

# POPLAR SCHOOLS

400 4<sup>th</sup> Avenue West, Poplar, MT 59255 406.768.6600  
www.poplarschools.com

DEBRA J MCGOWAN  
Chairman

DOUG MARROTEK  
Vice-Chairman

JESTIN DUPREE  
Trustee

LARAE CROWLEY  
Trustee

LANE DEHNER  
Trustee

## AGENDA Regular Board Meeting Monday, February 8, 2021 5 PM

**\*\*\*Due to the Governor's guidelines, crowd space is limited to ten individuals. Please join us via the [Virtual Board Room](#).**

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
  - 6.1. Directors' Reports
  - 6.2. Principal's Reports
  - 6.3. Superintendent's Report
7. Action Agenda
  - 7.1. Personnel Report
  - 7.2. Early Graduation Request
  - 7.3. PEA CBA
  - 7.4. Principal's Salary Schedule
  - 7.5. Director's Salary Schedule
  - 7.6. Classified Salary Schedule
  - 7.7. Call for Election
  - 7.8. SY22 School Calendar
8. Items of Interest
  - 8.1. Work Session Dates: 01 March 2021
9. Adjournment

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 rich environment.



**Agenda Number 5 Consent Agenda**

POPLAR PUBLIC SCHOOLS 9&9B  
 BOARD AGENDA FACT SHEET  
 MEETING DATE: 08 February 2021

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
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

## **Regular School Board Meeting Monday January 11, 2021**

**Call Meeting to Order:** Chairman Debra McGowan called the school board meeting to order at 5.08p.m. in the administrative boardroom.

### **THOSE PRESENT:**

**Board members present** Debra McGowan (Chairman), Doug Marottek (Vice Chairman), Jestin Dupree and LaRae Crowley

**Excused Absent:** Lane Dehner

**Others Present:** Dan Schmidt (Superintendent), Judy Linthicum (Clerk), Frank Gourneau (High School Principal), Morgan Norgaard (Middle School Principal), Tom Granbois (Elementary Principal), Coy Weeks (Athletic Director), Shannon Murphy (Kindergarten Teacher), Sheryl Kohl (Trails Teacher) Mary Plante (Food Service Director) and Michael Kohl.

**Pledge Allegiance was led by LaRae Crowley**

**Recognition of Guests: None**

**Public Comment:** Sheryl Kohl wonders why there is no band at the High School sports events: strongly feels it is unfair to the students that participate in the band program. Michael Kohl expressed he was disappointed that he does not get to play the drums at the Basketball games.

**4.) Recognition of Poplar Education Association: None**

### **5.) Consent Agenda:**

- **Minutes of Regular Board meeting, December 14, 2020**
- **Statement of Expenditures Budget vs Actual December 2020**
- **Warrants and Claims**
- **Investments Reports**
- **High School Activity Fund**

### **ACTION:**

Motion was made by LaRae Crowley to approve of Minutes of Regular Board meeting December 14, 2020, Statement of Expenditures Budget vs Actual December 2020, Warrants and Claims, Investments Reports and High School Activity Fund.

Seconded by Doug Marottek

## Vote: 4-0 For

### 6) Informational Items

#### 6.1) Director's Reports:

Written and verbal reports were given by Mary Plante (Food Service Director) and Coy Weeks (Athletic Director).

A written report was in the board packet from Greg Norgaard (Transportation Director), Mike Gorder (Building and Grounds Director), Patti Black (SPED Director) and Jon Daniels (Technology Director).

#### 6.2) Principal's Report:

Written and verbal reports were given by Tom Granbois (Elementary Principal), Morgan Norgaard (Middle School Principal) and Frank Gourneau (High School Principal).

#### 6.3) Superintendent Report:

Verbal report was presented by Dan Schmidt (Superintendent).

Highlights:

- ❖ The District is expecting to receive the new money from CARES2 by the end of February. Many of the provisions for this funding follow the same guidelines as Federal Title funding. Mainly, that means supplement not supplant. Combined, the District is expected to receive an additional allotment surpassing \$2.3 million.
- ❖ Additional relief dollars (Gov CRF2) from state government allotments could reach the district sooner. It is unclear at this time what those amounts will be.
- ❖ Poplar AAU Wrestling requested use of the facilities for practice. The season runs through April 30th .
- ❖ We have two student teachers in the district this semester and four practicum students. All six are enrolled at MSUN but have taken advantage of the partnership between MSUN and FPCC.

## 7) Action Agenda

### 7.1) Personnel Report

#### *Classified Hire*

Griffin Ricker	Substitute
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#### *Extra-Curricular Hire*

Ben Lovan	5/6 BBB
Morgan Norgaard	7/8 Track
Mariah Dimas	7/8 Track
Jake Riediger	7/8 Track
Shari Daniels	5/6 VB
Kevin Exstrom	Head Golf
Traci Sadler	Asst. Golf

Aaron Snyder	Head Tennis
Misha Norgaard	Asst. Tennis
Brent Moore	Head Track
Loren Boadle	Asst. Track
Karolyn Kohl	Asst. Track

**ACTION:**

Motion was made by Doug Marottek to approve the Personnel Report.

Seconded by Jestin Dupree

**Vote: 4-0 For**

**7.2) Operating Principles**

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 student to achieve academic and life success by personalizing the learning process.

- ❖ Each Student: Reach every student by working with each individual, one-by-one. o 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

**ACTION:**

Motion was made by LaRae Crowley to approve the Operating Principles.

Seconded by Doug Marottek

**Vote: 4-0 For**

**7.3) Superintendent's Evaluation and Contract**

The Superintendent's Evaluation is an annual process designed to provide feedback on how well the goals and objectives of the district are being met through the superintendent's performance.

**Board went into Executive Session at 5:46p.m.**

**Executive Session end at 6:20p.m.**

**ACTION:**

Motion was made by Doug Marottek to approve Superintendent Schmidt's evaluation, with contract to commence later.

Seconded by Jestin Dupree

**Vote 4 - 0 For**

**8) Items of Interest**

8.1) Work Session Dates:

February 1, 2021 at 6:30p.m. Work Session

January 18, 2021 at 9a.m.PEA Negotiations

January 25, 2021 at 7:30a.m. Special Board Meeting

**8.2) EOT Base:**

January 25, 2021 at 4p.m.

**9) Adjournment**

**Deb McGowan moved to adjourn at 6:25p.m. January 11, 2021.**

**ATTEST:**

\_\_\_\_\_  
Judy Linthicum, Board Clerk

\_\_\_\_\_  
Debra McGowan, Board Chairman

## **Special Board Meeting Monday February 1, 2021**

**Call Special Board Meeting to Order:** Chairman Debra McGowan called the emergency meeting to order at 6:35 p.m. in the administrative boardroom.

### **THOSE PRESENT:**

**Board members present;** Debra McGowan (Chairman), Doug Marottek (Vice Chair) LaRae Crowley and Jestin Dupree

**Absent:** Lane Dehner

**Excused:** Judy Linthicum Board Clerk

**Others Present:** Dan Schmidt (Superintendent)

**Recognition of Guests:** None

**Public Comment:** None

### **4.) Action Agenda**

#### **4.1) Personnel Report**

##### ***Extra-Curricular Hire***

***Scott McGowan***

***5<sup>th</sup> & 6<sup>th</sup> Grade Boys Basketball***

##### **ACTION:**

Motion was made by LaRae Crowley to approve Extra-Curricular Hire.

Seconded by Jestin Dupree

**Vote: 3-0** Debra McGowan abstained (related to Scott McGowan)

**ADJOURN:** Deb McGowan moved to adjourn at 6:36 p.m. February 1, 2021.  
2020.

**ATTEST:**

\_\_\_\_\_  
**Dan Schmidt, Superintendent**

\_\_\_\_\_  
**Debra McGowan, Board Chairman**

01/11/21  
14:55:47

POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 1/21

Page: 9 of 12  
Report ID: AP100

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
66265	22114 DISCOVERY EDUCATION	5,935.00					
	Discovery education experience						
1	cinv-01233 07/31/20 Discovery Edu Experience b	2,385.00		226 16	141-1000		681
2	cinv-01233 07/31/20 Discovery Edu Experience b	1,775.00		126 90	141-1000		681
3	cinv-01233 07/31/20 Discovery Edu Experience b	1,775.00		126 90	141-1000		681
66266	13883 SCHOOL BOARD SUPPORT SERVICES	595.00					
	Salary research services						
1	Mt1542021 10/21/20 Salary research support	595.00*		126 90	100-2300		610
66267	20746 EASTBAY	2,635.20					
	Nike team polos						
1	NikeTeamS/SPolo-4XL	299.60	38347	226 16	720-3500		610
2	NikeTeamFranchisePolo	2,290.60	38347	226 16	720-3500		610
3	Shipping	45.00	38347	226 16	720-3500		610
66268	24787 FORT PECK JOURNAL. LLC	984.00					
	Schoolwide purchases for the quarter 2020						
1	2149 12/31/20 Schoolwide advertisement	984.00		126 90	100-2300		540
66269	10069 MONTANA DAKOTA UTILITIES	288.06					
	ALC building						
1	1135031000 01/04/21 ALC building	288.06		126 90	100-2600		411
66270	25298 teleD COMMUNICATIONS SERVICES, LLC	360.00					
	Printout of DNB, TNB, incoming digit conversion tables and upgrade log files per Leif Handran, Backup and Updates						
1	433 01/07/21 Regular hour labor	360.00		110 90	100-2700		531
66271	25173 SILVERBACK LEARNING SOLUTIONS,	9,500.00					
	Annula Mileposts subscription renewal (1Year) 11/1/20-10/31/21						
1	1974 10/07/20 Annual subscription renewal	6,650.00		115 90	420-2000		300 301
2	1974 10/07/20 Annual subscription renewal	2,850.00		215 16	420-2000		300 301
66272	10111 WILL'S OFFICE WORLD	593.02					
	Schoolwide purchases for the month of December 2020						
1	10396977 12/09/20 District office supplies	76.37*		126 90	100-2300		610
2	10397419 12/18/20 District office supplies	60.48*		126 90	100-2300		610
3	10397643 12/23/20 District office supplies	19.95*		126 90	100-2300		610
4	20016161 12/14/20 Return	-55.98*		126 90	100-2300		610
5	392399 12/17/20 Return	-41.52*		126 90	100-2300		610
6	10397850 12/30/20 Print shop	133.43		126 15	100-1000		610



01/11/21  
14:55:47

POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 1/21

Page: 10 of 12  
Report ID: AP100

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
7		10397850 12/30/20 Print shop	133.43		226 16	100-1000	610	
8		10397850 12/30/20 Print shop	133.43		126 50	100-1000	610	
9		10397850 12/30/20 Print shop	133.43*		226 16	280-1000	610	
66273		12114 MONTANA ASSOCIATION OF	80.00					
		Registration for New Clerk workshop						
1		7773 01/11/21 NC workshop	80.00		126 90	100-2300	582	
		<b># of Claims 54</b>	<b>Total: 175,675.28</b>					
			175,675.28					

01/11/21  
14:55:48

POPLAR SCHOOLS  
Fund Summary for Claims  
For the Accounting Period: 1/21

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Report ID: AP110

Fund/Account	Amount
110 Elementary Transportation Fund 101	\$4,595.80
115 Elementary Miscellaneous Programs Fund 101	\$21,048.65
126 Elementary Impact Aid Fund 101	\$68,513.47
210 High School Transportation Fund 101	\$424.90
212 High School Food Service Fund 101	\$49,354.13
215 High School Miscellaneous Programs Fund 101	\$4,275.55
226 High School Impact Aid Fund 101	\$27,462.78
<b>Total:</b>	<b>\$175,675.28</b>

LESS 4 = 10,149.20  
PREVIOUSLY  
APPROVED  
CLAIMS 165,526.08

01/11/21  
14:55:48

POPLAR SCHOOLS  
Claim Approval Signature Page  
For the Accounting Period: 1 / 21

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

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj	
66294	12015 ECOLAB PEST ELIMINATION DIVISION	406.09					
	Pest control for the month of January 2021						
1	3774236 01/23/21 Pest control	406.09		126 90	100-2600	440	
66295	25305 BAD DOG PRINTING	110.00					
	KParker-tshirts for divisional tourney						
1	01/18/21 TShirts for divisional tourney	110.00*		226 16	720-3500	610	
66296	22157 TEACHER DIRECT	161.06					
	CGranbois purchases for the year 2019-2020-PO closed						
1	2019/24602 07/29/19 CGranbois purchase	161.06		126 15	100-1000	610	
66297	20746 EASTBAY	3,500.00					
	CWeeks purchase of High School jerseys						
1	(L)Jrdn Tm Rio Dgtl Jrsy	357.00*	38319	226 16	720-3504	610	
2	(M)Jrdn Tm Rio Dgtl Jrsy	119.00*	38319	226 16	720-3504	610	
3	(XL)Jrdon Tm Rio Dgtl Jr	297.50*	38319	226 16	720-3504	610	
4	(XXL) Jrdn Tm Rio Dgtl Jr	119.00*	38319	226 16	720-3504	610	
5	(L) Jrdn Tm Rio Dgtl Shrt	336.00*	38319	226 16	720-3504	610	
6	(M)Jrdn Tm Rio Dgtl Sht	112.00*	38319	226 16	720-3504	610	
7	(XL)Jrdn Tm Rio Dgtl Shrt	280.00*	38319	226 16	720-3504	610	
8	(XXL)Jrdn Tm Rio Dgtl Shr	112.00*	38319	226 16	720-3504	610	
9	(L)Jrdn Tm Rio Dgtl Jrs	357.00*	38319	226 16	720-3504	610	
10	(M)Jrdn Tm Rio Dgtl Jrs	119.00*	38319	226 16	720-3504	610	
11	(XL)Jrdn Tm Rio Dgtl Jrs	297.50*	38319	226 16	720-3504	610	
12	(XXL)Jrdn Tm Rio Dgtl Jrs	119.00*	38319	226 16	720-3504	610	
13	(L)Jrdn Tm Rio Dgtl Sht	336.00*	38319	226 16	720-3504	610	
14	(M)Jrdn Tm Rio Dgtl Sht	112.00*	38319	226 16	720-3504	610	
15	(XL)Jrdn Tm Rio Dgtl Sht	280.00*	38319	226 16	720-3504	610	
16	(XXL)Jrdn Tm Rio Dgtl Sht	112.00*	38319	226 16	720-3504	610	
17	Shipping	35.00*	38319	226 16	720-3504	610	
66298	24618 HARRIS SCHOOL SOLUTIONS	3,710.00					
	McREL Power walkthrough						
1	HRS-4668 01/20/21 Power walkthrough	2,597.00		115 90	420-2000	300 301	
2	HRS-4668 01/20/21 Power walkthrough	1,113.00		215 16	420-2000	300 301	

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount					Acct/Source/	Obj Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
66299	10583 ECKROTH MUSIC--BILLINGS	497.52						
	JBrooks purchases for the month of January 2021							
1	Flute pad saver	31.50	38361	226 16	100-1000		610	
2	Hodge clarinet siilk swab	47.60	38361	226 16	100-1000		610	
3	HW clarinet pad saver	22.40	38361	226 16	100-1000		610	
4	EMC cork grease	16.10	38361	226 16	100-1000		610	
5	SuperSilkMPcleaner&refres	9.10	38361	226 16	100-1000		610	
6	PadSaverAltoSax	17.50	38361	226 16	100-1000		610	
7	HodgeAltoSaxSilkScub	40.95	38361	226 16	100-1000		610	
8	SupSlicktrumpetCleaningSn	9.74	38361	226 16	100-1000		610	
9	TrophyBrassMouthPieceBrus	3.16	38361	226 16	100-1000		610	
10	SupSlickValveCasingBrush	3.50	38361	226 16	100-1000		610	
11	KIMTrumpetStandLegs	21.69	38361	226 16	100-1000		610	
12	Dunlop Peg Winder	4.90	38361	226 16	100-1000		610	
13	Trophy Cymbal pad	39.90	38361	226 16	100-1000		610	
14	EastonGrip type	6.99	38361	226 16	100-1000		610	
15	BossDrBeatDigitalMetronon	187.49	38361	226 16	100-1000		610	
16	3962511 01/18/21 Sax pad saver	35.00		226 16	100-1000		610	
66300	10069 MONTANA DAKOTA UTILITIES	22,577.11						
	Schoolwide services for the month of January 2021							
1	01/19/21 ELECTRICITY/MAINT SHOP	262.05		126 90	100-2600		412	
2	01/19/21 WHITE HOUSE ELECTRICITY	23.94		126 90	100-2600		412	
3	01/19/21 WHITE HOUSE GAS	103.61		110 90	100-2700		411	
4	01/19/21 WHITE HOUSE ELECTRICITY	23.94		110 90	100-2700		412	
5	01/19/21 WHITE HOUSE ELECTRICITY	23.94		210 16	100-2700		412	
6	01/19/21 BUS GARAGE GAS	138.79		110 90	100-2700		411	
7	01/19/21 BUS GARAGE GAS	138.79		210 16	100-2700		411	
8	01/19/21 BUS GARAGE ELECTRICITY	215.61		110 90	100-2700		412	
9	01/19/21 BUS GARAGE ELECTRICITY	215.61		210 16	100-2700		412	
10	01/19/21 FOOTBALL FIELD LIGHTS	24.08		226 16	100-2600		412	
11	01/19/21 RED HOUSE	176.57*		115	100-2620		410 31	
12	01/19/21 MIDDLE/GRADE OUTSIDE LITES	454.99		126 90	100-2600		412	
13	01/19/21 MIDDLE/GRAD SCHOOL GAS	4,450.69		126 90	100-2600		411	
14	01/19/21 MIDDLE/GRADE SCH ELECTRICITY	6,653.98		126 90	100-2600		412	
15	01/19/21 MS ALC GAS	143.29		126 90	100-2600		411	
16	01/19/21 MS ALC ELECTRICITY	36.68		126 90	100-2600		412	
17	01/19/21 HIGH SCHOOL ELECTRICITY	3,863.37		226 16	100-2600		412	
18	01/19/21 HIGH SCHOOL GAS	1,568.89		226 16	100-2600		411	
19	01/19/21 MIDDLE SCHOOL GAS	1,568.89		126 90	100-2600		411	
20	01/19/21 HIGH SCHOOL ALC	153.38		226 16	100-2600		412	
21	01/19/21 ADMN BLDG ELECTRICITY	136.41		126 90	100-2600		412	

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount					Acct/Source/	Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func			
22	01/19/21 ADMN BLDG GAS	170.52		126	90	100-2600	411		
23	01/19/21 SUPT HOUSE ELECTRICITY	254.29*		115		100-2620	410	31	
24	01/19/21 ELECTRICITY TOWNHOUSE	1,774.80*		115		100-2620	410	31	
66301	10748 CITY OF POPLAR	5,998.33							
	Schoolwide charges for the month of January 2021								
1	01/19/21 WATER-SEWER/MAINT SHOP	61.47		126	90	100-2600	421		
2	01/19/21 WATER-SEWER/BUS BARN	174.06		210	16	100-2700	421		
3	01/19/21 WATER-SEWER/BUS BARN	126.29		110	90	100-2700	421		
4	01/19/21 WATER-SEWER/HS METALS	1,979.26		226	16	100-2600	421		
6	01/19/21 WATER-SEWER/RED HOUSE	97.49*		115		100-2620	410	31	
7	01/19/21 WATER-SEWER/HIGH SCH	61.12		226	16	100-2600	421		
8	01/19/21 WATER-SEWER/MIDDLE SCH	823.22		126	90	100-2600	421		
9	01/19/21 WATER-SEWER/ELEMENTARY	1,752.29		126	90	100-2600	421		
10	01/19/21 WATER-SEWER/ALC BLDG	0.00		126	90	100-2600	421		
12	01/19/21 WATER-SEWER/ADMN BLDG	100.39		126	90	100-2600	421		
13	01/19/21 WATER-SEWER/HS SPRNKLNG	0.00		226	16	100-2600	421		
14	01/19/21 WATER-SEWER/SUPT HOUSE	98.76*		115		100-2620	410	31	
15	01/19/21 WATER-SEWER/TOWNHOUSES	629.93*		115		100-2620	410	31	
16	01/19/21 GARBAGE/TCHR VILLAGE	94.05*		115		100-2620	410	31	
66302	25085 LEAF	2,389.46							
	Pine Cove Sophos pkg-								
1	2-36 02/01/21 Pine Cove Sophos pkg	1,672.62		126	90	141-1000	355		
2	2-36 02/01/21 Pine Cove Sophos pkg	716.84		226	16	141-1000	355		
66303	10162 AGLAND CO-OP	3,923.47							
	Schoolwide supplies for the month of January 2021								
7	01/29/21 TRACTOR,MOWER,TRUCK	292.80		126	90	100-2600	624		
8	01/29/21 PROPANE TANKS/TCH VILLAGE	1,823.26*		115		100-2620	410	31	
9	01/29/21 PICKUPS	264.83		126	90	100-2600	624		
10	01/29/21 Crusiers	105.54		226	16	710-2710	624		
11	01/29/21 Crusiers	105.54*		126	50	710-2700	624		
13	01/29/21 Crusiers	105.54*		126	14	710-2700	624		
14	01/29/21 Route	1,225.96		110	90	100-2700	624		
66304	12492 SYSCO MONTANA INC.	26,646.98							
	Schoolwide purchases for the month of January 2021								
1	343065768 01/08/21 Schoolwide purchases	1,561.20		212	90	910-3100	570		
2	343070151 01/12/21 Schoolwide purchases	5,869.53		212	90	910-3100	570		
3	343074258 01/15/21 Schoolwide purchase	5,738.23		212	90	910-3100	570		
4	343078282 01/19/21 Schoolwide purchases	1,161.47		212	90	910-3100	570		
5	343082448 01/22/21 Schoolwide purchases	2,164.40		212	90	910-3100	570		

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line	Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj	Proj
6	343086830 01/26/21 Schoolwide purchases		4,294.71		212	90	910-3100	570	
7	343091416 01/29/21 Middle School purchases		28.05		126	50	100-1000	610	
8	343091417 01/29/21 Schoolwide purchases		3,705.24		212	90	910-3100	570	
9	243897375 01/29/21 Maintenance purchase		1,500.00		126	90	100-2600	615	
10	343091415 01/29/21 Maintenance purchase		624.15		226	16	100-2600	615	
66305	14345 J & M DISTRIBUTING		7,577.20						
	Schoolwide purchases for the month of January 2021								
1	44782 01/04/21 Dairy products		672.00		212	90	910-3100	570	
2	44785 01/05/21 Dairy products		363.60		212	90	910-3100	570	
3	44797 01/08/21 Dairy products		633.60		212	90	910-3100	570	
4	48253 01/12/21 Dairy products		1,440.00		212	90	910-3100	570	
5	48281 01/15/21 Dairy products		768.00		212	90	910-3100	570	
6	48295 01/19/21 Dairy products		1,344.00		212	90	910-3100	570	
7	50795 01/22/21 Dairy products		288.00		212	90	910-3100	570	
8	50819 01/26/21 Dairy products		916.00		212	90	910-3100	570	
9	50844 01/29/21 Dairy products		1,152.00		212	90	910-3100	570	
66307	25269 8X8, Inc.		21,566.48						
	Phone service schoolwide for the month of November 2020								
1	Disconnect fee		15,096.54*	38369	126	90	100-2600	531	
2	Disconnect fee		6,469.94	38369	226	16	100-2600	531	
66308	25093 INFINITE CAMPUS, INC		399.00						
	Registration for district access to training content for the Data days & master scheduling event which occurs from March 2-4, 2021								
1	Data days&Mast Schel		399.00	38366	126	90	141-1000	681	
66309	10044 DACOTAH PAPER CO.		4,777.17						
	MPlante purchases for the month of January 2021								
1	66948 01/11/21 Cafeteria purchases		3,909.66		212	90	910-3100	610	
2	73982 01/25/21 Cafeteria purchases		613.61		212	90	910-3100	610	
3	73589 01/25/21 Cafeteria purchases		253.90		212	90	910-3100	610	
66310	13395 U.S. FOOD SERVICE, INC.		10,823.85						
	Schoolwide purchases for the month of January 2021								
1	5527981 01/06/21 Schoolwide purchases		2,686.30		212	90	910-3100	570	
2	5644510 01/14/21 Schoolwide purchases		3,032.02		212	90	910-3100	570	
3	5761072 01/21/21 Schoolwide purchases		2,743.21		212	90	910-3100	570	
4	5761073 01/21/21 High School Athletics		281.12		226	16	720-3500	582	
5	5876654 01/23/21 Schoolwide purchases		2,081.20		212	90	910-3100	570	

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount					Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj			
66311	23606 ELIZABETH A. SHIPSTEAD	4,421.89								
Occupational therapist time sheet for the month of January 2021										
1	36 01/27/21 Time sheet-Jan 2021	3,537.51		126 90	280-2160	320				
2	36 01/27/21 Time sheet-Jan 2021	884.38*		226 16	280-2160	320				
66312	25142 REAL OT SOLUTIONS, INC	462.44								
JMuhs purchases for the month of January 2021										
1	Student Workbooks	418.50	38367	126 90	280-1000	610				
2	8664 01/28/21 Shipping	43.94		126 90	280-1000	610				
66313	10087 MAIN STREET GROCERY	799.24								
Schoolwide purchases for the month of December 2020										
1	1000240916 12/01/20 MS FCS class LMcCabe	34.35		126 50	100-1000	610				
2	1000330937 12/02/20 MS FCS class LMcCabe	9.06		126 50	100-1000	610				
3	1000571114 12/04/20 HS FCCLA,FCS & NHS	450.34		226 16	100-1000	610				
4	1000060742 12/07/20 MS FCS class LMcCabe	16.45		126 50	100-1000	610				
5	1000130904 12/10/20 MS FCS class LMcCabe	16.14		126 50	100-1000	610				
6	1000050720 12/14/20 MS FCS class LMcCabe	10.35		126 50	100-1000	610				
7	1000721202 12/18/20 MS FCS class LMcCabe	57.38		126 50	100-1000	610				
8	2000771612 12/18/20 MS FCS class LMcCabe	15.61		126 50	100-1000	610				
9	1000250920 12/21/20 Elementary Staff Xmas part	171.71		126 15	100-1000	610				
10	11/30/20 Last month bill short	17.85*		126 90	100-2300	610				
66314	25303 CDI DALLAS LLC	24,300.00								
100 Chrome books										
1	268628 01/21/21 100 Chromebooks	24,300.00		115 90	494-1000	610	311			
66315	10859 BUCKHORN CAFE	1,531.25								
Schoolwide purchases										
1	99250 11/05/20 Elementary	147.00		126 15	100-1000	610				
2	99813 11/05/20 Middle School	500.00		126 50	100-1000	610				
3	528 11/11/20 Kitchen	63.00		212 90	910-3100	570				
4	82435 11/20/20 Middle School	48.00*		126 14	100-1000	610				
5	23328 12/04/20 7th&8th grade GBB	103.50		126 90	720-3500	582				
6	25536 01/20/21 Athletics	189.75		226 16	720-3505	582				
7	26840 01/05/21 Athletics	294.00		226 16	720-3503	582				
8	24888 01/09/21 Athletics	81.00		226 16	720-3505	582				
9	25430 01/16/21 Athletics	105.00		226 16	720-3505	582				



\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount					Acct/Source/		
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj	
66316	10079 SCHOOL SPECIALTY	572.95							
	MNorgaard lesson planners								
1	Lesson plan books	572.95	38272	126	50	100-1000	610		
66317	23706 PINE COVE CONSULTING	105.00							
	External hard drive								
1	11000C 10/31/20 External hard drive	105.00		126	90	141-1000	455		
66318	24785 AUTO VALUE SIDNEY	273.84							
	GNorgaard purchases for the month of January 2021								
1	440060907 01/12/21 Transportation supplies	260.86		110	90	100-2700	440		
2	440061108 01/18/21 Transportation supplies	12.98		110	90	100-2700	440		
66319	14523 KOHLER COMMUNICATIONS	64.55							
	GNorgaard purchases for the month of January 2021								
1	29063 01/06/21 Transportation supplies	64.55		110	90	100-2700	440		
66320	13259 DALE PLUMBING AND HEATING	330.55							
	MGorder purchases for the month of January 2021								
1	83716 12/17/20 No crimp caps	330.55		115		100-2620	440	31	
66321	22592 DECKER EQUIPMENT	644.74							
	MGorder purchases for the month of January 2021								
1	372500A 01/27/21 Cafeteria table	644.74		126	90	100-2600	615		
66322	20366 QUAD K SUPPLY	1,522.99							
	MGorder purchases for the month of January 2021								
1	59660 02/01/21 Cleaners	1,522.99		126	90	100-2600	615		
66323	10032 BRUCO, INC.	342.32							
	MGorder purchases for the month of January 2021								
1	398171 01/28/21 Vac bags	342.32		226	16	100-2600	615		
66324	25298 teleD COMMUNICATIONS SERVICES, LLC	360.00							
	Regular hours labor-voice mail system down due to hard drive overrun								
1	436 02/02/21 Regular hour labor-voice mail	360.00*		110	90	100-2700	531		

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj
66325	14492 PRAXAIR DISTRIBUTION, INC.	1,875.24				
	PHS Metal shop					
1	61605767 01/31/21 Cylinder rental	1,809.18		226 16	390-1000	610
2	99309547 09/30/20 Cylinder rental	66.06		226 16	390-1000	610
66326	24921 LORRI COULTER, MS, PS, BCBA	2,092.50				
	School psychologist for the month of January 2021					
1	POP21-01 01/29/21 Services	1,464.75		126 90	280-2140	320
2	POP21-01 01/29/21 Services	627.75		226 16	280-2140	320
66327	23706 PINE COVE CONSULTING	79.99				
	Standard SSL renewal 1 year					
1	1061C 08/17/20 Renewal 1 year	55.99		126 90	141-1000	681
2	1061C 08/17/20 Renewal 1 year	24.00		226 16	141-1000	681
66328	23706 PINE COVE CONSULTING	7,390.50				
	JDaniels-HPE Server,storage container, license, solid state drive, 3yr technical support, software support, hard drive, enablement kit, battery and shipping					
1	1129C 12/28/21 HPE enabled	7,390.50		126 90	141-1000	730
66329	101685 T.E.S.T.	567.00				
	SMART replacement lamp for US65					
1	10272 01/31/21 SMART replacement lamp	567.00*		126 90	141-1000	610
66330	25306 AGLAND CO-OP HARDWARE RANCH	259.47				
	MGorder purchases for the month of January 2021					
1	870692 01/18/21 Maintenance supplies	24.27		126 90	100-2600	615
2	871169 01/20/21 Maintenance supplies	209.22		126 90	100-2600	615
3	871172 01/20/21 Maintenance supplies	25.98		126 90	100-2600	615
66331	10111 WILL'S OFFICE WORLD	3,290.89				
	Schoolwide purchases for the month of January 2021					
1	10398525 01/15/21 Middle School purchases	170.00		126 50	100-1000	610
2	10398498 01/15/21 Middle School toner	1,149.00		126 50	100-1000	610
3	10398752 01/22/21 Middle School library	498.00		126 50	100-1000	610
4	10398827 01/25/21 MGorder maintenance	353.99		126 90	100-2600	615
5	392399 02/17/21 Return	0.00*		126 90	100-2300	610
6	10398923 01/27/21 Print shop	170.34		126 15	100-1000	610
7	10398923 01/27/21 Print shop	170.34		226 16	100-1000	610
8	10398923 01/27/21 Print shop	170.35		126 50	100-1000	610
9	10398923 01/27/21 Print shop	170.35*		226 16	280-1000	610
10	10398897 01/27/21 Middle School lock 2 keys	39.52		126 50	100-1000	610

02/04/21  
11:02:59

POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 2/21

Page: 8 of 11  
Report ID: AP100

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount							
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj		
11	10398443 01/13/21 HS office chair	399.00		215 16	420-1000	610	421		
	<b># of Claims</b> 37	<b>Total:</b> 166,351.07							
		166,351.07							

02/04/21  
11:03:00

POPLAR SCHOOLS  
Claim from Another Period Cancelled in  
For the Accounting Period: 2/21

Page: 9 of 11  
Report ID: AP100

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount							
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj		
	*** Cancelled in 2/21 ****								
	*** Claim from another period ( 1/21) ****								
66248	22592 DECKER EQUIPMENT	381.13							
	MGorder purchases for the month of December 2020								
1	367959A 11/19/20 Maintenance supplies	381.13		126 90	100-2600	615			
	<b># of Claims</b>	<b>1</b>							
	<b>Total:</b>	<b>381.13</b>							
		381.13							

02/04/21  
11:03:02

POPLAR SCHOOLS  
Fund Summary for Claims  
For the Accounting Period: 2/21

Page: 10 of 11  
Report ID: AP110

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Fund/Account	Amount
110 Elementary Transportation Fund	
101	\$2,532.59
115 Elementary Miscellaneous Programs Fund	
101	\$32,176.70
126 Elementary Impact Aid Fund	
101	\$56,571.69
210 High School Transportation Fund	
101	\$552.40
212 High School Food Service Fund	
101	\$47,454.88
215 High School Miscellaneous Programs Fund	
101	\$1,512.00
226 High School Impact Aid Fund	
101	\$25,169.68
<b>Total:</b>	<b>\$165,969.94</b>

02/04/21  
11:03:02

POPLAR SCHOOLS  
Claim Approval Signature Page  
For the Accounting Period: 2 / 21

Page: 11 of 11  
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:

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I hereby certify that the above is correct

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Business Manager/Clerk

POPLAR SCHOOLS  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 1 / 21

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai l ab le Appropriation	% Committed
101 Elementary General Fund	339,467.57	1,806,791.61	4,452,740.40	4,452,740.40	2,645,948.79	41 %
110 Elementary Transportation Fund	31,814.76	214,865.92	460,618.73	460,618.73	245,752.81	47 %
111 Elementary Bus Depreciation Fund	0.00	96,695.00	1,076,402.98	1,076,402.98	979,707.98	9 %
113 Elementary Tuition Fund	0.00	0.00	626.21	626.21	626.21	0 %
114 Elementary Retirement Fund	83,268.34	470,024.58	1,250,000.00	1,250,000.00	779,975.42	38 %
115 Elementary Miscellaneous Programs Fund	163,550.19	1,106,690.35	2,598,504.38	3,195,709.93	2,089,019.58	35 %
126 Elementary Impact Aid Fund	309,193.39	2,763,939.07	5,914,075.29	5,914,075.29	3,150,136.22	47 %
128 Elementary Technology Fund	0.00	0.00	28,493.09	28,493.09	28,493.09	0 %
129 Elementary Flex Fund	0.00	13,500.00	271,086.03	271,086.03	257,586.03	5 %
160 Elementary Building Fund	0.00	0.00	125,798.20	125,798.20	125,798.20	0 %
161 Elementary Building Reserve Fund	0.00	0.00	268,453.16	268,453.16	268,453.16	0 %
201 High School General Fund	144,434.54	805,560.32	1,954,992.15	1,954,992.15	1,149,431.83	41 %
210 High School Transportation Fund	7,320.74	53,945.24	192,000.00	192,000.00	138,054.76	28 %
211 High School Bus Depreciation Fund	0.00	0.00	477,054.23	477,054.23	477,054.23	0 %
212 High School Food Service Fund	57,270.69	149,495.40	767,877.00	767,877.00	618,381.60	19 %
213 High School Tuition Fund	0.00	0.00	49,231.88	49,231.88	49,231.88	0 %
214 High School Retirement Fund	27,164.93	165,099.59	440,000.00	440,000.00	274,900.41	38 %
215 High School Miscellaneous Programs Fund	31,528.28	227,431.51	381,109.39	427,270.39	199,838.88	53 %
218 High School Traffic Education Fund	0.00	0.00	9,548.90	9,548.90	9,548.90	0 %
226 High School Impact Aid Fund	73,664.84	795,347.43	2,145,175.00	2,145,175.00	1,349,827.57	37 %
228 High School Technology Fund	0.00	0.00	17,505.86	17,505.86	17,505.86	0 %
229 High School Flex Fund	0.00	0.00	211,557.49	211,557.49	211,557.49	0 %
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	104,194.00	104,194.00	104,194.00	0 %
Grand Total :	1,268,678.27	8,669,386.02	23,197,590.40	23,840,956.95	15,171,570.93	36 %

January 26,2021

Betty Romo, County Treasurer

400 2nd Avenue South

Wolf Point, Mt 59201

Please invest with **STIP** **\$11,398,050** as follows:

<b>ELEMENTARY</b>	<b>FUND</b>	<b>PREVIOUS MONTH</b>	<b>DIFFERENCE</b>	<b>CURRENT MONTH</b>
<b>101</b>	GENERAL	\$475,000	-\$53,000	\$422,000
<b>110</b>	TRANSPORTATION	\$155,000	-\$32,000	\$123,000
<b>111</b>	BUS DEPRECIATION	\$944,000	\$6,000	\$950,000
<b>113</b>	TUITION	\$0	\$0	\$0
<b>114</b>	RETIREMENT	\$255,000	\$186,000	\$441,000
<b>115</b>	MISC FUNDS	\$0	\$0	\$0
<b>121</b>	SICK LEAVE	\$80,000	\$0	\$80,000
<b>126</b>	IMPACT AID	\$1,850,000	\$3,530,100	\$5,380,100
<b>128</b>	TECHNOLOGY	\$25,000	\$3,000	\$28,000
<b>129</b>	FLEX FUND	\$265,000	\$10,000	\$275,000
<b>160</b>	BUILDING	\$122,000	\$23,000	\$145,000
<b>ELEMENTARY TOTALS</b>		<b>\$4,171,000</b>	<b>\$3,673,100</b>	<b>\$7,844,100</b>
<b>HIGH SCHOOL</b>				
<b>201</b>	GENERAL	\$235,523	-\$14,198	\$221,325
<b>210</b>	TRANSPORTATION	\$119,000	-\$4,000	\$115,000
<b>211</b>	BUS DEPRECIATION	\$455,000	\$0	\$455,000
<b>212</b>	HOT LUNCH	\$175,000	\$50,000	\$225,000
<b>213</b>	TUITION	\$0	\$0	\$0
<b>214</b>	RETIREMENT	\$135,000	\$25,000	\$160,000
<b>215</b>	MISC FUNDS	\$0	\$0	\$0
<b>218</b>	TRAFFIC EDUCATION	\$9,400	\$0	\$9,400
<b>221</b>	SICK LEAVE	\$16,000	\$0	\$16,000
<b>226</b>	IMPACT AID	\$830,000	\$1,287,225	\$2,117,225
<b>228</b>	TECHNOLOGY	\$15,000	\$0	\$15,000
<b>229</b>	FLEX FUND	\$220,000	\$0	\$220,000
<b>260</b>	BUILDING	\$0	\$0	\$0
<b>261</b>	Building Reserve	\$0	\$0	\$0
<b>HIGH SCHOOL TOTALS</b>		<b>\$2,209,923</b>	<b>\$1,344,027</b>	<b>\$3,553,950</b>
<b>TOTAL INVESTMENTS</b>		<b>\$6,380,923</b>	<b>\$5,017,127</b>	<b>\$11,398,050</b>

Sincerely,

*Judy Linticum*

Business Manager



02/02/21  
12:25:34

POPLAR SCHOOLS  
Statement of Activity by Account Number for 01/01/21 to 01/31/21

Page: 1 of 4  
Report ID: S100

Account	Opening Balance	Disbursed (-)	Receipts in Transit (+)	Deposits (+)	Transfers (+)	Invest (+)	Misc. Earnings (+)	Misc. Charges (-)	Closing Balance
1 HIGH SCHOOL STUDENT COUNCIL	7347.82	0.00	0.00	927.98	0.00		0.00	0.00	8275.80
2 VICA	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
4 DRAMA	1728.64	0.00	0.00	0.00	0.00		0.00	0.00	1728.64
5 INDUSTRIAL ARTS	1746.37	0.00	0.00	0.00	0.00		0.00	0.00	1746.37
6 ATHLETICS	20815.13	2995.78	0.00	6594.00	631.92		0.00	0.00	25045.27
7 ANNUAL	180.64	0.00	0.00	0.00	0.00		0.00	0.00	180.64
8 7-8 MS STUDENT COUNCIL	1164.07	818.58	0.00	0.00	0.00		0.00	0.00	345.49
10 MUSIC	5182.46	0.00	0.00	0.00	0.00		0.00	0.00	5182.46
11 FCCLA	5171.67	0.00	0.00	0.00	0.00		0.00	0.00	5171.67
12 NATIONAL HONOR SOCIETY	1427.34	718.79	0.00	0.00	0.00		0.00	0.00	708.55
13 PEP CLUB	2583.53	1219.41	0.00	830.00	0.00		0.00	0.00	2194.12
15 INDIAN CLUB	1364.74	0.00	0.00	0.00	0.00		0.00	0.00	1364.74
16 OFFICE	51.20	0.00	0.00	0.00	0.00		0.00	0.00	51.20
17 DISTRICT MUSIC	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
20 ELEMENTARY BOOK FAIR	20.14	0.00	0.00	0.00	0.00		0.00	0.00	20.14
21 VENDING ACCOUNT	6208.51	0.00	0.00	0.00	0.00		0.00	0.00	6208.51
22 BPA	3176.83	0.00	0.00	0.00	0.00		0.00	0.00	3176.83
23 INTEREST	44.13	0.00	0.00	0.00	0.00		0.00	0.00	44.13
25 SPANISH CLUB	19.31	0.00	0.00	0.00	0.00		0.00	0.00	19.31
27 MS BOOK FAIR	277.06	0.00	0.00	0.00	0.00		0.00	0.00	277.06
28 MS YEARBOOK	661.20	0.00	0.00	0.00	0.00		0.00	0.00	661.20
29 MS BFS	66.23	0.00	0.00	0.00	0.00		0.00	0.00	66.23
36 PHS TRADING POST	321.03	0.00	0.00	0.00	0.00		0.00	0.00	321.03
38 MS ART	1601.77	0.00	0.00	0.00	0.00		0.00	0.00	1601.77
39 MCA MT CAREER ASSOC (JMG)	1180.71	0.00	0.00	0.00	0.00		0.00	0.00	1180.71
46 NATIVE HOPE	15.86	0.00	0.00	0.00	0.00		0.00	0.00	15.86
48 HISTORY CLUB	15231.69	0.00	0.00	0.00	0.00		0.00	0.00	15231.69
50 CLASS OF 2019	969.72	0.00	0.00	0.00	0.00		0.00	0.00	969.72
51 CLASS OF 2020	1879.88	0.00	0.00	0.00	0.00		0.00	0.00	1879.88
52 DAKOTA LANGUAGE	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
53 CLASS OF 2021	4315.08	1640.97	0.00	0.00	0.00		0.00	0.00	2674.11
54 CLASS OF 2022	1365.60	6261.44	0.00	9344.00	-631.92		0.00	0.00	3816.24
55 CLASS OF 2023	693.58	164.85	0.00	0.00	0.00		0.00	0.00	528.73
56 CLASS OF 2024	500.00	0.00	0.00	0.00	0.00		0.00	0.00	500.00
60 MS INDIAN CLUB	4740.90	190.14	0.00	0.00	0.00		0.00	0.00	4550.76
61 FUTURE FARMERS OF AMERICAN	370.68	344.20	0.00	402.00	0.00		0.00	0.00	428.48
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
<b>Total for Student Accounts</b>	<b>92423.52</b>	<b>14354.16</b>		<b>18097.98</b>					<b>96167.34</b>

Board Chairman, Debra McGowan

Clerk, Judy Linthicum

## **Agenda Number 6 Informational Items- Reports**

POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: 08 February 2021

### **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.

To: Poplar School Board of Trustees and Mr. Dan Schmidt- Superintendent

From: Coy Weeks- Athletic Director

Re: February Report

### **Coaching Rehires**

- William Bemer- Head Varsity Volleyball
- Evan Cummins- Head Varsity Cross Country
- Joe Hammar- Head Varsity Football

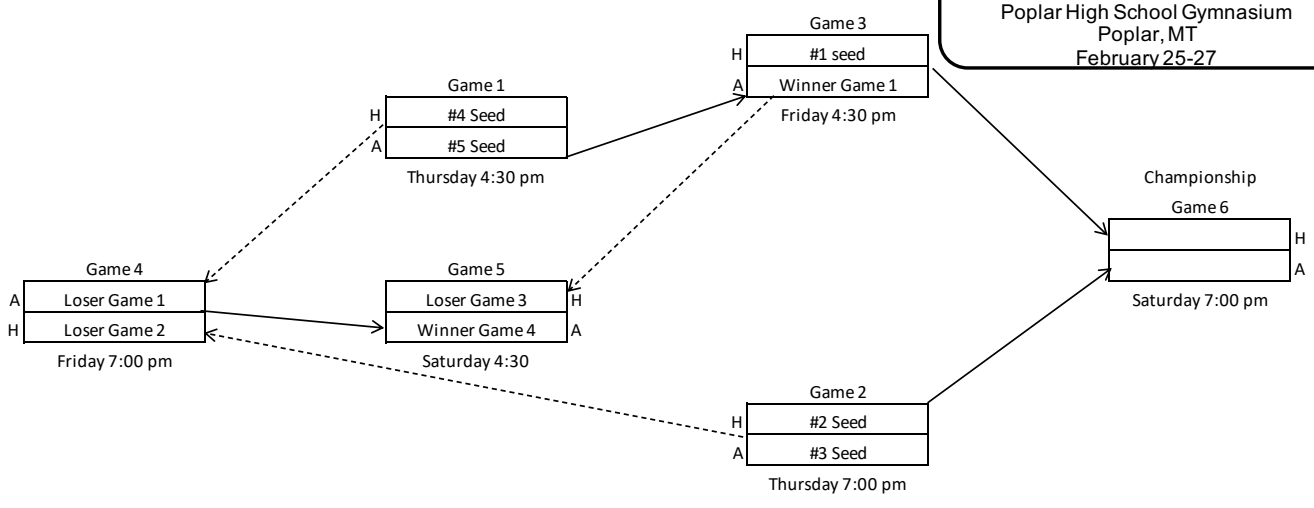
### **High School**

- Speech, drama, & debate season ended with 3 participants qualifying for the state meet.
- Girl's State wrestling will be held on Feb. 19-20 in Billings at Lockwood High School.
- MHSA approved proposals to have the Class B/C state boy's wrestling tournament in Shelby on March 5-6.
- 8th grade participation- thoughts/discussion on using 8<sup>th</sup> grade athletes to participate if participation numbers are low in sports that the MHSA allows 8<sup>th</sup> graders to help fill high school sports' rosters.
- District 2B Girls basketball tourney is set to be in Poplar on February 25-27 and boys will be in Wolf Point on the same dates pending approval from County Health Department.  
(See attached bracket)

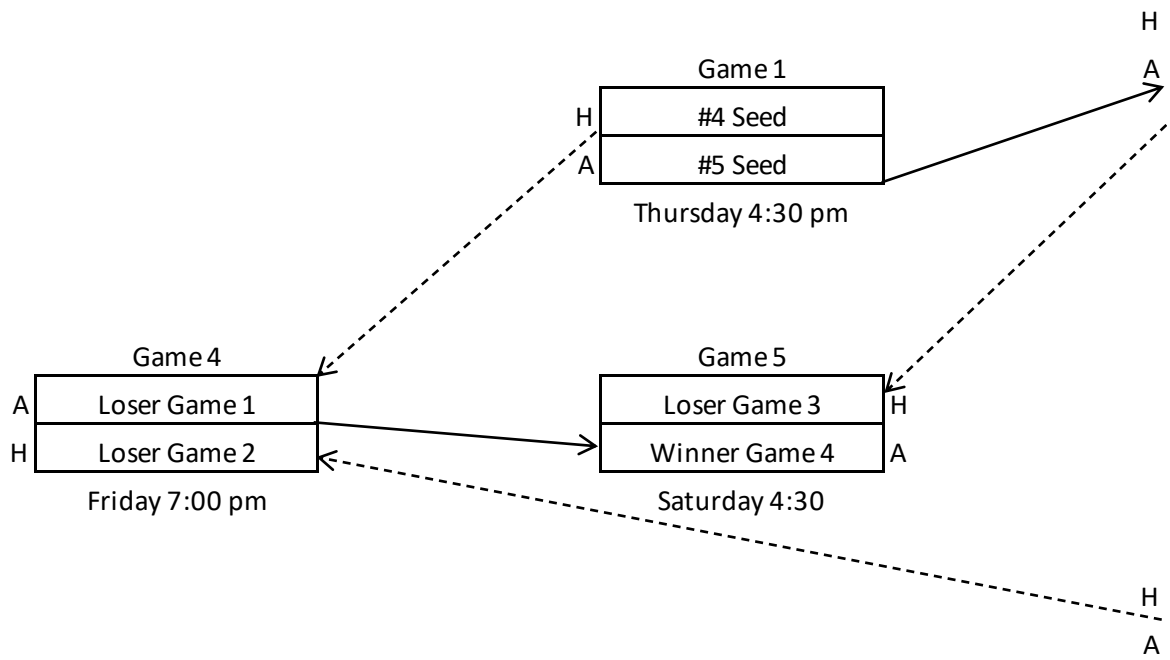
### **Middle School**

- 7<sup>th</sup>/8<sup>th</sup>- Boys basketball season will end on February 13 with a home game against Glasgow.
- 5<sup>th</sup>/6<sup>th</sup>- Girls and Boys basketball season started at the beginning of the month.
  - 5<sup>th</sup>/6<sup>th</sup> girls participating- 13 students
  - 5<sup>th</sup>/6<sup>th</sup> boys participating- 20 students
- Discussion/thoughts on starting a 7<sup>th</sup>/8<sup>th</sup> grade golf program in spring?

Montana High School Association  
 2021 DISTRICT 2B  
 GIRLS DISTRICT TOURNAMENT  
 Poplar High School Gymnasium  
 Poplar, MT  
 February 25-27

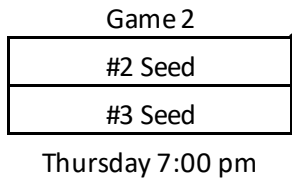
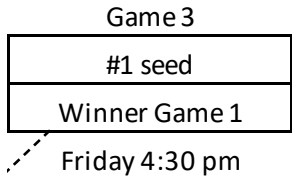


(Winner of game 5 3rd Place)

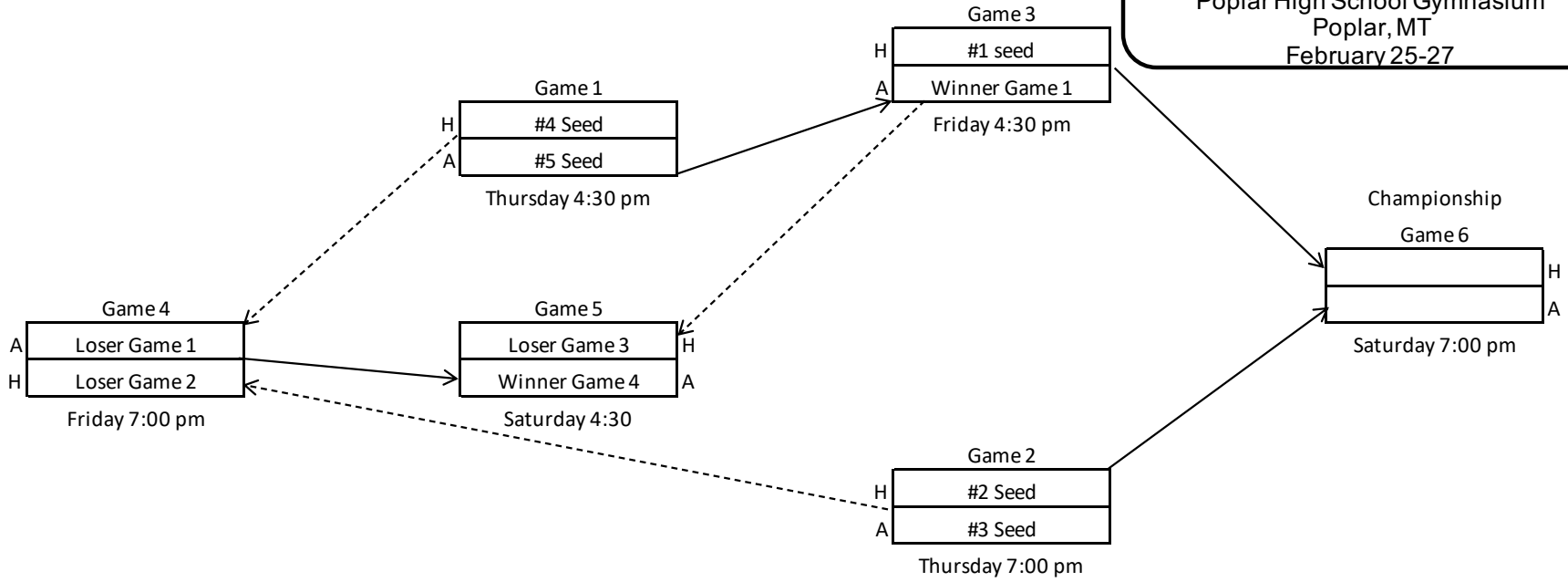


(Winner of game 5 3rd Place)

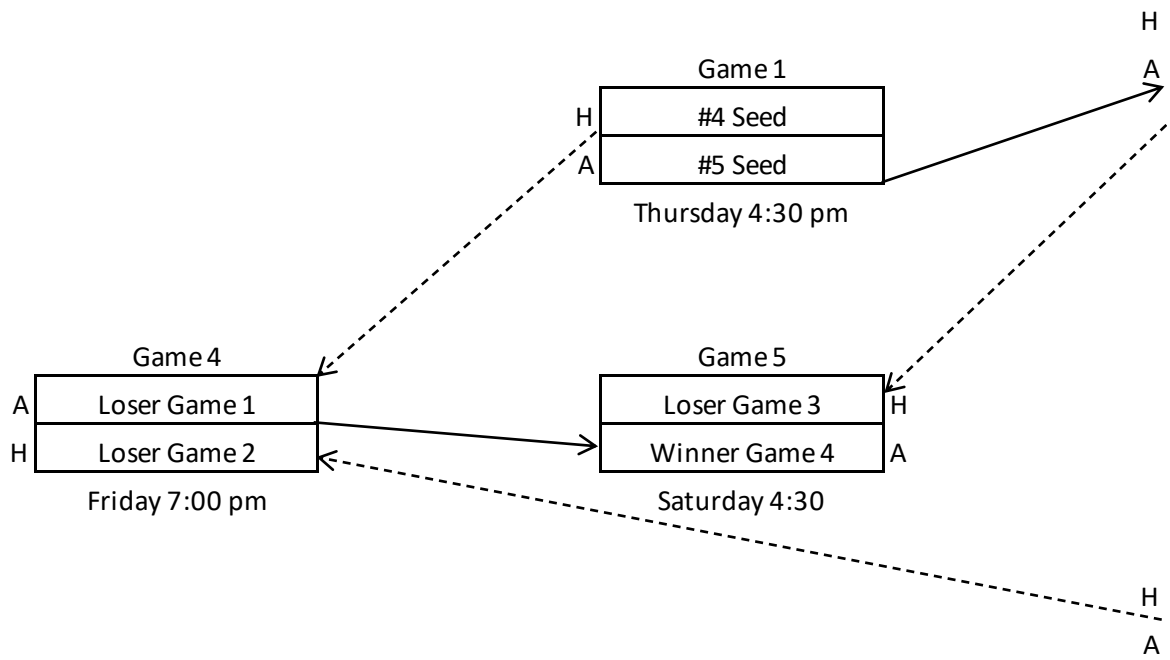
Montana High School Association  
2021 DISTRICT 2B  
BOYS DISTRICT TOURNAMENT  
Wolf Point High School Gymnasium  
Wolf Point, MT  
February 25-27



Montana High School Association  
 2021 DISTRICT 2B  
 GIRLS DISTRICT TOURNAMENT  
 Poplar High School Gymnasium  
 Poplar, MT  
 February 25-27



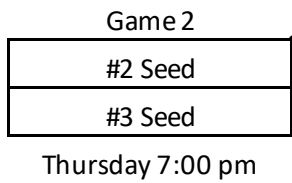
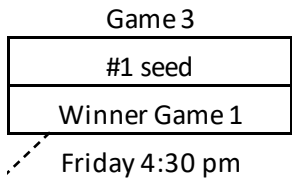
(Winner of game 5 3rd Place)



(Winner of game 5 3rd Place)



Montana High School Association  
2021 DISTRICT 2B  
BOYS DISTRICT TOURNAMENT  
Wolf Point High School Gymnasium  
Wolf Point, MT  
February 25-27



February 2, 2021

**TO: MHS A MEMBER SCHOOLS**  
**FROM: MARK BECKMAN, EXECUTIVE DIRECTOR**  
**RE: EXECUTIVE BOARD MEETING ACTION**

Please note the amendment to the girls' wrestling weight classes. The 285-pound weight class was added to the previous additions.

- **Girls Weight Classes and Participation Numbers** - Based on the number of girls certified at each weight class, the Executive Board approved increasing the amount of weight classes for the remainder of the 2021 season. In the first year of girls wrestling, the MHS A certified 169 girls' wrestlers from 48 MHS A Schools. We are excited about the growth of this new MHS A Sport.

The Board approved adding **4** weight classes (120, 132 and 145 and **285**) for a total of **11** weight classes for the remainder of the season for girls wrestling. The weight classes are as follows:

103, 113, 120, 126, 132, 138, 145, 152, 170, 205 and **285**

Thank you and if you have any questions please feel free to contact the MHS A office.

Have a great rest of your week.

MB/gb

January 28, 2021

**TO: MHS A MEMBER SCHOOLS**  
**FROM: MARK BECKMAN, EXECUTIVE DIRECTOR**  
**RE: EXECUTIVE BOARD MEETING ACTION**

On Thursday, January 28, 2021, the MHS A Executive Board conducted a Zoom meeting. Following is a synopsis of the major items:

The Board approved the following:

**Winter Activities Formats / Requirements and Considerations**

- **Swimming – State Meet**

The MHS A State Swim Meet will be separated (Class AA and Class A-B) and compete on separate days at separate sites. County health department approval will be required. Entries will be limited to the top 24 place finishers during the season in Class AA and the top 18 place finishers during the season in Class A. The requirements and considerations for regular season will be followed along with a few other specific additions. Each participant will be allowed two tickets for the state meet.

- **Wrestling – Divisional and State Meets**

**Divisional** wrestling tournament sites will be required to have local county health department approval to host and that approval must be sent to the MHS A office. The tournaments must follow all the relevant requirements and considerations previously approved by the Executive Board including separate (by weight class grouping) sessions to be held on each day or a similar schedule with MHS A approval. A schedule of the meet must be sent to the MHS A office for final approval.

**State** tournament sites – Boys' – the three classification tournaments will be held at different sites on March 5-6. Girls' – the girls' state tournament will be held February 19-20, 2021. All relevant COVID requirements and considerations must be followed.

**State Sites**

(Girls – February 19-20, 2021)  
All Class – Billings (Lockwood High School)

(Boys – March 5-6)

Class AA – To be determined  
Class A – Miles City (Custer County High School)  
Class B-C – Shelby (Shelby High School)

- **Basketball – District, Divisional and State Tournaments**

**District and Divisional** tournaments are required to have local county health department approval to host and that approval must be sent to the MHSAs office and the MHSAs office must approve the format also. The Districts and Divisions have two options for their tournament:

- 1) Playoff bracket – highest seed hosting (single elimination)
- 2) Tournament Format – top half bracket / bottom half bracket – bracket play will be played at one gym or at two separate gyms/sites (either double or single elimination). There will only be the two teams playing and then teams and fans exiting and the two other teams in the bracket readying for play followed by a break to clean and sanitize (Compete/Clear/Clean). Fans will only be allowed in for their team's games.

**State** tournaments – the MHSAs office is checking to see if the awarded facilities/communities are still able to host the event.

- 1) Class AA will conduct playoffs for both division and state tournaments
- 2) Play at the assigned site however add one day to Class A, Class B and Class C tournaments – conduct six games per day – two teams with fans and then exit and next two teams and fans enter – Compete/Clear/Clean

**State Sites**

Class AA – playoffs  
Class A – Butte Civic Center – tentative  
Class B – Billings Metra  
Class C – MSU Bozeman – tentative

- **District Music Festivals**

The district music festivals will be conducted virtually this year. The Board also approved all performances will be for comments only and no ratings will be given by adjudicators. No state music festival will be held this year. The Board waived the sight-reading requirement, waived the requirement for large groups to perform and waived the requirement that students must perform with their large group to be eligible to perform a solo or in an ensemble. Students will be required to be enrolled in a curricular class to be eligible to perform a solo or in an ensemble.

- **Spectator Passes (MHSAs Post Season Events)**

**General** - Each site must provide a minimum of two tickets per suited player for both home and visiting fans. Schools will determine distribution criteria and must sell the tickets and provide names for check off and contact tracing for the host site. No more than the maximum can be distributed, and tickets must be distributed equally for home and visitors. And leftover tickets at schools cannot be redistributed to other schools. Complimentary tickets will be provided for coaches, players and managers per current MHSAs policy. Administrative tickets will be provided per current MHSAs policy.

- 1) State Swim – 2 per swimmer
- 2) Post Season Wrestling – minimum of 2, maximum of 4 – depending on site capacity
- 3) Post Season Basketball  
Basketball - allow up to a maximum of 25% capacity of the facility but no more than 500 fans per teams in larger facilities or whatever the lower limitations imposed by the local county health departments would be.
- 4) State Ticket Prices - \$20 per ticket – state wrestling, swimming and basketball  
District and Divisions will determine their own ticket prices
- 5) Support Groups

- a) Maximum of 12 cheerleaders for basketball – no cheerleaders for wrestling or swimming
- b) Bands – no bands at state events (district and divisions can have a different policy)
- c) Student Cheering Sections – there will be no endzone seating for cheering sections. Students with tickets will have to practice proper social distancing in the fan seating area.

6) Administrative Passes / Complimentary Passes – per current MHSA policy

- **Winter Sports Finances Distribution -COVID**

The tournament will first pay the MOA officials, trainers and scorebooks, nets, etc. And then the bid will be covered or a portion of the bid if there isn't enough revenue. If all those are covered any remaining money will be distributed to participating teams in that tournament through a mileage factor formula

- **Girls Weight Classes and Participation Numbers** - Based on the number of girls certified at each weight class, the Executive Board approved increasing the amount of weight classes for the remainder of the 2021 season. In the first year of girls wrestling, the MHSA certified 169 girls' wrestlers from 48 MHSA Schools. We are excited about the growth of this new MHSA Sport.

The Board approved adding 3 weight classes (120, 132 and 145) for a total of 10 weight classes for the remainder of the season for girls wrestling. The weight classes are as follows:

103, 113, 120, 126, 132, 138, 145, 152, 170 and 205

Thank you and if you have any questions please feel free to contact the MHSA office.

Have a great weekend.

MB/gb

January 13, 2021

**TO: MHSА MEMBER SCHOOLS**  
**FROM: MARK BECKMAN, EXECUTIVE DIRECTOR**  
**RE: EXECUTIVE BOARD ACTION**

On Monday, January 11, 2020, the MHSА Executive Board conducted its regularly scheduled meeting. Following is a synopsis of the major items:

- The Executive Board reviewed fall sports post season financial reports.
- The Executive Board will continue to evaluate winter activities as they progress and will address post season formats for winter events sometime in late January.
- The Executive Board heard an update on the MHSА Student Advisory Committee and more information will be sent after the April Executive Board meeting.

**The following information is being sent to member schools for a two-week notice period:**

MOA Item

- The Executive Board approved the following recommendations from the Montana Officials Association Board:
  - a) Approved a graduated fee increase for **regular season varsity** contests. Sub varsity fees will remain the same. Regular season varsity game fees will go from \$60 to \$65 in 21-22, to \$70 in 22-23 and to \$75 in 23-24. Post season fees will remain the same in 21-22 and will be adjusted accordingly in 22-23, 23-24 and 24-25. [Link to MOA Fees](#)  
Rationale – the MOA varsity contest fee has not been increased for ten years. The graduated increase for regular season will allow schools time to budget for the raise. With post season fees remaining the same for 21-22 it will give schools and the Association time to review post season reimbursement factors (e.g. ticket prices etc.) in relation to the return for qualifying teams to post season events.
  - b) Approved the hiring of post season basketball officials using the same process as was used to hire post season volleyball officials. The hiring will be according to geographic area with the input of the pool leaders and MOA Regional Directors from those affected regions along with MOA office input.

### Other Items (Two-Week Notice)

- The Executive Board approved the Class B realignment request for football - [Class B Football Link](#)
- The Executive Board approved assigning Lockwood to the Eastern A for soccer
- The Executive Board approved placing Simms High School's boys' and girls' tennis teams in the same division (Northwest B-C) effective this year.
- The Executive Board approved the following amendment for a first violation to the penalty for violating the MHSA mask requirement for coaches and substitutes: After a report of a violation by a team is verified, **the school will will be fined and reprimanded. For any other verified subsequent violation**, the offending program will be suspended until a corrective action plan is submitted to the Executive Director by administration on how the school will ensure future compliance with all MHSA COVID-19 requirements. The program can resume participation after the plan is approved by the Executive Director.

### **Final action was taken on the following realignment items from previous meetings:**

- Effective in 2021-2022, final approval was given for Class C Six-Player Football placements and realignment - [6-Player Realignment Link](#)
- Effective in 2021-2022, final approval was given for Eight-Player Football placements and realignment: - [8-Player Realignment Link](#)
- Effective in 2021-2022, final approval was given for Great Falls Central Catholic High School to be reclassified from Class B to Class C.
- Effective in 2021-2022, final approval was given for the Class C Golf Realignment and Qualifying Criteria: [Realignment Link](#) and [Qualifying Criteria Link](#)
- Effective in 2021-2022, final approval was given for East Helena High School to be realigned from Southeast A to Southwest A (for all sports including soccer).

### **Other items for your information**

#### **MHSA Annual Meeting**

The 2021 MHSA Annual Meeting will be held virtually on Monday, January 18<sup>th</sup> beginning at 8:30 a.m. Zoom invitations will be sent to each MHSA school administrator.

If there are any questions, please feel free to contact the MHSA office.

# 2021 Eastern 8-Player Football

## "A" SUB-CONFERENCE

	Week 1 8/27-28	Week 2 9/3-4	Week 3 9/10-11	Week 4 9/17-18	Week 5 9/24-25	Week 6 10/1-2	Week 7 10/8-9
<b>Broadus</b>	@ Forsyth	Vs. St. Labre	@ MonDak	@ Circle	Vs. Poplar	@ Lodge Grass	Vs. Fairview
<b>Circle</b>	Vs. Scobey	@ Ekalaka	@ Fairview	Vs. Broadus	Vs. Lodge Grass	Vs. MonDak	@ Poplar
<b>Fairview</b>	Vs. Culbertson	@ Scobey	Vs. Circle	@ Lodge Grass	@ MonDak	Vs. Poplar	@ Broadus
<b>Lodge Grass</b>	@ St. Labre	Vs. Forsyth	Vs. Poplar	Vs. Fairview	@ Circle	Vs. Broadus	@ MonDak
<b>MonDak</b>	Vs. Ekalaka	@ Plentywood	Vs. Broadus	@ Poplar	Vs. Fairview	@ Circle	Vs. Lodge Grass
<b>Poplar</b>	Vs. Plentywood	@ Culbertson	@ Lodge Grass	Vs. MonDak	@ Broadus	@ Fairview	Vs. Circle

## "B" SUB-CONFERENCE

	Week 1 8/27-28	Week 2 9/3-4	Week 3 9/10-11	Week 4 9/17-18	Week 5 9/24-25	Week 6 10/1-2	Week 7 10/8-9
<b>Culbertson</b>	@ Fairview	Vs. Poplar	Vs. Forsyth	Vs. Scobey	@ St. Labre	Vs. Plentywood	@ Ekalaka
<b>Ekalaka</b>	@ MonDak	Vs. Circle	@ St. Labre	Vs. Plentywood	@ Scobey	@ Forsyth	Vs. Culbertson
<b>Forsyth</b>	Vs. Broadus	@ Lodge Grass	@ Culbertson	Vs. St. Labre	@ Plentywood	Vs. Ekalaka	@ Scobey
<b>Plentywood</b>	@ Poplar	Vs. MonDak	Vs. Scobey	@ Ekalaka	Vs. Forsyth	@ Culbertson	Vs. St. Labre
<b>Scobey</b>	@ Circle	Vs. Fairview	@ Plentywood	@ Culbertson	Vs. Ekalaka	@ St. Labre	Vs. Forsyth
<b>St. Labre</b>	Vs. Lodge Grass	@ Broadus	Vs. Ekalaka	@ Forsyth	Vs. Culbertson	Vs. Scobey	@ Plentywood

Week #8 (Oct. 13-16) will be the Inter Division Playoff

#1 Subconference B @ #1 Subconference A

#2 Subconference B @ #2 Subconference A

#3 Subconference B @ #3 Subconference A

#4 Subconference B @ #4 Subconference A

#5 Subconference B @ #5 Subconference A

#6 Subconference B @ #6 Subconference A

Week #9 (October 22-23) will be used for the Challenge Games, if necessary

Winner of the #2 Seeds @ Loser of the #1 Seeds

Winner of the #3 Seeds @ Loser of the #2 Seeds



# 2021 Eastern 8-Player Football

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“A” SUB-CONFERENCE

## Poplar Kitchen Monthly Report

January 2021

Well the kitchen has been doing okay for the most parts. But at times it's very trying and stressful. We are getting used to the changes that have occurred this month in the meal counts for Breakfast and Lunch.

I would like to thank the Middle School and High School for keeping us up to date on how many meals that are needed. If there are any changes or mix ups in the bags, they are corrected on the spot.

We are serving approximately 150 to 200 Monday thru Thursday at the front door. On Fridays it runs around 300 to 400 sack lunches. We are cooking meals for approximately 625 to 650 and we make 150 to 200 Sack lunches for grab n Go meals.

Any questions please feel free to contact me at (406) 768-6654 work or (406) 650- 4694 Cell.

## MILEAGE – JANUARY 2021

Bus #1	No miles
Bus #2	$43156 - 42504 = 652$ miles
Bus #4	$174809 - 174417 = 392$ miles
Bus #5	$21807 - 21471 = 336$ miles
Bus #6	$16618 - 16006 = 612$ miles
Bus #7	
Bus #10	$389731 - 389444 = 287$ miles
Bus #11	$2865 - 2019 = 846$ miles
Bus #16	0 miles
Bus #17	0 miles
Bus #18	$50440 - 50200 = 240$ miles
Bus #19	$81254 - 80693 = 561$ miles
Bus #20	$844748 - 83832 = 916$ miles
Bus #21	$36556 - 36172 = 384$ miles
Bus #22	0 miles
Bus #23	$18724 - 18452 = 272$ miles

GOLD VAN       $126211 - 126034 = 177$  miles

FORD 15 psngr  $1328 - 982 = 349$  miles

FORD EXPD       $78694 - 77941 = 753$  miles

BLACK VAN       $56785 - 56485 = 300$  miles



# Poplar Public Schools

Feb 2, 2021

## Director's Report

Update on the door controllers and User ID / badge system.

I have requested quotes for replacement and upgrading of this system but as of date there has been none submitted.

The current phone system has experienced three more issues this month. (January). Mostly rebooted system to get service back.

A plan is in development for the replacement/upgrading of the camera system. A map will be distributed to each building showing the current camera locations.

I will be conferring the building administrations requesting their input and recommendations.

Thank you

Jon Daniels

IT Director

## **February SPED Report**

**SPED team is focusing on completing meetings of re-evaluations and initial evaluations. The SPED team is also still re-evaluating students this year and will complete any initial evaluations of students that may be referred.**

**Fridays have been very beneficial to the SPED staff. We conduct the majority of our meetings on Fridays. They also have students come in to work on Fridays and also will conduct tests that are needed for ERs. This is also a time for them to complete paperwork needed for all IEPs, ERs, and progress reports. Having Fridays for this time has helped teachers be in the classroom with students instead of being out for meetings.**

**The work visas for the teachers from the Philippines is still delayed. The date was extended until March 31<sup>st</sup> and at this time is still in place.**

Maintenance Report

February 2021

McKinstry project still progressing some loose ends on the main project waiting on valves for the added fin tubes and ceiling heat panels.

Discovered leak in coil panel in the HS music room air handler and we have one in the concessions area

Need to have discussion on calling on CTA to look at our parking problem adding space to HS and the MS

Morgan has expressed concerns about safety in front of MS

I will put together a map of possibilities

Thank you

Mike

## **Principal's Report K-4 – 2/8/21**

**Enrollment:** Count day for 2/1/2021 = 341 enrolled. 10/5/20 count day was 342.

- Pre-K = 2
- Kindergarten = 60
- 1<sup>st</sup> Grade = 65
- 2<sup>nd</sup> Grade = 71
- 3<sup>rd</sup> Grade = 77
- 4<sup>th</sup> Grade = 66

**Discipline:** Since returning on January 19<sup>th</sup> we have 15 discipline referrals. Zero referrals before January 19<sup>th</sup>.

**Covid Report:** Since opening up on January 19<sup>th</sup> two classrooms were put into remote status connected to Covid. One during the week of January 18<sup>th</sup> & the other during the week of January 25<sup>th</sup>.

**Remote Learning:** We currently have 25 students registered in remote learning status for the 3<sup>rd</sup> quarter. This is down from the 2<sup>nd</sup> quarter total of 101 students.

**Attendance:** The average student daily absence rate for in seat instruction on the Maroon/Gold days schedule was 29.4 %. Average student daily absence rate beginning January 19<sup>th</sup> was 22.3%.

**Assessments:** IStation executive summary is included in the packet. IStation grade level benchmark assessment data analysis for reading & math is currently going on this week.

TGranbois



## SCHOOL LEVEL ACTION PLAN Poplar Elementary School SY 2020-2021 Overall Reading

Fall Data	Winter Goal	*Spring Goal
Schoolwide – <b>29%B/22%S/49%I</b>	Schoolwide – <b>( )30%/27%/43%</b>	Schoolwide –
*K – -/-	K – 15/33/53	K – /
1 – 13/28/59	1 – 18/27/55	1 – /
2 – 34/21/45	2 – 40/21/39	2 – /
3 – 29/23/48	3 – 39/27/34	3 – /
4 – 44/19/37	4 – 29/29/41	4 – /

### Overall Math

Fall Data	Winter Goal	*Spring Goal
Schoolwide – <b>19%B/36%S/45%I</b>	Schoolwide – <b>( )16%/22%/62%</b>	Schoolwide –
*K – -/-	K – 32/34/34	K – /
1 – 18/39/43	1 – 25/21/54	1 – /
2 – 14/32/55	2 – 10/19/71	2 – /
3 – 16/39/46	3 – 11/26/64	3 – /
4 – 27/34/39	4 – 9/9/81	4 – /

\* Kindergarten began school Sept. 8<sup>th</sup>. Students had completed 37% reading & 12% math benchmarks before remote learning began 9/18/20.

\*District-wide remote learning in effect from 9/18 – 10/14/20.

\*Maroon & Gold schedule in effect 10/19 – 1/15/21.

\*Monday-Thursday instruction, Friday interventions began 1/19/21.

# Executive Summary

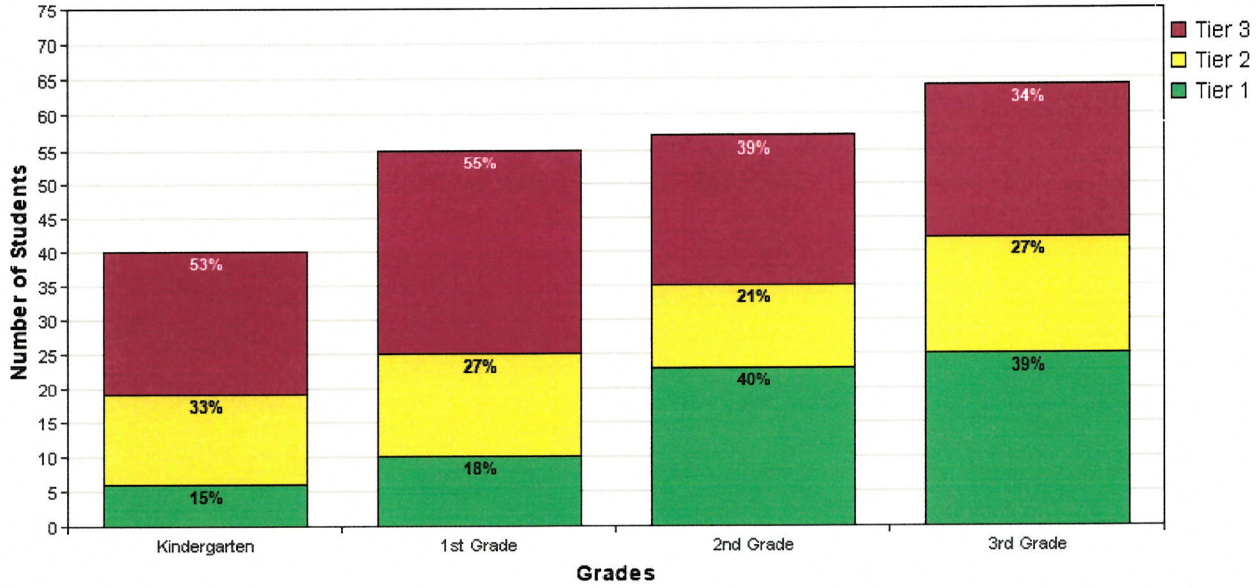
## in January for Poplar Elementary School



Poplar School District 9-9b - 2020/2021  
as of Fri Jan 29 2021 08:19:02 AM (-12:00)

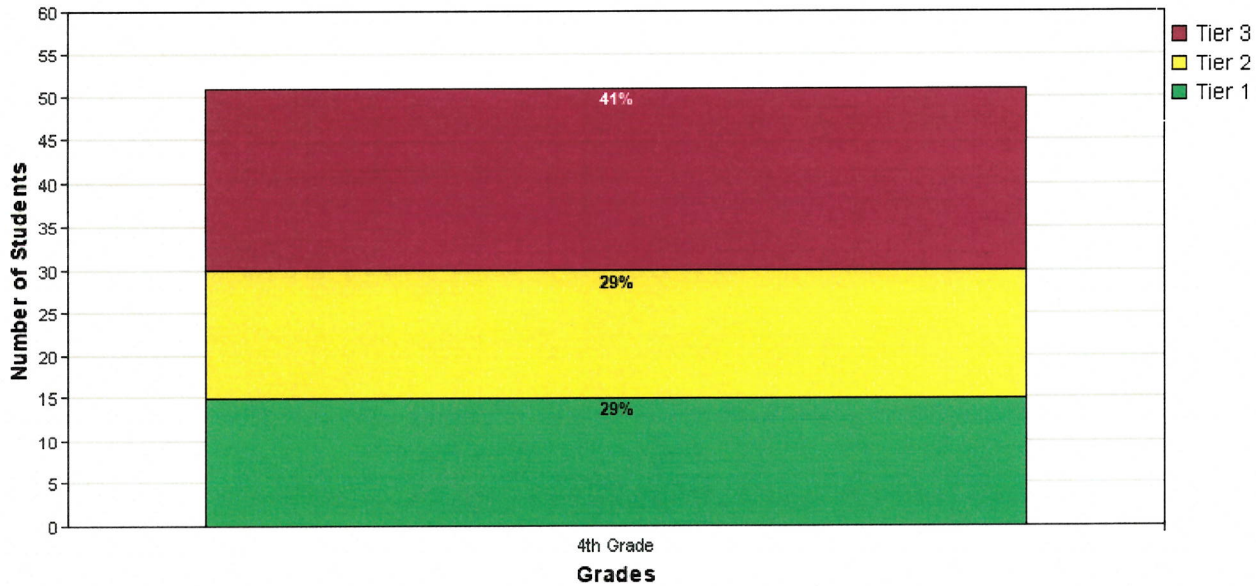
Below you will find ISIP™ data from **Poplar Elementary School** that has been collected for **January**. The students' score is used as the dividing line to determine students potentially at risk.

### ISIP Early Reading Summary (January 2021)



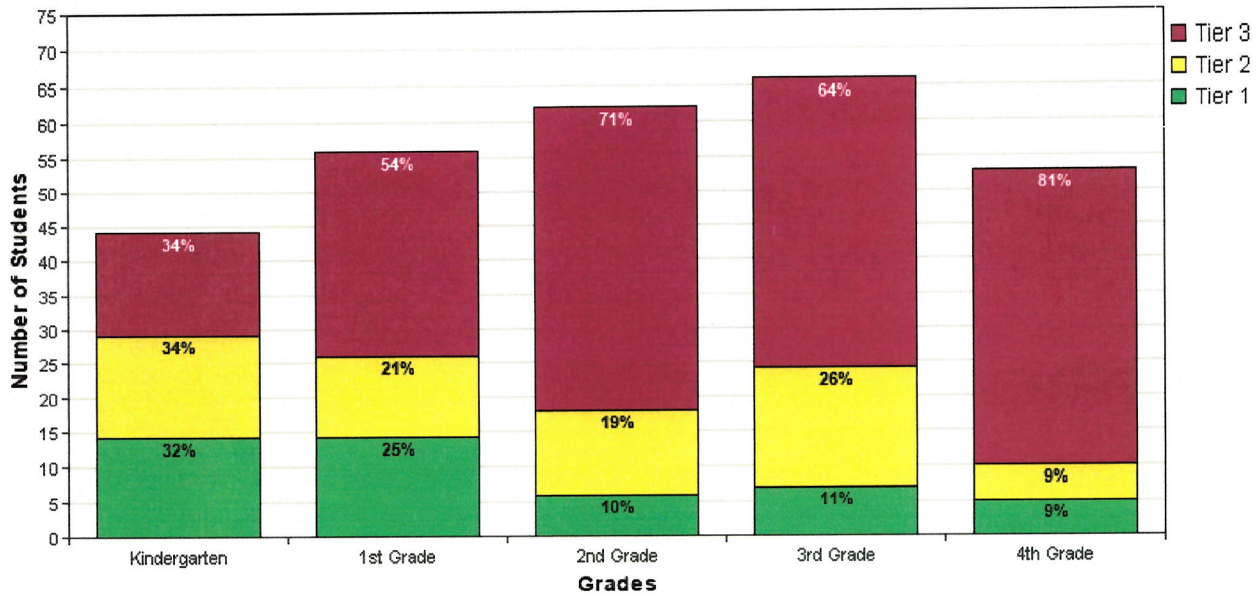
Total number of students who have been assessed using ISIP Early Reading in January: 216

### ISIP Advanced Reading Summary (January 2021)



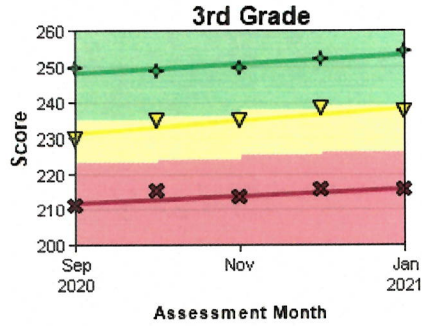
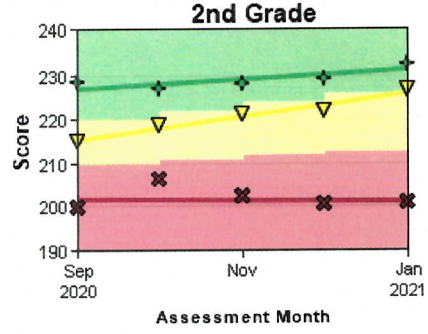
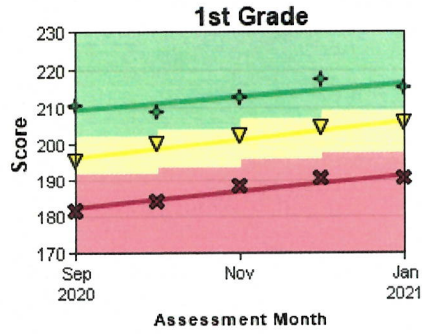
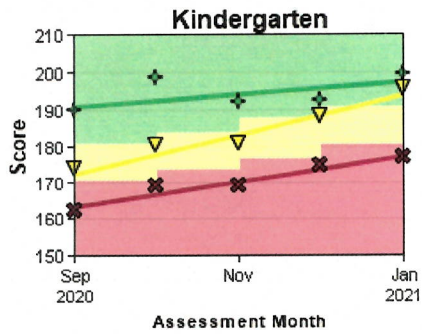
Total number of students who have been assessed using ISIP Advanced Reading in January: 51

### ISIP Math Summary (January 2021)



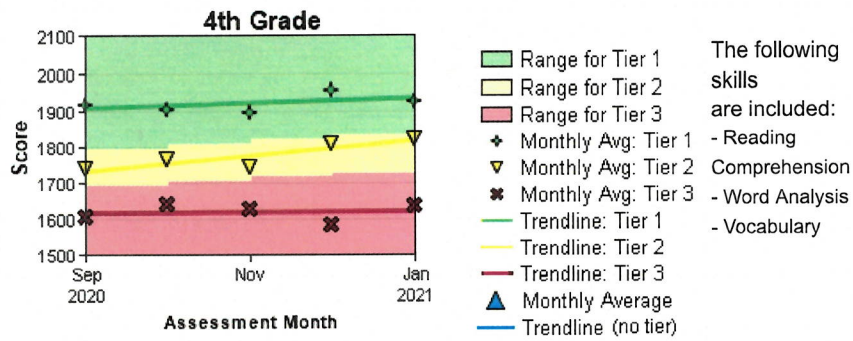
Total number of students who have been assessed using ISIP Math in January: 281

# ISIP Early Reading - Skill Growth by Tier - Overall Reading

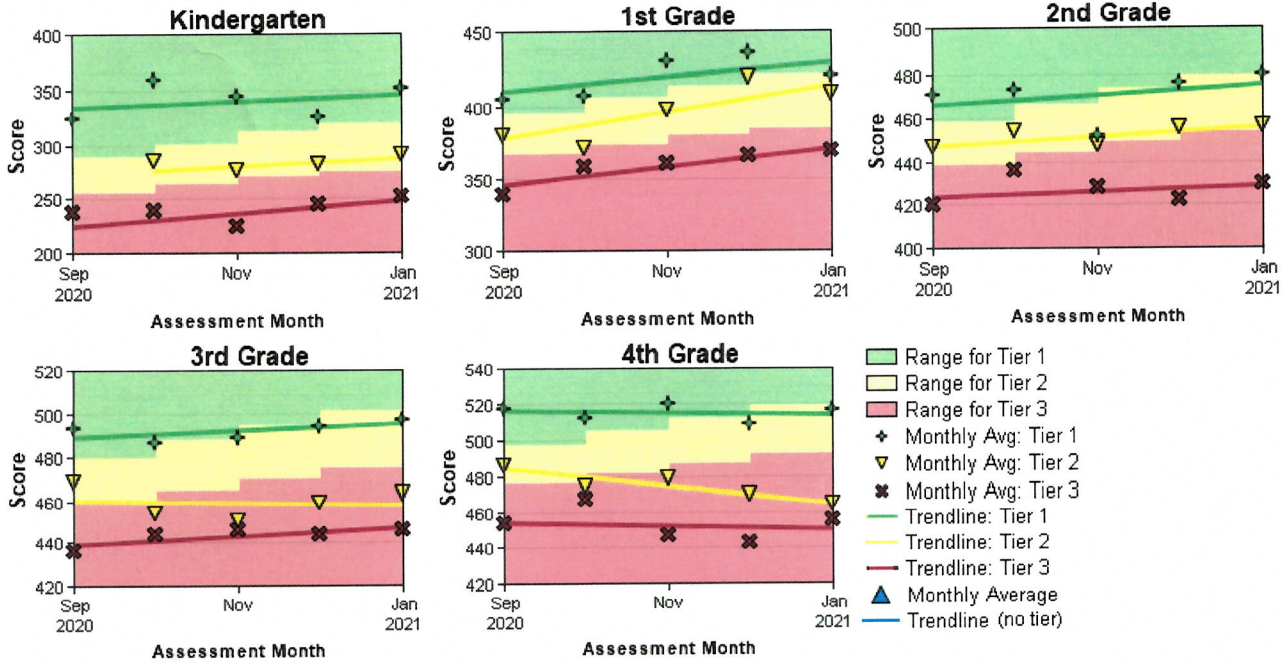


- Range for Tier 1
  - Range for Tier 2
  - Range for Tier 3
  - Monthly Avg: Tier 1
  - Monthly Avg: Tier 2
  - Monthly Avg: Tier 3
  - Trendline: Tier 1
  - Trendline: Tier 2
  - Trendline: Tier 3
  - Monthly Average
  - Trendline (no tier)
- The following skills are included:
- Listening Comprehension
  - Letter Knowledge
  - Phonemic Awareness
  - Alphabetic Decoding
  - Reading Comprehension
  - Vocabulary
  - Spelling

# ISIP Advanced Reading - Skill Growth by Tier - Overall Reading



# ISIP Math - Domain Growth by Tier - Overall Math



# Poplar Middle School October Board Report

## **322 students enrolled in the Middle School**

**Remote Learning/Trails:** We currently have 38 remote learners and 6 students enrolled in TRAILS.

## **Middle School Info:**

- Teachers are becoming more and more familiar with Google Classroom and are growing with it's usages each and every day.
- Classes have been adjusted as best as they can to accommodate for social distancing when it can be done.
- We will be introducing another class with Sylvan this time however it will be a math class that is targeted.
- We will be getting results back from our reading group on Sylvan next week.
- We completed our school spelling bee and will be moving 1 participant on to the county level to compete in an electronic version of the scripts spelling bee. Top 60 placers across the state will compete at the next level which his the state spelling bee.
- We have a functioning Poplar Middle School webpage with lots of cool features on it. I encourage you to take a look when you have a chance.
- 15 January Walk-Throughs

## **Curriculum:**

Our current Science curriculum, Science Fusion, by Houghton Mifflin Hardcourt has a retirement date of next year. Which was unexpected, so we will be needing to look at another science curriculum for the Middle School. HMH has what is the new edition of Science Fusion with the current NGSS Next Generation Science Standards.

We are also looking at replacing SFA for the 5<sup>th</sup> and 6<sup>th</sup> grades. We have looked in depth and covered 6 different reading options for next year and have decided that we will be going forward with Reading A-Z. This program has both hardcopy and digital components to it that can be utilized by our Chromebooks.

# Poplar Middle School October Board Report

## **Tutoring:**

Tutoring is still happening and we are seeing anywhere from 5-12 students a night in there. It is provided on Monday, Tuesday, and Wednesdays from 4:00-5:00pm. There is still bus transportation provided to those who need it.

## **Indian Club:**

Indian Club has been getting out into the community and completing community service projects. They will be going to the bank this Friday to pick up trash around the building as well as washing the windows, and if the weather allows for it, they will be re-painting their yellow pillars in the drive-through. This is just one example of what our Indian Club has been out their doing. Once a student reaches 20 hours of community service they will receive a Nike N7 backpack for their services. If you know of any other community service project that you would like to see done, we are open to suggestions.



## HIGH SCHOOL PRINCIPAL REPORT

### December Board Meeting

- Current enrollment – 229 students
- Attached are the new spectator guidelines for remaining home events
- Remote Learning
  - Semester 1 – 92 remote learners
  - Semester 2 – 25 remote learners
- Been dealing with COVID issues and I believe we have got things under control with direct contacts within classrooms and bus issues (well at least I hope we do)
  - Once I receive a report that a student is positive, I initiate contact tracing
  - Once I find out the students involved, they are sent home with a letter that is attached.
  - I forward the student information (date of birth and phone number) to County Health and Indian Health Service
- Bus rules
  - If a student tests positive for COVID-19 is on the school bus within the timeframe that would mean anyone sitting with them, anyone sitting two rows up, one row back, and all three rows parallel to them would be considered a close contact and would have to quarantine unless bus measurements and distance are greater than six feet which can be confirmed once the area where the positive was sitting has been confirmed and using a tape measure for guidance. Protocol for positive/checking distance would be to send all individuals home within those seating assignments to quarantine until distance can be confirmed and contact list made and sent to County Health for non-IHS individuals and IHS for IHS individuals.
  - Students will have assigned seating in seat number as posted in bus and on chart (make contact tracing easier)
  - Masks are always mandatory no exceptions
  - No moving about the bus which means once you are seated you are to remain seated in that seat no other seat while on the bus
- Currently have two students attending Montana Youth Challenge Academy
- Scholarship day is taking place Friday February 5, 2021.
- Also setting up visits with colleges, military recruiters, etc.
- Will be doing benchmark testing for freshman and sophomores using Istation
- COVID vaccines through IHS will be distributed Thursday February 4.

## POPLAR SCHOOL ATHLETICS HOME EVENT SPECTATOR PLAN

Per the Governor's Directive, Roosevelt County Health Department, and Poplar School District, certain considerations must be made to protect the health and safety of our communities to the best of our ability. \*\*Please note these guidelines are subject to change in the future

### Basketball

- Do not attend if you have COVID symptoms and/or if you are sick and do not feel well.
- Home athletes/coaches/managers are allowed 4 guests. Away athletes/coaches/managers are allowed 2 guests. If you are not on the list, you are not allowed into the game. NO EXCEPTIONS
- Away fans are seated on top balcony on the west side of gymnasium. Home fans are seated on east side of gymnasium on the top and bottom.
- Sit in groups and/or family groups which are 6 feet apart from other groups.
- Masks must be always worn per governor's mask mandate.
- There will be masks and hand sanitizer at the building entrance. There will also be sanitizer throughout the building.
- Concession workers will be wearing masks and gloves. There will be two cash registers in the foyer away from the concession area to help minimize lines.
- Absolutely no children under 10 years of age allowed at events. THIS WILL BE ENFORCED. PLEASE BRING SOMETHING TO PROVE AGE OF CHILD.
- Anyone not adhering to these guidelines will be asked to leave.

### Wrestling

- Do not attend if you have COVID symptoms and/or if you are sick and do not feel well.
- Home athletes/coaches/managers are allowed 4 guests. Away athletes/coaches/managers are allowed 2 guests. If you are not on the list, you are not allowed into the game. NO EXCEPTIONS
- Away fans are seated on top balcony on the west side of gymnasium. Home fans are seated on east side of gymnasium on the top and bottom.
- Sit in groups and/or family groups which are 6 feet apart from other groups.
- Masks must be always worn per governor's mask mandate.
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- Concession workers will be wearing masks and gloves. There will be two cash registers in the foyer away from the concession area to help minimize lines.
- Absolutely no children under 10 years of age allowed at events. THIS WILL BE ENFORCED. PLEASE BRING SOMETHING TO PROVE AGE OF CHILD.
- Anyone not adhering to these guidelines will be asked to leave.

Events will be televised via [nfhsnetwork.com](http://nfhsnetwork.com)

# 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.*

To Whom it may concern:

Your child was in direct contact with a student/teacher/staff member. Direct contact means they were within 6 feet for a total of more than 15 minutes in a 24-hour period.

Your contact information has been sent to Roosevelt County Health and Indian Health services. You will be quarantined for 14 days and once they contact you, they will establish the start and end date for quarantine providing no symptoms develop. It is not mandatory to test them as they are still quarantined for the 14 days. They can come back to school once they have a release paper stating they are able to come back. If they are not tested and come up with symptoms within those 14 days, it is important to then get them tested as this will change the quarantine date.

NOTE: If you have had tested positive with COVID in the last 90 days please let the people who contact you know that

Thanks,

Frank Gourneau III  
Principal  
Poplar High School

Superintendent's Report  
08 February 2021

1. The student count on February 1st indicated an enrollment of 887 willing and able learners. As of this report we are -3 from the October reporting period but +29 from last month's report.
2. Governor's CRF2 and CARES2 Funding:
  - a. The District has not received any new guidance on receiving these monies.
3. Poplar Schools needs to form a Safety Committee in order to be in compliance with Montana Law. Membership should include one or two trustees, various administrators, members of the classified staff, and Mr. Gorder. This committee is to meet at least three times per year with the main goal of providing an effective safety program for the district.
4. Personnel Plans to move forward with an addition of personnel and positions for SY22 will include:
  - a. Creating a Curriculum, Instruction, and Assessment Director
  - b. Creating a IEFA Coordinator's position
5. All buildings went into a modified secure in place on Wednesday, Feb. 3<sup>rd</sup>. I received a call from RCSO alerting to the report of a tip that an individual was armed and possibly a threat to our operations. The timing of the call caught us in a transition period of student drop off and the start of school. Measures were taken to secure students under district transport and also to get everyone within the walls of the schools. Class schedules were maintained, and entrances were monitored by staff allowing for mostly normal functioning. Everyone responded professionally.
6. If you have questions, concerns, or just want to visit, please remember that I am available most anytime. You can call, drop in, or shoot me a text.
7. Important Dates, Meetings, and Conferences:
  - a. Work Session March 1<sup>st</sup>
8. March 8<sup>th</sup> is our next scheduled Regular meeting.



## Elementary and Secondary School Emergency Relief Funding (ESSER II)

In March 2020, Congress passed the CARES Act, which included \$13.2 billion for the Elementary and Secondary School Emergency Relief Fund (ESSER Fund). The state of Montana received an allocation of \$41,295,230 of these funds. The Office of Public Instruction awarded all but \$350,000 of these funds to public school districts. However, because the Governor earmarked \$75M of Coronavirus Relief Funds for Montana schools and those funds were to be spent by December 30, most school districts delayed drawing down ESSER funds. As a result, through January 10, the OPI has only transferred \$5.1M to school districts.

On December 27, 2020, The Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA) was passed into law. This bill provides an additional \$54.3 billion for the Elementary and Secondary School Emergency Relief Fund (ESSER II Fund). The OPI has received a Grant Award Notice from the Department of Education awarding Montana \$170,099,465 in ESSER II funds. Ninety percent of this award, or \$153,089,518, will be allocated to school districts proportionally to the Title I award in FY 2019-2020. The remainder \$17,009,947 will be set aside for the OPI to “address issues responding to coronavirus, including measuring and addressing learning loss, which may be addressed through the use of grants or contracts.” The OPI can use up to one half of one percent of the total grant, or \$850,497, for grant administration.

### Allowable LEA Uses of ESSER Funds

Both the CARES Act and ESSER II have general guidance that all grants be used “to prevent, prepare for, and respond to coronavirus.” All LEA expenditures of grant funds must meet this requirement and adhere to the designated allowable expenditures specific to the ESSER funding listed below.

Like the CARES Act, the CRRSA allows LEAs to use the funds for any activity authorized by the following Federal education acts:

- A. The Elementary Secondary Education Act (ESEA) of 1965, currently reauthorized as the [Every Student Succeeds Act](#) (ESSA) of 2015.

ESSA includes the following Federal education programs:

- a. Title I, Part A: Improving Basic Programs Operated by LEAs, including the portions of the State Education Agency's (SEA's) Title I, Part A award used to carry out section 1003 School Improvement for Schools Identified for Comprehensive Support and Improvement (CSI) and Targeted Support and Improvement (TSI)
  - b. Title I, Part C: Education of Migratory Children
  - c. Title I, Part D: Prevention and Intervention Programs for Children and Youth Who Are Neglected, Delinquent or At Risk
  - d. Title II, Part A: Supporting Effective Instruction
  - e. Title III, Part A: English Language Acquisition, Language Enhancement, and Academic Achievement
  - f. Title IV, Part A: Student Support and Academic Enrichment Grants
  - g. Title IV, Part B: 21st Century Community Learning Centers
  - h. Title V, Part B, Subpart 2: Rural and Low-Income School Program
  - i. Title VI: American Indian and Alaska Native Education
  - j. Title VII, Part B: McKinney-Vento Education for Homeless Children and Youth Program
- B. The [Individuals with Disabilities Education Act](#) (IDEA)
- C. The [Adult Education and Family Literacy Act](#) (AEFLA)
- D. The [Carl D. Perkins Career and Technical Education Act](#) (CTE)
- E. Subtitle B of Title VII of the [McKinney-Vento Homeless Assistance Act](#)

### **Additional LEA Uses of ESSER Funds**

The CRRSA also duplicates the CARES Act in specifying the following activities as allowable uses of ESSER II funds:

- A. Coordination of preparedness and response efforts of LEAs with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to coronavirus.
- B. Providing principals and others school leaders with the resources necessary to address the needs of their individual schools.

- C. Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population.
- D. Developing and implementing procedures and systems to improve the preparedness and response efforts of LEAs.
- E. Training and professional development for staff of the LEA on sanitation and minimizing the spread of infectious diseases.
- F. Purchasing supplies to sanitize and clean the facilities of the LEA, including buildings operated by the LEA.
- G. Planning for and coordinating during long-term closures, including how to provide meals to eligible students, how to provide technology for online learning to all students, how to provide guidance for carrying out requirements under the IDEA, and how to ensure other educational services can continue to be provided consistent with all Federal, State, and local requirements.
- H. Purchasing educational technology (including hardware, software, and connectivity) for students who are served by the LEA that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and students with disabilities, which may include assistive technology or adaptive equipment.
- I. Providing mental health services and supports.
- J. Planning and implementing activities related to summer learning and supplemental afterschool programs, including providing classroom instruction or online learning during the summer months and addressing the needs of low-income students, students with disabilities, English learners, migrant students, students experiencing homelessness, and children in foster care.
- K. Other activities that are necessary to maintain the operation of and continuity of services in LEAs and continuing to employ existing staff of the LEA.

### **New LEA Uses of ESSER II Funds**

ESSER II added the following specific activities as allowable uses, although the Department of Education later acknowledged these activities were allowable for the first round of funding.

- L. Addressing learning loss among students, including low-income students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care, of the local educational agency, including by:

- a. Administering and using high-quality assessment that are valid and reliable, to accurately assess students' academic progress and assist educators in meeting students' academic needs, including through differentiating instruction.
  - b. Implementing evidence-based activities to meet the comprehensive needs of students.
  - c. Providing information and assistance to parents and families on how they can effectively support students, including in a distance learning environment.
  - d. Tracking student attendance and improving student engagement in distance education.
- M. School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs.
- N. Inspection, testing maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and non-mechanical heating, ventilation and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair replacement.

### **Timing**

The OPI has received the GAN for the grant and LEAs will be able to access funds as soon as the EGrants application is available. The grant requires the SEA to award funds within one year of receipt of the GAN, or January 5, 2022. LEAs will have until September 30, 2023 to obligate expenditures.

### **Supplement Not Supplant**

Neither the ESSER Fund nor the ESSER II fund contains a supplanting prohibition. At the LEA level, ESSER funds may take the place of State or local funds for allowable activities. However, the ESSER grant does not change the maintenance of effort requirements of other federal grants.

### **Restrictions on LEA Uses of ESSER Funds**

Funds may not be used for 1) subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the SEA or LEAs or 2) expenditures related to state or local teacher or faculty unions or associations.



## **Other Assurances LEAs Must Make to Receive ESSER Funds**

Since the ESSER II funding is a second round of funding, LEAs will only have to affirm the assurances from the first round of funding remain in place.

## **Equitable Services to Non-Public Schools**

The CRRSA provides funding to non-public schools through the GEER stream of funding. Therefore, LEAs will not have to calculate an equitable share for private schools for ESSER II funds.

## **LEA Application for Funds**

The ESSER funds will be distributed to LEAs and administered using a new EGrants module named ESSER II. This module will be much simpler than the original module as there will be no equitable share calculation and only one assurance. Also, since we also recently received the instructions for annual reporting, the budget page will show the same purpose codes as are being required for the annual report.

## **Tracking Funds**

ESSER II funds must be tracked separately from ESSER funds. OPI's school finance unit will establish new codes for receipt and expenditure of ESSER II funds.

## **Key Contacts for the ESSER Grant**

[Ken Bailey](#), Chief Financial Officer, 406-444-2562, General ESSER Questions

[Jack O'Connor](#), Federal Programs Director, 406-444-3083, Equitable Distribution to Non-Public Schools and Title I Part A Allocation Method

[Renee Richter](#), Financial Analyst, 406-444-1960. Questions Regarding LEA Accounting Guidance

[Jay Phillips](#), Centralized Services Division Administrator, 406-444-4523, EGrants Questions

[Mindi Askelson](#), Systems Analyst, 406-444-0768, General ESSER Questions, EGrants Questions.

[E-Grants Security](#), 1-888-231-9393, Local 406-444-3095, Access to EGrants

**Mailing address:** MT Office of Public Instruction  
PO Box 202501  
Helena, MT 59620-2501

**Agenda Number 7.1 Personnel Report**

POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: 08 February 2021

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.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

**ACTION**

NAME	FTE	POSITION	SUPERVISOR	EFFECTIVE DATE
<b><i>CERTIFIED HIRE</i></b>				
<b><i>CLASSIFIED HIRE</i></b>				
<b><i>Co- and Extra-Curricular HIRE</i></b>				
William Bemer		Head Varsity VB	Weeks	SY22
Evan Cummins		Head Varsity CC	Weeks	SY22
Joe Hammar		Head Varsity FB	Weeks	SY22

<b><i>VOLUNTEER APPROVAL</i></b>				

**INFORMATION**

<b><i>IN-DISTRICT TRANSFER</i></b>				

<b><i>RESIGNATIONS</i></b>		
Name	Position	Supervisor
Terry Falcon	HS AP	Gourneau
Kevin Extrom	HS Woods	Gourneau
Tom Granbois	Elem. Principal	Schmidt

<b><i>JOB ABANDONMENT</i></b>		
Name	Position	Supervisor

**Agenda Number 7.2 Early Graduation Request**

POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: 08 February 2021

SUMMARY:

Board Policy 2410 allows students to appeal for early graduation upon completing their seventh semester. In order to do that the student must be recommended for this honor by the high school principal. Mr. Gourneau is making that recommendation in this case.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I move to approve the Early Graduation request of Payton Klinger.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

To Whom It May Concern,

I am requesting to graduate a semester early, which would be January of 2022. Reason being, I am currently taking CNA classes and was hoping to be able to start early on this next step of schooling for myself. Also, I am ahead on my credits. I should only need four more credits after this year. Thank you for your time in considering my request and I hope to hear from you.

Sincerely,

A handwritten signature in black ink that reads "Payton Klinger". The signature is written in a cursive style with a large initial "P" and "K".

Payton Klinger

**Agenda Number 7.3 PEA CBA**

POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: 08 February 2021

**SUMMARY:**

A summary of the topic is on the next page.

**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, 2021, and ending June 30, 2024.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

PEA Negotiations Summary

Two PSD Trustees, Doug Marottek and Jestin Dupree, met with four representatives from the Poplar Education Association: Jane Crowe, Kevin Extrom, Rochelle Berg, and Sharyl Kohl. Also in attendance was Superintendent Dan Schmidt.

The PEA opened the conversation requesting to keep the language of the current CBA the same, as well as the health insurance package currently in use. The PEA team then asked to achieve their goal of reaching a three-year contract with the District. With no objections to any of these topics the two sides tentatively agreed to those stipulations.

PEA also sought increases on the base of the contract. PSD brought forward language to counter the proposal which includes a retention incentive for all certified teachers coupled with increases of 2% in SY22, 2% in SY23, and 5% in SY24 to the base for the appropriate year of the contract. After thorough conversation the two sides came to the Tentative Agreement which is presented below.

BASE:

- SY22 \$38,531
- SY23 \$39,301
- SY24 \$41,266

Appendix A, Subsection A  
 Coronavirus Retention Clause

A tiered retention incentive will be paid in two equal installments, ½ first paycheck and ½ with the first December paycheck of the school year, prorated for time worked in accordance with Schedule A.1 for the 2021-2022 and 2022-2023 school years for all returning certified teachers of the Poplar School District. Individuals who do not successfully complete their contract shall be required to reimburse the District (or have the amount withheld from the final check) an amount prorated to reflect time worked. Completed contract years in District do not need to be consecutive. At the end of the 2022-2023 school year, this language will be struck from the agreement.

Contract Years in District Beginning SY22	Retention Incentive
2-5	\$2000
6-10	\$3000
11-15	\$4000
16-24	\$5000
25+	\$6000

Proposal Language #2  
 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).

**Agenda Number 7.4 Principal's Salary Schedule**

POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: 08 February 2021

SUMMARY:

A summary of the topic is on the next page.

SUPERINTENDENT'S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I move to approve the Principal's Salary Schedule changes as presented for a term beginning July 1, 2021 and ending June 30, 2024.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						



The Poplar Administrative Leadership Salary Schedule is the recognized method of determining salary placement for Poplar school administrators. The matrix is similar to a teacher's matrix, but it includes a *Base Factor*, a starting salary from which the rest of the matrix is derived. The entire schedule was originally adopted in 2018. The following are the changes to the schedule applied to the next three school years, SY22-SY24.

BASE FACTOR:

- SY22 \$59,000
- SY23 \$60,000
- SY24 \$63,000

Changes to Operational Benefits:

- Reimbursement of Personal Mobile Phone: \$75/month stipend
- Coronavirus Recruitment and Retention Incentive which sunsets with SY23:
  - New to District: \$2,000
  - Years 2-5: \$2,000
  - Years 6-10: \$3,000
  - Years 11-15: \$4,000
  - Years 16-24: \$5,000
  - Years 25+: \$6,000

**Agenda Number 7.5 Director’s Salary Schedule**

POPLAR PUBLIC SCHOOLS 9&9B  
 BOARD AGENDA FACT SHEET  
 MEETING DATE: 08 February 2021

SUMMARY:

The Director’s Salary Schedule has not had an adjustment to the base since 2019. The proposed changes include a 3% increase in the base to \$43,000 and adjustment of the Transportation Director’s base factor to the base rate.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
 Fund -  
 Estimated Cost –

SAMPLE MOTION: *I move to approve the Director’s Salary Schedule as presented for SY22.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						



**Agenda Number 7.6 Classified Salary Schedule**

POPLAR PUBLIC SCHOOLS 9&9B  
 BOARD AGENDA FACT SHEET  
 MEETING DATE: 08 February 2021

**SUMMARY:**

The Classified Hourly Schedule was adopted last February with some overall changes to the schedule. At that time discussion was had regarding holding that rate for an unqualified time. In order to maintain consistency among work groups, a proposal for an increase to the base is before the Board.

An increase of 2% approximately equals \$.25/hour while a 3% increase is approximately \$.35/hour. The current base rate is \$11.55/hour.

**SUPERINTENDENT’S ADVICE:** The overall compensation package for a non-union classified employee exceeds that of all other schools in the area. While the base hourly rate may not be the highest, the inclusion of our benefits package, which is available for all employees working over 30 hours/week, is an additional benefit which makes our entire compensation package extremely competitive and far exceeds other schools in NE Montana. I recommend an increase to the base rate of \$.25/hour.

Additional Information attached -  
 Fund -  
 Estimated Cost –

**SAMPLE MOTION:** *I move to approve an increase of \$ .\_\_\_\_ to the base rate for SY22.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

BASE	SY22 Classified Hourly--Poplar Public Schools						
\$11.55	Positions A	Positions B	Positions C	Positions D	Positions E	Positions F	Positions G
Step 0	\$11.55	\$12.30	\$13.05	\$13.80	\$14.55	\$16.55	\$20.05
1	\$11.85	\$12.60	\$13.35	\$14.10	\$14.85	\$16.85	\$20.35
2	\$12.15	\$12.90	\$13.65	\$14.40	\$15.15	\$17.15	\$20.65
3	\$12.45	\$13.20	\$13.95	\$14.70	\$15.45	\$17.45	\$20.95
4	\$12.75	\$13.50	\$14.25	\$15.00	\$15.75	\$17.75	\$21.25
5	\$13.05	\$13.80	\$14.55	\$15.30	\$16.05	\$18.05	\$21.55
6	\$13.35	\$14.10	\$14.85	\$15.60	\$16.35	\$18.35	\$21.85
7	\$13.65	\$14.40	\$15.15	\$15.90	\$16.65	\$18.65	\$22.15
8	\$13.95	\$14.70	\$15.45	\$16.20	\$16.95	\$18.95	\$22.45
9	\$14.25	\$15.00	\$15.75	\$16.50	\$17.25	\$19.25	\$22.75
10	\$14.55	\$15.30	\$16.05	\$16.80	\$17.55	\$19.55	\$23.05
11	\$14.85	\$15.60	\$16.35	\$17.10	\$17.85	\$19.85	\$23.35
12	\$15.15	\$15.90	\$16.65	\$17.40	\$18.15	\$20.15	\$23.65
13	\$15.45	\$16.20	\$16.95	\$17.70	\$18.45	\$20.45	\$23.95
14	\$15.75	\$16.50	\$17.25	\$18.00	\$18.75	\$20.75	\$24.25
15	\$16.05	\$16.80	\$17.55	\$18.30	\$19.05	\$21.05	\$24.55
16	\$16.35	\$17.10	\$17.85	\$18.60	\$19.35	\$21.35	\$24.85
17	\$16.65	\$17.40	\$18.15	\$18.90	\$19.65	\$21.65	\$25.15
18	\$16.95	\$17.70	\$18.45	\$19.20	\$19.95	\$21.95	\$25.45
19	\$17.25	\$18.00	\$18.75	\$19.50	\$20.25	\$22.25	\$25.75
20	\$17.55	\$18.30	\$19.05	\$19.80	\$20.55	\$22.55	\$26.05
21	\$17.85	\$18.60	\$19.35	\$20.10	\$20.85	\$22.85	\$26.35
22	\$18.15	\$18.90	\$19.65	\$20.40	\$21.15	\$23.15	\$26.65
23	\$18.45	\$19.20	\$19.95	\$20.70	\$21.45	\$23.45	\$26.95
24	\$18.75	\$19.50	\$20.25	\$21.00	\$21.75	\$23.75	\$27.25
25	\$19.05	\$19.80	\$20.55	\$21.30	\$22.05	\$24.05	\$27.55
26	\$19.35	\$20.10	\$20.85	\$21.60	\$22.35	\$24.35	\$27.85
27	\$19.65	\$20.40	\$21.15	\$21.90	\$22.65	\$24.65	\$28.15
28	\$19.95	\$20.70	\$21.45	\$22.20	\$22.95	\$24.95	\$28.45
29	\$20.25	\$21.00	\$21.75	\$22.50	\$23.25	\$25.25	\$28.75
30	\$20.55	\$21.30	\$22.05	\$22.80	\$23.55	\$25.55	\$29.05
	Positions A All Aides (<60CEC) Food Service Worker Central Copy	Positions B Assistant Cook Paras w/<60 CEC	Positions C Paras w/>60<120 CEC	Positions D Speech/OTPH-Sp Degree Paras w/120+CEC	Positions E Office Manager/Sec Spec Programs/Sec Trans/Maint Secretary FHSS	Positions F Technology Assistant I Student Info Specialist Supt. Administrative Asst. Payroll Clerk A/P Clerk	Positions G Technology Assistant II* Asst. Business Clerk

Placement Notes: Special Education Para's assigned to high needs students plus \$1.00 For Positions A-D, Allow up to Step 5 years of Experience. For Position E-G, Allow up to Step 10 years of experience. Honorable military service as noted on DD214 will apply as years of service.	Educational Preparation for Placement: Associate(60 CEC)/Bachelor(120 CEC) CEC= Continuing Education Credits are based on Semester Credits: 15 semester hours of certified educational unit (CEU)/OPI renewal Units = 1 CEC.		Grandfather current EE at current step and position EE completing 80% of a contract year will be granted the one year of experience.
	Aide: non-instructional support, a proctor, or a monitor of students Para: provides educational support alongside and under the direction of licensed educators Positions A-E are school-term defined contracts; no more than 205 days		Sub. Teacher- Certified \$125/day Sub. Teacher- Non-Cert. \$100/day Other Substitute Base Rate
Personal Leave Schedule per 6/13/2011 Board			
1-5 years 1 day	Insurance for SY21: \$75/month employee cost	Positions F-G = Full-time	Seasonal EE: \$12/hour + \$.50 for each year worked up to 10 years
6-10 years 2 days	On HDHP \$5,000/\$10,000 Med/Dent/Vision premiums		Student EE (must be 16yo): MT minimum wage + \$.50 for each year worked
11-15 years 3 days	Monthly Employer Contribution:		All Aides and Paraprofessional positions are 7.5hrs/day; Student contact days only.
16-20 years 4 days	Single: \$553.00 P/Child: \$974		All other positions are 8hrs/day.
21+ years 5 days	Two-Party: \$1181 Family: \$1163		Board Approved: 10 February 2020

**Agenda Number 7.7 Call for Election**

POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: 08 February 2021

SUMMARY:

A Resolution for annual election is the next document. The Resolution is followed by the election calendar.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I move to approve the Call to Election Resolution.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

