

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

NOTICE OF REGULAR SCHOOL BOARD MEETING

Monday – February 29, 2016, 6:30 PM

PREVIEW BILLS.....6:15 PM

CALL TO ORDER.....6:30 PM

ROLL CALL

01. Action, establish quorum

RECOGNITION OF VISITORS

- 02.

PUBLIC COMMENT FOR AGENDA ITEMS

- 03.

MINUTES OF PREVIOUS MEETINGS

04. Action, approve minutes from the following meeting(s)
- a. Tuesday, January 19, 2016 (Athletic Committee Meeting)
 - b. Tuesday, January 19, 2016 (Regular Board Meeting)
 - c. Monday, February 8, 2016 (Special Board Meeting)
 - d. Monday, February 15, 2016 (Negotiations Committee Meeting)
 - e. Tuesday, February 23, 2016 (Special Board Meeting)

FINANCE REPORT

REPORTS

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

12. Action, Board Policy 2nd Reading – School Support Organizations
13. Action, Booster Club Request

NEW BUSINESS

14. Action, College Graduate Credit Request(s)
15. Action, Guest Teacher Application(s)
16. Action, Student Council Constitution and By-Laws
17. Action, 2015-2016 Extra-Curricular Contract(s)
 - a. Junior High Track
 - b. Elementary Track
18. Action, Resignation(s)
19. Action, 2016-2017 Principal Contract
20. Action, 2016-2017 Technology Systems Coordinator Contract
21. Action, 2016-2017 Teacher Contracts
22. Action, 2016-2017 High School Football Assistant Coach Contract
23. Action, 2016-2017 School Calendar
24. Action, High School Cross Country Cooperative Agreement
25. Action, High School Speech & Drama Cooperative Agreement
26. Action, Teacher Reassignment
27. Action, Parent Request

PUBLIC COMMENT FOR NON-AGENDA ITEMS

- 28.

REPORTS (Continued)

29. Information, Trustees Reports/Requests.

DATE/TIME FOR NEXT MEETING

30. Date: Tuesday, March 15th Time: 6:30 p.m.
Potential Conflicts: Spring Superintendent's Conference @ Helena
Suggested Changes: Monday, March 21st

ADJOURNMENT

31. Time of adjournment: _____

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

Mission

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

Public Comment

(Agenda Items)

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

Thank you.

SCHOOL BOARD MINUTES
COMMITTEE MEETING
January 19, 2016
Tuesday – 6:00 p.m.

The Athletic Committee met to interview coach candidates at 6:04 p.m. Trustees present were: Ron Larsen and Gy Salvevold. Representatives were: Mike Olson and Lora Finnicum.

Visitors were recognized. Notice for public comment given. DJ Hauge was the sole applicant. Committee questioned the plans for the upcoming season and if there were any concerns. Bainville will not be participating as they have dropped from the coop. Committee discussed condition of equipment. Committee plans to recommend hire of DJ Hauge for the head football coach for 2016-17. Meeting adjourned at 6:15 p.m.

Chairman of the Board


Clerk

SCHOOL BOARD MINUTES

REGULAR MEETING

January 19, 2016

Tuesday – 6:30 p.m.

The Board met in regular session on Tuesday, January 19, 2016, at 6:30 p.m. Trustees present were: Chair Paul Finnicum, Amanda Cullinan, Cheryl Kirkaldie, Gy Salvevold, and Ron Larsen. Representatives were: Larry Crowder, Mike Olson, Dave Solem, and Lora Finnicum. Visitors were recognized. Notice for public comment given.

Ron Larsen made motion to approve the minutes of December 15, 2015 (regular board) meeting(s). Amanda Cullinan seconded motion. Motion carries unanimously.

Gy Salvevold made motion to pay the January bills, approve investments and note extracurricular balances. Amanda Cullinan seconded motion. Motion carries unanimously.

Payroll Warrants	50254 to 50292
Claims Warrants	61949 to 62029

Reports were given. Student Council presented their activities and expressed appreciation to the teaching staff for their efforts in coordinating the Olympic games at Christmas. Student Council also sponsored the Parade of Lights and plan to promote that each year. Elections will be forthcoming. Student Council presented a proposal to install a bottle fill outside of the gym, replace toilet seats and entry carpet at the Old Armory. FFA elections will also be upcoming. National Honor Society is looking at graduation stoles in place of cords, and seniors have begun planning graduation ceremony. Speech & Drama team is very strong and appreciations were expressed to coaches. Mr. Solem stated that resolutions from the MHSA meeting approved qualifying standards for class c track, but the automatic 8th grade participation was voted down. Mr. Olson reported that the technology committee staff will meet to discuss next year's budget and plan for board committee.

Gy Salvevold made motion to hire Lindsey Herness as part-time custodian. Ron Larsen seconded motion. Motion carries unanimously.

Amanda Cullinan made motion to approve graduate credit requests from Christina Olson. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Ron Larsen made motion to hire Samantha Fell as Guest Teacher, pending successful fingerprint and background check. Amanda Cullinan seconded motion. Motion carries unanimously.

Amanda Cullinan made motion to re-assign Elizabeth Harkins from Resource Aide to Custodian. Gy Salvevold seconded motion. Resource staffing is adequate at this time. Motion carries unanimously.

Athletic Committee conducted head football coach interviews and gave recommendation for hire. Ron Larsen made motion to hire DJ Hauge as head football coach. Gy Salvevold seconded motion. For motion: Kirkaldie, Larsen, Salvevold. Recuse: Cullinan. Motion carries.

SCHOOL BOARD MINUTES
REGULAR MEETING
January 19, 2016
Tuesday – 6:30 p.m.

Board considered request. Gy Salvevold made motion to increase driver's education teacher wage to \$25 per hour for Halvar Olstead. Ron Larsen seconded motion. Motion carries unanimously.

Mrs. Hekkel presented request for a band and choir tour to Minneapolis in May. Band booster fund will be utilized as well as fundraising. Gy Salvevold made motion to approve the tour and the funding proposal. Amanda Cullinan seconded motion. Motion carries unanimously.

Amanda Cullinan made motion to post Policy 1-04-157 School Support Organizations. Cheryl Kirkaldie seconded motion. The policy is modeled from MSBA and provides the District oversight for booster club activities. Motion carries unanimously.

Ron Larsen made motion to approve the Millard E. Peterson Scholarship Rules for Award changes. Awards will be increased to \$5,000 and the number of awards will be determined by the amount of monies available in trust on January 1st. Gy Salvevold seconded motion. Motion carries unanimously.

The 2015 Culbertson Public School Audit Report was presented. Gy Salvevold made motion to approve the report as submitted. Amanda Cullinan seconded motion. Motion carries unanimously.

Ron Larsen made motion to approve the request from Froid Schools to enter into our district for student transportation. Amanda Cullinan seconded motion. Motion carries unanimously.

Amanda Cullinan made motion to approve a resignation incentive of \$1,000 per year in the District, all-inclusive, to the first two applicants with February 11th deadline. Gy Salvevold seconded motion. Motion carries unanimously.

Student attendance issue will be tabled as parents have not been available for contact.

Notice was given for public comment for non-agenda items. Parent presented request for early graduation. Board may consider at next meeting. Next regular meeting scheduled for 6:30 p.m. on February 23, 2016. Resignation incentive deadline will be extended to coincide with the board meeting. Amanda Cullinan made motion to adjourn. Ron Larsen seconded motion. Motion carries unanimously. Meeting adjourned at 7:23 p.m.

Chairman of the Board


Clerk

SCHOOL BOARD MINUTES
SPECIAL MEETING
February 8, 2016
Monday – 7:00 a.m.

The Board met in special session on Monday, February 8, 2016, at 7:02 a.m. Trustees present were: Chair Paul Finnicum, Amanda Cullinan, Ron Larsen and Gy Salvevold. Representatives were: Larry Crowder and Lora Finnicum.

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

With oil revenues declining dramatically, Board plans to adopt a proposition to approve building the elementary addition and borrow against future oil revenues using the Board of Investments. Suggested amount would be \$1.6 million as a line of credit. Gy Salvevold made motion to conduct a mail ballot election. Ron Larsen seconded motion. Motion carries unanimously.

Amanda Cullinan made motion to hire Tessa Rumsey and Tasha Taberna as full-time custodians, replacing our temporary staff. Gy Salvevold seconded motion. Motion carries unanimously.

Notice for public comment given on non-agenda items. Meeting adjourned at 7:24 a.m.

Chairman of the Board



Clerk

SCHOOL BOARD MINUTES
COMMITTEE MEETING
February 15, 2016
Monday – 9:00 a.m.

The Negotiations Committee met for principal negotiations at 9:07 p.m. Trustees present were: Paul Finnicum and Amanda Cullinan. Representatives were: Mike Olson and Lora Finnicum.

No visitors were present. Notice for public comment given. Committee met with Mike Olson to discuss principal contract. With current contract being tied to the master agreement, upcoming wage will be \$62,594 with the possibility of a salary bump on the scale. Starting principals are being advertised for \$60,000 so Mr. Olson is not requesting any additional contract language. Committee discussed school safety and concealed weapons. Mr. Olson will not be requesting any changes to the technology contract language. Committee will make recommendations at the board meeting. Meeting adjourned at 9:30 a.m.

Chairman of the Board


Clerk

SCHOOL BOARD MINUTES
SPECIAL MEETING
February 16, 2016
Tuesday – 7:00 a.m.

The Board met in special session on Tuesday, February 16, 2016, at 7:05 a.m. Trustees present were: Chair Paul Finnicum, Amanda Cullinan, Cheryl Kirkaldie and Gy Salvevold. Representatives were: Larry Crowder and Lora Finnicum.

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

Gy Salvevold made motion to pay the February bills, approve investments and note extra-curricular balances. Amanda Cullinan seconded motion. Motion carries unanimously.

Payroll Warrants	50293 to 50345
Claims Warrants	62030 to 62127

Amanda Cullinan made motion to call for: 1) mail ballot election to be held on Tuesday, April 26, 2016, for the purpose of voting on the authorization to apply for funds through the Board of Investments in the amount of \$1.6 million, during a period not more than 15 years, for the purpose of building an elementary classroom addition with voted ballots being deposited at the Culbertson School Business Office between 8am and 8pm on election day and 2) poll election on Tuesday, May 5, 2016 from 12pm to 8pm with polling site at the Culbertson School for the purpose of electing one trustee and, if needed, levies required for the operation and maintenance of the elementary and high school general funds for the school year 2016-17. Gy Salvevold seconded motion. Motion carries unanimously.

Gy Salvevold made motion to appoint Allen Peterson, Esther Peterson, and LeEtta Waldhausen as election judges for both elections. Cheryl Kirkaldie seconded motion. Motion carries unanimously.

Cheryl Kirkaldie made motion to extend the deadline for the resignation incentive to February 29th to coincide with the regular board meeting date. Amanda Cullinan seconded motion. Motion carries unanimously.

Notice for public comment given on non-agenda items. Amanda Cullinan made motion to adjourn. Gy Salvevold seconded motion. Motion carries unanimously. Meeting adjourned at 7:08 a.m.

Chairman of the Board



Clerk

February AD Report

Culbertson Board of Trustees,

The 2015-2016 speech and drama team has ended a great year of competition. The team won divisionals for both speech and drama on January 22 in Roundup. The following week the team placed second in speech and first in drama at the state meet held in Ennis. Coach Gustafson was named class C speech and drama coach of the year also. The speech and drama team was recognized for their accomplishments at the February 6 home basketball game. High school basketball regular season, district, and divisional tournaments have all concluded. The boys team finished 4th at the district 2-C meet in Sidney. Culbertson hosted elementary jamborees on February 6 and 13. Senior recognition for speech and drama, cheer, and basketball was held on February 13. The 2016 track and field schedules are complete and attached. I hope to have the golf schedule finalized by the first week of March.

Sincerely,

David Solem

Culbertson Public Schools

Track and Field 2016

Date	Meet	Location	Grade
Sat. April 2	Glasgow	Glasgow	HS
Fri. April 8	Nashua	Glasgow	HS
Thurs. April 14	Fairview	Fairview	HS
Sat. April 16	Lambert	Lambert	HS
Fri. April 22	Sidney	Sidney	HS
Fri-Sat. April 29-30	Glendive Elks	Glendive	HS
Tues. May 3	Top 10	Glasgow	HS
Fri. May 6	Wolf Point	Wolf Point	HS
Wed. May 11	Districts	Sidney	HS
Thurs. May 19	Divisionals	Sidney	HS
May 27-28	State	Missoula	HS

Elementary/ Junior High

Sat. April 9	Sidney	Sidney	JH
Sat. April 16	Nashua	Glasgow	Ele/JH
Sat. April 23	Fairview	Fairview	Ele/JH
Tues. April 26	Culbertson Lions	Culbertson	Ele/JH
Sat. April 30	Hinsdale	Glasgow	Ele/JH
Tues. May 3	Lambert	Lambert	Ele/JH
Sat. May 7	Glendive	Glendive	JH
Fri. May 13	Districts	Lambert	Ele/JH

Mr. Olson

Technology Report

School Board Meeting

February 29, 2016

Jack Sterling (E-rate Consultant) will be here on March 1 to discuss this year's E-rate and to get forms signed. We did have a few companies submit proposals for the South elementary addition.

We had one Technology Committee meeting and reviewed the current plan and discussed the future plans of transitioning to Google for Education. The staff will hold one more meeting and the new tech plan should be ready for the April board meeting.

I have requested quotes from Freeman & Gaffney to help with the transition to Google for Education and training for the staff.

Mr. Olson
Principal's Report
January School Board Meeting
Jan.19, 2016

I attended the MASSP meeting on Feb 10th in Wolf Point. We discussed upcoming Academic Olympics and teacher recruitment for the 2016-2017 school year.

Teacher evaluations have been completed.

CRT testing materials for science have arrived and teachers have been notified that testing will begin in March. The Smart Balance testing will also begin in March.

The end of the second trimester was February 26. Students have class schedules for the third trimester.

JH/HS students will compete at the MCTM math competition in Sidney on March 8th.

Ms. Ligon will be taking 5th-7th grade students to the regional science fair in Havre on March 8-9.

Mrs. Hekkel and Mrs. Tabnera are organizing the JH music festival which is on March 18th.

Mrs. Schledwitz will be taking students to the HS Academic Olympics in Glasgow on March 23rd.

Student enrollment numbers as of 2-25-16

Month	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
Aug	19	21	21	21	20	28	25	32	17	13	14	22	15	268
Sept	19	21	23	22	20	29	26	32	17	13	15	23	15	275
Oct	19	21	23	22	19	27	26	29	18	12	16	22	15	269
Nov	18	22	23	22	19	27	25	27	19	12	16	22	15	267
Dec	19	22	23	22	18	27	24	26	21	12	16	22	16	268
Jan	18	22	24	22	18	27	24	26	21	12	16	21	17	268
Feb	16	20	23	21	19	27	24	22	23	12	16	22	15	260
March														
April														
May														

Enrolled	14	7	2	4	1	3	4	7	8	2	5	6	1	64
Transferred	3	5	6	3	5	4	5	9	1	4	3	5	3	56
Total	17	12	8	7	6	7	9	16	9	6	8	11	4	120

Ended the 2014-2015 year with 261

Culbertson School Board Meeting

Superintendent's Report

February 29, 2016

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

Feb. 4 th	MTSBA Human Resources Symposium @ Wolf Point Culbertson Lions Club Meeting
Feb. 6 th	Elementary Basketball vs. Circle & Bainville HERE HS Basketball vs. Savage HERE
Feb. 8 th	Culbertson School Board Special Meeting
Feb. 9 th	Culbertson Spelling Bee Culbertson Fire Department Meeting
Feb. 11 th	Northeast Superintendent Meeting @ Wolf Point Culbertson Science Fair
Feb. 12 th	HS Basketball vs. Bainville HERE
Feb. 13 th	Elementary Basketball vs. Circle HERE HS Basketball vs. Froid/Lake HERE
Feb. 14 th	District 2C Meeting @ Sidney
Feb. 15 th	District 2C Basketball Tournament @ Sidney
Feb. 16 th	District 2C Basketball Tournament @ Sidney Culbertson School Board Special Meeting
Feb. 17 th	District 2C Basketball Tournament @ Sidney
Feb. 18 th	District 2C Basketball Tournament @ Sidney Culbertson Lions Club Meeting
Feb. 19 th	District 2C Basketball Tournament @ Sidney
Feb. 20 th	District 2C Basketball Tournament @ Sidney
Feb. 22 nd	District 2C Basketball Tournament @ Culbertson
Feb. 23 rd	Culbertson Fire Department Training
Feb. 24 th	Eastern C Division Boys' Basketball Tournament @ Wolf Point*
Feb. 25 th	Eastern C Division Boys' Basketball Tournament @ Wolf Point* Eastern C Division Girls' Basketball Tournament @ Wolf Point*
Feb. 26 th	Eastern C Division Boys' Basketball Tournament @ Wolf Point* Eastern C Division Girls' Basketball Tournament @ Wolf Point*
Feb. 27 th	Eastern C Division Girls' Basketball Tournament @ Wolf Point*
Feb. 29 th	Culbertson School Board Regular February Meeting
March 1 st	Eastern C Division Meeting @ Wolf Point
March 2 nd	Culbertson Chamber of Commerce Meeting
March 3 rd	Northeast Superintendent @ Sidney Culbertson Lions Club Meeting State C Boys' Basketball Tournament @ Great Falls*
March 4 th	State C Boys' Basketball Tournament @ Great Falls*
March 5 th	State C Boys' Basketball Tournament @ Great Falls*
March 6 th	AGRIP Conference @ Nashville
March 7 th	AGRIP Conference @ Nashville

March 8 th	AGRIP Conference @ Nashville
March 9 th	AGRIP Conference @ Nashville
March 10 th	Culbertson Grade 5-8 Music Concert
	State C Girls' Basketball Tournament @ Great Falls*
March 11 th	State C Girls' Basketball Tournament @ Great Falls*
March 12 th	State C Girls' Basketball Tournament @ Great Falls*
March 13 th	MREA Board Meeting @ Helena
March 14 th	MASS Spring Conference @ Helena
March 15 th	MASS Spring Conference @ Helena
	MREA Board Meeting @ Helena
March 17 th	Culbertson Lions Club Meeting
March 18 th	District 12 Elementary/Junior High Music Festival in Culbertson
March 20 th	Culbertson Lions Club Palm Sunday Dinner
March 22 nd	Culbertson School Board Regular March Meeting

*indicates if the Culbertson team qualifies

B. The Impact Aid Application has been submitted. I have also submitted Part I of the Title VII Grant. Mike, Courtney, and I will continue to work on the class schedule for 2016-2017.

C. I will be attending the AGRIP (Association of Government Risk Pools) Conference in Nashville in March. It is a Governance and Leadership Conference that I have been asked to attend as part of my Board training as a Board member for the MSGIA (Montana School Group Insurance Authority). All expenses for this conference are paid by MSGIA.

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: 2-29-2016

AGENDA ITEM #: 12

AGENDA TITLE: Board Policy 2nd Reading – School Support Organizations

SUMMARY: Attached please find a copy of the policy that has been posted since the January 19th Meeting. To date I have received no comments about this policy.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

1-04-157. School Support Organizations.

Persons proposing to establish a school-connected organization shall submit a request to the Board for authorization to operate at the school. The request for authorization shall contain:

1. The name and purpose of the organization.
2. The date of application.
3. Bylaws, rules, and procedures under which the organization will operate, include procedures for maintaining the organization's finances, membership qualifications, if any, and an agreement that the group will not engage in unlawful discrimination.
4. The names, addresses, and phone numbers of all officers.
5. A list of specific objectives.
6. An agreement to grant the District the right to audit the group's financial records at any time, either by District personnel or a certified public accountant.
7. The name of the bank where the organization's account will be located and the names of those authorized to withdraw funds.
8. The signature of the Superintendent of the supporting school.
9. Planned use for any money remaining at the end of the year, if the organization is not continued or authorized to continue in the future.
10. An agreement to provide evidence of liability insurance as required by law.
11. Requests for annual reauthorization shall be presented to the Board each year in June.
12. Upon authorization by the Board, school-connected organizations may use the school's name, the school's team names, or any logo attributable to the school or the District.
13. School-connected organizations are prohibited from hiring or directly paying District employees. Organizations may make donations to the District to cover costs of additional employees, but only if such positions are approved in advance by the Board. At their discretion, employees may volunteer to perform activities for school-connected organizations during non-working hours.

1-04-157. School Support Organizations. (page 2)

Adopted:

Revised:

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

MEETING DATE: 2-29-2016

AGENDA ITEM #: 13

AGENDA TITLE: Booster Club Request

SUMMARY: Attached please find a copy of the request that was made by the
Booster Club.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

Culbertson Booster Club

We would like to request to hang signs in the gym and place ground signs at the football field to recognize the businesses and individuals that support the Culbertson Booster Club and the athletic programs operating under the Culbertson School District. We are requesting approval to place the following:

- **Space for business sponsored signs (11x24)**
 - Sports sign to be hung in the Gym on a wall for the Volleyball and Basketball season
 - Sign would cost business \$100 (Booster Club would be purchasing the sign from the Culbertson Annual staff for \$20)
 - Sports sign to be placed at the football field for all home football games, cross country meets and track meets. Sign to be set up for each event by the Booster Club.
 - Sign would cost business \$100 (Booster Club would purchase outdoor sign)
 - Sponsor gym and football field \$175
- **List all Booster Club members**
 - Request space on the front of the graduated seniors hanging by the water fountain or hang a sign in gym with other posters to recognize all members of the booster club

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

MEETING DATE: 2-29-2016

AGENDA ITEM #: 14

AGENDA TITLE: College Graduate Credit Request(s)

SUMMARY: I have received no requests at this time.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

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

MEETING DATE: 2-29-2016

AGENDA ITEM #: 14

AGENDA TITLE: Guest Teacher Application(s)

SUMMARY: I have received no applications at this time.

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: 2-29-2016

AGENDA ITEM #: 16

AGENDA TITLE: Student Council Constitution and By-Laws

SUMMARY: Attached please find a copy of the student council constitution and By-Laws. The Culbertson Student Council would like to present this information for the Board's review and consideration.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

Culbertson High School Student Council

Constitution and By-laws

Date Last Revised: February 10, 2016

Preamble

The name of the organization will be Culbertson High School Student Council. The Culbertson High School Student Council will be the student government organization of the Culbertson School District. The council will be the representative voice that allows students, staff members and any interested party to maintain the right to have an influence and impact on the decisions of the Culbertson School District. The Culbertson Student Council will promote school spirit and unity by supporting activities and rules which are deemed beneficial to the students, be the link of communication between students, faculty, and administration, and to oversee and make recommendations for activities within the Culbertson School District according to the rules and regulations set forth by the district.

Article I

Functions of the Student Council

Section 1. The powers and duties of the council are listed below, in order of council priority:

- A. To maintain constant and accurate representation in all matters that pertain to Culbertson students, staff (certified and non-certified), administration, parents, and community welfare.
- B. To help create, alter, and support rules for the welfare and betterment of the school.
- C. To promote new activities and achievement of excellence throughout Culbertson High School by participation and interest in high school activities.
- D. To oversee and help coordinate student council and class officer elections.
- E. To oversee and recognize all clubs and organizations of Culbertson High School.

Article II

Membership of the Council

Section 2. Student Council Membership

- A. Student council elections will be held in January of the current school year. Debates for candidates will be held the last week of December before winter break.
- B. The maximum number of students who can be elected in general elections from grades 9-11 is 2 per class and a student body vote of 2 representatives at large from any class.
- C. The maximum number of student council members shall not exceed 13 elected members including the student body officers. These are the members that will attend the State Leadership Conference pending funds available. If there are not enough funds available to take all 13 elected members, the leading officers of student council will have first opportunity to attend beginning with the president and ending with the secretary.

Section 3. Election Process

- A. The responsibility of student voting shall NOT be through teachers.
- B. All voters must be registered students of the Culbertson School District in grades 8-11.
- C. A ballot counting process will be completed by the student council president, advisor, and historian. If those individuals are not available, 2 adults and advisor will count.
- D. All delegates must submit their intention to run for office when notice is given.
- E. All delegates will have 1 week of propaganda and participate in a student body question and answer assembly prior to elections.
- F. Senior year class representative students will maintain their position until May of the graduating year.
- G. Elections will be held in January of each school year. Two is the maximum number of representatives. Each member gets a two year position unless they have been relieved of their duties. Only the members, who are at the end of the term or have been removed, will be replaced. The following will be voted on by class:
 - a. Juniors (2), become the senior reps in June of the current year.
 - b. Sophomores (2) become the junior reps in June of the current year.
 - c. Freshmen (2) become the sophomore reps in June of the current year.

- d. 8th Grade (2) becomes the freshmen reps in June of the current year.
- e. 7th Grade (2) becomes the 8th grade reps in June of the current year.
- f. 6th Grade (2) becomes the 7th grade reps in June of the current year.

Section 4. Honorary Membership

- A. Any student who serves as a district, state, or regional officer, or serving on the state executive board in any capacity whose term runs on through the next school year shall be granted honorary membership on that year's council. If they intend to attend the State Leadership Conference, they must help raise the funds for the conference or pay for it out of pocket.
- B. Student council will allow 2 representatives from the 7th grade and 2 representatives from the 8th grade to participate in student council meetings. Members will not be responsible for any student council duties and will not attend the MASC conference. Representatives will be voted on by their class and will begin attending meetings from January to December of the same year.

Article III

Responsibilities of Membership

Section 1. Members will be expected to maintain an 80%

- A. In the event you are not maintaining an 80% in your current schedule of classes, you will not attend the State Leadership Conference.
- B. After 3 failures to maintain an 80% will be subject to removal by a vote of the entire council.
- C. This will only take effect in the sequence of terms, meaning; it will start over with the new term.

Section 2. Members will be expected to attend class and student council functions.

- A. Any member who exceeds three unexcused absences from their classes will be subject to removal by a vote of the entire council.
- B. Excessive absences of 10 or more from their classes will be subject to removal by a vote of the entire council.
- C. All members must be at all scheduled student council functions unless a pardon has been submitted.
 - 1. This must be done the meeting before your absence.
 - 2. After three missed events you will be subject to removal by a vote of the entire council.
 - 3. After 3 missed events with no pardon, dismissing unpreventable absences (appointments, death in family, illness, and participation in another activity) you will be subject for removal by vote of the entire council.

Section 3. Members will be expected to follow all school rules.

- A. All members of the student council will have equal rights and responsibilities within the organization.
- B. All members of the student council must sign and adhere to the drug/alcohol policy.
 - 1. You will be removed from student council immediately following the investigation of such actions. There will not be a vote.

Article IV

Officers of the Council

Section 1. Student council officers shall be elected from January through December of one school year.

- A. Officers will include a president, vice president, secretary, elected by the 7-11 student body.
- B. Treasurer, public relations officer, and historian will be elected by a majority vote of the council.
- C. Officers must be members of the council.
- D. Officers may be nominated by another member or self-nominated.
- E. Election of the officers shall be by secret ballot.

Section 2. Officers have special rights and responsibilities within the council.

- A. Officers have the right to veto any proposal passed by the entire council with a two-thirds vote of the officers.
 - 1. This veto may be overridden by the entire council by a two-thirds vote to overturn the veto.
 - 2. Officers may not vote in an override.
- B. Officers shall meet when necessary to discuss agenda items and determine the direction of the council.
- C. Officers will be expected to fulfill all the given duties. Officers are the executive council ruling over the group and must set positive examples for those under them.
- D. Any officer found to have violated school, city, state, or federal law automatically will be removed from their officer position. Note: this is not removal from the council.

Section 3. Roles of the student council officers are as follows:

- A. President
 - 1. Direct meetings with efficiency, order, and purpose.
 - 2. Represent student council at all necessary school functions.
 - 3. Work closely with the student council, administration, staff, students, and community.
 - 4. Include the vice president in both budget and agenda planning.

5. Make all final rulings on parliamentary questions, subject to appeal.
6. Oversee committees and their progress.
7. Keep a record of events, one for each semester, and send it to appropriate people.

B. Vice President

1. Work closely with the president.
2. Volunteer observations and suggestions.
3. Help the president achieve council goals.
4. Act as the president, during his/her absence, or any time s/he is unable to carry out duties of the office.
5. Assist the preparation of proposed agendas.
6. Plan each month's committee assignments.

C. Secretary

1. Take attendance at meetings, in class, and at council functions.
2. Handle all necessary documents of the council including the minutes of each meeting.
3. Make certain that administration, school board, faculty, and council receive copies of the minutes.

D. Treasurer

1. Keep up-to-date records of the financial status of the council.
2. Responsible for requesting all money for bills or purchases made by the council with the advisor's consent.
3. Report how much each school club spent, on what, and how much was made each month.

E. Historian

1. Keep track of all events of the council.
2. Keep the events updated on the bulletin board each day. (located by the library).
3. Send out information for the community on the facebook student council page.

F. Press Secretary

1. Responsible for all correspondence needed between other council, our district office and various thank you notes. These duties may also be delegated if numbers are needed.
2. Contact press for any publicity for all upcoming student council events.
3. Type the update for the monthly school board meeting to be posted on the student council bulletin board.

G. Public Announcement Officer

1. Responsible for keeping up to date information (jokes, thoughts of day, lunch schedule, bus leave times, game times, etc.) into the announcements each morning.
2. Responsible for learning the system for announcements and reading announcement upon the absence of the president and vice president.

Section 4. Meeting times

- A. The student council shall meet the 2nd and 4th Wednesday of each month.
- B. The council shall plan to participate in formal meetings, committee work, and community service on a weekly basis.
- C. The time will be dependent on the advisors prep period and subject to change by term and year.

Article V

Resignation/Expulsions

Section 1. Members are expected to follow the basic rights and responsibilities of all students. They are expected to conduct themselves in an orderly manner and to remember whom they are representing at all times. Members will be considered leaders within the school and must respect that standing.

- A. Any member who is unable to fulfill these expectations may choose to step down as a student council member.
- B. Any member who resigns is expected to write a formal letter of resignation to the council and the administration.
- C. Behavior warranting removal from council might include, but is not limited to: heinous violation or deprivation of council members of their rights as outlined in the Constitution; council; misuse of council time; property, or resources to further private enterprise or for unrelated personal gain; conduct unbecoming a council member, in both public and private, such as felonious criminal activity, suspension or expulsion from school, or another behavior judged to be unsuitable for a student representative.
- D. The procedure for forcible removal is as follows:
 1. Member makes a motion for forcible removal.
 2. Motion needs two seconds to proceed.

3. Member being removed speaks in his/her own defense if desired.
4. Motion for removal continues with a majority vote.
5. If motion passes, the accused party must vacate the room while discussion proceeds on the issue.
6. The motion for forcible removal must pass by a 2/3 majority council vote, including the accused member's vote.

Article VI

Amending the Constitution

Section 1. The student council constitution of Culbertson High School may be amended at any time during the school year.

- A. Ratification of the Constitution needs a two-thirds vote of all members.
- B. The Constitution must be approved by the school board.
- C. The constitution must be approved by the administration.
- D. The Constitution must be reviewed on a yearly basis.

This Constitution has been developed and implemented by 2015-2016 Culbertson Student Council. The Constitution has been reviewed and accepted by the administration and school board.

Student Council Members

President _____

Vice President _____

Secretary/Treasurer _____

Senior Class Representatives _____

Junior Class Representatives _____

Sophomore Class Representatives _____

Freshmen Class Representatives _____

Representatives at Large _____

Advisor _____

Administrator _____

Date _____

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

MEETING DATE: 2-29-2016

AGENDA ITEM #: 17

AGENDA TITLE: 2015-2016 Extra-Curricular Contract(s)

SUMMARY: I believe a recommendation will be forthcoming from Dave Solem at the Board meeting for the following:

- a. Junior High Track –
- b. Elementary Track -

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: 2-29-2016

AGENDA ITEM #: 18

AGENDA TITLE: Resignation(s)

SUMMARY: Attached please find four resignations for your review and consideration.

BOARD ACTION


	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

January 22, 2016 (3:15 P.M.)

School Board Members and Administration:

I would like to apply for the resignation incentive offered on January 22, 2016.

Thank-you very much,


Joy Finnicum Johnson

Larry Crowder

From: Tifney Kempton <tiffann22@icloud.com>
Sent: Monday, February 01, 2016 8:08 AM
To: crowderl@nemont.net
Subject: Resignation

To Whom it may concern,
I Tifney Kempton am giving you my formal resignation. I want to thank you for the opportunities given to me.
Tifney Kempton

Sent from my iPhone

February 15, 2016

To: Norine Arneson
Culbertson School Board

I am turning in my two week notice as night janitor in the school. I feel that I need to do this at this time because of other things that have recently came too. Thank you for all your help when it was needed. Monday, February 29, 2016, will be my last night.

Sincerely,

A handwritten signature in cursive script that reads "Lindsey Herness". The signature is written in dark ink and is positioned above the printed name.

Lindsey Herness

Leslie M. Dendy
310 F Street West,
PO Box 1161
Poplar, MT 59255-1161

February 22, 2016

Mr. Larry Crowder,
Superintendent,
Culbertson Schools

It is with great regret that I present this letter of resignation to you and to the school board. I hereby tender my resignation, effective Friday, February 26th, 2016, from the position of junior high science and geography instructor at Culbertson Schools. After some discussion with Mr. Olson, the principal, and after an initial conversation with you a number of days ago, I feel it is a necessary move on my part. Family issues, constraints, and obligations have played a considerable part in bringing about this decision. I Thank you for having been given the opportunity to be a part of the staff at Culbertson School this year. Perhaps, under more fortuitous circumstances, I might have future opportunity to join the staff here once again. In any event, I offer my sincerest regards and wish Culbertson School all the best.

Respectfully submitted,


Leslie M. Dendy

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

MEETING DATE: 2-29-2016

AGENDA ITEM #: 19

AGENDA TITLE: 2016-2017 Principal Contract

SUMMARY: I believe there will be a recommendation forthcoming from the Negotiation Committee that met on February 15th.

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: 2-29-2016

AGENDA ITEM #: 20

AGENDA TITLE: 2016-2017 Technology Systems Coordinator Contract

SUMMARY: Again, I believe there will be a recommendation forthcoming from the Negotiation Committee that met on February 15th.

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: 2-29-2016

AGENDA ITEM #: 21

AGENDA TITLE: 2016-2017 Teacher Contracts

SUMMARY: Attached please find a list of teachers that Mr. Olson and I are recommending for renewal for the 2016-2017 school year.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

Recommended Wording for Contract Renewal/Non-Renewal

1. Renewal of tenured staff.
 "I move to renew tenure teaching contracts for(list individuals that you would like to include or the entire list).....for the 2015-2016 school year."

2. Offering tenure contracts to those that are up for tenure.
 "I move to offer tenure teaching contracts to(list individuals that you would like to include or the entire list) for the 2015-2016 school year."

3. Renewal of non-tenure staff.
 "I move to renew non-tenure teaching contracts for (list individuals that you would like to include or the entire list) for the 2015-2016 school year."

4. Non-renewal of non-tenured staff.
 **"I move to non-renew the non-tenure teaching contracts for
 (list individuals that you would like to include or the entire list)
 without cause."**

Culbertson Public School

Certified Staff

- Teachers are listed in alphabetical order.
- Extended contracts are listed in (parenthesis).

Tenured

Janelle Ator
Amy Berwick
Ashley Copple
Jeri Gustafson
Lana Hekkel
Jill Herness
Dianne Larsen
Chelsey Ligon
Jimie Lou Marchwick-Wix
Theresa McDonald
Wendy Nickoloff
Jens Nielsen (6 weeks)
Christina Olson
Paula Schledewitz
David Solem

Up for Tenure

Tara Adams
Erin Solem
Karen Toavs

Non-Tenured

Brad Adams
Courtney Forbregd (10 days)
Shawn Harkins
Hayley Swain
Jennesy Taberna

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

MEETING DATE: 2-29-2016

AGENDA ITEM #: 22

AGENDA TITLE: 2016-2017 High School Football Assistant Coach

SUMMARY: DJay Hauge would like to recommend Jeff Nickoloff for this position.

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: 2-29-2016

AGENDA ITEM #: 23

AGENDA TITLE: 2016-2017 School Calendar

SUMMARY: Attach please find four calendar options for your review and consideration.

BOARD ACTION

	Motion	Second	Aye	Nay	Abstain
Finnicum					
Larsen					
Salvevold					
Kirkaldie					
Cullinan					

2016-2017 CULBERTSON SCHOOL CALENDAR

TEACHER A

JULY						
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AUGUST						
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SEPTEMBER						
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OCTOBER						
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NOVEMBER						
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180 + 3 snow day

12:00 out before major holidays + MEA Conf. including June 1.

2016-2017 CULBERTSON SCHOOL CALENDAR

TEACHER B

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180 + 3 snow days

12:00 out before all
major holidays including
February 23rd + June 2

2016-2017 CULBERTSON SCHOOL CALENDAR

Door # C

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SEPTEMBER						
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JANUARY						
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180 + 3 snow days

2016-2017 CULBERTSON SCHOOL CALENDAR

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SEPTEMBER						
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OCTOBER						
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DECEMBER						
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JANUARY						
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FEBRUARY						
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			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	V 24	25
26	27	28				
						19

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

APRIL						
S	M	T	W	T	F	S
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2	3	4	5	6	7	8
9	10	11	12	13	V 14	15
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23	24	25	26	27	28	29
30						
						18

MAY						
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	noon out 26	27
28	V 29	30	31			
						20

JUNE						
S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

180 + 2 snow days

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

MEETING DATE: 2-29-2016

AGENDA ITEM #: 24

AGENDA TITLE: High School Cross Country Cooperative Agreement

SUMMARY: Our three year cooperative agreement with Bainville for High School Cross Country will expire at the end of this school year. Bainville has contacted us and they would like to request the renewal of this cooperative agreement for another three years.

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: 2-29-2016

AGENDA ITEM #: 25

AGENDA TITLE: High School Speech & Drama Cooperative Agreement

SUMMARY: Bainville has contacted us and they would like to request a cooperative agreement for Speech & Drama for the next three years. You may recall that our schools cooped Speech & Drama several years ago but the coop for this activity was dissolved due to a lack of interest from Bainville students.

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: 2-29-2016

AGENDA ITEM #: 26

AGENDA TITLE: Teacher Reassignment

SUMMARY: I would like recommend that Mr. Brad Adams be reassigned from Elementary Title I to Junior High Science and Social Studies for the remainder of the 2015-2016 school year.

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: 2-29-2016

AGENDA ITEM #: 27

AGENDA TITLE: Parent Request

SUMMARY:

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.