



## 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 variance to an assurance standard or a section of assurance 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 DATE

First semester implementation; second Monday in October

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#### COUNTY:

#### DISTRICT:

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

Central MT CTE Academy

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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- LIBRARY MEDIA SERVICES, K-12

(1) The school library shall be housed in a central location, and each school shall have a licensed and endorsed library media specialist at the following ratio:

(2) Schools of fewer than 126 students shall employ or contract with a licensed and endorsed school library media specialist.



**2. Describe the variance requested.**

10.55.709- Library Media Services, K-12

The Central MT CTE Academy is a new school to Lewistown Public Schools. The Central MT CTE Academy is requesting a variance to this standard.

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

**a. Workable.**

The proposed variance to the standard is workable at this time as the majority of the course work in the Central MT CTE Academy is housed in Fergus High School where students have full access to the school resources including the library and a full time librarian.

The combined enrollment of Fergus High School and Central MT CTE Academy is 362 students which includes 86 part time enrolled students in the the CTE Academy. Combined the enrollment falls well into the 10.55.709 LIBRARY MEDIA SERVICES, K-12 Accreditation Standards.

(1) The school library shall be housed in a central location, and each school shall have a licensed and endorsed library media specialist at the following ratio:

(b) 1 FTE for schools with 251-500 students;

Fergus High School employs a 1.0 FTE Librarian.

By utilizing shared resources the proposed variance to this standard will provide the necessary support.



**b. Educationally sound.**

The proposed variance to standards is educationally sound as there is equitable access to the library resources and a full time librarian for all students including those enrolled in the Central MT CTE Academy.

All students enrolled in the Central MT CTE Academy will benefit from the same structure as students enrolled in Fergus High School.

**c. Designed to meet or exceed results under established standards.**

This design will be the standards for:

10.55.709- Library Media Services, K-12

The current alignment of staffing at Fergus High School and the availability of resources to students enrolled in the Central MT CTE Academy meets all program delivery standards at outlined in 10.55.1801



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

10.55.709- Library Media Services, K-12

The current alignment of staffing and resources at Fergus High School meets all program delivery standards at outlined in 10.55.1801 for students enrolled in the Central MT CTE Academy.

(1)(a)(i-iv) (A-B) (C) (I-VI) and

(b) (i-iv)

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 that provides evidence that local school community stakeholders were involved in the consideration and development of the proposed variance to an assurance standard or a section of assurance standards.**  
*(Stakeholder groups include trustees, administrators, teachers, classified school staff, families, community members, and students as applicable.)*



**Required school district signatures:**

Board Chair Name: Kris Birduch

Board Chair Signature: [Signature]

Date: 9/8/25

Superintendent Name: Brad A. Moore

Superintendent Signature: [Signature]

Date: 9/8/25

**Email the signed form to:**

[OPIAccred@mt.gov](mailto:OPIAccred@mt.gov)

**\*\*DRAFT\*\***  
**MINUTES**  
**LEWISTOWN PUBLIC SCHOOLS**  
**BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM**  
215 7<sup>th</sup> Avenue South  
Lewistown, Montana 59457

**MONDAY, September 8, 2025**

**REGULAR BOARD MEETING**

**CALL TO ORDER (6:00 p.m.)**

1. ROLL CALL

TRUSTEES PRESENT:

Kris Birdwell, Whitney Brady, Lisa Koch, Mariah Shammel, Carson Sweeney,  
Eric VanderBeek, Jeff Southworth (arrived at 6:22pm)

TRUSTEES ABSENT:

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

3. MOTION TO SET THE AGENDA – Approved Unanimously (VanderBeek/Brady)

4. REPORT—COMMITTEES OF THE BOARD

The Activities Committee met to discuss the goals of the new K-12 Activities Director. 8<sup>th</sup> grade wrestling was discussed at the committee meeting and, as a result, is on the agenda for consideration later in the meeting.

5. REPORT—INVESTMENT

Interest earned and distributed for August was reported at \$11,067.17 in the Elementary and \$10,587.33 in the High School. August Bond SLGS interest was reported at \$4,687.95 for a total of \$128,020.57 since August 2024.

6. REPORT – BOARD GOALS

Eric VanderBeek – 1) Stay engaged with the staff in each school to help identify needs and observe

Kris Birdwell – 1) Adopt a facilities maintenance plan 2) Implement the facilities maintenance plan

Whitney Brady – 1) Be engaged with state level decisions and those that make those decisions 2) Engage with the community on lack of financial support from voters

Carson Sweeney – 1) Implementation of comprehensive facility maintenance plan and being a part of designing and communicating

Lisa Koch – 1) Finish Policy review and updates 2) Review priorities for school levies/bonds 3) Engage with the homeschool community to find out what we can do to make them more comfortable to attend public schools

Mariah Shammel – 1) Better and new ways to communicate with the community (both ways) 2) Welcoming front entrances at each of the schools

7. REPORT—SUPERINTENDENT

Brad Moore, Superintendent, updated the Board on staffing throughout the District. Board Tours will take place on Friday, September 13<sup>th</sup>, starting at the CMEC Education Center, then visiting the High School and Lincoln Building. The



Facility Plan from 2019 will be updated. Brad and Rebekah had a positive phone call with the Department of Education regarding making changes to the use of the CMEC Building. Preliminary student count numbers were shared. The District is organizing a surplus sale of all materials at the Education Center garages. Mr. Moore is attending Leadership Central MT. The Policy Committee will meet in the near future.

Jeff Southworth joined the meeting.

## **PUBLIC PARTICIPATION**

### **8. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD ON NON-AGENDA ITEMS**

Emily Standley expressed her concern regarding the way the search is being handled for a Head Speech and Drama Coach in the District. She had applied for the position several months ago and followed up several times, but does not feel that she has gotten any timely responses, knowing that the season will begin in October. Recently, she spoke with several students that stated the district was not able to find a coach. She wants to ensure that the Speech and Drama will continue.

## **ACTION ITEMS**

### **CONSENT AGENDA ITEMS with amendment to add Jon Burch 1.0 Custodian Step 0 for 208 Days to the Personnel Report – approved unanimously (Brady/VanderBeek)**

9. MINUTES OF THE AUGUST 11, 2025, REGULAR BOARD MEETING  
MINUTES OF THE AUGUST 11, 2025 BOARD TRAINING  
MINUTES OF THE AUGUST 27, 2025 SPECIAL BOARD MEETING
10. CLAIMS – approval of the claims referenced in the 2025-2026 Bill Schedule and submitted through September 5, 2025. The Finance Committee for July-September 2025 will be Board Chair Kris Birdwell, Whitney Brady, Jeff Southworth and Lisa Koch. The Finance Committee for October-December 2025 will be Board Chair Kris Birdwell, Whitney Brady, Lisa Koch and Mariah Shammel.
11. APPROVE OUT OF DISTRICT AGREEMENTS FOR 2025-2026
12. APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2025-2026 SCHOOL YEAR
13. APPROVE PERSONNEL REPORT

### **INDIVIDUAL ITEMS – OLD BUSINESS**

No old business.

### **INDIVIDUAL ITEMS – OLD BUSINESS**

14. APPROVE 8<sup>TH</sup> GRADE PARTICIPATION IN HIGH SCHOOL WRESTLING – approved (Sweeney/Shammel) Shammel – yes, Koch – no, Sweeney – yes, Brady – no, Birdwell – yes, VanderBeek – no, Southworth – yes  
Mr. Moore provided a recap of the discussion that took place at the Activities Committee Meeting stating that wrestling is unique in that it is an individual sport with separate weight classes. Carson Sweeney shared that he had reached out to Mr. Moore and followed up with MHSA. He shared that 21 Class A schools allow and 5 Class A schools do not allow 8<sup>th</sup> grade wrestling and the seasons are compatible. Jeff Southworth shared additional discussion from the Activities Committee meeting that participation will be a parent and school decision, and if the student chose to participate in FHS wrestling they would not wrestle for LJHS. Other discussion ensued with several trustees stating it is not an easy decision.





15. APPROVE VARIANCE TO STANDARDS FOR JHS LIBRARY, CENTRAL MT CTE CHARTER AND CURRICULUM DIRECTOR – see attached Appendix ‘A’ – approved unanimously (Shammel/Brady)
16. APPROVE MEMORANDUM OF UNDERSTANDING WITH FERGUS COUNTY DISASTER AND EMERGENCY SERVICES – approved unanimously (Brady/Sweeney)  
Trustee VanderBeek requested to consider a higher rate of pay in the event that the District’s drivers are needed in an emergency.

#### **ADJOURNMENT**

The meeting was adjourned at 7:05 p.m. (Brady). The next regular meeting will be held at 6:00 p.m. on Monday, October 13, 2025, at the Lincoln Board Room.

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**KRIS BIRDWELL**  
**BOARD CHAIR**

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**REBEKAH RHOADES**  
**BUSINESS MANAGER/CLERK**



**LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**LINCOLN BOARD ROOM**  
215 7<sup>th</sup> Ave South  
Lewistown, MT 59457

**MONDAY, SEPTEMBER 8, 2025**

**CALL TO ORDER (6:00pm)**

1. Roll Call
2. Pledge of Allegiance
3. Motion to Set Agenda
4. Report – Committees of the Board
5. Report – Investments
6. Report – Board Goals
7. Report – Superintendent

**PUBLIC PARTICIPATION**

8. Recognition of Parents, Patrons, and Others Who Wish to Address the Board on Non-Agenda Items

**ACTION ITEMS – CONSENT AGENDA**

9. Minutes
10. Claims
11. Out of District Students
12. Additions to the Substitute List for the 2025-2026 School Year
13. Personnel Report

**ACTION ITEMS – OLD BUSINESS**

None

**ACTION ITEMS – NEW BUSINESS**

14. 8<sup>th</sup> Grade Participation in High School Wrestling
15. Variance to Standards for JHS Library, Central MT CTE Charter and Curriculum Director
16. Memorandum of Understanding with Fergus County Disaster and Emergency Services

**ADJOURNMENT**

## **PUBLIC PARTICIPATION**

The Board of Education encourages participation at public School Board meetings. Under normal circumstances it is desirable to allow everyone to address the Board. However, when there are many persons who wish to address the Board, the following rules shall apply to protect the public's right to be heard:

- Speaker must first be recognized by the Chair and identify him/herself.
- Comments may not infringe on the rights to privacy of another.
- Each speaker shall be allowed a presentation not to exceed three (3) minutes at the appropriate time on the Agenda.
- There will be a limit of one presentation per person.
- The Board requests that organizations and groups be represented by a single spokesperson. The spokesperson for each group shall be limited to a presentation of three (3) minutes. To save repetition and time, the Board also requests that persons not speak if a previous speaker has expressed a similar position on the same issue.
- Appropriate comments are welcome but no action is likely to be taken at this time to ensure that others have the opportunity to address the same issue also. Items discussed may, at the discretion of the Board, be placed on a later agenda.
- The Board will accept comments from the public on each agenda item as it is discussed.

By a majority vote of the Board, these rules may be suspended for special reasons at any particular meeting. Further, the Board may reserve the right to adjust the length of time

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**  
**#4**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** REPORT – COMMITTEES OF THE BOARD

**PREPARED BY:** Committees

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**SUMMARY:**

The Board of Trustees has the opportunity to provide updates on their various committees.

Attached is the list for Standing Committees of the Board for the 2024-2025 School Year.

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☒ **ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

**STANDING COMMITTEES OF THE BOARD**  
**2025-2026 School Year**

Committee	Number on Comm.	Kris Birdwell	Whitney Brady	Lisa Koch	Mariah Shammel	Jeff Southworth	Carson Sweeney	Eric Vanderbeek
<b>Building &amp; Grounds</b>	3	X	X			X		
<b>Safety Committee</b>	2				X			X

**OTHER COMMITTEES WITH BOARD REPRESENTATION**  
**2025-2026 School Year**

Committee	Number on Comm.	Kris Birdwell	Whitney Brady	Lisa Koch	Mariah Shammel	Jeff Southworth	Carson Sweeney	Eric Vanderbeek
<b>Activities</b>	3	X	X			X		
<b>Curriculum Committees:</b>								
World Languages	2		X	X				
<b>Health Insurance Program</b>	2			X				X
<b>School Calendar</b>	1							X
<b>Vocational Advisory Council</b>	2					X	X	
<b>Gaining</b>	3				X	X	X	
<b>Policy Review</b>	3			X	X			X

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**  
**#5**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** REPORT – INVESTMENT

**PREPARED BY:** Rebekah Rhoades, Business Manager

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**SUMMARY:**

Interest earned for August 2025 was not available at the time of posting

☐ **ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

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**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**#6**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** REPORT – BOARD GOALS

**PREPARED BY:** Brad Moore, Superintendent

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**SUMMARY:**

Superintendent has requested time on the agenda for the individual trustees to discuss their goals for the upcoming school year.

☐ **ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**  
**#7**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** REPORT – SUPERINTENDENT

**PREPARED BY:** Brad Moore, Superintendent

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**SUMMARY:**

Vacancies Update

Board Policy Update- Set Dates to resume

Board Tour- September 12, 2025

Financial Planning Report and Next Meeting Date

**Unofficial Enrollment Counts**

	FY26	FY25
HS-	353	351
7-8 -	195	202
K-6--	596	610
<b>Total-</b>	<b>1144</b>	<b>1163</b>

Fall 2024 Official Count- **1150**

**Upcoming Events**

CMASS Regional Meeting, September 9, 2025

Leadership Central Montana- September 11, 2025

MASS Conference- September 21-23 Bozeman

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☐ **ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**#8**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:**        RECOGNITION OF PARENTS, PATRONS AND OTHERS WHO WISH TO ADDRESS THE BOARD ON NON-AGENDA ITEMS

**PREPARED BY:**        \_\_\_\_\_

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**SUMMARY:**

Time is provided on the agenda for anyone who wishes to address the Board on non-agenda items.

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☐ **ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

## **ACTION ITEMS – CONSENT AGENDA**

9. Minutes
10. Claims
11. Out of District Students
12. Additions to the Substitute List for the 2025-2026 School Year
13. Personnel Report

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**#9**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** MINUTES

**PREPARED BY:** Rebekah Rhoades, Business Manager

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**SUMMARY:**

The following minutes are attached for your approval:

- Minutes of the August 11, 2025 Regular Board Training
- Minutes of the August 11, 2025 Regular Board Meeting
- Minutes of the August 27, 2025 Special Board Meeting

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**☒ ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

**MINUTES  
LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM**

215 7<sup>th</sup> Avenue South  
Lewistown, Montana 59457

**MONDAY, August 11, 2025**

**BOARD OF TRUSTEES TRAINING**

**CALL TO ORDER (5:15 p.m.)**

1. ROLL CALL

TRUSTEES PRESENT:

Kris Birdwell, Whitney Brady, Lisa Koch, Mariah Shammel, Jeff Southworth,  
Carson Sweeney, Eric VanderBeek

TRUSTEES ABSENT:

2. TRAINING – MATT JENSEN, SUPERINTENDENT, KALISPELL PUBLIC SCHOOLS  
Mr. Jensen shared information about their recent levy election, the steps they took to communicate with the community and how they were able to get it passed.

The Board determined that they would like to have a Special Board Meeting in the near future to discuss levy options.

**ADJOURNMENT**

The meeting was adjourned at 5:45 p.m. (Brady). The next Board Training will be determined at a later date.

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**KRIS BIRDWELL  
BOARD CHAIR**

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**REBEKAH RHOADES  
BUSINESS MANAGER/CLERK**

**MINUTES  
LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**LINCOLN BOARD ROOM**

215 7<sup>th</sup> Avenue South  
Lewistown, Montana 59457

**MONDAY, August 11, 2025**

**REGULAR BOARD MEETING**

**CALL TO ORDER (6:00 p.m.)**

1. ROLL CALL

TRUSTEES PRESENT:

Kris Birdwell, Whitney Brady, Lisa Koch, Mariah Shammel, Jeff Southworth,  
Carson Sweeney, Eric VanderBeek

TRUSTEES ABSENT:

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

3. MOTION TO SET THE AGENDA – Approved Unanimously (Southworth/Brady)

4. REPORT—COMMITTEES OF THE BOARD

There were no committee meetings. The Policy Committee, Vocational Advisory Committee, Activity Committee and Health Insurance will need to meet in the near future.

5. REPORT—INVESTMENT

Interest earned and distributed for July was reported at \$15,688.71 in the Elementary and \$12286.65 in the High School. July Bond SLGS interest was reported at \$7,435.68 for a total of \$123,332.62 since August 2024.

6. REPORT—SUPERINTENDENT

Brad Moore, Superintendent, updated the Board on staffing throughout the District, emphasizing the struggle to hire classified staff. Through the Central MT CTE Academy, the District is hiring students to work as paraprofessionals in the lower elementary schools. Each building is working on their staff handbooks. Mr. Moore provided an update on the Elementary bond construction at Highland Park and Junior High School. Sub Teacher training will take place the afternoon of Thursday, August 14<sup>th</sup>. The new Teacher orientation will take place on Friday, August 15<sup>th</sup>. Mr. Moore reminded the Board to send their goals to him prior to the September Board Meeting. He also asked the Board to consider when to have the annual Board Tours.

**PUBLIC PARTICIPATION**

7. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD ON NON-AGENDA ITEMS

There was no public participation.

## **ACTION ITEMS**

### **CONSENT AGENDA ITEMS – approved unanimously (VanderBeek/Shammel)**

8. MINUTES OF THE JULY 14, 2025, REGULAR BOARD MEETING
9. CLAIMS – approval of the claims referenced in the 2025-2026 Bill Schedule and submitted through August 8, 2024. The Finance Committee for July-September 2025 will be Board Chair Kris Birdwell, Whitney Brady, Jeff Southworth and Lisa Koch.
10. OUT OF DISTRICT AGREEMENTS
11. DESTRUCTION OF RECORDS
12. APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2025-2026 SCHOOL YEAR
13. APPROVE PERSONNEL REPORT

### **INDIVIDUAL ITEMS – OLD BUSINESS**

14. APPROVE LEWISTOWN PUBLIC SCHOOLS 2024-2025 ANNUAL REPORTS – approved unanimously (Brady/Sweeney)
15. APPROVE NOTICE OF RESOLUTION OF INTENT TO SELL/DISPOSE OF SURPLUS PROPERTY – approved unanimously (Brady/Shammel)  
The district has been notified that they are either required to fix or remove the bridge due to safety issues and washing out of the footings. The City of Lewistown is interested in repurposing the bridge in another location. The Board discussed the various considerations for surplusizing the bridge. Mr. Moore will report to the Board the options for disposing of the bridge after he is able to do some research.

### **INDIVIDUAL ITEMS – OLD BUSINESS**

16. APPROVE ELEMENTARY TRUSTEES' FINANCIAL SUMMARY FOR THE 2024-2025 FISCAL YEAR – approved unanimously (Brady/VanderBeek)
17. APPROVE HIGH SCHOOL TRUSTEES' FINANCIAL SUMMARY FOR THE 2024-2025 FISCAL YEAR – approved unanimously (Southworth/Sweeney)
18. APPROVE ELEMENTARY BUDGET FOR THE 2025-2026 FISCAL YEAR – approved unanimously (Southworth/Brady)
19. APPROVE HIGH SCHOOL BUDGET FOR THE 2025-2026 FISCAL YEAR – approved unanimously (VanderBeek/Brady)

### **EXECUTIVE SESSION (8:00pm)**

20. DISCUSSION REGARDING STUDENT ATTENDANCE REQUEST  
The Board Chair called for Executive Session deeming that the individual privacy rights exceed the need for public participation.

### **ACTION ON EXECUTIVE SESSION (8:08pm)**

21. APPROVE STUDENT ATTENDANCE REQUEST – approved unanimously (Shammel/VanderBeek)

## **ADJOURNMENT**

The meeting was adjourned at 8:10 p.m. (Brady). The next regular meeting will be held at 6:00 p.m. on Monday, September 8, 2025, at the Lincoln Board Room.

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**KRIS BIRDWELL**  
**BOARD CHAIR**

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**REBEKAH RHOADES**  
**BUSINESS MANAGER/CLERK**



**MINUTES  
LEWISTOWN PUBLIC SCHOOLS  
BOARD OF TRUSTEES**

**LINCOLN BUILDING**  
215 7<sup>th</sup> Ave South  
Lewistown, Montana 59457

**MONDAY, August 27, 2025**

**SPECIAL BOARD MEETING**

**CALL TO ORDER (5:00 p.m.)**

1. ROLL CALL

TRUSTEES PRESENT:

Whitney Brady, Kris Birdwell, Lisa Koch, Carson Sweeney, Mariah Shammel,  
Jeff Southworth, Eric VanderBeek (arrived at 5:20pm)

TRUSTEES ABSENT:

2. PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

**ACTION ITEMS**

3. APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN HOBSON-MOORE FOOTBALL COOP AND FERGUS HIGH SCHOOL – approved unanimously (Southworth/Koch)
4. APPROVE ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2025-2026 SCHOOL YEAR – approved unanimously (Southworth/Brady)
5. APPROVE ADDITIONAL ACTIVITY DRIVER CONTRACTS FOR THE 2025-2026 SCHOOL YEAR – approved unanimously (Shammel/Brady)
6. APPROVE PERSONNEL REPORT – approved unanimously (Brady/Sweeney)

**PUBLIC PARTICIPATION**

7. RECOGNITION OF PARENTS, PATRONS, AND OTHERS WHO WISH TO ADDRESS THE BOARD ON NON-AGENDA ITEMS

Trustee Birdwell thanked Will Briggs, Editor of the News Argus, for the well-done recent article on the school budget.

Trustee VanderBeek arrived at 5:20p.m.

**DISCUSSION**

8. LONG RANGE FINANCIAL PLANNING

Mr. Moore explained that the purpose of the meeting is to kick off discussions regarding long range financial planning, explaining different options available for the Board to consider. He expressed his desire to have a plan to the Board in November so that communication to the community can begin early enough for the May 2026 Election. Discussion ensued regarding various options, including a summary presented by Rebekah Rhoades and Brad Moore. Poll elections versus mail ballot elections and voter participation

were discussed. The Board shared ideas regarding communication strategies promoting elections and successes within the school district, parents, community groups, etc. Timing and prioritization of various levies and a bond were discussed, especially in light of recent legislation affecting property taxes and the current building reserve levies expiring in FY26. The Board requested that Mr. Moore and Rebekah report back to the Board with the following: High School Facility Assessment, review/update Elementary Facility Assessment, SRO/Counselor expenses and have each Principal consider the needs in their buildings.

9. **LINCOLN BUILDING USE PLANNING**

Mr. Moore shared that the Lincoln Building is in need of maintenance and decisions must be made regarding its use and the CMEC Building. The Lincoln Building is in the TIF District and those funds may be used for building improvements. Short term maintenance needs to be addressed. Rebekah provided an update on the Federal Government discussions about the CMEC Building and University of Providence's desire to utilize less space within the building. Board Tours taking place this Fall will solely focus on the Lincoln Building, CMEC Building and High School. Board Tours will take place in the Spring to visit the remaining district buildings.

Mr. Moore requested that the Board meet each month to continue discussion regarding long range financial planning and Mr. Moore will send out a doodle poll to find a time for the next meeting. Trustee Birdwell asked that the Board come back to the September Board Meeting with their list of priorities.

**ADJOURNMENT**

The meeting was adjourned at 7:02 p.m. The next special board meeting to address strategic planning will be held at a future date to be determined.

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**KRIS BIRDWELL**  
**BOARD CHAIR**

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**REBEKAH RHOADES**  
**BUSINESS MANAGER/CLERK**

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**  
**#10**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** CLAIMS

**PREPARED BY:** Chris Gobble, Purchasing

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**SUMMARY:**

See attached claims paid through September 5, 2025, as approved by the Finance Committee.

Members of the Finance Committee for July – September 2025 include: Board Chair Kris Birdwell, Whitney Brady, Lisa Koch and Jeff Southworth.

**\*\*The committee will need to select a new Finance Committee\*\***

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☐ **ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**#11**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** OUT OF DISTRICT AGREEMENTS

**PREPARED BY:** Rebekah Rhoades, Business Manager

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**SUMMARY:**

The Board of Trustees needs to approve the attached list of students for Out-Of-District attendance with Lewistown Public Schools.

<u>Student</u>	<u>District of Choice</u>	<u>District of Residence</u>
2026-64	Lewistown Elementary	Grass Range Elementary
2026-65	Fergus High School	Judith Gap High School
2026-66	Lewistown Elementary	Grass Range Elementary

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☐ **ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**#12**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** ADDITIONS TO THE SUBSTITUTE LIST FOR THE 2025-2026 SCHOOL YEAR

**PREPARED BY:** Christy Rogers, Administrative Secretary

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**SUMMARY:**

The Board of Trustees needs to approve the Substitute List for the 2025-2026 School Year as per attached.

Substitute Teacher  
Chris Russell

Substitute School Food  
Debbie Newton

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☐ **ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**  
**#13**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** PERSONNEL REPORT

**PREPARED BY:** Christy Rogers, Administrative Assistant

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**SUMMARY:**

Attached is the Personnel Report for your review.

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☒ **ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

**LEWISTOWN PUBLIC SCHOOLS  
LEWISTOWN, MONTANA**

**Monday September 8, 2025**

<i>EMPLOYEE NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>RECOMMENDED ACTION</i>	<i>EFFECTIVE DATE</i>	<i>RECOMMENDED BY</i>	<i>COMMENTS</i>
<b>LEARY, RoseAnna</b>	Volunteer Weight Training/Conditioning Instructor - Volleyball Team	Fergus High School		9/9/2025	Derek Lear	
<b>TURNER, Logan</b>	Teacher/Advisor	Fergus High School	Approve out-of-district travel request to attend the National FFA Convention in Indianapolis, IN	10/28/ - Nov. 1, 2025	Matt Lewis and Derek Lear	See Attached Request



# FERGUS HIGH SCHOOL

1001 CASINO CREEK DRIVE, LEWISTOWN, MT 59457

Phone: (406) 535-2321

Fax: (406) 535-3835

[fhs.lewistown.k12.mt.us](http://fhs.lewistown.k12.mt.us)

**MATTHEW LEWIS**  
PRINCIPAL

**DEREK LEAR**  
ACTIVITIES DIRECTOR

**JESS BROOKS**  
ACTIVITIES SECRETARY

August 26th, 2025

Dear School Board Members,

The Fergus FFA Chapter is requesting approval for out-of-state travel to the 98th National FFA convention which is held in Indianapolis, Indiana from October 28th through November 1st. We have the opportunity to represent the state of Montana in the forestry career development event at the national level.

The members of this team include Sam Barta, Jacob Dykstra, Jesse Green and Hayden Gremaux. These boys worked diligently to secure the state title in the forestry CDE. They spent countless hours studying and traveling to contests across the state of Montana the past year in hopes of competing at the national level. Their hard work paid off last April at the Montana FFA State Convention when they were announced as the state winners! They have been working hard all summer in preparation for the national competition.

Opportunities of this magnitude offer students an incredible opportunity to grow on a personal and professional level and I believe all four of these students will gain an enormous amount of knowledge and perspective by attending. I hope that you all see it the same way I do, please reach out with any questions. We look forward to hearing from you!

Thank you for the consideration,

***Logan Turner***

*Agricultural Education Teacher*

*Fergus High School- Lewistown, MT.*

*(406) 535-2321 ext. 6125*



## **ACTION ITEMS – OLD BUSINESS**

**No Old Business for the September 8, 2025 Meeting**

## **ACTION ITEMS – NEW BUSINESS**

**LEWISTOWN PUBLIC SCHOOLS**  
**Lewistown, Montana**

**BOARD AGENDA ITEM**

**#14**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** 8<sup>TH</sup> GRADE PARTICIPATION IN HIGH SCHOOL WRESTLING

**PREPARED BY:** Brad Moore, Superintendent

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**SUMMARY:**

The Board of Trustees needs to consider approval of 8<sup>th</sup> grade participation in High School Wrestling.

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☐ **ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

**LEWISTOWN PUBLIC SCHOOLS**

**Lewistown, Montana**

**BOARD AGENDA ITEM**

**#15**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** VARIANCE TO STANDARDS FOR JHS LIBRARY, CENTRAL MT CTE  
CHARTER SCHOOL AND CURRICULUM DIRECTOR

**PREPARED BY:** Brad Moore, Superintendent

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**SUMMARY:**

The Board of Trustees needs to consider approving the Variance to Standards for the Jr. High School Library, Central MT CTE Charter School and Curriculum Director.

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**☒ ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

**LEWISTOWN PUBLIC SCHOOLS**

**Lewistown, Montana**

**BOARD AGENDA ITEM**

**#16**

**MEETING DATE:** September 8, 2025

**ITEM TITLE:** MEMORANDUM OF UNDERSTANDING WITH FERGUS COUNTY  
DISASTER AND EMERGENCY SERVICES (DES)

**PREPARED BY:** Brad Moore, Superintendent

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**SUMMARY:**

The Board of Trustees needs to approve the MOU with Fergus County DES.

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**☒ ADDITIONAL INFORMATION ATTACHED**

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**NOTES:**

## Memorandum of Understanding

This Memorandum of Understanding ("MOU") is made and entered into as of [Date] \_\_\_\_\_, by and between Fergus County, Montana Disaster and Emergency Services ("Fergus County DES"), with a principal place of business at Fergus County Courthouse, 712 W Main St, Suite 103, Lewistown Montana 59457, and Lewistown Public Schools ("LPS"), with a principal place of business at 215 7<sup>th</sup> Ave South, Lewistown Montana 59457.

WHEREAS, Fergus County DES is responsible for coordinating emergency response within Fergus County, Montana, including evacuation planning; and

WHEREAS, LPS operates a fleet of school buses used for student transportation; and

WHEREAS, Fergus County DES and LPS desire to establish a cooperative agreement to utilize school buses for emergency evacuations within Fergus County;

NOW, THEREFORE, in consideration of the foregoing premises and the mutual covenants contained herein, the parties agree as follows:

**1. Purpose** This MOU establishes a framework for cooperation between Fergus County DES and LPS regarding the use of school buses for emergency evacuations.

**2. Use of School Buses** LPS agree to make available a designated number of school buses, along with qualified drivers, to Fergus County DES upon a request during a declared emergency evacuation. The specific number of buses and drivers will be determined on a case-by-case basis, considering the nature and scale of the emergency. For the purposes of this MOU, a "declared emergency" shall be defined as an event for which the Fergus County DES Coordinator has formally activated the County Emergency Operations Plan.

### 3. Fergus County DES Responsibilities

- Fergus County DES will provide LPS with advanced notice, whenever possible, of a potential emergency requiring evacuation.
- Fergus County DES will designate specific pick-up and drop-off locations for evacuees transported by school bus.
- Fergus County DES will ensure the safety and security of evacuees transported by school bus.
- Fergus County DES will reimburse LPS for all reasonable out-of-pocket expenses incurred in providing buses and drivers for emergency evacuations, including but not limited to, fuel costs and driver overtime. Reimbursement requests, accompanied by a completed expense report and supporting documentation (e.g., fuel receipts, driver timesheets), shall be submitted by the LPS within thirty (30)

days of the conclusion of the emergency event. Fergus County DES shall process payment within thirty (30) days of receipt of the completed request.

#### **4. LPS Responsibilities**

- LPS will identify and designate a point of contact to liaise with Fergus County DES regarding the use of school buses for emergencies.
- LPS will ensure that designated school buses are properly maintained and meet all state and federal safety regulations.
- LPS will provide qualified drivers with appropriate training for emergency evacuations and ensure all drivers maintain the required commercial driver's license (CDL) with all necessary endorsements.
- LPS will make all reasonable efforts to make available the designated number of buses and drivers as requested by Fergus County DES, subject to the availability of qualified personnel and operational vehicles.

**5. Communication and Coordination** The parties agree to maintain open communication and coordinate efforts regarding the use of school buses for emergency evacuations. This will include:

- Developing and maintaining a joint communication plan to ensure timely notification and clear instructions during emergencies.
- Conducting joint training exercises for school bus drivers and emergency personnel at least once annually.
- Meeting at least once annually to review and update this MOU as needed.

#### **6. Liability and Indemnification**

- **LPS' Liability:** Schools agree to be solely responsible for any and all claims, damages, liabilities, and costs, including but not limited to personal injury or property damage, arising from the negligence or wrongful acts of their employees or agents in the operation and maintenance of the school buses. LPS shall maintain adequate insurance coverage to protect against such claims and shall provide a certificate of insurance to Fergus County DES upon request.
- **Fergus County DES Liability:** Fergus County DES agrees to be solely responsible for any and all claims, damages, liabilities, and costs arising from the negligence or wrongful acts of its employees or agents in the coordination of the emergency response, including but not limited to the selection of pick-up and drop-off locations and the management of evacuees.
- **Mutual Indemnification:** Each party agrees to indemnify, defend, and hold harmless the other party, its officers, and employees from and against any and all claims, damages, losses, and expenses, including reasonable attorney fees, arising

out of or resulting from the indemnifying party's gross negligence or willful misconduct in carrying out its obligations under this MOU.

**7. Disclaimer** This MOU does not create a legally binding obligation on either party to deploy resources beyond their capabilities. The use of school buses for emergency evacuations will be subject to the availability of resources and the specific circumstances of each emergency.

**8. Term and Termination** This MOU will be effective upon signature by both parties and will remain in effect for a period of five (5) years, unless terminated earlier by either party upon thirty (30) days written notice to the other party. This MOU may be renewed upon written agreement of both parties.

**9. Entire Agreement** This MOU constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior or contemporaneous communications, representations, or agreements, whether oral or written.

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the date first written above.

### **Fergus County, Montana Disaster and Emergency Services**

By: \_\_\_\_\_

Name: Steve Fanning  
Title: DES Coordinator

### **Lewistown Public Schools**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



LEWISTOWN PUBLIC SCHOOLS

2025-2026 SCHOOL CALENDAR

AUGUST 2025						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE 2026						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

PIR DAYS

(Pupil Instruction-Related)

August 15

August 18-19

October 16-17

Oct 27-30, Nov 3-6

March 23-27

May 11

New Staff Orientation

All Staff Orientation/PIR

Staff Development Days

Teachers Convention (Missoula)

Parent-Teacher Conferences

Schedules vary by school

PIR Nov 7

Parent-Teacher Conferences

Schedules vary by school

Full school days for students

PIR Day

HOLIDAYS & VACATIONS

No School for Teachers or Students

September 1

November 26-28

Dec 22 - Jan 2

February 27

March 13

April 2-6

May 25

Labor Day

Thanksgiving Vacation

Winter Break

Vacation Day

Vacation Day

Easter Vacation

Memorial Day

New Teacher Orientation

First/Last Day of School

K-3 First Day

K-8 Quarter Ends

K-8 Qtr Mid-Term

K-8 Semester Ends

Early Out (1:30 pm)

PIR Day

No School (Day Off/No School)

Paid Holiday (Day Off/No School)

Flex Day (No School for Students)

FHS Quarter Ends

FHS Qtr Mid-Term

FHS Semester Ends

FHS Graduation

PT Conferences

PUPIL INSTRUCTION (INCLUDING FLEX DAYS)

First Semester					91 days	Second Semester					88 days
FIRST QUARTER					DAYS	THIRD QUARTER					DAYS
First Week	Aug 20	to	Aug 22	3		First Week	Jan 19	to	Jan 23	5	
Second Week	Aug 25	to	Aug 29	5		Second Week	Jan 26	to	Jan 30	5	
Third Week	Sept 2	to	Sept 5	4		Third Week	Feb 2	to	Feb 6	5	
Fourth Week	Sept 8	to	Sept 12	5		Fourth Week	Feb 9	to	Feb 13	5	
Fifth Week	Sept 15	to	Sept 19	5		Fifth Week	Feb 16	to	Feb 20	5	
Sixth Week	Sept 22	to	Sept 26	5		Sixth Week	Feb 23	to	Feb 26	4	
Seventh Week	Sept 29	to	Oct 3	5		Seventh Week	March 2	to	March 6	5	
Eighth Week	Oct 6	to	Oct 10	5		Eighth Week	March 9	to	March 12	4	
Ninth Week	Oct 13	to	Oct 15	3		Ninth Week	March 16	to	March 20	5	
Tenth Week	Oct 20	to	Oct 24	5						43	
					45						
SECOND QUARTER					DAYS	FOURTH QUARTER					DAYS
First Week	Oct 27	to	Oct 31	5		First Week	March 23	to	March 27	5	
Second Week	Nov 3	to	Nov 6	4		Second Week	March 30	to	April 1	3	
Third Week	Nov 10	to	Nov 14	5		Third Week	April 7	to	April 10	4	
Fourth Week	Nov 17	to	Nov 21	5		Fourth Week	April 13	to	April 17	5	
Fifth Week	Nov 24	to	Nov 25	2		Fifth Week	April 20	to	April 24	5	
Sixth Week	Dec 1	to	Dec 5	5		Sixth Week	April 27	to	May 1	5	
Seventh Week	Dec 8	to	Dec 12	5		Seventh Week	May 4	to	May 8	5	
Eighth Week	Dec 15	to	Dec 19	5		Eighth Week	May 12	to	May 15	4	
Ninth Week	Jan 5	to	Jan 9	5		Ninth Week	May 18	to	May 22	5	
Tenth Week	Jan 12	to	Jan 16	5		Tenth Week	May 26	to	May 29	4	
					46						45

PUPIL INSTRUCTION-RELATED DAYS (PIR)	August 15	New Staff Orientation	
	August 18-19	All Staff Orientation/PIR	2.0
	October 16-17	Staff Development Days <i>Teachers Convention</i>	2.0
	Oct 27-30, Nov. 3-6	Parent-Teacher Conferences <i>Schedules vary by school PIR Nov. 7</i>	1.5
	March 23-27	Parent-Teacher Conferences <i>Schedules vary by school Full school days for students</i>	.5
	May 11	PIR Day	1.0
		Floating PIR Day	<u>1.0</u>
			8.0
HOLIDAYS & VACATIONS	Dates Inclusive		
	September 1	Labor Day	
	November 26-28	Thanksgiving Vacation	
	Dec 22-Jan 2	Winter Break	
	February 27	Vacation Day	
	March 13	Vacation Day	
	April 2-6	Easter Vacation	
	May 25	Memorial Day	
	July 3	Vacation Day (12-mo employees)	

PUPIL INSTRUCTION (INCLUDING FLEX DAYS)	First Semester				81 days	Second Semester				98 days
	FIRST QUARTER				DAYS	THIRD QUARTER				DAYS
	First Week	Aug 20	to	Aug 22	3	First Week	Jan 5	to	Jan 9	5
	Second Week	Aug 25	to	Aug 29	5	Second Week	Jan 12	to	Jan 16	5
	Third Week	Sept 2	to	Sept 5	4	Third Week	Jan 19	to	Jan 23	5
	Fourth Week	Sept 8	to	Sept 12	5	Fourth Week	Jan 26	to	Jan 30	5
	Fifth Week	Sept 15	to	Sept 19	5	Fifth Week	Feb 2	to	Feb 6	5
	Sixth Week	Sept 22	to	Sept 26	5	Sixth Week	Feb 9	to	Feb 13	5
	Seventh Week	Sept 29	to	Oct 3	5	Seventh Week	Feb 16	to	Feb 20	5
	Eighth Week	Oct 6	to	Oct 10	5	Eighth Week	Feb 23	to	Feb 26	4
					3	Ninth Week	March 2	to	March 6	5
					40	Tenth Week	March 9	to	March 12	4
										48
	SECOND QUARTER				DAYS	FOURTH QUARTER				DAYS
	First Week	Oct 20	to	Oct 24	5	First Week	March 16	to	March 20	5
	Second Week	Oct 27	to	Oct 31	5	Second Week	March 23	to	March 27	5
	Third Week	Nov 3	to	Nov 6	4	Third Week	March 30	to	April 1	3
	Fourth Week	Nov 10	to	Nov 14	5	Fourth Week	April 7	to	April 10	4
	Fifth Week	Nov 17	to	Nov 21	5	Fifth Week	April 13	to	April 17	5
	Sixth Week	Nov 24	to	Nov 25	2	Sixth Week	April 20	to	April 24	5
	Seventh Week	Dec 1	to	Dec 5	5	Seventh Week	April 27	to	May 1	5
	Eighth Week	Dec 8	to	Dec 12	5	Eighth Week	May 4	to	May 8	5
	Ninth Week	Dec 15	to	Dec 19	5	Ninth Week	May 12	to	May 15	4
					41	Tenth Week	May 18	to	May 22	5
						Eleventh Week	May 26	to	May 29	4
										50
						Total Days				179

PUPIL INSTRUCTION-RELATED DAYS (PIR)	August 15	New Staff Orientation	
	August 18-19	All Staff Orientation/PIR	2.0
	October 16-17	Staff Development Days <i>Teachers Convention</i>	2.0
	Oct 27-30, Nov. 3-6	Parent-Teacher Conferences <i>Schedules vary by school PIR Nov. 7</i>	1.5
	March 23-27	Parent-Teacher Conferences <i>Schedules vary by school Full school days for students</i>	.5
	May 11	PIR Day	1.0
		Floating PIR Day	<u>1.0</u>
			8.0
HOLIDAYS & VACATIONS	Dates Inclusive		
	September 1	Labor Day	
	November 26-28	Thanksgiving Vacation	
	Dec 22-Jan 2	Winter Break	
	February 27	Vacation Day	
	March 13	Vacation Day	
	April 2-6	Easter Vacation	
	May 25	Memorial Day	
	July 3	Vacation Day (12-mo employees)	