

# POPLAR SCHOOLS

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

HILARY GOURNEAU  
*Chairman*

LARAE CROWLEY  
*Vice-Chairman*

TATUM EVENSON  
*Trustee*

ROBYN BAKER  
*Trustee*

MARVIN YOUPEE JR.  
*Trustee*

## **AGENDA** **Regular Board Meeting** **Tuesday, February 13, 2024** **5 PM**

1. Call Meeting To Order
2. Recognition of Guests
  - 2.1. Malia McDonald
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
  - 4.1. Letter of Intent to Negotiate
5. Consent Agenda: Previous Board Meeting Minutes, Warrants and Claims, Budget vs. Actual, Investment Reports, and High School Activity Fund.
6. Informational Items (p. 38)
  - 6.1. Directors' Reports
  - 6.2. Principals' Reports
  - 6.3. Superintendent's Report
7. Discussion Agenda (p.59)
  - 7.1. SY25 District Calendar
  - 7.2. Enrollment
  - 7.3. Superintendent Search
8. Action Agenda (p. 66)
  - 8.1. Personnel Report
  - 8.2. Out of District Enrollment
  - 8.3. Policy- First Reading
    - 8.3.1. BP 3141 Out of District Enrollment
    - 8.3.2. 7008 Tuition
  - 8.4. Tribal Lease (p. 87)
  - 8.5. Call for Election Resolution
9. Items of Interest
  - 9.1. Work Session Dates:
  - 9.2. Special Meeting Dates:
  - 9.3. Next Regular Meeting: 18 March 2024
10. Adjournment



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

### **Purpose- Why we exist.**

- 🎯 Our purpose is to develop productive citizens.

### **Direction- Where we are going.**

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

### **Values- How we will behave.**

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

**Agenda Number 5 Consent Agenda**

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

SUMMARY:

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

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

SUPERINTENDENT'S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

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

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

# **Regular Board Meeting**

## **Monday, January 8, 2024**

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

Hilary Gourneau, Chair  
Tatum Evenson, Trustee

LaRae Crowley, Vice Chair  
Robyn Baker, Trustee

Absent: Marvin Youpee, Trustee

### **District Staff:**

Dan Schmidt, Superintendent  
Judy Linthicum, Clerk  
Morgan Norgaard  
Jane Crowe  
Brandi Burshia  
Emerson Young  
Kyle Reese                   1  
Mike Gorder  
Melissa Matthews

Keith Erickson, Assistant Superintendent  
Greg Gourneau  
Coy Weeks  
Jessie Colon  
Jeanine Granada  
Lewis Reese  
Vonda Bighorn  
Maria Wind

**Recognition of Guests: None**

**Public Comment: None**

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

### **6.) Consent Agenda:**

- **Minutes of Regular Board meeting Monday, December 11, 2023**
- **Minutes of Special Board meeting Wednesday, December 20, 2023**
- **Warrants and Claims**
- **Budget Vs Actual December 2023**
- **Investments Reports December**
- **High School Activity Report**

# **Regular Board Meeting**

## **Monday, January 8, 2024**

### **ACTION:**

LaRae Crowley made motion to approve of Minutes of Regular Board meeting Monday December 11, 2023, Minutes of Minutes of Special Board Meeting December 20, 2023, Warrants and Claims, Budget Vs Actual December 2023, Investments Reports December 2023, and High School Activity Report.

Seconded by Robyn Baker

**Vote: 4-0 For**

### **6) Informational Items**

#### **6.1) Superintendent's Report**

##### **Highlights:**

- School District Enrollment decrease down to 849 Students
- Montana Department of Labor petition to start a new bargaining unit.
- Poplar's role in the Native American football conference creation is simply to gauge interest across the state. Mr. Gourneau and Mr. Erickson have taken on the responsibility of the process to then inform MHSA of interest.

### **7) Discussion Agenda**

#### **7.1) Construction Update**

Updates on the AC Project Include:

Dale Plumbing and Heating is hard at it over the holiday break. They should get most, if not all of the mini splits mounted in the classrooms.

They did a water shutdown during the break to finish the last of the galvanized pipe replacement.

They are in receipt of the AHU cooling coil for the AHU unit above the gymnasium.

They expect to take delivery of the condensing unit for the gymnasium roof on Feb 12th.

The pick will be weather dependent, as well as the install of the other condensing units for the mini-splits

#### **7.2) Superintendent Search**

Information from Kaleva Law and MTSBA has been received. Items will be presented from each as information to supply foundation for the action item later in the agenda

# Regular Board Meeting

## Monday, January 8, 2024

### 8.)ACTION AGENDA

#### 8.1) Personnel Report

##### Classified Staff

Shiloh McKay*	Substitute Custodian	\$15.15
Garret Dehner*	Substitute Custodian	\$15.15
Dakota Shelton	Special Ed Teacher Aide	\$12.80
Delray Lilley	Student Worker	\$12.50
Geordy Medicine Cloud	Student Worker	\$12.50

##### Co- and Extra Curricular Staff

Vonda Bighorn	Elementary Basketball	\$750
Maria Wind	Elementary Basketball	\$750
Amanda Simonson	Elementary Basketball	\$750
Kenda Stuehm	Elementary Basketball	\$750

#### **ACTION:**

Motion made by LaRae Crowley to approve the Personnel Report  
Seconded by Tatum Evenson

#### **Vote: 4-0 For**

\* Denotes a Contingent Hiring as outlined in BP 5122

#### **8.2) Waiver of BP 5331, Insurance for Employees**

The district is in a unique situation for the coming school year in that we have two current employees who are student teaching. One is in the district, and one is out of the district. Both employees plan on returning to their current positions once the student teaching experience is completed. Both would like to look for fulltime certified positions with the district once fully certified with the Office of Public Instruction if they are selected as a candidate for employment. To extend the district's commitment to these employees, it is being requested to waive the thirty (30) hours/week work requirement so that these two employees can keep their group health benefit status with the district. The employees affected by this waiver are:

- Ashley Schwarzrock will be Student teaching in the Wolf Point Schools and will have Fridays available to return to work for the Poplar Schools.
- Krystal Forsness will be Student teaching for the Poplar Schools and will be available to work outside of the hours 8am-4pm.

## **Regular Board Meeting**

**Monday, January 8, 2024**

### **ACTION:**

Motion made Robyn Baker approve the waiver of BP 5331 for Ashley Schwartzrock and Krystal Forsness while they student teach in the Spring of 2024 and completing by April 2024.

Seconded by LaRae Crowley

**Vote: 4-0 For**

### **8.3) ESSER Update**

One last time, the board needs to update our Safe Return to Instruction and Continuity of Services Plan for ESSER reporting. Nothing has changed on this document but the date

### **ACTION:**

Motion made by LaRae Crowley to approve the Safe Return to Instruction Plan as Presented.

Seconded by Robyn Baker

**Vote: 4-0 For**

### **8.4) Out of District Enrollment**

Per BP3141 all Non-resident Enrollment Requests must be acted upon by the Board.

Action is taken upon the recommendation of the building principal whether they approve of the transfer or do not support the transfer.

The 2023 Montana Legislature has also changed the statute for this process through HB 203, but it does not go into effect until 01 July 2024. With that, a new policy will be before the board later this year to bring the district's policy into compliance. Our process should remain the same even with the changes to the statute.

Elementary Case Number: 20240108A

### **ACTION:**

Motion made by LaRae Crowley to approve the recommendation to approve Out of District Enrollment requests for Student Case Number 20240108A.

Seconded by Robyn Baker

**Vote: 4-0 For**

# **Regular Board Meeting**

## **Monday, January 8, 2024**

### **8.5) Superintendent Search**

Two separate bids for Superintendent Search Services have been received. Trustees will need to decide which contractor they would like to use for the upcoming search.

Kaleva Law or MTSBA

#### **ACTION:**

Motion made by Robyn Baker to approve Kaleva Law as the firm to stand for the district in superintendent search services for \$7,500 plus any added costs associated with the firm's search as noted in the contract.

Seconded by LaRae Crowley

**Vote: 4-0 For**

### **9.) Superintendent's Evaluation**

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

Chair Hilary Gourneau called an executive session as the individual's right to privacy outweighs the public's right to know.

The Board went into executive session from 5:34 p.m. to 6:30 p.m.

Present: Board members and Superintendent Dan Schmidt

**NO ACTION AT THIS TIME!**

### **10.) Items of Interest**

10.1) Work Session Date: None set at this time

10.2) Special Meeting Date: None set at this time

### **Adjourn**

Hilary Gourneau adjourned at 6:30 p.m. January 8, 2024.

**ATTEST:**

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**Judy Linthicum, Board Clerk**

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**Hilary Gourneau, Chair**



# **Work Session**

## **Tuesday January 30, 2024**

**Call to Order:** The Work Session for the Board of Trustees called to order by the Chair at 4:05 p.m. The School District No. 9 & 9B Trustees present to constitute a quorum were:

Hilary Gourneau, Chair  
Tatum Evenson, Trustee

LaRae Crowley, Vice Chair

**District Staff:**

Dan Schmidt, Superintendent  
Holly Colgan, Accounts Payable Clerk

Judy Linthicum, Clerk  
Melissa Matthews

**Guest:** Montana Department of Labor Presenter: Max

**Public Comment:** None

### **Discussion/Information Items**

### **Interest - Based Bargaining**

### **Adjourn**

Hilary Gourneau adjourned at 6:15 p.m. January 29, 2024.

**ATTEST:**

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

\_\_\_\_\_  
**Hilary Gourneau, Chair**

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
69206	10162	AGLAND CO-OP	7,850.39						
		December statement							
1		01/18/24 ROUTE	768.48		110 14	100-2700	624		
2		01/18/24 ROUTE	768.49		110 15	100-2700	624		
3		01/18/24 ROUTE	768.49		110 50	100-2700	624		
4		01/18/24 ATHLETICS	754.25		226 16	720-2700	624		
5		01/18/24 MS ATHLETICS	752.79		126 50	720-2700	624		
6		01/18/24 PICKUP/RANGER	300.75		126 90	100-2600	624		
7		01/18/24 MAINTENANCE	349.30		126 90	100-2600	615		
8		01/18/24 BUS BARN PARTS	110.35		110 14	100-2700	440		
9		01/18/24 SPED TRANSPORTATION	90.00*		126 14	280-1000	582		
10		01/18/24 PROPANE	3,187.49*		115	100-2620	410		31
69209	12289	AMERICAN LEGION SUPPER CLUB	3,288.37						
		Staff Christmas party 2023							
1		12768 01/11/24 Staff Christmas party	2,301.86		126 90	100-2300	610		
2		12768 01/11/24 Staff Christmas party	986.51		226 16	100-2300	610		
69208	25537	First Chance LLC.	750.75						
		Service call on athletics bus							
1		1701 01/19/24 Service on athletics bus	750.75		226 16	720-2700	440		
69210	22685	INDEPENDENCE BANK	67,171.42						
		December credit card charges							
1		CC-13274 12/09/23 MS wrestling concessions	138.50		126	625			
		SIDNEY HIGH SCHOOL			CC Accounting: 126- 50-720-3500-582				
2		CC-13274 12/09/23 MS wreslting meal Sidney	189.93		126	625			
		BURGER KING			CC Accounting: 126- 50-720-3500-582				
3		CC-13274 12/16/23 MS wrestling meal Glasgow	287.91		126	625			
		MC DONALD'S			CC Accounting: 126- 50-720-3500-582				
4		CC-13274 01/05/24 Statement fee	3.00		126	625			
					CC Accounting: 126- 50-720-3500-610				
5		CC-13276 12/07/23 HS boys bball meal	351.18		226	625			
		FUDDRUCKERS			CC Accounting: 226- 16-720-3504-582				
6		CC-13276 12/08/23 HS boys meal Lockwood	11.50		226	625			
		BOBS PIZZA PLUS			CC Accounting: 226- 16-720-3504-582				
7		CC-13276 12/08/23 Lunch boys basketball	268.92		226	625			
		FLAMING WOK			CC Accounting: 226- 16-720-3504-582				
8		CC-13276 12/08/23 Dinner bball lockwood	135.93		226	625			
		PIZZA HUT			CC Accounting: 226- 16-720-3504-582				
9		CC-13276 12/09/23 Lunch boys bball lockwood	371.24		226	625			
		JERSEY MIKES			CC Accounting: 226- 16-720-3504-582				

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line	Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj	Proj
10	CC-13276 12/09/23 Meal Lockwood		424.46		226	625			
IHOP							CC Accounting: 226- 16-720-3504-582		
11	CC-13277 12/13/23 Trustee conf Las Vegas		5.00		126	625			
ALLEGIANT AIRLINES							CC Accounting: 126- 90-100-2300-582		
12	CC-13277 12/14/23 Resort fees		135.90		126	625			
HARRAHS HOTEL LV							CC Accounting: 126- 90-100-2300-582		
13	CC-13277 12/19/23 Xmas candy- candy bags		240.11		126	625			
ALBERTSON'S							CC Accounting: 126- 90-100-2300-610		
14	CC-13277 12/27/23 Staff Lunch		100.00		126	625			
AMERICAN LEGION SUPPER CLUB							CC Accounting: 126- 90-100-2300-610		
15	CC-13277 01/02/24 Envelope glue		17.22		126	625			
WILL'S OFFICE WORLD							CC Accounting: 126- 90-100-2500-610		
16	CC-13278 12/09/23 B&G bball Lockwood- Fuel		205.77		226	625			
TOWN PUMP							CC Accounting: 226- 16-720-3500-624		
17	CC-13279 12/07/23 Dinner HS Girls bball Lockwo		306.30		226	625			
FUDDRUCKERS							CC Accounting: 226- 16-720-3503-582		
18	CC-13279 12/08/23 Lunch HS girls bball		41.00		226	625			
BOBS PIZZA PLUS							CC Accounting: 226- 16-720-3503-582		
19	CC-13279 12/08/23 Lunch Lockwood		14.95		226	625			
TIPPY COW CAFE							CC Accounting: 226- 16-720-3503-582		
20	CC-13279 12/08/23 Lunch HS girls bball		148.91		226	625			
FLAMING WOK							CC Accounting: 226- 16-720-3503-582		
21	CC-13279 12/09/23 Lunch HS girls bball Lockwood		216.82		226	625			
JERSEY MIKES							CC Accounting: 226- 16-720-3503-582		
22	CC-13279 12/09/23 Dinner HS girls bball		222.38		226	625			
IHOP							CC Accounting: 226- 16-720-3503-582		
23	CC-13279 12/08/23 Dinner HS girls bball		204.15		226	625			
PIZZA HUT							CC Accounting: 226- 16-720-3503-582		
24	CC-13281 12/09/23 MS GBB meal Glasgow		141.24		126	625			
MC DONALD'S							CC Accounting: 126- 50-720-3500-582		
25	CC-13281 12/09/23 MS GBB meal		118.94		126	625			
REYNOLDS SUPERMARKET							CC Accounting: 126- 50-720-3500-582		
26	CC-13282 12/06/23 Meal Compliance workshop		129.25		226	625			
BUCKHORN CAFE							CC Accounting: 226- 16-280-1000-582		
27	CC-13282 01/04/24 Yearly renewal		375.00		126	625			
SUPER TEACHER WORKSHEETS							CC Accounting: 126- 15-280-1000-681		
28	CC-13283 12/11/23 Scoreboard controller antenn		29.00		226	625			
DAKTRONCIS, INC							CC Accounting: 226- 16-720-3500-660		
29	CC-13283 12/16/23 Team Viewer License		298.80		126	625			
TEAM VIEWER US LLC							CC Accounting: 126- 14-141-1000-610		
30	CC-13283 01/03/24 K-4 1 year subscription		1,897.50		126	625			
BRAINPOP, LLC							CC Accounting: 126- 15-141-1000-610		
31	CC-13283 01/03/24 5-6 1 year subscription		1,897.50		126	625			
BRAINPOP, LLC							CC Accounting: 126- 14-141-1000-610		

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
32	CC-13284 12/07/23 Gas Lockwood	60.00		226 625				
	FARMERS UNION OIL CO.		CC Accounting:	226- 16-720-3500-624				
33	CC-13284 12/08/23 Tripods for film	64.84		226 625				
	WALMART		CC Accounting:	226- 16-720-3500-610				
34	CC-13284 12/08/23 Gas Lockwood	73.00		226 625				
	CONOCO		CC Accounting:	226- 16-720-3500-624				
35	CC-13284 12/08/23 G&B bball water bottles	229.86		226 625				
	SCHEELS		CC Accounting:	226- 16-720-3500-610				
36	CC-13284 12/16/23 Gas Miles City	55.01		226 625				
	EXXON MOBILE		CC Accounting:	226- 16-720-3500-624				
37	CC-13284 12/16/23 Meal Harlem home bball game	155.94		226 625				
	ALBERTSON'S		CC Accounting:	226- 16-720-3500-582				
38	CC-13285 12/02/23 Service charge- CREDIT	-4.00		226 625				
	MICROTEL		CC Accounting:	226- 16-720-3505-582				
39	CC-13285 12/08/23 Gas HS wrestling Glasgow	62.24		226 625				
	AGLAND CO-OP		CC Accounting:	226- 16-720-3500-624				
40	CC-13285 12/08/23 Meal HS wrestling Glasgow	78.80		226 625				
	MC DONALD'S		CC Accounting:	226- 16-720-3505-582				
41	CC-13285 12/09/23 Breakfast Glasgow	85.75		226 625				
	MC DONALD'S		CC Accounting:	226- 16-720-3505-582				
42	CC-13285 12/09/23 Lunch HS wrestling	133.78		226 625				
	DAIRY QUEEN		CC Accounting:	226- 16-720-3505-582				
43	CC-13285 12/14/23 Sandwiches/yogurt	130.88		226 625				
	WALMART		CC Accounting:	226- 16-720-3505-582				
44	CC-13285 12/14/23 Lunch HS wrestling	173.84		226 625				
	SUBWAY		CC Accounting:	226- 16-720-3505-582				
45	CC-13285 12/14/23 Gas Hs wrestling	57.51		226 625				
	Cenex		CC Accounting:	226- 16-720-3500-624				
46	CC-13285 12/15/23 Meal HS wrestling Great Fall	124.36		226 625				
	STREET BURGERS		CC Accounting:	226- 16-720-3505-582				
47	CC-13285 12/15/23 Meal HS wrestling Great Fall	168.36		226 625				
	STREET BURGERS		CC Accounting:	226- 16-720-3505-582				
48	CC-13285 12/16/23 Gas HS wrestling	27.97		226 625				
	EXXON MOBILE		CC Accounting:	226- 16-720-3500-624				
49	CC-13285 12/16/23 Gas HS wrestling	62.58		226 625				
	CONOCO		CC Accounting:	226- 16-720-3500-624				
50	CC-13285 12/16/23 Gas HS wrestling	37.11		226 625				
	CONOCO		CC Accounting:	226- 16-720-3500-624				
51	CC-13285 12/16/23 Meal HS wrestling	145.80		226 625				
	CHIPOTLE		CC Accounting:	226- 16-720-3505-582				
52	CC-13285 01/04/24 Gas HS wrestling Bozeman	43.00		226 625				
	EXXON MOBILE		CC Accounting:	226- 16-720-3500-624				
53	CC-13285 01/04/24 Gas HS wrestling Bozeman	48.51		226 625				
	EXXON MOBILE		CC Accounting:	226- 16-720-3500-624				

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
54	CC-13285 01/04/24 Gas HS wrestling Bozeman	69.42		226 625				
	EXXON MOBILE		CC Accounting:	226- 16-720-3500-624				
55	CC-13286 12/04/23 Dual post antenna	76.89		110 625				
	HARLOW'S BUS SALES, INC.		CC Accounting:	110- 15-100-2700-440				
56	CC-13286 12/06/23 Gas HS wrestling Sidney	46.08		226 625				
	AGLAND CO-OP		CC Accounting:	226- 16-720-3500-624				
57	CC-13286 12/29/23 7" Front turn light	59.85		110 625				
	HARLOW'S BUS SALES, INC.		CC Accounting:	110- 15-100-2700-440				
58	CC-13286 01/05/24 Statement fee	3.00		210 625				
			CC Accounting:	210- 16-100-2700-610				
59	CC-13287 12/05/23 Unleaded gas	63.15		126 625				
	AGLAND CO-OP		CC Accounting:	126- 90-100-2600-624				
60	CC-13287 12/07/23 ProTeam Cord W/ box provac	612.00		126 625				
	PARTS WAREHOUSE		CC Accounting:	126- 90-100-2600-615				
61	CC-13287 12/11/23 Polaris ranger repair	420.09		126 625				
	RIVERSIDE MARINE & CYCLE		CC Accounting:	126- 90-100-2600-440				
62	CC-13287 12/11/23 Meal Miles City	34.98		126 625				
	BLACK IRON GRILL		CC Accounting:	126- 90-100-2600-582				
63	CC-13287 12/12/23 Lodging Miles City	117.56		126 625				
	SLEEP INN & SUITES		CC Accounting:	126- 90-100-2600-582				
64	CC-13287 12/12/23 Unleaded gas	50.02		126 625				
	Cenex		CC Accounting:	126- 90-100-2600-624				
65	CC-13287 12/13/23 Steel hose reel and valve	198.76		126 625				
	WEBSTAIRANT STORE		CC Accounting:	126- 90-100-2600-615				
66	CC-13287 12/20/23 Commercial utility sinks	807.99		226 625				
	WEBSTAIRANT STORE		CC Accounting:	226- 16-100-2600-615				
67	CC-13287 12/28/23 Unleaded gas	57.90		126 625				
	AGLAND CO-OP		CC Accounting:	126- 90-100-2600-624				
68	CC-13287 01/05/24 Statement Fee	3.00		126 625				
			CC Accounting:	126- 90-100-2600-615				
69	CC-13288 12/10/23 Electric charges	541.06		115 625			31	
	SHERIDAN ELECTRIC CO-OP		CC Accounting:	115- -100-2620-410- 31				
70	CC-13289 11/16/23 DISTRICT PHONES	1,248.29		126 625				
	NEMONT TELEPHONE COOPERATIVE, INC.		CC Accounting:	126- 14-100-2600-531				
71	CC-13289 11/16/23 DISTRICT PHONES	1,248.29		126 625				
	NEMONT TELEPHONE COOPERATIVE, INC.		CC Accounting:	126- 15-100-2600-531				
72	CC-13289 11/16/23 DISTRICT PHONES	1,248.29		126 625				
	NEMONT TELEPHONE COOPERATIVE, INC.		CC Accounting:	126- 50-100-2600-531				
73	CC-13289 11/16/23 DISTRICT PHONES	1,248.28		226 625				
	NEMONT TELEPHONE COOPERATIVE, INC.		CC Accounting:	226- 16-100-2600-531				
74	CC-13289 11/16/23 TRANSPORTATION PHONES	99.83		110 625				
	NEMONT TELEPHONE COOPERATIVE, INC.		CC Accounting:	110- 50-100-2700-531				
75	CC-13289 11/16/23 TECH DEPT PHONES	79.97		126 625				
	NEMONT TELEPHONE COOPERATIVE, INC.		CC Accounting:	126- 15-100-2600-531				

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
76	CC-13289 11/16/23 MAINTENANCE PHONES NEMONT TELEPHONE COOPERATIVE, INC.	79.97		126 625				
77	CC-13289 11/16/23 DISTRICT PHONES NEMONT TELEPHONE COOPERATIVE, INC.	91.94	CC Accounting: 126-	90-100-2600-531				
78	CC-13289 11/16/23 DISTRICT PHONES NEMONT TELEPHONE COOPERATIVE, INC.	91.94		126 625				
79	CC-13290 12/22/23 Pizza- Athletics BUCKHORN CAFE	459.50	CC Accounting: 126-	50-100-2600-531				
80	CC-13291 12/05/23 Shipping for historical box USPS PO	54.22		226 625				
81	CC-13291 12/11/23 Attendance award pizza BUCKHORN CAFE	50.50	CC Accounting: 126-	16-100-2600-531				
82	CC-13291 12/11/23 Attendance award pizza BUCKHORN CAFE	47.00		126 625				
83	CC-13291 12/13/23 Scholastic books SCHOLASTIC INC.	19.49	CC Accounting: 126-	50-100-1000-610				
84	CC-13291 12/18/23 Spelling Bee enrollment SCRIPPS NATIONAL SPELLING BEE	199.00		126 625				
85	CC-13291 12/19/23 Grocery MAIN STREET GROCERY	20.37	CC Accounting: 126-	50-100-1000-610				
86	CC-13291 12/22/23 Staff dinner AMERICAN LEGION SUPPER CLUB	149.56		126 625				
87	CC-13291 12/22/23 Staff dinner AMERICAN LEGION SUPPER CLUB	149.57	CC Accounting: 126-	14-100-2400-582				
88	CC-13292 12/04/23 TV mount AMAZON	27.99		126 625				
89	CC-13292 12/05/23 Cornhole boards for HS BSN SPORTS	1,209.91	CC Accounting: 126-	50-100-2400-582				
90	CC-13292 12/06/23 Candy for xmas bags WALMART	920.40		226 625				
91	CC-13292 12/06/23 Staff xmas party prizes WALMART	1,360.11	CC Accounting: 126-	90-100-2300-610				
92	CC-13292 12/06/23 Staff xmas party WALMART	7.17		126 625				
93	CC-13292 12/06/23 Candy for xmas bags WALMART	303.82	CC Accounting: 126-	90-100-2300-610				
94	CC-13292 12/06/23 Office supplies MENARDS	65.38		126 625				
95	CC-13292 12/06/23 Staff travel DON PEDROS	80.27	CC Accounting: 126-	90-100-2300-610				
96	CC-13292 12/06/23 Gas travel AGLAND CO-OP	33.40		126 625				
97	CC-13292 12/07/23 Fixed TV wall mount AMAZON	17.99	CC Accounting: 126-	90-100-2300-582				
				126 625				
			CC Accounting: 126-	50-141-1000-610				

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
98	CC-13292 12/09/23 HS GBB rooms 12/7-12/8 BILLINGS HOTEL & CONVENTION CENTER	2,217.96		226 625				
99	CC-13292 12/09/23 HS BBB rooms 12/7-12/8 BILLINGS HOTEL & CONVENTION CENTER	2,217.96	CC Accounting:	226- 16-720-3503-582				
100	CC-13292 12/10/23 43" LG tv AMAZON	256.99		126 625				
101	CC-13292 12/10/23 HS GBB rooms 12/9-12/10 BILLINGS HOTEL & CONVENTION CENTER	1,108.98	CC Accounting:	226- 16-720-3503-582				
102	CC-13292 12/10/23 HS BBB rooms 12/9-12/10 BILLINGS HOTEL & CONVENTION CENTER	1,108.98	CC Accounting:	226- 16-720-3504-582				
103	CC-13292 12/12/23 Hygiene wipes AMAZON	29.99	CC Accounting:	226- 16-280-1000-610				
104	CC-13292 12/12/23 District sweat shirts BSN SPORTS	20,808.20	CC Accounting:	126- 90-100-2300-613				
105	CC-13292 12/12/23 District sweat shirts BSN SPORTS	8,937.80	CC Accounting:	226- 16-100-2300-613				
106	CC-13292 12/13/23 Just Mercy English books AMAZON	362.09	CC Accounting:	226- 16-100-1000-640				
107	CC-13292 12/15/23 Artificial xmas tree AMAZON	79.99	CC Accounting:	226- 16-100-1000-610				
108	CC-13292 12/13/23 Avery 5266 file labels AMAZON	21.87	CC Accounting:	126- 90-100-2500-610				
109	CC-13292 12/14/23 Accordion file organizers AMAZON	202.94	CC Accounting:	126- 90-100-2500-610				
110	CC-13292 12/14/23 Student self care AMAZON	16.89	CC Accounting:	226- 16-280-1000-610				
111	CC-13292 12/15/23 District membership SAMS CLUB	110.00	CC Accounting:	126- 90-100-2300-610				
112	CC-13292 12/15/23 Office supplies AMAZON	82.31	CC Accounting:	226- 16-280-1000-610				
113	CC-13292 12/15/23 Office supplies AMAZON	266.88	CC Accounting:	226- 16-280-1000-610				
114	CC-13292 12/15/23 Social Emotional learning AMAZON	34.74	CC Accounting:	126- 15-280-1000-610				
115	CC-13292 12/17/23 Milwaukee impact AMAZON	319.99	CC Accounting:	110- 15-100-2700-440				
116	CC-13292 12/17/23 Milwaukee replacement battery AMAZON	185.99	CC Accounting:	110- 15-100-2700-440				
117	CC-13292 12/17/23 Garbage bins for bus AMAZON	235.20	CC Accounting:	210- 16-100-2700-610				
118	CC-13292 12/26/23 Flour HS FCS class AMAZON	25.60	CC Accounting:	226- 16-100-1000-610				
119	CC-13292 12/17/23 Baking supplies HS FCS AMAZON	59.85	CC Accounting:	226- 16-100-1000-610				

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/	Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO # Fund Org Prog-Func		
120	CC-13292 12/26/23 HS SWIS license	350.00	226 625		
PBIS APPS			CC Accounting: 226- 16-100-1000-680		
121	CC-13293 12/06/23 Elementary incentives	200.00	115 625		700
FORT PECK VIDEO & MORE			CC Accounting: 115- 15-470-1000-610-700		
122	CC-13293 12/10/23 Monthly acrobat pro	19.99	126 625		
ADOBE CREATIVE CLOUD			CC Accounting: 126- 15-100-2400-610		
123	CC-13293 12/20/23 Elem SWIS license	700.00	126 625		
PBIS APPS			CC Accounting: 126- 15-100-1000-681		
124	CC-13294 12/09/23 Staff xmas party gift	26.99	126 625		
MENARDS			CC Accounting: 126- 90-100-2300-610		
125	CC-13294 12/14/23 Flat Glass print	58.98	126 625		
SHUTTERFLY			CC Accounting: 126- 90-100-2300-610		
126	CC-13294 12/26/23 Adobe subscription	359.88	126 625		
ADOBE CREATIVE CLOUD			CC Accounting: 126- 90-100-2300-610		
127	CC-13294 12/26/23 Coffee for office	98.38	126 625		
BOSTONS BEST COFFEE			CC Accounting: 126- 90-100-2300-610		
128	CC-13294 01/04/24 Yearly zoom subscription	1,141.25	126 625		
ZOOM			CC Accounting: 126- 14-141-1000-680		
129	CC-13294 01/04/24 Yearly zoom subscription	1,141.25	126 625		
ZOOM			CC Accounting: 126- 50-141-1000-680		
130	CC-13295 12/06/23 BLT Donuts	31.96	226 625		
REYNOLDS SUPERMARKET			CC Accounting: 226- 16-100-1000-610		
131	CC-13295 12/06/23 Room for trustee conference	117.68	126 625		
EXPEDIA			CC Accounting: 126- 90-100-2300-582		
132	CC-13295 12/10/23 Room cancelation CREDIT	-633.79	126 625		
HARRAHS HOTEL LV			CC Accounting: 126- 90-100-2300-582		
133	CC-13295 12/13/23 MASBO training registration	100.00	126 625		
MASBO			CC Accounting: 126- 90-100-2500-582		
134	CC-13295 12/20/23 Teacher appreciation cake	50.00	226 625		
REYNOLDS SUPERMARKET			CC Accounting: 226- 16-100-1000-610		
69207	13395 U.S. FOOD SERVICE, INC.	9,613.43			
December statement					
1	3613544 12/07/23 Produce, dairy, pork/beef	2,975.51	212 90 910-3100		570
2	3793625 12/14/23 Dry grocery, poultry	3,890.96	212 90 910-3100		570
3	3967786 12/21/23 Juice, granola bars	2,587.84	212 90 910-3100		570
4	3967787 12/21/23 Staff meal	159.12	126 90 100-2300		610
# of Claims	5	Total:	88,674.36	# of Vendors	5



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Fund/Account	Amount
110 Elementary Transportation Fund	
101	3,158.36
115 Elementary Miscellaneous Programs Fund	
101	3,928.55
126 Elementary Impact Aid Fund	
101	43,398.18
210 High School Transportation Fund	
101	238.20
212 High School Food Service Fund	
101	9,454.31
226 High School Impact Aid Fund	
101	28,496.76
Total:	88,674.36

01/25/24  
11:43:43

POPLAR SCHOOLS  
Claim Approval Signature Page  
For the Accounting Period: 1 / 24

Page: 9 of 9  
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

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prag-Func			
69202	24853 AMERICAN FIDELITY ADMINISTRATIVE	268.00						
	January 2024 time and eligibility monthly fee							
1	67987 01/16/24 January time & eligibility fee	200.00		126 90	100-2300		340	
2	67987 01/16/24 January time & eligibility fee	68.00		226 16	100-2300		340	
69204	25534 Bell Wether	438.90						
	Middle school library books							
1	171499 01/17/24 NFL book package	438.90	38975	126 50	100-2225		640	
69190	20220 BIG VALLEY WATER	263.00						
1	174526 12/04/23 Water for high school	101.00		226 16	100-1000		610	
2	174644 12/18/23 Water for high school	133.00		226 16	100-1000		610	
3	174645 12/18/23 District water	29.00		126 90	100-2300		610	
69196	25462 BLACKBIRD MERCANTILE	989.40						
	Christmas dinner for staff							
1	1 12/21/23 HS staff Xmas dinner	989.40		226 16	100-1000		610	
69195	10189 ECKROTH MUSIC CO.	320.00						
	Repairs on high school instruments							
1	5090634 12/12/23 Alto sax key replacement	129.00		226 16	100-1000		610	
2	5090628 12/14/23 Soprano Clarinet service	191.00		226 16	100-1000		610	
69198	11046 HARTLEY'S SCHOOL BUSES	39.12						
1	44730 Light Stop- tail LED	22.27		110 15	100-2700		440	
2	44730 Shipping	16.85		110 15	100-2700		440	
69200	13198 INTERMOUNTAIN SAFETY SHOES	1,502.10						
	Safety shoes for maintenance crew							
1	37678 11/21/23 Safety boots	1,319.84*		126 90	100-2661		610	
2	37679 11/22/23 Safety boots	182.26*		126 90	100-2661		610	
69205	25912 KIRN CONSTRUCTION LLC	2,400.00						
	Reinforce gate at bus barn							
1	01/18/24 Reinforce gate at bus barn	2,400.00		126 90	100-2600		440	

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
69188		24921 LORRI COULTER, MS, PS, BCBA	4,225.00						
		December school visit, scoring, reports, and meetings							
1		1023 01/03/24 Scoring, reports, meetings	845.00		126 14	280-2140	320		
2		1023 01/03/24 Scoring, reports, meetings	1,690.00		126 15	280-2140	320		
3		1023 01/03/24 Scoring, reports, meetings	845.00		126 50	280-2140	320		
4		1023 01/03/24 Scoring, reports, meetings	845.00		226 16	280-2140	320		
69192		10087 MAIN STREET GROCERY	860.78						
		December statement							
1		1741506 12/13/23 Candy for Xmas party	41.43		126 90	100-2300	610		
2		2411646 12/13/23 MS FCS supplies	52.64*		126 50	100-1000	610		
3		2011624 12/18/23 MS FCS	20.55*		126 50	100-1000	610		
4		0651017 12/20/23 Popcorn balls/paper bags	746.16		126 90	100-2300	610		
69191		25889 PERCUSSION SOURCE	127.92						
		High school band supplies							
1		SI2362986 12/29/23 VIC FIRTH MTS1 Tenor	127.92	38980	226 16	100-1000	610		
69194		10371 PETTY CASH FUND	27.81						
		Background on Bus Drivers							
1		10428553 01/05/24 Background on bus drivers	27.81		110 15	100-2700	340		
69203		21278 ROOSEVELT MEDICAL CLINIC	125.00						
		DOT physical for bus drivers							
1		15134C1876 01/02/24 DOT physical for bus drive	125.00		110 15	100-2700	340		
69199		25802 SOLIANT	2,520.00						
		Online therapy for week of 1/3/24-1/5/24.							
1		20852937 01/07/24 Online therapy	2,520.00		126 15	280-2140	320		
69197		12492 SYSCO MONTANA INC.	40,092.17						
		December statement							
1		443699169 12/01/23 Can & dry foods	7,545.80		212 90	910-3100	570		
2		443699168 12/01/23 Uncrustables PreK	61.99*		126 15	280-1000	610		
3		443699170 12/01/23 Bottled water	294.10		126 14	100-1000	610		
4		443699167 12/01/23 Coffee, sugar, cups	395.18		126 14	100-1000	610		
5		443704662 12/05/23 Dairy, Ground beef, Produce	6,939.49		212 90	910-3100	570		
6		443709750 12/08/23 Meats, canned fruits	1,963.66		212 90	910-3100	570		
7		443709750 12/08/23 Poly aprons, Nitrile gloves	1,055.40		212 90	910-3100	610		
8		443715163 12/12/23 Fruits and vegetables	665.58*		212 90	910-3100	572		
9		443715163 12/12/23 Fruits and vegetables	362.48*		212 90	910-3100	573		
10		443715164 12/12/23 Produce, poultry, dairy	10,452.44		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	
11		443721820 12/15/23 Dairy, frozen dinner rolls	3,156.54		212 90	910-3100	570		
12		443721820 12/15/23 Oven liners, foam plates	480.45		212 90	910-3100	610		
13		443721821 12/15/23 2nd grade gingerbread cooki	194.08		126 15	100-1000	610		
14		443727008 12/19/23 Cauliflower floret	118.76*		212 90	910-3100	572		
15		443727008 12/19/23 Cauliflower floret	118.76*		212 90	910-3100	573		
16		443727009 12/19/23 Fruits and vegetables	5,194.81		212 90	910-3100	570		
17		443727010 12/19/23 Apples, oranges Xmas bags	796.60		126 90	100-2300	610		
18		443731437 12/22/23 Meats and produce	595.35		212 90	910-3100	570		
19		443731437 12/22/23 Nitrile gloves	383.16		212 90	910-3100	610		
20		443698095 12/01/23 Pastry nylon brushes	61.65		212 90	910-3100	610		
21		443731438 12/22/23 Beef snack sticks, fruit ro	787.75		212 90	910-3100	570		
22		14350331P 11/02/23 Blk plastic containers- CRE	-328.17		212 90	910-3100	610		
23		14350332P 11/02/23 Paper plates- CREDIT	-231.57		212 90	910-3100	610		
24		14350750P 12/05/23 Blk plastic containers-CRED	-328.95		212 90	910-3100	610		
25		443648828 10/28/23 Mayonnaise- CREDIT	-171.78		212 90	910-3100	570		
26		443656698 11/02/23 Foam plates, plastic contai	-491.30		212 90	910-3100	610		
27		443686714 11/24/23 Pancake sausage sticks	-37.95		212 90	910-3100	570		
28		443703867 12/04/23 Splenda sticks	96.75		126 14	100-1000	610		
29		443729199 12/21/23 Breadsticks- CREDIT	-38.89		212 90	910-3100	570		
69189		10084 TANDE'S GROCERY	354.78						
1		10/31/23 Lettuce for lunch room	28.68		212 90	910-3100	570		
2		10/27/23 Black beans cafeteria	15.21		212 90	910-3100	570		
3		11/27/23 Lettuce for salad bar	98.12		212 90	910-3100	570		
4		11/01/23 Lettuce for salad bar	55.34		212 90	910-3100	570		
5		09/08/23 Granola bars, fruit snacks	157.43*		115 15	494-2115	610	314	
69193		10111 WILL'S OFFICE WORLD	104.00						
		Ledger 11x17 paper							
1		10428553 11/28/23 11x17 ledger copy paper	104.00		126 15	100-1000	610		
69201		20362 WOLF CITY AUTO INC.	338.76						
		Bus parts							
1		531891 10/24/23 Vent brush	97.03		110 15	100-2700	440		
2		554928 11/22/23 19P & 15 P parts for bus	108.42*		110 15	100-2700	610		
3		549301 11/15/23 Miniature Blstr pk	6.38		110 14	100-2700	440		
4		569583 12/14/23 Oil and filter for Suburban	117.94		110 14	100-2700	440		
5		569592 12/14/23 Oil drain plug Dodge	8.99		110 15	100-2700	440		
		# of Claims 18	Total: 54,996.74						# of Vendors 18

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Fund/Account	Amount
110 Elementary Transportation Fund 101	530.69
115 Elementary Miscellaneous Programs Fund 101	157.43
126 Elementary Impact Aid Fund 101	13,273.48
212 High School Food Service Fund 101	38,450.82
226 High School Impact Aid Fund 101	2,584.32
Total :	54,996.74

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

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount							
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj		
69252		25862 ADVANCED SOLUTIONS LLC	650.00							
		Schoolwide pest control for January 2024								
1		2791 01/06/24 Schoolwide pest control	650.00		126 90	100-2600	440			
69255		25918 ALTIMUS DISTRIBUTING INC.	3,000.00							
		Homestyle manual top load washer								
1		72210 01/12/24 2 Top load washers	2,480.00		226 16	100-2600	660			
2		72210 01/12/24 Shipping	520.00		226 16	100-2600	660			
69244		25917 BLOOMS & BRITCHES LLC	75.00							
		Flower arrangements for funeral								
1		0411114 01/25/24 Flower arrangement	75.00*		126 90	100-2300	610			
69257		10032 BRUCO, INC.	91.93							
1		422223 01/23/24 White floor pad	91.93		226 16	100-2600	615			
69258		10032 BRUCO, INC.	847.98							
1		422205 01/23/24 Linatex 600mm	847.98*		126 90	100-2600	615			
69221		10859 BUCKHORN CAFE	206.50							
1		39524 11/21/23 Elem pizza	29.50		126 15	100-1000	610			
2		40935 11/22/23 Elem pizza	81.00		126 15	100-1000	610			
3		39309 12/01/23 Elem pizza	96.00		126 15	100-1000	610			
69222		10748 CITY OF POPLAR	6,922.90							
		District wide water/sewer/garbage								
1		01/24/24 Admin building- water/sewer	94.47		126 90	100-2600	421			
2		01/24/24 Grade School - water/sewer	1,349.71		126 90	100-2600	421			
3		01/24/24 Middle School - water/sewer	868.47		126 90	100-2600	421			
4		01/24/24 High School - water/sewer	61.12		226 16	100-2600	421			
5		01/24/24 HS Metal Shop-water/sewer	1,974.90		226 16	100-2600	421			
6		01/24/24 Bus Garage- water/sewer	173.25*		110 15	100-2700	421			
7		01/24/24 #9 Shop- water/sewer	61.82		126 90	100-2600	421			
8		01/24/24 Trnsprtn & Mntnc- water/sewer	129.00		126 90	100-2600	421			
9		01/24/24 Supt house- water/sewer	100.62*		115	100-2620	410			31
10		01/24/24 HPDP Ed Dept. - water/sewer	822.90*		115	100-2620	410			31
11		01/24/24 Townhouse #1- water/sewer	609.76*		115	100-2620	410			31
12		01/24/24 Townhouse #2- water/sewer	147.54*		115	100-2620	410			31
13		01/24/24 Townhouse #3- water/sewer	145.91*		115	100-2620	410			31
14		01/24/24 Townhouse #4- water/sewer	144.97*		115	100-2620	410			31
15		01/24/24 Townhouse #5- water/sewer	144.41*		115	100-2620	410			31
16		01/24/24 Village- garbage	94.05*		115	100-2620	410			31



\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
69216		24979 COY WEEKS	75.00						
		Cell phone service for the month of February 2024							
1		02/01/24 Cell phone service cost	75.00		226 16	100-2600	531		
69237		24934 CP SPEECH THERAPY	5,200.00						
		Contracted time for January 2024							
1		145 02/04/24 Speech Therapy for January	1,040.00		126 14	280-2160	320		
2		145 02/04/24 Speech Therapy for January	2,080.00*		126 15	280-2160	320		
3		145 02/04/24 Speech Therapy for January	1,040.00		126 50	280-2160	320		
4		145 02/04/24 Speech Therapy for January	1,040.00		226 16	280-2160	320		
69223		10044 DACOTAH PAPER CO.	1,556.40						
		40 cases of copy paper for district							
1		27121 01/08/24 40 cases of paper	194.55		126 14	100-1000	610		
2		27121 01/08/24 40 cases of paper	194.55*		126 14	280-1000	610		
3		27121 01/08/24 40 cases of paper	194.55		126 15	100-1000	610		
4		27121 01/08/24 40 cases of paper	194.55*		126 15	280-1000	610		
5		27121 01/08/24 40 cases of paper	194.55*		126 50	100-1000	610		
6		27121 01/08/24 40 cases of paper	194.55		126 50	280-1000	610		
7		27121 01/08/24 40 cases of paper	194.55		226 16	100-1000	610		
8		27121 01/08/24 40 cases of paper	194.55		226 16	280-1000	610		
69260		10044 DACOTAH PAPER CO.	4,962.84						
		Hand sanitizer, plastic utensils, gloves, cleaning supplies							
1		97695 01/22/24 Plastic utensils, cleaning sup	4,962.84		212 90	910-3100	610		
69266		12015 ECOLAB INC.	2,931.74						
		Cleaning supplies for cafeteria							
1		6342665002 12/21/23 Lime- a- way select	1,619.51		212 90	910-3100	610		
2		6342695683 12/22/23 Wash arm end cap	381.48		212 90	910-3100	610		
3		6343104890 01/15/24 RFK 6016	930.75		212 90	910-3100	610		
69224		23606 ELI ZABETH A. SHIPSTEAD	3,171.90						
		January occupational therapy time sheet							
1		000064 02/02/24 Occupational therapy	634.38		126 14	280-2160	320		
2		000064 02/02/24 Occupational therapy	1,268.76*		126 15	280-2160	320		
3		000064 02/02/24 Occupational therapy	634.38		126 50	280-2160	320		
4		000064 02/02/24 Occupational therapy	634.38		226 16	280-2160	320		

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
69262		1250& EMMY' S LOCKSMITHING	794.00						
		Classroom door knobs and mortise cylinder							
1		1717 01/30/24 Schlage classroom knobs	794.00*		126 90	100-2600	615		
69213		22225 FRANK GOURNEAU	75.00						
		Cell phone service for the month of February 2024							
1		02/01/24 Cell phone service cost	75.00		226 16	100-2600	531		
69248		10211 FRIESEN' S FLORAL	50.00						
		Floral arrangement for funeral							
1		60849 01/19/24 Floral arrangement	50.00*		126 90	100-2300	610		
69218		25502 GREG GOURNEAU	75.00						
		Cell phone service charge for the month of February 2024							
1		02/01/24 Monthly service charge	75.00		126 90	100-2600	531		
69261		14345 J & M DISTRIBUTING	7,848.00						
		January 2024							
1		69690 01/03/24 Milk for cafeteria	1,367.30		212 90	910-3100	570		
2		69675 01/05/24 Milk for cafeteria	395.30		212 90	910-3100	570		
3		69745 01/09/24 Milk for cafeteria	1,086.50		212 90	910-3100	570		
4		70871 01/11/24 Milk for cafeteria	179.30		212 90	910-3100	570		
5		70883 01/12/24 Milk for cafeteria	870.50		212 90	910-3100	570		
6		70908 01/16/24 Milk for cafeteria	857.90		212 90	910-3100	570		
7		70960 01/19/24 Milk for cafeteria	546.50		212 90	910-3100	570		
8		65932 01/23/24 Milk for cafeteria	803.70		212 90	910-3100	570		
9		69924 01/26/24 Milk for cafeteria	870.50		212 90	910-3100	570		
10		69972 01/30/24 Milk for cafeteria	870.50		212 90	910-3100	570		
69214		25360 JOHN WETSIT	75.00						
		Cell phone service for the month of February 2024							
1		02/01/24 Cell phone service cost	75.00		126 90	100-2600	531		
69219		19832 KEITH ERICKSON	75.00						
		Cell phone service for the month of February 2024							
1		02/01/24 Cell phone service cost	75.00		126 90	100-2600	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	
69225	25443	LAKEVIEW BOOKS	140.62							
		High school library books								
1		ARU0363225 02/02/24 Teen guide to life	130.62	38990	226	16	100-1000	640		
2		ARU0363225 02/02/24 SHIPPING	10.00	38990	226	16	100-1000	640		
69215	24786	LEWIS REESE	75.00							
		Cell phone service for the month of February 2024								
1		02/01/24 Cell phone service cost	75.00		126	90	100-2600	531		
69246	24921	LORRI COULTER, MS, PS, BCBA	4,000.00							
		School visit, scoring, reports, meetings								
1		1024 01/31/24 Scoring, reports, meetings	800.00		126	14	280-2140	320		
2		1024 01/31/24 Scoring, reports, meetings	1,600.00*		126	15	280-2140	320		
3		1024 01/31/24 Scoring, reports, meetings	800.00		126	50	280-2140	320		
4		1024 01/31/24 Scoring, reports, meetings	800.00		226	16	280-2140	320		
69241	25209	MARCO TECHNOLOGIES LLC	2,769.63							
		School wide copier service contracts								
1		520853128 01/23/24 School wide copier contracts	346.23		126	14	100-1000	610		
2		520853128 01/23/24 School wide copier contracts	346.20*		126	14	280-1000	610		
3		520853128 01/23/24 School wide copier contracts	346.20		126	15	100-1000	610		
4		520853128 01/23/24 School wide copier contracts	346.20*		126	15	280-1000	610		
5		520853128 01/23/24 School wide copier contracts	346.20*		126	50	100-1000	610		
6		520853128 01/23/24 School wide copier contracts	346.20		126	50	280-1000	610		
7		520853128 01/23/24 School wide copier contracts	346.20		226	16	100-1000	610		
8		520853128 01/23/24 School wide copier contracts	346.20		226	16	280-1000	610		
69242	25209	MARCO TECHNOLOGIES LLC	2,014.16							
		School wide copier service contracts								
1		520655200 01/22/24 School wide copier contracts	251.77		126	14	100-1000	610		
2		520655200 01/22/24 School wide copier contracts	251.77*		126	14	280-1000	610		
3		520655200 01/22/24 School wide copier contracts	251.77		126	15	100-1000	610		
4		520655200 01/22/24 School wide copier contracts	251.77*		126	15	280-1000	610		
5		520655200 01/22/24 School wide copier contracts	251.77*		126	50	100-1000	610		
6		520655200 01/22/24 School wide copier contracts	251.77		126	50	280-1000	610		
7		520655200 01/22/24 School wide copier contracts	251.77		226	16	100-1000	610		
8		520655200 01/22/24 School wide copier contracts	251.77		226	16	280-1000	610		

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
69226		23218 MASSP REAGION IV	220.00						
		Region IV dues							
1		11/14/23 Region IV Dues	220.00		226 16	720-3500	810		
69227		21755 MONTANA DOJ	115.00						
		Background check on new hires							
1		166761 12/31/23 Background on new hires	57.50		126 90	100-2305	340		
2		166808 12/31/23 Background on new hires	57.50		226 16	100-2305	340		
69254		14328 MONTANA SCHOOL EQUIPMENT CO.	695.00						
		Draper safety strap							
1		2444 01/29/24 Draper safety strap	695.00		126 90	100-2600	440		
69212		21147 MORGAN NORGAARD	75.00						
		Cell phone service for the month of February 2024							
1		02/01/24 Cell phone service cost	75.00		126 90	100-2600	531		
69238		23763 NAXIN SAFETY	408.43						
		First Aid kit refills							
1		6349 02/05/24 MS Office first aid supplies	408.43		126 14	100-1000	610		
69239		23763 NAXIN SAFETY	424.42						
		Elementary office first aid kit refill and cafeteria first aid kit refill							
1		6350 02/05/24 ES office first aid refill	174.23		126 15	100-1000	610		
2		6350 02/05/24 Cafeteria first aid refill	250.19*		126 90	100-2600	615		
69240		23763 NAXIN SAFETY	549.62						
		High school wood shop, ag department, art, gym, and office first aid kit refills							
1		6348 02/05/24 HS wood shop first aid refills	116.34		226 16	390-1000	610		
2		6348 02/05/24 HS Ag Dept first aid refills	81.85		226 16	390-1000	610		
3		6348 02/05/24 HS art room first aid refills	20.90		226 16	100-1000	610		
4		6348 02/05/24 HS gym first aid refills	216.33		226 16	100-1000	610		
5		6348 02/05/24 HS Office first aid refills	114.20		226 16	100-1000	610		
69228		25132 NORTHERN PLAINS INDEPENDENT	226.87						
		Coaching, coming events							
1		4806 12/31/23 Coaching, coming events	158.81		126 90	100-2300	540		
2		4806 12/31/23 Coaching, coming events	68.06		226 16	100-2300	540		

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
69256		20027 NORTHWEST PIPE FITTING	121.00						
1		763697 01/15/24 Neutralizer rocks	121.00*		126	90	100-2600	615	
69250		25610 ORIENTAL TRADING	151.43						
		Classroom supplies							
1		Turkey toes bag toppers	0.00	38884	126	15	100-1000	610	
2		7254204410 07/13/23 Valentines Boxes 12	6.49	38884	126	15	100-1000	610	
3		7254204410 07/13/23 Holiday wreath gift bag 1	21.98	38884	126	15	100-1000	610	
4		7254204410 07/13/23 Tissue paper xmas	19.98	38884	126	15	100-1000	610	
5		7254204410 07/13/23 Dr seuss book holders 6pc	16.97	38884	126	15	100-1000	610	
6		7254204410 07/13/23 Dr seuss clipboard 3pc	14.99	38884	126	15	100-1000	610	
7		7254504410 07/13/23 Christmas twine	5.49	38884	126	15	100-1000	610	
8		7254504410 07/13/23 Red curling ribbon	7.49	38884	126	15	100-1000	610	
9		7254504410 07/13/23 Neon pink ribbon	7.49	38884	126	15	100-1000	610	
10		7254504410 07/13/23 Red bakers twine	6.99	38884	126	15	100-1000	610	
11		7254504410 07/13/23 Dr seuss 100th day	12.99	38884	126	15	100-1000	610	
12		7254504410 07/13/23 5x10" brt fiesta	12.58	38884	126	15	100-1000	610	
13		7254504410 07/13/23 SHIPPING	17.99	38884	126	15	100-1000	610	
69251		25610 ORIENTAL TRADING	201.47						
1		7254075280 07/12/23 Scented ice cream slime	35.98	38872	126	15	100-1000	610	
2		7254075280 07/12/23 Stretchy fidget flowers	17.58	38872	126	15	100-1000	610	
3		7254075280 07/12/23 Color stress balls	21.98	38872	126	15	100-1000	610	
4		7254075280 07/12/23 Water bead unicorn	45.98	38872	126	15	100-1000	610	
5		7254075280 07/12/23 Pull back trucks	19.98	38872	126	15	100-1000	610	
6		7254075280 07/12/23 Flipping wind up lady bug	39.98	38872	126	15	100-1000	610	
7		7254075280 07/12/23 SHIPPING	19.99		126	15	100-1000	610	
69217		24767 PATTI JO BLACK	75.00						
		Cell phone services for the month of February 2024							
1		02/01/24 Cell phone service cost	75.00		226	16	100-2600	531	
69243		10253 PITNEY BOWES PURCHASE POWER	1,095.79						
1		01/16/24 Monthly mail machine refill	1,095.79*		126	90	100-2300	610	
69229		20276 PRO-ED	368.00						
		Edmark reading program 5 student seats							
1		3023646 01/06/24 5 student seats	368.00	38988	126	14	280-1000	681	

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
69265	12800	ROOSEVELT COUNTY TREASURER	1.00						
		Registration fees for 2023 Chevy Suburban							
1		02/07/24 2023 Chevy Suburban	1.00		110 50	100-2700	340		
69230	25074	SCHOOLPRI DE	65.00						
1		94686 11/17/23 Name plates	45.00*	38953	126 50	100-1000	610		
2		94686 11/17/23 SHIPPING	20.00*	38953	126 50	100-1000	610		
69231	25908	SMART APPLE MEDIA	278.95						
		High school library books							
1		ARU0363854 02/02/24 Books HS library	268.95	38991	226 16	100-1000	640		
2		ARU0363854 02/02/24 SHIPPING	10.00	38991	226 16	100-1000	640		
69232	25802	SOLIANT	3,540.00						
		Online school therapy for the week of 1/16/24-1/19/24							
1		20864976 01/21/24 Online school therapy	3,540.00		126 50	280-2140	320		
69233	25802	SOLIANT	4,500.00						
		Online school therapy for the week of 1/8/24-1/12/24							
1		20858979 01/14/24 Online school therapy	4,500.00*		126 15	280-2140	320		
69267	12492	SYSCO MONTANA INC.	52,985.58						
1		443746013 01/02/24 Dairy, meats, frozen	6,381.88		212 90	910-3100	570		
2		443750841 01/05/24 Poultry, produce	7,250.49		212 90	910-3100	570		
3		443750841 01/05/24 Paper & disposables	895.90		212 90	910-3100	610		
4		443755970 01/09/24 Dairy, meats, can & dry	7,166.87		212 90	910-3100	570		
5		443755970 01/09/24 Paper & disposables	15.79		212 90	910-3100	610		
6		443755971 01/09/24 Fresh fruits & vegetables	246.30*		212 90	910-3100	572		
7		443755972 01/09/24 Fresh fruits & vegetables	124.89*		212 90	910-3100	573		
8		443761071 01/12/24 Produce, frozen food	3,658.50		212 90	910-3100	570		
9		443766215 01/16/24 Beef, pork, chicken	4,870.51		212 90	910-3100	570		
10		443766216 01/16/24 Fresh fruits and vegetables	267.94*		212 90	910-3100	572		
11		443766217 01/16/24 Fresh fruits and vegetables	141.07*		212 90	910-3100	573		
12		443770791 01/19/24 Dairy and produce	6,111.97		212 90	910-3100	570		
13		443776086 01/23/24 Frozen grocery, produce	6,349.69		212 90	910-3100	570		
14		443781071 01/26/24 Fruits and vegetables	5,245.39		212 90	910-3100	570		
15		443781071 01/26/24 Paper & disposables	301.16		212 90	910-3100	610		
16		443781072 01/26/24 PB&J sandwiches	73.75*		126 14	280-1000	610		
17		443785983 01/30/24 Dairy, frozen, produce	3,339.83		212 90	910-3100	570		
18		443785984 01/30/24 Fresh fruits and vegetables	183.55*		212 90	910-3100	573		
19		443785985 01/30/24 Fresh fruits and vegetables	426.05*		212 90	910-3100	572		
20		443775622 01/23/24 Pillsbury biscuits	-65.95		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	
69268		12492 SYSCO MONTANA INC.	6,557.40						
1		443755973 01/09/24 Paper & disposables	2,557.40		226 16 100-2600		615		
2		443755973 01/09/24 Chemical & janitorial	4,000.00*		126 90 100-2600		615		
69234		25323 T-MOBILE	15.00						
1		02/02/24 Mobile internet	15.00*		126 90 100-2300		610		
69245		22157 TEACHER DIRECT	68.12						
1		2024/00371 01/26/24 Treasure chest rewards box	58.12*	38986	126 15 280-1000		610		
2		2024/00371 01/26/23 Standard Shipping	10.00*		126 15 280-1000		610		
69236		14100 TITOKA TIBI	334.87						
		Ribbon skirt supplies							
1		853 01/24/24 Sewing thread, cotton thread	49.39		226 16 100-1000		610		
2		852 01/24/24 Material, ribbon, elastic band	285.48		226 16 100-1000		610		
69263		13395 U.S. FOOD SERVICE, INC.	12,252.87						
1		4252127 01/04/24 produce, dairy, meat	2,783.38		212 90 910-3100		570		
2		4425606 01/11/24 Dry Groc, poultry, juice	3,070.61		212 90 910-3100		570		
3		4425606 01/11/24 Disposables	761.02		212 90 910-3100		610		
4		4590360 01/18/24 Frozen, dairy, dry grocery	1,196.02		212 90 910-3100		570		
5		4590360 01/18/24 Disposables	178.83		212 90 910-3100		610		
6		4590358 01/18/24 MS student snacks	496.32*		126 50 100-1000		610		
7		4671523 01/22/24 Produce, juice, frozen	1,963.16		212 90 910-3100		570		
8		4763935 01/25/24 Dairy, produce, dry grocery	1,803.53		212 90 910-3100		570		
69253		22443 ULINE SHIPPING SUPPLIES	1,341.83						
		Trash can liners							
1		172214775 12/15/23 Trash can liners	1,000.00*		126 90 100-2600		615		
2		172214775 12/15/23 Trash can liners	341.83		226 16 100-2600		615		
69259		22039 VEMCO, INC.	1,141.95						
		Water seal, labor for repairs, and freight							
1		409124 01/24/24 Water seal, labor for repairs	900.00		126 90 100-2600		440		
2		409278 01/29/24 Freight	241.95		226 16 100-2600		440		

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prag-Func	Obj	Proj	
69249		10111 WILL' S OFFICE WORLD	110.87						
		Copier service agreement							
1		10430315 01/31/24 Copier service agreement	18.48		126 15	100-1000	610		
2		10430315 01/31/24 Copier service agreement	18.48		126 14	100-1000	610		
3		10430315 01/31/24 Copier service agreement	18.48*		126 50	100-1000	610		
4		10430315 01/31/24 Copier service agreement	18.48*		126 15	280-1000	610		
5		10430315 01/31/24 Copier service agreement	18.48*		126 14	280-1000	610		
6		10430315 01/31/24 Copier service agreement	18.47		126 50	280-1000	610		
69247		25907 WILLOW LANE	42.95						
		High school library books							
1		ARU0365697 01/08/24 When it happens to someone	32.95	38989	226 16	100-1000	640		
2		ARU0365697 01/31/24 SHIPPING	10.00	38989	226 16	100-1000	640		
69235		20976 WOLFTRAX BROADCASTING, LLC	82.95						
		Sports booster sponsorship							
1		23120173 12/31/23 Sports booster sponsorship	82.95		226 16	100-2300	540		
		# of Claims 55	Total: 135,729.97	# of Vendors 47					



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Fund/Account	Amount
110 Elementary Transportation Fund 101	174.25
115 Elementary Miscellaneous Programs Fund 101	2,210.16
126 Elementary Impact Aid Fund 101	38,605.53
212 High School Food Service Fund 101	80,410.96
226 High School Impact Aid Fund 101	14,329.07
Total :	135,729.97

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: 2 / 24

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai l a b l e Appropriation	% Comm.
101 Elementary General Fund	0.00	2,244,598.27	4,458,496.27	4,458,496.27	2,213,898.00	50%
110 Elementary Transportation Fund	173.25	180,201.62	480,700.00	480,700.00	300,498.38	37%
111 Elementary Bus Depreciation Fund	0.00	0.00	1,045,615.40	1,045,615.40	1,045,615.40	0%
113 Elementary Tuition Fund	0.00	0.00	126.21	126.21	126.21	0%
114 Elementary Retirement Fund	0.00	466,462.60	1,250,000.00	1,250,000.00	783,537.40	37%
115 Elementary Miscellaneous Programs	2,210.16	3,586,948.49	6,018,840.57	6,086,803.57	2,499,855.08	59%
126 Elementary Impact Aid Fund	15,061.10	2,159,955.17	5,254,592.08	5,260,692.08	3,100,736.91	41%
128 Elementary Technology Fund	0.00	0.00	41,650.83	41,650.83	41,650.83	0%
129 Elementary Flex Fund	0.00	112,182.94	451,701.24	451,701.24	339,518.30	25%
160 Elementary Building Fund	0.00	0.00	125,000.00	125,000.00	125,000.00	0%
161 Elementary Building Reserve Fund	0.00	16,166.49	439,993.55	439,993.55	423,827.06	4%
201 High School General Fund	0.00	863,378.84	2,384,702.72	2,384,702.72	1,521,323.88	36%
210 High School Transportation Fund	0.00	42,484.65	195,200.00	195,200.00	152,715.35	22%
211 High School Bus Depreciation Fund	0.00	0.00	548,842.04	548,842.04	548,842.04	0%
212 High School Food Service Fund	0.00	399,334.59	936,981.00	936,981.00	537,646.41	43%
213 High School Tuition Fund	0.00	0.00	39,818.12	39,818.12	39,818.12	0%
214 High School Retirement Fund	0.00	184,161.62	500,000.00	500,000.00	315,838.38	37%
215 High School Miscellaneous Programs	1,526.32	113,663.32	244,073.58	244,073.58	130,410.26	47%
218 High School Traffic Education Fund	0.00	0.00	5,002.00	5,002.00	5,002.00	0%
226 High School Impact Aid Fund	2,521.56	778,771.19	2,620,574.00	2,620,574.00	1,841,802.81	30%
228 High School Technology Fund	0.00	0.00	24,030.45	24,030.45	24,030.45	0%
229 High School Flex Fund	0.00	10,256.26	309,732.87	309,732.87	299,476.61	3%
260 High School Building Fund	0.00	0.00	546.03	546.03	546.03	0%
261 High School Building Reserve Fund	0.00	0.00	233,997.16	233,997.16	233,997.16	0%
Grand Total :	21,492.39	11,158,566.05	27,610,216.12	27,684,279.12	16,525,713.07	40%

January 29,2024

Betty Romo, County Treasurer

400 2nd Avenue South

Wolf Point, Mt 59201

Please invest with **STIP** **\$16,176,250** as follows:

<b>ELEMENTARY</b>	<b>FUND</b>	<b>PREVIOUS MONTH</b>	<b>DIFFERENCE</b>	<b>CURRENT MONTH</b>
<b>101</b>	GENERAL	\$181,000	-\$161,000	\$20,000
<b>110</b>	TRANSPORTATION	\$175,000	\$15,000	\$190,000
<b>111</b>	BUS DEPRECIATION	\$1,000,000	\$0	\$1,000,000
<b>113</b>	TUITION	\$0	\$0	\$0
<b>114</b>	RETIREMENT	\$442,000	\$88,000	\$530,000
<b>115</b>	MISC FUNDS	\$0	\$0	\$0
<b>121</b>	SICK LEAVE	\$56,000	\$0	\$56,000
<b>126</b>	IMPACT AID	\$7,921,500	\$78,500	\$8,000,000
<b>128</b>	TECHNOLOGY	\$35,000	\$0	\$35,000
<b>129</b>	FLEX FUND	\$400,000	\$0	\$400,000
<b>160</b>	BUILDING	\$150,000	\$0	\$150,000
<b>161</b>	BUILDING RESERVE	\$325,000	\$0	\$325,000
<b>ELEMENTARY TOTALS</b>		<b>\$10,685,500</b>	<b>\$20,500</b>	<b>\$10,706,000</b>
<b>HIGH SCHOOL</b>				
<b>201</b>	GENERAL	\$390,900	-\$5,900	\$385,000
<b>210</b>	TRANSPORTATION	\$140,250	\$0	\$140,250
<b>211</b>	BUS DEPRECIATION	\$500,000	\$25,000	\$525,000
<b>212</b>	HOT LUNCH	\$0	\$45,000	\$45,000
<b>213</b>	TUITION	\$0	\$0	\$0
<b>214</b>	RETIREMENT	\$210,000	\$26,000	\$236,000
<b>215</b>	MISC FUNDS	\$0	\$0	\$0
<b>218</b>	TRAFFIC EDUCATION	\$5,000	\$0	\$5,000
<b>221</b>	SICK LEAVE	\$22,000	\$0	\$22,000
<b>226</b>	IMPACT AID	\$3,681,850	-\$101,850	\$3,580,000
<b>228</b>	TECHNOLOGY	\$19,000	\$3,000	\$22,000
<b>229</b>	FLEX FUND	\$290,000	\$35,000	\$325,000
<b>260</b>	BUILDING	\$0	\$0	\$0
<b>261</b>	BUILDING RESERE	\$185,000	\$0	\$185,000
<b>HIGH SCHOOL TOTALS</b>		<b>\$5,444,000</b>	<b>\$26,250</b>	<b>\$5,470,250</b>
<b>TOTAL INVESTMENTS</b>		<b>\$16,129,500</b>	<b>\$46,750</b>	<b>\$16,176,250</b>

Sincerely,

*Judy Lenthicam*

Business Manager

02/02/24  
15:32:49

POPLAR SCHOOLS  
Statement of Activity by Account Name for 01/01/24 to 01/31/24

Page: 1 of 4  
Report ID: S100

Account	Opening Balance	Disbursed (-)	Receipts			Invest (+)	Misc. Earnings (+)	Misc. Charges (-)	Closing Balance
			in Transit (+)	Deposits (+)	Transfers (+)				
8 7-8 MS STUDENT COUNCIL	1549.69	941.82	0.00	0.00	0.00		0.00	0.00	607.87
7 ANNUAL	2699.96	0.00	0.00	0.00	0.00		0.00	0.00	2699.96
6 ATHLETICS	24735.66	6402.19	0.00	5053.75	0.00		0.00	0.00	23387.22
22 BPA	357.92	182.00	0.00	238.00	0.00		0.00	0.00	413.92
53 CLASS OF 2021	1318.42	0.00	0.00	0.00	0.00		0.00	0.00	1318.42
54 CLASS OF 2022	4116.52	0.00	0.00	0.00	0.00		0.00	0.00	4116.52
55 CLASS OF 2023	1459.19	0.00	0.00	0.00	0.00		0.00	0.00	1459.19
56 CLASS OF 2024	2864.53	0.00	0.00	0.00	0.00		0.00	0.00	2864.53
57 CLASS OF 2025	7632.72	6830.93	0.00	5320.00	0.00		0.00	0.00	6121.79
17 DISTRICT MUSIC	823.74	0.00	0.00	0.00	0.00		0.00	0.00	823.74
4 DRAMA	1733.05	0.00	0.00	0.00	0.00		0.00	0.00	1733.05
11 FCCLA	4260.41	0.00	0.00	0.00	0.00		0.00	0.00	4260.41
61 FUTURE FARMERS OF AMERICAN	0.00	14.60	0.00	19.00	0.00		0.00	0.00	4.40
1 HIGH SCHOOL STUDENT COUNCIL	9719.79	712.27	0.00	844.40	0.00		0.00	0.00	9851.92
48 HISTORY CLUB	13238.41	0.00	0.00	0.00	0.00		0.00	0.00	13238.41
16 INDEPENDENCE BANK CARD DONATION	19975.05	0.00	0.00	0.00	0.00		0.00	0.00	19975.05
15 INDIAN CLUB	296.30	0.00	0.00	0.00	0.00		0.00	0.00	296.30
5 INDUSTRIAL ARTS	1750.83	0.00	0.00	0.00	0.00		0.00	0.00	1750.83
23 INTEREST	44.13	0.00	0.00	0.00	0.00		0.00	0.00	44.13
39 MCA MT CAREER ASSOC (JMG)	1183.74	0.00	0.00	0.00	0.00		0.00	0.00	1183.74
38 MS ART	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
60 MS INDIAN CLUB	4836.63	0.00	0.00	0.00	0.00		0.00	0.00	4836.63
10 MUSIC	7578.60	1426.20	0.00	0.00	0.00		0.00	0.00	6152.40
12 NATIONAL HONOR SOCIETY	1806.33	0.00	0.00	0.00	0.00		0.00	0.00	1806.33
13 PEP CLUB	2192.57	0.00	0.00	0.00	0.00		0.00	0.00	2192.57
21 VENDING ACCOUNT	2726.84	0.00	0.00	0.00	0.00		0.00	0.00	2726.84
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>118901.03</b>	<b>16510.01</b>		<b>11475.15</b>					<b>113866.17</b>

Hilary Gourneau, Chair

Judy Linthicum, School Clerk

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

### **POPLAR PUBLIC SCHOOLS 9&9B**

### **BOARD AGENDA FACT SHEET**

**MEETING DATE: 13 February 2024**

#### **SUMMARY:**

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

## **Report**

The winter sports are coming to the end of the season. The wrestling team are sending 2 to state. The basketball team will wrap up the season and get ready for the district tournament in Wolf Point.

I attended the MHSA Annual Meeting in Bozeman, MT on January 15, 2024. There were 10 proposals on the agenda to vote on. All but one passed. We also meet with other native schools on the interest in an all native american conference. The MHSA attended the meeting and told us that they met on it and told us no that it wouldn't pass. We said we didn't proposal anything, so why did you meet on it and deny it. We will still proceed on getting more information and see what other native schools' interest in the issue.



**MONTANA HIGH SCHOOL ASSOCIATION  
2024 ANNUAL MEETING**

**Monday, January 15, 2024  
Best Western Plus GranTree Inn  
Bozeman, Montana**

**PROPOSALS**

1. Proposal to Amend Membership and Association contest By-Law – Non-accredited school-----1  
*Presented by: Valley Christian*
2. Proposal to Amend Eligibility By-Law for Homeschool / Non-Public School Transfers in District-1-2  
*Presented by: Helena High School*
3. Proposal to Amend Eligibility By-Law –Exception to the Bricks and Mortar Rule-----2-3  
*Presented by: Billings West*
4. Proposal for an addition to by-law Article VIII, Section (2) General Penalties -----3  
*Presented by: MHSA Executive Board*
5. Proposal to Add a New MHSA Executive Board Member-----3-6  
*Presented by: MHSA Executive Board*
6. Proposal to Amend MHSA Eligibility Requirements for Approved Charter Schools -----6  
*Presented by: MHSA Executive Board*
7. Proposal to Amend Rule on Adding Sports or Activities in the MHSA -----6-7  
*Presented by: MHSA Executive Board*
8. Proposal to Amend By-Law for Proposals to MHSA Executive Board -----8  
*Presented by: MHSA Executive Board*
9. Proposal to Amend By-Law for Expedited Hearings to the MHSA Executive Board -----8-9  
*Presented by: MHSA Executive Board*
10. Proposal to form committee to study esports -----9-10  
*Presented by: Sidney High School*



## 1. Proposal to Amend Membership and Association contest By-Law – Non-accredited school

The following amendments are proposed to By-Law, Article I, Section 1.3 on page 7 and subsequently to Article II, Section 1.5 Association Contest on page 10 of the current MHSA Handbook:

### Section (1) MEMBERSHIP

(Article I, Section 1.3) If a member school wishes to invite a non-accredited school or accept an invitation from the school to participate in a two-school contest **or in an individual sport, provided all attending member schools consent**, this would not be a violation of this section.

### Article II

#### Section (1) ASSOCIATION CONTEST

(Article II, Section 1.5) If a member school wishes to invite a non-accredited school or accept an invitation from the school to participate in a two-school contest **or in an individual sport, provided all attending member schools consent**, this would not be a violation in this section.

#### Rationale

This amendment would allow more opportunity for students in member schools as well as non-member schools to compete for their own teams. All non-member schools have the opportunity for their students to compete in individual sport contest, there would be less need to provide roster spots on public school teams for non-public and homeschool athletes taking advantage of Senate bill 157. In the scenario where a member versus non-member dual is set up and additional member schools wanted to enter, this amendment would allow them to do so without any violation. The ability of member schools to accept an invitation from non-member schools would provide more opportunities for meets. This amendment would allow students more opportunity to participate in events within and nearer to their own communities while maintaining the prerogative of member schools to choose whom they compete with. Finally, it would also allow the MHSA and its member schools to advance the fulfillment of its purpose and objectives as stated in its Articles of Incorporation, in "cooperate(ing) with other organizations or individuals interested in or organized for similar or compatible purposes."

**Fiscal Note:** (if any)

There would be fewer non-public and homeschool participants to fund on public school teams. Additional revenue from entry fees, for a relatively small number of additional participants in a meet.

## 2. Proposal to Amend Eligibility By-Law for Homeschool / Non-Public School Transfers in District

This proposal would impact By Laws Eligibility Section 2.1 4) exception found on page 11. Proposal to modify the MHSA Home and Private School student By Laws to allow homeschool and nonpublic school students to transfer in the same school district from one MHSA member school to another MHSA member school.

### Section (2) ELIGIBILITY

2.1.4) The student may only participate in the school in the student's attendance area and cannot transfer - Exception – Home school or nonpublic school students who resides in a school district with more than one high school can participate in extracurricular activities at any high school in their district if approved by the school district. Districts that enforce attendance area restrictions may enforce those restrictions with home and nonpublic school students. Once a student participates in any extracurricular activity in a particular school **and the homeschool or nonpublic student changes to another school in the district, the MHSA Transfer Rule applies.**

**Dropping the following language in this exception** "~~that is the only school that student may participate at during the student's high school activities career. There is no transfer in district after the initial approval."~~

### **Rationale**

Currently we allow public school student to transfer from one MHSAA member school to another in the same district under a formal process that evaluates the transferring student for eligibility in future activities at their new school.

I believe we should extend that same opportunity for transfer, using the same transfer and eligibility guidelines to all participants. By allowing for all transfers to be evaluated the same way regardless of enrollment status in public, private or home school, MHSAA and member schools will be insuring we are treating all equally.

**Fiscal Note:** (if any)

None I am aware of with the exception of possible ANB dollars for activities student that would follow the student.

### **3. Proposal to Amend Eligibility By-Law – Exception to the Bricks and Mortar Rule**

Billings West High School proposes a revision to the Eligibility section (pg. 10, Section 2.1, first exception) to include a school district approved personalized learning program as an exception to the required twenty hours per week and in regular attendance in ten hours per week at the school where the student participates. This exception requires that the student enrolled and completing the personalized learning program must participate for the district in which they are enrolled.

#### **Section (2) ELIGIBILITY**

By-Law

2.1 A student must be enrolled in twenty hours per week and in regular attendance in ten hours per week at the school where the student participates. Regular attendance is defined as actual physical presence in the building (bricks and mortar).

~~Exception: students who are enrolled and participating in a transformational learning program in their school that meets a district's proficiency-based learning requirements pursuant to the adopted policies of the local school board is exempt from the ten hours per week bricks and mortar requirement.~~

***Exception: Students are exempt from the ten hours per week bricks and mortar requirement of Section 2.1 if enrolled and completing personalized learning accordance with provisions and intent of Section 20-7-1601, MCA, and consistent with policy adopted by the school district board of trustees. Students enrolled and completing personalized learning must participate for the district for which they are enrolled. All other eligibility requirements in this handbook apply.***

Exception: Non-public or home school students who meet the requirements of 20-5-109 can participate in MHSAA member school extracurricular activities with the following stipulations: 1) The same standards for participation must be met as those required of full-time students enrolled in the school (besides enrollment)

New Exception to 2.1 section 5 The student may only participate in the school in the student's attendance areas and cannot transfer – then this Exception would be added: ***Students enrolled and completing personalized learning in accordance with the provisions and intent of Section 20-7-1601, MCA in districts with more than one high school can participate in extracurricular activities at any high school in their district as established by school board policy. Districts that enforce attendance area restrictions may enforce those restrictions with personalized learning students.***

**Rationale:**

1. Section 20-7-1601, MCA, includes the necessary references to remote instruction, work-based learning, and proficiency learning. It also includes a legislative finding and constitutional cross reference. So, if the exception relies on that statute, it can cover all of the potential exceptions to the requirements related to aggregate number of hours and seat time. This would allow for the removal of current exception 1 and confine the entire topic to one exception citing one statute.
2. We have students participating in activities / athletics that never step foot into our schools via the homeschool exception as listed above.
3. At this time a virtual learning student would be eligible to participate provided they drop out of school and go homeschool however school districts lose out on full ANB
4. Inequity of treatment in the existing bylaw. A virtual learning student in the school district vs. homeschool student.
5. Virtual learning program in Billings is relatively small compared to student enrollment so we do not anticipate students exiting out of schools to go virtual. Billings went from 2500 students in virtual learning (2020-21) to 79 students in grades K-12 this year.

**Fiscal Note:** (if any)

N/A - There could be ANB provided if a bill similar to Senate Bill 8 is passed and signed into law during a future legislative session.

#### 4. Proposal for an addition to By-Law Article VIII, Section (2) General Penalties

The MHSA Executive Board proposes an addition to by-law Article VIII, Section (2) General Penalties, p. 18 of the current MHSA Handbook:

##### **Article VIII**

##### **Section (2)**

**NEW 2.3** The MHSA and the NFHS Network are owners of the rights and the copyright holder of all audiovisual recording, filming, videotaping, telecasting, webcasting, and photography of MHSA postseason events involving MHSA member schools. Use other than the live webcast of events including, but not limited to, reproduction and/or sale is prohibited without express written consent of the MHSA and the NFHS Network. Member schools that stream postseason events on any platform other than the NFHS Network, will be subject to a fine, imposed by the MHSA Executive Board, in the amount not exceeding \$500.00 per event..

Renumber remaining sections.

##### **Rationale**

The MHSA and the NFHS Network are owners of the rights to and copyright holders of all audiovisual recording, filming, videotaping, telecasting, webcasting, and photography of all MHSA postseason events involving MHSA member schools. Use other than the live webcast of the events listed above including, but not limited to, reproduction and/or sale is prohibited without express written consent of the MHSA and the NFHS Network.

#### 5. Proposal to Add a New MHSA Executive Board Member

The MHSA Executive Board proposes the following amendment to By-Laws, Article 1, Section (4) Administration on page 8 and 9 of the current MHSA Handbook:

This following language will replace 4.1 and 4.2 in the current MHSA Handbook. The MHSA cleaned up editorial changes throughout the section, with the only change being adding a board member which is noted in ***Bold and Italics***

4.1 The regulation and administration of the affairs of this Association shall be vested in a body of **eight (8)** persons known as the Executive Board.

Each member of the Executive Board shall be elected at each annual meeting of the Association for four (4) years, except as is hereinafter provided. The elected members of the Executive Board shall be superintendents, high school principals, or activities directors from the following:

- One (1) of which shall be elected from a school playing Class AA basketball;
- One (1) of which must be elected from a school playing Class A basketball;
- One (1) of which must be elected from a school playing Class B basketball,
- One (1) of which must be elected from a school playing Class C basketball.
- ***One (1) of which must be elected as an American Indian superintendent, high school principal or high school activities director from an American Indian member school. American Indian school shall be defined as any MHSA member school with an American Indian student population of at least 50% in grades 9-12 as reported to the Office of Public Instruction.***

In addition to the elected members of the Executive Board, the following appointees will serve on the Executive Board:

- The Governor of the State of Montana shall appoint one person.
- The Superintendent of Public Instruction of the State of Montana shall appoint one person.
- The Montana School Board Association shall appoint one person.

The terms of the appointed members of the Executive Board, except as provided for above, shall be four (4) years. No member of the Executive Board shall be elected to successive terms, except an appointed school board member who is a Montana School Boards Association Director may be selected by the Montana School Boards Association at its annual meeting for an unexpired or a subsequent four (4) year term(s). The Montana High School Association permits those persons who are appointed to fill the unexpired term of a board member who dies or resigns to be eligible to succeed themselves at the next Annual Meeting of the Association, provided that the appointee is not filling more than half of the unexpired term of the board member who dies or resigns.

4.2 All classifications of school hereinabove set forth shall be determined by the Executive Board and outlined in the rules and regulations of this Association.

A majority vote of the members present and voting at the annual meeting shall select a superintendent, high school principal, or activities director. Suppose no majority is on the first ballot. In that case, a second ballot shall be spread on the two candidates receiving the most votes, plus any other candidate receiving twenty percent (20%) of the votes on the first ballot (if any). The third ballot will be spread between the two top candidates if necessary.

Any Board member's term shall expire with the reorganization of the Board no later than the last day of the next regularly scheduled meeting following the annual meeting.

4.3 Any elected Board member's term shall expire upon the failure to receive a two-thirds majority vote of confidence from his or her classification at any annual meeting where twenty-five (25) percent or more members of that classification request such a vote of the Executive Director no less than ten (10) days before the annual meeting. An election will be held before adjournment of the annual meeting to fill any unexpired term(s) so created.

4.4 One of the intentions of the Association is to establish and maintain, either by election or by appointment, equal and constant representation on the Executive Board by athletic classification (C, B, A and AA as stipulated in 4.2). Therefore, the term of any elected member of the Executive Board shall automatically expire when (1) as a result of a change of position from one district to another, the member in question is no longer employed in a required position by an Association member school in the same classification from which he/she was elected; or (2) when the school district from which a member was elected changes athletic classification in basketball. In the event such a vacancy occurs, the Executive Board shall have appointment power as stipulated in 4.6, said appointment to remain in effect until the next Annual Meeting. At that meeting, an election shall be held to fill the vacancy, selecting a qualified member from the athletic classification which was originally deprived of elected membership.

4.5 Should a member of the Executive Board cease to hold such a position required for qualification as member of the Executive Board, the term of office for that member shall thereby automatically expire and the office will be considered vacant.

4.6 Vacancies on the Executive Board may occur in two categories: elected positions or appointed positions. Procedures for filling each category of vacancy shall be as follows:

Vacancies in elected positions: Utilizing the qualification criteria of 4.2, the Executive Board shall appoint a member who is employed by a member school in the same athletic classification in which the vacancy occurred. That appointment shall be made not later than the first regular Board meeting following the occurrence of the vacancy and shall be in effect until the next Annual Meeting of the Association.

Vacancies in appointed positions: In the event a vacancy occurs in either of the positions filled by appointment by the Governor or the State Superintendent, the Governor or the State Superintendent, whoever is applicable, will fill by appointment such vacancy at which time the member appointed shall complete the unexpired term. In the event the appointee is not filling more than half of the unexpired term of an appointed board member who dies or resigns, the appointed board member may be appointed for an additional new four year term.

The Executive Committee of the Montana School Boards Association shall have the power to fill a school board member vacancy which may occur in the Executive Board by appointment of a school board member to serve until the next annual meeting of the Montana School Boards Association, at which time a member shall be elected to complete the unexpired term.

4.7 (Editorial changes) The officers of the Executive Board shall be the President, the Vice President, ~~the Executive Director and the Assistant Executive Director. The President and Vice President shall be elected by the members of the Executive Board from among their own members.~~ **Annually, the members of the Executive Board shall elect the President and Vice President from among their members. The President shall serve only one term but may be re-elected.**

~~This election adds to those two members of the Board the added responsibilities described in Section 6, Items 6.1 and 6.2. However, this election does not preclude these members from participation as Board members. They can still vote, discuss and make motions at the meeting, thus participating on an equal basis with all other voting members of the Board.~~

The Executive Director shall be appointed by the Executive Board for a term of office of one to three years, but shall not be a voting member of the said Executive Board, and shall be eligible for reappointment at the will of the Executive Board.

4.8 The officers of the Executive Board shall serve in similar capacity respectively as officers of the Association.

**Rationale:**

The MHSA has discussed adding representation for the American Indian on the MHSA Executive Board for many years. This proposal will add an 8<sup>th</sup> Board member increase representation in our membership for American Indians. The MHSA schools that qualify as American Indian Schools at 50% would be 21 member schools. 18 public schools and 3 private schools

**Fiscal Note:**

There is no fiscal impact to the Membership.

**6. Proposal to Amend MHSA Eligibility Requirements for Approved Charter Schools**

The MHSA Executive Board proposes the following amendment to By-Laws, Article II, Section (2) Eligibility on page 11 of the current MHSA Handbook: Charter School Language – New 2.10

***A student attending a state approved Charter school approved by the Montana Board of Public Education is considered eligible for competition if the student a) is academically eligible from the previous semester, b) is enrolled and in regular attendance for twenty hours per week of approved high school classes, c) is eligible to receive a diploma from the high school for which he/she is competing, and d) the principal of the high school verifies that the student meets all other eligibility requirements such as age, semesters etc. and is in good standing. The Charter School student must participate for the district in which student’s family resides.***

***If charter school students reside in a school district with more than one high school, they can participate in extracurricular activities at any high school in their district if approved by the school district. Districts that enforce attendance area restrictions may enforce those restrictions with charter students. Once a student participates in any extracurricular activity in a particular school, that is the only school that student may participate at during the student’s high school activities career. There is no transfer in district after the initial approval.***

**Rationale**

This new language provides eligibility requirements for students attending state approved Charter schools approved by the Montana Board of Public Education.

**Fiscal Note:**

There is no fiscal impact to the Membership.

**7. Proposal to Amend Rule on Adding Sports or Activities in the MHSA**

The MHSA Executive Board proposes a change to the rule regarding the process for adding a new sport or activity in the General Rules and Regulations on page 25 of the current MHSA Handbook:

**Section (24) — POLICY ON INTERSCHOOL ACTIVITIES**

~~When any group which sponsors a high school activity requests consideration by the MHSA which may lead to direct supervision and control of this activity, or when the MHSA feels any activity is presenting a problem serious enough to merit study, then the MHSA, at its annual meeting, should authorize the Executive Board to appoint a special committee to thoroughly study each activity and to present its recommendations concerning this activity at the next annual meeting of the Association for consideration and approval or adoption by the Association.~~

**Section (24) - Process for adding a new sport or activity.**

**The purpose of this rule is to grow meaningful interscholastic participation opportunities for students in athletics and activities for interested students that have the potential to meet the required number of schools participating to be considered for official sanctioning by the MHSA.**

**Listed below are the steps required to request designation as an Emerging Sport/Activity and the timeline involved. Any sport/activity that meets these requirements must successfully complete a two- year provisional period before consideration for adoption as an officially sanctioned sport/activity.**

- a) **Have at least 10 member schools or 25% of the schools in a Classification participating in the sport/activity and/or written indication from schools willing to offer the sport/activity on a provisional basis.**
- b) **Submit a request to the MHSA Executive Board for approval.**
- c) **Contest limitations, individual player limitations and the applicable season of participation will be determined and specified in the approval by the MHSA Executive Board.**
- d) **If approved, the sport/activity will be listed as an emerging sport/activity in the MHSA Handbook and registration in the sport/activity will be offered.**
- e) **If approved, a committee shall also be formed to help determine specific rules and any other necessary information for the sport/activity.**
- f) **Emerging sports/activities approved on a provisional basis will be limited in the services they receive until they become officially sanctioned by the MHSA. The following MHSA administrative services will not be offered to emerging sports/activities:**
  1. **Assigned rules interpreters, but the MHSA will assign a sports / activity liaison to assist with questions and implementation.**
  2. **Sport/Activity section on the MHSA website**
  3. **State Championships administered by MHSA – although the MHSA will work with the committee to investigate and implement a state championship.**
  4. **MHSA Membership Dues will be charged as student athletes are covered under the MHSA catastrophic and concussion insurance.**
- g) **Emerging sports/activities approved on a provisional basis, along with member school student and coach participants, must abide by all MHSA Regulations.**

**At the end of the two-year provisional period, the sport/activity committee shall report back to the Membership at the next MHSA Annual Meeting to summarize the progress that has been achieved.**

**The Membership will vote to officially sanction the sport/activity, keep the sport/activity in provisional status, or remove it from the list of emerging sports/activities.**

**Rationale:**

The process for adding a new sport or activity in the MHSA has been questioned. This new process allows schools to have more flexibility to add or change activities in their school without the full sanctioning of the entire membership.

**Fiscal Note:**

The cost of adding a sport to an individual school but overall there is no additional cost if a schools opts to not add a sport or activity.

## 8. Proposal to Amend By-Law for Proposals to MHSA Executive Board for Rules and Regulations

The MHSA Executive Board proposes the following amendment to By-Laws, Article I, Section (5) Executive Board on page 9 of the current MHSA Handbook: Amend 5.4.

- 5.4 There shall be four (4) regular meetings yearly of the Executive Board. One of these meetings shall be held at the time and place of the annual meeting of the Association; other meetings of the Executive Board shall be called and held at such time and place as designated by the President of the Association. Special meetings of the Executive Board may be called by the President or by a vote of the majority of the members of the Executive Board. Four (4) members of the Executive Board shall constitute a quorum at any meeting. All Montana High School Association Executive Board meetings shall be open to the public. They will be closed only when allowable by Montana open Meeting Laws. ***Rules and regulation changes, appeals or any other requests for action at a board meeting must be submitted in writing to the Executive Director seven (7) days prior to the meeting.***

A written notice shall be given to all members of the Executive Board at least five (5) days before the date of the meeting.

### Rationale:

The MHSA Executive Board is working to improve the process for communicating and distributing information for MHSA Executive Board meetings. This is a step to allow better planning for all stakeholders.

### Fiscal Note:

There is no fiscal impact to the Membership.

## 9. Proposal to Amend By-Law for Expedited Hearings to the MHSA Executive Board

The MHSA Executive Board proposes the following amendment to By-Laws, Article I, Section (5) Executive Board on page 9 of the current MHSA Handbook: Amend 5.5.

- 5.5 **Video** conferences ~~calls~~ necessary for the operation of the Montana High School Association shall be conducted in the same manner and with the same restrictions as regular or special meetings. ~~Conference calls will be charged to a specific school or to an appropriate individual who requested the conference telephone call.~~ **Video** conferences ~~calls~~ will be held only when necessary for immediate action for an interpretation of a rule, for a violation or protest which needs immediate action, or for an appeal on student eligibility when it is necessary. **When an expedited hearing is requested, the Executive Board will assess the appellant a \$250 fee to cover expenses. If the decision is overturned by the Executive Board, the fee will be reimbursed.** The Board may hold **video** conferences ~~calls~~ for any of the above items as well as litigation, legislative, and other emergency matters which could affect the operation of the Association.

The MHSA Board can propose or amend MHSA Rules and Regulations during a **video** conference ~~calls~~ to conduct Association business. The Executive Board may not vote to adopt any proposed change(s) in the rules and regulations until all member schools have received at least a two week notice of the proposed change(s).

Executive Board members must be given 48-hour advance written notice of the call.

Note – Other by-laws and rules and regulations in the handbook would reflect this change in policy including:

- By-Laws – Article VII Protests and Appeals; Subsection B: Individuals' Rules Interpretation and Procedure; Section (1) INDIVIDUAL DUE PROCESS - Page 17 of the current MHSA Handbook
- Rules and Regulations - Section (30)- CONFERENCE CALLS – Page 26 of the current MHSA Handbook



**Rationale:**

The MHSA Executive Board has four scheduled Board meetings every year, which are posted throughout the year. If a school, parent or other individual wants to have an expedited hearing for an appeal, this allows them an opportunity. They can also wait for the next schedule meeting of the MHSA Executive Board at no additional cost.

**Fiscal Note:**

There is no fiscal impact to the Membership.

**10. Proposal to form committee to study esports**

Sidney High School proposes the following in accordance with the Rules and Regulations, Section (24) Policy, page 24 of the current MHSA Handbook:

**Section (24) POLICY ON INTERSCHOOL ACTIVITIES**

When any group which sponsors a high school activity requests consideration by the MHSA which may lead to direct supervision and control of this activity, or when the MHSA feels any activity is presenting a problem serious enough to merit study, then the MHSA, at its annual meeting, should authorize the Executive Board to appoint a special committee to thoroughly study each activity and to present its recommendations concerning this activity at the next annual meeting of the Association for consideration and approval or adoption by the Association.

That the MHSA authorize the Executive Board to appoint a special committee to study eSports as a MHSA sanctioned sport. Recommendations will be presented at the 2024 MHSA Annual Meeting.

**Rationale:**

Esports is one of the fastest growing after school programs and activities in the United States. It has been reported that 90% of all teenagers play video games. Worldwide Esports has a viewing audience of 232 million people. Since 2018 when it was recognized by NFHS as an official sport there have been more than 8,600 high schools participating. In the past four years, Esports has experienced tremendous growth and is now ranked in the top 20 sports in terms of student participation as reported by the NFHS. Esports is officially sanctioned by 20 state associations, including Colorado (CHSAA), and Mississippi (MHSAA), which allows for widespread adoption in those states.

Esports is uniquely positioned for after school programs and activities and reaches students who aren't engaged with traditional extracurriculars. According to a study done by PlayVS, a national K-12 Esports provider, 45% of participating students reported that this is their first after school activity or sport. Upwards of 70% of Esport coaches see improvement in socialization, communication, and leadership skills. In 2021 for one Esports provider, Montana has had 13 schools participate in the current school year, and compete against 600 other high school teams within their time zone.

For the 2022-2023 school year, the first unofficial Montana High School Esports League was formed. There were 11 schools participating in the league. The University of Montana ran the league free of charge for all schools. On May 6th, 2023 the 1st unofficial state championship was held on the University of Montana's campus. The schools competed in three games Rocket League, Super Smash Bros, and Overwatch 2. The league will continue next year and is looking to grow and expand the number of schools participating in this free league.

For the 2023-2024 school year the Montana High School Esports League continued to expand its league. For the 2023-2024 season there are currently 14 schools participating. The spring championship is scheduled for April 6th -7th. The schools compete in four games; Rocket League, Super Smash Bros, League of Legends and Overwatch 2.

Last year 16 million dollars was given in scholarship money for students participating in Esports. There are over 200 colleges with Esports teams. Over the past 3 years Sidney has had 4 students receive

scholarships to play Esports at various universities. Schools such as University of Montana, Boise State University and New Mexico State offer scholarships for students to compete under a collegiate banner.

With the gaming industry surpassing 211.2 billion dollars, exposing students to Esports can help them explore careers in engineering, marketing, game design, and audio engineering. Montana has experienced growth in Esports, with schools building lasting programs for years to come. Sanctioning Esports at the high school level would allow for exponential growth, providing opportunities for students that aren't typically engaged by traditional extracurriculars.

**Fiscal Note:** (if any)

Fiscal responsibility of local school districts may include sourcing technology, games, facilities, and coaching stipends.

Dan Schmidt;Jessie Murray  
Maintenance Report  
February 2024

Cold weather in January took its toll this year  
Fire sprinkler burst flooded MS entry, foyer and woodshop  
Water line in the wall in MS Home Ec room froze and broke  
When its 30 below a lot of babysitting on the Classroom UV's  
Installed new wash machines and shelving in HS Washroom  
Donnie and William did a great job on the skirting at village trailer houses this summer  
All the cold temps not a problem with water freezing  
Would like to hire Miguel Morales as custodial 1  
Gained two sub custodians are in the process of getting them trained

Thank you  
Mike

February 9, 2024

January 2024 Kitchen Monthly report

Well, this month was a pretty good month for the final stage of our Review. We had a great review, just a couple of papers that needed to be sent in and taken care of now our review is closed. We passed everything.

We made it through the month, but I have people getting sick, the ones that were here stepped up and took over the duties of the others when needed.

As for Brittany, Lawrence, Shari, Greg and myself we had to deal with tragedies that happened within our families this Month.

I want to thank our staff Anthony, Jennifer, Samantha, Royce, Franny, Faith, Lawrence, Brittany, Justus, Patricia for stepping up and taking care of the kitchen duties when I, Greg, and Shari had to be gone.

Any questions please feel free to ask or call anytime.

## **Transportation Report for February 2024**

The meeting with Teamster took place on January 30, and went well.

No problem making Athletic trips.

Completed Transportation Reimbursement TR 6 for 1<sup>st</sup> Semester and delivered to County Superintendent.

Clint Linthicum

A handwritten signature in black ink, appearing to read "Clint Linthicum". The signature is written in a cursive style with a long horizontal stroke extending to the right.

# 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.*

## January Technology Report

Tech department responded to 146 tasks for the month

4 chromebooks from the middle & high school were replaced due to power/charging issues. They were older chromebooks from 2019.

Sent in 1 clock display for display issues, it was the first one we sent back in almost 2 months so hopefully this is the last of them.

Worked with the NAEP State testing regarding wireless capabilities

Working with T.E.S.T. on replacing a certain model of cameras we have because of a malfunction in the camera

Jake Riediger

Technology Director

# Poplar School District

PO Box 458, Poplar, Montana 59255

## 5-8 Principal

Phone: 406-768-6731

## Associate 5-8 School Principal

Phone: 406-768-6763

## Superintendent

Phone: 406-768-6602

Fax: 406-768-6800

## 9-12 Principal

406-768-6831

## Associate 9-12 Principal

406-768-6832

## K-4 Principal

Phone: 406-768-6631

## Associate K-4 Principal

Phone: 406-768-6665

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

December 11th, 2023

## Poplar Elementary Board Report

### Enrollment/Attendance

#### Enrollment - 333

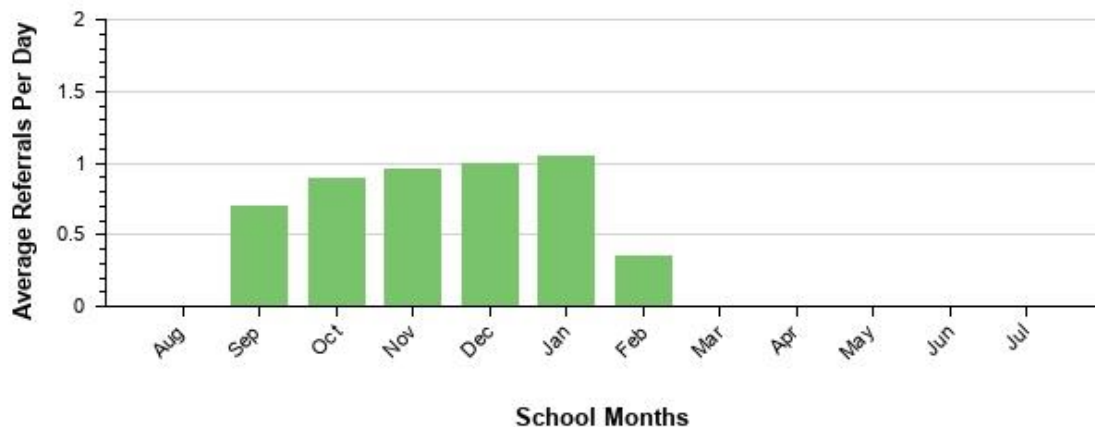
KF	80.01%
01	83.20%
02	88.63%
03	86.24%
04	89.40%
Total	86.12%

Our student attendance was down for the month of January. There was a noticeable decrease in Late December when percap checks were distributed. We have noticed an increase in students with Influenza A & B, which has also affected our attendance.

### Student Behavior

#### Average Referrals Per Day Per Month

Major, 2023-24



Quality Teachers – Quality Students

We currently average less than 1 office referral per day, which is something our building has taken great pride in, and a tip of the cap is due to both our students and staff!

### **Literacy Consultant**

Our Literacy Consultants will be on site on Feb. 13<sup>th</sup> & 14<sup>th</sup> and continuing our work on improving instructional strategies to bolster student engagement. They will also be here to support our 1<sup>st</sup> & 2<sup>nd</sup> Grade teachers with their Wonders curriculum. We have been connecting this work with our District Assessment Growth Reports in an attempt to narrow the achievement gap we are seeing between our students.

**John Wetsit**  
**Elementary Principal**





## HIGH SCHOOL PRINCIPAL REPORT

### February Board Meeting

#### Superintendent's District Goals:

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

- Guest speaker Levi Horn came in to present to the HS students about his life experiences.
- Weekly Health/Wellness/Healing meetings with various entities.

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

- NWEA MAP benchmark will take place this month (looking at doing it in classrooms).
- Evaluating student transcripts for seniors to find out the possible number of graduates. We will continue to evaluate transcripts to see what students will need to do credit recovery over the summer months.

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

- BLT's and correlates have continued to work together. BLT and Correlate calendars are a continued progress, and we are trying to implement more activities with students and the community.
- Monthly staff meetings are held.
- Going to start working on the accreditation process/graduate profile per OPI which will hopefully entail more local aspects of what we think a graduate is as well as coming up with our own design which reflects our school and community.

Superintendent's Report  
08 February 2024

1. School District Enrollment
  - a. We are currently at 833 students ready to change the world. This is down sixteen students from last month.
2. Superintendent's District Pillars:
  - a. Health and Wellness Pillar: *Understanding trauma informed practice for students and staff to implement a system which readies learners.*
    - i. The SEL leadership team is readying for expansion. The team met with Dr. Bikowski on Thursday.
  - b. Teaching and Learning Pillar: *Analyzing individual student learning to make data-informed decisions for differentiated instruction.*
    - i. Winter testing for MAST has completed.
    - ii. NAEP testing of Fourth grade went well.
  - c. Operations Pillar: *Institute a framework for all operations which reflects our student's wellbeing as the focal point for all decisions.*
    - i. Had our quarterly stewardship meeting with MSGIA. They noted we are doing well in continuing to reduce claims.
3. With new classified negotiations, there has been a question posed about how the district is to handle the contracts. We are seeking input from other districts and asking legal counsel for direction.
4. Important Dates, Meetings, and Conferences:
  - a. President's Day observance:
    - i. Early release on Jan. 16<sup>th</sup>
      1. 12:30 and 1pm
    - ii. No School on Feb. 19<sup>th</sup>
    - iii. District Offices will be closed
  - b. NAFIS Spring Conference
    - i. 10-12 March 2024
  - c. MUST Board Meeting- Helena
    - i. 10 March
  - d. Spring Superintendent's Conference- Helena
    - i. 10-11 March
  - e. March Regular Meeting Change
    - i. 18 March 2024, 5PM

## **Agenda Number 7 Discussion Agenda**

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

#### **SUMMARY:**

##### **7.1 SY25 District Calendar**

7.1.1 Two versions of a calendar for SY25 are presented for trustee input. The process of how the calendars were collaborated and next steps will be discussed.

7.1.1.1 Option 1

7.1.1.2 Option 2

7.1.1.3 Aggregate Hours

##### **7.2 Enrollment**

7.2.1 Per the Board's request from January, a follow up discussion will be held.

7.2.1.1 The first document shows the enrollment trend since 1987.

7.2.1.2 The second document shows the current disposition of transfers.

7.2.1.3 The third document is the OPI count data submitted last week.

##### **7.3 Superintendent Search**

7.3.1 Updates to the search will be shared. Discussion on application screening will be needed.

**Contact Information**  
 Elementary: 768-6630  
 Mid School: 768-6730  
 High School: 768-6830  
  
 school website:  
 poplarschools.com

# Poplar Public Schools



## 2024-2025 Calendar

Option #1

**August 24**

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

**September 24**

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

**October 24**

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

**November 24**

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

**December 24**

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

**January 25**

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

**February 25**

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

**March 25**

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

**April 25**

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

**May 25**

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

	PIR Day (NO School for Students)		PIR New Teachers
	First/Last Day for Students		End of Grading Periods
	Early Dismissal for Students at 12:30/1:00		Graduation/Promotion
	Holiday/No School Day for Staff or Students		

137 Regular Days    29 Fridays    9 Early Dismissals    175 Total

**Important Dates**

<b>Aug 21 First Student Day</b>
Sept 2 Labor Day
Oct 17-18 MEA-MFT
<b>Nov 1 PIR Day</b>
Nov 28-Dec 1 Thanksgiving
December 21 - January 2 Christmas Break
<b>End of Semester: Dec 20</b>
Jan 20 MLK Jr Day
<b>Jan 21 PT Conferences</b> 12-6 pm (no school)
Mar 20-24 Spring Break
April 18-21 Easter
May 18 HS Graduation
May 21 8th Grade Promotion
<b>May 22 Last Student Day</b> <b>End of 2nd Semester</b>
May 22 2-Hour PIR with 4-Hour PIR on May 23

**Grading Periods**


Elementary: 768-6630  
 Mid School: 768-6730  
 High School: 768-6830

school website:  
 poplarschools.com

# Poplar Public Schools



## 2024-2025 Calendar

Option #2

August 24						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## Important Dates

<b>Aug 21 First Student Day</b>
Sept 2 Labor Day
Oct 12-20 Fall Break
Oct 17-18 MEA-MFT
<b>Nov 1 PIR Day</b>
Nov 28-Dec 1 Thanksgiving
December 21 - January 2 Christmas Break
<b>End of Semester: Jan 10</b>
Jan 20 MLK Jr Day
<b>Jan 21 PT Conferences 12-6 pm (no school)</b>
Mar 20-24 Spring Break
April 18-21 Easter
May 25 HS Graduation
May 26 Memorial Day
May 28 8th Grade Promotion
<b>May 29 Last Student Day</b>
<b>End of 2nd Semester</b>
May 29 2-Hour PIR with 4-Hour PIR on May 30

September 24						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 24						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 24						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 24						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 25						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 25						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 25						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 25						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 25						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

	PIR Day (NO School for Students)		PIR New Teachers
	First/Last Day for Students		End of Grading Periods
	Early Dismissal for Students at 12:30/1:00		Graduation/Promotion
	Holiday/No School Day for Staff or Students		

## Grading Periods

138 Regular Days    28 Fridays    10 Early Dismissals    176 Total

Aggregate Hours

	3rd/4th	Middle School	High School	Calendar 1	Calendar 2
Regular	385	415	410	137	138
Fridays	340	350	340	29	28
Early Out	260	260	245	9	10
				175	176
Calendar 1	1,082.42	1,155.75	1,137.25		
Calendar 2	1,087.50	1,161.17	1,142.50		
Discussion					

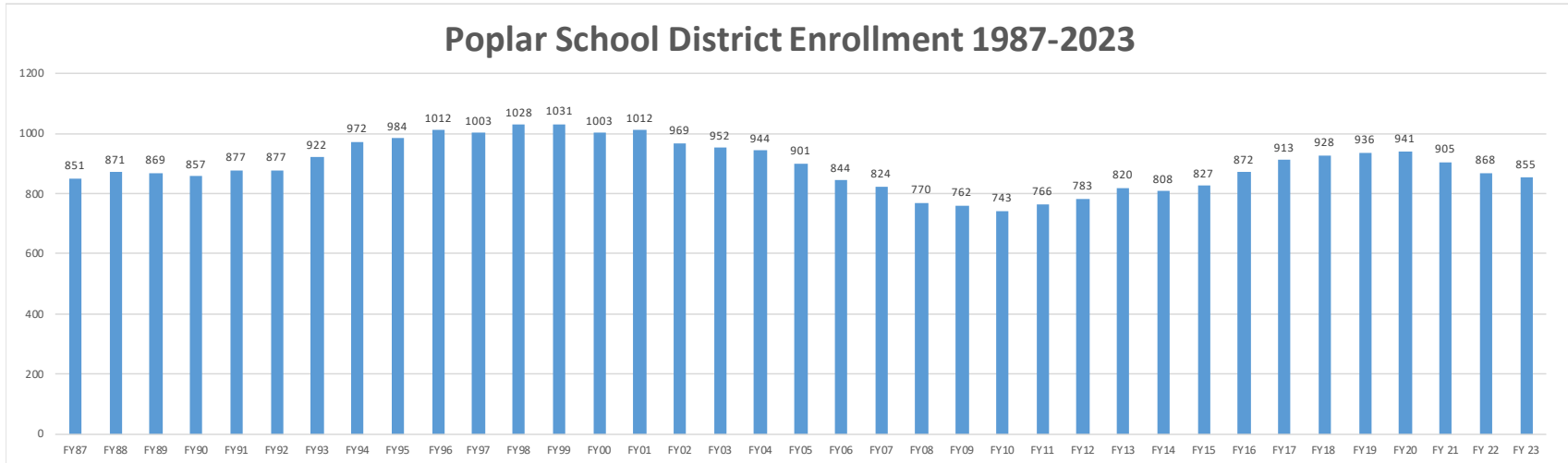
For Discussion

137	400
0	340
38	260
175	1078

**Poplar School District Enrollment 1987-2023 (Fall count)**

FY87	FY88	FY89	FY90	FY91	FY92	FY93	FY94	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04
851	871	869	857	877	877	922	972	984	1012	1003	1028	1031	1003	1012	969	952	944

FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY 21	FY 22	FY 23
901	844	824	770	762	743	766	783	820	808	827	872	913	928	936	941	905	868	855



**Students who transferred in and out-1/22/2-24**

I did not include students names or identifying information. This basically shows we had 67 students transferred in and 76 students who transferred out. Where they transferred to and from is below. Each of the students below is one student. They are not the same student.

**Transfer Out (76 Students)**

- 1 Transferred to Plentywood
- 2 Transferred to Brockton
- 3 Transferred to Brockton
- 4 Transferred to Helena High School
- 5 Transferred to Glasgow
- 6 Transferred to Southside in WP
- 7 Transferred to Plentywood
- 8 Transferred to Brockton
- 9 Transferred to Big Sky Elementary in Billings, MT
- 10 Transferred to Northside School in WP
- 11 Transferred to Giant Springs Elementary School in Great Falls, MT
- 12 Transferred to Giant Springs Elementary School in Great Falls, MT
- 13 Transferred to Brockton
- 14 Transferred to WP
- 15 Transferred to Northside School in WP
- 16 Transferred to Northside Elementary in WP
- 17 Transferred to Brockton
- 18 Transferred to WP
- 19 Transferred to Southside Elementary in WP
- 20 Transferred to home school - documentation on file
- 21 Pursuing HiSET
- 22 Homeschool/HiSET - via Mr. Gourneau
- 23 Home school - paperwork received
- 24 Transferred to homeschool
- 25 Transferred to homeschool - paperwork filed
- 26 Transferred to South Prairie School in Minot, ND
- 27 Transferred to Circle of Nations
- 28 Transferred to Circle of Nations in Wahpeton, ND
- 29 Transferred to Minot, ND
- 30 Transferred to Circle of Nations in Wahpeton, ND
- 31 Transferred to Bricker Elementary in Colorado Springs
- 32 Transferred to Cascade School in Longview, WA
- 33 Transferred to Mark Morris School in Longview, WA
- 34 Transferred to Williston Middle School Central Campus
- 35 Transferred to Chemawa in Salem, Oregon
- 36 Transferred to Liberty High School in Henderson, NV
- 37 Transferred to Williston Middle School
- 38 Transferred to Circle of Nations
- 39 Transferred to Williston HS
- 40 Transferred to North Lake School in Longview, WA
- 41 Transferred to Wilkinon Elementary in Williston, ND
- 42 Expelled through 23-24 school year - readmittance hearing in August 2024 must occur to get back into school
- 43 Expelled through 23-24 school year - readmittance hearing in August 2024 must occur to get back into school
- 44 10 day
- 45 10 day
- 46 10 day
- 47 10 day
- 48 Parents have decided she is to young, will start next year
- 49 Student refuses to come to school -Patti Jo Black
- 50 10 day
- 51 10 day
- 52 10 day
- 53 10 day
- 54 10 day
- 55 10 day
- 56 Guardian says student refuses to come to school - have made many contacts. -Patti Jo Black
- 57 10 day
- 58 10 day
- 59 10 day
- 60 10 day
- 61 Job Corp at Trapper Creek in Darby, MT
- 62 10 day
- 63 10 day
- 64 10 day
- 65 10 day
- 66 10 day
- 67 10 day
- 68 10 day
- 69 10 day
- 70 Pursuing HiSet
- 71 Living in Great Falls with mom and not going to school -Patti Jo Black
- 72 Guardian stated student refuses to come to school. -Patti Jo Black
- 73 Student refuses to come to school -Mrs. Black
- 74 Failure to come to school -Patti Jo Black
- 75 Child refuses to attend school -Mrs. Black
- 76 Failure to come to school -Patti Jo Black

**Transfer In (67 Students)**

- In JDC
- In JDC
- JDC
- JDC
- Re-enroll after 10 day
- Transfer from Medicine Lake
- Transfer from Plentywood
- Transfer from Rocky Boy
- Transfer from Rocky Boy
- Transferred from Apache High School in OK
- Transferred from Bainville
- Transferred from Big Sky High School in Missoula
- Transferred from Billings Senior
- Transferred from Billings Senior
- Transferred from Brockton
- Transferred from Brockton
- Transferred from Brockton
- Transferred from Brockton
- Transferred from Brockton
- Transferred from Brockton
- Transferred from Brockton
- Transferred from Brockton
- Transferred from Brockton
- Transferred from Brockton
- Transferred from Brockton
- Transferred from Brockton - in JDC
- Transferred from Browning
- Transferred from Cascade School in Longview, WA
- Transferred from Circle of Nations
- Transferred from Culbertson
- Transferred from East Farm Elementary in Newman Lake
- Transferred from Frazer
- Transferred from Frontier
- Transferred from Frontier
- Transferred from Frontier
- Transferred from Frontier
- Transferred from Frontier
- Transferred from Hardin
- Transferred from K. William Harvey Elementary in Ronan
- Transferred from Liberty High School
- Transferred from Mark Morris School in Longview, WA
- Transferred from North Lake School in Longview, WA
- Transferred from Northside Elementary in WP
- Transferred from Northside in WP
- Transferred from Primavera Online School in Chandler, A
- Transferred from Rocky Boy
- Transferred from Sacajawea Elementary in Great Falls, M
- Transferred from Skyview HS in Billings
- Transferred from Southside
- Transferred from Southside
- Transferred from Southside in WP
- Transferred from Southside Pre-K
- Transferred from Turtle Mountain
- Transferred from Whittier Elementary in Great Falls
- Transferred from Whittier Elementary in Great Falls
- Transferred from Whittier Elementary in Great Falls
- Transferred from Williston
- Transferred from WP
- Transferred from WP
- Transferred from WP
- Transferred from WP
- Transferred from WP
- Transferred from WP
- Transferred from WP
- Transferred from WP
- Transferring from Circle of Nations in Wahpeton, ND
- Transferring from Culbertson School District
- Transferring from Frazer



## ANB Student Count

February 5, 2024

### Elementary School

Kindergarten:	50
First Grade:	70
Second Grade:	78
Third Grade:	67
Fourth Grade:	63
<b>Total</b>	<b>328</b>

### Middle School

Fifth Grade:	64
Sixth Grade:	59
Seventh Grade:	55
Eighth Grade:	63
<b>Total</b>	<b>241</b>

### High School

Freshmen:	77
Sophomore:	81
Junior:	54
Senior:	45
<b>Total</b>	<b>257</b>

**Agenda Number 8.1 Personnel Report**

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

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

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

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

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

**ACTION**

<b>CERTIFIED STAFF</b>					
NAME	FTE	SALARY	POSITION	SUPERVISOR	EFFECTIVE DATE
Sheila Simbilad*	1	\$44,574	SPED	Black	SY25

<b>CLASSIFIED STAFF</b>					
NAME	FTE	HOURLY WAGE	POSITION	SUPERVISOR	EFFECTIVE DATE
Brock Copenhaver	1	\$28.34	Ed. Trans. & Career Spclst.	Gourneau	SY24
Loren Eagle-Allen		\$12.50	Education Substitute	District	SY24
Miguel Morales	1	\$15.15	Custodian I	Gorder	SY24

<b>Co- and Extra-Curricular Staff</b>				
NAME	STIPEND	POSITION	SUPERVISOR	EFFECTIVE DATE
Marjorie Youpee**	\$1,012	MS Wrest. Chap/Coach	Young	SY24

\* Denotes a Contingent Hiring as outlined in BP 5122

\*\* Denotes an initial hire meeting the provisions of BP1512- Conflict of Interest

**INFORMATION**

<b>IN-DISTRICT TRANSFER</b>			

<b>RESIGNATIONS</b>		
Name	Position	Supervisor
Traci Sadler	Concession Manager	Young
Alice Smoker	Elem. Counselor	Wetsit
Marie Snodgrass-Jennings	Elem. SPED	Black

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

**Agenda Number 8.2 Out of District Enrollment**

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

SUMMARY:

In accordance with BP3141 all Non-resident Enrollment Requests must be acted upon by the Board. Action is taken upon the recommendation of the building principal whether they approve of the transfer or do not support the transfer.

The 2023 Montana Legislature has also changed the statute for this process through HB 203, but it does not go into effect until 01 July 2024. With that, a new policy will be before the board later this year to bring the district’s policy into compliance. Our process should remain the same even with the changes to the statute.

Elementary Case Number:  
20240213A

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I move to approve the recommendation to approve Out of District Enrollment Requests for Student Case Number 20240213A.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

**Agenda Number 8.3 Policy- First Reading**

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

SUMMARY:

The 2023 Legislative Session passed drastic changes to *out of district* enrollment. This is reflected in BP3141.

BP7008 would be a new policy for the district. This policy establishes the tuition rate to be charged to a student’s residing district should the student be enrolled in the Poplar Schools. Traditionally, the district has never charged for tuition despite being charged from certain surrounding districts and other districts within the state due to placement of one of our resident students.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I move to approve the policies as presented on First Reading.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						



**TO:** SCHOOL DISTRICTS  
**FROM:** KALEVA LAW OFFICE  
**SUBJECT:** UPDATED OUT-OF-DISTRICT ENROLLMENT POLICY  
**DATE:** FEBRUARY 9, 2024

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During the 2023 session, the Montana Legislature passed House Bill 203 which vastly changed out-of-district enrollment. This change does not actually become effective until July 1, 2024; however, changes to policy and this guidance are being issued in advance to allow districts sufficient time to plan and prepare for these changes. The Legislature did away completely with the concept of “discretionary” out-of-district enrollment and set forth new requirements that districts enroll out-of-district students when requested by a parent or guardian except in very limited circumstances. The Legislature largely left “mandatory” out-of-district enrollment unchanged, instead stating that districts must prioritize serving resident students and those students who fall under the mandatory enrollment categories before serving other out-of-district students. That said, the law is completely devoid of any mention of compliance with accreditation requirements.

Instead, the revised law states that **a board must accept an out-of-district student (who is not a mandatory enrollee) unless:**

the trustees find that the impact of approval of the application will negatively impact the quality of education for resident pupils by grade level, by school, or in the district in the aggregate in one or more of the following ways:

**(i) the approval would result in exceeding limits of:**

- (A) building construction standards pursuant to Title 50, chapter 60;
- (B) capacity and ingress and egress elements, either by individual room or by school building, of any fire code authorized by Title 50, chapter 3; or
- (C) evacuation elements of the district's adopted school safety plan;

**(ii) the approval would impede meeting goals, standards, or objectives of quality that the trustees have previously adopted in a plan for continuous educational improvement required under rules adopted by the board of public education; or**

**(iii) the approval would risk jeopardizing the educational quality within the district because the nonresident child who is applying was:**

- (A) truant as defined in 20-5-106 in the last school district attended;
- (B) expelled by another school district at any time; or
- (C) suspended in another school district in any of the 3 school fiscal years preceding the school fiscal year for which attendance is requested. This subsection (2)(e)(iii)(C) does not apply to a student who is eligible for special education or related services.

The law does permit a district to establish “reasonable timelines” for the submission of applications. It also permits the prioritizing of how applications are processed if a district receives more applications than it can accommodate provided that such priority is done in a “rational basis that prioritizes the quality of education for students who are residents of the district of attendance and the obligations of resident taxpayers.”

Within 10 days of the approval or denial of an application, the district must provide a copy of the approved or denied attendance agreement to the parent/guardian as well as the district of residence. If the application/agreement is denied, the allowable reason for denial (based upon the finding of a negative impact specified in the policy and above) and supporting documentation must be provided. A copy of completed agreements must be provided to the county superintendent of the county of residence, the county superintendent of the county of the district of attendance, and the superintendent of public instruction.

The new law also changes tuition. Districts are no longer permitted to charge tuition to parents seeking enrollment of an out-of-district student. Instead, districts of residence (i.e., the district in which the student actually resides) are responsible for tuition payments under the revised MCA § 20-5-323. The tuition required by the resident district is “a percentage equal to the lesser of the percentage of either school district's adopted general fund budget funded by BASE and over-BASE property tax levies in the year of attendance not to exceed 35.3% of the tuition per-ANB amount for the year of attendance as described in 20-5-324.” Resident districts remain responsible for a portion of tuition for out-of-district students who are mandatorily enrolled because they are a state-placement (i.e., placed as a delinquent youth or youth in need of care or in a group home by the state) as they have before which is the amount under MCA § 20-5-323(1) prorated to the days of enrollment. In addition, tuition for special education students is determined by ARM 10.10.301 but must be reduced by the funding generated by the district of attendance due to the student's attendance. MCA § 20-5-323(2)(a). By July 15<sup>th</sup> of each year following the year of attendance, the districts of attendance must notify the districts of residence of all out-of-district students enrolled of their tuition obligations. MCA § 20-5-324(3). The districts of residence must pay at least one-half of the tuition owed by December 31<sup>st</sup> following the July notification. MCA § 20-5-324(4)(a)(ii). All remaining tuition must be paid by June 15<sup>th</sup> of the school fiscal year following the year of attendance. MCA § 20-5-324(4)(a)(ii).

Except for tuition receipts received for students with a disability or students without disability placed by the state (mandatory enrollees), districts with out-of-district students are required to:

anticipate and credit tuition receipts to the district general fund, to reduce the general fund net levy requirement first to the BASE budget and any remaining to the over-BASE budget pursuant to 20-9-141, and transportation receipts to the transportation fund. In order to provide local property tax reduction for the tuition amount received under 20-5-323(1), the amount of the reduction in the BASE budget mills levied as a result of anticipated tuition payments must be calculated as a final step in computing the district's general fund net BASE levy requirement pursuant to the procedure set forth in 20-9-141(2) and the district's guaranteed tax base aid must be calculated prior to the reduction in BASE mills.

MCA § 20-5-324(5)(a). For tuition received for special education students and students without a disability placed by the state, tuition must be “deposited in the district miscellaneous programs fund and must be used in the manner provided for in 20-9-507 to support the costs of the program for which the tuition was received.” MCA § 20-5-324(5)(b).

A parent/guardian may appeal a denial or failure to take action to the county superintendent of the district of attendance and then to the superintendent of public instruction.

## Policy Guidance

### *Policy 3141*

Board Policy 3141 has been revised to address the updates to the out-of-district laws (we have provided a strike-through version of the current 3141 to indicate that the language should be deleted). There are highlighted portions of the policy that should be reviewed. **Each district should determine the deadlines for applications it wants to set.** We have provided a default date for applications for June 15<sup>th</sup> of the year preceding attendance but have also offered optional language that provides an option for applications prior to semesters – you can but do not have to do this. You can set a deadline that is before or after June 15 (or November 15 if you choose a second semester option). You can also set a window for applications rather than a set deadline, such as “applications must be submitted between \_\_\_\_\_ and \_\_\_\_\_ to be considered.”

For any deadline set, it is required by the revised MCA § 20-5-322 that within 10 days of receiving the application, the district notify the parent or guardian and the district of residence of the “anticipated date for approval or disapproval of the agreement” (in other words, the date of the board meeting at which the application will be decided).

Because the ability to deny applications is very limited, it is important that districts request the records of students seeking to enroll and review them prior to making a recommendation for admission. **Under the new law, the board can determine that the impact of approval of an application because the approval would risk jeopardizing the educational quality within the district because the out-of-district student has been truant as defined by MCA § 20-5-106 in the last school district, was expelled by a district at any time, or was non-IDEA eligible student suspended within the 3 school years prior to the year in which attendance was sought.** The suspension exception does not apply to an IDEA-eligible student; it can apply to any regular education student or a student who has a 504 plan. With respect to truancy, MCA § 20-5-106 does not require a judicial finding of “truancy.” Rather, it is “persistent nonattendance *without excuse*, as defined by district policy, for all or any part of a school day equivalent to the length of one class period” for 9 or more days or 54 or more parts of a day in one school year. MCA § 20-5-106. In order to make a recommendation for the approval or denial of a request, it will be necessary to review student records to determine truancy and/or whether there has been a suspension or expulsion (as well as whether the student is an IDEA-eligible student). In no event can a district reject a student on the basis of disability. In other words, unless the student is a 504-eligible student who has been suspended in the previous three school years, the district cannot deny a student for behavioral or disciplinary reasons. Extreme caution should also be exercised if the student is a student with a disability who may have a number of unexcused absences. Although the law is not clear on making



the determination of “truancy” on district policy, we recommend that this determination is based upon the policy of the district the student last attended.

Although the law permits boards to determine that there would be a negative impact on the quality of education for resident pupils because approval of a student would result in exceeding building construction standards, fire code capacity and ingress or egress standards, or evacuation elements of the adopted safety plan, reliance on these categories is going to be difficult. Districts should consult building construction standards in MCA Title 50, Chapter 60 and consult with facilities personnel or consultants regarding room and school size. Districts can also consult with their local fire marshal on fire code issues to determine if there are space considerations. However, these physical capacity restrictions may not be helpful in many cases because the spaces may be large enough to accommodate more students.

As such, the critical component of the policy is to update the “plan for continuous educational improvement” *prior* to the adoption of the policy. The “plan for continuous educational improvement” is the “integrated strategic action plan” (ISAP) each district must submit to OPI. The goals and objectives must have been adopted previous to any denial so it is essential that the ISAP language is adopted first. There is a portion of the plan that addresses goals to “positively impact student learning.” Because there is nothing in House Bill 203 regarding compliance with accreditation requirements, this needs to be addressed through the ISAP. These accreditation limits would apply to regular and resource classrooms. If a district operates special education programs (such as life skills, deaf education, structured learning), the ISAP should address caps for each of these programs.

As such, we recommend that districts strongly consider adding a goal that encompasses the following information:

Maintaining compliance with accreditation standards under Title 10, Chapter 55 of the Montana Administrative Rules and ensuring compliance with the Individuals with Disabilities Education Act by providing appropriate programming for eligible students in the Least Restrictive Environment. Accordingly, the trustees have determined that enrolling out-of-district students where there are no exceptional circumstances at the request of a parent or guardian that would result in exceeding accreditation limits for classrooms in grades [insert grade levels served by the district] negatively impacts the quality of education for all students within the district.

[IF APPLICABLE because the district operates special education programs] Additionally, the enrollment of out-of-district students where there are no exceptional circumstances at the request of a parent or guardian in the following special education programs maintained by the district that would result in exceeding the following capacities would negatively impact the district’s ability to serve students in those programs:

[Identify programs and caps on programs taking into account staffing]

To ensure that the district will be able to continue to positively impact student learning for enrolled students, the district will limit the approval of out-of-district student applications

where there are no exceptional circumstances when there are less than [identify one: three (3) or four (4)] available spaces within the grade-level or program to ensure sufficient capacity for additional new resident student or out-of-district student with exceptional circumstances who may seek to enroll.

In addition, the law permits that a district can prioritize applications on any rational basis that prioritizes the quality of education for students who are residents as well as the obligations of resident taxpayers. The policy draft provides priorities of acceptance for applications including for current students. The draft language provides a date for current students to retain their priority for applications of April 1, but districts are free to change this deadline to another reasonable deadline. Districts can include, remove, or change the priorities listed as they may wish, but any such priority needs to have a rational basis that prioritizes the quality of education for resident students and obligations of resident taxpayers. Priorities cannot be based upon discriminatory factors, such as sex, race, religion, or disability.

### *Policy 7008*

Some districts may have a tuition policy. The tuition policy has been revised to reflect the updates to the law and inability starting July 1, 2024, to charge tuition to parents/guardians. Districts can choose to amend current policies, but this policy is not required.

Discretionary Nonresident Student Attendance Policy

~~Recognizing that its resident students need an orderly educational process and environment free from disruption and overcrowding, the Board has determined that the District will permit discretionary nonresident students to attend school in the District, subject to annual approval. The District will screen all nonresident students and consider only those who meet the criteria set forth in this policy. The Superintendent will recommend to the Board any nonresident student admission in accordance with this policy, with the Board making the final decision on admission. Foreign exchange students shall be admitted pursuant to the terms of this policy and according to current federal law regulating foreign exchange programs.~~

~~The District will consider the following criteria for discretionary admission of nonresident students: the student's academic record, disciplinary record, including truancy records, and the current student level in the class in which the student would be admitted. The Superintendent, with the assistance of the Principal, will evaluate the student based on the above listed criteria and determine whether or not to recommend continued enrollment of the student.~~

~~Admission in one school year does not imply or guarantee admission in subsequent years. All resident students who become nonresident students due to a move by the students' parents from the District may continue attendance for the remainder of school year, barring registration in another school district. At the completion of the current school year, the student must apply for admission as a nonresident student if the student wishes to remain in the District.~~

~~The Board reserves the right to charge tuition for nonresident students. The Board may, in its discretion, charge or waive tuition for all students whose tuition is required to be paid by one type of entity. Unless otherwise provided by law, nonresident students are not eligible transportees for school transportation services.~~

~~Legal References: § 20-5-320, MCA — Attendance with discretionary approval  
§ 20-5-323, MCA — Tuition and transportation rates  
10.10.301B, ARM — Out of District Attendance Agreements~~

Policy History:

~~Adopted on:~~

~~Revised: July 11, 2016~~

**Poplar School District  
Administrative Regulation**

**STUDENTS**

**AR 3141**

Admission to School and Residency

Attendance in Montana is controlled by law. If the student resides inside of the District, the student is entitled to attend a school within the District unless the student is not of the ages for which the District otherwise enrolls students. If the student resides outside of the District, attendance is usually within the discretion of the Board of Trustees. Section 20-5-320, MCA, discusses the criteria for discretionary non-resident attendance, and Section 20-5-321, MCA, discusses the criteria for mandatory non-resident attendance.

Under Montana law, a person can have only one residence, and a minor's residence is **generally** the residence of his or her parents. There are some exceptions to when a minor's residence can be other than that of his or her parents. In determining the place of residence, the following rules, based on Section 1-1-215, MCA, will be observed:

1. It is the place where one remains when not called elsewhere for labor or other special or temporary purpose, and to which he or she returns in seasons of repose.
2. There can only be one residence.
3. A residence cannot be lost until another is gained.
4. The residence of the parent with whom an unmarried minor child maintains his/her place of abode is the residence of such unmarried minor child.
5. If neither parent has legal custody, it is the residence of the legal guardian or custodian appointed by a court of competent jurisdiction.
6. If an adult qualifies as a caretaker relative, it is the residence of the caretaker relative.
7. Unless there is a caretaker relative or a guardian appointed by a court, the residence of an unmarried minor who has a parent living cannot be changed by the minor's own act or any other person who does not have a recognized legal relationship with the student.
8. The residence can be changed only by the union of act or intent.

Prior to admission of any student, the District will require proof of residency or qualification for admission under Section 20-5-321, MCA. A student shall be deemed to have complied with residency requirements if he/she meets any of the following criteria:

1. The student's parents/guardians reside within district boundaries.
2. The student is an emancipated minor residing within district boundaries.
3. The student is a homeless youth or unaccompanied youth pursuant to the McKinney-Vento Homeless Assistance Act.

**Proof of Residency**

The Superintendent or designee shall retain a copy of the initial document or written verification offered as proof of residency. In addition, the Superintendent or designee shall annually verify

~~the student's residency as needed. When presented with a substitute address designated by the Secretary of State for victims of domestic violence or stalking residing within district boundaries, the Superintendent or designee shall accept and use the substitute address for all future communication, correspondence, and in all public records. If any district employee reasonably believes that the parent/guardian of a student has provided false or unreliable evidence of residency, the Superintendent or designee shall make reasonable efforts to determine whether the student meets legal residency requirements. Reasonable evidence of residency may be established by documentation including, but not limited to, any of the following:~~

- ~~1. Property tax payment receipts, deeds or escrow papers~~
- ~~2. Rent payment receipts and rental agreements~~
- ~~3. Utility service payment receipts~~
- ~~4. Declaration of residency executed by the student's parent/guardian and property owner~~

~~If a student is seeking admission on the basis of the residency of his or her court-appointed guardian or custodian, the guardian or custodian shall be required to present to the Superintendent or designee all court orders appointing that individual as the student's guardian.~~

### **Proof of Age**

~~The District is entitled to require proof of age before enrolling a student to ensure that the student is between the ages of 5 (on or before September 10<sup>th</sup> of a given year) or has not reached the age of 19 (on or before September 10<sup>th</sup> of a given year). Exceptions to these ages may be approved individually by the Board of Trustees. Proof of age may be established by documentation including, but not limited to, any of the following:~~

- ~~• Birth certificate~~
- ~~• Certified records from a public or private school of attendance~~
- ~~• Religious records certified by religious officials, including baptismal certificates~~
- ~~• Medical records~~
- ~~• Life insurance policy on child in force for at least two years~~
- ~~• Passport issued by any country or other documents issued by federal government showing entrance into United States~~
- ~~• Sworn affidavit by parent or legal guardian attesting to child's age~~
- ~~• Adoption record~~

~~No one particular document proving age is required.~~

### **Revocation of Enrollment**

~~If the Superintendent or designee, upon investigation, determines that a student's enrollment is based on false evidence of residency, he/she shall revoke the student's enrollment. Before any such revocation, the parent/guardian shall be sent written notice of the facts leading to the decision. This notice shall state the parent/guardian's right, within five school days, to schedule an appeal with the School Board.~~

~~If the parent/guardian fails to schedule the above meeting, the student's enrollment shall be revoked ten school days after the date of the notice. A parent/guardian who appeals to the Board shall have the right to have a representative present. The student may continue to attend school during the period of the appeal. The Board's decision shall be final.~~

### **Proof of Identity**

~~Montana law requires proof of identity be provided within 40 days of enrollment. This requirement applies to all students, regardless of whether they are homeless. Proof of identity may be provided at the time of enrollment, but it is not required to process enrollment. If a student is homeless, the FIT Coordinator should work with the family to obtain proof of identity. The District may not withdraw a student (or dis-enroll) a student for failing to provide proof of identity.~~

~~Montana law identifies “proof of identity” as:~~

- ~~• A certified copy of a birth certificate~~
- ~~• A certified transcript or similar types of student records from a previous school~~
- ~~• Documentary evidence the district considers to be satisfactory proof of identity.~~

~~The District may accept any of the following as other documentary evidence of proof of identity:~~

- ~~• Passport from any country~~
- ~~• Driver's license/state identification card~~
- ~~• Original social security card~~
- ~~• Documents issued by federal government showing entrance into United States~~
- ~~• Military identification card~~

~~Other documents to prove identity may be submitted (including with limitation to religious records, medical records) along with a sworn affidavit by the parent or legal guardian attesting to the unavailability of other documentation and reasons for the unavailability and the identity of the student. The District will consider the documents submitted to ascertain whether they are sufficient to prove the student's identity in accordance with Montana law.~~

**AFFIDAVIT OF RESIDENCE**

To be completed if residency requirements cannot be provided due to the fact that the parent/legal guardian and child(ren) are sharing or living at a home with another person. **(NON-CAREGIVER)**

All sections must be completed and signatures notarized ~~DO NOT SIGN THIS FORM IF ANY OF THE STATEMENTS ARE INCORRECT.~~ Evidence that false information was provided will result in immediate withdrawal of the child(ren) from school and a referral to law enforcement.

**TO BE COMPLETED BY PARENT(S)/LEGAL GUARDIAN(S):**

School: \_\_\_\_\_ Student: \_\_\_\_\_ Grade: \_\_\_\_\_  
\_\_\_\_\_ (Last) \_\_\_\_\_ (First)

Parent(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

**The address listed above is my only residence.** I agree to notify \_\_\_\_\_ if there is any change in the status of my residency. I understand that home visitation and/or residency verification is part of a periodic process when residency is established by an Affidavit of Residence.

I swear (or certify) under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
Signature of Parent \_\_\_\_\_ Date

**TO BE COMPLETED BY PRIMARY RESIDENT:**

I, \_\_\_\_\_ declare I am the primary resident at the above address and the person(s) listed above: (1) resides with me on a full-time basis (seven days a week). I agree to notify \_\_\_\_\_ if there is any change in the status of the residency of the persons listed above. I understand that home visitation and/or residency verification is a part of a periodic process when residency is established by an Affidavit of Residence.

I swear (or certify) under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
Signature of Primary Resident \_\_\_\_\_ Date

SUBSCRIBED AND SWORN TO before me this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(SEAL) \_\_\_\_\_

Printed Name:  
Notary Public for the State of Montana  
Residing at \_\_\_\_\_, Montana  
My commission expires: \_\_\_\_\_



**CARETAKER RELATIVE'S EDUCATIONAL AUTHORIZATION AFFIDAVIT**

1. ~~INSTRUCTIONS: The completion and signing of the affidavit before a notary public are sufficient to authorize educational enrollment and services and school related medical care for the named child. Please print clearly.~~

2. ~~The child named below lives in my home, and I am 18 years of age or older.~~

a. ~~Name of child: \_\_\_\_\_~~

b. ~~Child's date of birth: \_\_\_\_\_~~

c. ~~My name (caretaker relative): \_\_\_\_\_~~

d. ~~My home address: \_\_\_\_\_~~

e. ~~My relationship to the child (the caretaker relative must be an individual related by blood, marriage, or adoption by another individual to the child whose care is undertaken by the caretaker relative, but who is not a parent, foster parent, stepparent, or legal guardian of the child):~~

f. ~~I hereby certify that this affidavit is not being used for the purpose of circumventing school residency laws, to take advantage of a particular academic program or athletic activity, to circumvent a disciplinary action of a previous school, or for an otherwise unlawful purpose.~~

3. ~~My date and year of birth: \_\_\_\_\_~~

4. ~~Check the following if true (**all must be checked for this affidavit to apply**):~~

a. ~~[ ] A parent of the child identified in paragraph 1a of this affidavit has left the child with me and has expressed no definite time period when the parent will return for the child.~~

b. ~~[ ] The child is now residing with me on a full time basis.~~

c. ~~[ ] No adequate provision, such as appointment of a legal custodian or guardian or execution of a notarized power of attorney, has been made for enrollment of the child in school, other educational services, or educationally related medical services.~~

5. ~~WARNING: DO NOT SIGN THIS FORM IF ANY OF THE STATEMENTS ABOVE ARE INCORRECT OR YOU WILL BE COMMITTING A CRIME PUNISHABLE BY A FINE, IMPRISONMENT, OR BOTH.~~

6. ~~I declare under penalty of false swearing under the laws of Montana that the foregoing is true and correct.~~

7. ~~Signed this \_\_\_ day of \_\_\_\_\_, 20\_\_.~~

8. \_\_\_\_\_

a. ~~(Signature of caretaker relative)~~

9. ~~SUBSCRIBED AND SWORN TO before me this \_\_\_\_\_ day of \_\_\_\_\_, 2009.~~

a. \_\_\_\_\_

b. ~~Signature~~

- e. ~~Printed Name: \_\_\_\_\_~~
- d. ~~Notary Public for the State of Montana~~
- e. ~~Residing at \_\_\_\_\_, Montana~~
- f. ~~My commission expires: \_\_\_\_\_~~

10. ~~NOTICES:~~

- a. ~~Completion of this affidavit does not affect the rights of the child's parents or legal guardian regarding the care, custody, and control of the child and does not mean that the caretaker relative has legal custody of the child.~~
- b. ~~A person who relies on this affidavit has no obligation to make any further inquiry or investigation.~~
- e. ~~This affidavit is effective until the earlier of:~~
  - i. ~~the end of the first school year after delivery of the affidavit to the school;~~
  - ii. ~~revocation by the caretaker relative; or~~
  - iii. ~~the child no longer resides with the caretaker relative.~~
- d. ~~If the child stops living with you, you shall notify anyone to whom you have given this affidavit.~~

## Poplar School District

### STUDENTS

3141

#### Out-Of-District Student Enrollment

The Board will enroll out-of-district students in accordance with Montana law and this policy. A student's residence shall be determined pursuant to MCA § 1-1-215 except as otherwise provided by MCA § 20-9-207.

#### *Out-of-District Student Enrollment with Extenuating Circumstances*

The District shall enroll out-of-district students when extenuating circumstances exist pursuant to MCA § 20-5-321.

#### *Out-of-District Student Enrollment with no Extenuating Circumstances*

The District shall serve students who are residents of the District and out-of-district students who are subject to mandatory enrollment due to extenuating circumstances under MCA § 20-5-321 prior to enrolling other out-of-district students. The District may enroll out-of-district students at the request of the student's parent or guardian as provided in this policy when it is not mandatory because no extenuating circumstances exist. A parent or guardian seeking out-of-district enrollment when not mandatory shall apply on the out-of-district attendance agreement form approved by the Office of Public Instruction to the Board for approval on an annual basis. Out-of-district students shall reapply for admission for each school year. Admission in one school year does not imply or guarantee admission in subsequent years.

Applications for enrollment of out-of-district students must be submitted to the District for consideration by **June 15** prior to the start of the school year in which attendance is sought.

**[OPTIONAL: Applications for enrollment of out-of-district students must be submitted to the District for consideration for enrollment for the fall semester in the subsequent school year by June 15; an out-of-district student enrolled before the fall semester shall be considered to be enrolled for the entirety of the school year. Applications for enrollment of out-of-district students must be submitted to the District for consideration for enrollment for the spring semester in the subsequent school year by November 15.]**

The Superintendent or designee shall review all applications for out-of-district enrollment when it is not mandatory and shall recommend approval or denial of each application to the Board as provided in this policy. As part of the review, the District shall request and review the student records of out-of-district students applying for enrollment prior to making the recommendation to the Board.

The Board shall approve an application for out-of-district attendance unless the trustees find that the impact of approval of the application will negatively impact the quality of education for resident students by grade level, by school, or in the District in the aggregate in one or more of the following ways:

1. The approval would result in exceeding the limits of:
  - a. Building construction standards pursuant to Title 50, Chapter 60, MCA;
  - b. Capacity and ingress and egress elements, either by individual room or by school building of any fire code authorized by Title 50, Chapter 3, MCA; or
  - c. Evacuation elements of the District's adopted school safety plan.
2. The approval would impede meeting goals, standards, or objectives of quality that the trustees have previously adopted in a plan for continuous educational improvement required under the rules adopted by the Board of Public Education.
3. The approval would risk jeopardizing the educational quality within the District because the out-of-district student applying was:
  - a. Truant as defined in MCA § 20-5-106 in the last school district attended;
  - b. Expelled by another school district at any time; or
  - c. Suspended in another school district in any of the three (3) school fiscal years preceding the school fiscal year for which attendance is requested. This subsection (c) does not apply to a student eligible for special education or related services.

Within 10 days of receipt of an out-of-district enrollment application, the District shall notify the parent or guardian and the trustees of the student's district of residence of the anticipated date for approval or denial of the application. The Board will consider the recommendation for denial of an out-of-district application in a closed session of the Board unless the parent or guardian waives their respective rights of privacy.

In the event that the District receives more applications for out-of-district students than it can accommodate, the District shall prioritize applications on the basis of the quality of education for students who are residents of the District and obligations of resident taxpayers. The District shall prioritize applications for the enrollment of out-of-district students in the following order provided the criteria established in this policy has been satisfied:

1. Students who attended school within the District the preceding year. In giving priority to students who have attended school within the District, the District will consider the number of years of attendance. Out-of-district students who are currently attending school within the District shall submit an application by April 1 prior to the start of the school year in which attendance is sought in order to retain their priority status. If an application for an out-of-district student currently attending school within the District is not submitted by April 1, the application will be considered on the same basis as all other applications and subject to the annual [OPTIONAL: semester] deadline stated in this policy.
2. Students who are the children or step-children of nonresident District employees.
3. Students who have siblings attending school within the District.
4. Students who have previously attended school within the District.
5. Students whose parents or guardians own property within the District.
6. Students whose legal residence is adjacent to the boundaries of the District.
7. Students entering kindergarten or grades 6, 7, or 8 and whose district of residence does not provide an equivalent program.

8. When all of the above priorities are equal or not satisfied, the District shall give priority to applications on the basis of time of receipt by the District.

Within 10 days of the decision to approve or deny the enrollment of an out-of-district student and to enter into an out-of-district attendance agreement, the District shall provide copies of the approved or denied attendance agreement to the student’s parent or guardian and the student’s district of residence. In the event of a denial, the District shall provide the reason permitted by Montana and this policy and supporting documentation.

The District shall notify the district of residence for all out-of-district students enrolled under this policy regarding their tuition obligations under Montana law by July 15 following the year of attendance.

Unless otherwise agreed by the District and the district of residence in the out-of-district attendance agreement, the family of the out-of-district student whose application has been approved is responsible for transportation of the student and the student is not an eligible transportee under Montana law.

Legal Reference:	§ 1-1-215, MCA	Residence – rules for determining
	§ 20-5-314, MCA	Reciprocal attendance agreement with adjoining state or province
	§ 20-5-320, MCA	Out-of-district attendance by parent or guardian request with no extenuating circumstances
	§ 20-5-321, MCA	Attendance with mandatory approval – tuition and transportation
	§ 20-5-322, MCA	Residency determination – notification – appeal for attendance agreement
	§ 20-5-323, MCA	Tuition and transportation rates
	§ 20-5-324, MCA	Tuition payment provisions -- state obligations -- district obligations -- financing -- reporting
	§ 20-9-707, MCA	Agreement with Montana youth challenge program or accredited Montana job corps program
	10.10.301B, ARM	Out-of-District Attendance Agreements
	10.55.712, ARM	Class Size Elementary
	10.55.713, ARM	Teacher load and class size: high school, junior high, middle school, and grades 7 and 8 funded at high school rates

Policy History:

Adopted on:

Reviewed on:

Revised on:

Tuition

Whenever ~~an out-of-district a nonresident~~ student is ~~to be~~-enrolled in the District, ~~either by choice or by placement~~, an attendance agreement must be ~~filed with~~ approved by the Board. ~~Terms of the agreement must include tuition rate, the party responsible for paying tuition and the schedule of payment, transportation charges, if any, and the party responsible for paying transportation costs.~~ The District shall notify the district of residence of each out-of-district student attendance agreement approved by the Board of their tuition obligations by July 15 following the year of attendance.

Tuition rates shall be determined ~~by~~ annually, consistent with Montana law. ~~and approved by the Board.~~

For any resident student of the District enrolled in another school district as an out-of-district student, the District shall finance such tuition from the tuition fund, general fund, or any other legally allowable fund in the discretion of the trustees.

Cross Reference: 3141 Out-of-District Student Enrollment Discretionary Nonresident Student Attendance Policy

Legal Reference:	§ 20-5-314, MCA	Reciprocal attendance agreement with adjoining state or province
	§ 20-5-320, MCA	Out-of-district attendance by parent or guardian request with no extenuating circumstances
	§ 20-5-321, MCA	Attendance with mandatory approval – tuition and transportation
	§ 20-5-322, MCA	Residency determination – notification – appeal for attendance agreement
	§ 20-5-323, MCA	Tuition and transportation rates
	§ 20-5-324, MCA	Tuition payment provisions -- state obligations -- district obligations -- financing -- reporting
	10.10.301, ARM	Calculating Tuition Rates
	10.10.301B, ARM	Out-of-District Attendance Agreements

Policy History:

Adopted on:

Reviewed on:

Revised on:

**Agenda Number 8.4 Tribal Lease**

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

**SUMMARY:**

The lease with the Fort Peck Tribes for the west hall of the PHS building, football field and track is up for renewal. Total acreage is 9.84 acres which will next expire 31 December 2033.

**SUPERINTENDENT’S ADVICE:** I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

**SAMPLE MOTION:** *I move to approve the lease of Tribal Lands as stated in Lease #1673.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

LEASE TRIBAL LANDS DESCRIBED AS:

NE1/4NW1/4, Section 12 Township 27 North, Range 50 East, T5051-A

(For School Buildings, Football and Track Field), Poplar, Montana

Acreage: (Farm: \_\_\_\_\_) (Pasture: \_\_\_\_\_) (Accreted F/P \_\_\_\_\_) (Irrig. Crop: \_\_\_\_\_  
(Hayland): \_\_\_\_\_) (Irrig. Hay: \_\_\_\_\_) (Home site: \_\_\_\_\_) (Business: 9.84) (Total: 9.84)

I hereby apply for a lease on the above-described lands for a period of 10 years,  
January 1, 2024 thru December 31, 2033.

My rental offer is as follows:

Cultivated land @ \$ \_\_\_\_\_ per acre  
Pastureland @ \$ \_\_\_\_\_ per acre  
Tame Pastureland @ \$ \_\_\_\_\_ per acre

Irrigated land @ \$ \_\_\_\_\_ per acre  
Homesite Lots @ \$ \_\_\_\_\_ per lot  
Business Lease @ \$ \_\_\_\_\_ per year

In the event I am awarded to lease these lands, I agree to keep in good repair all  
improvements on the land.

\_\_\_\_\_  
(Phone Number)

\_\_\_\_\_  
(Applicant)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Address)

**ACTION OF THE LAND AND RESOURCES COMMITTEE OF THE FORT PECK  
EXECUTIVE BOARD ON THE ABOVE REQUEST.**

We, members of the within named committee, make the recommendations as checked:

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

REJECTED \_\_\_\_\_ DATE \_\_\_\_\_

TABLED \_\_\_\_\_ DATE \_\_\_\_\_

Remarks on above action:

This action is concurred in by three or more members of this committee:

- |          |          |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Information pertinent to Committee Action: \_\_\_\_\_ 2014  
 Prior Lessee: Poplar School District #9 Lease No.: 1673 Expiration Date: 2023  
 Other Applicants: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_



**Agenda Number 8.5 Call for Election Resolution**

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

**SUMMARY:**

The trustees call for a school election by passing a board resolution stating the date and purpose of each election and whether an election is requested to be by mail ballot or poll. The resolution must be passed at least 70 days prior to election day. The resolution calling for the election must be transmitted to the county election administrator no later than 3 days after the resolution is passed. If the election is conducted by mail ballot, the school clerk must also transmit to the county election administrator a copy of the written plan as soon as the plan, and any amendments, are approved by the Secretary of State. 20-20-201 and 13-19-202, MCA

We will be doing a poll election.

**SUPERINTENDENT’S ADVICE:** I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

**SAMPLE MOTION:** *(Reading of the Resolution)*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

**TRUSTEE RESOLUTION CALLING FOR AN ELECTION**

*(Regular School Election, One Voting Location)*

**BE IT RESOLVED**, the Board of Trustees for School District No. 9 & 9B of Roosevelt County, State of Montana, will hold the Annual Regular School Election on Tuesday, the 7th day of May, 2024, which date is not less than seventy (70) days after the passage of this resolution.

The election will be conducted by:

- Mail Ballot     Poll Election (the polls will be open from 12: p.m. until 8:00 p.m.)

The purpose of the election is to elect 2 (two) trustee for a three-year term.

If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Judy Linthicum, election administrator, to cancel that portion of the election in accordance with [13-1-304](#) and [20-3-313](#), MCA.

The following voting locations will be used for the election and the three electors of this district who are qualified to vote at such election are hereby appointed to act as judges at the election at each voting place as follows:

**Voting Location and Address: Poplar School District Office @ 400 4th Ave West, Poplar, MT**

- | Election Judge                     | Address |
|------------------------------------|---------|
| 1. Lori Kirn , Poplar, MT 59255    |         |
| 2. Debra McGowan, Poplar, MT 59255 |         |
| 3. Rochelle Berg, Poplar, MT 59255 |         |

**BE IT FURTHER RESOLVED**, that the clerk of this school district is hereby directed to notify the above named election judges of their appointment and to notify the county election administrator of the date of holding said election, and request the clerk to close regular registration and to prepare and furnish election materials as required by law. If any of these judges should not be able to serve, the election administrator will choose a replacement from certified judges.

No further proceedings were conducted relating to the election.

\_\_\_\_\_

Print Name of Board Chair

\_\_\_\_\_

Signature of Board Chair

\_\_\_\_\_

Print Name of Clerk

\_\_\_\_\_

Signature of Clerk

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**May 7, 2024**

**School Election Calendar**

- |                               |  |
|-------------------------------|--|
| <b>February 13, 2024</b>      | <b>Trustees call for an election.</b>  |
| <b>Through March 28, 2024</b> | <b>Trustee candidates file for election.<br/><br/>Petition and Oath of Candidacy must be filed with election administrator (School Clerk). No person signing a petition may sign more nomination petitions than there are trustee position open. Closes on March 28, at 4 p.m.</b> |
| <b>April 4, 2024</b>          | <b>Deadline for write in trustee candidate to file for election.</b>   |
| <b>April 8, 2024</b>          | <b>VOTE REGISTRATION CLOSES</b>  |
| <b>April 8 to May 7, 2024</b> | <b>Register at the Roosevelt County Courthouse<br/>Late Registration</b>   |
| <b>April 17, 2024</b>         | <b>Absentee ballots available</b>  |
| <b>May 6, 2024</b>            | <b>Last opportunity to request absentee ballot.</b>  |
| <b>May 7, 2024</b>            | <b>Polls open from 12:00 to 8:00 p.m.<br/>Poplar Schools District Office Board Room<br/>400 4<sup>th</sup> Ave West, Poplar MT</b>   |