: ABIMBOLA ADEYEYE

Address (street or P.O. Box): 1611 1ST AVENUE W

City/State/Zip Code: WILLISTON, ND 58801

Phone Number: (317)-332-8748 Message/alternate phone number: _____

Please complete the following:

Do you have a high school diploma? ☒ Yes ☐ No

Where from: NIGERIA

Do you have a college degree? ☒ Yes ☐ No

Where from: NIGERIA

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.

☒ Kindergarten

☒ 1st Grade

☐ 2nd Grade

☐ 3rd Grade

☐ 4th Grade

☐ 5th Grade

☐ 6th Grade

☐ JH/HS Science

☐ JH/HS English & French

☐ JH/HS Mathematics

☐ JH/HS Social Studies

☐ 7-12 Business

☐ 7-12 Agriculture Education

☐ 7-12 Special Education

☐ K-12 Art

☐ K-12 Music

☐ K-12 P.E.

☐ K-6 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

AA/Ag
Signature of Applicant

9/2/2014
Date

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 18

AGENDA TITLE: 2014-2015 Classified Staff Contract(s)

SUMMARY: Custodian: Norine would like to recommend Jennie Steege for the position of full-time custodian.

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: 9-23-2014

AGENDA ITEM #: 19

AGENDA TITLE: 2014-2015 Extra-Curricular Contract(s)

SUMMARY:

- a. Junior High Boys' Basketball Coach – Dave Solem would like to recommend Gordon Oelkers.
- b. Junior High Girls' Basketball Coach - Dave Solem would like to recommend Valli Hauge.
- c. High School BPA Assistant Advisor – Shawn Harkins would like to recommend Elizabeth Harkins.

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: 9-23-2014

AGENDA ITEM #: 20

AGENDA TITLE: Board Policy – Dual Enrollment

SUMMARY: We have been receiving an increase in requests and inquiries for dual enrollment with colleges by parents and students. As of right now, we have no formal policy on the matter. Attached please find the administration's recommendation for a policy addition to help address the matter.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Salvevold					
Larsen					
Kirkaldie					
Cullinan					

3-04-107. Dual Enrollment – College Credits.

Culbertson High School will permit a qualified student to take college classes from an accredited university, in order that a student may include a great variety learning experiences within the student's educational program. These credits will count toward graduation from Culbertson High School, if the student receives prior approval from the Principal on each course. Three college semester credits will count as one-half (1/2) elective Culbertson High School credit.

Adopted:

Revised:

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 21

AGENDA TITLE: Athletic Handbook Recommendations

SUMMARY: Dave Solem will be forwarding the recommendations to me soon.
I will forward them to the Board as soon as I have received them.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 22

AGENDA TITLE: Driver Education Request

SUMMARY: I have been approached by a parent requesting the school offer Driver Education for students that were not able to attend last summer's class due to scheduling conflicts. A licensed and certified instructor has moved into the area and is willing to offer the course if Board approved.

The Board has in the past offered the course to students during the spring semester. The Board could consider offering the course in any or all of the following options:

- winter semester
- spring semester
- summer

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 23

AGENDA TITLE: Curriculum Request: Native American Studies Course

SUMMARY: Chris Dunphy would like to request offering a Native American Studies Course for winter semester of this school year. Attached is the syllabus for the course. If approved I would recommend that is course be offered during 5th period during the winter semester.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

Native American Studies

Chris Dunphy

Course Content

1. This course is designed to equip students with the skills, knowledge, and disposition to meet the Indian Education For All initiatives. This course will probe the history, traditions, customs, values, beliefs, ethics, and contemporary affairs of North American and Montana Indians.
2. Course Bibliography:
The Native American Experience By Jay Wertz
Encyclopedia Of Native American Tribes by Carl Waldman
Montana Indians Their History and Location,
Fast Facts about Montana Indians, Essential Classroom Lesson Plans on Montana Tribes.
3. This Course meets the standards for Indian Education For All Article X of the Montana Constitution, MCA 20-1-501ff.
4. Over 12 weeks we will be looking at Native Americans across the different Regions Of the United States, and the different Tribes of Montana. We will be looking and comparing their basic Customs and Cultures and Histories. Also we will be looking at Tribal Governments, Treaties, and Federal Indian Laws.
5. Objectives that I hope to see is after taking this course which is open to all races that there maybe some understanding of the Culture and Appreciation of it also.

6. For the Course work we will be doing reading, researching, and there will be some tests. Which will account for about 50% of their grade. Each day they will have an assignment compiling notes, research, and discussions into a journal that will include their thoughts and opinions on issues. The Journal will account for 50% of the grade. Each assignment in the journal or tests will be worth 25 possible points to equal about 1300 Possible points.

7. Grading will be a new process. As the course will be hands on and lots of participation It's about the knowledge and understanding of the subject Grading will be as followed:

Categories for grading will be Discussion, Research, and Cultural Awareness.

A= Advanced 25/25 Possible Points

B= Proficient 22/25 Possible Points

C= Partially Proficient 19/25 Possible Points

D= Novice 17/25 Possible Points

F= Not Attempted 0/25 Possible Points

8. Make up work /Extra Credit -- Will be allowed at any time. I truly want my students to succeed in this class. So I will make case by case exceptions.

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 24

AGENDA TITLE: Elementary and High School District Boundary Revision

SUMMARY: Currently the east boundary for the elementary and high school districts (that is shared with Bainville) is cut down the middle of a land section and has been since 1910 or so. Roosevelt County (and the state I would assume) would like to move the boundary lines for the school districts to lie on a section line rather than be in the middle of a section. Bainville would like to propose that one district boundary be moved to east and the other district boundary be moved to the west. This change of boundaries requires approval from both the Bainville School Board and the Culbertson School Board.

I am making inquiries to the county as to when this would go into effect, if approved. I assume the effective date on this would not be for another fiscal year (2016), but I will wait for clarification.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 25

AGENDA TITLE: Band Program Instrument Proposal

SUMMARY: Lana Hekkel will be making a proposal to the Board concerning the band program instrument. I have not received the proposal yet, but will forward it to the Board if I receive it before the meeting on Tuesday.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 26

AGENDA TITLE: Classroom Camera Proposal

SUMMARY: Several staff members have made requests since the beginning of school to have security cameras placed in their classrooms. I am hoping to have a quote from Nexus for the Board to consider at the meeting on Tuesday.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 27

AGENDA TITLE: Spanish Club Summer 2016 Trip Proposal

SUMMARY: Tara Swanepoel will be at the meeting on behalf of the Spanish Club with details of the trip and is seeking Board approval for this venture.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 28

AGENDA TITLE: Petty Cash Account Signature Card Request

SUMMARY: Lora Finnicum would like to recommend adding Rhonda Larsen to this signature card.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 29

AGENDA TITLE: Recertification Credit Reimbursement Requests

SUMMARY: Attached please find two (2) requests for reimbursement. The Master Agreement outlines that any teacher with a master's degree is eligible for reimbursement of up to four (4) college semester credits for the purpose of recertification every five years.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

Culbertson School District #17

Master Degree Recertification/Renewal Credit Reimbursement Form

Teacher: Dianne Larsen

College Course Title: iPad Revolution 21st Century

Number of College Semester Credits: 1 2 3 (4)

Name of Institution: The Heritage Institute

Reimbursement Requested: \$ \$ 535.00

Please attach college course description and/or other appropriate documentation.

For Culbertson School District Use Only

_____ Credit Reimbursement Approved by the Culbertson School Board

_____ Credit Reimbursement Denied by the Culbertson School Board

Culbertson School Board Meeting Date: _____

larsend@nemont.net

E-mail

Compose

Addresses

Folders

Options

Sign Out

Forward

Forward as Attachment

Reply

Reply All

Message List

Unread

Delete

**Subject:** The Instructor has marked an Online Course as complete at hol.edu**From:** registrar@hol.edu**Date:** Wed, May 21, 2014 11:30 pm**To:** larsend@nemontel.net**Priority:** Normal**Options:** [View Full Header](#) | [View Printable Version](#) | [Download this as a file](#) | [Add to Address Book](#) | [View Message Details](#) | [View as HTML](#)

```
h3 { margin: 15px 0 5px 0; }  
ul { margin-top: 5px; margin-bottom: 5px; }
```

On 05/21/2014, the Instructor marked the following course as completed for yc
iPAD REVOLUTION: 21st Century Technology In The Classroom - CM401o, CM5
Level: 500 Level

COMMENTS:

Please go to the following page http://www.hol.edu/online_course.cfm
and login using your email address, password and course key to review any
comments your instructor has made.

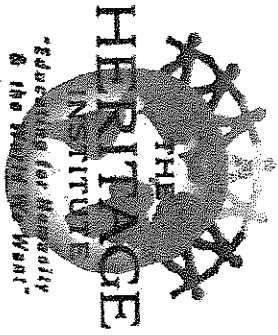
COURSE EVALUATION

To complete your coursework, use the link below to respond to a 2-3 minute
online Course Evaluation.
The information you provide will help us improve our course offerings.

<http://www.hol.edu/course-evaluation.cfm>

DOCUMENTS:

hol.edu



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Search: course #, title, instructor, credits

Like 233



Credits awarded are Antioch University continuing education QUARTER credits. See Policies for more information.

Example: 3 QUARTER Credits = 2 Semester Credits



REGISTRATION CONFIRMATION - THE HERITAGE INSTITUTE

Course #	Section	Course Name	Dates	Credit Level	Tuition
CM4010,	A	IPAD REVOLUTION:	Six months from date of registration	500 Level	\$535.00
CM5010		21st Century ...			
Total					\$535

Contact Information

Dianne Larsen
Box 11
116 Centennial Drive
Culbertson, Montana 59218
USA

Heritage Information

The Heritage Institute
PO Box 1273
Freeland, WA 98249
Phone: (360) 341-3020
FAX: (360) 341-3070
E-Mail: registrar@hol.edu

You will receive by E-MAIL a notification that your registration has been received. If you do not receive this confirmation, please write registrar@hol.edu or call The Heritage Institute at 360/341-3020 during our office hours of 9am to 5pm, PT, Monday through Friday. Please be sure that e-mail from 'registrar@hol.edu' will not be blocked by your system; add us to your approved

Culbertson School District #17

Master Degree Recertification/Renewal Credit Reimbursement Form

Teacher: Tara T. Adams

College Course Title: Leading Professional Learning

Number of College Semester Credits:

1

2

③

4

Communities

EDU
523

Name of Institution: Marylhurst University

Reimbursement Requested: \$ 1,653.⁰⁰

Please attach college course description and/or other appropriate documentation.

For Culbertson School District Use Only

☐ Credit Reimbursement Approved by the Culbertson School Board

☐ Credit Reimbursement Denied by the Culbertson School Board

Culbertson School Board Meeting Date: _____

Registration and Finances



Register | Add | Drop - Course Details



Add/Drop > > Course Details

Course Details

Leading Professional Learning Comm (EDU 523 A)

Back

Instructor(s): McMahan, Lynne A ;

Fall 2014, GRADUATE	3.00 Credit(s), * Regular class
Dept: EDU	Clock Hours: 0.00
Status: Open (14 out of 20 seats)	

This course has other requirements. Course Requisites

Note: Pre-meetings req'd; contact Education Dept.

Course Schedules

Day & Time	Date(s)	Location
To Be Announced	9/29/2014 - 12/14/2014	
	9/29/2014 - 12/14/2014	Marylhurst University, Online, WEB

Course Description

EDU 523 Leading Professional Learning Communities Through Teacher Leadership (3 crs.) >>> This course focuses on identifying the characteristics of a learning community classroom, the propensities of learning community teachers, and the stages of growth group development in establishing a learning community. Course activities include study of personal planning, implementing, and reflecting strategies for establishing a learning community classroom and guiding others in these efforts.

All courses in the Department, GRADUATE Division

Cross-listed Courses

Course	Type	Title	Capacity	Enrollment	Waitlisted
EDU 523 A	Parent	Leading Professional Learning Comm	20	6	0
Totals:			20	6	0

Extended Course Description and Purpose:

This course will take the foundation of culturally proficient instructional leadership, peer coaching and mentoring to the next level of understanding and practice. Teacher leader candidates will further develop their leadership skills through modeled professional learning community processes, moving from classroom leadership to grade and cross grade level team development, to influencing school-wide, district-wide and organizational learning cultures. Using school culture as a foundation, other learning organization leaders will be able to make connections, as well as applications to their current focus and work, from the learning and skills developed in this course.

Essential question:

The learning community members in this course will ultimately address the following essential question:

How do we, as teacher leaders or organizational leaders, effectively influence professional learning communities that promote a continual improvement process and high expectations for student and adult learning?

Prerequisites:

Admission to the MED program or License Only program

Required texts:

- Conzenius, A. & Morganti-Fisher, T. (2011). *More Than a SMART Goal: Staying Focused on Student Learning*. Solution Tree Press. ISBN-13: 978-1935543244
- Thompson, R. Kitchie, L. & Gagnon, R. (2011). *Constructing an Online Professional Learning Network for School Unity and Student Achievement*. Corwin Press, ISBN-13: 978-1412994927
- Venables, D. (2011). *The Practice of Authentic PLCs: A Guide to Effective Teacher Teams* Daniel R. Venables. Corwin Press, ISBN-13: 978-1412986632

Supporting texts:

- Kilhion, J. and Roy, P. (2009). *Becoming a Learning School*. National Staff Development Council (NSDC). ISBN 978-0-9800393-6-8
- Lindsey, D., Jungwirth, L., Pahl, J., & Lindsey, R. (2009). *Culturally Proficient Learning Communities: Confronting Inequities Through Collaborative Curiosity*. Corwin Press, ISBN-13: 978-1412972284
- Dufour, R., Dufour, R. & Eaker, R. (2006). *Professional Learning Communities at Work: Plan Book*. Solution Tree Press. ISBN 978-1-932127-95-9

Additional articles and text chapters will be provided during the course. Additional resources include:

- Learning Forward (previously NSDC)-- <http://learningforward.org/>
- Learning Forward Oregon--<http://www.learningforwardoregon.org/>
- Teacher Leader Model Standards--<http://teacherleaderstandards.org/index.php>

Marylhurst University Department of Education

Preparing professional educators who demonstrate excellence in teaching, commitment to social justice and courage in advocacy, through collaboration with students, families, and communities.

Fall 2014

EDU 523A: Leading Professional Learning Communities

Instructor: Lynne McMahan

Contact Information: lmcmahan@marylhurst.edu

Authorization Level	Endorsement	Program
___ Early Childhood/Elementary	___ ESOL	___ MAT
___ Middle School/High School	___ Reading	<u>X</u> MED*
*Teacher Leadership Concentration		

Pre-Meeting Dates: August 19, September 27* and Online Sessions--weeks of Sept. 8th & 15th Meeting Dates: October 25*, and November 15* and Online, Oct. 6th & 13th, and Nov. 3rd; Time in the Field will be built in. (*Dates Subject to change based on group)

[Textbook ordering will be through a virtual bookstore and the on-campus store will no longer be carrying textbooks. Find your textbooks at the virtual store: <http://bookstore.mbsdirect.net/marylhurst.htm>. A portion of all MBS sales will benefit the university.]

Catalogue Course Description:

This course focuses on identifying the characteristics of successful and sustainable professional learning communities through the expanded role of teacher leadership. Teacher leaders will focus on the development of the knowledge, attitudes, skills, aspirations and behavior necessary in effecting their professional learning teams, facilitating professional development for themselves and their colleagues, and adeptly using collaborative and continual improvement processes.

COURSE GOALS/ OUTCOMES and ASSESSMENT STANDARDS:

Course Goal/ Outcome	Assessment Tool(s)	InTASC Standards and Conceptual Framework	Teacher Leader Model Standards and Standards for Professional Learning
<p>Students will further develop their teacher leadership skills through modeled learning community processes. They will refine and demonstrate their skills and ability:</p> <ol style="list-style-type: none"> 1. To develop and align mission and vision statements that support student, teacher, classroom, school, district and organizational goals. 2. To create positive school cultures; facilitating and fostering relationships that are inclusive and equitable, creating caring environments that support student and staff success. 3. To use facilitative leadership; guiding professional learning communities that focus on linking teacher learning to student learning through constructive problem solving processes and effective protocol use. 4. To support implementation of systems of continuous improvement, embedding reflective and analytic practice individually and collectively into daily practice in order to improve teaching and learning in their settings. 5. To use adaptive change leadership, creating innovative solutions that break through traditional barriers to transform schools and organizations for the 21st century. 	<p>Reflections/ Moodle posts</p> <p>Professional Development Facilitation</p> <p>Individual and Collective PLC Assessments</p> <p>Final project</p>	<p>This course integrates the Conceptual Framework by: Preparing professional educators who demonstrate excellence in teaching, commitment to social justice and courage in advocacy, through collaboration with students, families, and communities</p> <p>InTASC Standards identified:</p> <p>(9) Professional Learning and Ethical Practice</p> <p>The teacher engages in ongoing professional learning and uses evidence to continually evaluate his/her practice, particularly the effects of his/her choices and actions on others (learners, families, other professionals, and the community), and adapts practice to meet the needs of each learner.</p> <p>(10) Leadership and Collaboration</p> <p>The teacher seeks appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession.</p>	<p>Domain I: Fostering a Collaborative Culture to support Educator Development and Student Learning</p> <p>The teacher leader understands the principles of adult learning and knows how to develop a collaborative culture of collective responsibility in the school. The teacher leader uses this knowledge to promote an environment of collegiality, trust, and respect that focuses on continuous improvement in instruction and student learning.</p> <p>Domain II: Accessing and Using Research to Improve Practice and Student Learning</p> <p>The teacher leader understands how research creates new knowledge, informs policies and practices, and improves teaching and learning. The teacher leader models and facilitates the use of systematic inquiry as a critical component of teachers' ongoing learning and development.</p> <p>Domain III: Promoting Professional learning for Continuous Improvement</p> <p>The teacher leader understands the evolving nature of teaching and learning, established and emerging technologies, and the school community. The teacher leader uses this knowledge to promote, design, and facilitate job-embedded professional learning aligned with school improvement goals.</p> <p>Domain IV: Facilitating Improvements in Instruction and Student Learning</p> <p>The teacher leader demonstrates a deep understanding of the teaching and learning processes and uses this knowledge to advance the professional skills of colleagues by being a continuous learner and modeling reflective practice based on student results. The teacher leader works collaboratively with colleagues to ensure instructional practices are aligned to a shared vision, mission, and goals.</p>

COURSE METHODOLOGY and PURPOSE

This course will involve teacher leaders (instructor and teacher leader candidates) in learning activities that include, but are not limited to: lecture/ presentations, video, face-to-face and online dialogue, and projects in class and in the field.

Teacher leaders will:

- create a professional learning community (PLC) in which caring, equity, social justice and inclusion are practiced and diverse perspectives supported;
- engage in meaningful learning experiences that provide differentiated learning for PLC members;
- implement applicable activities that connect leaders to their individual school, district and organizational priorities;
- develop habits of personal and scholarly reflection that examine professional practice; and
- embed the process of an inquiry-based continuous improvement cycle in one's personal and collective practice

COURSE REQUIREMENTS

An essential norm/ requirement: **prepare for each session** by reading assigned literature, ready to participate fully in class and Moodle activities and discussions.

1. **Reflection through Moodle dialogue and class discussions (Outcomes/ Goals 1-5):** ongoing, guided dialogue of your learning, identifying the changes in yours and others' *Knowledge, Attitude, Skill, Aspiration, and Behavior* (KASABs).
2. **Plan a professional development facilitation process (Outcomes/ Goals 2-3):** share with course PLC for critical friends' feedback; deliver plan to site PLC; and reflect on the process.
3. **Develop PLC Continuous Improvement Plan using SMART Goal process (Outcomes/ Goals 4-5):** included in continuous improvement planning and SMART goal setting; teacher leaders will consider the PLN (Professional Learning Network) concept for system sustainability.
4. **Individual and Collective PLC assessment (formative)** to identify where you as a teacher leader and where your site PLC is functioning on the continuum from the Learning School IC (Innovation Configuration) Map; planning for the next level, moving forward on the continuum.
5. **Final Project (Outcomes/ Goals 1-5):** synthesis paper (using APA Cite); beginnings of teacher leader portfolio, setting the stage for the practicum; and formal presentation of learning and practice from the course objectives.

MARYLHURST WRITING STANDARDS

Marylhurst Writing Standards: Writing is one of the central activities through which students learn, communicate, and demonstrate learning. Academic writing differs from other forms of writing in that it usually:

- is appropriately narrow in focus,
- presents an argument based on sound critical thinking,
- draws upon and properly acknowledges the work of others, and
- presents new understanding in an organized fashion.

Unless otherwise indicated by the instructor, all writing in Marylhurst University classes, from electronic bulletin boards, to personal essays, to formal research papers, will be evaluated on the basis of Standard American English, quality, creativity, effectiveness of argumentation and reasoning, and accuracy of information. In addition, academic writing will be evaluated on the selection and use of appropriate supporting material.

Documentation Style: Any information not original to the student must be cited in a recognized format—for example, APA, MLA, or Chicago—appropriate to the academic discipline. **Preventing Plagiarism:** Plagiarism is a form of academic dishonesty that occurs when a student uses information or material from outside sources without proper citation. Plagiarism is grounds for disciplinary action at Marylhurst. It is a student's responsibility to understand plagiarism and its consequences. Students should consult their instructor, their department chair, the Writing Center, or staff at Shoen Library if they have any questions about preventing plagiarism. Plagiarism occurs if:

1. The student doesn't cite quotations and/or attribute borrowed ideas.
2. The student fails to enclose borrowed language in quotation marks.
3. The student doesn't write summaries and paraphrases in his/her own words and/or doesn't document his/her source.
4. The student turns in work created by another person (e.g., another student, downloaded from the internet, etc.).

Students who submit or use their own prior work for a current course or work from one current course in another course without express permission from their professors may also be guilty of academic dishonesty.

Consequences: If it is determined that a student has plagiarized or engaged in other forms of academic dishonesty, the student will likely fail the assignment and possibly the course, despite points earned through other work. Acts of academic dishonesty are reviewed for disciplinary action by the Provost. **Engaging in plagiarism and other forms of academic dishonesty can result in dismissal from the University.** For additional information, see "Academic Honesty" in the 2012-13 Marylhurst Catalog and "Conduct Code" in the Student Handbook.

Writing Resources: Marylhurst's undergraduate and graduate programs have adopted a writing handbook, Diana Hacker's *A Writer's Reference*, 7th Edition, to help students develop their writing skills. The handbook can be accessed online <http://bes.bedfordstmartins.com/writersref7e/default.asp#t612701> or is available in the Marylhurst bookstore. Writing help is also available at the Marylhurst Writing Center that is located in the Shoen Library. Call for an appointment, 503.699.6277 or email writing@marylhurst.edu

Student Rights and Responsibilities: All members of the Marylhurst community are expected to act in ways that foster the university's primary function of education. Conduct that interferes with this educational responsibility will be dealt with directly.

Please refer to the Marylhurst University Student Handbook, for specific information about student rights and responsibilities, as well as the policies and procedures. The *Handbook* is available online at: www.marylhurst.edu/studenthandbook.

For further information contact the Dean of Students at 503.534.4023 or deanofstudents@marylhurst.edu.

Need For Accommodations: Students who experience disabilities are encouraged to contact the Coordinator of Accessibility and Disability Services at 503.636.8141, ext. 3344; 1.800.634.9982, ext. 3344; or [email adaservices@marylhurst.edu](mailto:adaservices@marylhurst.edu) for assistance in requesting classroom accommodations.

- IMPORTANT NOTICE REGARDING ACADEMIC POLICIES -

Course Completion

Students are expected to complete all courses for which they register.

Dropping a Course: Students may drop a course without penalty until the published add/drop deadline.

Withdrawal From A Course: Students who encounter unexpected difficulties after the add/drop deadline may officially withdraw from the course through the Office of the Registrar through the last scheduled class meeting (or last class date for online courses) as per the Schedule of Courses.

Incomplete: An Incomplete (I) grade may be granted at the discretion of the instructor when:

1. No more formal instruction is needed;
2. At least 75% of the coursework (e.g., assignments, class participation) has been completed; and
3. The quality of work has been satisfactory; but
4. Some coursework cannot be completed before the grading deadline due to illness or unexpected circumstances beyond the student's control.

The Incomplete is granted for a period of one academic term.

For more information on course completion and other academic policies, see www.marylhurst.edu/registrar/policies.php or the Marylhurst University Catalog.

ABOUT THE INSTRUCTOR

Lynne McMahan, Ed.D.

Bachelors Degrees: Liberal Studies/Elementary Education; Business Management, Sonoma State University, Rohnert Park, California
Masters Degree in Teaching & Administration Certification: Lewis and Clark College, Portland, Oregon
Doctorate in Educational Leadership: University of New Mexico, Albuquerque, New Mexico
Classroom Teacher: Grades 5-6, 5 years in California and Oregon
School Administration: 12 years at elementary and middle school level, Oregon and New Mexico
University Adjunct (PSU, Lewis & Clark, U of O and Prescott College): 8 years with school administration preparation and continuation
Educational Leadership Doctorate Committee participation (Lewis & Clark and University of Phoenix)
University Faculty, MED Coordinator, Reading Endorsement Coordinator, and License Only Coordinator (Marylhurst): 6 years

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 30

AGENDA TITLE: Professional Growth Allocation

SUMMARY: Each year the Board has encourage teachers to continue their professional growth by offering monies toward this goal. Last year the allocation was \$5,000.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 31

AGENDA TITLE: Sick Leave Bank Contributions

SUMMARY: Currently the Sick Leave Bank is short 35 days of being full. Contribution forms were distributed to the staff and any that are returned will be presented to the Board for approval at the meeting on Tuesday.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 32

AGENDA TITLE: 2014-2015 School Calendar Change

SUMMARY: I would like to request moving the parent/teacher conference in the fall semester from Thursday, October 2nd to Thursday, October 9th due to a conflict with a home volleyball match.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 33

AGENDA TITLE: Bus Route Monitor

SUMMARY: Larry Birch would like to request Raven Martell be compensated (\$10 per run) for serving as a bus monitor on the days an adult monitor has been unavailable during the afternoon routes this fall. Larry believes having Raven serve as the monitor is only temporary until the conclusion of the junior high volleyball season when Ms. Ligon will be available again.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 34

AGENDA TITLE: Request for Indian Club and Student Account

SUMMARY: Attached please find a letter from Chris Dunphy with the request.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
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

09/08/2014

Culbertson School Board,

I Chris Dunphy along with the Indian Education Committee for Culbertson Public School would like to Re-Activate the Indian Club for Culbertson School. The club is Part of My JOM program. We also ask that we may be able to open a student account for fundraising purposes. The club is open to all students regardless the race grades 3-12. The club is designed in the JOM Handbook as Cultural Development Activities. Which include some of these Idea's as the following: Cultural presentations by guest speakers, or tribal elders, or natives of other tribes, 2. Field trips to local historical native sites such as old villages, battle fields, travel routes. 3. Artifact Day put on by students, parents and community. 4. Cultural Foods Day. 5. Family Tree Project, 6. Student generated poetry, stories, film, and songs of cultural heritage, 7. Cultural clothing projects where students would create works to be displayed in a final day, 8. Historic photo project where students use photo copies and research the back ground information such as i.e., location, individual name, year, photographer, other information, 9. Research and compile a publication of games and recreational activities of the local tribes, 10. Cultural jewelry showcase, 11. Cultural Language Activities.

It is very beneficial and I hope we can open this back up to help save the culture and also shed some light on the culture and learn from one another. Again all races and backgrounds may participate.

Respectfully,



Chris Dunphy- JOM Coordinator

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

MEETING DATE: 9-23-2014

AGENDA ITEM #: 35

AGENDA TITLE: Closure of Student Account – Class of 2014

SUMMARY: Cassie Williams in requesting that the student account for the Class of 2014 be closed and the remaining funds balance of \$ 508.73 be transferred to another account or earmarked for a special project.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
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.