



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."

DUE DATE

First semester implementation; second Monday in October

COUNTY:

DISTRICT:

LIST EACH SCHOOL THAT IS REQUESTING THE VARIANCE:

Lewistown Junior High & Lewistown Public Schools (K-12 System)

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:
(a) .5 FTE for schools with 126-250 students;

10.55.704-ADMINISTRATIVE PERSONNEL: ASSIGNMENT OF DISTRICT SUPERINTENDENTS

(2) School systems with 100 or more FTE licensed staff shall employ a full-time curriculum coordinator to supervise the educational program and alignment of standards, assessment, curriculum, instruction, and instructional materials. The curriculum coordinator shall hold a Class 3 administrative license. Those districts with fewer than 100 FTE licensed staff and no full-time curriculum coordinator shall employ the services of a consortium, multidistrict collaborative, or interlocal cooperative, or a part-time, designated curriculum coordinator.



2. Describe the variance requested.

10.55.709- Library Media Services, K-12

Lewistown Junior High has not be able to secure a certified .5 Librarian to meet the accreditation standards. The school has been using a highly qualified paraprofessional to meet the educational needs of students needing library services. Enrollment projections show the Junior High will stay under the 250 students.

10.55.704 Assignment of Administrative Staff

Lewistown Public schools has exceeded the 100 licensed FTE (102, FY26) and will not be able to employ a full time curriculum director as stated in 10.55.704 Section 2. It is highly likely that Lewistown Public Schools will fall below the 102 FTE in the near future due to a downturn in student enrollment.

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

a. Workable.

10.55.709- Library Media Services, K-12

Lewistown Junior High is using a highly qualified para professional to maintain the library and to meet the standards. Their assignment is approximately a .5FTE dedicated to library media services. They also utilize the knowledge of certified librarians in the district for assistance.

10.55.704 Assignment of Administrative Staff

Lewistown Schools has a process to meet the needs of curriculum review, assessment and adoption. A diverse committee chaired by a licensed school administrator reviews, revises and recommends for curriculum changes and adoption. The committee is comprised of teacher representatives from all grade levels, members of the board of trustees and administrators. All curriculum meetings are posted and open to the public. This process has worked effectively for several years in the district and the addition of extra FTE does not constitute changing this process by having to add another full time administrator to the district.



b. Educationally sound.

10.55.709- Library Media Services, K-12

Lewistown Junior High has been using a highly qualified para professional in this position for a couple of years and it has more than met the educational needs of the school and students.

10.55.704 Assignment of Administrative Staff

Our curriculum review process has been efficient and effective the past several years and more than meets the need of the district and its teachers.

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

10.55.709- Library Media Services, K-12

The current alignment of staffing at Lewistown Junior High meets all program delivery standards as outlined in 10.55.1801

10.55.704 Assignment of Administrative Staff

The current process Lewistown Public Schools utilizes for curriculum review and adoption meet all the established standards in 10.55.603 Curriculum and Assessment



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 at Lewistown Junior High meets all program delivery standards as outlined in 10.55.1801

(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.

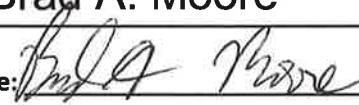
(Stakeholder groups include trustees, administrators, teachers, classified school staff, families, community members, and students as applicable.)

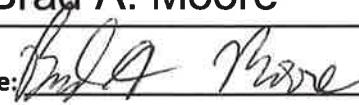


Required school district signatures:

Board Chair Name: Kris Birdwell  Date: 9/8/25

Board Chair Signature: 

Superintendent Name: Brad A. Moore  Date: 9/8/25

Superintendent Signature: 

Email the signed form to:

OPIAccred@mt.gov

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

LINCOLN BOARD ROOM

215 7th 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. 8th 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 13th, 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 8TH 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 8th 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.

KRIS BIRDWELL
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

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

LINCOLN BOARD ROOM

215 7th 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. 8th 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

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.

ADDITIONAL INFORMATION ATTACHED

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
Building & Grounds	3	X	X			X		
Safety Committee	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
Activities	3	X	X			X		
Curriculum Committees:								
World Languages	2		X	X				
Health Insurance Program	2			X				X
School Calendar	1							X
Vocational Advisory Council	2					X	X	
Gaining	3				X	X	X	
Policy Review	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

SUMMARY:

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

ADDITIONAL INFORMATION ATTACHED

NOTES:

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM
#6

MEETING DATE: September 8, 2025

ITEM TITLE: REPORT – BOARD GOALS

PREPARED BY: Brad Moore, Superintendent

SUMMARY:

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

ADDITIONAL INFORMATION ATTACHED

NOTES:

**LEWISTOWN PUBLIC SCHOOLS
Lewistown, Montana**

BOARD AGENDA ITEM
#7

MEETING DATE: September 8, 2025

ITEM TITLE: REPORT – SUPERINTENDENT

PREPARED BY: Brad Moore, Superintendent

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
Total-	1144	1163

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

ADDITIONAL INFORMATION ATTACHED

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: _____

SUMMARY:

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

ADDITIONAL INFORMATION ATTACHED

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

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

ADDITIONAL INFORMATION ATTACHED

NOTES:

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM

215 7th 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.

**KRIS BIRDWELL
BOARD CHAIR**

**REBEKAH RHOADES
BUSINESS MANAGER/CLERK**

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

LINCOLN BOARD ROOM

215 7th 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 14th. The new Teacher orientation will take place on Friday, August 15th. 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 surplusing 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.

KRIS BIRDWELL
BOARD CHAIR

REBEKAH RHOADES
BUSINESS MANAGER/CLERK

**MINUTES
LEWISTOWN PUBLIC SCHOOLS
BOARD OF TRUSTEES**

**LINCOLN BUILDING
215 7th 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.

**KRIS BIRDWELL
BOARD CHAIR**

**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

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

ADDITIONAL INFORMATION ATTACHED

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

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

ADDITIONAL INFORMATION ATTACHED

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

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

ADDITIONAL INFORMATION ATTACHED

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

SUMMARY:

Attached is the Personnel Report for your review.

ADDITIONAL INFORMATION ATTACHED

NOTES:

LEWISTOWN PUBLIC SCHOOLS
LEWISTOWN, MONTANA

Monday September 8, 2025

EMPLOYEE NAME	POSITION	LOCATION	RECOMMENDED ACTION	EFFECTIVE DATE	RECOMMENDED BY	COMMENTS
LEARY, RoseAnna	Volunteer Weight Training/Conditioning Instructor - Volleyball Team	Fergus High School		9/9/2025	Derek Lear	
TURNER, Logan	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

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: 8TH GRADE PARTICIPATION IN HIGH SCHOOL WRESTLING

PREPARED BY: Brad Moore, Superintendent

SUMMARY:

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

ADDITIONAL INFORMATION ATTACHED

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

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.

ADDITIONAL INFORMATION ATTACHED

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

SUMMARY:

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

ADDITIONAL INFORMATION ATTACHED

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 7th 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				

New Teacher Orientation	
First/Last Day of School	K-3 First Day
K-8 Quarter Ends	FHS Quarter Ends
K-8 Qtr Mid-Term	FHS Qtr Mid-Term
K-8 Semester Ends	FHS Semester Ends
Early Out (1:30 pm)	FHS Graduation
PIR Day	PT Conferences
No School (Day Off/No School)	
Paid Holiday (Day Off/No School)	
Flex Day (No School for Students)	

HOLIDAYS & VACATIONS						
No School for Teachers or Students						
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					

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
								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</i> <i>PIR Nov. 7</i>	1.5
March 23-27	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>Full school days for students</i>	.5
May 11	PIR Day	1.0
	Floating PIR Day	1.0
		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
Ninth Week	Oct 13	to	Oct 15	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</i> <i>PIR Nov. 7</i>	1.5
March 23-27	Parent-Teacher Conferences <i>Schedules vary by school</i> <i>Full school days for students</i>	.5
May 11	PIR Day	1.0
	Floating PIR Day	1.0
		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)