

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: Toole County

DISTRICT: Shelby Public School District

LIST EACH SCHOOL THAT IS REQUESTING THE VARIANCE:

Shelby Elementary 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.**

10.55.709 Library Media Services, K-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.**

Shelby School District has maintained three staff members in our two Libraries to exceed student needs. When the elementary school numbers increased beyond 250 to 264 this year, we continued to maintain a full-time paraprofessional and a .5 Librarian in the elementary library. We posted this variance to standards on our November Board meeting agenda (see attached). We had no public concerns expressed regarding offerings in the Library or it being staffed as stated above.

- 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.**

The Shelby School Board discussed the Variance to Standards regarding our elementary Library at the November 12, 2019, Board Meeting (See Board Minutes).

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.**
5. **Describe the variance requested.**

Shelby Public School District currently uses a .5 Librarian with a 1.0 paraprofessional in our Elementary Library. The current paraprofessional has been working in the Library for the past five years. She is highly skilled at supporting students that need to take AR tests, she is able to effectively recommend books for students to checkout based on their interests and reading level, and she also works with small groups when the .5 Librarian is doing whole class instruction. As a 1.0 paraprofessional in the library, this allows our .5 Librarian the opportunity to join classroom instruction throughout the day while still allowing students that need to visit the library the opportunity to do so.

Shelby Elementary School and Shelby Junior High/High School are on the same block. So although we have two libraries (one in each building), our librarian is easily able to move from one facility to the next in a manner of minutes. Both facilities have a 1.0 paraprofessional servicing the library in addition to our 1.0 Librarian (.25 HS, .25 JH, .5 Elem).

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

As stated in 10.55.709, Shelby Elementary School believes that "[t]he school library media program is essential in creating independent learners who are efficient consumers and producers of information. By using a variety of information formats, focusing on the learning process and collaborating with other disciplines, school libraries provide the entire school community with opportunities to acquire the information skills they need to interact responsibly in a global society. An ongoing desire to know, a love for reading and a respect for information will transform a student into a lifelong independent learner. The role of libraries in a democratic society is to embrace the social responsibility of learning." To achieve this end, Shelby Elementary School offers weekly lessons taught by the .5 Librarian to grades K-6. These 30 minute lessons focus on the achieving the requirements stated in 10.55.709. As our Library is staffed by a paraprofessional as well as the .5 Librarian the facility is open throughout the entirety of the school day for independent student use (AR Testing, book check-out, research, or other needed activities).

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

1. We will continue to create a schedule that allows our Librarian to support student learning where and when it is needed. We will be able to measure this by reviewing the schedule and ensuring student contact time (30 minutes per week per student) is met.

2. We will measure the number of AR tests completed and at what level those tests are completed to ensure student growth in reading and comprehension.

3. Star reading data will be evaluated to determine future needs and opportunities for improvement

4. Shelby's yearly teacher evaluation system will evaluate the Librarian's ability to continue delivering effective instruction in meeting the Library Media Standards.

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

Shelby Elementary School will gather evidence as stated in question 7. We will evaluate the schedule, measure AR data, evaluate Star Testing data, and evaluate the Librarian using our adopted Danielson model evaluation tool.

In addition to the aforementioned data gathering, sample lessons and assessments will also be gathered to document the Elementary School's deliverance of the Library Media Standards.

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

a. Workable.

Funding - No additional funding is needed to meet our current needs.

Staff - The .5 Librarian had over 20 years of experience in Library Education along with her K-12 Librarian certification, she also has a K-12 Reading Endorsement and a K-8 Elementary Endorsement. Our Paraprofessional has 5 years of experience in the Library

School configuration - Our Elementary School is already configured in one facility, as such no configuration change is needed.

Enrollment - We anticipate our enrollment to fluctuate between 240-270 in our elementary for the foreseeable future

Facilities - Our facilities meet the needs of our current student population

Scheduling - We already have a schedule designed to meet the needs of our K-6 students

b. Educationally sound.

Shelby School District has a 1.0 FTE certified K-12 Librarian who serves our K-6 building and our 7-12 building. We employ two paraprofessional that assist our librarian as stated above. All K-6 students are scheduled to receive between 30 minutes per week of instruction in the Library Media Standards, that instruction is delivered by our K-12 certified Librarian with paraprofessional support when needed. The library is always open for student use, regardless of if our certified librarian is available as we have a paraprofessional staff member working to meet student needs.

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

Shelby Elementary School aligns with 10.55.1801 in the following 3 areas:

1. develops and maintains a library collection that is current, balanced, and reflects authentic historical and cultural contributions of Montana's American Indians and other minority and ethnic groups;
2. engages in comprehensive long range planning to administer and manage, in a secure area, the human, financial, and physical resources of the library to locate, access, and use on-site resources that are organized and cataloged; and
3. implements a viable collection development policy

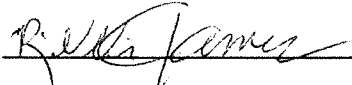
* Language taken from ARM 10.55.1801

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

Shelby Elementary School's current library program meets each benchmark for grade 4. All students in grades K-6 have 30 minutes of scheduled library time in which our librarian adheres to those benchmarks and standards. Students are educated in the inquiry process and how to retrieve information. Additionally, students have time throughout the week to visit our library, practice their research skills and get individualized support from our Certified Librarian or the paraprofessional in the Library.

Required school district signatures:

Board Chair Name: Rikki James

Board Chair Signature:  Date: 02/26/2020

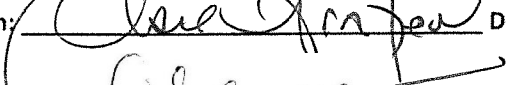
Superintendent Name: Elliott Crump

Superintendent Signature:  Date: 02/26/2020

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:  Date 4/23/2020

Approve Deny

Board of Public Education Chair  Date 5/7/2020

Approve Deny

MINUTES
November 12, 2019

CALL TO ORDER

A regular meeting of the Board of Trustees, School District #14, Toole County, Montana, was held in the Board Room of the Administrative Offices at 1010 Oilfield Avenue. The meeting was called to order at 7:00 p.m. by Chairperson Rikki James.

Members present were: Rikki James, Brian Aklestad, Dan Leck, Krista Mellinger, Jay Hould and Angela Lamb. Member(s) absent: Richard Jorata. The superintendent, clerk, elementary and high school principals were present. Visitors present were Suzanne Hough, John Hough, Ron Gruber, Philip Kleinsasser, Peter Hofer, Kendra Seymour, Kim Johnson, Darcy McAllister, Merle Clark Bancroft, Emily McDermott, Diane Hould, Preston Mellinger and Darius Radmanesh.

The **Pledge of Allegiance** was recited.

APPROVAL OF MINUTES

A motion was made to approve the minutes of the October 8, 2019 regular board meeting.

Motion: Angela Lamb

Second: Krista Mellinger- passed unanimously.

Approval of Bills and Student Activity Accounts

A motion was made to approve the claims approval list. The approved warrants were numbered 70544 through 70612. The student activity checks for this month were numbered 15209 through 15259. The claims approval list may be referenced in the claims approval file in the Administration office and the Student Activities accounts may be referenced in the Student Activities file in the administration office.

Motion: Brian Aklestad

Second: Angela Lamb - passed unanimously.

Public Comment

Kendra Seymour asked the Board if there is a way that a new school bus stop can be created. She added that CCA is willing to help with the project. Ron Gruber congratulated the volleyball and football team for a wonderful season.

Reports

ESports

John Hough explained to the Board what ESports is and how it would benefit students that do not play physical sports and in the long run it will also help students to be better in academics. He added that students that will participate in ESport will have the opportunity to earn scholarships. He also told the Board that he is willing to be the volunteer coach and that right now the district have 5 computers that can be used but we need at least 9 to 10 computers to join the league. Mr. Hough explained that the next season starts in March and it cost \$65 per student in a season.

Elementary School Principal Report

Elementary Principal Dustin Smith discussed the previous and the upcoming events happening at the Elementary School.

Junior High/High School Report

Principal Kyle Fisher discussed the previous and the upcoming events happening and enrollments at the junior high and high school.

Superintendent's Report

The Superintendent told the Board that he will be attending the State Volleyball Tournament in Bozeman.

ACTION ITEMS

Hiring

Superintendent Crump made a recommendation to hire Bryan Kell-Dell as the new Transportation Director.

Motion: Angela Lamb made the motion to accept the hiring recommendation depending on results of the background check.

Second: Brian Aklestad- passed unanimously.

High School Assistant Basketball Coach- Zachary Hayes

Motion: Krista Mellinger

Second: Angela Lamb- passed unanimously.

Volunteer Coaches:

Volunteer Wrestling- Kyle Fisher

Volunteer Speech and Drama- Tanner Dean

Motion: Brian Aklestad

Second: Angela Lamb- passed unanimously.

Junior High Coaches-

Boys Basketball Coach- Zachary Hayes

Assistant Boys Basketball Coaches- Eric Tokerud and Tom Reynolds

Cheer Coach- Jennifer Hayes

Motion: Krista Mellinger

Second: Angela Lamb- passed unanimously.

Custodial CBA

A motion was made to approve the Custodial CBA.

Motion: Brian Aklestad

Second: Krista Mellinger- passed unanimously.

Bus Driver CBA

A motion was made to approve the Bus Driver CBA.

Motion: Brian Aklestad

Second: Jay Hould- passed unanimously.

Board Policy 7400- PCard Use-Review of Policy- 2nd Reading

A motion was made to approve the second and final reading of Board Policy 7400.

Motion: Brian Aklestad

Second: Dan Leck- passed unanimously.

First Reading Board Policy 1310- Adoption and Amendment of Policies

There was no motion made.

Variances to Standard

Mr. Crump reported that due to the enrollment numbers in the elementary school and only have one librarian the district received a deficient report from the Office of Public Instruction. He asked the Board to allow him to explain to OPI that we are meeting the standards in our district.

Motion: Jay Hould

Second: Krista Mellinger- passed unanimously.

DISCUSSION

Mathematics Offering

The Board suggested to change the wordings on the survey about the math offerings.

Wellness Update

The wellness event for employees on November 1st was a success. There was a lot of positive feedback about it.

Bus Purchase Update

Mr. Crump told the Board about the few issues of the new Coyote Bus. He added that it rides really nice and the mechanics are very high quality.

Schedule Walk Through

Mr. Crump suggested that the Board has to schedule a walk through. No date and time was decided at this time.

Staff Christmas Dinner

Mr. Crump announced that the Staff Christmas Dinner will be on December 16, 2019 at the Frontier Supper Club.

Correspondence

A picture was donated to the district by Mr. Gaetano La Roche.

NEXT MEETING OF THE BOARD

Regular Meeting, Tuesday, December 10, 2019 at 7:00 p.m.
Board Room, District Administration Office, 1010 Oilfield Avenue, Shelby, Montana

ADJOURNMENT

Chairperson Rikki James adjourned the meeting at 8:50 p.m.


BUSINESS MANAGER/CLERK


CHAIRPERSON OF THE BOARD