

POPLAR SCHOOLS

400 4th Avenue West, Poplar, MT 59255 406.768.6600
www.poplarschools.com

HILARY GOURNEAU
Chairman

LARAE CROWLEY
Vice-Chairman

TATUM EVENSON
Trustee

ROBYN BAKER
Trustee

MARVIN YOUPEE JR.
Trustee

AGENDA Regular Board Meeting Monday, 13 May 2024 5 PM

1. Call Meeting To Order
2. Recognition of Guests
3. Public Comment- 5 Minute Courtesy Limit per Topic
The Poplar Schools' Board of Trustees welcomes public comment on issues and concerns. This is the point in the meeting for comments on matters not already on the agenda. Comments on agenda items will be accepted when that item comes up during the meeting. Interested persons may also submit views in written form to the Clerk or Superintendent prior to the meeting and those comments will be brought to the attention of the Board during the meeting.
4. Recognition of Poplar Education Association
5. Consent Agenda: Previous Board Meeting Minutes, Warrants and Claims, Budget vs. Actual, Investment Reports, and High School Activity Fund.
6. Informational Items (p.43)
 - 6.1. Directors' Reports
 - 6.2. Principals' Reports
 - 6.3. Superintendent's Report
7. Discussion Agenda (p.60)
 - 7.1. Coaching Clinics
 - 7.2. ESSER Positions
 - 7.3. SRO Planning
8. Action Agenda
 - 8.1. Personnel Report (p.63)
 - 8.2. Curriculum Purchase
 - 8.3. MHSA Annual Application
 - 8.4. MTSBA Renewal (p.77)
 - 8.5. Learning Loss and Summer Hires
 - 8.6. Substitute Hiring
 - 8.7. Consideration of SY25 Classified Contracts (p.86)
 - 8.7.1. Directors
 - 8.7.2. PESSO
 - 8.7.3. Teamsters
 - 8.7.4. Positions A-B (Nutrition)
 - 8.8. Independent Contractors
 - 8.9. Director's Salary Schedule
 - 8.10. PEA CBA Ratification (p.91)
 - 8.11. Canvas of Votes (p.135)
 - 8.12. Reorganization of Board
 - 8.13. Appointment of Clerk
9. Items of Interest
 - 9.1. Work Session Dates:
 - 9.2. Special Meeting Dates:
 - 9.3. Regular Meeting Date: Discuss changing
10. Adjournment



The Poplar Schools 9&9B Board of Education understands our intended role of guiding the entire district through meaningful, thoughtful, and purposeful actions. To that end, we uphold our elected responsibilities in fulfilling our requirements of governing through policy, providing a philosophy of operation for the district, and establishing goals for the improvement of the district. This document sets forth the Operating Principles for the Poplar Schools.

Purpose- Why we exist.

- 🎯 Our purpose is to develop productive citizens.

Direction- Where we are going.

- 🎯 We want each and every student to achieve academic and life success by personalizing the learning process.
 - **Each and Every Student:** Reach every student by working with each individual, one-by-one.
 - **Academic Success:** Improve achievement for all students, close achievement gaps, and provide accelerated learning options.
 - **Life Success:** Prepare every student to contribute to their community as a competent, confident, and caring citizen.
 - **Personalizing Learning:** Provide flexible and adaptive pathways to meet students' needs.

Values- How we will behave.

- 🎯 **Student-Centered:** Center everything we do on the student and student learning.
- 🎯 **Culturally Responsive Learning:** Include the heritage of all students.
- 🎯 **Respect:** Embody respect for the diversity and dignity of all.
- 🎯 **Integrity:** Be transparent, trustworthy and professional.
- 🎯 **High Expectations:** Maintain high expectations and educational opportunities to inspire higher achievement.
- 🎯 **Safe Environment:** Provide a safe learning environment.
- 🎯 **Collaboration:** Engage with students, families, staff, and community to support student success.
- 🎯 **Innovation:** Be creative and adaptive to student needs.

Agenda Number 5 Consent Agenda

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY:

Per Board Policy 1420, a *Consent Agenda* is used to expedite business at its meetings. The Board approves the use of a consent agenda, which includes those items considered to be routine in nature. Questions or concerns about items in the *Consent Agenda* should be directed to the Superintendent or the Clerk prior the meeting. Singular items that appear on the consent agenda may be redirected to the action section of the agenda by a member of the Board. Remaining items will be voted on by a single motion. The approved motion will be recorded in the minutes, including a listing of all items appearing on the consent agenda.

This meeting's *Consent Agenda* items include: Minutes of previous meetings, Warrants and Claims, Budget vs. Actual, Investment Reports, and High School Activity Fund.

SUPERINTENDENT'S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund -
Estimated Cost –

SAMPLE MOTION: *I move to approve the Consent Agenda.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

Regular Board Meeting

Monday April 8, 2024

Call to Order: The Regular board meeting of the Board of Trustees called to order by the Vice Chair at 5:00 p.m. Board led the Pledge of Allegiance. The School District No. 9 & 9B Trustees present to constitute a quorum were:

Hilary Gourneau, Chair
Marvin Youpee, Trustee

LaRae Crowley, Vice Chair
Robyn Baker, Trustee

Absent: Tatum Evenson, Trustee

District Staff:

Dan Schmidt, Superintendent
Judy Linthicum, Clerk
Greg Gourneau
Frank Gourneau
Emerson Young
Patricia Black
Jake Riediger
Jessie Colon
Karolyn Kohl
Shannon Murphy
Lewis Reese
Taylor Reese
Sheryl Kohl

Keith Erickson, Assistant Superintendent
John Wetsit
Morgan Norgaard
Coy Weeks
Clint Linthicum
Mike Gorder
Mary Plante
Jeanine Granada
Brandi Burshia
Emerson Young
Patricia Lan-ham Nichols
Jane Crowe

Recognition of Guests: None

Public Comment: None

4.) Recognition of Poplar Education Association: None

Regular Board Meeting

Monday April 8, 2024

5.) Consent Agenda:

- **Minutes of Regular Board meeting March 18, 2024**
- **Warrants and Claims**
- **Budget Vs Actual March 2024**
- **Investments Reports March 2024**
- **High School Activity Report**

ACTION:

Marvin Youpee made motion to approve of Minutes of Regular Board meeting Monday March 18, 2024, Warrants and Claims, Budget Vs Actual March 2024, Investments Reports March 2024, and High School Activity Report.

Seconded by Robyn Baker

Vote: 4-0 For

6) Informational Items

6.1) Directors Reports

Mike Gorder (Buildings and Ground Director), Clint Linthicum (Transportation Director), Mary Plante (Food Service Director), Jake Riediger (Technology) and Patricia Black (Special Education Director), reports were in the board packet.

6.2) Principals Reports

John Wetsit Elementary Principal and Frank Gourneau High School Principal reports were in board packet.

6.3) Superintendent Report

Highlight:

- MHSAs will be on site April 11th. This is a new tour of all MHSAs schools.

7) Discussion Agenda

7.1) Facilities Committee Report

Facilities priority list we need to set a facilities committee date so that discussion can be had on remaining ESSER projects, summer projects, and housing. Input to take that committee would be appreciated.

Planning- what are priority projects that need addressing: Summer Custodian will work on painting. Elementary classrooms cabinets, Handicap spaces/signage and general painting of Parking/Bus Lane, HS benches, the District Office Handicap accessibility-railings \$2500.

Regular Board Meeting Monday April 8, 2024

ESSER address the safety concerns, possibility of Bus barn addition which will consist of small vehicle storage/offices, wash bay addition to old barn. Elementary parking \$150,000, and deal with what needs to happen Superintendent house (tear down).

7.2) Coaching Clinic

Poplar Schools Board of Trustee's would like to see the District offer a Coaching Clinic to help encourage teachers and community members to learn the basics of coaching. The goal is to increase the pool of individuals willing to step up to coach. The goal of the clinic will be to teach how to coach with the possibility of starting with the younger students and within time moving up to coaching at the High School level.

7.3) Accreditation

Poplar Elementary School exited Comprehensive Support and Improvement status to Universal. **(Congratulations).**

Poplar 5-6 School was identified as Comprehensive Support and Improvement.

Poplar 7-8 was identified as Additional Targeted Support and Improvement.

Poplar High School was identified as Comprehensive Support and Improvement.

8.) ACTION AGENDA

8.1) Personnel Report

Greg Norgaard
Rhianon Darnell

Classified Staff
Substitute Bus Driver
Substitute Kitchen

Karolyn Kohl

Co- and Extra Curricular Staff
Assistant Track

Shawn Erickson
Andrew Youpee

Resignations
Middle School Special Education
Elementary Paraprofessional

ACTION:

Motion made by Marvin Youpee to approve the Personnel Report
Seconded by Robyn Baker.

Vote: 4-0

Regular Board Meeting

Monday April 8, 2024

8.2) Consideration of SY 25 Tenured Certified Staff Contract

Elementary	Middle	High
Azure, Debi	Bearcub, Twilia	Boadle, Loren
Belton, Randie	Bighorn, Loren	Brooks, Jonathan
Bidegaray, Lanette	DeCoteau, Carroll	Christian, Teri
Boyd, Valerie	Ferguson, Melanie	Fulgham, Ted
Colon, Jessie	Gramling, Owen	Furhman, Loren
Crowe, Jane	Grindstaff, Christine	Gorder, James
Crowley, Katie	Guilez, Kara	Granada, Jeanine
Daniels, Shari	Hammar, Joe	Kohl, Karolyn
Escarcega, Sarelle	Hovan, Molly	Moore, Brent
Kennaugh, Kevin	Kohl, Sheryl	Sadler, Traci
Kohl-Granbois, Melissa	McCabe, Linda	Seeb, John
Lanham-Nichols, Patricia	Parker, Christina	Three Stars, Ethan
Linder, Haven	Scarr, Kelly	Treasure, Taylor
Marchwick, Shirley	Schwartz, Deirdre	Tuss, Walter
Medicine Cloud, Jennifer	Smith, Michelle	Zumbrun, Tara
Moran, Leslie	Strissel, Chad	
Murphy, Shannon	Turcotte, Jacob	
Murray, Theresa	Watts, Martha	
Schultes, Rayna	Whitehead, Kenneth	
Sherman, Lana	Young, Chandra	
Knowlton, Tracy		

ACTION:

Motion made LaRae Crowley approve the SY25 Tenured Certified Staff Contracts.
Seconded by Robyn Baker

Vote: 4-0 For

8.3) SY24 Calendar Change

Approval is needed to change the adopted SY24 to include the extension of instruction for a regular school day on May 2, 2024, and the change of May 3, 2024, to be a PIR day for staff. These changes were discussed and supported by the PEA

ACTION:

Motion made by Robyn Baker to approve SY24 Calendar change.
Seconded by LaRae Crowley

Vote: 4-0 For

Regular Board Meeting Monday April 8, 2024

8.4) SY25 Calendar Adoption

Calendar Option #1 is the preferred calendar according to the results of a district-wide ballot for the two options previously presented.

Vote Tabulation: Calendar #1: 96 Calendar #2: 19

ACTION:

Motion made by Marvin Youpee to approve the calendar #2 as the SY25 School Calendar
Seconded by Robyn Baker

Vote: 2-2 For Hilary Gourneau and LaRae Crowley Opposed

Motion Dies

Motion made by Marvin Youpee to approve the calendar #1 as the SY25 School Calendar
Seconded by Robyn Baker

Vote by roll call:

Marvin Youpee For

Robyn Baker Opposed

LaRae Crowley For

Hilary Gourneau For

Vote: 3 For and 1 Opposed

8.5) SY23 Audit

The District Financial Audit for SY23 is ready to be certified. This year's audit had zero findings. With the completion of last year's audit, the district is now caught up on the traditional cycle which was disrupted during the pandemic and later years.

ACTION:

LaRae Crowley moved to certify the SY23 Financial Audit.

Seconded by Marvin Youpee

Vote: 4-0 For

Regular Board Meeting Monday April 8, 2024

8.6) SY25 Speech Therapy Contract

eLuma is an effective online therapy service for Speech Therapy, Occupational Therapy, Mental Health Services, and Physical Therapy. As an alternative delivery method for such services, schools are able to offer a wider array of services for less.

ACTION:

Motion made by Robyn Baker to approve the contract with eLuma LLC as presented for \$97,497.72 for SY25.

Seconded by Marvin Youpee

Vote: 4-0

8.7) Facility Priority Projects

The Facilities Committee has asked for approval of the presented projects for the 2024 summer.

No Action taken at this time.

Marvin Youpee and Robyn Baker are negotiation with the Paraprofessionals with LaRae Crowley as alternate.

9.) Items of Interest

9.1) Work Session Date: None

9.2) Special Meeting Date: April 22

9.3) Next Regular Meeting May 13, 2024, at 5:00 p.m.

Adjourn

Hilary Gourneau adjourned at 6:29p.m April 8, 2024.

ATTEST:

Judy Linthicum, Board Clerk

Hilary Gourneau , Chair

Special Board Meeting

Monday April 22, 2024

Call to Order: The Board meeting for the Board of Trustees called to order by the Chair at 5:00 p.m. The School District No. 9 & 9B Trustees present to constitute a quorum were:

Hilary Gourneau , Chair LaRae Crowley, Vice Chair
Robyn Baker, Trustee Marvin Youpee, Trustee
Tatum Evenson, Trustee

District Staff:

Dan Schmidt Keith Erickson
Judy Linthicum John Wetsit
Morgan Norgaard Lewis Reese
Clint Linthicum Mike Gorder
Shannon Murphy Jane Crowe
Kyle Reese

Public Comment: None

4.) ACTION ITEMS

4.1) Consideration of Non-Tenured Certified Staff Contracts

4.1.1) Gaining Tenure

Elementary School

Thomas Olsen Janine Tan Maribel Wagas

Middle School

Neria Manero Griffin Ricker Ha Yoon Rush

High School

Rose Ordinario

ACTION:

Motion made by LaRae Crowley to approve the contracts for all non-tenured certified staff gaining tenure.

Seconded by Robyn Baker

Vote: 5-0 For

Special Board Meeting

Monday April 22, 2024

4.1.2) Non-Tenured

Elementary School

Amy Benson
Shaira DeLim
Jennifer Mandan
Ruffa Tapalla

Leslie Bighorn
Marly Firemoon
Rolfe Schwartzkopf
Eden Vitor

Brandi Burshia
Amanda Johnston
Adrian Spotted Bird

Middle School

Tristan Bullshoe
Louilee Tabuena

Jarret Curtis
Marjorie Youpee

Louis Peterson

High School

Tiffany Darby
Jacob Magura

Kelly Haaland
Amanda Simonson

Jacob Kunkel
Teresa Turner

ACTION:

Motion made by LaRae Crowley to approve the contracts for all non-tenured certified staff as presented.

Seconded by Robyn Baker

Vote: 5-0 For

4.2) Principal's Salary Schedule Proposal

The principals as a group are proposing an increase of their base rate of \$63,000 to \$69,300 for an increase of 10% over three years. This proposal results in a 10% - 0% -0% increase for SY 25-27.

ACTION:

Motion made by Marvin Youpee to approve the increase of the principal's base rate 10% or to \$69,630 for SY25 and remain frozen in SY 26 and SY 27.

Seconded by Robyn Baker

Vote: 0-5 Opposed

ACTION:

Motion made by LaRae Crowley to approve the increase of the principal's base rate 9% or to \$68,997 for SY25 and remain frozen in SY 26 and SY 27.

Seconded by Robyn Baker

Vote: 4-1 For Opposed Marvin Youpee

**Special Board Meeting
Monday April 22, 2024**

4.3) Director’s Salary Schedule Proposal

The salary schedule for this group has been frozen this past year. A 3% increase on the base rate was given for SY23 and frozen with steps only for SY24. The Directors would like to see an increase of 7-10% for the next three years, it would be appreciated. In keeping with the principal’s proposal, the directors would like all the increase in one-year SY25 and not adjust the base for SY26 and SY27 but move steps only.

ACTION:

Motion made by Marvin Youpee to approve the increase of the Director’s base rate 9%, and remain frozen in SY26 and SY27. Directors will receive steps in all three years (SY25-SY27)

Seconded by LaRae Crowley

Vote: 5-0 For

Adjourn

Hilary Gourneau adjourned at 5:15 p.m. April 22, 2024.

ATTEST:

Judy Linthicum, Board Clerk

Hilary Gourneau , Chair

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
69421		10162 AGLAND CO-OP	5,705.03						
1		03/31/24 ROUTE	798.93		110 14	100-2700	624		
2		03/31/24 ROUTE	798.93		110 15	100-2700	624		
3		03/31/24 ROUTE	798.93		110 50	100-2700	624		
4		03/31/24 ACTIVITY	1,209.84*		226 16	720-2700	624		
5		03/31/24 PICKUP/RANGER	602.73		126 90	100-2600	624		
6		03/31/24 MAINTENANCE	297.27*		126 90	100-2600	615		
7		03/31/24 MAINTENANCE	147.54		226 16	100-2600	615		
8		03/31/24 BUS BARN PARTS	82.95		210 16	100-2700	440		
9		03/31/24 HOUSING PARTS	245.12		115	100-2620	440	31	
10		03/31/24 PROPANE	623.00*		115	100-2620	410	31	
11		03/31/24 ES TRANSPORTATION	53.68		126 50	710-2700	624		
12		03/31/24 SPED TRANSPORTATION	46.11*		126 14	280-1000	582		
69415		24853 AMERICAN FIDELITY ADMINISTRATIVE	268.00						
		Time and eligibility service for April 2024							
1		69541 04/15/24 April 2024 time/eligibility	200.00		126 90	100-2300	340		
2		69541 04/15/24 April 2024 time/eligibility	68.00		226 16	100-2300	340		
69416		24159 CLOVER BUCKLES	350.00						
		Breakfast burritos elementary staff incentive							
1		100 04/19/24 Elem incentive breakfast	350.00*		115 15	785-3300	610	785	
69422		22685 INDEPENDENCE BANK	75,512.17						
		March 2024 credit card charges							
1		CC-13340 03/10/24 Monthly electric charges	716.00		115	625		31	
		SHERIDAN ELECTRIC CO-OP							
2		CC-13341 04/18/24 DISTRICT PHONES	1,395.91		126	625			
		NEMONT TELEPHONE COOPERATIVE, INC.							
3		CC-13341 04/18/24 DISTRICT PHONES	1,395.91		126	625			
		NEMONT TELEPHONE COOPERATIVE, INC.							
4		CC-13341 04/18/24 DISTRICT PHONES	1,395.91		126	625			
		NEMONT TELEPHONE COOPERATIVE, INC.							
5		CC-13341 04/18/24 DISTRICT PHONES	1,395.91		226	625			
		NEMONT TELEPHONE COOPERATIVE, INC.							
6		CC-13341 04/18/24 TECH DEPT. PHONES	79.98		126	625			
		NEMONT TELEPHONE COOPERATIVE, INC.							
7		CC-13341 04/18/24 MAINT. PHONES	89.98		126	625			
		NEMONT TELEPHONE COOPERATIVE, INC.							
8		CC-13341 04/18/24 DISTRICT PHONES	94.27		126	625			
		NEMONT TELEPHONE COOPERATIVE, INC.							
9		CC-13341 04/18/24 DISTRICT PHONES	94.27		226	625			
		NEMONT TELEPHONE COOPERATIVE, INC.							

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
10	CC-13341 04/18/24 TRANSPORTATION PHONES	99.85		110 625				
	NEMONT TELEPHONE COOPERATIVE, INC.		CC Accounting:	110- 50-100-2700-531				
11	CC-13342 03/10/24 Room for conference	584.88		126 625				
	NORTHERN HOTEL		CC Accounting:	126- 90-100-2300-582				
12	CC-13342 03/14/24 Room for conference	589.20		126 625				
	BEST WESTERN		CC Accounting:	126- 90-100-2300-582				
13	CC-13342 04/03/24 Staff lunch	110.75		126 625				
	AMERICAN LEGION SUPPER CLUB		CC Accounting:	126- 90-100-2300-582				
14	CC-13343 03/11/24 LaserJet toner cartridge	99.00		126 625				
	MISC VENDOR		CC Accounting:	126- 50-141-1000-610				
15	CC-13343 03/20/24 Apple care for MacBook	359.00		126 625				
	APPLE		CC Accounting:	126- 50-141-1000-610				
16	CC-13343 03/20/24 Apple care for MacBook	359.00		126 625				
	APPLE		CC Accounting:	126- 50-141-1000-610				
17	CC-13343 03/20/24 Apple MacBook Pro	3,078.99		126 625				
	APPLE		CC Accounting:	126- 50-141-1000-610				
18	CC-13343 03/20/24 Apple MacBook Pro	3,078.99		126 625				
	APPLE		CC Accounting:	126- 50-141-1000-610				
19	CC-13344 03/07/24 Meal cheer state bball	66.00		226 625				
	WENDYS		CC Accounting:	226- 16-720-3509-582				
20	CC-13344 03/08/24 Meal cheer state bball	171.43		226 625				
	SONIC		CC Accounting:	226- 16-720-3509-582				
21	CC-13344 03/08/24 Meal cheer state bball	156.86		226 625				
	OUTBACK STEAKHOUSE		CC Accounting:	226- 16-720-3509-582				
22	CC-13344 03/08/24 Gas cheer state bball	67.54		226 625				
	HOLIDAY STATIONS		CC Accounting:	226- 16-720-3500-624				
23	CC-13344 03/09/24 Meal cheer state bball	124.35		226 625				
	APPLEBEES		CC Accounting:	226- 16-720-3509-582				
24	CC-13344 03/09/24 Meal cheer state bball	127.95		226 625				
	FIVE GUYS		CC Accounting:	226- 16-720-3509-582				
25	CC-13344 03/10/24 Meal cheer state bball	109.71		226 625				
	MISC VENDOR		CC Accounting:	226- 16-720-3509-582				
26	CC-13344 03/10/24 Meal cheer state bball	120.91		226 625				
	PERKINS		CC Accounting:	226- 16-720-3509-582				
27	CC-13344 04/05/24 Statement Fee	3.00		226 625				
			CC Accounting:	226- 16-720-3500-610				
28	CC-13345 03/15/24 Maint gas	33.73		126 625				
	AGLAND CO-OP		CC Accounting:	126- 90-100-2600-624				
29	CC-13345 03/18/24 ATV sprayer	414.00		126 625				
	WESEVERN RANCH SUPPLY		CC Accounting:	126- 90-100-2600-660				
30	CC-13345 03/18/24 Maint gas	57.03		126 625				
	Genex		CC Accounting:	126- 90-100-2600-624				
31	CC-13345 03/18/24 Material fabrication of ston	1,475.45		226 625				
	MISC VENDOR		CC Accounting:	226- 16-100-2600-440				

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
32	CC-13345 03/19/24 Room Billings	116.48		126 625				
MISC VENDOR			CC Accounting:	126- 90-100-2600-582				
33	CC-13345 03/19/24 Maint gas	67.14		126 625				
HOLIDAY STATIONS			CC Accounting:	126- 90-100-2600-624				
34	CC-13345 03/19/24 Maint gas	44.25		126 625				
Cenex			CC Accounting:	126- 90-100-2600-624				
35	CC-13345 03/26/24 Speedline white ss tacks	63.29		226 625				
DISTRIBUTION INTERNATIONAL			CC Accounting:	226- 16-100-2600-440				
36	CC-13345 03/27/24 Maint gas	46.09		126 625				
CONOCO			CC Accounting:	126- 90-100-2600-624				
37	CC-13345 03/27/24 Maint gas	4.60		126 625				
AGLAND CO-OP			CC Accounting:	126- 90-100-2600-624				
38	CC-13345 04/05/24 Statement Fee	3.00		126 625				
			CC Accounting:	126- 90-100-2600-615				
39	CC-13346 03/07/24 Tripod tablet mount	34.96		226 625				
WALMART			CC Accounting:	226- 16-720-3500-610				
40	CC-13347 03/10/24 Boys Bball rooms- state	7,913.92		226 625				
LA QUINTA INN AND SUITES			CC Accounting:	226- 16-720-3504-582				
41	CC-13347 03/12/24 Cheer rooms- state bball	1,190.88		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3509-582				
42	CC-13347 03/20/24 Golf simulator membership	129.95		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3513-610				
43	CC-13348 03/07/24 Meal HS bball state	114.68		226 625				
CONOCO			CC Accounting:	226- 16-720-3504-582				
44	CC-13349 03/06/24 State bball meal	549.66		226 625				
FUDDRUCKERS			CC Accounting:	226- 16-720-3504-582				
45	CC-13349 03/07/24 State bball meal	317.90		226 625				
JERSEY MIKES			CC Accounting:	226- 16-720-3504-582				
46	CC-13349 03/07/24 State bball meal	201.10		226 625				
DOMINOS			CC Accounting:	226- 16-720-3504-582				
47	CC-13349 03/08/24 State bball meal	231.25		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3504-582				
48	CC-13349 03/09/24 State bball meal	37.50		226 625				
BOBS PIZZA PLUS			CC Accounting:	226- 16-720-3504-582				
49	CC-13349 03/09/24 State bball meal	224.37		226 625				
FLAMING WOK			CC Accounting:	226- 16-720-3504-582				
50	CC-13349 03/09/24 State bball meal	496.64		226 625				
APPLEBEES			CC Accounting:	226- 16-720-3504-582				
51	CC-13349 03/10/24 State bball meal	419.52		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3504-582				
52	CC-13350 03/13/24 Lodging trustee conf DC	1,850.56		126 625				
HYATT REGENCY			CC Accounting:	126- 90-100-2300-582				
53	CC-13351 04/02/24 AR incentives	55.76		115 625			700	
SAMS CLUB			CC Accounting:	115- 15-470-1000-610-700				

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
54	CC-13351 04/02/24 Scooters AR Incentives	172.92		115 625			700	
WALMART								
55	CC-13351 04/05/24 Statement Fee	3.00		126 625				
56	CC-13352 03/07/24 Gas state bball	98.09		226 625				
FARMERS UNION OIL CO.								
57	CC-13352 03/10/24 Gas state bball	97.14		226 625				
HOLIDAY STATIONS								
58	CC-13352 03/10/24 Room state bball	550.29		226 625				
BEST WESTERN								
59	CC-13352 03/10/24 Gas state bball	40.20		226 625				
FARMERS UNION OIL CO.								
60	CC-13352 03/11/24 JOM meal for meeting	40.50		115 625			700	
FORT PECK VIDEO & MORE								
61	CC-13352 03/13/24 BLT donuts	31.96		226 625				
REYNOLDS SUPERMARKET								
62	CC-13352 03/15/24 JOM post prom food	394.65		115 625			700	
MAIN STREET GROCERY								
63	CC-13352 03/27/24 BLT birthday cake	41.99		226 625				
REYNOLDS SUPERMARKET								
64	CC-13353 03/08/24 Rooms state spelling bee	334.48		126 625				
MICROTEL								
65	CC-13353 03/08/24 Rooms state spelling bee	339.88		126 625				
MICROTEL								
66	CC-13353 03/08/24 Gas state spelling bee	63.50		126 625				
CONOCO								
67	CC-13353 03/08/24 Meal State spelling bee	77.64		126 625				
APPLEBEES								
68	CC-13353 03/09/24 Meal State spelling bee	82.02		126 625				
MISC VENDOR								
69	CC-13353 03/09/24 Meal State spelling bee	29.74		126 625				
DOORDASH								
70	CC-13353 03/09/24 Meal State spelling bee	79.59		126 625				
DOORDASH								
71	CC-13353 03/10/24 Gas state spelling bee	53.95		126 625				
CONOCO								
72	CC-13353 03/10/24 Meal state spelling bee	38.14		126 625				
ARBYS								
73	CC-13353 03/20/24 Coffee for office	34.23		126 625				
MAIN STREET GROCERY								
74	CC-13353 03/21/24 Sympathy flowers from staff	49.00		126 625				
FRIESEN'S FLORAL								
75	CC-13353 03/27/24 Maple bars for testing	50.92		126 625				
ALBERTSON'S								

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
76 AMAZON	CC-13354 03/05/24 Dewalt sander,tools	825.29		215 625			824	
77 PERKULATOR	CC-13354 03/07/24 Staff incentives	46.53		126 625		CC Accounting: 215- 16-451-1412-610-824		
78 AMAZON	CC-13354 03/11/24 Gold eagle head for flag	87.98		126 625		CC Accounting: 126- 90-100-2300-610		
79 AMAZON	CC-13354 03/11/24 Black toner cartridge	107.78		126 625		CC Accounting: 126- 50-100-2400-610		
80 AMAZON	CC-13354 03/12/24 Dewalt cordless router	127.00		215 625		CC Accounting: 126- 15-141-1000-610	824	
81 AMAZON	CC-13354 03/13/24 Soil test kit,steel riiddle	398.08		215 625		CC Accounting: 215- 16-451-1412-610-824	33	
82 AMAZON	CC-13354 03/14/24 Steel mesh sifting pans	377.79		215 625		CC Accounting: 215- 16-390-1000-610- 33	33	
83 SLEEP INN & SUITES	CC-13354 03/13/24 Rooms for MASBO	235.12		126 625		CC Accounting: 215- 16-390-1000-610- 33		
84 SLEEP INN & SUITES	CC-13354 03/13/24 Rooms for MASBO	117.56		226 625		CC Accounting: 126- 90-100-2500-582		
85 EXXON MOBILE	CC-13354 03/14/24 Gas MASBO Miles City	43.99		126 625		CC Accounting: 226- 16-100-2500-582		
86 CONOCO	CC-13354 03/15/24 Gas MASBO Miles City	44.27		226 625		CC Accounting: 126- 90-100-2500-582		
87 AMAZON	CC-13354 03/18/24 Tripod, Webcam w/ microphone	39.99		126 625		CC Accounting: 226- 16-100-2500-582		
88 APPLE	CC-13354 03/20/24 Apple care Macbook Pro	359.00		115 625		CC Accounting: 126- 14-141-1000-610	700	
89 APPLE	CC-13354 03/20/24 MacBook Pro	3,078.99		115 625		CC Accounting: 115- 50-470-1000-610-700	700	
90 AMAZON	CC-13354 03/20/24 HDMI cords	31.85		126 625		CC Accounting: 115- 50-470-1000-610-700		
91 AMAZON	CC-13354 03/20/24 HDMI wall plate and cable	116.36		126 625		CC Accounting: 126- 15-141-1000-610		
92 APPLE	CC-13354 03/22/24 Apple care MacBook Pro	359.00		115 625		CC Accounting: 126- 15-141-1000-610	700	
93 APPLE	CC-13354 03/22/24 MacBook Pro	3,078.99		115 625		CC Accounting: 115- 14-470-1000-610-700	700	
94 AMAZON	CC-13354 03/22/24 Replacement battery	259.99		126 625		CC Accounting: 115- 14-470-1000-610-700		
95 AMAZON	CC-13354 03/22/24 Electric drum pump	220.53		110 625		CC Accounting: 126- 50-141-1000-610		
96 AMAZON	CC-13354 03/25/24 Oil Barrel pump	51.32		110 625		CC Accounting: 110- 50-100-2700-440		
97 HAWAII ASSOCIATION FOR CAREER AND TECHNI	CC-13354 03/25/24 ACTE Region V conf	579.00		215 625		CC Accounting: 110- 50-100-2700-440	824	
						CC Accounting: 215- 16-451-1170-582-824		

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
98	CC-13354 03/26/24 B2 Air Deburring System	1,089.25		215 625			824	
	VAN SANT ENTERPRISES, INC.		CC Accounting:	215- 16-451-1411-610-824				
99	CC-13354 03/26/24 Bandicoot sewing tables	3,900.00		215 625			824	
	ARROW COMPANIES, LLC		CC Accounting:	215- 16-451-1370-610-824				
100	CC-13354 03/26/24 Finishing Drums	934.58		215 625			824	
	THE EASTWOOD COMPANY		CC Accounting:	215- 16-451-1411-610-824				
101	CC-13354 03/26/24 Cricut maker bundle	329.00		215 625			824	
	CRICUT		CC Accounting:	215- 16-451-1170-610-824				
102	CC-13354 03/27/24 Binder clips, packing tape	54.39		126 625				
	AMAZON		CC Accounting:	126- 14-100-1000-610				
103	CC-13354 03/28/24 Envelopes, file folders	353.55		126 625				
	AMAZON		CC Accounting:	126- 14-100-1000-610				
104	CC-13354 03/27/24 Scotch tape	60.16		126 625				
	AMAZON		CC Accounting:	126- 14-100-1000-610				
105	CC-13354 03/27/24 Rainy Mountain books	463.95		126 625				
	AMAZON		CC Accounting:	126- 50-100-2225-640				
106	CC-13354 03/28/24 BPA flights	679.70		226 625				
	DELTA.COM		CC Accounting:	226- 16-710-3406-582				
107	CC-13354 03/28/24 Blue raffle tickets	8.79		115 625			785	
	AMAZON		CC Accounting:	115- 90-785-3300-610-785				
108	CC-13354 03/28/24 Candy, balloons, pinatas	310.68		115 625			785	
	AMAZON		CC Accounting:	115- 90-785-3300-610-785				
109	CC-13354 03/28/24 Blank button badge RETURN	-40.78		126 625				
	AMAZON		CC Accounting:	126- 15-100-1000-610				
110	CC-13354 03/28/24 Daily word ladders	23.88		126 625				
	AMAZON		CC Accounting:	126- 15-100-1000-610				
111	CC-13354 03/28/24 Disinfectant spray	32.88		126 625				
	AMAZON		CC Accounting:	126- 15-100-1000-610				
112	CC-13354 03/29/24 Hand Sanitizer	30.59		126 625				
	AMAZON		CC Accounting:	126- 15-100-1000-610				
113	CC-13354 03/28/24 Nintendo Switch	299.99		115 625			700	
	AMAZON		CC Accounting:	115- 14-470-1000-610-700				
114	CC-13354 03/28/24 BPA flights	70.30		226 625				
	DELTA.COM		CC Accounting:	226- 16-710-3406-582				
115	CC-13354 03/28/24 BPA flights	609.40		215 625			7	
	DELTA.COM		CC Accounting:	215- 16-390-1000-582- 7				
116	CC-13354 03/28/24 Candy, solo cups	134.85		115 625			785	
	AMAZON		CC Accounting:	115- 90-785-3300-610-785				
117	CC-13354 03/28/24 Chromebook 315	970.20		115 625			700	
	AMAZON		CC Accounting:	115- 50-470-1000-610-700				
118	CC-13354 03/28/24 Bulletin board decor	25.98		126 625				
	AMAZON		CC Accounting:	126- 15-100-1000-610				
119	CC-13354 03/28/24 BPA flights	679.70		215 625			7	
	DELTA.COM		CC Accounting:	215- 16-390-1000-582- 7				

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
120 DELTA.COM	CC-13354 03/28/24 BPA flights	679.70		215 625			7	
121 AMAZON	CC-13354 03/28/24 Forearm protective sleeves	15.99		126 625		7		
122 DELTA.COM	CC-13354 03/28/24 BPA Flights	363.60		215 625		7		
123 BUSINESS PROFESSIONALS OF AMERICA	CC-13354 03/28/24 State BPA	750.00		215 625		824		
124 BUSINESS PROFESSIONALS OF AMERICA	CC-13354 03/28/24 State BPA Pins	100.00		215 625		824		
125 BUSINESS PROFESSIONALS OF AMERICA	CC-13354 03/28/24 BPA registration State	1,783.60		215 625		824		
126 AMAZON	CC-13354 03/29/24 Electric scooter	538.00		115 625		700		
127 AMAZON	CC-13354 03/29/24 Apple airpods, beats headpho	665.51		115 625		700		
128 AMAZON	CC-13354 03/29/24 Apple Ipad	599.20		115 625		700		
129 AMAZON	CC-13354 04/01/24 Disinfectant wipes	16.25		126 625				
130 AMAZON	CC-13354 04/01/24 Markers, Stickers	72.13		126 625				
131 AMAZON	CC-13354 04/01/24 Fidget toys, candy	121.27		126 625				
132 AMAZON	CC-13354 04/01/24 Native American books	513.60		126 625				
133 AMAZON	CC-13354 04/02/24 Disposable plastic cups	6.55		115 625		785		
134 AMAZON	CC-13354 04/02/24 Xbox One	270.80		115 625		700		
135 MASBO	CC-13354 04/02/24 Summer Conf. Registration	275.00		126 625				
136 MASBO	CC-13354 04/02/24 Summer Conf. Registration	1,150.00		126 625				
137 MASBO	CC-13354 04/02/24 Summer Conf. Registration	200.00		226 625				
138 MISC VENDOR	CC-13354 04/02/24 MASBO Social hat burning	99.00		126 625				
139 MISC VENDOR	CC-13354 04/02/24 MASBO Social hat burning	198.00		126 625				
140 MISC VENDOR	CC-13354 04/02/24 MASBO Social hat burning	99.00		226 625				
141 AMAZON	CC-13354 04/03/24 2.25in metal buttons	230.00		115 625		700		

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
142	CC-13354 04/03/24 MAPT registration	451.25		110 625				
MAPT				CC Accounting: 110- 14-100-2700-582				
143	CC-13354 04/03/24 MAPT registration	451.25		110 625				
MAPT				CC Accounting: 110- 15-100-2700-582				
144	CC-13354 04/03/24 MAPT registration	451.25		110 625				
MAPT				CC Accounting: 110- 50-100-2700-582				
145	CC-13354 04/03/24 MAPT registration	451.25		210 625				
MAPT				CC Accounting: 210- 16-100-2700-582				
146	CC-13354 04/04/24 Notebooks	128.46		126 625				
AMAZON				CC Accounting: 126- 15-100-1000-610				
147	CC-13354 04/04/24 BPA flights	333.60		215 625			7	
DELTA.COM				CC Accounting: 215- 16-390-1000-582- 7				
148	CC-13354 04/04/24 Dewalt 20V Bandsaw	1,099.59		215 625			824	
NORTHERN TOOL/EQUIPMENT				CC Accounting: 215- 16-451-1411-660-824				
149	CC-13354 04/04/24 Beats Headphones	127.34		115 625			700	
AMAZON				CC Accounting: 115- 14-470-1000-610-700				
150	CC-13354 03/18/24 Reading & Spelling license	4,505.00		226 625				
NESSY LEARNING LLC				CC Accounting: 226- 16-100-2210-610				
151	CC-13355 03/10/24 Meal State BPA	138.78		215 625			824	
TEXAS ROADHOUSE				CC Accounting: 215- 16-451-1170-582-824				
152	CC-13355 03/10/24 Meal State BPA	44.30		215 625			824	
MISC VENDOR				CC Accounting: 215- 16-451-1170-582-824				
153	CC-13355 03/11/24 Gas State BPA	84.10		215 625			824	
Cenex				CC Accounting: 215- 16-451-1170-582-824				
154	CC-13355 03/11/24 Meal State BPA	150.00		215 625			824	
MISC VENDOR				CC Accounting: 215- 16-451-1170-582-824				
155	CC-13355 03/11/24 Meal State BPA	37.38		215 625			824	
MISC VENDOR				CC Accounting: 215- 16-451-1170-582-824				
156	CC-13355 03/12/24 Meal State BPA	75.89		215 625			824	
DAIRY QUEEN				CC Accounting: 215- 16-451-1170-582-824				
157	CC-13355 03/12/24 Meal State BPA	41.10		215 625			824	
STARBUCKS				CC Accounting: 215- 16-451-1170-582-824				
158	CC-13355 03/18/24 Tennins Grocery	77.18		226 625				
ALBERTSON'S				CC Accounting: 226- 16-720-3511-582				
159	CC-13356 03/14/24 Meal Field trip	20.48		226 625				
WENDYS				CC Accounting: 226- 16-280-1000-582				
160	CC-13356 03/14/24 Gas field trip	38.52		226 625				
CONOCO				CC Accounting: 226- 16-280-1000-582				
161	CC-13356 03/16/24 Meal field trip	14.00		226 625				
PANDA EXPRESS				CC Accounting: 226- 16-280-1000-582				
162	CC-13356 03/16/24 Gas field trip	35.00		226 625				
AGLAND CO-OP				CC Accounting: 226- 16-280-1000-582				
163	CC-13356 03/16/24 Gas field trip	37.03		226 625				
EXXON MOBILE				CC Accounting: 226- 16-280-1000-582				

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
164	CC-13356 03/20/24 Staff incentives	51.25		226 625				
PERKULATOR			CC Accounting:	226- 16-100-2300-610				
165	CC-13356 03/28/24 Staff incentives	45.00		126 625				
PERKULATOR			CC Accounting:	126- 90-100-2300-610				
166	CC-13356 03/28/24 Mail Packages	25.25		126 625				
USPS PO			CC Accounting:	126- 90-100-2500-610				
167	CC-13356 03/10/24 Rooms Conference	358.68		115 625			50	
DOUBLE TREE BY HILTON			CC Accounting:	115- 50-100-1000-582- 50				
168	CC-13356 03/10/24 Rooms Conference	358.68		115 625			50	
DOUBLE TREE BY HILTON			CC Accounting:	115- 50-100-1000-582- 50				
169	CC-13357 03/07/24 MS state wrestling room	152.20		126 625				
SUPER 8 MOTEL			CC Accounting:	126- 50-720-3500-582				
170	CC-13357 04/05/24 Statement fee	3.00		126 625				
			CC Accounting:	126- 50-720-3500-582				
171	CC-13359 03/11/24 Light 7" stop, tail, turn	163.89		110 625				
HARLOW'S BUS SALES, INC.			CC Accounting:	110- 14-100-2700-440				
172	CC-13359 03/12/24 Filters	104.85		110 625				
WOLF CITY AUTO INC.			CC Accounting:	110- 15-100-2700-440				
173	CC-13359 03/12/24 Baldwin Filters	335.88		110 625				
WOLF CITY AUTO INC.			CC Accounting:	110- 50-100-2700-440				
174	CC-13359 04/04/24 Statement Fee	3.00		210 625				
			CC Accounting:	210- 16-100-2700-610				
69418	10069 MONTANA DAKOTA UTILITIES	24,506.25						
Schoolwide gas and electric charges for 3/16/24 - 4/16/24 billing period								
1	04/17/24 Maint shop- Gas	133.96		126 90 100-2600			411	
2	04/17/24 Maint Shop- Electric	96.89*		126 90 100-2600			412	
3	04/17/24 Football Field- Electric	23.80		226 16 100-2600			412	
4	04/17/24 413 W HWY 2- Gas	78.18		126 90 100-2600			411	
5	04/17/24 413 W HWY 2- Electric	89.15*		126 90 100-2600			412	
6	04/17/24 Middle & Grade School-Gas	3,092.03		126 90 100-2600			411	
7	04/17/24 Middle& Grade School- Electric	9,284.38*		126 90 100-2600			412	
8	04/17/24 Bus Garage- Gas	186.82		110 15 100-2700			411	
9	04/17/24 Bus Garage- Electric	222.11		110 15 100-2700			412	
10	04/17/24 High School- Gas	2,991.68		226 16 100-2600			411	
11	04/17/24 High School- Electric	5,640.10		226 16 100-2600			412	
12	04/17/24 Admin Building- Gas	108.12		126 90 100-2600			411	
13	04/17/24 Admin Building- Electric	144.90*		126 90 100-2600			412	
14	04/17/24 317 W HWY 2- Gas/Electric	205.59*		115 100-2620			410 31	
15	04/17/24 407 4TH AVE HPDP-Gas/Electric	148.91*		115 100-2620			410 31	
16	04/17/24 Apt 1A-Gas/Electric	155.61*		115 100-2620			410 31	
17	04/17/24 Apt 1B - Gas/Electric	160.30*		115 100-2620			410 31	
18	04/17/24 Apt 1C- Gas/Electric	113.65*		115 100-2620			410 31	

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
19		04/17/24 Apt 2A- Gas/Electric	135.04*		115	100-2620	410	31	
20		04/17/24 Apt 2B- Gas/Electric	196.27*		115	100-2620	410	31	
21		04/17/24 Apt 2C- Gas/Electric	208.11*		115	100-2620	410	31	
22		04/17/24 Apt 3A- Gas/Electric	109.61*		115	100-2620	410	31	
23		04/17/24 Apt 3B- Gas/Electric	165.78*		115	100-2620	410	31	
24		04/17/24 Apt 3C- Gas/Electric	160.69*		115	100-2620	410	31	
25		04/17/24 Apt 4A- Gas/Electric	73.78*		115	100-2620	410	31	
26		04/17/24 Apt 4B- Gas/Electric	188.05*		115	100-2620	410	31	
27		04/17/24 Apt 4C- Gas/Electric	6.96*		115	100-2620	410	31	
28		04/17/24 Apt 5A- Gas/Electric	140.23*		115	100-2620	410	31	
29		04/17/24 Apt 5B- Gas/Electric	116.65*		115	100-2620	410	31	
30		04/17/24 Apt 5C- Gas/Electric	128.90*		115	100-2620	410	31	
69419		25936 MONTANA OFFICE OF PUBLIC	170.00						
		School Law of Montana 2023 books							
1		04/24/24 2023 MT School Law books	170.00*		126 90	100-2300	610		
69420		20424 SCHOOL ADMINISTRATORS OF MONTANA	4,850.00						
		District membership renewal							
1		11924 04/12/24 Keith Erickson membership	518.00		126 90	100-2300	810		
2		11924 04/12/24 Keith Erickson membership	222.00		226 16	100-2300	810		
3		11924 04/12/24 Frank Gourneau membership	510.00		226 16	100-2400	810		
4		11924 04/12/24 Coy Weeks membership	510.00		226 16	100-2400	810		
5		11924 04/12/24 John Wetsit membership	479.00		126 15	100-2400	810		
6		11924 04/12/24 Greg Gourneau membership	479.00		126 15	100-2400	810		
7		11924 04/12/24 Morgan Norgaard membership	479.00		126 14	100-2400	810		
8		11924 04/12/24 Lewis Reese membership	479.00		126 50	100-2400	810		
9		11924 04/12/24 Patti Jo Black membership	479.00*		126 15	280-1000	810		
10		11924 04/12/24 Jake Riediger membership	285.00		126 90	100-2300	810		
11		11924 04/12/24 Patti Jo Black membership	410.00*		126 15	280-1000	810		
69417		25930 SHAKCAMPS	2,100.00						
		Shakcamps wrestling camp							
1		05-Final 03/31/24 Downpayment for wrestling ca	2,100.00		115 50	470-1000	610	700	
		# of Claims	8						
		Total:	113,461.45						
		# of Vendors	8						

Fund/Account	Amount
110 Elementary Transportation Fund	
101	5,135.79
115 Elementary Miscellaneous Programs Fund	
101	18,867.33
126 Elementary Impact Aid Fund	
101	39,379.48
210 High School Transportation Fund	
101	537.20
215 High School Miscellaneous Programs Fund	
101	15,530.73
226 High School Impact Aid Fund	
101	34,010.92
Total:	113,461.45

04/25/24
10:04:07

POPLAR SCHOOLS
Claim Approval Signature Page
For the Accounting Period: 4 / 24

Page: 12 of 12
Report ID: AP100A

I have carefully examined the above CLAIM APPROVAL LIST and refer
the same to the Board of Trustees.

Approved by Board of Finance Committee:

I hereby certify that the above is correct

Business Manager/Clerk

05/08/24
10:34:42

POPLAR SCHOOLS
Claim Approval List
For the Accounting Period: 5/24

Page: 1 of 3
Report ID: AP100

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prag-Func	Obj	Proj	
69485		24761 FORT PECK TRIBES	6,097.00						
1		05/08/24 Overpayment on SY 25 grant	6,097.00		115	4140		700	
		# of Claims 1	Total: 6,097.00	# of Vendors	1				

Fund/Account	Amount
115 Elementary Miscellaneous Programs Fund 101	6,097.00
Total:	6,097.00

I have carefully examined the above CLAIM APPROVAL LIST and refer the same to the Board of Trustees.

Approved by Board of Finance Committee:

I hereby certify that the above is correct

Business Manager/Clerk

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount							
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj		
69425		25666 ABDO BOOKS	1,269.15							
		Elementary library books for SY23-24								
1		0038089 04/24/24 Elementary library books	1,269.15	39003	126 15	100-2225	640			
69476		25862 ADVANCED SOLUTIONS LLC	650.00							
		Monthly pest control								
1		2909 04/05/24 Monthly pest control	650.00		126 90	100-2600	440			
69494		23847 ARIN GRAINGER	300.00							
		8th grade promotion cupcakes								
1		108 05/06/24 Cupcakes for promotion	300.00*		126 14	100-1000	610			
69493		25462 BLACKBIRD MERCANTILE	448.00							
		MS staff appreciation lunch								
1		05/07/24 MS staff appreciation lunch	224.00		126 50	100-2400	610			
2		05/07/24 MS staff appreciation lunch	224.00		126 14	100-2400	610			
69487		22720 BOBCAT OF BIG SKY, INC.	23.30							
		Key for bobcat								
1		1340 04/08/24 Key for bobcat	23.30*		126 90	100-2600	615			
69478		10032 BRUCO, INC.	260.75							
		Squeegee blades								
1		423720 04/05/24 Squeegee blades	260.75*		126 90	100-2600	615			
69474		20184 BSN SPORTS	1,905.88							
		Padded bonus/possession indicators								
1		922040933 07/07/23 Padded bonus/possession indi	1,905.88*		226 16	720-3500	660			
69486		10748 CITY OF POPLAR	5,565.67							
1		04/25/24 Admin building- water/sewer	95.63		126 90	100-2600	421			
2		04/25/24 Grade school - water/sewer	1,408.75		126 90	100-2600	421			
3		04/25/24 Middle school - water/sewer	842.31		126 90	100-2600	421			
4		04/25/24 High School - water/sewer	61.12		226 16	100-2600	421			
5		04/25/24 HS Metal Shop- water/sewer	1,926.69		226 16	100-2600	421			
6		04/25/24 Trnsprtn&Mntnc- water/sewer	127.84		126 90	100-2600	421			
7		04/25/24 Bus Garage- water/sewer	173.83		110 14	100-2700	421			
8		04/25/24 #9 shop- water/sewer	61.82		126 90	100-2600	421			
9		04/25/24 Supt house- water/sewer	100.73*		115	100-2620	410		31	
10		04/25/24 HPDP red house- water/sewer	-94.47*		115	100-2620	410		31	
11		04/25/24 Townhouse#1- water/sewer	146.15*		115	100-2620	410		31	
12		04/25/24 Townhouse #2- water/sewer	152.41*		115	100-2620	410		31	
13		04/25/24 Townhouse #3- water/sewer	176.07*		115	100-2620	410		31	

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
14		04/25/24 Townhouse #4- water/sewer	145.09*		115	100-2620	410	31	
15		04/25/24 Townhouse #5- water/sewer	147.65*		115	100-2620	410	31	
16		04/25/24 Prof Village- Garbage	94.05*		115	100-2620	410	31	
69455	24979	COY WEEKS	75.00						
		Cell phone service for the month of May 2024							
1		05/06/24 Cell phone service cost	75.00		226 16	100-2600	531		
69450	24934	CP SPEECH THERAPY	7,100.00						
		Contracted time, driving, supervision, therapy prep, direct therapy, testing, paperwork for April 2024							
1		150 05/02/24 Contracted time April 2024	1,420.00*		126 14	280-2160	320		
2		150 05/02/24 Contracted time April 2024	2,840.00*		126 15	280-2160	320		
3		150 05/02/24 Contracted time April 2024	1,420.00*		126 50	280-2160	320		
4		150 05/02/24 Contracted time April 2024	1,420.00*		226 16	280-2160	320		
69495	10044	DACOTAH PAPER CO.	3,171.90						
1		66305 04/01/24 Pan liners, sponges	3,024.94		212 90	910-3100	610		
2		72641 04/15/24 Liner pan 16.38x24.38	146.96		212 90	910-3100	610		
69469	13259	DALE PLUMBING AND HEATING	7,976.00						
		Replace gal v. pipe that was not part of the contract. Per Dan for Poplar Schools and Tyler Bush with McKinstry							
1		91746 03/26/24 Replace gal v pipe	7,976.00		115 90	785-4600	725	785	
69496	24858	DAN SCHMIDT	914.68						
		District Mileage claim for for January 2024-May 9, 2024							
1		05/09/24 Mileage claim form	457.34		126 90	100-2300	582		
2		05/09/24 Mileage claim form	457.34		226 16	100-2300	582		
69426	10589	DEMCO INC	381.70						
1		7472522 04/23/24 90 Dome mirrors 20"	71.60	39005	126 15	100-2225	660		
2		7472522 04/23/24 180 Dome mirrors 26"	195.30	39005	126 15	100-2225	660		
3		7472522 04/23/24 Shipping	114.80	39005	126 15	100-1000	610		
69441	10589	DEMCO INC	642.32						
		Elementary library supplies for SY23-24							
1		7468866 04/16/24 Bulletin set, drawstring bag	563.15	39006	126 15	100-2225	610		
2		7468866 04/16/24 Shipping	79.17	39006	126 15	100-2225	610		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
69423		23606 ELI ZABETH A. SHIPSTEAD	3,343.75						
		Occupational therapy for the month of April 2024							
1		000067 04/30/24 Schoolwide OT for April 2024	668.75*		126 14	280-2160	320		
2		000067 04/30/24 Schoolwide OT for April 2024	1,337.50*		126 15	280-2160	320		
3		000067 04/30/24 Schoolwide OT for April 2024	668.75*		126 50	280-2160	320		
4		000067 04/30/24 Schoolwide OT for April 2024	668.75*		226 16	280-2160	320		
69429		25537 First Chance LLC.	1,082.88						
		Repairs on 2015 Blue Bird bus							
1		1828 04/29/24 2015 Bus repairs	1,082.88		110 14	100-2700	440		
69452		22225 FRANK GOURNEAU	75.00						
		Cell phone service for the month of May 2024							
1		05/06/24 Cell phone service cost	75.00		226 16	100-2600	531		
69438		10211 FRIESEN'S FLORAL	75.00						
		sympathy flowers							
1		62869 03/21/24 Sympathy flowers	75.00*		126 90	100-2300	610		
69479		12805 GRAINGER	576.00						
1		9071710363 04/01/24 Condensate removal pump	576.00*		126 90	100-2600	615		
69457		25502 GREG GOURNEAU	75.00						
		Cell phone service charge for the month of May 2024							
1		05/06/24 Monthly service charge	75.00		126 90	100-2600	531		
69470		25661 HOLLY COLGAN	680.90						
		Mileage and meals for MASBO conference in Billings MT							
1		04/02/24 Travel MASBO Billings	680.90		126 90	100-2500	582		
69497		25120 INFINITE CAMPUS	8,105.35						
		Annual license renewal							
1		046298 05/01/24 License, support, analytics	2,026.34		126 14	141-1000	681		
2		046298 05/01/24 License, support, analytics	2,026.34		126 15	141-1000	681		
3		046298 05/01/24 License, support, analytics	2,026.34		126 50	141-1000	681		
4		046298 05/01/24 License, support, analytics	2,026.33		226 16	141-1000	681		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
69445	25372	INUA GROUP-BELLA BIKOWSKY PH.D	12,844.00						
		MTSS coaching, restorative coaching circles, and travel for April 2024							
1		3305 04/23/24 Consulting contract	3,211.00*	38985	115 14	420-2210	300	304	
2		3305 04/23/24 Consulting contract	3,211.00	38985	115 15	420-2210	300	304	
3		3305 04/23/24 Consulting contract	3,211.00*	38985	115 50	420-2210	300	304	
4		3305 04/23/24 Consulting contract	3,211.00	38985	215 16	420-2210	300	304	
69443	14345	J & M DISTRIBUTING	6,673.00						
1		71641 04/02/24 Milk for cafeteria	762.50		212 90	910-3100	570		
2		71700 04/05/24 Milk for cafeteria	978.50		212 90	910-3100	570		
3		71758 04/09/24 Milk for cafeteria	676.10		212 90	910-3100	570		
4		71799 04/12/24 Milk for cafeteria	438.50		212 90	910-3100	570		
5		68708 04/16/24 Milk for cafeteria	884.00		212 90	910-3100	570		
6		71847 04/18/24 Milk for cafeteria	222.50		212 90	910-3100	570		
7		71869 04/19/24 Milk for cafeteria	589.70		212 90	910-3100	570		
8		71901 04/23/24 Milk for cafeteria	568.10		212 90	910-3100	570		
9		71928 04/25/24 Milk for cafeteria	222.50		212 90	910-3100	570		
10		67470 04/26/24 Milk for cafeteria	460.10		212 90	910-3100	570		
11		17149 04/30/24 Milk for cafeteria	870.50		212 90	910-3100	570		
69465	13164	J.W. PEPPER & SON, INC.	2,496.34						
1		365770098 10/26/23 Conductors podium	1,721.34		226 16	100-1000	610		
2		365770494 10/26/23 Conductors stand	775.00		226 16	100-1000	610		
69466	13164	J.W. PEPPER & SON, INC.	98.74						
		9-12 music order							
1		366011057 01/10/24 Sheet music	98.74	38992	226 16	100-1000	610		
69467	13164	J.W. PEPPER & SON, INC.	434.34						
1		365824839 11/27/23 Guitar book online access	434.34	38964	226 16	100-1000	610		
69473	25164	JESSIE MURRAY	680.90						
		Mileage and meals for MASBO conference in Billings MT							
1		04/02/24 Travel MASBO Billings	340.45		126 90	100-2300	582		
2		04/02/24 Travel MASBO Billings	340.45		226 16	100-2300	582		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prag-Func	Obj	Proj	
69453		25360 JOHN WETSIT	75.00						
		Cellphone service for the month of May 2024							
1		05/06/24 Cell phone service cost	75.00		126 90	100-2600	531		
69471		10536 JUDY LINTHICUM	680.90						
		Mileage and meals to MASBO conference in Billings MT							
1		04/02/24 Travel MASBO Billings	680.90		126 90	100-2500	582		
69447		23989 KALEVA LAW FIRM	15,149.65						
1		7209 04/10/24 Investigation, travel	10,604.75*		126 90	100-2306	330		
2		7209 04/10/24 Investigation, travel, expenses	4,544.90*		226 16	100-2306	330		
69472		25920 KATIE SHELTON	680.90						
		Mileage and meals for MASBO conference in Billings MT							
1		04/02/24 Travel MASBO Billings	680.90		226 16	100-2500	582		
69458		19832 KEITH ERICKSON	75.00						
		Cell phone service for the month of May 2024							
1		05/06/24 Cell phone service cost	75.00		126 90	100-2600	531		
69454		24786 LEWIS REESE	75.00						
		Cell phone service for the month of May 2024							
1		05/06/24 Cell phone service cost	75.00		126 90	100-2600	531		
69449		24921 LORRI COULTER, MS, PS, BCBA	4,950.00						
		School psychologist visit, scoring, reports, and meetings for April 2024							
1		1027 05/02/24 Scoring, reports, meetings	990.00*		126 14	280-2140	320		
2		1027 05/02/24 Scoring, reports, meetings	1,980.00*		126 15	280-2140	320		
3		1027 05/02/24 Scoring, reports, meetings	990.00*		126 50	280-2140	320		
4		1027 05/02/24 Scoring, reports, meetings	990.00		226 16	280-2140	320		
69498		10087 MAIN STREET GROCERY	370.85						
1		631521 03/04/24 Food/ drinks for board meeting	83.09*		126 90	100-2300	610		
2		671539 03/04/24 Food/ drinks for board meeting	18.02*		126 90	100-2300	610		
3		280906 03/11/24 MS FCS classroom supplies	13.14*		126 50	100-1000	610		
4		951637 03/13/24 MS FCS classroom supplies	4.23*		126 50	100-1000	610		
5		270935 03/15/24 MS FCS classroom supplies	138.52*		126 50	100-1000	610		
6		371515 03/19/24 Food/drink board meeting	47.38*		126 90	100-2300	610		
7		521633 03/25/24 MS FCS classroom supplies	66.47*		126 50	100-1000	610		

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Claim	Warrant	Vendor #/Name	Amount							
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prag-Func	Obj	Proj		
69499		10087 MAIN STREET GROCERY	81.71							
1		170905 04/15/24 Lunch M Plante	31.89		212 90	910-3100	570			
2		0090734 04/30/24 MS FCS classroom supplies	8.72*		126 50	100-1000	610			
3		1941640 04/30/24 Food/dri nks negotiations	41.10*		126 90	100-2300	610			
69480		24040 MID-AMERICAN RESEARCH CHEMI CAL	7,672.69							
1		0816368-IN 04/10/24 Thermal Lock 05	5,000.00*		126 90	100-2600	615			
2		0816368-IN 04/10/24 Bowl cleaner, drain opener	2,672.69*		226 16	100-2600	615			
69468		10070 MONTANA HIGH SCHOOL ASSOC.	4,894.00							
		Liability catastrophe plan, concussion insurance, and annual dues								
1		05/02/24 Liability Catastrophe plan	503.00		226 16	720-3500	810			
2		05/02/24 Concussi on insurance	141.00		226 16	720-3500	810			
3		05/02/24 Annual Dues	4,250.00		226 16	720-3500	810			
69451		21147 MORGAN NORGAARD	75.00							
		Cell phone service for the month of May 2024								
1		05/06/24 Cell phone service cost	75.00		126 90	100-2600	531			
69428		25938 MUTUAL SCREW & SUPPLY	242.01							
		Broom handles for bus garage								
1		382753 04/16/24 Broom handles	242.01		210 16	100-2700	610			
69481		23702 NORTHERN TOOL/EQUIPMENT	674.94							
1		04/23/24 20V Max XR, Rep Spool	674.94		115	100-2620	440	31		
69456		24767 PATTI JO BLACK	75.00							
		Cell phone services for the month of May 2024								
1		05/06/24 Cell phone service cost	75.00		226 16	100-2600	531			
69444		23706 PINE COVE CONSULTING	4,044.18							
		Internal replacement battery cartridge.								
1		20916C 04/09/24 Internal replacement battery	4,044.18		126 14	141-1000	660			
69460		23706 PINE COVE CONSULTING	10,513.85							
		Server configuration with unlimited hardware insertions, RAID setup, and OS Load along with BIOS/Firmware update.								
1		18140C 05/31/23 Server confi gurati on	2,628.46		128 14	141-1000	355			
2		18140C 05/31/23 Server confi gurati on	2,628.46		128 15	141-1000	355			
3		18140C 05/31/23 Server confi gurati on	2,628.46		128 50	141-1000	355			
4		18140C 05/31/23 Server confi gurati on	2,628.47		228 16	141-1000	355			

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
69461		23706 PINE COVE CONSULTING	3,587.57						
		HP license							
1		18010C 05/26/23 HP license, HPE 5yr SVC	3,587.57		228 16	141-1000	355		
69462		23706 PINE COVE CONSULTING	2,057.00						
		Ruckus ICX swi tch							
1		17581C 03/31/24 Ruckus ICX 7150 Swi tch	514.25		128 14	141-1000	355		
2		17581C 03/31/24 Ruckus ICX 7150 Swi tch	514.25		128 15	141-1000	355		
3		17581C 03/31/24 Ruckus ICX 7150 Swi tch	514.25		128 50	141-1000	355		
4		17581C 03/31/24 Ruckus ICX 7150 Swi tch	514.25		228 16	141-1000	355		
69463		23706 PINE COVE CONSULTING	5,500.00						
		progress invoice details: Installation and Configuration							
1		18672C 07/31/23 Server refresh progress invoice	5,500.00		228 16	141-1000	355		
69464		23706 PINE COVE CONSULTING	7,500.00						
		Progress invoice: Installation and Configuration							
1		18846C 08/29/23 Progress Invoice	2,500.00		128 14	141-1000	355		
2		18846C 08/29/23 Progress Invoice	2,500.00		128 15	141-1000	355		
3		18846C 08/29/23 Progress Invoice	2,500.00		128 50	141-1000	355		
69475		25139 PLAYON SPORTS	2,500.00						
		Pixelot supplemental unit							
1		1454 11/30/23 Pixelot supplemental unit	2,500.00*		226 16	720-3500	660		
69433		12487 POSITIVE PROMOTIONS	194.95						
		MS library star reader medallions							
1		0732821 03/04/24 Star Reader medallion	168.00	38998	126 14	100-2225	610		
2		0732821 03/04/24 Shipping	26.95	38998	126 14	100-2225	610		
69434		19919 REALLY GOOD STUFF, LLC	56.98						
1		8499525 04/12/24 Line up helpers 36ct	28.99	39007	126 15	100-2225	610		
2		8499525 04/12/24 Reading genres poster set	27.99	39007	126 15	100-2225	610		
69436		10079 SCHOOL SPECIALTY, LLC	723.01						
		Elementary Title 1 classroom supplies							
1		33767973 04/01/24 Markers, crayons, tape	723.01	38999	115 15	494-1000	610	314	

* ... Over spent expenditure

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prag-Func	Obj	Proj		
69500		10079 SCHOOL SPECIALTY, LLC	168.72							
1		4063996 05/01/24 H&S cumulative folders	168.72	39009	126 15 100-1000		610			
69483		25930 SHAKUR RASHEED	2,400.00							
1		05 03/31/24 2nd payment wrestling camp	2,400.00*		115 50 470-1000		610	700		
69439		24803 SIDE BY SIDE EDUCATIONAL	800.00							
		Two sessions consulting March 11 & 20, 2024								
1		4053 04/08/24 Virtual support- Two sessions	800.00		115 15 420-2210		300	304		
69440		24803 SIDE BY SIDE EDUCATIONAL	800.00							
		Consulting for February 6, 12, 14, 2024								
1		4052 04/08/24 Virtual support February 2024	800.00		115 15 420-2210		300	304		
69489		24803 SIDE BY SIDE EDUCATIONAL	6,220.45							
		Consulting services and lodging reimbursement								
1		3948 01/17/24 Consulting Services	6,220.45		115 15 785-2200		300	785		
69430		25802 SOLIANT	1,680.00							
		Online therapy for the week of 4/1/24-4/7/24								
1		20931678 04/07/24 Online school therapy	1,680.00*		126 50 280-2140		320			
69431		25802 SOLIANT	4,500.00							
		Online therapy for the week of 4/8/24-4/14/24								
1		20938104 04/14/24 Online school therapy	4,500.00*		126 14 280-2140		320			
69432		25802 SOLIANT	3,420.00							
		Online school therapy for the week of 03/25/24-03/31/24								
1		20926162 03/31/24 Online school therapy	3,420.00*		126 15 280-2140		320			
69437		25545 STAGE STOP INN	1,571.20							
		High school wrestling rooms								
1		379 04/01/24 HS wrestling rooms	1,571.20*		226 16 720-3505		582			
69459		12492 SYSCO MONTANA INC.	54,416.38							
		May 2024 bill for cafeteria								
1		443901169 04/05/24 Dairy, poultry, produce	7,247.46		212 90 910-3100		570			
2		443896530 04/02/24 Produce, can & dry	816.95		212 90 910-3100		570			
3		443896531 04/02/24 Fresh fruits & veggies	150.95*		212 90 910-3100		573			
4		443896532 04/02/24 Fresh fruits & veggies	309.65*		212 90 910-3100		572			
5		443906206 04/09/24 Meats, frozen, dairy	6,262.54		212 90 910-3100		570			
6		443910884 04/12/24 Can & Dry, Produce, frozen	4,795.12		212 90 910-3100		570			

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Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
7	443916597 04/16/24 Dairy, Meats, frozen	6,840.49		212 90 910-3100			570	
8	443916598 04/16/24 Fresh fruits	241.94*		212 90 910-3100			572	
9	443916599 04/16/24 Fresh fruits	170.83*		212 90 910-3100			573	
10	443921566 04/19/24 Dairy, meats, frozen	6,809.47		212 90 910-3100			570	
11	443921567 04/19/24 Ice cream clean up day	158.01		226 16 100-1000			610	
12	443927002 04/23/24 Meats, frozen, produce	8,418.69		212 90 910-3100			570	
13	443931708 04/26/24 Poultry, frozen, produce	6,211.44		212 90 910-3100			570	
14	443931709 04/26/24 Fresh fruits	248.04*		212 90 910-3100			572	
15	443931710 04/26/24 Fresh fruits	139.28*		212 90 910-3100			573	
16	443937026 04/30/24 Meats, Dry& Canned goods	4,926.95		212 90 910-3100			570	
17	443937027 04/30/24 Fresh fruits and vegetables	39.45*		212 90 910-3100			573	
18	443937028 04/30/24 Fresh fruits and vegetables	78.90*		212 90 910-3100			572	
19	443915813 04/16/24 Supplies and equipment	76.24		212 90 910-3100			610	
20	443912882 04/13/24 Drop ship supplies- spoons	54.28		212 90 910-3100			610	
21	443910143 04/12/24 Supplies and equipment	116.95		212 90 910-3100			610	
22	443912871 04/13/24 Supplies and equipment	372.30		212 90 910-3100			610	
23	443929374 04/25/24 Fruit, CREDIT	-69.55		212 90 910-3100			570	
69482	12492 SYSCO MONTANA INC.	10,906.40						
	Paper and disposables, chemical and janitorial supplies for maint							
1	443901170 04/05/24 Trash Liners, toilet paper	3,000.00*		126 90 100-2600			615	
2	443901170 04/05/24 Paper towels, facial tissue	2,282.40*		226 16 100-2600			615	
3	443937029 04/30/24 Trash liners, nitrile glove	4,000.00*		126 90 100-2600			615	
4	443937029 04/30/24 Disinfectant wipes	1,624.00*		226 16 100-2600			615	
69448	25323 T-MOBILE	15.00						
1	05/09/24 Mobile internet charges	15.00*		126 90 100-2300			610	
69442	13395 U. S. FOOD SERVICE, INC.	12,185.08						
1	3693985 04/04/24 Produce, dairy, pork/beef	1,886.76		212 90 910-3100			570	
2	3878260 04/11/24 Dry grocery, produce	3,060.86		212 90 910-3100			570	
3	4061160 04/18/24 Frozen groc, dairy, produce	3,315.05		212 90 910-3100			570	
4	4245258 04/25/24 Produce, pork/beef	1,977.00		212 90 910-3100			570	
5	4245254 04/25/24 Juice, muffins science fair	1,945.41		126 15 100-1000			610	
69477	22443 ULINE SHIPPING SUPPLIES	1,941.57						
1	176621221 04/08/24 Gojo soap, disinfectant wip	1,941.57*		226 16 100-2600			615	

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prag-Func	Obj	Proj	
69488		22443 ULINE SHIPPING SUPPLIES	11,710.16						
		22 Xlerator hand dryers							
1		177566270 04/30/24 22 Xlerator hand dryers	11,710.16		129 15 100-2600		660		
69490		22443 ULINE SHIPPING SUPPLIES	658.03						
		1 Xlerator hand dryer							
1		176964551 04/16/24 1 Xlerator hand dryer	658.03		129 15 100-2600		660		
69427		23982 VALLEY BUILDERS GLASGOW INC	3,084.39						
		Wood MS shop class							
1		4061920 02/02/24 1x4-8' #2 BTR Pine	1,542.19		126 14 390-1000		610		
2		4061920 02/02/24 1x6-8' #2 BTR Pine	1,542.20		126 50 390-1000		610		
69446		10111 WILL'S OFFICE WORLD	1,051.32						
		Laminant film for middle school							
1		10432274 04/16/24 Laminant film	1,051.32*		126 14 100-1000		610		
69501		10111 WILL'S OFFICE WORLD	278.46						
		Print shop and staple cartridge							
1		10432605 04/29/24 Copier service agreement	46.39*		126 14 100-1000		610		
2		10432605 04/29/24 Copier service agreement	46.42*		126 14 280-1000		610		
3		10432605 04/29/24 Copier service agreement	46.39		126 15 100-1000		610		
4		10432605 04/29/24 Copier service agreement	46.42*		126 15 280-1000		610		
5		10432605 04/29/24 Copier service agreement	46.42*		126 50 100-1000		610		
6		10432605 04/29/24 Copier service agreement	46.42		126 50 280-1000		610		
69435		20976 WOLFTRAX BROADCASTING, LLC	82.95						
		Sports booster sponsorship							
1		24030217 03/31/24 Sports Booster Sponsorship	82.95		226 16 100-2300		540		
		# of Claims 74	Total: 258,265.85	# of Vendors 56					

Fund/Account	Amount
110 Elementary Transportation Fund 101	1,256.71
115 Elementary Miscellaneous Programs Fund 101	30,095.08
126 Elementary Impact Aid Fund 101	71,556.01
128 Elementary Technology Fund 101	16,928.13
129 Elementary Flex Fund 101	12,368.19
210 High School Transportation Fund 101	242.01
212 High School Food Service Fund 101	74,374.83
215 High School Miscellaneous Programs Fund 101	3,211.00
226 High School Impact Aid Fund 101	36,003.60
228 High School Technology Fund 101	12,230.29
Total :	258,265.85

I have carefully examined the above CLAIM APPROVAL LIST and refer the same to the Board of Trustees.

Approved by Board of Finance Committee:

I hereby certify that the above is correct

Business Manager/Clerk

POPLAR SCHOOLS
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 5 / 24

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai lable Appropriation	% Comm.
101 Elementary General Fund	229,834.99	3,812,899.64	4,458,496.27	4,458,496.27	645,596.63	86%
110 Elementary Transportation Fund	17,002.59	285,361.74	480,700.00	480,700.00	195,338.26	59%
111 Elementary Bus Depreciation Fund	0.00	0.00	1,045,615.40	1,045,615.40	1,045,615.40	0%
113 Elementary Tuition Fund	0.00	0.00	126.21	126.21	126.21	0%
114 Elementary Retirement Fund	50,562.86	781,019.27	1,250,000.00	1,250,000.00	468,980.73	62%
115 Elementary Miscellaneous Programs	85,950.42	4,424,187.27	6,086,997.57	6,154,960.57	1,730,773.30	72%
126 Elementary Impact Aid Fund	177,218.15	3,361,436.97	5,246,862.08	5,252,962.08	1,891,525.11	64%
128 Elementary Technology Fund	16,928.13	16,928.13	41,650.83	41,650.83	24,722.70	41%
129 Elementary Flex Fund	0.00	112,190.70	451,701.24	451,701.24	339,510.54	25%
160 Elementary Building Fund	0.00	0.00	125,000.00	125,000.00	125,000.00	0%
161 Elementary Building Reserve Fund	0.00	16,166.49	439,993.55	439,993.55	423,827.06	4%
201 High School General Fund	88,583.48	1,468,376.60	2,384,702.72	2,384,702.72	916,326.12	62%
210 High School Transportation Fund	4,886.93	74,611.34	195,200.00	195,200.00	120,588.66	38%
211 High School Bus Depreciation Fund	0.00	0.00	548,842.04	548,842.04	548,842.04	0%
212 High School Food Service Fund	82,237.58	738,511.29	936,981.00	936,981.00	198,469.71	79%
213 High School Tuition Fund	0.00	0.00	39,818.12	39,818.12	39,818.12	0%
214 High School Retirement Fund	25,453.30	312,521.17	500,000.00	500,000.00	187,478.83	63%
215 High School Miscellaneous Programs	4,590.28	159,810.48	244,073.58	244,073.58	84,263.10	65%
218 High School Traffic Education Fund	0.00	0.00	5,002.00	5,002.00	5,002.00	0%
226 High School Impact Aid Fund	97,847.99	1,265,742.41	2,617,830.00	2,617,830.00	1,352,087.59	48%
228 High School Technology Fund	12,230.29	12,230.29	24,030.45	24,030.45	11,800.16	51%
229 High School Flex Fund	0.00	10,256.26	309,732.87	309,732.87	299,476.61	3%
260 High School Building Fund	0.00	0.00	546.03	546.03	546.03	0%
261 High School Building Reserve Fund	0.00	0.00	233,997.16	233,997.16	233,997.16	0%
Grand Total :	893,326.99	16,852,250.05	27,667,899.12	27,741,962.12	10,889,712.07	61%

Account	Opening Balance	Disbursed (-)	Receipts			Invest (+)	Misc. Earnings (+)	Misc. Charges (-)	Closing Balance
			in Transit (+)	Deposits (+)	Transfers (+)				
1 HIGH SCHOOL STUDENT COUNCIL	10294.05	0.00	0.00	0.00	0.00		0.00	0.00	10294.05
4 DRAMA	1741.13	0.00	0.00	0.00	0.00		0.00	0.00	1741.13
5 INDUSTRIAL ARTS	1758.99	0.00	0.00	0.00	0.00		0.00	0.00	1758.99
6 ATHLETICS	21811.23	-80.00	0.00	0.00	0.00		0.00	0.00	21891.23
7 ANNUAL	2712.55	0.00	0.00	0.00	0.00		0.00	0.00	2712.55
8 7-8 MS STUDENT COUNCIL	336.60	0.00	0.00	0.00	0.00		0.00	0.00	336.60
10 MUSIC	7008.58	0.00	0.00	0.00	0.00		0.00	0.00	7008.58
11 FCCIA	4044.27	-272.00	0.00	0.00	0.00		0.00	0.00	4316.27
12 NATIONAL HONOR SOCIETY	1496.74	-140.39	0.00	0.00	0.00		0.00	0.00	1637.13
13 PEP CLUB	2187.79	0.00	0.00	0.00	0.00		0.00	0.00	2187.79
15 INDIAN CLUB	297.68	0.00	0.00	0.00	0.00		0.00	0.00	297.68
16 INDEPENDENCE BANK CARD DONATION	19975.05	0.00	0.00	0.00	0.00		0.00	0.00	19975.05
17 DISTRICT MUSIC	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
21 VENDING ACCOUNT	2349.11	0.00	0.00	0.00	0.00		0.00	0.00	2349.11
22 BPA	190.93	0.00	0.00	1480.00	0.00		0.00	0.00	1670.93
23 INTEREST	44.13	0.00	0.00	0.00	0.00		0.00	0.00	44.13
38 MS ART	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
39 MCA MT CAREER ASSOC (JMG)	1189.26	0.00	0.00	0.00	0.00		0.00	0.00	1189.26
48 HISTORY CLUB	13300.13	0.00	0.00	0.00	0.00		0.00	0.00	13300.13
53 CLASS OF 2021	1324.57	0.00	0.00	0.00	0.00		0.00	0.00	1324.57
54 CLASS OF 2022	4135.71	0.00	0.00	0.00	0.00		0.00	0.00	4135.71
55 CLASS OF 2023	1465.99	0.00	0.00	0.00	0.00		0.00	0.00	1465.99
56 CLASS OF 2024	8449.57	0.00	0.00	0.00	0.00		0.00	0.00	8449.57
57 CLASS OF 2025	14241.15	0.00	0.00	0.00	0.00		0.00	0.00	14241.15
60 MS INDIAN CLUB	4859.18	0.00	0.00	0.00	0.00		0.00	0.00	4859.18
61 FUTURE FARMERS OF AMERICAN	4.42	0.00	0.00	0.00	0.00		0.00	0.00	4.42
898 MISC EARNINGS	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
899 MISC CHARGES	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
Total for Student Accounts	125218.81	-492.39		1480.00					127191.20

Hilary Gourneau, Chair

Judy Linthicum, School Clerk

April 25, 2024

Betty Romo, County Treasurer

400 2nd Avenue South
 Wolf Point, Mt 59201

Please invest with **STIP** **\$13,044,000** as follows:

ELEMENTARY	FUND	PREVIOUS MONTH	DIFFERENCE	CURRENT MONTH
101	GENERAL	\$0	\$0	\$0
110	TRANSPORTATION	\$155,500	-\$31,500	\$124,000
111	BUS DEPRECIATION	\$1,045,000	\$0	\$1,045,000
113	TUITION	\$0	\$0	\$0
114	RETIREMENT	\$435,000	-\$335,000	\$100,000
115	MISC FUNDS	\$0	\$0	\$0
121	SICK LEAVE	\$56,000	\$0	\$56,000
126	IMPACT AID	\$7,635,500	\$364,500	\$8,000,000
128	TECHNOLOGY	\$35,000	\$0	\$35,000
129	FLEX FUND	\$450,000	\$0	\$450,000
160	BUILDING	\$150,000	\$0	\$150,000
161	BUILDING RESERVE	\$340,000	\$0	\$340,000
ELEMENTARY TOTALS		\$10,302,000	-\$2,000	\$10,300,000
HIGH SCHOOL				
201	GENERAL	\$339,750	-\$339,750	\$0
210	TRANSPORTATION	\$130,000	-\$10,000	\$120,000
211	BUS DEPRECIATION	\$525,000	\$0	\$525,000
212	HOT LUNCH	\$25,000	\$0	\$25,000
213	TUITION	\$0	\$0	\$0
214	RETIREMENT	\$200,000	-\$200,000	\$0
215	MISC FUNDS	\$0	\$0	\$0
218	TRAFFIC EDUCATION	\$5,000	\$0	\$5,000
221	SICK LEAVE	\$22,000	\$0	\$22,000
226	IMPACT AID	\$3,411,475	-\$1,911,475	\$1,500,000
228	TECHNOLOGY	\$22,000	\$0	\$22,000
229	FLEX FUND	\$325,000	\$0	\$325,000
260	BUILDING	\$0	\$0	\$0
261	BUILDING RESERE	\$200,000	\$0	\$200,000
HIGH SCHOOL TOTALS		\$5,205,225	-\$2,461,225	\$2,744,000
TOTAL INVESTMENTS		\$15,507,225	-\$2,463,225	\$13,044,000

Sincerely,

Judy Linticum
 Business Manager

Agenda Number 6 Informational Items- Reports

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY:

6.1-6.3: Directors', Principals', and the Superintendent's reports to the Board are informational items designed to share progress towards goals being accomplished within each respective area of operation. Monthly reporting is intended to highlight the accomplishments of individual students, classrooms, parents, staff, or other groups of employees and to report any administrative changes made within their jurisdictions.

Report

Boys Basketball

Interviewed for Boys Head Basketball. I had one applicant apply for the position Griffin Ricker. Mr. Weeks and I interviewed him and decided he would be a good fit for the position. I will be recommending Griffin Ricker for hire.

Girls Basketball

I talked with the coaches to see if they would like to return for another season, since they had a good season coming up short for state. I will be recommending Frank Gourneau III, Les Bighorn, and Sunshine Vicente for rehire in their same position.

Volleyball

Interviewed for Assistant Volleyball and Jr. High Coaches. Head Volleyball coach Janaeya Sutherland and I interviewed the Assistant Coaches for High School and Jr. High. I only had 2 for High School that applied for the 2 positions that were open. I will be recommending Tiffani Darby and Natalie Weeks-O'Neal. I had 2 positions for Jr. High and only 2 applied for the position and I will be recommending Samantha Youngman and Kylee Stump.

Track

Track will be finishing their season up with district meet at Wolf Point, divisional meet will be at Glasgow, and State meet at Laurel.

Golf

Golf ended their season at the divisional meet at Glasgow. The meet was cut short due to the weather and none of your kids made to state because of the decision made by the host of the meet. They only went off the scores of 9 holes and only take the top 15 to state. We had one in 16th place just one shot away from going to state and two that were 3 shots away. They had a good season in all.

Tennis

Tennis will be wrapping up their season with a dual match against Wolf Point on Friday and Saturday. Then they will be going to Mile City for Divisional Meet hosted by us Poplar Schools.

Dan Schmidt;Jessie Murray
Maintenance Report
May-2024

Submitted names for re-hire for 24-25 school year also sub list and summer student hires

Roof repairs to MS and ES last summer held up good so the contractor is coming up this spring to look at some other valleys to do

Dakota Pro landscape will be hydro seeding boulevard along highway after we get water on and do a little more leveling

I'm in talks with Cushing Terrell Engineers on the south ES parking lot and handicap fix on the MS parking lot

Long Building Technologies will be here this summer to service all our boilers and to look into our Fire alarm system

Any question any time call me 768-7019

Thank you
Mike

Poplar School District

PO Box 458, Poplar, Montana 59255

Superintendent
Phone: 406-768-6600
Fax: 406-768-6800

High School Principal
Phone: 406-768-6830

Elementary Principal
Phone: 406-768-6630

Middle School Principal
Phone: 406-768-6730

The mission of Poplar Schools, in cooperation with parents and community, is to develop exemplary citizens through enthusiastic and knowledgeable guidance and instruction in a culturally enriched environment.

Technology Report

Tech department responded to 133 tasks for the month of April

T.E.S.T. was here for a few days in the last week of April to install the replacement cameras that came in. The cameras that were replaced were because of the malfunction in the camera lens that made the camera blurry. All the cameras were replaced free of charge.

The SecureTestBrowser app was pushed out to chromebooks for the NWEA testing the last couple of weeks

Been working with Marco Technologies on a new contract. The contract would include the same supplies, services, management and collection agents as before but will also include replacing 49 printers/copiers. 45 of the printers to be replaced are 10-12 years old. I've attached the proposed contract

Jake Riediger

Technology Director



May 7, 2024

PROPOSAL FOR

POPLAR SCHOOL DISTRICT 9 & 9B

Prepared by:

Shawn Benz

Technology Advisor
701.250.2116
Shawn.benz@marconet.com



Managed Services



Copiers & Printers



Audio Visual



Business IT Services

MARCO MAP– INCLUDED SUPPLIES & SERVICES

Supplies

Auto Toner Delivery
Supply Inclusive Agreement

Service

Travel Time
Service Labor
Factory Trained Technicians
Part Replacement
Printer Replacement

Account Management

Client Business Review
Billing Support
Customized Invoicing
Fleet Optimization

Data Collection Agent

FM Audit/Print Tracker
Customized Reports

- Supply Levels
- Device Age
- Device Utilization



Current Situation

TOTAL CURRENT MONTHLY SPEND	\$4,946.11/Month
<i>Base Contract Spend</i>	<i>\$4,793.08/Month</i>
<i>Average Monthly Overage Spend</i>	<i>\$153.03/Month</i>

Proposal & Recommendations

MANAGED ACCOUNT PROGRAM (MAP)

With Marco’s Managed Account Program, all you pay for is the number of prints you produce. The following program includes the equipment, service, and supplies (except staples, paper and network troubleshooting services). The result is a system with the capabilities and features you need—without the administrative headaches. You may also upgrade or downgrade your equipment at any time as your needs change.

60 Month MAP Program \$5,188.02 per Month

Includes below listed devices as well as service, support, and supplies

▪ **Office Copiers**

- Black and White Prints **included** per Month: 21,111
- Black and White Print Overages: \$0.0080/Print
- Color Prints **included** per Month: 5,676
- Color Print Overages: \$0.05000/Print

▪ **Copy Room Copier**

- Black and White Prints **included** per Month: 47,237
- Black and White Print Overages: \$0.00590 /Print
-

▪ **Printers**

- Black and White Prints **included** per Month: 30,475
- Black and White Print Overages: \$0.0130/Print
- Color Prints **included** per Month: 12,323
- Color Print Overages: \$0.120/Print

Devices Included

- See Attached Sheet

DELIVERY, INSTALLATION, INITIAL SUPPLIES AND INITIAL TRAINING

Delivery, Installation, Initial Supplies & Initial Training.....Included

The above pricing does not include applicable sales tax.

Prices quoted are subject to change and should be verified before placing your order.

Accepted by: _____ **Date:** _____

By signing this proposal, Marco Technologies is authorized to install and invoice the above listed equipment.

Model	Serial Number	Location	Keep/Replace	Replacement Model
Bizhub C458	A79M011051756	CENTRAL OFFICE, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	C450i
Bizhub C458	A79M011051766	MS OFC, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	C450i
Bizhub C458	A79M011051802	HS OFC, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	C450i
Bizhub C458	A79M011052554	ELEM SCHOOL, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	C550i
LaserJet Pro 400 M401dne	PHGFD25265	ELEM/CAFÉ, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401dne	PHGFD25277	HS/618, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401dne	PHGFD25267	HS/620, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401dne	PHGFD25156	HS/WEIGHTROOM, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401dne	PHGFD25272	MS/306, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16122	ELEM/10, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VND3204778	ELEM/13, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	PHGDG09201	ELEM/16, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG3R33912	ELEM/18, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16111	ELEM/20, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG4G36804	ELEM/23, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	PHGDG66348	ELEM/24, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	PHGDG09202	ELEM/25, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG3R18037	ELEM/28, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG4623639	ELEM/3, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG3R17955	ELEM/32, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG3R17956	ELEM/5, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16149	ELEM/9, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16159	ES/NURSE, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16110	HS/513, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	PHGDD19354	HS/514, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	PHGDG17663	HS/609C, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	PHGDG66344	HS/610, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16107	HS/613, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	PHGDG09211	HS/619, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG3R17944	HS/625E, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	PHGDG09196	HS/628/MUSIC ROOM, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG4G36805	MS/112, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG3R17930	MS/113, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16117	MS/203, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG3R33909	MS/205, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16116	MS/206, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16089	MS/207, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	PHGDB70657	MS/209, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG4G36803	MS/303, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG3R17929	MS/304, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16148	MS/305, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNG4623637	MS/405, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	PHGDG66343	MS/407, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
LaserJet Pro 400 M401n	VNB4J16120	MS/520, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E40040
Color LaserJet Pro MFP M476dn	CNB8G8F9ZS	HS/606, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E47528
Color LaserJet Pro MFP M476dn	CNB8H7V2XB	ELEM/19A, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E47528
Color LaserJet Pro MFP M476dn	CNB8H7V342	MS/LIBRARY 115, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E47528
LaserJet Pro 400 color MFP M476dn	CNB8D40SBJ	ELEM/1, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E47528
LaserJet Pro 400 color MFP M476dn	CND8FC8F3B	ELEM/29, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E47528
LaserJet Pro 400 color MFP M476dn	CND8F6N273	ELEM/27, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E47528
LaserJet Pro 400 color MFP M476dn	CNB8D79S8R	MS/HOME EC 116, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E47528
PageWide Pro 477dw MFP	CN06RMX05T	ELEM/2, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace	E47528
BIZHUB 958	A796015000804	ELEM COPY CENTER, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
bizhub C300i	AA2K011013135	HS COUNSELING CENTER, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
bizhub C300i	AA2K011007565	HS Special education, 400 4TH AVE W , POPLAR, MT, 59255	Keep	
Color LaserJet Flow E57540	MXBCMNCN188	ACCTS PAYABLE OFC, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
Color LaserJet Flow E57540	MXBCMNCN19G	SUPERINTENDENT OFC, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
Color LaserJet Flow E57540	MXBCMNCN1BT	HR OFC, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
Color LaserJet Flow E57540	MXBCMNCN18N	ASST BUSINESS MGR OFC, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
Color LaserJet MFP E47528	CNCRR730LX	Elem/4, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
Color LaserJet MFP E47528	CNCRR7L2R8	HS/616, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
Color LaserJet MFP E47528	CNCRR730M4	Elem/40C, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
Color LaserJet MFP E47528	CNCRR7L44Q	MS/204, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
Color LaserJet MFP M283fdw	VNBRND81RT	HS/607, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	
Color LaserJet MFP M283fdw	VNBRN921W1	HS/609A, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep	

Color LaserJet MFP M283fdw	VNBRN9B33G	MS/301, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNB8K16067	ELEM/40, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNB8J7W6GJ	Elem/06, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNB8J7W24P	ELEM/07, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNBKL540VG	HS/519, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNBKL816X1	HS/515, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNB8JW76P	elem/room 14 , 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNB8J7W23C	ELEM/21, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNB8J7Z01Q	HS/623, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNBKK7GC6Z	Principal office, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNB8J7YHBT	ELEM/PRINCIPAL, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdn	VNBKL41429	MS/408, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fdw	VNB8JB81L2	Elem/17, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fnw	VNBKL87G31	HS/518, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet MFP M477fnw	VNBKK7K420	MS/308, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet Pro M478f-9f	MXBCN8R0MG	PAYROLL OFC, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet Pro MFP M476dn	CNB8G8F9Z4	HS/625D, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet Pro MFP M476dn	CNB8H7V3JH	ELEM/33, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet Pro MFP M476dn	CNB8H7V3DX	MS/PRINCIPAL, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet Pro MFP M476dn	CNB8H7V2WJ	ELEM/ASSISTANT PRINCIPAL, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet Pro MFP M476dn	CNB8G8FB0J	Elem/19C, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet Pro MFP M476dn	CNB8GCGN7Q	MS/SECRETARY, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet Pro MFP M476dn	CNB8GCXHDN	ELEM/12, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
Color LaserJet Pro MFP M479fdn	MXBCN8R0NJ	BUS MGR OFC, 400 4TH AVE W , POPLAR, MT, 59255-9455	Replace
LaserJet E40040	PHBCG33863	ELEM/08, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet E40040	PHBCG33852	ELEM/30, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet E40040	PHBCG33854	MS/523, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet E40040	PHBCG33895	MS/527, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 color MFP M476dn	CNB8CDNS25	HS/624, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 color MFP M476dn	CNB8D6KSBZ	BUS/MAINTENANCE/SECRETARY, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401dne	PHGFD23819	HS/614, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401dne	PHGFD25275	HS/623, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	VNB4J16150	BUS BARN, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	PHGDG66338	ELEM/12, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	PHGDG66337	ELEM/31, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	VNG3R33907	ELEM/READINGRM1 , 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	VNB4J16152	HS/621, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	VNB4J16156	HS/623, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	VNB4J16151	HS/GYM, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	VNB4J16118	HS/MAINTENANCEDIRECTOR, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	VNG4G24990	MS/406, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	PHGDG09209	MS/526, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 400 M401n	VNG3R17943	MS/OFFICE, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 500 color MFP M576dn	CNB9G913DK	HS/626, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro 500 color MFP M576dn	CNB9J6Q8HK	HS/605, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHD53158	ELEM/11, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHB74229	ELEM/15, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHD53159	ELEM/22, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHB74235	ELEM/GYM, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHK89859	ELEM/MUSIC , 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHD53170	HS/609, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHF12817	HS/611, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHB74227	MS/208, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHD53165	MS/403, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHK65524	MS/404, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep
LaserJet Pro M402n	PHBHD01560	MS/525, 400 4TH AVE W , POPLAR, MT, 59255-9455	Keep

April 2024 Kitchen Monthly Report

The month of April has flown by. Everything went as well as it could go. The Review was closed so that is great news. Now we are looking forward to the month of May. The month of May we will be gearing up for student field trips, Graduation cookouts, ect. Dan asked if I had the meal counts that were served for April and of course I have them for the entire year and passed years. Here is a total calculation of the Breakfast and Lunch counts for the month of April 2024.

K- 4 th grade :	Breakfast: 3635	Lunch: 5337	
5 th & 6 th :	Breakfast: 1434	Lunch: 2027	
7 th & 8 th :	Breakfast: 1120	Lunch: 2107	
9 th -12 th :	Breakfast: 3006	Lunch: 1707	
Totals:	Breakfast: 9195	Lunch: 11178	Days Fed: 19
Adults	Breakfast: 0	Lunch:1153	

August 2023 – May 8th, 2024

Total counts are K-12th grade
Breakfast: 79,560 Lunch: 97,111 Adults Lunch: 10,083
Days:163

The month of May 2024 isnt over yet but there will be 16 days in May.

We are also on the FFVP (Fresh Fruit & Vegetable Program) for grades K-4th grade and 5th & 6thgrade. This program provides or allocates funds for our school to purchase Fresh Fruit and Vegetables that the students are to eat in the classrooms. We have it planned for 2 times a week. The program runs October to September except for the Summer months. How it is set up is we purchase the food items, and we get reimbursed for the cost that we have spent for the operation of the program per month.

Any questions please feel free to ask me or contact me.

May 9th, 2024

Transportation Report:

Coming with provision, we will be ordering a new camera system on the busses with six cameras instead of our four cameras. They will be positioned one front, one back, two mid inside. On the outside, one front and back. We are getting ready for all the field trips next week. We are looking to replace some activity buses and bus route buses.

Clint Linthicum

Transportation Director

Poplar School District

PO Box 458, Poplar, Montana 59255

5-8 Principal

Phone: 406-768-6731

Assistant 5-8 School Principal

Phone: 406-768-6774

Superintendent

Phone: 406-768-6602

Fax: 406-768-6800

9-12 Principal

406-768-6831

Assistant 9-12 Principal

406-768-6832

K-4 Principal

Phone: 406-768-6631

Assistant K-4 Principal

Phone: 406-768-6665

5/9/2024

Special Education Services

All testing is complete for the 2023-24 school year.

All Certified SPED positions are full for 2024-25 school year. There are still para positions that need to be filled.

OPI compliance Monitoring is complete, and we are waiting for the final letter from OPI.

Patti Jo Black, Poplar Schools SPED Director

The mission of Poplar Schools, in cooperation with parents and community, is to develop exemplary citizens through enthusiastic and knowledgeable guidance and instruction in a culturally enriched environment.

Poplar School District

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5-8 Principal

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Associate 5-8 School Principal

Phone: 406-768-6763

Superintendent

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9-12 Principal

406-768-6831

Associate 9-12 Principal

406-768-6832

K-4 Principal

Phone: 406-768-6631

Associate K-4 Principal

Phone: 406-768-6665

The mission of Poplar Schools, in cooperation with parents and community, is to develop exemplary citizens through enthusiastic and knowledgeable guidance and instruction in a culturally enriched environment.

May 13th, 2024

Poplar Elementary Board Report

May is a busy month here at Poplar Elementary, here is a list of all the events for the final few weeks.

Kinder Fun Day – May 13th @ 1:00 PM

Career Day – May 14th

Field Trips–

1st Grade – May 14th

4th Grade – May 15th

3rd Grade – May 16th

Kinder & 2nd Grade - May 22nd

4th Grade Transition Day – May 17th

End of the Year Assembly & Last day of School – May 23rd

Science Fair Winners –

K: Class – Mrs. Murphy: Will it sink or will it float

1st: Class – Ms. Belton: Rainstorm

Individual - Austin Burshia

2nd: Class – Mrs. Murray: Polymers

Individual - Shilo Smoker

3rd: Class – Mr. Kennaugh: Bacteria the Good, Bad, & Ugly

4th: Class – Mrs. Bidegaray: Instant Ice

Individual – Frankie Darby

John Wetsit

Elementary Principal

Quality Teachers – Quality Students

HIGH SCHOOL PRINCIPAL REPORT

May Board Meeting

Superintendent's District Goals:

Health and Wellness Goal: *Understanding Trauma informed practice for students and staff to implement a system which readies learners.*

- Weekly Health/Wellness/Healing meetings with various entities.
- Looking at some PD for August when teachers return.
- No longer servicing JDC students as they have either been released or transferred to other entities.

Teaching and Learning goal: *Analyzing individual student learning to make data informed decisions for differentiated instruction.*

- ACT was a success, and we already have the scores back for the students.

Operation Goal: *Institute a framework for all operations which reflects our student's wellbeing and the focal point for all decisions.*

- BLT's and correlates have continued to work together. BLT and Correlate calendars are a continued progress, and we are trying to implement more activities with students and the community.
- Pathways Framework: Working on a rough draft of possible academies within the high school (ex: Workforce, college, military).
- Will present a list of possible certifications/classes that will be available to HS students in the health field through other entities.

Future Events to close out the year (there may be some additions along the way)

- May 8 HS Music Concert @ 5 pm
- May 8 Retirement Dinner @ 6 pm
- May 9 HS Community Event (carnival) @ 6 pm
- May 19 HS Graduation @ 1 pm
- May 22 Athletic Banquet
- May 23 HS color run/BBQ

Superintendent's Report
13 May 2024

1. School District Enrollment
 - a. We are currently at 816 students ready to change the world. This is down four students from last month.
 - i. Overall we are down 42 students from the highest enrollment in November of 858.
 - ii. It will be very important to monitor this number next fall during October count.
2. Superintendent's District Pillars:
 - a. Health and Wellness Pillar: *Understanding trauma informed practice for students and staff to implement a system which readies learners.*
 - b. Teaching and Learning Pillar: *Analyzing individual student learning to make data-informed decisions for differentiated instruction.*
 - c. Operations Pillar: *Institute a framework for all operations which reflects our student's wellbeing as the focal point for all decisions.*
 - i. Dr. Erickson and I meet occasionally to discuss transition items. Anything having to do with next school year is forwarded to him and he is part, or all, of the decision-making process. You should expect great things from him.
3. Important Dates, Meetings, and Conferences:
 - a. Graduation: 19 May 2024, 1pm, PHS Gymnasium
 - b. Promotion: 21 May 2024, 6pm, PHS Gymnasium
 - c. Last Day of School
 - d. Memorial Day: 27 May, District Offices Closed
 - e. IISM Board Meeting: 07 June, 9am, Fairmont
 - f. Regular June Board Meeting: 10 June 2024, 5pm

**0857 Poplar Public
Schools District**

Box 458, Poplar, MT 59255

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Attendance/Membership Summary Report

Start/End Date: 05/06/2024 - 05/06/2024 School(s): 4 Calendar(s): 4

Grade: 05, 06, 07, 08, 09, 10, 11, 12, P1, PK, KF, 01, 02, 03, 04

SUMMARY Total Schools: 4 Total Calendars: 4

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Count	Days					Days	Avg. Daily	
05	62	62	11.04	50.96	62.00	50.96	8.07	8.07	82.19%
06	58	58	7.91	50.09	58.00	50.09	6.94	6.94	86.36%
07	52	52	6.96	45.04	52.00	45.04	6.42	6.42	86.62%
08	61	61	9.86	51.14	61.00	51.14	7.01	7.01	83.84%
09	74	74	20.44	53.56	74.00	53.56	19.97	19.97	72.38%
10	76	76	19.84	56.16	76.00	56.16	18.37	18.37	73.89%
11	54	54	17.80	36.20	54.00	36.20	17.80	17.80	67.04%
12	45	45	8.75	36.25	45.00	36.25	7.75	7.75	80.56%
P1	0	0	0.00	0.00	0.00	0.00	0.00	0.00	N/A
PK	9	9	0.00	9.00	9.00	9.00	0.00	0.00	100.00%
KF	46	46	9.08	36.92	46.00	36.92	7.00	7.00	80.26%
01	70	70	18.18	51.82	70.00	51.82	16.64	16.64	74.03%
02	79	79	11.64	67.36	79.00	67.36	9.56	9.56	85.27%
03	67	67	10.00	57.00	67.00	57.00	9.00	9.00	85.07%
04	63	63	11.64	51.36	63.00	51.36	7.56	7.56	81.52%

Total 15 816 816 163.14 652.86 816.00 652.86 142.09 142.09 80.01%

School: Poplar 5-6 School Calendar: 23-24 Poplar 5-6 School

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Count	Days					Days	Avg. Daily	
05	62	62	11.04	50.96	62.00	50.96	8.07	8.07	82.19%
06	58	58	7.91	50.09	58.00	50.09	6.94	6.94	86.36%

Total 2 120 120 18.95 101.05 120.00 101.05 15.01 15.01 84.21%

School: Poplar 7-8 Calendar: 23-24 Poplar 7-8

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Count	Days					Days	Avg. Daily	
07	52	52	6.96	45.04	52.00	45.04	6.42	6.42	86.62%
08	61	61	9.86	51.14	61.00	51.14	7.01	7.01	83.84%

Total 2 113 113 16.82 96.18 113.00 96.18 13.43 13.43 85.12%

School: Poplar High School Calendar: 23-24 Poplar High School

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Count	Days					Days	Avg. Daily	
09	74	74	20.44	53.56	74.00	53.56	19.97	19.97	72.38%
10	76	76	19.84	56.16	76.00	56.16	18.37	18.37	73.89%
11	54	54	17.80	36.20	54.00	36.20	17.80	17.80	67.04%
12	45	45	8.75	36.25	45.00	36.25	7.75	7.75	80.56%

Total 4 249 249 66.83 182.17 249.00 182.17 63.89 63.89 73.16%

School: Poplar School Calendar: 23-24 Poplar School

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Count	Days					Days	Avg. Daily	
P1	0	0	0.00	0.00	0.00	0.00	0.00	0.00	N/A
PK	9	9	0.00	9.00	9.00	9.00	0.00	0.00	100.00%
KF	46	46	9.08	36.92	46.00	36.92	7.00	7.00	80.26%
01	70	70	18.18	51.82	70.00	51.82	16.64	16.64	74.03%
02	79	79	11.64	67.36	79.00	67.36	9.56	9.56	85.27%
03	67	67	10.00	57.00	67.00	57.00	9.00	9.00	85.07%
04	63	63	11.64	51.36	63.00	51.36	7.56	7.56	81.52%

Total 7 334 334 60.54 273.46 334.00 273.46 49.76 49.76 81.87%

Agenda Number 7 Discussion Agenda

POPLAR PUBLIC SCHOOLS 9&9B BOARD AGENDA FACT SHEET MEETING DATE: 11 September 2023

SUMMARY:

- 7.1 Coaching Clinics: Several administrators and the AD scheduled community meetings offering a chance to grow our pool of coaches per the board's request. In two meetings the district hosted three people.
- 7.2 ESSER Positions: As the grant is winding down so must the positions we created utilizing the grant dollars. Although this is not a RIF, it is similar. The district is simply not offering contracts for the following positions:
- Assistant Superintendent/Curriculum, Instruction, and Assessment Director
 - Indian Education for All Curriculum Coordinator
 - Social Worker.
- 7.3 SRO Planning: With such a shortage of Tribal Police, Dr. Erickson is planning on next steps for an SRO in the district. He would like direction for pursuing the next SRO.

Poplar School District

PO Box 458, Poplar, Montana 59255

Superintendent

Dan Schmidt
Phone: (406) 768-6602

K-4 Principal

John Wetsit
Phone: (406) 768-6631

5-8 Principal

Morgan Norgaard
Phone: (406) 768-6731

9-12 Principal

Frank Gourneau
Phone: (406) 768-6831

SPED Director

Patti Black
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K-4 Associate Principal

Greg Gourneau
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5-8 Associate School Principal

Lewis Reese
Phone: (406) 768-6735

9-12 Associate Principal

Coy Weeks
Phone: (406) 768-6818

The mission of Poplar Schools, in cooperation with parents and community, is to develop exemplary citizens through enthusiastic and knowledgeable guidance and instruction in a culturally enriched environment.

Keith Erickson
Assistant Superintendent
Poplar School District

To: Dan Schmidt
Superintendent-Poplar School District

Date: 4/25/2024

RE: Coaching Recruitment and Clinic

Dear Mr. Schmidt:

Just a follow up from our coaching clinic/recruitment on April 24. The advertisement was posted/advertised in the following places: Independence Bank, TJ's, Post Office, Tribal Express, Fort Peck Journal, Poplar School's Facebook page, Fort Peck Tribal Building, and KVCK radio.

I asked several administrators/teachers to help and the following were in attendance: Morgan Norgaard, Frank Gourneau, Lewis Reese, Griffin Ricker, Coy Weeks, Spike Tuss and Emerson Young-Athletic Director. A meal was served, and a presentation was given.

We had 3 potential coaches show up: Darryl Ricker, Darryl Ricker Jr., and Norma Young. Coaching applications were handed out along with the coaching handbook.

I think our hopes were high that more potential coaches would be in attendance. It was advertised well, and we had some really good speakers in attendance. Considering that we have a number of coaching positions available, and this recruitment/clinic was not well attended we are basically at square one. We will continue to advertise.

Thanks. Keith

Poplar School District

PO Box 458, Poplar, Montana 59255

Superintendent

Dan Schmidt
Phone: (406) 768-6602

K-4 Principal

John Wetsit
Phone: (406) 768-6631

5-8 Principal

Morgan Norgaard
Phone: (406) 768-6731

9-12 Principal

Frank Gourneau
Phone: (406) 768-6831

SPED Director

Patti Black
Phone: (406) 768-6812

K-4 Associate Principal

Greg Gourneau
Phone: (406) 768-6634

5-8 Associate School Principal

Lewis Reese
Phone: (406) 768-6735

9-12 Associate Principal

Coy Weeks
Phone: (406) 768-6818

The mission of Poplar Schools, in cooperation with parents and community, is to develop exemplary citizens through enthusiastic and knowledgeable guidance and instruction in a culturally enriched environment.

Keith Erickson
Assistant Superintendent
Poplar School District

To: Dan Schmidt
Superintendent-Poplar School District

Date: 5/1/2024

RE: Coaching Recruitment and Clinic-Part 2

Dear Mr. Schmidt:

Just a follow up from our second coaching clinic/recruitment held on Wednesday May 1, 2024. As stated in my previous letter I advertised in the local papers and businesses. We had applications and the coaching handbook available.

In attendance were Emerson Young, Myself, Griffin Ricker, and Frank Gourneau. We were ready to offer any advice and help to perspective coaches. Unfortunately, we had zero participants.

In both coaching clinics we only had 3 perspective candidates. I think looking at our options on how to get more interest I think we need to approach our head coaches and have them reach out to perspective assistants and build their own staff. We have seen some success with this approach.

In all honesty I was hoping by offering 2 sessions of coaching clinics/recruitments we would have more interest, but we simply did not. All we can do is keep trying.

Thanks. Keith

Agenda Number 8.1 Personnel Report

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY: The Personnel Report is a concise reporting method for all personnel actions in the district for the month. The Personnel Report has two section, one for Action and one is Informational. A motion can be made to accept the entire report or names can be removed for individual actions.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -

Fund -

Estimated Cost –

SAMPLE MOTION: *I move to approve the Personnel Report as presented.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

09 May
ACTION

CERTIFIED STAFF					
NAME	FTE	SALARY	POSITION	SUPERVISOR	EFFECTIVE DATE
Connie Wittak*	1	\$74,985	PMS FCS	Norgaard	SY25
Brent Moore		\$8,250	Driver's Ed	Gourneau	SY24

CLASSIFIED STAFF					
NAME	FTE	HOURLY WAGE	POSITION	SUPERVISOR	EFFECTIVE DATE
Abby Granbois	1	\$12.50	Paraprofessional	Wetsit	SY25

Co- and Extra-Curricular Staff				
NAME	STIPEND	POSITION	SUPERVISOR	EFFECTIVE DATE
Morgan Norgaard	\$5,000	Testing Coordinator	Erickson	SY24
Morgan Norgaard	\$5,000	Testing Coordinator	Erickson	SY25
Frank Gourneau III	\$5847	Head GBB	Young	SY25
Les Bighorn	\$4048	Asst. GBB	Young	SY25
Sunshine Vicente	\$4048	Asst. GBB	Young	SY25
Griffen Ricker	\$5847	Head BBB	Young	SY25
Tiffani Darby	\$4048	Asst. VB	Young	SY25
Natalie Weeks-O'Neal*	\$4048	Asst. VB	Young	SY25
Samantha Youngman*	\$2699	7/8 VB	Young	SY25
Kylee Stump*	\$2699	7/8 VB	Young	SY25
Walter Tuss	\$5847x3	Athletic Trainer F,W,S	Young	SY25

VOLUNTEER APPROVAL			
NAME	POSITION	SUPERVISOR	EFFECTIVE DATE
John Wetsit	Cross Country		SY25

* Denotes a Contingent Hiring as outlined in BP 5122

INFORMATION

IN-DISTRICT TRANSFER			
Sheryl Kohl	7 th Math	Norgaard	SY25

RESIGNATIONS		
Name	Position	Supervisor
William Pinili	Custodian	Gorder
Jarret Curtis	MS Tech Ed	Norgaard
Alicia Sifuentes	7 th Math	Norgaard

Agenda Number 8.2 Curriculum Purchase

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY:

Dr. Erickson, Mr. Wetsit, and the Poplar Third and Fourth grade teachers are recommending a change to the Wonders Reading materials to match the rest of the elementary reading series. The current series, Reading A-Z, is up for renewal and the change will provide continuity in learning by having one series throughout the elementary.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund – 126, 129
Estimated Cost – \$60,000

SAMPLE MOTION: *I move to approve the purchase of the Wonders Reading materials for grades 3&4.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						



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QUOTE PREPARED FOR:

Poplar Public Schools
400 4TH AVE W
POPLAR, MT 59255
ACCOUNT NUMBER: 306731

SUBSCRIPTION/DIGITAL CONTACT:

John Wetsit
john.wetsit@poplarschools.com
4062302932

CONTACT:

John Wetsit
john.wetsit@poplarschools.com
4062302932

SALES REP INFORMATION:

Brent Brandmayr
brent.brandmayr@mheducation.com
(406) 220-8829

Section Summary	Value of All Materials	Free Materials	Product Subtotal
WONDERS © 2023, GRADE 3 (3 Year)	\$51,056.40	(\$21,378.15)	\$29,678.25
WONDERS © 2023, GRADE 4 (3 Year)	\$51,056.40	(\$21,378.15)	\$29,678.25
PROFESSIONAL DEVELOPMENT	\$6,000.00	(\$6,000.00)	\$0.00
PRODUCT TOTAL*	\$108,112.80	(\$48,756.30)	\$59,356.50
ESTIMATED S&H**			\$1,286.56
ESTIMATED TAX**			\$0.00
GRAND TOTAL*			\$60,643.06

* Price firm for 120 days from quote date. Price quote must be attached to school purchase order to receive the quoted price and free materials.

**Shipping and handling charges shown are only estimates. Actual shipping and handling charges will be applied at time of order. Taxes shown are only estimates. If applicable, actual tax charges will be applied at time of order.

Comments:

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/22/2024

ACCOUNT NAME: Poplar Public Schools

EXPIRATION DATE: 08/20/2024

QUOTE NUMBER: BMAYR-04222024061329-001

ACCOUNT #: 306731

PAGE #: 1



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Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
WONDERS © 2023, GRADE 3 (3 Year)					
<u>STUDENT MATERIALS</u>					
READING WONDERS COMPREHENSIVE STUDENT 3 YEAR SUBSCRIPTION GRADE 3	978-1-26-586787-4	100	\$121.68	\$0.00	\$12,168.00
STUDENT MATERIALS Subtotal:				\$0.00	\$12,168.00
<u>TEACHER MATERIALS</u>					
READING WONDERS TEACHER EDITION PACKAGE GRADE 3	978-1-26-558160-2	5	\$655.20	\$0.00	\$3,276.00
READING WONDERS NATIONAL TEACHER WORKSPACE 3 YEAR SUBSCRIPTION GRADE 3	978-1-26-638220-8	5	\$567.33	\$2,836.65	*Free Materials
READING WONDERS NATIONAL ELL TEACHER EDITION GRADE 3	978-1-26-578987-9	5	\$104.01	\$520.05	*Free Materials
READING WONDERS NATIONAL PRACTICE BOOK GRADE 3	978-1-26-580738-2	5	\$40.56	\$202.80	*Free Materials
TEACHER MATERIALS Subtotal:				\$3,559.50	\$3,276.00
<u>READERS</u>					
READING WONDERS APPROACHING LEVELED READER PACKAGE 6 OF 30 GRADE 3	978-0-07-689762-9	5	\$1,108.95	\$0.00	\$5,544.75
READING WONDERS ON LEVEL LEVELED READER PACKAGE 6 OF 30 GRADE 3	978-0-07-689781-0	5	\$1,108.95	\$0.00	\$5,544.75
READING WONDERS BEYOND LEVELED READER PACKAGE 6 OF 30 GRADE 3	978-0-07-689738-4	5	\$1,108.95	\$5,544.75	*Free Materials
READING WONDERS ELL LEVELED READER PACKAGE 6 OF 30 GRADE 3	978-0-07-689715-5	5	\$1,108.95	\$5,544.75	*Free Materials
READING WONDERS CLASSROOM TRADE BOOK LIBRARY GRADE 3	978-0-07-690592-8	5	\$331.26	\$0.00	\$1,656.30
READING WONDERS CLASSROOM LIBRARY LESSONS GRADE 3	978-0-07-686998-5	5	\$140.40	\$702.00	*Free Materials
READERS Subtotal:				\$11,791.50	\$12,745.80
<u>MANIPULATIVES</u>					
READING WONDERS INSTRUCTIONAL ROUTINE HANDBOOK GRADE K-6	978-0-07-697907-3	5	\$66.84	\$334.20	*Free Materials
READING WONDERS READING RESPONSE BOARDS GRADE 2-6	978-0-02-118963-2	5	\$119.76	\$598.80	*Free Materials
READING WONDERS LEVELED READER LESSON CARDS GRADE 3	978-0-07-695368-4	5	\$85.23	\$426.15	*Free Materials
READING WONDERS LANGUAGE TRANSFERS HANDBOOK	978-0-07-906593-3	5	\$37.14	\$185.70	*Free Materials
READING WONDERS CENTER ACTIVITY CARDS PACKAGE GRADE 3	978-1-26-432751-5	5	\$223.98	\$0.00	\$1,119.90
READING WONDERS VISUAL VOCABULARY CARDS GRADE 3	978-0-07-683979-7	5	\$82.14	\$410.70	*Free Materials
READING WONDERS HIGH FREQUENCY WORD CARDS GRADE 3-6	978-0-02-118820-8	5	\$146.61	\$733.05	*Free Materials
READING WONDERS SOUND SPELLING SMALL CARDS GRADE K-6	978-0-02-119556-5	5	\$73.71	\$0.00	\$368.55

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
 Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/22/2024

ACCOUNT NAME: Poplar Public Schools

EXPIRATION DATE: 08/20/2024

QUOTE NUMBER: BMAYR-04222024061329-001

ACCOUNT #: 306731

PAGE #: 2



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Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
READING WONDERS SOUND SPELLING LARGE CARDS GRADES K-6	978-0-07-676809-7	5	\$181.32	\$906.60	*Free Materials

MANIPULATIVES Subtotal: \$3,595.20 \$1,488.45

ASSESSMENT					
READING WONDERS NATIONAL PROGRESS MONITORING ASSESSMENTS GRADE 3	978-1-26-571401-7	5	\$60.84	\$304.20	*Free Materials
READING WONDERS NATIONAL UNIT ASSESSMENTS GRADE 3	978-1-26-570738-5	5	\$60.84	\$304.20	*Free Materials
READING WONDERS NATIONAL BENCHMARK ASSESSMENTS GRADE 3	978-1-26-455816-2	5	\$31.20	\$156.00	*Free Materials
READING WONDERS PLACEMENT AND DIAGNOSTIC ASSESSMENT GRADE K-5	978-0-07-901764-2	5	\$95.01	\$475.05	*Free Materials

ASSESSMENT Subtotal: \$1,239.45 \$0.00

NEWCOMERS					
READING WONDERS ENGLISH LEARNERS NEWCOMER TEACHER GUIDE GRADE 3-6	978-0-02-132644-0	5	\$121.71	\$608.55	*Free Materials
READING WONDERS ENGLISH LEARNERS NEWCOMER CARDS GRADES 3-6	978-0-07-680149-7	5	\$116.79	\$583.95	*Free Materials

NEWCOMERS Subtotal: \$1,192.50 \$0.00

WONDERS © 2023, GRADE 3 (3 Year) Subtotal: \$21,378.15 \$29,678.25

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
 Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

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ACCOUNT #: 306731

PAGE #: 3



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Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
WONDERS © 2023, GRADE 4 (3 Year)					
<u>STUDENT MATERIALS</u>					
READING WONDERS COMPREHENSIVE STUDENT 3 YEAR SUBSCRIPTION GRADE 4	978-1-26-586801-7	100	\$121.68	\$0.00	\$12,168.00
STUDENT MATERIALS Subtotal:				\$0.00	\$12,168.00
<u>TEACHER MATERIALS</u>					
READING WONDERS TEACHER EDITION PACKAGE GRADE 4	978-1-26-558325-5	5	\$655.20	\$0.00	\$3,276.00
READING WONDERS NATIONAL TEACHER WORKSPACE 3 YEAR SUBSCRIPTION GRADE 4	978-1-26-638260-4	5	\$567.33	\$2,836.65	*Free Materials
READING WONDERS NATIONAL ELL TEACHER EDITION GRADE 4	978-1-26-579570-2	5	\$104.01	\$520.05	*Free Materials
READING WONDERS NATIONAL PRACTICE BOOK GRADE 4	978-1-26-580827-3	5	\$40.56	\$202.80	*Free Materials
TEACHER MATERIALS Subtotal:				\$3,559.50	\$3,276.00
<u>READERS</u>					
READING WONDERS APPROACHING LEVELED READER PACKAGE 6 OF 30 GRADE 4	978-0-07-689764-3	5	\$1,108.95	\$0.00	\$5,544.75
READING WONDERS ON LEVEL LEVELED READER PACKAGE 6 OF 30 GRADE 4	978-0-07-689785-8	5	\$1,108.95	\$0.00	\$5,544.75
READING WONDERS BEYOND LEVELED READER PACKAGE 6 OF 30 GRADE 4	978-0-07-689741-4	5	\$1,108.95	\$5,544.75	*Free Materials
READING WONDERS ELL LEVELED READER PACKAGE 6 OF 30 GRADE 4	978-0-07-689719-3	5	\$1,108.95	\$5,544.75	*Free Materials
READING WONDERS CLASSROOM TRADE BOOK LIBRARY GRADE 4	978-0-07-690593-5	5	\$331.26	\$0.00	\$1,656.30
READING WONDERS CLASSROOM LIBRARY LESSONS GRADE 4	978-0-07-686999-2	5	\$140.40	\$702.00	*Free Materials
READERS Subtotal:				\$11,791.50	\$12,745.80
<u>MANIPULATIVES</u>					
READING WONDERS INSTRUCTIONAL ROUTINE HANDBOOK GRADE K-6	978-0-07-697907-3	5	\$66.84	\$334.20	*Free Materials
READING WONDERS READING RESPONSE BOARDS GRADE 2-6	978-0-02-118963-2	5	\$119.76	\$598.80	*Free Materials
READING WONDERS LEVELED READER LESSON CARDS GRADE 4	978-0-07-695369-1	5	\$85.23	\$426.15	*Free Materials
READING WONDERS LANGUAGE TRANSFERS HANDBOOK	978-0-07-906593-3	5	\$37.14	\$185.70	*Free Materials
READING WONDERS CENTER ACTIVITY CARDS PACKAGE GRADE 4	978-1-26-432752-2	5	\$223.98	\$0.00	\$1,119.90
READING WONDERS VISUAL VOCABULARY CARDS GRADE 4	978-0-07-683980-3	5	\$82.14	\$410.70	*Free Materials
READING WONDERS HIGH FREQUENCY WORD CARDS GRADE 3-6	978-0-02-118820-8	5	\$146.61	\$733.05	*Free Materials
READING WONDERS SOUND SPELLING SMALL CARDS GRADE K-6	978-0-02-119556-5	5	\$73.71	\$0.00	\$368.55

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QUOTE DATE: 04/22/2024

ACCOUNT NAME: Poplar Public Schools

EXPIRATION DATE: 08/20/2024

QUOTE NUMBER: BMAYR-04222024061329-001

ACCOUNT #: 306731

PAGE #: 4



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Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
READING WONDERS SOUND SPELLING LARGE CARDS GRADES K-6	978-0-07-676809-7	5	\$181.32	\$906.60	*Free Materials

MANIPULATIVES Subtotal: \$3,595.20 \$1,488.45

ASSESSMENT					
READING WONDERS NATIONAL PROGRESS MONITORING ASSESSMENTS GRADE 4	978-1-26-571514-4	5	\$60.84	\$304.20	*Free Materials
READING WONDERS NATIONAL UNIT ASSESSMENTS GRADE 4	978-1-26-570998-3	5	\$60.84	\$304.20	*Free Materials
READING WONDERS NATIONAL BENCHMARK ASSESSMENTS GRADE 4	978-1-26-456047-9	5	\$31.20	\$156.00	*Free Materials
READING WONDERS PLACEMENT AND DIAGNOSTIC ASSESSMENT GRADE K-5	978-0-07-901764-2	5	\$95.01	\$475.05	*Free Materials

ASSESSMENT Subtotal: \$1,239.45 \$0.00

NEWCOMERS					
READING WONDERS ENGLISH LEARNERS NEWCOMER TEACHER GUIDE GRADE 3-6	978-0-02-132644-0	5	\$121.71	\$608.55	*Free Materials
READING WONDERS ENGLISH LEARNERS NEWCOMER CARDS GRADES 3-6	978-0-07-680149-7	5	\$116.79	\$583.95	*Free Materials

NEWCOMERS Subtotal: \$1,192.50 \$0.00

WONDERS © 2023, GRADE 4 (3 Year) Subtotal: \$21,378.15 \$29,678.25

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

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Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/22/2024

ACCOUNT NAME: Poplar Public Schools

EXPIRATION DATE: 08/20/2024

QUOTE NUMBER: BMAYR-04222024061329-001

ACCOUNT #: 306731

PAGE #: 5



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Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
PROFESSIONAL DEVELOPMENT					
PROFESSIONAL LEARNING ONSITE DAY K-5 ELA	978-1-26-422196-7	1	\$3,500.00	\$3,500.00	*Free Materials
PROF LRN FULL DAY ONLINE TRAINING TWO 2 HOUR SESSIONS GRADES K-5 ELA	978-1-26-422198-1	1	\$2,500.00	\$2,500.00	*Free Materials
PROFESSIONAL DEVELOPMENT Subtotal:				\$6,000.00	\$0.00

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/22/2024

ACCOUNT NAME: Poplar Public Schools

EXPIRATION DATE: 08/20/2024

QUOTE NUMBER: BMAYR-04222024061329-001

ACCOUNT #: 306731

PAGE #: 6



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QUOTE PREPARED FOR:

Poplar Public Schools
400 4TH AVE W
POPLAR, MT 59255
ACCOUNT NUMBER: 306731

CONTACT:

John Wetsit
john.wetsit@poplarschools.com
4062302932

VALUE OF ALL MATERIALS	\$108,112.80
FREE MATERIALS	(\$48,756.30)
PRODUCT TOTAL*	\$59,356.50
ESTIMATED SHIPPING & HANDLING**	\$1,286.56
ESTIMATED TAX**	\$0.00
GRAND TOTAL	\$60,643.06

SUBSCRIPTION/DIGITAL CONTACT:

John Wetsit
john.wetsit@poplarschools.com
4062302932

Comments:

* Price firm for 120 days from quote date. Price quote must be attached to school purchase order to receive the quoted price and free materials.

**Shipping and handling charges shown are only estimates. Actual shipping and handling charges will be applied at time of order. Taxes shown are only estimates. If applicable, actual tax charges will be applied at time of order.

Terms of Service:

By placing an order for digital products (the 'Subscribed Materials'), the entity that this price quote has been prepared for ('Subscriber') agrees to be bound by the Terms of Service and any specific provisions required by Subscriber's state law, each located in the applicable links below. Subject to Subscriber's payment of the fees set out above, McGraw Hill LLC hereby grants to Subscriber a non-exclusive, non-transferable license to allow only the number of Authorized Users that corresponds to the quantity of Subscribed Materials set forth above to access and use the Subscribed Materials under the terms described in the Terms of Service and any specific provisions required by Subscriber's state law, each located in the applicable links below. The subscription term for the Subscribed Materials shall be as set forth in the Product Description above. If no subscription term is specified, the initial term shall be one (1) year from the date of this price quote (the 'Initial Subscription Term'), and thereafter the Subscriber shall renew for additional one (1) year terms (each a 'Subscription Renewal Term'), provided MHE has chosen to renew the subscription and has sent an invoice for such Subscription Renewal Term to Subscriber.

[Terms Of Service](#)

[Provisions required by Subscriber State law](#)

ATTENTION: In our effort to protect our customer's data, we will no longer store credit card data in any manner within in our system. Therefore, as of April 30, 2016 we will no longer accept credit card orders via email, fax, or mail/package delivery. Credit card orders may be placed over the phone by calling the number listed above or via our websites by visiting www.mheducation.com (or www.mhecoast2coast.com).

School Purchase Order Number: _____

Name of School Official (Please Print)

Signature of School Official

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/22/2024

ACCOUNT NAME: Poplar Public Schools

EXPIRATION DATE: 08/20/2024

QUOTE NUMBER: BMAYR-04222024061329-001

ACCOUNT #: 306731

PAGE #: 7

Agenda Number 8.3 MHSA Annual Application

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY:

Annual application and dues to MHSA is required each year the district decides to participate in the association. The application is also accompanied by the Liability Catastrophe Plan and Concussion Insurance which are required by the MHSA.

Annual Dues: \$4,250
Liability Plan: \$503
Concussion Insurance: \$141

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund -
Estimated Cost –

SAMPLE MOTION: *I move to approve the ...*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

MONTANA HIGH SCHOOL ASSOCIATION

1 South Dakota
Helena, MT 59601

Annual Dues Application and Fees Remittance Form

Poplar High School of Poplar Montana, hereby makes application for membership in the Montana High School Association (MHSA) for the school year **2024-25** in accordance with Article 1, Section (1) of the MHSA By-Laws, and appoints the Association as its representative in interscholastic activities for the current school year. The Board of Trustees adopts and agrees to comply with the rules and regulations of the MHSA as presently contained in its official MHSA Handbook, and acknowledge receipt of a copy of such handbook in effect. It is understood that each member school is entitled to one vote on any resolution presented to the Association membership. A resolution adopted by the Board and inserted in the minutes of a meeting of the Board on the date below directs the chairperson of the Board of Trustees to remit to the Association the yearly membership fees. If the school is registering for an activity in which the school district did not participate the previous year and did not request sanctioning for this activity in writing, students will not be permitted to compete in MHSA post-season contests, other than activities which are not assigned to districts and/or divisions. (Rules and Regulations, Sections 14 and 16). **Send payment to MHSA, 1 South Dakota Avenue, Helena, MT 59601.**

In the chart mark an "X" to the left of the activities in which your school wishes to participate.

BOYS		GIRLS		COMBINED ACTIVITIES	
<input type="checkbox"/>	Baseball	<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Band
<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Chorus
<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Flag Football	<input type="checkbox"/>	Drama
<input checked="" type="checkbox"/>	Football	<input checked="" type="checkbox"/>	Golf	<input type="checkbox"/>	Orchestra
<input checked="" type="checkbox"/>	Golf	<input type="checkbox"/>	Soccer	<input checked="" type="checkbox"/>	Speech
<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Softball	<input type="checkbox"/>	ESports
<input type="checkbox"/>	Swimming	<input type="checkbox"/>	Swimming		
<input type="checkbox"/>	Tennis	<input checked="" type="checkbox"/>	Tennis		
<input checked="" type="checkbox"/>	Track	<input checked="" type="checkbox"/>	Track		
<input checked="" type="checkbox"/>	Wrestling	<input checked="" type="checkbox"/>	Volleyball		
		<input checked="" type="checkbox"/>	Wrestling		
6	<< TOTAL BOYS	8	<< TOTAL GIRLS	3	<< TOTAL COMBINED

TOTAL NO. OF ACTIVITIES (BOYS, GIRLS, & COMBINED) 17 @ \$250.00 = \$ _____

Remit this amount to the MHSA office before July 15th and include an ORIGINAL SIGNED FORM

Signed/Dated: _____
Chair / Board of Trustees

Signed/Dated: _____
Superintendent or Principal

For MHSA Use Only:

Date Received: _____ Amount Received: _____

Check No. _____ Late Fee: _____

Total Amount Received: _____

MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota Avenue
Helena, MT 59601
(406) 442-6010

LIABILITY CATASTROPHE PLAN REMITTANCE FORM

We have enclosed our remittance in the amount of \$ 503 based on the HIGH SCHOOL ENROLLMENT (schedule below) to cover our school's share of the Liability Catastrophe Plan insurance premium for **2024-25**.

School Poplar High School
Date 5-1-24
Signed [Signature]

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2023

<u>Enrollment</u>	<u>Premium</u>
0-40	\$206.00
41-110	\$302.00
111-200	\$381.00
201-300	<u>\$503.00</u>
301-400	\$625.00
401-800	\$836.00
801+	\$1,339.00

You must use your high school enrollment per your FALL, 2023 report to OPI or for private schools, use your enrollment as of November 1, 2023.

PLEASE RETURN THIS SIGNED FORM AND YOUR PAYMENT BY **JULY 15, 2024**.

For MHSA Use Only

Date Received: _____

Premium: _____

Check No: _____ Late Fee _____

MONTANA HIGH SCHOOL ASSOCIATION
 1 South Dakota Avenue
 Helena, MT 59601
 (406) 442-6010

CONCUSSION INSURANCE REMITTANCE FORM

We have enclosed our remittance in the amount of \$ 141- based on the **HIGH SCHOOL ENROLLMENT** (schedule below) to cover our school's share of Concussion Insurance premium for 2024-25.

School Poplar High School
 Date 5-1-24
 Signed [Signature]

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2023

<u>Enrollment</u>	<u>Premium</u>
0-40	\$41.00
41-110	\$66.00
111-200	\$121.00
201-300	<u>\$141.00</u>
301-400	\$171.00
401-800	\$191.00
801+	\$226.00

You must use your high school enrollment per your FALL, 2023 report to OPI or for private schools, use your enrollment as of November 1, 2023.

PLEASE RETURN THIS SIGNED FORM AND YOUR PAYMENT BY **JULY 15, 2024.**

For MHSA Use Only

Date Received: _____

Premium: _____

Check No: _____ Late Fee: _____

Agenda Number 8.4 MTSBA Renewal

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 13 May 2024**

SUMMARY:

This is the annual renewal of MTSBA (Montana School Boards Association) membership services for SY25.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund -
Estimated Cost – \$9,989

SAMPLE MOTION: *I move to approve the membership renewal to MTSBA.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						



INVOICE

Invoice Number	0014637
Invoice Date	6/1/2024
Invoice Term	30
Due Date	7/1/2024

Poplar Public Schools
 Judy Linthicum
 Box 458
 Poplar, MT 59255
 United States

Memberships

Membership Renew for
 Membership Type: Public School District Boards of Trustees
 Membership Term: 7/1/2024 - 6/30/2025

Item	Quantity	Price	Total
Public School District Board of Trustees	1	\$9,989.00	\$9,989.00

Total:	\$9,989.00
Tax Total:	\$0.00
Shipping Total:	\$0.00
Grand Total:	\$9,989.00
Payment:	\$0.00
Balance:	\$9,989.00

Thank you for your business!

Please detach the portion below and return it with your payment.

REMITTANCE

Please make checks payable to:
Montana School Boards Association

863 Great Northern Blvd Ste 301
 Helena, MT 59601 United States
 (406) 442-2180

Invoice Number	Order 0014637
Name	
Due Date	7/1/2024
Balance	\$9,989.00
Amount Enclosed	\$

Agenda Number 8.5 Learning Loss and Summer Hires

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY:

Mr. Erickson has been working with staff to provide the students of our district with a Summer School experience that will meet the demands of interrupted learning due to the C19 pandemic and the ensuing school years. This interruption has contributed to student learning loss which requires more educational time to lessen the effects. To provide the intensity needed to regain “catch-up” or “make-up” growth, smaller learning groups are needed to provide the appropriate learning interventions. Also planned for this year’s session is the use of hands-on experiences to deepen basic understandings.

ESSER funding, through the ARPA allocation, requires that 20% of funds received through ARPA must go to learning loss. As you may recall, the set-aside amount for learning loss is a little over \$1.2 million through the end of the grant date of December, 2024.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund - ARPA
Estimated Cost – \$450,000

SAMPLE MOTION: *I move to approve the extra duty assignments for Summer School.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

From: Keith Erickson

To: Mr. Dan Schmidt-Superintendent

RE: Summer School Hires

Mr. Schmidt: The following pages are my recommendations for summer school hires. This will be the last year for learning loss/ESSER funding. Next year these rates along with others will sunset.

Dates: June 3-21

Thanks

Keith

Summer School 2024
 Recommendations for hire
 Keith Erickson
 Dates: June 3-June 21

Elementary School (Per John Wetsit)

Teachers	Paraprofessionals	Secretary	Admin
Adrian Spotted Bird	Joey Youngman	Kenda Steuhm-Secretary	John Wetsit
Shannon Murphy	Merliee Buckles	Diane Laroche-Secretary	Greg Gourneau
Rolfe Schwartzkopf	Ashley Schwarzrock	Janice White Eagle-Timeout	
Kevin Kennaugh	Vivian Baker	Carri Sifford-HS Coordinator	
Shari Daniels	Theresa Murray		
Randie Belton	Brandi Burshia		
Lana Sherman	Jessica Dionne		
Lanette Bidegaray	Suzette Pinilli		
Patricia Nichols	Dakota Shelton		
Shirley Marchwick	Maribel Wagas		
Val Boyd	Leticia Diaz		
Tracy Knowlton	Blossom Longee		
Jennifer Mandan	Preston Pedraza		
Amy Benson	Jolene Chopper		
	Annie Moran		

Elementary SPED (Per Patti Black)

Shaira Delim (For an extended school year student)

Continued Next Page

Middle School (Per Morgan Norgaard)

Teachers	Paraprofessionals	Secretary	Admin
Kara Guilez	Melissa Matthews	Jackie Riediger	Morgan Norgaard
Melanie Ferguson	Mary Wetsit		Lewis Reese
Neria Manero	Ilana Imus		
Twilia Bear Cub	Chennel Cantrell		
Christine Grindstaff	Robin Bates		
Chandra Young	Izzy Drags Wolf		
Walter Tuss	Kyle Reese		
John Seeb	Jon Thompson		
Krissy Parker			
Kenny Whitehead			

High School (Per Frank Gourneau)

Teacher: Loren Boadle

Secretary: Vonda Bighorn

Administrator: Frank and Coy (Coy will cover when Frank is not available)

Last year the HS was a credit recovery-based model. It was very successful and resulted in students earning 27 credits!

Student Paras (Preliminary Teaching Pathway)*

- Lanie Moran
- Mattie Ayers
- Delray Lilley
- Geordy Medicine Cloud
- Finesse Headdress
- Braelyn Nordwick
- Malia McDonald
- Kadence Lovato
- Gavyn Grainger

Summer Maintenance*

- Joseph Red Dog
- Haley Gray Hawk
- Jayda Falcon
- Blake Follette
- Jaida LaRoche
- Xavier Walking Eagle
- River Olson
- Ryder Olson
- Jalen Red Dog
- Keli Youpee

* Denotes a Contingent Hiring as outlined in BP 5122

Agenda Number 8.6 Substitute Hiring

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 13 May 2024**

SUMMARY:

Substitutes wanting to maintain *substitute status* may be placed on the agenda and rehired for the next school year. This allows the district discretion to hire *en masse* on succeeding years saving time and resources.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund -
Estimated Cost –

SAMPLE MOTION: *I move to approve the substitutes for SY25 as presented.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

8.6a Substitute Hiring

Department/Duty

PESSO (Custodial)

Keandra Martell
Garret Dehner

Sasha Youngman
Francis Scott

Shilow McKay

Transportation

Greg Norgaard
Gib Medicine Cloud

Greg Gourneau

Andy Dethman

Food Service

Patricia Dubray
Royce LaVallie

Justus Goodfeather
Lawrence Head Carrier SR

Brittany Iron Bear

Educational

Chenell Cantrell
Muari Grandchamp
Havannah Wetlin
Keandra Martell

Loren Eagle
Andrew Moran
Jay Feuerherm
Sasha Youngman

Tessy Gourneau
Riggins Smith
Alexa Culbertson

Agenda Number 8.7 Consideration of SY25 Classified Contracts

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY:

The following classified staff are recommended for SY25 employment contracts. Consideration of these contracts should be considered in separate motions.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

SAMPLE MOTION: 8.7.1 I move to approve the contracts for the Directors as presented.

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

SAMPLE MOTION: 8.7.1.1 I move to approve the non-renewal of the Athletic Director’s contract as presented.

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

SAMPLE MOTION: 8.7.2 I move to approve the contracts for all PESSO employees as presented.

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

SAMPLE MOTION: 8.7.3 I move to approve the contracts for all Teamster’s Union employees as presented.

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

SAMPLE MOTION: 8.7.4 I move to approve the contracts for all Foods Service employees as presented.

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

8.7.1 Directors

Mike Gorder- Facilities
Clint Linthicum- Transportation
Jake Riediger- Technology

Judy Linthicum- Business Manager
Mary Plante- Food Service

8.7.1.1 Non-Renewal of Emerson Young- Activities/Athletics

8.7.2 PESSO

Kellie Smith
Cecil Smith
Jovanie Manero
Gregorio Hinojosa
Austin Longtree

Eric Sherman
Miguel Morales
Jerome Taflan
Clarence Longtree
Melvin Gorder

8.7.3 Teamsters

Andy Hollum
Earl Price
Margaret Mix

John Person
Jonathan Thompson

8.7.4 Non-union

Greg Plante
Anthony Hamilton
Samantha Savior Longee
Faith Two Hearts

Jennifer Red Thunder
Shari Ogle
Francesca Little Light

Agenda Number 8.8 Independent Contractors

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY:

Each year the district fulfills roles using professional contracts. This allows for subject matter expertise to be utilized by the district without providing an employee contract. The following contractors need to be approved for SY24:

- Elizabeth Shipstead- Occupational Therapy (\$62.50/hour)
- Lorri Coulter- School Psychologist (\$120/hour)
- Chelsea Phipps- Speech-Language Therapy (\$120/hour)
- Sheila Fladager- Certified Speech-Language Pathology Therapist Assistant (\$49/hour)
- Wanda Kirn- Business Official Support (\$65/hour)

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund – X01- General Fund, X15 Federal Grants, and X26- Impact Aid
Estimated Cost – \$175,000

SAMPLE MOTION: *I move to approve the Independent Contractors as presented.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

Agenda Number 8.9 Director’s Salary Schedule

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 13 May 2024**

SUMMARY:

The Food Service Director’s position previously was based on the school calendar plus additional days to cover summer school sessions. Since approximately 2016 the position has grown to a 260-day contract. However, the original step placement was not adjusted to accommodate the time spent via the multiplication factor applied to the base salary.

As the Food Service Director manages employees, meets similar time requirements of the Transportation and Activities Director’s positions, and is a position which begins at 5AM during the school year, it would be prudent to equalize the salary schedule to the rates of the Transportation Director and Activities Director’s positions. This would change the multiplication factor of the base rate from .95 to 1.0, equal to the aforementioned positions.

SUPERINTENDENT’S ADVICE: I recommend the sample motion. This would be an additional increase of roughly \$2,240 for the position.

Additional Information attached -
Fund -
Estimated Cost –

SAMPLE MOTION: *I move to approve the raising of the multiplication factor of the Food Service Director’s position from .95 to 1.0.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

PROPOSED 4% SY25 Director Salary Schedule--Poplar Public Schools

	Business Manager 260 Days		Technology Director 260 Days		Facilities Director 260 days		Transportation/AD 260 days		Food Service 260 days		Nurse 186 days		IEFA- 190 days	
Step 0	1.20	\$55,898	1.10	\$51,240	1.10	\$51,240	1.00	\$46,582	0.95	\$44,253	0.70	32,607	0.72	\$33,539
1	1.24	\$57,762	1.14	\$53,103	1.14	\$53,103	1.04	\$48,445	0.99	\$46,116	0.74	34,471	0.76	\$35,402
2	1.28	\$59,625	1.18	\$54,967	1.18	\$54,967	1.08	\$50,309	1.03	\$47,979	0.78	36,334	0.8	\$37,266
3	1.32	\$61,488	1.22	\$56,830	1.22	\$56,830	1.12	\$52,172	1.07	\$49,843	0.82	38,197	0.84	\$39,129
4	1.36	\$63,352	1.26	\$58,693	1.26	\$58,693	1.16	\$54,035	1.11	\$51,706	0.86	40,061	0.88	\$40,992
5	1.40	\$65,215	1.30	\$60,557	1.30	\$60,557	1.20	\$55,898	1.15	\$53,569	0.90	41,924	0.92	\$42,865
6	1.44	\$67,078	1.34	\$62,420	1.34	\$62,420	1.24	\$57,762	1.19	\$55,433	0.94	43,787	0.96	\$44,749
7	1.48	\$68,941	1.38	\$64,283	1.38	\$64,283	1.28	\$59,625	1.23	\$57,296	0.98	45,650	1	\$46,582
8	1.52	\$70,805	1.42	\$66,146	1.42	\$66,146	1.32	\$61,488	1.27	\$59,159	1.02	47,514	1.04	\$48,445
9	1.56	\$72,668	1.46	\$68,010	1.46	\$68,010	1.36	\$63,352	1.31	\$61,022	1.06	49,377	1.08	\$50,309
10	1.60	\$74,531	1.50	\$69,873	1.50	\$69,873	1.40	\$65,215	1.35	\$62,886	1.10	51,240	1.12	\$52,172
11	1.64	\$76,394	1.54	\$71,736	1.54	\$71,736	1.44	\$67,078	1.39	\$64,749	1.14	53,103	1.16	\$54,035
12	1.68	\$78,258	1.58	\$73,600	1.58	\$73,600	1.48	\$68,941	1.43	\$66,612	1.18	54,967	1.2	\$55,898
13	1.72	\$80,121	1.62	\$75,463	1.62	\$75,463	1.52	\$70,805	1.47	\$68,476	1.22	56,830	1.24	\$57,762
14	1.76	\$81,984	1.66	\$77,326	1.66	\$77,326	1.56	\$72,668	1.51	\$70,339	1.26	58,693	1.28	\$59,625
15	1.80	\$83,848	1.70	\$79,189	1.70	\$79,189	1.60	\$74,531	1.55	\$72,202	1.30	60,557	1.32	\$61,488
16	1.83	\$85,245	1.73	\$80,587	1.73	\$80,587	1.63	\$75,929	1.58	\$73,600	1.33	61,954	1.36	\$62,886
17	1.86	\$86,643	1.76	\$81,984	1.76	\$81,984	1.66	\$77,326	1.61	\$74,997	1.36	63,352	1.38	\$64,283
18	1.89	\$88,040	1.79	\$83,382	1.79	\$83,382	1.69	\$78,724	1.64	\$76,394	1.39	64,749	1.41	\$65,681
19	1.92	\$89,437	1.82	\$84,779	1.82	\$84,779	1.72	\$80,121	1.67	\$77,792	1.42	66,146	1.44	\$67,078
20	1.95	\$90,835	1.85	\$86,177	1.85	\$86,177	1.75	\$81,519	1.70	\$79,189	1.45	67,544	1.47	\$68,476
21	1.98	\$92,232	1.88	\$87,574	1.88	\$87,574	1.78	\$82,916	1.73	\$80,587	1.48	68,941	1.5	\$69,873
22	2.01	\$93,630	1.91	\$88,972	1.91	\$88,972	1.81	\$84,313	1.76	\$81,984	1.51	70,339	1.53	\$71,270
23	2.04	\$95,027	1.94	\$90,369	1.94	\$90,369	1.84	\$85,711	1.79	\$83,382	1.54	71,736	1.56	\$72,668
24	2.07	\$96,425	1.97	\$91,767	1.97	\$91,767	1.87	\$87,108	1.82	\$84,779	1.57	73,134	1.59	\$74,065
25	2.10	\$97,822	2.00	\$93,164	2.00	\$93,164	1.90	\$88,506	1.85	\$86,177	1.60	74,531	1.62	\$75,463
26	2.13	\$99,220	2.03	\$94,561	2.03	\$94,561	1.93	\$89,903	1.88	\$87,574	1.63	75,929	1.65	\$76,860
27	2.16	\$100,617	2.06	\$95,959	2.06	\$95,959	1.96	\$91,301	1.91	\$88,972	1.66	77,326	1.68	\$78,258
28	2.19	\$102,015	2.09	\$97,356	2.09	\$97,356	1.99	\$92,698	1.94	\$90,369	1.69	78,724	1.71	\$79,655
29	2.22	\$103,412	2.12	\$98,754	2.12	\$98,754	2.02	\$94,096	1.97	\$91,767	1.72	80,121	1.74	\$81,053
30	2.25	\$104,810	2.15	\$100,151	2.15	\$100,151	2.05	\$95,493	2.00	\$93,164	1.75	81,519	1.77	\$82,450

* Annual Leave and Sick Leave per MCA 2-18-617 & 618

* Allow up to 10 years of experience and education

Insurance Package

\$75/month employee contribution to a HDHP plan M/D/V

* \$5000 deductible; \$6100 HRA card

Personal Leave (2011 Board)

1-5 years = 1 day

6-10 years = 2 days

11-15 years = 3 days

16-20 years = 4 days

21+ years = 5 days

IEFA Column added 6.22.2021, RIF 4.22.2024

Agenda Number 8.10 PEA CBA Ratification

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY:

A summary of the changes is attached along with the draft CBA with changes.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund -
Estimated Cost –

SAMPLE MOTION: I move to approve the Tentative Agreement with the Poplar Education Association and ratify the agreed upon language to the Collective Bargained Agreement for a term beginning July 1, 2024, and ending June 30, 2027.

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

PEA Negotiated Changes SY25-27

1. Tentatively Agree (TA) to a three-year term: SY25 through SY27.
2. TA to no changes in insurance for SY25. Parties agreed to reopen language related to health insurance for SY26 through SY27.
3. TA to removal of language in 3.2 et al.
4. Change all references to the Montana Federation of Public Employees to reflect the acronym MFPE. Five total changes.
5. TA to remove “and representative fee” in 3.5.1.
6. TA to language alignment of “days” in 11.8.1 to read **40 hours** and strike five (5) days.
7. Clarified the meaning of days to read **XX PIR/PI (working) days** striking instances where XX (XX) days was used. Fourteen total changes.
8. TA to striking “the non-confidential” and replace with **all** in 8.7.2.
9. TA to striking (unless prohibited by law) in 8.8.2.
10. TA to new language creating 9.3.3 **Substitute** to read **When a combined classroom exceeds the class size (25 students) noted in 9.2.1, a teacher may accept such an assignment up to five occurrences and has the option to decline on the sixth assignment without retribution or be compensated \$10/hour or \$75/day. Early dismissal days (1pm) are not eligible for compensation. A teacher has the option to decline compensation. Teachers must sign Teacher Request for Leave form as the substitute to receive compensation. Prep periods are not eligible for this compensation (9.5.1).**
11. TA to language changes and rate changes in 9.4.1. The new language shall read, Teachers shall be paid **\$5.00** per half hour for supervising their students in the lunchroom and for other assigned noon duties, **or, teachers shall be paid \$7.50 for supervising students in the lunchroom and then supervising during duty right after lunchroom duty.** It will be paid on a semester basis. A duty roster shall be made rotating noon duties equally among the teachers. Flexibility in scheduling is reserved for building principals.
12. TA to a language change in 9.5.1. The entirety of will read, Each classroom teacher shall have a minimum of thirty (30) minutes during a school day for purposes of planning or preparation. **Should a teacher not be afforded a scheduled preparation period of at least thirty minutes, the teacher shall be allowed compensation at the teacher’s hourly rate for that half hour period.** The intent of this time is to provide for lesson planning, professional reading, or engaging in activities that can improve teacher performance or student learning.
13. TA to striking the old language and inserting new language in 9.7.1. The new language is, **All teachers shall be given written notice of their assignment for the next school year on the last day of school annually. Any teacher hired after the conclusion of the current school year shall be given written notice of his/her assignment on the first contract day of hire of the succeeding school year.**
14. TA to striking “one-time” from the language in 9.12.1.

15. TA to clarified language in 10.1.2 striking “the daily of their annual pay” and adding **his/her daily rate of pay.**
16. TA to striking in 11.1.2 “before the end of the year” was agreed to.
17. TA to striking in entirety of language in 11.2.3 and replacing with, **Upon termination of employment, a teacher with ten (10) total years of teaching in the district shall receive a lump sum payment equal to the teacher’s hourly rate of pay for the first forty (40) hours, then the remaining hourly balance will be paid at one-fourth (1/4) of the unused accumulated sick leave. Otherwise, years of service less than ten (10) years will be paid at one-fourth (1/4) of the unused accumulated sick leave,** was agreed to.
18. TA to clarified language in 11.9.1 to read, At the beginning of each school year the teacher will be credited with any unused personal leave from the previous school year and ~~ten (10)~~ **80 hours** of sick days ~~leave~~ for the current school year (a maximum of ~~15 days~~ **120 hours**) which is all added to the accumulated sick leave total up to a maximum of ~~90 days~~ **720 hours**. Within two weeks of returning to school, the teacher will be paid the amount equal to \$90 per day for each sick leave day credited to them over ~~90 days~~ **720 hours**.
19. TA to MOU language for 11.5.7 which changed the cap of unused leave days from 200 to 300.
20. TA to MOU which adds new language as paragraph 12.1.2 stating, **Part-Time Teachers 12.1.2 The basic salaries of teachers covered by the agreement (as set forth in Appendix A) employed less than full-time, will be compensated for hours worked within the the eight-hour day. Contracts will be written/calculated in one-eighth (1/8) hourly increments up to seven-eighth (7/8) for part-time teachers. All benefits, excluding health insurance, will be prorated, and administered at the adjusted contract rate.**
21. TA to MOU which adjusts language in 12.5.1 and removes 12.5.2 in its entirety reads, **Each teacher will receive his/her contract salary in twenty-four (24) bi-monthly installments. Payroll checks shall be issued on the fifth (5th) and the twentieth (20th) day of each month unless the fifth (5th) or the twentieth (20th) falls on a weekend or non-scheduled workday, in which case, payment will be made on the last preceding workday. The first payroll will be the first day of instruction of the new school year for all teachers. Final payment on the contract will include pay for June, July, and the first payroll of August and will be available from the building principal or designee on the last teacher workday.**
22. TA to MOU language found in 12.7.1 which reads, **Teachers who have never worked for the District as a teacher before will be offered a signing bonus of \$1,500, 1/2 on the first instructional day, and 1/2 with the last pay check of the first school year, prorated to time worked. Individuals who do not successfully complete their contract shall be required to reimburse the District (or have withheld from the final check) an amount prorated to reflect time worked.**
23. TA to new language in 11.2.1 which adds, **parents-in-law.**

24. TA to new language in 11.5.4 which adds, Any unused approved leave will be returned to the sick leave bank.
25. TA to change in language in 11.4.1 which strikes administrator and changes to **building principal.**
26. TA to new language in 12.1.2 which reads, Payment Formula 12.1.2 Hourly rate of pay is calculated as the total number of hours in a given school year. This is determined by: (salary/((regular days x 8) + (Fridays x 7) + (early outs x 5) + (PIR x 6)) = total number of contract hour for the current calendar school year.
27. TA to changed language in 12.4.2 with striking of teaching certificate in the first sentence. Adding new language reading, A “semester” is defined as ten (10) semester hours. All credits must be in the education field. To advance from a BA up to a MA level, undergraduate and/or graduate credits will be accepted. Once your MA is achieved, all credits must be graduate level credits to move to the next column. The following language was struck in the same paragraph, ~~A “semester” is defined as ten (10) graduate semester hours of credit and/or undergraduate semester hours of credit taken in the teacher’s area of endorsement and/or teaching assignment. To advance beyond the BA+10 column all credits earned, after July 1, 1990, must be graduate credits.~~
28. TA to new language in Appendix B to read, (when not on the Director’s Schedule) to come after the Activities Director position.
29. TA to new language in Appendix B to read, Athletic Trainer (certified) 13% and add 9% for a non-certified trainer.
30. TA to Concession Stand Manager 3% to 6%.
31. TA to removal of current language in Appendix A, Subsection A, *Coronavirus Retention Clause.* New language reads, Appendix A, Subsection A: Additional 1% longevity step for each successive year beginning with SY25. Staff must have completed the matrix steps in their column as an employee of the Poplar Schools in order to qualify for the longevity incentive.
32. TA to salary increases equaling 9% in SY25, 0% in SY26, and 0% in SY27.

MASTER AGREEMENT

BETWEEN

POPLAR EDUCATION ASSOCIATION

AND

POPLAR PUBLIC SCHOOLS

DISTRICT 9 AND 9B

~~2021-2024~~ 2024 - 2027

PREAMBLE

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This agreement entered into this **13th day of May 2024** by and between the Board of Trustees, School District No. 9, and the High School District No. 9B, Poplar, Montana, hereinafter called the Board, and the Poplar Education Association, affiliated with the ~~MEA-MFT~~ **MFPE** hereinafter called the Association.

PREAMBLE

The Board and the Association recognize and declare that providing a quality education for the children of the school districts is their mutual aim.

ARTICLE I RECOGNITION

1.1 ASSOCIATION RECOGNITION

1.1.1 The Board hereby recognizes the Association as the exclusive representative for collective bargaining with respect to wages, hours, fringe benefits, and other conditions of employment for all employees in the appropriate unit.

1.2 TEACHER DEFINITION

1.2.1 Unless otherwise indicated, the term “teacher”, when used hereinafter in this agreement shall refer to all employees in the appropriate unit.

1.3 APPROPRIATE UNIT DEFINITION

1.3.1 The appropriate unit shall consist of all district employees whose position requires certification under Section 20-4-106 except for class three (3).

1.4 UNIT EXCLUSIONS

1.4.1 The appropriate unit shall except and exclude the following:

1.4.1.1 Supervisors as defined in the Montana Collective Bargaining Act.

1.4.1.2 Substitute teachers.

1.4.1.3 Temporary employees (By way of definition, temporary means someone hired to work for the district for less than thirty (30) days).

1.4.1.4 All other employees whose responsibilities are primarily supervisory rather than instructional.

ARTICLE II ASSOCIATION RIGHTS

2.1 RIGHT TO ORGANIZE

2.1.1 The Board agrees that the individual teacher shall have full freedom of association, self-organization, and the designation of representatives of him/her, to negotiate the terms and conditions of his/her employment, and that he/she shall be free from interference, restraint or coercion by the Board, or its agents, in the designation of such representatives or in self-organization or in other concerted activities for the purpose of collective bargaining or other mutual aid or protection.

2.2 PERTINENT INFORMATION

2.2.1 The Board agrees to make available to the Association in response to request, all information concerning the financial resources of the district, including, but not limited to annual reports and audits, register of certified personnel and their place on the salary schedule, tentative budgetary

requirements and allocation, agendas and minutes of Board Meetings, census data, names and addresses of all teachers, and such information directly related to contract negotiations. The cost of printing may be charged to the Association.

2.3 ASSOCIATION BUSINESS

2.3.1 Representatives of the Association and its affiliates will be permitted to transact official Association Business on school property and receive telephone calls and other communiqué concerning Association business, provided that this shall not disrupt school operations.

2.4 ASSOCIATION USE OF BUILDINGS

2.4.1 The Association and its representatives shall have the right to use the school buildings for meetings. The principal of the building in question shall be informed in advance of the time and place of all such meetings and approval shall be given unless the facility requested is otherwise in use.

2.5 ASSOCIATION USE OF SCHOOL EQUIPMENT

2.5.1 The Association shall have the right to use school facilities and equipment, including computers and all types of audiovisual equipment when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incidental to such use. Equipment shall not be removed from the school grounds.

2.6 ASSOCIATION USE OF INTER-SCHOOL COMMUNICATION FACILITIES

2.6.1 The Association and its representatives shall have the right to post notices of activities and matters of Association concern on teacher bulletin boards, at least one which shall be provided in each school building. Teachers may use the district mail service and teacher mailboxes for communication to teachers, provided that said material does not constitute a personal attack on an Administrator, Board member or staff member.

2.7 ASSOCIATION INVOLVEMENT AT BOARD MEETING

2.7.1 The Board shall place on the agenda of each regular Board meeting as the first item at an appropriate place on the agenda for communications/delegations any matters brought by the Association so long as those matters are made known to the Superintendent's office six (6) days prior to said regular meeting.

2.8 ASSOCIATION LEAVE

2.8.1 At the beginning of every school year, the Association shall be credited with seven (7) days to be used by teachers who are officers or agents of the Association. Such use, with pay, is to be at the discretion of the Association. The Superintendent will be notified no less than five (5) school days prior to commencement of such leave. Any additional leave needed for negotiation, arbitration, fact-finding, and/or mediation as pertains to the Poplar Public School's Master Agreement shall be granted at full salary.

2.9 EXCLUSIVE RIGHTS OF ASSOCIATION

2.9.1 The rights and privileges of the Association and its representatives as set forth in this Agreement shall be granted only to the Association as the exclusive representative of the teachers.

2.10 ASSOCIATION INVOLVEMENT AT FACULTY MEETINGS

2.10.1 The Association shall be given at least thirty (30) minutes on the agenda of the orientation program for new teachers to explain Association activities.

Furthermore, the Association shall be given five (5) minutes at faculty meetings to present reports and announcements if the time is requested prior to the faculty meeting.

ARTICLE III PROFESSIONAL DUES AND FEES; PAYROLL DEDUCTIONS

3.1 DUES DEDUCTION AUTHORIZED

3.1.1 The Board of Trustees agrees to deduct from the salaries of all members of the appropriate unit such monies for membership in the United Teaching Profession (National Education Association, ~~MEA-MFT~~ **MFPE**, and Poplar Education Association) as said persons individually authorized the Board to deduct as provided by law.

3.2 NOTIFICATION AND TRANSMITTAL OF MONIES

3.2.1 The Association will certify to the Board, in writing, the current rate of membership dues.

3.2.2 By October 1 of each year, the Board will provide the ~~MEA-MFT~~ **MFPE** with a list of those employees who have authorized the Board to deduct dues for membership in the United Teaching Profession. The Board will notify the ~~MEA-MFT~~ **MFPE** of any changes to the list.

3.2.3 Additional authorization(s) for dues deduction when received by the Board during the school year will be prorated over the monthly payments of the person's current contracted salary. All remaining unpaid dues or fees shall be deducted from the final paycheck of a person leaving employment of the school district before the end of the school year.

3.2.4 Said monies, together with records of any corrections, shall be transmitted to the ~~MEA-MFT~~ **MFPE** on a monthly basis and no later than ten (10) days following the actual deduction.

3.3 OTHER PAYROLL DEDUCTIONS

3.3.1 Upon appropriate written authorization from the teacher, the Board shall deduct from the salary of any teacher and make appropriate remittance for annuities, credit unions, savings bonds, and insurance. Other new plans or programs of this type would be approved by the Board. Deductions will be paid by the end of said month.

3.4 HOLD HARMLESS CLAUSE

3.4.1 The Association agrees to indemnify and hold harmless the District, the Board, each individual Board members, and all administrators against any and all claims, suits, or other forms of liability and all court costs arising out of provisions of the District's compliance with this Agreement for dues and ~~representative fee~~ deductions. This provision is not intended to absolve the District of any errors that it may make prior to the transmittal of funds to the Association.

ARTICLE IV TEACHERS RIGHTS

4.1 CITIZENSHIP RIGHTS

4.1.1 The Board recognizes the teacher's full rights of citizenship and no religious or political activities of any teacher, or the lack thereof shall be grounds for any discipline or discrimination.

4.2 TEACHER SAFETY AND WELL-BEING

- 4.2.1 Teachers will not be required to perform any duty or act which threatens anyone's physical safety or well-being. In the event of battery (battery involves violent physical contact with another) upon a teacher resulting from the performance of the teacher's contractual obligations by an adult or non-student, the Board will support the teacher in pressing charges.
- 4.2.2 In case of battery by a student upon a teacher resulting from the performance of the teacher's contractual obligations appropriate disciplinary actions (as outlined in the disciplinary policy guidelines) will be taken by the district which may include support in pressing charges.
- 4.2.3 Furthermore, any time lost by a teacher, in any district as described, as a result of battery shall not be charged against the teacher. For either case of battery, the Board will pay up to 85% of any legal expenses incurred by the teacher.

4.3 CIVIC AND JUDICIAL DUTY

- 4.3.1 All leave time required for jury, military, courtroom, or in response to a subpoena shall be at full salary as required by law less any remuneration received by the teacher.
- 4.3.2 All leave time required for local volunteer firefighters to assist with structure fires shall be at full salary upon approval by the principal during working hours.

4.4 PERSONAL LIFE

4.4.1 The personal life of any teacher is not an appropriate concern of the Board unless it jeopardizes the operation of the school.

4.5 APPEARANCES BEFORE EMPLOYER

4.5.1 No teacher shall be required to appear before the Board or its agents concerning any matter which could adversely affect the continuation of that teacher in his/her office, position, employment or the salary or any increments pertaining thereto, unless he/she has been given prior written notice of the reason for such a meeting or interview and shall be entitled to have a representative of the Association present to advise him/her and represent him/her during such interview.

4.6 JUST CAUSE

4.6.1 No teacher beyond his/her third year shall be disciplined, reprimanded, reduced in rank or compensation, dismissed, terminated, or deprived of any professional advantage in a capricious or unfair manner. (Capricious- - inclined to change abruptly and without reason: erratic: unpredictable.)

4.7 UNIFORM APPLICATION OF RULES AND REGULATIONS

4.7.1 The district will make every effort to interpret and apply all rules and

regulations governing employee activities and conduct uniformly throughout the district.

4.8 STATE AND FEDERAL RIGHTS

4.8.1 Nothing contained herein shall be construed to deny or to restrict any teacher such rights as he/she has under the laws of Montana and the United States or other applicable laws, decisions, and regulations. The rights granted to teachers hereunder shall be deemed to be in addition to those provided elsewhere.

**ARTICLE V
ACADEMIC FREEDOM**

5.1 ACADEMIC FREEDOM

5.1.1 No special limitations shall be placed upon study, investigation presenting, and interpreting facts and ideas concerning man, human society and the physical and biological world, and other branches of learning subject to accepted standards of professional responsibilities in regards to academic freedom. The right to academic freedom herein established shall include the right to support or oppose political causes and issues outside of the school environment. Academic freedom cannot be interpreted in such a way as to ignore established curriculum approved by the board.

**ARTICLE VI
POWERS OF THE BOARD**

6.1 AUTHORITY AND RESPONSIBILITY

6.1.1 The Board has and shall retain without limitation all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by law to establish, maintain, or modify school policy of operation. The management of the district and the direction of its employees are vested exclusively in the Board. All matters not specifically and expressly covered or treated by the language of this Agreement may be administered by the Board in accordance with such policy or procedure as the Board may determine. Management rights will not be deemed to exclude other management rights not herein specifically enumerated. The Board agrees to exercise its powers consistent with the provisions of the negotiated Agreement.

**ARTICLE VII
GRIEVANCE PROCEDURE**

7.1 DEFINITIONS

7.1.1 A grievance is a written and signed claim by a grievant that there has been a violation of the terms of Agreement.
7.1.2 A grievant is a teacher, or group of teachers, or the Association.
7.1.3 Days shall mean Teacher PIR/PI (working) days during the school year. During the summer months days shall refer to days the District Business

office is open. Other exceptions may be noted in the sections below.

7.2 INDIVIDUAL RIGHTS

7.2.1 Nothing herein contained will be construed as limiting the right of any teacher having a grievance to discuss the matter informally with the appropriate member of the administration at Level One without intervention by the Association, provided that adjustment is not inconsistent with the terms of the contract.

7.3 PROCEDURE

STEP I - Immediate Supervisor

The grievant shall within ~~twenty-one (21)~~ **twenty-one (21) PIR/PI (working) days** of the occurrence or knowledge of the act or condition which is the basis of the complaint, present the grievance in writing, to the immediately involved supervisor.

The grievance shall be written on the appropriate grievance form (Appendix D) and shall include a statement of the grievance, which article(s) are in dispute, and the requested remedy. If the grievance is of a repeat or recurrent nature, the remedy of the grievance shall only extend back 60 days from the date the grievance was filed.

The immediate supervisor will arrange for a meeting with the grievant to take place within ~~ten (10) days~~ **ten (10) PIR/PI (working) days** after receipt of the grievance. The supervisor shall provide the grievant and the Association with a written answer to the grievance within ~~ten (10) days~~ **ten (10) PIR/PI (working) days** after the meeting.

STEP II - Superintendent

If the grievant or the Association is not satisfied with the disposition of the grievance at Step I, or if no decision has been rendered within ~~ten (10) days~~ **ten (10) PIR/PI (working) days** after presentation of the grievance, then the grievance, within ~~ten (10) days~~ **ten (10) PIR/PI (working) days**, may be referred to the superintendent or the superintendent's designee. The superintendent shall arrange for a hearing with the grievant to take place within ~~ten (10) days~~ **ten (10) PIR/PI (working) days** after receipt of the appeal. Upon conclusion of the hearing, the superintendent will have ~~ten (10) days~~ **ten (10) PIR/PI (working) days** to provide the grievant and the Association with a written decision.

STEP III - School Board

If the grievant or the Association is not satisfied with the disposition of the grievance at Step II, or if no decision has been rendered within ~~ten (10) days~~ **ten (10) PIR/PI (working) days** after presentation of the grievance, then the grievance within ~~seven (7) days~~ **seven (7) PIR/PI (working) days** may be referred to the Board of Trustees. The chairman of the Board shall arrange for a hearing with the grievant to take place at the next regularly scheduled meeting. Upon conclusion of the hearing, the Board will have ~~fourteen (14)~~

~~days~~ **fourteen (14) PIR/PI (working) days** to provide the grievant and the Association with a written decision.

STEP IV - Binding Arbitration

If the Association is not satisfied with the disposition of the grievance at Step III, or if no disposition has been made within the time period provided, the grievance, only at the option of the Association, may be submitted before an impartial arbitrator. The Association shall exercise its right of arbitration by giving the superintendent written notice of its intention to arbitrate within ~~ten (10) days~~ **ten (10) PIR/PI (working) days** after it has received the decision at Step III.

After notice of submission to arbitration, the Association shall request from the Montana Board of Personnel Appeals, a list of qualified arbitrators. Within fourteen (14) days of receipt, each party shall alternately strike names from the list, and the name remaining shall be the arbitrator.

The arbitrator shall not consider any argument or evidence that the grievant, Exclusive Representative, or School Board did not submit to the other side seven (7) days before arbitration.

The arbitrator shall consider the grievance and render a decision within sixty (60) days of the hearing or final submission of briefs, whichever is later. The arbitrator's decision shall be final and binding upon the parties.

Costs associated with binding arbitration shall be shared equally by the Poplar Education Association and the School District. If one of the parties wants a transcript of the arbitration proceedings, the party requesting the transcript will pay the costs for the transcript. If both parties request transcripts, they shall share equally the cost.

7.4 EXCEPTIONS TO TIME LIMITS

- 7.4.1 The time limits set forth in the Article may be changed by written agreement. If the grievant fails to file the grievance within the first twenty-one (21) days as stated in Step I, the grievance is forever waived. If the grievant fails to timely file an appeal, the grievance is settled as stated in the earlier step.
- 7.4.2 A grievance may be immediately advanced to Step II if the principal lacks the authority to adjust the grievance because the challenged act or omission was taken by the Board of Trustees, superintendent, or other person not subject to the authority of the principal. In the event that the superintendent determines that the principal has the authority to adjust a grievance advanced to Step II, the superintendent may refer the grievance back to the principal for resolution.
- 7.4.3 A grievance may be immediately advanced to Step III if the superintendent and the Association agree that the superintendent lacks the authority to adjust the grievance because the challenged act or omission was taken by the Board of Trustees. In the event that the Board of Trustees determines that the principal or superintendent has the authority to adjust a grievance

advanced to Step III, the board may refer the grievance back to the principal or superintendent for resolution.

- 7.4.4 A request for arbitration may be made without completion of Steps I through III of the grievance procedure where the challenged act or omission is the result of a final decision of the Board of Trustees.

7.5 NO REPRISALS

- 7.5.1 No reprisals of any kind will be taken by the Board, the school administration, the Association, or the employee against any person because of participation in this grievance procedure.

7.6 COOPERATION OF PARTIES

- 7.6.1 The Board, the administration, the Association, and the employee will cooperate with the other in the investigation of any grievance and further will furnish the other such information as is requested for processing of any grievance.

7.7 PERSONNEL FILES

- 7.7.1 All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

7.8 ELECTION OF REMEDIES AND WAIVER

- 7.8.1 The Association and/or teachers(s) instituting any actions, proceeding, or complaint in a federal or state court of law, or before an administrative tribunal, federal agency, state agency, or seeking relief through any statutory process for which relief may be granted, the subject matter of which may constitute a grievance under this Agreement, shall immediately thereupon waive any and all right to pursue a grievance under this Agreement. Upon instituting a proceeding in another forum as outlined herein, the teacher(s) and/or Association shall waive his/her/their right to initiate a grievance pursuant to this Agreement or, if the grievance is pending in the grievance procedure, the right to pursue it further shall be immediately waived. This section shall not apply to actions to compel arbitration as provided in this agreement or to enforce the award of an arbitrator.

7.9 JURISDICTION OF THE ARBITRATOR

- 7.9.1 The arbitrator shall have no power to alter, add to, or subtract from the terms of the Agreement. The arbitrator's decision will be based upon the specific provisions of this Agreement. This arbitration provision shall be for grievances only. There shall be no interest arbitration. (Appendix D - Grievance Report Form)

**ARTICLE VIII
STAFF EVALUATION**

8.1 EVALUATION INSTRUMENT

- 8.1.1 Employee evaluations will be subject to the following process:
8.1.1.1 All ratings and remarks on the evaluation instrument must be substantiated by direct observation and or investigation.
8.1.1.2 See Appendix E for the evaluation instrument.

8.2 PRIOR NOTICE OF EVALUATION

- 8.2.1 In the case of a first-year teacher, the Evaluator will provide him/her with a

copy of the evaluation instrument and an explanation of the evaluation process.

8.3 AREAS OF EVALUATION

8.3.1 Teachers shall be evaluated in all areas with the major emphasis placed on their areas of endorsement or in the area of major teaching assignment.

8.4 CONDITIONS OF EVALUATION

8.4.1 In evaluating a teacher, due consideration shall be given to class size, ability level of students, and physical distractions as they would affect teaching performance. All evaluation of the teacher's activities shall be conducted openly and with the teacher's full knowledge and awareness. Advance notice of intent for formal evaluation shall be given to the teacher. Informal evaluation is continuous as long as the teacher is apprised of evaluation concerns.

8.5 NUMBER OF EVALUATIONS

8.5.1 Evaluation will continue regularly throughout the teacher's service. The nontenure teacher will be evaluated at least twice yearly. All other teachers' evaluations will be at the discretion of the Administration.

8.6 POST-EVALUATION CONFERENCES

8.6.1 The Evaluator shall hold a conference with the teacher within ~~two (2) weeks~~ **ten (10) PIR/PI (working) days** following the observation. At this time a copy of the report will be provided to the teacher. Each teacher will be provided definite, positive assistance to correct professional difficulties and time to incorporate the recommended changes.

8.7 PERSONNEL FILES

8.7.1 Evaluation reports to be placed in the teacher's permanent file shall be discussed between the teacher and the evaluator and shall be signed by the teacher to signify his/her notification that the item will be placed in the file. The teacher shall be provided the opportunity to write a rebuttal to the evaluator's conclusion to be attached to the evaluation report.

8.7.2 Each teacher shall have the right, upon written request to the Superintendent or his/her designee, to review ~~the non-confidential~~ **all** contents of his/her personnel file. All written requests to view personnel files shall be honored by the superintendent or his/her designee within five (5) Teacher PIR/PI (working) days. If the request is made while school is not in session, the request will be honored within five (5) calendar days excluding Saturdays, Sundays, and legal holidays. Unless otherwise specified elsewhere in the Agreement, all items relating to an individual teacher with the exception of payroll and medical records shall be kept in a single official file. A representative of the Association, at the teacher's request, may accompany the teacher in this review.

8.8 REBUTTAL TO COMPLAINTS IN TEACHER FILES

8.8.1 Any complaints regarding a teacher made to any member of the administration by any parent, student, or other person which may be used in any manner in evaluating a teacher may be promptly investigated and called to the attention of the teacher before the complaint is placed in the teacher's personnel file.

- 8.8.2 The teacher shall be given an opportunity to respond to and/or rebut such complaints and shall have the right to be represented by the Association at any meetings or conferences the teacher is required to attend regarding such complaints. No material derogatory to a teacher's conduct, service, character, or personality shall be placed in the file unless the teacher has had an opportunity to read the material and respond accordingly.
- 8.8.3 Unless prohibited by law any derogatory material not shown to a teacher within ten (10) Teacher PIR/PI (working) days after completion of any investigation, shall not be allowed as evidence in any grievance or in any disciplinary action against such teacher.
- 8.8.4 Derogatory material that is contained in evaluations and documents supporting comments in the evaluation or a Title 9 violation shall remain in the file. Any derogatory material that is not contained in evaluations shall be removed from the file after at least one year from the date of the notice, upon request of the teacher or the authorized PEA representative.
- 8.9 NONRENEWAL OF A TEACHER'S CONTRACT**
- 8.9.1 Prerequisite to non-renewing a tenured teacher's contract, the following steps will have been taken:
- 8.9.1.1 During the year of the non-renewal, the teacher was evaluated according to the provisions of this Article, and significant deficiencies noted by the evaluator was accompanied by a written plan for improvement that included recommendations to correct those significant deficiencies and time to incorporate the Evaluator's recommendations. However, this section shall not preclude the District from terminating a teacher immediately should the situation warrant immediate termination.
- 8.9.1.2 Any incident or situation during the current year that could lead to a recommendation for non-renewal shall be discussed with the teacher before the recommendation to the Trustees, but no more than thirty (30) calendar days following the incident or situation.

ARTICLE IX WORKLOAD AND CONDITIONS

- 9.1 TEACHER WORKLOAD**
- 9.1.1 "Standards for Accreditation of Montana Schools" shall be used as minimum standards except as specifically stated in this agreement.
- 9.1.2 The weekly teaching load for all teachers shall be no greater than twenty-eight and one-quarter (28 ¼) hours of assigned pupil contact time. Contact time is defined herein as any time a teacher is assigned for purposes of classroom instruction or supervision of groups of pupils.
- 9.2 CLASS SIZE**
- 9.2.1 All efforts, within reason, will be made to limit class size to twenty-five (25) pupils in grades K-12.
- 9.3 WORKDAY**
- 9.3.1 Total length of the workday shall not exceed eight hours including the lunch period. A workday shall be defined as beginning at 8:00 AM and ending at 4:00 p.m.

9.3.2 Early dismissal times before school holidays will be predetermined and notice given to employees before the beginning of the school year. On days preceding 3-day breaks the teachers' day shall end fifteen minutes after the close of the student day. Teachers will be released at 2:45 on Fridays.

9.3.3 **SUBSTITUTE**

When a combined classroom exceeds the class size (25 students) noted in 9.2.1, a teacher may accept such an assignment up to five occurrences and has the option to decline the sixth assignment without retribution or be compensated \$10/hour or \$75/day. Early dismissal days (1:00 pm) are not eligible for compensation. A teacher has the option to decline compensation. The Teacher must sign the Teacher Request for Leave form as the substitute to receive compensation. Prep periods are not eligible for this compensation (9.5.1).

9.4 **DUTY-FREE LUNCH PERIOD**

9.4.1 Teachers shall be paid ~~\$3.00~~ **\$5.00** per half hour for supervising their students in the lunchroom and for other assigned noon duties **or, teachers shall be paid \$7.50 for supervising in the lunchroom and then supervising during duty after lunchroom duty.** It will be paid on a semester basis. A duty roster shall be made rotating noon duties equally among the teachers. Flexibility in scheduling is reserved for building principals.

9.5 **PREPARATION TIME**

9.5.1 Each classroom teacher shall have a minimum of thirty (30) minutes during a school day for purposes of planning or preparation. The intent of this time is to provide for lesson planning, professional reading, or engaging in activities that can improve teacher performance or student learning. **Should a teacher not be afforded a scheduled preparation period of at least thirty minutes, the teacher shall be allowed compensation at the teacher's hourly rate for that half hour period.**

9.6 **CERTIFICATION**

9.6.1 All teachers shall hold a valid teaching certificate issued by the Montana Office of Public Instruction if employed in a position requiring teacher certification. It is understood that the teacher holds a valid certificate, or will have met the requirements for such by the opening of school. A teacher shall not be assigned to a position for which the teacher is not endorsed if there is another teacher on staff who is endorsed to fill the position. A teacher who has been involuntarily assigned to a position for which the teacher is not endorsed shall not be subject to disciplinary action based on inadequate job performance in the absence of any misconduct by the teacher.

9.6.2 The District shall have just cause to terminate a teacher who allows certificate to expire. At its discretion, the District may employ a teacher with a lapsed Montana certificate or another state certification as a substitute teacher.

9.7 **NOTICE OF SCHEDULE**

9.7.1 All teachers shall be given written notice of their ~~schedules~~ **assignment for the next school year on the last day of school annually.** ~~for the forthcoming school year no later than July 1 annually. Any teacher hired after~~

July 1, shall be given written notice of his/her schedule within ten (10) calendar days of hire. **Any teacher hired after the conclusion of the current school year shall be given written notice of his/her assignment on the first contract day of the succeeding school year.**

9.8 CHANGES IN SCHEDULE

9.8.1 In the event that changes in such schedules are proposed prior to the beginning of the school year, affected teachers shall be notified at least ten (10) calendar days prior to the effective date of the proposed change, and the district shall consult with the teacher as to the nature and extent of the change.

9.9 TRANSFER APPLICATION

9.9.1 The Board recognizes that it is desirable in making assignments to consider the interests and aspirations of its teachers. Requests by a teacher to transfer to a different class, building, or position shall be made in writing, on forms furnished by the District, one copy of which shall be filed with the superintendent and one of which shall be filed with PEA. The application shall set forth the reasons for transfer, the school, grade, or position sought, and the applicant's qualifications.

9.10 VOLUNTARY TRANSFERS

9.10.1 Teachers requesting a voluntary transfer to a vacant position shall receive fair consideration based on the teacher's qualifications, performance, seniority and the needs of the District. Should the District deny a request for a voluntary transfer it will, within ten (10) working days, provide the teacher and the PEA with a written statement of its decision.

9.11 INVOLUNTARY MID-YEAR TRANSFERS

All assignments for the next school year shall be made on the last day of school annually. Thereafter, any change to assignment will be considered a mid-year transfer. Before transferring a teacher involuntarily mid-year, the District shall seek volunteers who are qualified for the position. If there are no volunteers, the District may reassign a qualified teacher, taking into consideration the teacher's seniority, qualifications, performance and the needs of the District. The District shall notify the affected teacher in writing twenty (20) calendar days prior to the transfer. An involuntary transfer shall not reduce a teacher's average daily rate of pay, seniority or fringe benefits. Work-related expenses necessitated by an involuntary transfer shall be borne by the District. Adequate time, without loss of salary, shall be provided to the teacher to effectuate the transfer.

9.12 COMPENSATION

9.12.1 Teachers who are transferred during the school year at the request of the District shall receive a ~~one-time~~ stipend of \$800.

9.13 EXPEDITED ARBITRATION OF TRANSFER DISPUTES

9.13.1 Disputes regarding an involuntary mid-contract transfer may be resolved through the grievance procedure beginning at the Board level. If the Board denies the grievance, or if the Board does not hear the grievance within ten (10) working days of its filing, it may be submitted to an arbitrator only at the option of the PEA. If the arbitrator selected by the parties is unable to

schedule a hearing within 45 days of selection, the parties shall attempt to select another arbitrator who can comply with this request.

ARTICLE X WORK YEAR

10.1 SCHOOL CALENDAR

10.1.1 The school calendar will be in accordance with OPI requirements for aggregate hours for a school year as determined by state accreditation standards with a minimum of 1,080 aggregate hours. The school calendar shall include 7 PIR days of employment for all teachers. The Board has the option to provide 2 additional PIR days at the daily rate of pay. In addition, and at the District's discretion, a new teacher to the District may be required to attend up to three additional days of in-service. These days will be scheduled to immediately precede the annual August PIR days. In no event will the in-service be scheduled on a Saturday or Sunday.

10.1.2 If the District requires new employees to attend this in-service, each employee shall be paid at the ~~daily of their annual pay~~ **his/her daily rate of pay** for each day worked.

10.2 CHANGES IN SCHOOL CALENDAR

10.2.1 There shall be no deviation from or change in the school calendar except by mutual agreement of the Board and the Association. This section shall not preclude the district from deviating from the adopted school calendar when emergencies or circumstances which could not have been foreseen arise. If such emergencies occur, the Board shall have the discretion to alter the school calendar after notifying the Association.

10.3 EMERGENCY SITUATIONS

10.3.1 In the event that an emergency alters the school calendar and requires that the district make up school days or hours lost, the school district in conjunction with the calendar committee will designate the days on which school will be made up and notify all teachers. This written notification via email will be provided to all teachers within five (5) working days in advance of the proposed make up day(s) and/or hours.

10.4 CALENDAR COMMITTEE AND APPROVAL

10.4.1 A committee of no more than six (6) teachers from the Association and the same number of Board designees shall propose a school calendar for the forthcoming year to the Board by the regular April Board Meeting. The final calendar must meet with the Board's approval. The parties agree to comply with all requirements of MCA 20-1-302.

ARTICLE XI LEAVES

11.1 LEAVE

11.1.1 All Leave will be charged in hourly increments. Leave without pay will be charged against final payments of contract.

11.1.2 On the October PIR days, employees who are unable to attend for any reason shall

be required to make up the two PIR days ~~before the end of the school year~~, engaging in activities included in the District's annual PIR day plan. If the days are not made up by April 1, the District shall deduct the days not made up from the teacher's final payroll check.

11.2 SICK LEAVE

- 11.2.1 Unused days of sick leave from the previous year will be allowed to accumulate to ninety (90) day limit. At the beginning of each school year, each teacher shall be credited with ten (10) days of leave or the portion of those ten (10) days required to reach a maximum of ninety (90) days of sick leave. Sick leave shall be at full salary for personal illness or disability, personal medical appointments, quarantine or communicable disease, maternity, or illness in the immediate family. Sick leave may be used for absences due to childbirth, including reasonable prenatal and postnatal care. "Immediate family" for sick leave shall mean the employee's spouse, children or parent, ~~(does not include parents-in-law)~~ **parents-in-law**, grandchildren with a serious health condition for which the employee is needed to provide care, or custodial grandchildren.
- 11.2.2 A teacher hired after the beginning of the school year will receive sick leave on a pro-rated schedule in which a teacher hired for a full year shall earn ten (10) days.
- 11.2.3 **Upon termination of employment**, ~~the employee shall receive a lump sum payment equal to one-fourth (1/4) of the unused accumulated sick leave days. The daily rate of pay shall be based upon the current contract amount divided by the number of work days in the current contract.~~ **a teacher with ten (10) total years of teaching in the district shall receive a lump sum payment equal to the teacher's hourly rate of pay for the first forty (40) hours, then the remaining hourly balance will be paid at one-fourth (1/4) of the unused accumulated sick leave. Otherwise, years of service less than ten (10) years will be paid at one-fourth of the unused accumulated sick leave.**
- 11.2.4 Employees hired under Federal programs will be subject to Federal restrictions and guidelines.

11.3 MATERNITY LEAVE

- 11.3.1 The pregnancy or related disability shall be treated as a temporary disability with all accumulated sick leave privileges; any additional leave will be determined by the Board.
- 11.3.2 The commencement or duration of leave, extensions, accrual of seniority and other benefits or privileges--protection under health or temporary disability plans--shall be applied in the same conditions as operative under other disability leaves.

11.4 BEREAVEMENT LEAVE

- 11.4.1 Five (5) days at full salary will be allowed each teacher for each death in his/her immediate family. Any ~~other~~ or additional leave is to be determined by the ~~administration~~ **building principal**. "Immediate family" for bereavement shall include spouse, children, parents, siblings, grandchildren, grandparents, spouse's parents, son-in-law, and daughter-in-law.

11.5 SICK LEAVE BANK

- 11.5.1 A sick leave bank shall be offered to bargaining unit members. The purpose of the sick leave bank is to provide employees with additional sick leave days needed to

recover from major illness or injury of the employee or the employee's parent, spouse, or child which causes absence from work or subsequent loss of pay. Use of sick leave bank days for illness or injury of an employee's parent, spouse, or child shall be not more than 15 days per event and not more than one-half (1/2) of the sick leave bank balance as of September 21 of that year.

11.5.2 The sick leave bank shall be administered by the Poplar Education Association officers. Bargaining unit members may donate up to a maximum of two (2) days per year to the bank. To participate/draw out from the sick leave bank, bargaining unit members must donate a minimum of one (1) day every other year to the bank. This donation must occur by September 20 or within twenty working days if hired during the school year to secure enrollment in the program.

11.5.3 Sick leave will not be granted from the bank unless the employee has donated leave to the bank and will not be granted until the employee has exhausted all his/her personal **and** sick leave. **Any unused approved leave will be returned to the sick leave bank.**

11.5.4 Employees wishing to make use of the sick leave bank must make a written request to the PEA officers for the number of sick days requested accompanied by documentation of major illness or injury.

11.5.5 PEA officers will have final approval and will notify the interested party and the District Office of their decision.

11.5.6 Unused leave will remain in the bank until a cap of 200 days has been reached. New employees could donate and bring the total above 200 days, however, at the end of the year, the bank's reserve would be reduced to the cap (200 days). The District shall provide a quarterly account of sick leave bank days to PEA.

11.6 SABBATICAL LEAVE

11.6.1 Sabbatical leave, for one school year, shall be available to a teacher after seven (7) years of service for the contract year at (50) percent of yearly salary. Leave will be granted on written application and approval from the school board if the instructor commits himself/herself to an additional two (2) years of employment with the school district upon returning from the leave.

11.7 PROFESSIONAL LEAVE

11.7.1 Temporary leave at full salary is provided to each teacher for visitation to other schools, attendance at educational conferences, serving on committees, and attendance at professional association conferences, conventions, and assemblies provided that prior approval is granted by the superintendent and/or the board.

11.8 PERSONAL LEAVE

11.8.1 At the beginning of each school year, each teacher shall be credited with ~~five (5) days~~ **40 hours** of personal leave, which will be provided to each teacher at full salary for personal reasons which require the teacher's absence during working hours. Forty-eight (48) hours will be given, if possible before leave is taken. If notice is less than forty-eight (48) hours, leave will be given for emergencies only. To use three or more personal leave days consecutively there must be prior administrative approval. Any unused personal leave not used during the school year will be renamed sick leave and credited to the ~~unused~~ **teacher's** leave balance.

11.9 UNUSED LEAVE

11.9.1 At the beginning of each school year the teacher will be credited with any unused personal leave from the previous school year and ~~ten (10) sick days~~ **80 hours of sick leave** for the current school year (a maximum of ~~15 days~~ **120 hours**) which is all added to the accumulated sick leave total up to a maximum of ~~90 days~~ **720 hours**. Within two weeks of returning to school, the teacher will be paid the amount equal to \$90 per day for each sick leave day credited to them over 90 days.

11.10 INVALIDATION OF CONTRACT

11.10.1 If an employee invalidates a legal contract for employment after June 30, he/she will forfeit all benefits of this section, including current year sick and personal leave credited.

ARTICLE XII PROFESSIONAL COMPENSATION

12.1 SALARY SCHEDULE

12.1.1 The basic salaries of teachers covered by the Agreement are set forth in Appendix A and the basic activities salaries covered by the Agreement are set forth in Appendix B, which are attached to and incorporated in the Agreement.

12.1.2 PAYMENT FORMULA

The hourly rate of pay is calculated as the total number of hours in a given school year. This is determined by:
(salary ÷ ((regular days x 8) + (Fridays x 7) + (early outs x 5) + (PIR days x 6))) = total number of contract hours for the given school year.

12.1.3 PART-TIME TEACHERS

The basic salaries of teachers covered by the agreement (as set forth in Appendix A) employed less than full-time, will be compensated for hours worked within the eight-hour day. Contracts will be written/calculated in one-eighth (1/8) hourly increments up to seven-eighth (7/8) for part-time teachers. All benefits, excluding health insurance, will be prorated, and administered at the adjustment contract rate.

12.2 RECOGNITION OF EXPERIENCE

12.2.1 All teachers shall be given full credit on the salary schedule for full years of outside teaching experience in a school district accredited by a recognized accrediting agency to a maximum of fifteen (15) years experience.

12.3 EXTENDED EMPLOYMENT

12.3.1 Personnel employed for a period longer than the regular school year shall be paid one-ninth (1/9) of their regular salaries for each additional month worked.

12.4 RECOGNITION FOR ADDITIONAL PREPARATION

12.4.1 For purposes of initial placement on the salary schedule (Appendix A), teachers shall not be given credit for post-degree credits used to obtain a teaching certificate.

12.4.2 As to teachers previously placed on the salary schedule (Appendix A), credits acceptable toward Montana teachers' certification or renewal ~~of teaching certificate~~ will be accepted as additional professional preparation to advance the teacher's preparation status on the salary schedule. A ~~"semester" is defined as ten (10) graduate semester hours of credit and/or undergraduate semester hours of credit~~

~~taken in the teacher's area of endorsement and/or teaching assignment. To advance beyond the BA+10 column all credits earned, after July 1, 1990, must be graduate credits. A "semester" is defined as ten (10) semester hours. All credits must be in the education field. To advance from a BA up to a MA level, undergraduate and/or graduate credits will be accepted. Once your MA is achieved, all credits must be graduate-level credits to move to the next column.~~

12.4.3 Hours above a master's level must be graduate hours. If not, these hours will be subject to administrative review for approval.

12.4.4 Documentation of additional professional preparation, if sufficient to advance the teacher's preparation status, shall be submitted to the Superintendent not later than the twentieth (20) day of September. This documentation may be in the form of an official transcript, course grade slips or an advisor's letter. However, the official transcript must be presented by December 1st at which time the increased salary will commence.

12.4.5 In moving from one preparation column to another, a person will move to the next column and down one step.

12.5 PAY PERIODS

~~12.5.1 Each teacher will receive his/her contract salary in twenty-four (24) bi-monthly installments. Payroll checks shall be issued on the fifth (5th) and the twentieth (20th) day of each month unless the fifth (5th) or the twentieth (20th) falls on a weekend or non-scheduled workday, in which case, payment will be made on the last preceding workday. The first payroll will be in September be the first day of instruction of the new calendar year for all teachers. Final payment on the contract will include pay for June, July, and the first payroll of August and will be available from the building principal or designee on the last teacher workday. A cash advance of three hundred dollars (\$300.00) will be made to all staff members before the first day of school in which students are in normal attendance. This advance will be deducted from the September check.~~

12.6 MILEAGE ALLOWANCE

12.6.1 Teachers required in the course of their work to drive personal automobiles from one school building to another shall receive a car allowance for mileage driven which is in accordance with board policy. The same allowance shall be given for the use of personal cars for field trips or other school district business and shall be paid according to board policy for all mileage. Liability coverage shall be provided under the district's blanket liability insurance program.

12.7 NEWLY HIRED TEACHERS

12.7.1 Teachers who have never worked for the District as a teacher before will be offered a signing bonus of \$1,500, ~~½ first pay check~~ **on the first instructional day**, ½ last paycheck of the first school year, prorated to time worked. Individuals who do not successfully complete their contract shall be required to reimburse the District (or have withheld from the final check) an amount prorated to reflect time worked.

ARTICLE XIII FRINGE BENEFITS

13.1 HEALTH INSURANCE

- 13.1.1 The District shall contract with an insurance carrier to provide employees and their dependents with a high-deductible medical plan that includes dental and vision benefits. (See Article 13.2 for specific details).
- 13.1.2 For ~~2021-22, 22-23, and 2023-24~~ **2024 - 2025** school year(s) the District shall contribute towards the HDHP \$5,000/\$10,000 composite rate an amount that results in an out-of-pocket contribution of \$75 per month for the employee. Employees shall not pay any more than \$75 per month until the parties bargain a different rate. Annually for qualified employees, the District shall contribute into a Health Reimbursement Account \$6100. **(Years 2025 -2026 and 2026 – 2027 will be reopened for negotiations.)**
- 13.1.3 The District will contribute to only one policy in situations where one employee is entitled to coverage under the terms of a policy issued to another employee. (New employees or current employees who marry another employee in the future.)

13.2 SELECTION OF CARRIERS

- 13.2.1 The Board agrees that a high deductible medical insurance program will be provided for each teacher and his/her dependents under the following provisions:
- 13.2.2 If the Board changes carriers, the new carrier shall maintain the benefits (deductibles, co-pays, out-of-pocket expenses, services, and plan benefits) substantially comparable to the former carrier.
- 13.2.3 The Board must notify the Association in writing of any carrier or plan change sixty (60) calendar days before the proposed change can occur. Within this written notification, the Board will include a copy of the proposed plan along with the rates for the plan(s).
- 13.2.4 No change in carrier will take place unless the new carrier guarantees coverage for all bargaining unit members.

13.3 CONTINUITY OF COVERAGE

- 13.3.1 All insurance coverage under this article shall remain in force during the life of this agreement and until a successor agreement has been ratified, provided there is no work stoppage by the Association.
- 13.3.2 Employer health insurance contributions for teachers leaving the District will be discontinued on June 30 of that school year. The employee may qualify to continue insurance under COBRA or other similar federal statute.

13.4 WORKMAN'S COMPENSATION

- 13.4.1 The Board shall participate in the Workman's Compensation insurance program as provided by law.

13.5 RETIRED TEACHER BENEFITS

- 13.5.1 Retired teachers shall be eligible to continue participation in the district group insurance programs but shall pay the entire premiums for such coverage commencing July 1 following retirement. It shall be the responsibility of said teacher to make appropriate arrangements with the district business office to pay to the school district the monthly premium due on its due date.

ARTICLE XIV EFFECT OF AGREEMENT

14.1 CHANGES IN AGREEMENT

14.1.1 During its term this Agreement may be altered, changed, added to, deleted from or modified only through the voluntary, mutual consent of the parties in written and signed amendment to this Agreement.

14.2 COMPLIANCE OF INDIVIDUAL CONTRACT

14.2.1 The individual teacher's contract shall be used in the employment of all members of the appropriate unit and is attached as Appendix C.

14.2.2 Any individual contract between the Board and an individual teacher, heretofore or hereafter executed, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement during its duration shall be controlling.

14.3 SAVINGS CLAUSE

14.3.1 If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

14.3.2 If such exist which are contrary to law, at the request of either party, negotiations shall immediately commence, and agreement shall be reached in order to alter said section(s) providing the benefit(s) according to the intent of the parties.

14.4 SCOPE OF AGREEMENT

14.4.1 All existing district policies involving terms and conditions of professional service, matters relating directly to the employer-teacher relationship, and other terms of employment not specifically referred to in this Agreement shall be maintained at not less than the highest minimum standards in effect in the district at the time this Agreement is signed provided that any Agreement supplemental hereto shall not be binding upon either party unless executed by the parties hereto. New programs or policies may be excluded from this section if they are designated as trial programs or policies with an appropriate time limit. If they are still in use after the trial period they will be included in this section.

14.5 NONDISCRIMINATION CLAUSE

14.5.1 The provisions of this agreement shall be applied without regard to race, creed, religion, color, national origin, age, sex, marital status, or family relationship to another teacher.

14.6 DUPLICATION AND DISTRIBUTION

14.6.1 Copies of this Agreement shall be printed at the expense of the Board within thirty (30) days after the Agreement is signed. Copies shall be presented to all teachers now employed, or hereafter employed. The Association shall be provided with five (5) copies of this Agreement. Any teacher who does not receive a copy of this Agreement from the Board or its agents shall not be disciplined, reprimanded, suspended, terminated, dismissed, or otherwise adversely affected in employment status because of failure to comply with the provision of which there was no actual knowledge at the time of the alleged infraction.

ARTICLE XV DISCIPLINE

15.1 SCHOOL BOARD RESPONSIBILITIES

15.1.1 The Board recognizes its responsibilities to give reasonable support and assistance to teachers with respect to the maintenance of control and discipline on the school grounds.

15.2 DISCIPLINE RULES AND REGULATIONS

15.2.1 The Board shall inform the Association of policy changes or changes in interpretation of policy thirty (30) days before the policy is put into effect. The Board Policy will be distributed to the teachers during teacher orientation.

ARTICLE XVI REDUCTION IN FORCE

16.1 DEFINITION

16.1.1 A reduction in force and the term "layoff" as used herein shall mean the termination of a tenured teacher's employment based on a reduction in the number of bargaining unit positions.

16.1.2 Seniority shall be defined as the total length of continuous service with the District. Seniority shall accrue from the date of employment. Seniority will not be broken by approved leave of absence. In the event of identical dates of employment advance preparation as of the previous November 15 shall have precedence. In the event of both identical days of employment and preparation, rank shall be determined by lot. Seniority will not be eliminated or increased by employment by the Board in a position outside of the appropriate unit.

16.2 LOSS OF SENIORITY

16.2.1 A teacher shall lose his/her seniority for any of the following reasons:

16.2.1.1 If he/she is dismissed and not subsequently reinstated;

16.2.1.2 If he/she retires;

16.2.1.3 If he/she resigns;

16.2.1.4 If he/she overstays a leave of absence without obtaining an extension of the leave.

16.3 SENIORITY LIST

16.3.1 A seniority list shall be prepared by the administration at least once a year no later than January 1. A copy of such list shall be provided to the Association.

16.4 CRITERIA FOR REDUCTION

16.4.1 When a reduction in force takes place the administration shall determine which educational program or grade level will be affected. A teacher whose job is eliminated under this section shall be entitled to transfer to another job within his/her area of certification provided:

16.4.1.1 He/she has seniority and

16.4.1.2 The request for transfer is made no later than twenty (20) working days after the notice of reduction is given.

16.4.1.3 Notification of layoff shall be in writing.

16.5 RECALL

- 16.5.1 Recall rights shall exist for twenty (20) months from the last day of work.
- 16.5.2 The most qualified senior teacher for the vacancy shall be recalled first.
- 16.5.3 The Board shall give written notice of recall from layoffs by sending a registered or certified letter, receipt requested, to said teacher at his/her last known address. The teacher's address as it appears on the Board's record shall be conclusive when used in connection with layoffs, recalls or other notices to the teacher. It shall be the responsibility of each teacher to notify the Board of any changes of address or availability. If the District is not able to cause delivery of the notice of recall within fifteen (15) days of the date that such notice was sent, it shall result in forfeiture on the part of the teacher to any further rights to reinstatement.
- 16.5.4 A teacher who returns to a position due to layoff shall retain Experience credit for pay purposes and other benefits he/she had accrued at the time he/she was laid off (e.g. A teacher who was laid off with six (6) years experience with no loss of tenure.)

**ARTICLE XVII
DURATION OF AGREEMENT**

17.1 EFFECTIVE PERIOD

17.1.1 This agreement shall be effective as of July 1, 2024, or upon the date of ratification by both parties whichever is later and shall continue in full force and effect until June 30, 2027.

17.2 DATE AND SIGNATURE

This agreement is signed on this 13th day of May 2024.

IN WITNESS THEREOF:

FOR THE POPLAR EDUCATION ASSOCIATION

PRESIDENT

VICE-PRESIDENT

BOARD OF TRUSTEES SCHOOL DISTRICT 9 AND HIGH SCHOOL DISTRICT 9B

CHAIRPERSON

CLERK

Appendix A

9% Increase on Base 2024 - 2025

0% Increase 2025 - 2027

SY25-SY27						
Steps	BA	BA 10Sem	BA 20Sem	BA30 Sem	MA	MA 10Sem
0	44,980	46,499	48,079	48,849	49,618	51,180
1	46,782	48,501	50,207	51,059	51,910	53,611
2	48,586	50,470	52,313	53,246	54,196	56,040
3	50,368	52,454	54,423	55,454	56,488	58,473
4	52,173	54,423	56,548	57,661	58,798	60,904
5	53,975	56,407	58,654	59,872	61,086	63,335
6	55,778	58,393	60,763	62,018	63,376	65,769
7	57,582	60,357	62,888	64,268	65,665	68,198
8	59,364	62,342	64,998	66,475	67,955	70,609
9	61,166	64,329	67,104	68,686	70,265	73,040
10	62,971	66,292	69,234	70,895	72,553	75,473
11	64,776	68,280	71,339	73,101	74,845	77,904
12	66,578	70,265	73,445	75,290	77,133	80,333
13	68,380	72,231	75,574	77,497	79,443	82,766
14		74,197	77,679	79,708	81,733	85,193
15			79,785	81,915	84,023	87,629
16				84,123	86,312	90,041
17					88,601	92,470
18					91,179	94,900

Appendix A, Subsection A

Longevity

Additional 1% longevity step for each successive year beginning with SY25. Staff must have Completed the matrix steps in their column as an employee of the Poplar Schools in order to qualify for the longevity incentive.

Appendix A, Subsection B

Recruitment Incentive

New teachers with no years of teaching service recruited to the District will be placed on Step 2 for the initial three contracts providing the new teacher remains with the Poplar School District. This does not apply to hires under the Emergency Authorization of Employment through the Montana Office of Public Instruction. EAE teachers will be paid at the Base Pay rate (BA 0, Step 0).

Appendix B.1

Extra-Curricular Activities

POSITION	PERCENTAGE
Activities Director (when not on the Director's Schedule)	30%
Head Coach	13%
Assistant Coach	9%
Weight Training (3 seasons; 3 contracts)	6%
Drama Director (1% per act performed not to exceed 10%)	10%
Band/Choir (per year)	6%
Pep Band/Drumline (per year)	13%
Annual	5%
Newspaper Advisor	3%
High School Nationally Chartered Club Advisor	9%
Head Senior Class Advisor	3%
Head Junior Class Advisor	6%
Pep Club Advisor (year-long position)	9%
Athletic Trainer (3 seasons; 3 contracts)	13%
Athletic Trainer (non-certified)	9%
Concession Stand Manager (2 seasons; 2 contracts Fall/Winter)	3% 6%

Junior Class Advisors or other school employees not already compensated for working concessions will be paid at the following rates: 1 game \$25.00 and \$10/additional game(s) up to \$75 for one night.

7 th and 8 th Grade Coach	6%
5 th and 6 th Grade Coach	5%
5 th -8 th Coaches	7%
5 th -8 th Student Council	3%
5 th -8 th Annual	4%
Local Board Approved Clubs	3%

Appendix B.2

Mentors	3%
Mentor Director	4%
Mentees	\$200

Required Curricular work within the current year school improvement plan will be paid at teacher hourly rate of pay.

Trainings are paid at \$20/hour. (Trainer will be paid additional ½ of total time of training.)

**Appendix C, INDIVIDUAL TEACHER'S CONTRACT
POPLAR PUBLIC SCHOOLS
POPLAR, MONTANA**

This agreement, made and entered into this DATE OF BOARD ACTION between School District No. 9 & 9B of Roosevelt County Montana, hereinafter referred to as the School District, and teacher's name referred to as the teacher WITNESSETH:

- 1) THAT said School District hereby agrees to employ the said teacher to teach grade or subject taught within his/her areas of certificated endorsement, to teach for the school year XXXX-XXXX. Should an emergency arise, the district reserves the right to renegotiate the grade or course with the affected teacher.
 - 2) THAT the said School District shall pay to the above named teacher the sum of amount to be paid in 24 installments to be paid, on such days of each month as are designated in the collective bargaining agreement. The teacher's salary will be paid at the rate stated above per annum, less deductions required under Federal and State Laws, and such other deductions as shall be mutually agreed to. The terms of this contract shall be prorated if the assignment is designated to cover a period of less than a school year or less than full time.
 - 3) WHEN a contract has been terminated by mutual agreement or in accordance with state laws, the school district shall be obligated to pay that portion of the contracted salary that has been earned up to and including the last day of service.
 - 4) IT is understood that the teacher holds a valid certificate or will have met the requirements for such by the opening of school.
 - 5) THE individual contract is subject to the terms and conditions of the collective bargaining agreement between the Association and the Board of Trustees, and to the extent that the provisions of this contract and said agreement may be inconsistent, the provisions of said agreement shall be controlling.
 - 6) IN the absence of any previous notice of election or reelection, this instrument shall operate as notice of election of the teacher for the school year designated herein and, unless the teacher shall accept, sign and return said instrument to the office of the clerk of said District within TWENTY (20) days from the date of receipt, the said instrument shall be without legal effect.
- IN WITNESS WHEREOF, the parties hereto cause this agreement to be duly signed in duplicate originals, each of which shall be entitled to full faith and credit.
- TRAINING BA YEARS 0

TEACHER _____ DATE _____

TEACHER'S TEACHING ASSIGNMENT _____

CHAIRMAN _____ CLERK _____

**APPENDIX D
GRIEVANCE REPORT FORM**

Aggrieved person _____ date filed _____, 20__

School _____ Subject Area or Grade _____

1) Date grievance occurred _____

2) Statement of Grievance:

3) Action requested or relief sought:

(Attach additional sheet if necessary)

SIGNATURE OF AGGRIEVED

DATE

LEVEL 1

1) Decision of Principal or Immediate Supervisor:

SIGNATURE OF PRINCIPAL OR SUPERVISOR

DATE

2) Aggrieved Person's Response:

_____ I accept the above decision

_____ I hereby refer the above decision to next step of the
grievance procedure.

Signature of Aggrieved

Date

LEVEL II

1) Date received by Superintendent of Designee: _____, 20____

2) Decision of Superintendent of Designee

_____, 20____
Signature of Superintendent of Designee Date

3) Aggrieved Person's Response:

_____ I accept the above decision.

_____ I hereby refer the above decision to next step of the grievance procedure.

_____, 20____
Signature of Aggrieved Date

LEVEL III

1) Date submitted to the Board _____, 20____ Arbitrator _____

2) Decision of the Board:

_____, 20____
Signature of Board Chairman Date

LEVEL IV

1) Date Submitted to Arbitrator: _____ 20____
Date

2) Decision of the Arbitrator:

_____, 20____
Signature of Arbitrator Date

Appendix E, Evaluation Instrument TEACHER EVALUATION REPORT

Poplar Public Schools

Teacher Name:		Grade/Subject:			
Observer:	Date:	Building:			
Mark in the appropriate box: U = Unsatisfactory B = Basic P = Proficient D = Distinguished					
Domains, Components, and Elements of the Framework for Teaching	Rating				Comments
	U	B	P	D	
Domain 1: Planning and Preparation					
Component 1a: Demonstrating Knowledge of content and Pedagogy					
Knowledge of content and the structure of the discipline					
Knowledge of prerequisite relationships					
Knowledge of content-related pedagogy					
Component 1b: Demonstrating Knowledge of Students					
Knowledge of child and adolescent development					
Knowledge of the learning process					
Knowledge of students' skills, knowledge, and language proficiency					
Knowledge of students' interests and cultural heritage					
Knowledge of students' special needs					
Component 1c: Setting Instructional Outcomes					
Value, sequence, and alignment					
Clarity					
Balance					
Suitability for diverse learners					
Component 1d: Demonstrating Knowledge of Resources					
Resources for classroom use					
Resources to extend content knowledge and pedagogy					
Component 1e: Designing Coherent Instruction					
Learning activities					
Instructional materials and resources					
Instructional groups					
Lesson and unit structure					
Component 1f: Designing Student Assessments					
Congruence with instructional outcomes					
Criteria and standards					
Design of formative assessments					
Use of planning					

Domain 2: The Classroom Environment					
Component 2a: Creating an Environment of Respect and Rapport					
Teacher interaction with students					
Student interactions with other students					
Component 2b: Establishing a Culture for Learning					
Importance of the content					
Expectations for learning and achievement/ Recognition					
Student pride in work/ Effort					
Component 2c: Managing Classroom Procedures					
Management of instructional groups					
Management of transitions					
Management of materials and supplies					
Performance of noninstructional duties					
Supervision of volunteers and paraprofessionals					
Component 2d: Managing Student Behavior					
Expectations					
Monitoring of student behavior					
Response to student misbehavior					
Component 2e: Organizing Physical Space					
Safety and accessibility					
Arrangement of furniture and use of physical resources					
Domain 3: Instruction					
Component 3a: Communicating with Students					
Expectations for learning/ Objectives					
Directions and procedures					
Explanations of content					
Use of oral and written language					
Component 3b: Using Questioning and Discussion Techniques					
Quality of questions					
Discussion techniques					
Student participation					
Component 3c: Engaging Students in Learning					
Activities and assignments					
Grouping of students					
Instructional materials and resources					
Structure and pacing					
Component 3d: Using Assessment in Instruction					
Assessment criteria					

Monitoring of student learning					
Feedback to students/ Feedback					
Student self-assessment and monitoring of progress					
Component 3e: Demonstrating Flexibility and Responsiveness					
Lesson adjustment					
Response to students					
Persistence					
Domain 4: Professional Responsibilities					
Component 4a: Reflecting on Teaching					
Accuracy					
Use in future teaching					
Component 4b: Maintaining Accurate Records					
Student completion of assignments					
Student progress in learning					
Noninstructional records					
Component 4c: Communicating with Families					
Information about the instructional program					
Information about individual students					
Engagement of families in the instructional program					
Component 4d: Participating in a Professional Community					
Relationships with colleagues					
Involvement in a culture of professional inquiry					
Service to the school					
Participation in school and district projects					
Component 4e: Growing and Developing Professionally					
Enhancement of content knowledge and pedagogical skill					
Receptivity to feedback from colleagues					
Service to the profession					
Component 4f: Showing Professionalism					
Integrity and ethical conduct					
Service to students					
Advocacy					
Decision making					
Compliance with school and district regulations					

Comments:

The signature of the teacher indicates that the teacher has received a copy of this report and that the report has been read and discussed. It does not necessarily indicate agreement with the report or any included recommendations.

Teacher's Signature:	Date:
Observer's Signature:	Date:

PEA and District Negotiations

02 May 2024

Attendance: LaRae Crowley, Tatum Evenson, Keith Erickson, Dan Schmidt, Shannon Murphy, Jeanine Granada, Jessie Colón, Marti Watts, and Karolyn Kohl.

Others attending: Judy Linthicum

B-counter proposal by PEA of 6%-3%-3% over the three years of the contract. This counter included 5 steps for each lane. The district countered with one additional step per lane plus 1% for each additional year's service in the district starting with the SY25 contract. PEA countered with 9%-0-0 with no insurance co-pay of \$75 per month. **District countered with addition of one step per matrix column with % equal to the previous step, and Appendix A, Subsection A: Additional 1% longevity step for each successive year beginning with SY25. Staff must have completed the matrix steps in their column as an employee of the Poplar Schools in order to qualify for the longevity incentive.** PEA agreed to 9-0-0% for the three years of the contract.

E(e) **9.3.3** was brought back as a counteroffer by PEA. Rejected by the district. PEA then countered with, **When a combined classroom exceeds the class size (25 students) noted in 9.2.1, a teacher may accept such an assignment up to five occurrences and has the option to decline on the sixth assignment without retribution or be compensated \$10/hour or \$75/day. Early dismissal days (1pm) are not eligible for compensation. A teacher has the option to decline compensation. Teacher must sign Teacher Request for Leave form as the substitute to receive compensation. Prep periods are not eligible for this compensation (9.5.1). (language added by district)** PEA and the district agreed to the stated addition of 9.3.3.

Appendix B.1 PEA countered the district proposal for athletic trainer to remain at 13%. District countered that **13% will be for a "certified" trainer and 9% for a non-certified trainer.** PEA agreed to the counteroffer.

Next Meeting: 06 May 2024, 4PM

30 April 2024

Attendance: LaRae Crowley, Tatum Evenson, Keith Erickson, Dan Schmidt, Shannon Murphy, Jessie Colón, and Sheryl Kohl.

Others attending: Brandi Burshia, Judy Linthicum, and Holly Colgan

E(i) 9.12.1 clarification to strike "one time" was agreed to.

E(j) 10.1.2 clarification to strike “the daily of their annual pay” and replace with **his/her daily rate of pay** was agreed to.

E(k) 11.1.1 strike “hourly” and change to **half hour (1/2 hour)** was not agreed to by the District.

E(l) 11.1.2 move to strike “before the end of the year” was agreed to.

E(m) 11.2.3 proposed to change from “one-fourth (1/4)” to **one-half (1/2)**.

District countered with **Upon termination of employment, a teacher with ten (10) total years of teaching in the district shall receive a lump sum payment equal to the teacher’s hourly rate of pay for the first forty (40) hours, then the remaining hourly balance will be paid at one-fourth (1/4) of the unused accumulated sick leave. Otherwise, years of service less than ten (10) years will be paid at one-fourth (1/4) of the unused accumulated sick leave.** Was agreed to by PEA.

E(n) 11.9.1 strike “ten (10)” to **80 hours of sick leave, 120 hours, 720 hours** was agreed to by the district.

12.1.2 MOU language as noted in PEA packet was agreed to by the district.

12.5.1, 12.5.2, and 12.7.1 MOU language as noted in PEA packet was agreed to by the district.

11.2.1 PEA proposed language addition of **spouse’s parents** was agreed to by the district.

11.5.4 PEA proposed adding **Any unused approved leave will be returned to the sick leave bank** was agreed to by the district.

E(p) 11.4.1 strike “other or” and “administration” change to **building principal** was agreed to by the district.

E(q) 12.1.2 see language presented by PEA was agreed to by the district.

E(r) 12.4.2 see language presented by PEA was agreed to by the district.

E(s) Appendix B.1 PEA proposed removing the AD position from the appendix. District countered with adding clarification after the AD to include **(when not on the Director’s Schedule)** which agreed to by PEA. (s) also included an increase to 6% for the Concessions Stand Manager. Agreed to by both parties. The remaining paragraph was not intended to be new language.

B. district proposed a 9%-0-0 for three years. The item was tabled due to time.

Next date was set for 02 May 2024, 5pm.

16 April 2024

Attendance: LaRae Crowley, Tatum Evenson, Keith Erickson, Dan Schmidt, Marti Watts, Jessie Colón, Jeanine Granada, Jane Crowe, Sheryl Kohl, and Karolyn Kohl.

Others attending: Brandi Burshia,

PEA language presented for E(a), the intent was not to include summer working days.

Agreed to E(b), (c), and (d).

Proposal E(e) was rejected by the district. PEA regards the current absent language for a teacher serving as a substitute to be outside of the current agreement of teacher workload. Compensation for additional workload during a day (i.e. high teacher absenteeism) is sought. Recognition for performing substitute work is the goal. Tabled until more information is gathered.

E(f) the district agrees to accept the proposed \$5 per half hour for supervising students in the lunchroom. PEA clarified that the new language of 9.4.1. Once the proposed language was explained, the word "or" was added. "Or, teachers shall be paid \$7.50..." Proposed language was struck which added, "... in the form of a separate check."

E(g) addresses the times when a teacher is not afforded a preparation period. 9.5.1 agreed to add as sentence three, "*Should a teacher not be afforded a scheduled preparation period of at least thirty minutes, the teacher shall be allowed compensation at the teacher's hourly rate for that half hour period.*"

E(h) 9.7.1 *All teachers shall be given written notice of their assignment for the next school year on the last day of school annually. Any teacher hired after the conclusion of the current school year shall be given written notice of his/her assignment on the first contract day of hire of the succeeding school year.*

Next Meeting: 30 April 2024, 5PM

04 April 2024

Attendance: LaRae Crowley, Tatum Evenson, Keith Erickson, Dan Schmidt, Marti Watts, Jessie Colón, Shannon Murphy, and Jane Crowe.

Others attending: Brandi Burshia, Jeanine Granada

PEA began with the current MOUs to be added to the current CBA language. Also new language was suggested for the following:

- 12.1.2, 12.5.1, 12.5.2, and 12.7.1

New language was also proposed for:

- 11.2.1, 11.5.4, 11.4, 12.1.2, 12.4.2

Proposed removal of AD from Appendix B.1 and increasing Concessions Manager from 3% to 6%.

Appendix C should strike #3 and #6 and remove from contract due to change in federal law and board policy. Also strike *Rec'd Master Agreement* line. Proposing addition of assignment to the contract language in item #1.

District agreed to PEA Proposals #1, Sections A and D. Proposal C was agreed to except that it is only for SY2024/2025. Agreement to reopen and negotiate the next two school years (SY26 and SY27).

PEA agreed to District Proposal #6.

Next Meeting: 16 April 2024, 5pm, District will provide food. Start promptly at 5!

Meeting ended at 1859.

26 March 2024

Attendance: LaRae Crowley, Tatum Evenson, Keith Erickson, Dan Schmidt, Marti Watts, Sheryl Kohl, Jessie Colón, Shannon Murphy, and Jane Crowe.

Others attending: Judy Linthicum, Holly Colgan, Brandi Burshia

PEA presented proposal 1 which includes term, Appendix A- Salary Schedule (5%, 5%, 5%), longevity and retention stipend new wording, insurance, and edits of language throughout current CBA.

District presented proposals 1-5.

Next meeting 04 April 2024, 5-7pm, PEA will provide food. ((call Jane in am for zoom or phone))

Caucus 1835-1852

Meeting ended at 1856

Agenda Number 8.11 Canvas of Votes

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 13 May 2024**

SUMMARY:

645 total ballots issued
337 absentee ballots not returned
155 absentee ballots returned
 6 provisional
 8 spoiled ballots
153 Voted
308 Total Ballots Cast

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund -
Estimated Cost –

SAMPLE MOTION: *I move to approve the results of the May 7, 2024, School Trustee Election and install Marva Chapman and Lori Smoker as duly elected trustees of the Poplar School Districts 9&9B.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Atkinson						
Norgaard						

OFFICIAL BALLOT - SCHOOL TRUSTEE ELECTION

Poplar School District No. 9, 9B, 9 & 65 of
Roosevelt County, State of Montana.

DATED this 7th day of May 2024.

Instructions for voters: This ballot should be marked with an X on the line before the name of each individual or candidate for whom you intend to vote. You may write in or affix a preprinted label in the blank spaces the name of an individual for whom you wish to vote and vote by marking an X on the line before the name. Do not erase. Ask election judge for a new ballot.

OFFICIAL BALLOT - SCHOOL TRUSTEE ELECTION

Trustee for a Three (3) Year Term

Vote for Two

<u>74</u>	Tatum Evenson
<u>31</u>	Savanah R. Smith
<u>15</u>	Kendra (Kai) Teague
<u>108</u>	Freedom Lyman Crawford
<u>80</u>	Jestin Dupree
<u>123</u>	Marva Chapman
<u>185</u>	Lori Smoker

Unofficial Election Results

<u>645</u>	Ballots issued
<u>337</u>	Absentee ballots not returned
<u>155</u>	Absentee ballots returned
<u>6</u>	Provisional
<u>8</u>	Spoiled ballots
<u>153</u>	Total ballots in person
<u>308</u>	Total ballots that were casted

Agenda Number 8.12 Reorganization of the Board

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY:

After each year’s election and the trustees have been sworn in, the board must organize itself to conduct business under Montana Law.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -

Fund -

Estimated Cost –

SAMPLE MOTION: I move to approve the Organization of the Poplar School Districts 9&9B Board of School Trustees with _____, as Board Chair and _____, as Vice-Chair, to serve in such positions until the next Reorganization of the Board.

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

Agenda Number 8.13 Appointment of Clerk

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 May 2024

SUMMARY:

After the Board reorganizes, the Trustees must appoint a Clerk of the Board. That position is traditionally held by the district business manager.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -

Fund -

Estimated Cost –

SAMPLE MOTION: *I move to approve the appointment of Judy Linthicum as Clerk.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						