

VARIANCES TO STANDARDS APPLICATION

Initial Application (two years)

Purpose: [ARM 10.55.604\(1\)](#) "A local board of trustees may apply to the Board of Public Education through the Superintendent of Public Instruction to implement a variance to a standard or a section of standards, excluding standards stating statutory criteria, standards pertaining to educator licensure or endorsement, and content standards as defined by the Board of Public Education and provided in guidance from the Superintendent of Public Instruction."

DUE DATES (check one)

- First semester implementation; first Monday in March
- Second semester implementation; first Monday in July
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COUNTY: Lincoln County

DISTRICT: Libby Public School District #4

LIST EACH SCHOOL THAT IS REQUESTING THE VARIANCE:

Libby Middle School and Libby High School

1. Standard(s) for which a variance is requested, e.g., 10.55.709. If there is a program delivery standard, be sure to list it as well, e.g., 10.55.1801.

Libby Middle and High Schools request a variance for 10.55.709, Library Media Services, 7-12

- 2. Provide evidence that local community stakeholders were involved in the consideration and development of the proposed variance. Community stakeholder groups include parents, community members, and students as applicable.**

The trustees of the school board meet January 14, 2019 to review a proposal to complete a variance to Standard application; minutes from the Board Meeting January 14, 2019 are attached. Libby Middle High School introduced the variance to the Parent Council in January; the variance request was explained to the parents and those participating were in agreement with the proposed request. Administrative leadership team reviewed the variance to standard on January 29th, Libby High School Staff reviewed the variance on January 30, 2019. The information was also presented and explained to Student Council in the February meeting.

- 3. Provide evidence that local school stakeholders were involved in the consideration and development of the proposed variance. School stakeholder groups include trustees, administrators, teachers and classified school staff.**

Variance has been discussed and considered by administrators of the school, certified and classified staff. The variance has been reviewed by the Leadership and Administrative teams of the school on January 29, 2019. Our team is committed to meeting the requirements of this variance without any disruption of student services.

- 4. Attach Board of Trustee meeting minutes that show the Board of Trustees adopted the application for a variance at an official, properly noticed meeting.**

Minutes from Board Meeting January 14, 2019

- 5. Describe the variance requested.**

Libby Middle and High schools share the same facility, administration, teaching staff and classified staff. The Library Media requirement for high school is 1.0 FTE and .5 for the middle school. The population of both schools is 508: 317 in grades 9-12 and 191 in grades 7 -8. The overall enrollment of the high school has been declining for the past several years. The two schools function as one school and share a common Library. The current Librarian has been a member of our teaching staff for 14 years, having taught English for 12 years, then acting as the assistant librarian for five years before becoming the full time librarian two years ago. For many years the current librarian worked alongside a master teacher librarian. The Library Media Services 1.0 FTE is currently divided equally between the two schools; the library is in operation 5 days a week for the entire school day. Classes who utilize the library attend with their classroom teacher for support of the librarian, and student aides also assist with book check out and media concern.

The Libby Library provides exceptional library media services to our staff and students. Our Library offers a very large, up-to-date and diverse collection of fiction and nonfiction books and materials; it also provides a full computer lab for classroom teacher use, a large area for classroom projects to be worked on as well as two maker space areas. During the 2017-2018 school year 252

English classes visited the library for “checkouts” with 6519 books being checked out by students and staff, 431 classes visited the computer lab in the library, and 303 classes visited the library project area. Looking at the numbers from August – December of this year we are on track to maintain the same level of use.

Information literacy is a part of many classroom projects; the Library Media Specialist assists in the process with the classroom teachers. The Information Literacy-Library Media standards are covered in all grade levels in both the middle and high school. The table below shows where the instruction is focused. As examples, Content Standards 1 and 2 are focused on in 7th grade during the cross curricular Festival of Nations research project, where students identify their county of interest, determine and locate resources, and present findings at our community Festival of Nations events where the school and community come to see students projects, research papers as well as enjoy seeing traditional costumes and eating typical ethnic foods. In 8th grade students complete a research project around a literary theme of their choice. In 9th grade students complete a cross curricular writing project between Social Studies and English that evaluates multiple sources and creates an argumentative paper. In 10th grade students complete a cross curricular writing project between Science and English where they also evaluate multiple types resources and follow informational literacy. Juniors and Seniors have several class specific projects where they are able to research more of their interests and create projects that express their individual learning and creativity. All projects have a self-evaluative portion for students to reflect on their learning and process.

| | 7 | 8 | 9 | 10 | 11 | 12 |
|--|---|---|---|----|----|----|
| CS 1 Identify task, determine resource | X | X | | | | |
| CS 2 Locate source, analyze & present | X | X | | | | |
| CS 3 Evaluate product and process | | | X | X | X | X |
| CS 4 Utilization of Info | | | X | X | X | X |
| CS 5 Interest and creativity | | | | | X | X |

6. Provide a statement of the mission and goals of this proposed variance.

Libby Middle High School Mission Statement:

We are a community providing educational opportunities, motivating learners, nurturing dreamers, building character.

Libby Middle High School Vision:

The schools, community, and family should work cooperatively to provide students with the necessary skills to function successfully in a changing world. The goal is to develop life-long learners who understand the world around them and who can creatively participate in a changing environment.

The mission of this variance is to fully comply with Montana School Accreditation Standards and Procedures in a variance to the standard that is still an appropriate interpretation of the library curriculum needs of our students. An additional mission of this variance to standard request is to continue to complement our core classroom instruction with library, leveled resources and instruction, media arts, and technology that meet the needs of our students. The goal of the

objective is to provide 1.0 FTE fully licensed School Library Media Specialist to serve the needs of both our High School and Middle School. LMHS feels confident that we can continue to meet our school goals with one Library Media Specialist for both schools using the common Library. Student use of technology is an important aspect of our school, not only do our students receive technology instruction in the library they also receive instruction in the classrooms, there are 14 Chromebook carts throughout the school for staff to utilize with their classrooms. Many teachers utilize Google Apps for Teachers, Google Classroom, formative assessment apps, and interactive e-beams for interactive boards. In addition to the Library computer Lab, LMHS has 4 other computer labs; two staffed by technology teachers who teach specific technology/media classes 9 periods a day. All classrooms have document cameras and projectors for teacher and student use.

7. List specific measurable objectives that demonstrate the proposed variance will meet or exceed the results under the current standard(s).

Our current librarian will continue to: 1) collaborate with classroom teachers and provide lessons, 2) establish flexible scheduling to foster learning, 3) model and support the ethical use of information, 4) develop and maintain a collection that is current and balanced, 5) implement a viable collection development policy, and 6) participate in school wide technology and telecommunications planning. The current librarian will continue to effectively pursue these objectives as required to ensure the LHMS meets or exceeds the Library/Media Information standards as set forth in the Montana Content Standards.

Specific Goals

1. All students will receive an annual orientation scheduled by the English teachers working in conjunction with the librarian at the beginning of the school year; evidenced by logs. The librarian will collaborate with classroom teachers to ensure that all students are provided with the information necessary to successfully conduct research activities, complete research projects utilizing the library collection and other resources.
 2. Since 2015 Libby Literacy rates have increased over 10% and surpass both the state average score of 50% as well as the state's growth rate. Libby's ACT results for 2017-2018 in reading proficiency was 40% while the state percent was only 38%. While state data cannot be directly linked to library use, we know there is a correlation to the amount a student reads for pleasure and their reading level. Libby will continue to collect SBAC and ACT data to look for increases.
 3. Overall perception of the library will increase by 20%. A survey will be conducted at the beginning and end of the school year of the students to determine the student perception of the library. This will allow us to ensure that the library is being used in the most effective efficient manner and is able to service all the students and teachers that visit.
8. What data or evidence will be gathered to document progress toward meeting the measurable objectives?

Reading ACT scores will be tracked annually to watch for trend data for high school students. Middle School SBAC data will be tracked to show annual increases in literacy. Grade level lesson plans will be maintained during the variance to ensure that student's needs are being met. Library visitor logs and class sign-up sheets will track classroom visits to determine if the library use is maintaining or increasing. Circulation data will be tracked annually to determine if library usage for non-fiction is increasing annually.

9. Describe how and why the proposed variance would be:

The LMHS library will continue to provide the facilities, skills, and resources necessary to support our students and staff whether for recreational reading or research/projects as required by their classes. The library will continue to maintain a leveled library reading collection, research center, and computer lab to provide for all of our students and staff. This variance will allow us to continue these services without the concern of not meeting the accreditation standard/s as set by the Office of Public Instruction.

a. Workable.

Libby Middle and High School has sufficient district and school resources available to continue to maintain an efficient, well- equipped library facility. There is 1 FTE Library Media Specialist for Grades 7- 12 and utilizes student library assistance to assist with the check out procedure

b. Educationally sound.

Literacy is the overall goal for our school; Roots and Wings, the district's common instructional document and writing plan addendum are utilized in all classrooms for our literacy plan implementation. The school has a leadership team consisting of each department head and administration that meets monthly to guide the school action plan.

c. Where applicable, aligned with program standards under ARM 10.55.1101 through 10.55.2101.

This variance will allow our schools to continue to meet the library standards set forth in 10.55.1801. Working as a team, our library media specialist, teachers, technology instruction and student assistants will be able to continue to provide efficient effective library services to our students and classrooms.

d. Where applicable, aligned with content standards under ARM Chapters 53 and 54.

Our current Library and media arts standards are aligned with the Montana Content standards. Our Library Media Specialist provides support to all classes in the implementation and enrichment of the Library Media standards. The Specialist provides services to all content areas as required ensuring that these standards are incorporated in all content areas.



Required school district signatures:

Board Chair Name: Ellen Johnston

Board Chair Signature: Ellen Johnston Date: 2.19.19

Superintendent Name: Craig Barringer

Superintendent Signature: Craig Barringer Date: 2.19.19

Mail the signed form to:

**Accreditation and Educator Preparation Division
Office of Public Instruction
PO Box 202501
Helena, MT 59620-2501**

OPI USE ONLY

Superintendent of Public Instruction: Elsie Arntzen Date: 4/15/2019
 Approve Deny

Board of Public Education Chair: Debra Schott Date: 5/10/19
 Approve Deny

**BOARD OF TRUSTEES
REGULAR MEETING
January 14, 2019**

The Board of Trustees of the Libby Public Schools held its regular monthly meeting on the above date in the K. W. Maki Theater of the Central Administration Building. The meeting was called to order by Chair Johnston at 6:30 p.m.

Members attending the meeting: Trustees Lori Benson, John Carlson, Ellen Johnston, Alida Leigh, Jeff Stevenson, George Woodruff and Bgee Zimmerman. Superintendent Craig Barringer, Student Representative Zach Carter and Clerk Leslie Forster.

Others attending the meeting: Chris Auge, Hannah Cannon, Kaide Dodson, Kristie Eggers, Tanner Eggers, Trinity Eggers, Tristan Eggers, Jim Germany, Tim Goodman, Samantha Hannah, Aleiyah Johnson, Jessika Jones, Mary Miller, Nancy Jo Paquet, Peter Paquet, April Rewerts, Charlotte Sherbo, Rockland Sherbo, Rowen Sherbo, Taryn Sherbo, Zachary Sherbo, Andrew Stiger, Mehki Sykes, Allie Thorstenson, Dave Thorstenson, Jenny Thorstenson, Ruth VanWorth-Rogers, Laina Weber, Chris Williams and Mikalyn Zeiler

Chair Johnston announced student recognition for the month of January, 2019. Elementary School Teacher Mary Miller introduced and presented an achievement award to 6th grade student Rowen Sherbo. Middle High School Vice-Principal Jim German introduced and presented an achievement award to 7th grade student Allie Thorstenson. High School Teacher April Rewerts introduced and presented an achievement award to 9th grade student Tanner Eggers.

Chair Johnston invited members of the audience to address the Board on any non-agenda items and make a brief statement outlining their concerns.

Trustee Leigh moved to approve the setting of the monthly meeting for February, 2019, as follows:

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|-------------------|---|-----------|-----------------------------|
| February 4, 2019 | - | 4:30 p.m. | Agenda Meeting/Work Session |
| February 11, 2019 | - | 6:30 p.m. | Regular Board Meeting |

Trustee Benson seconded the motion. Motion carried. All Trustees present voted in favor of the motion.

The minutes for the following meetings were presented to the Board for their approval:

| | |
|-------------------|-----------------|
| December 4, 2018 | Agenda Meeting |
| December 10, 2018 | Regular Meeting |

Trustee Zimmerman moved to approve the minutes for the above listed meetings. Trustee Benson seconded the motion. Motion carried. All Trustees present voted in favor of the motion.

REPORTS:

- A) Trustee Carlson reported the Budget and Finance Committee had reviewed the proposed expenditures for the month of December, 2018, and he moved to approve warrants 9383 through 9476 for payment. Trustee Carlson noted the total expenditures for the month of December were \$1,103,681.16. Trustee Zimmerman seconded the motion. Motion carried. All Trustees present voted in favor of the motion.
- B) Student Representative Zach Carter reported on the Winter Formal dance being held at Asa Wood Center this upcoming Saturday. Mr. Carter also announced the third 5th Quarter Event of the year will be on January 26th.
- C) Elementary Principal Kaide Dodson shared a presentation of highlighted activities at the elementary school, including the 5th grade history, the new BLC and regulation rooms, instructional focus areas, I-Ready scores and progress towards goals.
- D) Elementary Vice Principal Andrew Stiger reported on the elementary Christmas program, girls basketball, and upcoming ROAR Olympics in February.
- E) Middle High School Principal Ruth VanWorth-Rogers reported Consultant Ann Garzert would be at the school the next few days working with various departments to continue developing the writing processes.
- F) Special Services/Curriculum Director Scott Beagle reported the English Language Arts curriculum review is continuing. Mr. Beagle reported the Special Education group has been focusing on enhancing the academic program for autistic students.
- G) Middle High School Vice-Principal Jim Germany reported him and Superintendent Barringer would be attending the MHSA meeting in Butte. Mr. Germany reviewed with the Board the MHSA proposals that will be brought forth at the meeting for vote.
- H) Superintendent Barringer reported OPI stated there may be extra MPDG funds to assist with the preschool program for next year. Mr. Barringer reported Middle High School Teacher Renee Rose was recognized as the Districts "Employee of the Year" at the Chamber of Commerce Banquet. Mr. Barringer updated the Board on the educational bill concerning safety being presented at the state legislature. Mr. Barringer also reported on the progress of employing a School Resource Officer and ADA compliance of the District's website.

PERSONNEL:

- A) Superintendent Barringer recommended the Board approve a temporary teaching contract for D'Aarion McWhorter to complete the remaining school year 18-19 for High School Teacher Todd Schatz. Trustee Benson moved to approve a temporary teaching contract for D'Aarion McWhorter to complete the remaining school year 18-19. Trustee Zimmerman seconded the motion. Motion carried. All Trustees present voted in favor of the motion.
- B) Superintendent Barringer recommended the Board approve the following Middle and High School 2019 fall coaches as follows:

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|-------------------|--|
| Neil Fuller | High School Football Head Coach |
| Scott Marshall | High School Football Assistant Coach |
| Justin Graham | High School Football Assistant Coach |
| Kyle Hannah | High School Football Assistant Coach |
| Taylor Balkan | High School Volleyball Assistant Coach |
| Rodd Zeiler | High School Cross Country Head Coach |
| Dann Rohrer | High School Golf Head Coach |
| Eric Kapan | High School Girls Soccer Head Coach |
| Josh Bean | Middle School Football Coordinating Coach |
| Tim Hodel | Middle School Football Assistant Coach |
| Micah Germany | Middle School Football Assistant Coach |
| Ron St. Jean | Middle School Football Assistant Coach 5/6 |
| Doug DeShazer | Middle School Football Assistant Coach 5/6 |
| Dean Thompson | Middle School Football Assistant Coach 5/6 |
| Carlan Campbell | Middle School Volleyball Coordinating Coach |
| Alex Kulbeck | Middle School Volleyball Assistant Coach |
| Stephanie Germany | Middle School Volleyball Assistant Coach 5/6 |
| Samantha Hannah | Middle School Volleyball Assistant Coach 5/6 |

Trustee Stevenson moved to approve the above listed Middle and High School 2019 fall coaches. Trustee Leigh seconded the motion. Motion carried. All Trustees present voted in favor of the motion.

- C) Superintendent Barringer recommended the Board approve the hiring of Sarah Ryan as an Elementary Paraprofessional filling position vacated by Clara Brewer. Trustee Leigh moved to approve the hiring of Sarah Ryan as an Elementary Paraprofessional. Trustee Benson seconded the motion. Motion carried. All Trustees present voted in favor of the motion.
- D) Superintendent Barringer recommended the Board approve the following coaches for school year 18-19:

| | |
|----------------|--|
| Jayden Bennion | Middle School Girls Basketball Assistant Coach 5/6 |
| John Brumbaugh | Middle School Girls Basketball Assistant Coach 5/6 |

Trustee Benson moved to approve the above listed coaches for school year 18-19. Trustee Zimmerman seconded the motion. Motion carried. All Trustees present voted in favor of the motion.

OLD BUSINESS:

NEW BUSINESS:

- A) Superintendent Barringer recommended the Board approve the request for out of state travel for the Middle and High School Choirs to attend the musical Lion King in Spokane, Washington. Trustee Leigh moved to approve the out of state travel for Middle and High School Choir to Spokane, Washington. Trustee Zimmerman seconded the motion. Motion carried. All Trustees present voted in favor of the motion.
- B) Superintendent Barringer recommended the Board approve the memorandum of understanding with the Northwest Community Health Center for the provision of services to Middle High School. Trustee Benson moved to approve the memorandum of understanding with the Northwest Community Health Center for the provision of services to Middle High School. Trustee Carlson seconded the motion. Motion carried. All Trustees present voted in favor of the motion.
- C) Superintendent Barringer recommended the Board approve the variance to standards application for the Middle High School Library Media. Middle High School Principal Ruth VanWorth-Rogers explained to the Board the reasoning for applying for the variance. Trustee Zimmerman moved to approve the variance to standards application for the Middle High School Library Media. Trustee Woodruff seconded the motion. Motion carried. All Trustees present voted in favor of the motion.

Trustee Zimmerman moved to adjourn. Trustee Woodruff seconded the motion. Motion carried. All Trustees present voted in favor of the motion.

The meeting was adjourned at 7:31 p.m.


Chair Ellen Johnston


Clerk Leslie Forster