



## 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."

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#### DUE DATES (check one)

- ☒ First semester implementation; first Monday in March  
☐ Second semester implementation; first Monday in July

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**COUNTY:** Roosevelt

**DISTRICT:** 3

**LIST EACH SCHOOL THAT IS REQUESTING THE VARIANCE:** Frontier School K-6, Frontier 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.**  
20-55-709
  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.**  
Newsletter information to public (1A Attached)  
Indian Ed Committee Minutes (1B)  
Parent Petition (1C)
  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.**  
February 14, 2017 School Board Meeting minutes (2A)  
Teacher & staff petition (2B)
  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.**





In the Fall of 2016 the official student count was 124 (3A) at Frontier Elementary K-6 school, and 25 in 7 & 8 Middle school. These numbers are close to the 126 compliance to the librarian standard and over by .04 for the counselor standards. The spring count saw a drop in students K-6, to 119 and to 23 in the 7&8<sup>th</sup> grades.

Standard 10-55-709 requires some certified Librarian needed for less than 126 students, but requires .5 FTE certified librarian needed for 126 or more students. We are requesting that .5 certified teacher be allowed as librarian, with .14 FTE (one period a day) certified librarian overseeing this teacher. This will only be needed if our student numbers increase two more than our highest number of students during the 2017-2018 year.

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

Library - Policy 2050 (4A) , 2120 (4B)

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

1. Library skills curriculum will be scheduled to be taught to each grade, once per week, by librarian or by our request, a certified teacher who runs the library as seen by the attached schedule.

2. The measure to ensure students are gaining literacy/Library Media content within standards (5A) include:

a. K-2 grades to learn to choose books from a teacher selected group at first, then learn to choose from a small section of the library. The students learn how to check out and check in books, as well as learning how to treat books, as seen by check in condition of the books. This will be evaluated quarterly.

b. Grades 3-5 learn to look up interests and find books via digital catalog like the Follet online source, as well as having guidance through other website sources. The students will be required to find books to have at least half of the books they check out within their "Zone of Proximity" or reading level. The students learn the Dewey Decimal System and how to find books in the library on the shelves. This will be monitored quarterly by reviewing check out list on line.

c. Grades 6-8 learn to find reputable websites as they research for Science Fair Project information. The students learn and utilize sources, store information, incorporate the facts into their research papers, and reference them within their research paper, being aware of plagiarism laws.

d. These students are also required to read Accelerated Reading (A/R) books at their levels and take tests for quarterly grade, passing twice their grade level (6<sup>th</sup> grade needs 12 points a quarter, etc.), as measured on their report card grade for A/R.

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



1. Library variance: The librarian certified teacher (6A), Superintendent and the Business, computer Information and Marketing certified teacher (6B) who runs the library, will discuss effectiveness of student objectives (2 a-d above) quarterly.
  2. The Librarian will meet with the certified teacher running the library for at least 30 minutes three times per week to instruct and mentor. (6C)
  3. Suggestions for change will be sought and implemented as appropriate at these meetings.
9. **In what way does this variance meet the specific needs of the students in the school(s)?**  
The students are being provided library curriculum in a scope and sequence that encompasses curriculum throughout the K-8, all within the attached library Media Content State Standards. The number of students may not reach the level where we need the .5 FTE librarian, but it also may reach those numbers, so we are working to be proactive in asking for this variance. The certified teacher in the library will be available 5/7 of the day as librarian. The certified librarian will be in the library for 1/7 of the day, concurrent with the certified teacher.  
The trustees have approved hiring an additional teacher to take on the Language Arts 5-8 that the certified librarian currently teaches, freeing her up to be librarian. (See minutes from February 14, 2017). We cannot be certain we will be able to hire someone though, as we have had difficulties hiring teachers the past two years. Having uncertified teachers teach both of the past two years, one as a provisional teacher, and one working on becoming a provisional teacher.
10. **Describe how and why the proposed variance would be:**
- a. **Workable.**  
Library - allows for all students to receive curriculum by a certified teacher, but instruction not directly by certified librarian, rather overseen by certified librarian. Counselor- Having an available
  - b. **Educationally sound.**  
Certified library teacher instructs certified teacher on best practices for library and oversees curriculum. The need for the .5 librarian was needed for only a short time last year, as our school numbers fell the end of October. It may not be needed next year.
  - c. **Where applicable, aligned with program standards under ARM 10.55.1101 through 10.55.2101.**
  - d. **Where applicable, aligned with content standards under ARM Chapters 53 and 54.**



Montana  
Office of Public Instruction  
Denise Juneau, State Superintendent

opi.mt.gov

**Required school district signatures:**

Board Chair Name: Aimee Wortman  
Board Chair Signature: Aimee Wortman Date: \_\_\_\_\_  
Superintendent Name: Christine Eggar  
Superintendent Signature: Christine Eggar Date: 2-27-17

**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: Cheryl M. Anderson Date: 5/15/2017  
☒ Approve ☐ Disapprove  
Board of Public Education Chair: Shawn Carroll Date: 5/11/17  
☒ Approve ☐ Disapprove



2A

**Frontier Elementary School District 3A  
Roosevelt County, MT  
February 14, 2017**

The regular meeting of the Board of Trustees of School District #3 was held at Frontier School on February 14, 2017. Chairman Aimee Wortman called the meeting to order at 6:32pm.

**Board Members Present:** Aimee Wortman, Therese Long, and Mark Zilkoski

**Others Present:** Superintendent Christine Eggar, Greg Gourneau, The Herald News

**MINUTES**

Therese Long made a motion to approve the minutes from January 10, 2017 with Mark Zilkoski seconding the motion. All members present voted in favor of the motion. Executive session minutes from January 10, 2017 were approved by Therese Long with a second by Mark Zilkoski, and all members approving.

**WARRANTS AND CLAIMS AGAINST THE DISTRICT**

The January claims against the school were presented to the board in the amount of \$16,089.75 with an additional payment to BMO up to \$4000 allowed, to be reported at the next board meeting. Dr. Mark Zilkoski made a motion to approve the warrants along with the \$4000 payment to BMO, with Therese Long seconding the motion. All members present voted in favor of the motion.

**FIRST SEMESTER TRANSPORTATION CLAIM**

The first semester transportation bus route reimbursement claim for \$41,080.62 motion was made by Dr. Zilkoski, seconded by Therese Long and approved by all members present.

**CALL FOR AN ELECTION**

The board approved the call for a mil levy proclamation for an election, if needed, with an amount to be decided after the state reports are released. Included in the motion was to have the election include a move to a three man school board, from the present five man school board, as allowed for third class elementary districts (ARM 20-3-331). The final election proclamation was for a building reserve levy of \$10,000 per year for five years be assessed. The motion was made for these elections by Therese Long and seconded by Mark Zilkoski. Motion carried unanimously.

**ACTIVITY ACCOUNT BALANCE**

Student Activity Funds balance was presented to the board for informational purposes.

## **RECOGNITION OF AND PRESENTATIONS BY GUESTS AND VISITORS**

No guests present wishing to speak.

## **UNFINISHED BUSINESS**

### **APPROVAL OF BAND TRIP**

Russell Johnson presented the board with a an amended proposal to take seventh and eighth band grade students to play with Minot or Dickenson college marching band during the 2017-2018 school year. A motion was made to accept this fall band trip by Therese Long and seconded by Mark Zilkoski. The motion passed unanimously.

## **NEW BUISINESS**

### **APPROVAL OF OUT OF DISTRICT STUDENTS**

Superintendent Eggar informed the board that no students had applied at this time.

### **APPROVAL OF 2017-2018 SCHOOL CALENDAR**

Superintendent Eggar recommended the adoption of the most popular calendar approved by staff. The school calendar begins Tuesday after Labor Day for students. The motion was made to accept this calendar by Therese Long and seconded by Mark Zilkoski. Motion carried unanimously.

### **APPROVAL OF ICU WORKSHOP**

Superintendent Eggar supplied the School Board with information and a request to host the conference, ICU, a system to help students complete quality assignments and thus increase learning. The cost of the workshop is \$10,000. Areas schools have been invited to attend at the rate of \$1500 per school. A \$2500 grant has been requested from CSPD to help pay some of the cost. Dr. Zilkoski made a motion to pay \$10,000 for ICU training, Therese Long seconded. All members present voted in favor of the motion.

### **APPROVAL OF SPECIAL EDUCATION COOPERATIVE AGREEMENT**

The board reviewed the Roose-Valley special education cooperative agreement. The motion to renew the agreement was made by Dr. Zilkoski and seconded by Therese Long. Passed unanimously.

### **REPORT OF SPRING STUDENT COUNT**

Superintendent Eggar informed the board of the 142 student count submitted for February's count for Frontier School. This was a significant increase from last spring.

### **APPROVAL OF HIRING ADDITONAL TEACHER FOR 2017-2018**

Because of the increase in student number, Supt. Eggar requested another certified teacher be hired to assist teachers and students. This new teaching position would replace the aide hired this



fall to help with the increased enrolment. The motion was made by Mark Zilkoski and seconded by Therese Long. Motion carried unanimously.

#### **APPROVAL OF REQUESTING VARIATION TO STANDARDS**

★ Because of the increase in student number, Frontier was found deficient in the amount of counseling services offered this school year. (ARM 10-55-710) The school is also just in compliance with the required certified librarian hours (ARM 10-55-709). She requested approval for a request of variation to the standards for each of these areas. The motion to approve variances was made by Therese Long and seconded by Mark Zilkoski. Motion carried unanimously.

#### **APPROVAL OF BOILER REPLACEMENT**

Maintenance Director Greg Gourneau informed the board that a middle school boiler is broken. It needs a heat exchanger or to be replaced. The replacement unit will include a 5 year warrentee and was recommended. The cost is \$8000 for parts and labor for the new boiler. The motion to approve the purchase of anew boiler was made by Therese Long and seconded by Mark Zilkoski. Motion carried unanimously.

#### **DISCUSSION OF PIR DAY 1/23 SURVEY RESULTS**

Superintendent Eggar shared with the board the positive feedback from staff for the work time provided on the PIR day.

#### **PRINCIPALS REPORT**

- Principal Gourneau informed the board of 1 bus was in Glasgow getting brakes repaired.
- He was working with MSGIA to get the June storm damage was assessment completed and repairs bid.
- He informed the board that the classified staff evaluation were complete.
- Principal Gourneau had positive feedback for the ICU training attended in Minnesota.
- Principal Gourneau informed the board that letters were sent home to student who have missed 5 or more days already this semester.
- Greg Gourneau reported the Winter Elementary Principal's conference went well.

#### **SUPERINTENDENT'S REPORT**

- Superintendent Eggar informed the board of the meetings she had attended since the last meeting, along with her upcoming meetings.
- She also reported to the board of the reports that she had completed since the last board meeting.
- Supt. Eggar informed the board of the Day of Advocacy at the State Capital on March 13.
- Math Matters training was to occur in Frontier for area wide schools in addition to Frontier staff on Monday, February 20.

- Eighth grade students spent time during their lunch hours reading with Kindergarten students, was mentioned.

#### **EXECUTIVE SESSION: CLERK EVALUATION**

The board went into executive session at 7:47. Board was reconvened at 8:09.

#### **CLERK CONTRACT**

The plan of improvement for the clerk was to be supervised by Supt. Eggar. Improvements were to be made by the clerk and evaluated at the April board meeting. If these improvements were not accepted by the clerk the board approved termination of Clerk Angelia Hernandez. This motion was made by Mark Zilkoski and seconded by Therese Long. The motion carried unanimously.

#### **SUPERINTENDENT CONTRACT SALARY APPROVED**

The board voted to approve a 5% raise for Superintendent Christine Eggar in the 2018-2019 & 2019-2020 contracts. The move of current benefits, less \$3000, from health insurance compensation benefits to salary would occur after the 2018-2019 raise. The addition of wording for matching retirement up to 5% and for insurance benefits, as is found in the teacher Negotiated Agreement would be included in the new contracts. The motion to approve was made by Mark Zilkoski and seconded by Therese Long. Motion carried unanimously.

#### **BOARD CALENDAR**

Next month's meeting will be held on March 14, 2017 @ 6:30 pm.

#### **ADJOURNMENT**

Mark Zilkoski made the motion to adjourn at 8:18pm second by Therese Long. All members present voted in favor of the motion.

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Chairman Aimee Wortman

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Clerk Angela Hernandez