

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."

DUE DATE:

First Monday in March

COUNTY: Lake

DISTRICT: #23

LIST EACH SCHOOL THAT IS REQUESTING THE VARIANCE:

Polson 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.**

10.55.709: Library Media Services - 1.5 FTE for schools with 501-1000 students

10.55.1801 Delivery

- 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.**

The sign-in sheet for the March 13, 2023 meeting of the Polson School District Board of Trustees will be submitted with this application. The agenda and draft minutes for the meeting, including approval of this application, are attached. The official minutes will follow upon approval of the Board.

- 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.**

The sign-in sheet for the March 13, 2023 meeting of the Polson School District Board of Trustees will be submitted with this application.

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).

Polson High School Library fulfills the Montana Content Standards for Library Media/Information Literacy Grades 9 -12 effective July 1, 2021, which include the essential functions of a teacher-librarian; information and research skills instruction, inclusion and respect for diversity, problem-solving and working with others, communication skills through a variety of formats, reading advocacy, and digital citizenship. The following standards will be addressed; LM.NK.9-12.1 Formulating essential questions. LM.MM.9-12.3 Selecting a format to communicate. LM.MM9-12.5 Independently pursuing answers to questions. LM.EF.9-12.2. Reading for personal interest and enjoyment. The Polson K-12 Librarians are adopting a Digital Citizenship curriculum to address LM.SLE.9-12.1-5. The proposed Alternative Standard allows the librarian to collaborate, teach and co-teach while the para-professional staffs the library.

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.

* The number of hours of collaboration with each core department and the library/media staff was recorded using Google Calendar. The Google Calendar link on the PHS webpage informs staff of availability of library space and computer workstations. Calendars of department use are attached.

* The number of total patrons (students and staff) using the library either individually or with classes was logged using a "people counter" that records the number of visits each day. Patron visits were recorded on each day of the Google calendars.

* Circulation statistics were retrieved from Destiny Library Manager software. Monthly circulation statistics are attached.

- 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).**

The current variance meets the specific needs of students at Polson High School. The Alternative Standard of 1 FTE teacher librarian and 1 FTE para-professional fulfills the needs of our school, library program and patrons. The library para-professional ensures skilled assistance and access to the library when the teacher librarian is engaged in lesson planning and delivery.

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

The Polson High School Library is a curriculum-oriented facility which provides information and resources in a variety of formats and technologies, and is committed to supporting all members of the school community. The library environment encourages student and staff productivity and collaboration, as well as recreational reading and relaxation. The role of the library para-professional is to support the teacher librarian, staff and students. The library staff provide a strong program that includes consistent hours of operation and flexible scheduling. The full-time FTE para-professional provides skilled assistance to patrons and access to the library while the teacher librarian is collaborating with staff and teaching students.

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

LM.NK.9-12 Build new knowledge by inquiring, thinking critically, identifying problems, and developing strategies for solving problems

LM.WE.9-12 Work effectively with others to broaden perspectives and work toward common goals

LM.EF.9-12 Exercise freedom to read and demonstrate the ability to pursue personal interests

LM.SLE.9-12 Demonstrate safe, legal, and ethical creating and sharing of knowledge products

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

- * The number of hours of collaboration with each core department and the library/media staff was recorded using Google Calendar.
- * The number of total patrons (students and staff) using the library either individually or with classes.
- * Circulation statistics were retrieved from Destiny Library Manager software.

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

The presence of the FTE library para-professional allows the teacher librarian to collaborate with staff and teach students throughout the day in the classroom or the library. Information skills, including the research process, ethical use of information, the use of school-wide resource databases and educational software subscriptions are taught in grades 9 - 12. The library staff work with classes and individual students to assist with information seeking strategies and reader's advisory.

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

a. Workable

Through flexible scheduling, the library is used by all departments in the school including Math, Science, Physical Education/Health, Foreign Language, Business, Tech Education, Art and Music. We also work with the Special Services department and Study Support para-professionals.

b. Educationally sound.

The library para-professional ensures skilled assistance and access to the library when the teacher librarian is engaged in lesson planning and delivery. The presence of the FTE library para-professional allows the teacher librarian to collaborate with staff and teach students throughout the day in the classroom or the library.

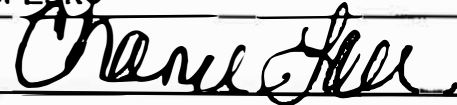
- c. Where applicable, aligned with program standards under ARM 10.55.1101 through 10.55.2101.**

The teacher librarian is fulfilling the administrative duties of the library which are outlined in Standard 10.55.1801. Selection and management of the print collection and electronic resources, long-range planning and program development, communication and cooperation with local and regional libraries and staffs, and participation in school-wide and district-level committees. Polson High School is compliant with Administrative Rule 10.55.1801.

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

Required school district signatures:

Board Chair Name: Chanel Lake

Board Chair Signature:  Date: 3/20/23

Superintendent Name: Mike Cutler

Superintendent Signature:  Date 3/20/23

Mail the signed form to:

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

POLSON SCHOOL DISTRICT #23
BOARD OF TRUSTEES
March 13, 2023
SPECIAL BOARD MEETING
Polson District Office

AGENDA

1. Call to Order

- a. Board Chair Chanel Lake called the Special Board Meeting to order at 11:59 AM.
- b. In attendance were VIA google meets Board Chair Lake, Trustee Browning, Trustee Muzquiz, Trustee Netzer, Trustee Cox, Trustee Orien, Trustee Anderson and in person Trustee Mercer, Supt Cutler, Business Manager Anderson, HR Director Boen & IT Coordinator Ceth Eslick.
- c. Pledge of Allegiance -Superintendent Cutler
- d. Board Comments & Observations: NA
- e. Public Comment – NA

2. NEW BUSINESS

- a. **Recommendation to Approve Resolution for Senate Bill 307- Deb Anderson, Business Manager-** Business Manager Deb Anderson explained to the Board that in 2017 the legislature passed SB 307 which was designed to be a communication tool of transparency to the public. However, these Resolutions are only rough estimations and the Board will approve the Final Budgets for these permission levies in August.
 - a. Trustee Orien made the motion to Approve the High School District Resolution of Intent to Impose an Increase in Levies, Trustee Anderson seconded the motion, the motion passed unanimously.
 - b. Trustee Cox made the motion to Approve the Elementary District Resolution of Intent to Impose an Increase in Levies, Trustee Browning seconded the motion, the motion passed unanimously.
- b. **Recommendation to Approve HS Library Variance to Standards- Mike Cutler, Superintendent.**
 - a. Supt Cutler requested Board approval of the HS Library Variance to Standards as submitted. He explained this give us the ability to use a Para- professional in the library as opposed to a PT Teacher.
 - i. Trustee Mercer made the motion to approve the HS Library Variance as submitted, Trustee Cox seconded the motion, the motion passed unanimously.
- c. **Recommendation to Approve Personnel Reports – Scott Boen HR/ Communications Director.**
 - a. HR Director Boen requested Board Approval of the HS Personnel Report as submitted. Trustee Orien made the motion to Approve the HS Personnel report as submitted, Trustee Mercer seconded the motion passed unanimously.
 - b. HR Director Boen requested Board Approval of the Elementary Personnel Report as submitted. Trustee Browning made the motion to Approve the Elementary Personnel report as submitted, Trustee Netzer seconded the motion passed unanimously.

Board Chair Lake adjourned the Special Board Meeting at 12:10 PM.


Board Chair Chanel Lake


Board Clerk Deb Anderson