

**VARIANCES TO STANDARDS APPLICATION**  
**Renewal Application (three years)**

**Purpose:** [ARM 10.55.604\(4\)](#) "Following the second year of implementation of a variance to standards, the school district shall provide evidence to the Superintendent of Public Instruction that the methods selected by the district implement, meet, or exceed results that could have been achieved under established standards."

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**DUE DATE:**

First Monday in March

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**COUNTY:** Yellowstone

**DISTRICT:** Elysian School District #23

**LIST EACH SCHOOL THAT IS REQUESTING THE VARIANCE:**

**Elysian Middle School**

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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.

10.55.709

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

Information regarding the renewal application for variance of standards for ARM 10.55.709 Library Media Services, K-12 was posted on our district website and PTO Facebook page.

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

Administrators, teachers and classified staff were provided opportunity to discuss and make recommendations concerning requested renewal variance on December 4, 2019 at regular scheduled staff meeting.

4. **Attach Board of Trustee meeting minutes that show the Board of Trustees approved the application for a renewal variance at an official, properly noticed meeting.**
5. **Reflection upon initial variance:**
  - a. **Describe the specific measurable objectives that were listed in the initial variance application that demonstrated how the proposed variance was to meet or exceed the results under the current standard(s).**

The initial variance detailed the efficiency and ongoing function of the Library to maintain and improve the overall performance of student knowledge related to reading and Library Media Standards.

- b. **Provide a summary of the evidence or data gathered to demonstrate that the initial variance meets or exceeds results that could have been achieved under the established standard.**

Our Elysian students continue to show growth and progress on standard assessments as measured by our District through MAPS and the State through SBAC. This variance allows for our Para to do managerial and organizational tasks in the Library allowing our Certified Teacher to design and deliver quality instruction relating to Reading and Library Media Standards. Our students made gains in reading as measured by MAPS and SBAC results. The District went from 57% of our students scoring Proficient or Advanced for reading in the Spring of 2018 to 62% scoring Proficient or Advanced on the SBAC in the Spring of 2019. They increased from 74.5% Proficient and Advanced in reading on MAPS in 2017 to 79% Proficient and advanced in 2019.

- c. After reflection on the initial variance, describe any adjustments that need to be made to meet the specific needs of the students in the school(s).**

For this second year the district hired an additional Para position with part of the designed duty to help in the Library. This provided a more consistent level of coverage and help. The recommendation for that Para is attached from our November board meeting.

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

As stated in our initial variance, reading is the foundational backbone for all other learning. It continues to be one of the top educational priorities at Elysian. This renewed variance allows for managerial and clerical tasks to be done by a Para allowing our certified teacher to focus on instruction and the lessons being delivered relating to Reading and Library Media standards.

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

The renewed variance will allow for the Library schedule to stay in place allowing all students access to the resource weekly as detailed in the master schedule. It will provide our Certified Librarian time to plan and execute her instruction to those students weekly addressing Reading, Writing and Media Literacy standards please see attached sample lesson plans. These results will be measured on our students performance on district and state assessments.

**8. What data or evidence will be gathered to document progress toward meeting the measurable objectives of the renewal variance?**

The districts yearly results on district and state reading assessments will be reviewed and monitored. Grade level lessons will be reviewed regularly by administration. The schedule will be updated yearly to provide time for our Elementary and Middle schools to access the Library resources.

**9. In what way does this variance meet the specific needs of the students in the school(s)?**

The variance will allow students in our elementary and middle school to have access to a well maintained library that is capable of meeting their academic needs and also meet the state program delivery standards.

**10. Describe how and why the proposed variance would be:**

**a. Workable**

Due to the fact that Elysian Elementary and Elysian Middle School are housed in the same building, we are able to schedule a .001 FTE Para time in the Library. This will allow the Library to remain open to assist students as needed. It will also allow our Librarian time to plan and deliver instruction to our students on Reading and Library Media Literacy standards.

**b. Educationally sound.**

The variance allows for students to have access to a full functioning Library and all its resources. It provides for weekly lessons centered around literacy and Media as outlined by State Standards to be provided by our Certified Teacher.

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

The renewed variance will allow Elysian to continue to meet the Library standards. Working as a team, Elysian's Administration, Librarian, and teachers will be able to improve Elysian's current Library through its access to resources for student check-out, projects and delivery of instruction.

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

By following the Montana Literacy / Library Media Content Standards this variance will allow students to access and evaluate information and gain an appreciation and respect for diverse ideas and creative expressions using literacy skills in all aspects of learning, and assist students to become life long learners. These standards will be aligned under (ARM 10.54.6510-6513 through ARM 10.54.6601-6660).

**Required school district signatures:**

Board Chair Name: Brad McCall

Board Chair Signature:  Date: 2/4/2020

Superintendent Name: Luke Shelton

Superintendent Signature:  Date 2/4/20

**Mail the signed form to:**

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

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**OPI USE ONLY**

Superintendent of Public Instruction:  Date 4/23/2020

Approve  Deny

Board of Public Education Chair  Date 5/7/2020

Approve  Deny

Elysian Elementary School  
Board of Trustees  
February 4, 2020

Board Chair, Brad McCall, called to order at 6:00PM the regular meeting of the Board of Trustees of School District #23, Yellowstone County, Montana. Trustees present were Louie Watt, Shanna Herrick, Monica Zieske and Shane Hardy. Superintendent Luke Shelton, Principal Ryan Truscott and Clerk Laurie Hicketier were present. Guest present was Jen Sundsted.

All present recited the Pledge of Allegiance.

**Public Comment**

There was no Public Comment.

**Correspondence**

There was no correspondence.

**Consent Agenda**

Monica Zieske motioned to approve the consent agenda. Second from Louie Watt, all trustees present voting yes, motion passed. Consent agenda items were the minutes from the January 7<sup>th</sup> regular board meeting, warrants 23025379 - 23025393 (January 8<sup>th</sup>), Warrants 2302394 – 23025409 (January 22<sup>nd</sup>), Expenditure Report as of December 31<sup>st</sup>, and Activity Account Balances as of January 23, 2020.

**2020-2021 School Calendar**

After a brief discussion on the survey results and the potential to match SD#2 calendar more closely, Louie Watt motioned to accept the presented 2020-2021 School Calendar with one change in moving the January 4<sup>th</sup> PIR/PD day to January 18<sup>th</sup>. Second to the motion was Shane Hardy. All Trustees present voting yes, motion passed.

**TR-6 Bus Route Reimbursement Claim – 1<sup>st</sup> Semester**

Monica Zieske motioned, second by Shane Hardy, to approve the 1<sup>st</sup> Semester TR-6 Bus Reimbursement Claim. All trustees present voting yes, motion passed.

**Fund 82 Blue Creek, Elysian, Elder Grove and Canyon Creek Multidistrict Agreement**

Superintendent Shelton presented the board with an updated Fund 82 Multidistrict Agreement. Supt. Shelton explained that Elysian currently has a multidistrict agreement with Fund 82 with Blue Creek and this updated agreement is just allowing Elder Grove



and Canyon Creek to join this multidistrict agreement. Monica Zieske motioned to approve this Fund 82 Multidistrict Agreement with Blue Creek, Elysian, Elder Grove and Canyon Creek. Second to the motion was Louie Watt. All Trustees present voting yes, motion passed.

#### **New Guest Teacher – Seiffert, Feller**

Monica Zieske motioned to approve Julie Seiffert and Ryan Feller as new guest teachers at Elysian. Second to the motion was Shanna Herrick. All Trustees present voting yes, motion passed.

#### **Activity Account – Change Fundraising to School Store**

The current fundraising activity account has not been used in years, and Mrs. Ingraham is going to start a new school store with her middle school math students. Monica Zieske motioned to change the name on the activity account to School Store from Fundraising. Second to the motion was Shanna Herrick. All Trustees present voting yes, motion passed.

#### **Trustee Resolution Requesting County Conduct Election May 5, 2020**

Monica Zieske motioned to request the county conduct the Elysian School Election on May 5, 2020. The term is up in in May for both Trustee McCall and Trustee Watt's trustee seats, therefor the election is for two (2) Trustees for three (3) year terms. Second to the motion was Shane Hardy. All Trustees present voting yes, motion passed.

#### **Library Variance Renewal 2020-2021 through June 2024**

Superintendent Shelton presented to the board information in regards to state accreditation standards. The state accreditation standards currently require 1.001 FTE to meet our elementary and middle school library needs at Elysian. Mr. Shelton has submitted a variance of standards application in accordance with ARM 10.55.604.1 to the Board of Public Education requesting a .001 variance. This variance will allow Elysian School to appoint a Para-Professional to the .001 requirement in the library. Monica Zieske motioned to approve this request for variance in regards to the library needs at Elysian. Second to the motion was Shane Hardy. All Trustees present voting yes, motion passed.

#### **Superintendent Contract – Mr. Shelton**

Monica Zieske motioned to approve the 2<sup>nd</sup> year of a three-year contract for Superintendent Shelton. Second to the motion was Shanna Herrick. All Trustees present voting yes, motion passed.

### **Principal Contract – Mr. Truscott**

Superintendent Shelton presented the board with comments from Mr. Truscott's evaluation of his first year at Elysian School as Principal. Then, Mr. Shelton presented the board with a recommendation of a two-year contract for Mr. Truscott with the following additions:

- Salary – 2020-2021 a 2% increase from the prior year or a total of \$76,500; 2021-2022 a salary of \$80,000
- 2 Year Contract
- Additional of Full Family Dental Benefits
- Longevity Bonus – Bonus of \$2,000 (single payment) after the 5<sup>th</sup> year of service to Elysian and a \$4,000 (single payment) following the 10<sup>th</sup> year of service at Elysian as Principal; After 10 years of service at Elysian as Principal, upon retirement shall be paid a bonus of 10% of his final contract salary
- Educational/Endorsement Benefit – Principal shall have the option of attending a national conference of his choice every three (3) years to be paid by the district.

Monica Zieske motioned to approve the two-year contract for Mr. Truscott with the above additions. Second to the motion was Shane Hardy. All Trustees present voting yes, motion passed.

### **2<sup>nd</sup> Reading – 5430F Elysian School Chaperone Contract; 5460 Electronic Resources and Social Networking**

Monica Zieske motioned to approve the second reading of 5340F – Elysian School Chaperone Contract and 5460 Electronic Resources and Social Networking. The Elysian School Chaperone Contract will be signed by each of the Chaperone's on any Elysian School Field Trip or Activity where a volunteer is present. Second to the motion was Shanna Herrick. All Trustees present voting yes, motion passed.

### **Review of School District Policies 6000 Series**

The review of the 6000 Series has been tabled until the March board meeting.

### **Clerk's Report**

Clerk Hickethier notified the board of the May 2020 School Election and Elysian will have 2 Trustees that their term is May 2020; Brad McCall and Louie Watt – both of those being 3-year seats.

### **Principal Truscott's Report**

Mr. Truscott presented the following to the board:

- February 12<sup>th</sup> is School Board Day at the school – and Trustees are welcomed to visit classrooms throughout the day and have breakfast and lunch with the students

- Tomorrow, February 5<sup>th</sup> is early out for students. The staff will be working on their safety meeting and following up on the active shooter training that they received the last PIR day. The staff will also be looking at the information for the Smarter Balance Assessments.
- Friday, February 14<sup>th</sup> is the 7<sup>th</sup> and 8<sup>th</sup> grade Ski Trip to Red Lodge Mountain.

**Superintendent Shelton's Report**

Mr. Shelton presented the following to the board:

- Mr. Shelton presented to the board accreditation standards that Elysian School will be hit with in the coming years with additional students and staff. After the discussion on accreditation standards for library, counseling, and administration, next year the need will be to hire an additional .5 Teacher. Business Manager Hicketier has added that position to the proposed budget for 2020-2021 school year as we look at the budget through the Spring.
- Representatives from the Billings Clinic will be attending the March Board meeting to discuss added health benefits for our staff in the coming years.

There being no further business to come before the Board at this time, Chair Brad McCall called to adjourn. This meeting adjourned at 7:33PM.

Approved: *Nonica Hyslop*

ATTEST: *San A. Hill*

Date: *03/03/2020*