

POPLAR SCHOOLS

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

HILARY GOURNEAU
Chairman

LARAE CROWLEY
Vice-Chairman

TATUM EVENSON
Trustee

ROBYN BAKER
Trustee

MARVIN YOUPEE JR.
Trustee

AGENDA **Regular Board Meeting** **Monday, 18 March 2024** **5 PM**

1. Call Meeting To Order
2. Recognition of Guests
3. Public Comment- 5 Minute Courtesy Limit per Topic
The Poplar Schools' Board of Trustees welcomes public comment on issues and concerns. This is the point in the meeting for comments on matters not already on the agenda. Comments on agenda items will be accepted when that item comes up during the meeting. Interested persons may also submit views in written form to the Clerk or Superintendent prior to the meeting and those comments will be brought to the attention of the Board during the meeting.
4. Recognition of Poplar Education Association
5. Consent Agenda: Previous Board Meeting Minutes, Warrants and Claims, Budget vs. Actual, Investment Reports, and High School Activity Fund.
6. Informational Items
 - 6.1. Directors' Reports
 - 6.2. Principals' Reports
 - 6.3. Superintendent's Report
7. Discussion Agenda
 - 7.1. SY25 Calendar
 - 7.2. Facilities Priority List
8. Action Agenda
 - 8.1. Personnel Report
 - 8.2. Out of District Enrollment
 - 8.3. Consideration of Administrator Contracts
 - 8.4. Estimated Permissive Levy Increases SY25
 - 8.4.1. Elementary District 9 Resolution
 - 8.4.2. High School District 9B Resolution
 - 8.5. Policy- Second Reading
 - 8.5.1. BP 3141 Out of District Enrollment
 - 8.5.2. 7008 Tuition
 - 8.6. Superintendent's Contract SY25
9. Items of Interest
 - 9.1. Committees:
 - 9.1.1. Facilities: ?
 - 9.2. Work Session Dates:
 - 9.3. Special Meeting Dates:
 - 9.4. Negotiations: PEA on March 19th, 21st, 26th, 2024; 4PM
 - 9.5. Next Regular Meeting: 08 April 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: 18 March 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

Tuesday, February 13, 2024

Call to Order: The Regular board meeting of the Board of Trustees called to order by the Chair at 5:03 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

Marvin Youpee, Trustee
Robyn Baker, Trustee

Absent: La Rae Crowley, Vice Chair

La Rae attempt to attend meeting by Cell phone but reception was not clear.

District Staff:

Dan Schmidt, Superintendent
Judy Linthicum, Clerk
Holly Colgan
Jane Crowe
Brandi Burshia
Emerson Young
Melissa Matthews

Keith Erickson, Assistant Superintendent
John Wetsit
Clint Linthicum
Jessie Colon
Shannon Murphy
Karolyn Kohl
Patricia Lan-ham Nichols

Recognition of Guests: None

Public Comment: None

4.) Recognition of Poplar Education Association :

PEA President Jane Crowe presented letter of Intent to Negotiate.

Regular Board Meeting

Tuesday, February 13, 2024

5.) 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**

ACTION:

Robyn Baker made motion to approve of Minutes of Regular Board meeting Monday December 11, 2023, 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 Marvin Youpee

Vote: 4-0 For

6) Informational Items

6.1) Directors Reports

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

6.2) Principals Reports

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

6.3) Superintendent Report

Highlights:

- Winter testing for MAST has been completed.
- NAEP testing of Fourth grade went well.
- Had our quarterly stewardship meeting with MSGIA. They noted we are doing well in continuing to reduce claims.

Regular Board Meeting

Tuesday, February 13, 2024

7) Discussion Agenda

7.1) SY25 District Calendar

Two versions of a calendar for SY25 were presented for trustee input. The process of how the calendars were collaborated and next steps was discussed. Discussion on a 4-day school week was held and everything that would need to take place to accommodate this. The consensus was the district needs to do what is best for the students.

7.2) Enrollment

Superintendent Schmidt showed the history of attendance for Poplar Schools. The schools currently only have 833 students.

7.3) Superintendent Search

Work Session was planned for February 28, 2024, with Ms. Kaleva, to go over applications received. The board would like to see it advertised locally.

8.) ACTION AGENDA

8.1) Personnel Report

Certified Staff

Sheila Simbilad Sped Teacher SY 25

Classified Staff

Brock Copenhaver	Education Trans & Career Specialist	\$28.34
Loren Eagle-Allen	Education Substitute	\$12.50
Miquel Morales	Custodian I	\$15.15

Co- and Extra Curricular Staff

Marjorie Youpee Midde School Wrestling Chaperone/Coach \$1,012

Resignations

Traci Sadler	Concessions
Alice Smoker	Elementary Counselor
Marie Snodgrass Jennings	Elementary SPED

ACTION:

Motion made by Tatum Evenson to approve the Personnel Report
Seconded by Robyn Baker

Vote: 3-1 For Marvin Youpee abstained

Regular Board Meeting

Tuesday, February 13, 2024

8.2) Out of District Enrollment

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

ACTION:

Motion made Marvin Youpee to approve the Out of District Enrollment Requests for Student Case Number 20240213A

Seconded by Robyn Baker

Vote: 4-0 For

8.3) Policy – First Reading

8.3.1) BP 3141 Out of District Enrollment

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

ACTION:

Motion made by Robyn Baker to approve the policies as presented on First Reading.

Seconded by Tatum Evenson

Vote: 4-0 For

8.3.2) 7008 Tuition

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.

ACTION:

Motion made by Robyn Baker to approve the policies as presented on First Reading.

Seconded by Tatum Evenson

Vote: 4-0 For

Regular Board Meeting Tuesday, February 13, 2024

8.4) Tribal Lease

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 December 31, 2033.

ACTION:

Motion made by Robyn Baker to approve the lease of Tribal Lands as stated in Lease #1673.

Seconded by

Vote: 4-0 For

8.5) Call for Election Resolution

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.

ACTION:

Motion made by Robyn Baker to approve the Call of Election Resolution BE IT RESOLVED, the Board of Trustees for School District No. 9 & 9B, 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: Poll Election (the polls will be open from 12:00 p.m. until 8:00 p.m.)

The purpose of the election is to elect two (2) trustees 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 location 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 function as judges at the election at each voting place as follows:

Voting Location and Address: Poplar Schools District Office at 400 4th Ave West, Poplar, Montana

Election Judges Lori Kirn , Rochelle Berg, and Debra McGowan, Poplar, Montana
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 Board Meeting
Tuesday, February 13, 2024**

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.

Seconded by Marvin Youpee

Vote: 4-0 For

9.) Items of Interest

9.1) Work Session Date: February 28 at 4:00 p.m.

9.2) Special Meeting Date: None

9.3) Next Regular Meeting March 18, 2024, at 5:00 p.m.

Adjourn

Hilary Gourneau adjourned at 6:54 p.m. February 13, 2024.

ATTEST:

Judy Linthicum, Board Clerk

Hilary Gourneau , Chair

Work Session

Wednesday February 28, 2024

Call to Order: The Work Session for the Board of Trustees called to order by the Chair at 4:04 p.m. The School District No. 9 & 9B Trustees present to constitute a quorum were:

Hilary Gourneau, Chair
Tatum Evenson, Trustee
Marvin Youpee, Trustee

LaRae Crowley, Vice Chair
Robyn Baker, Trustee

District Staff:

Dan Schmidt, Superintendent
Keith Erickson, Assistant Superintendent
Greg Gourneau
Jessie Colon
Jane Crow

Judy Linthicum, Clerk
John Wetsit
Brandi Burshia
Shannon Murphy

Guest: Bea Kaleva

Public Comment: None

4.) Non-Action Items

4.1) Superintendent Application Screening

Chair Hilary Gourneau called a closed session.

The Board went into closed session from 4:05 p.m. to 4:27 p.m.

Present: Board members

4.1.1) Interview Date

The board set the date of March 4, 2024 starting at 5:00 p.m.

The meeting is to be open to the public.

4.2) Informational Updates

Discussion was held on the school calendar for SY 24 -25.

**Work Session
Wednesday February 28, 2024**

5.1) Items of Interest

5.1) Regular meeting in March to be held March 18, 2024.

5.2) Work Sessions nothing scheduled at this time

5.3) Negotiation Dates

**5.3.1) PEA meetings to be held on March 19 and 21 at 4:00 p.m.
LaRae Crowley and Tatum Evenson will negotiate with the PEA.**

5.3.2) Classified is still undetermined.

Dan Schmidt informed the board that there will be a change to the school calendar for next week due to the Class B State Basketball Tournament to be held in Billings. There will be no school on Thursday and the PD scheduled for Friday has been postponed. This will give everyone in the community a chance to go and support our student athletes on the biggest stage of our State.

To make this happen we will be extending the early out scheduled for May 2nd to a regular release time (3 and 3:20pm) and May 3rd (the scheduled *Snow Day*) will now be the PIR day.

Adjourn

Hilary Gourneau adjourned at 4:52 p.m. February 28, 2024.

ATTEST:

Judy Linthicum, Board Clerk

Hilary Gourneau , Chair

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
69283		22685 INDEPENDENCE BANK	34,412.15						
		January credit card							
1		CC-13296 02/04/24 MS boys bball meal	246.25		126	625			
		STRETCH'S PIZZA							CC Accounting: 126- 50-720-3500-582
2		CC-13296 02/05/24 Statement fee	3.00		126	625			
									CC Accounting: 126- 50-720-3500-582
3		CC-13297 01/24/24 BLT birthday cake	58.28		226	625			
		REYNOLDS SUPERMARKET							CC Accounting: 226- 16-100-1000-610
4		CC-13298 01/14/24 Gas MHSA conf Bozeman	26.42		226	625			
		EXXON MOBILE							CC Accounting: 226- 16-720-3500-624
5		CC-13298 01/14/24 Gas MHSA conf Bozeman	57.77		226	625			
		CONOCO							CC Accounting: 226- 16-720-3500-624
6		CC-13298 01/14/24 Room MHSA conf Bozeman	107.95		226	625			
		COMFORT INN							CC Accounting: 226- 16-720-3500-582
7		CC-13298 01/14/24 Meal MHSA conf Bozeman	27.24		226	625			
		ARBYS							CC Accounting: 226- 16-720-3500-582
8		CC-13299 01/13/24 Gas MHSA conf Bozeman	31.11		226	625			
		EXXON MOBILE							CC Accounting: 226- 16-720-3500-624
9		CC-13299 01/13/24 Gas MHSA conf Bozeman	25.00		226	625			
		EXXON MOBILE							CC Accounting: 226- 16-720-3500-624
10		CC-13299 01/13/24 Meal MHSA conf Bozeman	120.00		226	625			
		TEXAS ROADHOUSE							CC Accounting: 226- 16-720-3500-582
11		CC-13299 01/14/24 Meal MHSA conf Bozeman	60.00		226	625			
		IHOP							CC Accounting: 226- 16-720-3500-582
12		CC-13299 01/14/24 Room MHSA conf Bozeman	107.95		226	625			
		COMFORT INN							CC Accounting: 226- 16-720-3500-582
13		CC-13300 01/05/24 Rifton Large Pacer	1,650.00		226	625			
		I-REP THERAPY PRODUCTS INC.							CC Accounting: 226- 16-280-1000-660
14		CC-13301 01/06/24 MS Boys Bball meal	316.20		126	625			
		PIZZA HUT							CC Accounting: 126- 50-720-3500-582
15		CC-13301 01/10/24 BLT donuts	31.96		226	625			
		REYNOLDS SUPERMARKET							CC Accounting: 226- 16-100-1000-610
16		CC-13301 01/24/24 MS Boys Bball meal	380.00		126	625			
		DC LANES							CC Accounting: 126- 50-720-3500-582
17		CC-13301 02/05/24 Statement fee	3.00		126	625			
									CC Accounting: 126- 50-720-3500-582
18		CC-13302 02/01/24 Divisional wrestling meal 1	10.99		226	625			
		MC DONALD'S							CC Accounting: 226- 16-720-3500-582
19		CC-13302 02/02/24 Divisional wrestling meal 2	11.77		226	625			
		MC DONALD'S							CC Accounting: 226- 16-720-3500-582
20		CC-13302 02/03/24 Gas divisional wrestling	21.16		226	625			
		AGLAND CO-OP							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			
21	CC-13303 01/10/24 MHSA conf registration	195.00		226 625				
	MONTANA HIGH SCHOOL ASSOC.							
22	CC-13303 01/13/24 Meal MHSA conf. Bozeman	10.27		226 625				
	Cenex							
23	CC-13303 01/13/24 Meal MHSA conf. Bozeman	18.54		226 625				
	MISC VENDOR							
24	CC-13303 01/13/24 Gas MHSA conf Bozeman	38.00		226 625				
	Cenex							
25	CC-13303 01/14/24 Meal MHSA conf Bozeman	43.77		226 625				
	MISC VENDOR							
26	CC-13303 01/14/24 Meal MHSA conf Bozeman	15.66		226 625				
	MISC VENDOR							
27	CC-13303 01/15/24 Gas MHSA conf Bozeman	40.00		226 625				
	Cenex							
28	CC-13303 01/15/24 Meal MHSA conf Bozeman	9.78		226 625				
	EXXON MOBILE							
29	CC-13303 01/15/24 Gas MHSA conf Bozeman	50.00		226 625				
	EXXON MOBILE							
30	CC-13303 01/15/24 Room MHSA conf Bozeman	462.00		226 625				
	BEST WESTERN							
31	CC-13303 01/15/24 Meal MHSA conf Bozeman	13.29		226 625				
	WENDYS							
32	CC-13303 01/15/24 Gas MHSA conf Bozeman	26.00		226 625				
	AGLAND CO-OP							
33	CC-13303 01/16/24 Meal for HS wrestling mixer	100.00		226 625				
	FROSTEE'S							
34	CC-13303 01/16/24 Chips for HS wrestling mixer	36.96		226 625				
	MAIN STREET GROCERY							
35	CC-13303 01/29/24 Basketball waterbottles	431.25		126 625				
	CUSTOMINK, LLC							
36	CC-13304 01/12/24 Meal HS Gbball Glasgow	278.91		226 625				
	PIZZA HOUSE							
37	CC-13304 01/20/24 Meal HS Gbball WP	167.35		226 625				
	MC DONALD'S							
38	CC-13304 01/25/24 HS boys and girls meal MedLa	200.40		226 625				
	MISC VENDOR							
39	CC-13304 01/25/24 HS boys and girls meal MedLa	200.40		226 625				
	MISC VENDOR							
40	CC-13304 01/27/24 HS girls BBall meal	71.30		226 625				
	MC DONALD'S							
41	CC-13304 01/27/24 HS boys BBall meal	88.77		226 625				
	MC DONALD'S							
42	CC-13304 01/27/24 Gas Malta HS bball	40.00		226 625				
	CONOCO							

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
43	CC-13304 01/28/24 Gas HS bball	49.11		226 625				
AGLAND CO-OP			CC Accounting:	226- 16-720-3500-624				
44	CC-13304 02/03/24 HS girls Bball meal	70.08		226 625				
BURGER KING			CC Accounting:	226- 16-720-3503-582				
45	CC-13305 01/08/24 Flashlights	20.96		126 625				
TANDE'S GROCERY			CC Accounting:	126- 90-100-2600-615				
46	CC-13305 01/11/24 Limestone gravel	172.64		226 625				
PARTS WAREHOUSE			CC Accounting:	226- 16-100-2600-615				
47	CC-13305 01/23/24 Limestone chips	224.24		226 625				
MISC VENDOR			CC Accounting:	226- 16-100-2600-615				
48	CC-13305 01/29/24 Wood/metal blades	327.99		126 625				
MENARDS			CC Accounting:	126- 90-100-2600-615				
49	CC-13305 02/05/24 Statement fee	3.00		126 625				
			CC Accounting:	126- 90-100-2600-615				
50	CC-13306 01/15/24 Antifreeze	16.98		110 625				
O'REILLY AUTO PARTS			CC Accounting:	110- 15-100-2700-440				
51	CC-13306 01/18/24 Generator	1,412.37		110 625				
MENARDS			CC Accounting:	110- 50-100-2700-440				
52	CC-13306 01/21/24 Propane bottles	115.88		110 625				
ALBERTSON'S			CC Accounting:	110- 14-100-2700-440				
53	CC-13306 01/27/24 HS wrestling gas	40.94		226 625				
AGLAND CO-OP			CC Accounting:	226- 16-720-3500-624				
54	CC-13306 01/22/24 1" Tunnel Mount	195.16		110 625				
HARLOW'S BUS SALES, INC.			CC Accounting:	110- 15-100-2700-440				
55	CC-13306 01/23/24 Base or IC/CE	204.41		210 625				
HARLOW'S BUS SALES, INC.			CC Accounting:	210- 16-100-2700-440				
56	CC-13306 01/25/24 IC Right side VI	272.75		110 625				
HARLOW'S BUS SALES, INC.			CC Accounting:	110- 50-100-2700-440				
57	CC-13306 02/05/24 Statement Fee	3.00		210 625				
			CC Accounting:	210- 16-100-2700-610				
58	CC-13307 01/13/24 Room clerk meeting Billings	344.18		126 625				
BEST WESTERN			CC Accounting:	126- 90-100-2500-582				
59	CC-13307 01/29/24 Breakfast district music	29.51		226 625				
MC DONALD'S			CC Accounting:	226- 16-710-3401-582				
60	CC-13307 01/29/24 Lunch district music Glasgow	53.89		226 625				
SUBWAY			CC Accounting:	226- 16-710-3401-582				
61	CC-13307 01/29/24 Dinner District music festiv	55.74		226 625				
PIZZA HUT			CC Accounting:	226- 16-710-3401-582				
62	CC-13308 01/10/24 Electric charges for village	583.11		115 625				
SHERIDAN ELECTRIC CO-OP			CC Accounting:	115- -100-2620-410- 31				
63	CC-13309 12/16/23 DISTRICT PHONES	1,243.89		126 625				
NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting:	126- 14-100-2600-531				
64	CC-13309 12/16/23 DISTRICT PHONES	1,243.89		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			
65	CC-13309 12/16/23 DISTRICT PHONES	1,243.89		126 625				
NEMONT TELEPHONE	COOPERATIVE, INC.		CC Accounting:	126- 50-100-2600-531				
66	CC-13309 12/16/23 DISTRICT PHONES	1,243.89		226 625				
NEMONT TELEPHONE	COOPERATIVE, INC.		CC Accounting:	226- 16-100-2600-531				
67	CC-13309 12/16/23 TRANSPORTATION PHONES	99.83		110 625				
NEMONT TELEPHONE	COOPERATIVE, INC.		CC Accounting:	110- 50-100-2700-531				
68	CC-13309 12/16/23 TECH DEPT PHONES	79.97		126 625				
NEMONT TELEPHONE	COOPERATIVE, INC.		CC Accounting:	126- 15-100-2600-531				
69	CC-13309 12/16/23 MAINT. PHONES	79.97		126 625				
NEMONT TELEPHONE	COOPERATIVE, INC.		CC Accounting:	126- 90-100-2600-531				
70	CC-13309 12/16/23 DISTRICT PHONES	91.94		126 625				
NEMONT TELEPHONE	COOPERATIVE, INC.		CC Accounting:	126- 50-100-2600-531				
71	CC-13309 12/16/23 DISTRICT PHONES	91.94		226 625				
NEMONT TELEPHONE	COOPERATIVE, INC.		CC Accounting:	226- 16-100-2600-531				
72	CC-13310 01/06/24 HS boys BBall meal	208.18		226 625				
PIZZA HUT			CC Accounting:	226- 16-720-3504-582				
73	CC-13310 02/03/24 HS boys bball meal	142.33		226 625				
BURGER KING			CC Accounting:	226- 16-720-3504-582				
74	CC-13311 01/23/24 Counslor hot cocoa supplies	32.94		126 625				
WALMART			CC Accounting:	126- 15-100-2120-610				
75	CC-13311 02/02/24 Gift Certificates	200.00		115 625			700	
FORT PECK VIDEO & MORE			CC Accounting:	115- 15-470-1000-610-700				
76	CC-13311 02/05/24 Statement fee	3.00		126 625				
			CC Accounting:	126- 15-100-1000-610				
77	CC-13312 01/09/24 Acrobat pro	19.99		126 625				
ADOBE CREATIVE CLOUD			CC Accounting:	126- 15-100-1000-610				
78	CC-13312 01/09/24 Staff lunch	50.00		126 625				
AMERICAN LEGION SUPPER CLUB			CC Accounting:	126- 15-100-1000-610				
79	CC-13312 01/10/24 Water dispensers	428.00		126 625				
WALMART			CC Accounting:	126- 15-100-1000-660				
80	CC-13312 02/01/24 Acrobat pro credit	-4.66		126 625				
ADOBE CREATIVE CLOUD			CC Accounting:	126- 90-100-2300-610				
81	CC-13314 01/04/24 Gas HS wrestling Bozeman	55.06		226 625				
AGLAND CO-OP			CC Accounting:	226- 16-720-3500-624				
82	CC-13314 01/04/24 Meal HS wrestling Bozeman	85.10		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3505-582				
83	CC-13314 01/04/24 Meal HS wrestling Bozeman	70.75		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3505-582				
84	CC-13314 01/04/24 Meal HS wrestling Bozeman	37.50		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3505-582				
85	CC-13314 01/04/24 Meal HS wrestling Bozeman	111.50		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3505-582				
86	CC-13314 01/05/24 Meal wrestling Bozeman	127.30		226 625				
MC DONALD'S			CC Accounting:	226- 16-720-3505-582				

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
87	CC-13314 01/05/24 Meal wrestling Bozeman	13.97		226 625				
SUBWAY			CC Accounting:	226- 16-720-3505-582				
88	CC-13314 01/05/24 Meal wrestling Bozeman	43.71		226 625				
TACO BELL			CC Accounting:	226- 16-720-3505-582				
89	CC-13314 01/05/24 Meal wrestling Bozeman	90.22		226 625				
SUBWAY			CC Accounting:	226- 16-720-3505-582				
90	CC-13314 01/06/24 Meal wrestling Bozeman	55.73		226 625				
ALBERTSON'S			CC Accounting:	226- 16-720-3505-582				
91	CC-13314 01/06/24 Gas HS wrestling Bozeman	22.13		226 625				
HOLIDAY STATIONS			CC Accounting:	226- 16-720-3500-624				
92	CC-13314 01/06/24 Meal Wrestling B	207.44		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3505-582				
93	CC-13314 01/06/24 Gas HS wrestling	57.77		226 625				
HOLIDAY STATIONS			CC Accounting:	226- 16-720-3500-624				
94	CC-13314 01/09/24 Meal Circle	160.00		226 625				
WOODEN NICKEL			CC Accounting:	226- 16-720-3505-582				
95	CC-13314 01/11/24 Meal Choteau	148.45		226 625				
CONOCO			CC Accounting:	226- 16-720-3505-582				
96	CC-13314 01/12/24 Meal Choteau	256.06		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3505-582				
97	CC-13314 01/13/24 Meal wrestling	263.57		226 625				
THE DUCK INN			CC Accounting:	226- 16-720-3505-582				
98	CC-13314 01/13/24 Gas Wrestling	63.58		226 625				
CONOCO			CC Accounting:	226- 16-720-3500-624				
99	CC-13314 01/18/24 Meal Wyoming wrestling	212.91		226 625				
JIMMY JOHNS			CC Accounting:	226- 16-720-3505-582				
100	CC-13314 01/18/24 Gas wrestling	42.34		226 625				
Cenex			CC Accounting:	226- 16-720-3500-624				
101	CC-13314 01/19/24 Meal wrestling	192.32		226 625				
DOMINOS			CC Accounting:	226- 16-720-3505-582				
102	CC-13314 01/19/24 Meal wresltng	112.39		226 625				
MC DONALD'S			CC Accounting:	226- 16-720-3505-582				
103	CC-13314 01/19/24 Gas HS wrestling	67.53		226 625				
COFFEE CUP FUEL STOP			CC Accounting:	226- 16-720-3500-624				
104	CC-13314 01/19/24 Gas HS wrestling	35.24		226 625				
FLYING J TRUCK STOP			CC Accounting:	226- 16-720-3500-624				
105	CC-13314 01/20/24 Gas HS wrestling	25.37		226 625				
COFFEE CUP FUEL STOP			CC Accounting:	226- 16-720-3500-624				
106	CC-13314 01/20/24 Meal wrestling	92.84		226 625				
MC DONALD'S			CC Accounting:	226- 16-720-3505-582				
107	CC-13314 01/20/24 Gas HS wrestling	36.34		226 625				
Cenex			CC Accounting:	226- 16-720-3500-624				
108	CC-13314 01/20/24 Meal HS wrestling	156.89		226 625				
ARBYS			CC Accounting:	226- 16-720-3505-582				

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
109	CC-13314 02/02/24 Meal HS wrestling	262.50		226 625				
OLD TOWN GRILL			CC Accounting:	226- 16-720-3505-582				
110	CC-13314 02/02/24 Meal HS wrestling	218.75		226 625				
OLD TOWN GRILL			CC Accounting:	226- 16-720-3505-582				
111	CC-13315 01/06/24 Gas HS wrestling Bozeman	55.50		226 625				
Cenex			CC Accounting:	226- 16-720-3500-624				
112	CC-13315 01/06/24 Gas HS wrestling Bozeman	37.00		226 625				
Cenex			CC Accounting:	226- 16-720-3500-624				
113	CC-13315 01/09/24 Office/staff grocery	61.87		126 625				
MAIN STREET GROCERY			CC Accounting:	126- 14-100-1000-610				
114	CC-13315 01/10/24 Scholastic books	20.97		126 625				
SCHOLASTIC			CC Accounting:	126- 14-100-1000-640				
115	CC-13315 01/11/24 Gas HS wrestling	58.00		226 625				
EXXON MOBILE			CC Accounting:	226- 16-720-3500-624				
116	CC-13315 01/11/24 Meal HS wrestling	160.83		226 625				
SUBWAY			CC Accounting:	226- 16-720-3505-582				
117	CC-13315 01/11/24 Scholastic books	29.98		126 625				
SCHOLASTIC			CC Accounting:	126- 14-100-1000-640				
118	CC-13315 01/11/24 Gas HS wrestling	42.37		226 625				
EXXON MOBILE			CC Accounting:	226- 16-720-3500-624				
119	CC-13315 01/12/24 Gas HS wrestling	58.99		226 625				
CONOCO			CC Accounting:	226- 16-720-3500-624				
120	CC-13315 01/12/24 Gas HS wrestling	44.50		226 625				
CONOCO			CC Accounting:	226- 16-720-3500-624				
121	CC-13315 01/12/24 Gas HS wrestling	20.00		226 625				
CONOCO			CC Accounting:	226- 16-720-3500-624				
122	CC-13315 01/17/24 Class incentive	88.32		126 625				
ALBERTSON'S			CC Accounting:	126- 14-100-1000-610				
123	CC-13315 01/19/24 Scholastic books	20.96		126 625				
SCHOLASTIC			CC Accounting:	126- 50-100-1000-640				
124	CC-13315 01/24/24 Scholastic books	17.97		126 625				
SCHOLASTIC			CC Accounting:	126- 14-100-1000-640				
125	CC-13315 01/25/24 Office grocery	46.10		126 625				
MAIN STREET GROCERY			CC Accounting:	126- 50-100-1000-610				
126	CC-13315 01/07/24 NFHS subscription	69.99		126 625				
NFHS			CC Accounting:	126- 50-100-1000-610				
127	CC-13315 01/11/24 Maximum impact tests	59.23		126 625				
MISC VENDOR			CC Accounting:	126- 14-100-1000-610				
128	CC-13315 02/01/24 Creative Cloud	883.71		126 625				
ADOBE CREATIVE CLOUD			CC Accounting:	126- 90-100-2300-610				
129	CC-13316 01/06/24 Lamp	37.24		126 625				
WALMART			CC Accounting:	126- 90-100-2300-610				
130	CC-13316 01/30/24 Staff lunch	116.00		126 625				
BUCKHORN CAFE			CC Accounting:	126- 90-100-2300-582				

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
131	CC-13316 02/01/24 CREDIT	-128.16		126 625				
	ADOBE CREATIVE CLOUD		CC Accounting:	126- 90-100-2300-610				
132	CC-13316 02/01/24 CREDIT	-96.56		126 625				
	ADOBE CREATIVE CLOUD		CC Accounting:	126- 90-100-2300-610				
133	CC-13316 02/01/24 CREDIT	-323.40		126 625				
	ADOBE CREATIVE CLOUD		CC Accounting:	126- 90-100-2300-610				
134	CC-13316 02/01/24 CREDIT	-274.10		126 625				
	ADOBE CREATIVE CLOUD		CC Accounting:	126- 90-100-2300-610				
135	CC-13316 02/02/24 Lodging	192.08		126 625				
	MISC VENDOR		CC Accounting:	126- 90-100-2300-582				
136	CC-13317 01/05/24 HS wrestling rooms	211.36		226 625				
	SUPER 8 MOTEL		CC Accounting:	226- 16-720-3505-582				
137	CC-13317 01/05/24 HS wrestling rooms	211.36		226 625				
	SUPER 8 MOTEL		CC Accounting:	226- 16-720-3505-582				
138	CC-13317 01/05/24 HS wrestling rooms	211.36		226 625				
	SUPER 8 MOTEL		CC Accounting:	226- 16-720-3505-582				
139	CC-13317 01/05/24 HS wrestling rooms	211.36		226 625				
	SUPER 8 MOTEL		CC Accounting:	226- 16-720-3505-582				
140	CC-13317 01/05/24 TV wall mounts	347.96		126 625				
	AMAZON		CC Accounting:	126- 90-100-2300-610				
141	CC-13317 01/05/24 HS wrestling rooms	211.36		226 625				
	SUPER 8 MOTEL		CC Accounting:	226- 16-720-3505-582				
142	CC-13317 01/05/24 HS wrestling rooms	211.36		226 625				
	SUPER 8 MOTEL		CC Accounting:	226- 16-720-3505-582				
143	CC-13317 01/05/24 HS wrestling rooms	211.36		226 625				
	SUPER 8 MOTEL		CC Accounting:	226- 16-720-3505-582				
144	CC-13317 01/05/24 HS wrestling rooms	211.36		226 625				
	SUPER 8 MOTEL		CC Accounting:	226- 16-720-3505-582				
145	CC-13317 01/05/24 Bus registration	3.35		110 625				
	ROOSEVELT COUNTY		CC Accounting:	110- 50-100-2700-610				
146	CC-13317 01/05/24 HS wrestling rooms	211.36		226 625				
	SUPER 8 MOTEL		CC Accounting:	226- 16-720-3505-582				
147	CC-13317 01/05/24 HS wrestling rooms	211.36		226 625				
	SUPER 8 MOTEL		CC Accounting:	226- 16-720-3505-582				
148	CC-13317 01/05/24 Official NBA cards	23.99		126 625				
	AMAZON		CC Accounting:	126- 14-280-1000-610				
149	CC-13317 01/05/24 Treasures mystery box	27.99		126 625				
	AMAZON		CC Accounting:	126- 14-280-1000-610				
150	CC-13317 01/08/24 Rare golden cards	28.97		126 625				
	AMAZON		CC Accounting:	126- 14-280-1000-610				
151	CC-13317 01/09/24 Planters salted peanuts	14.99		126 625				
	AMAZON		CC Accounting:	126- 14-280-1000-610				
152	CC-13317 01/10/24 Games, batteries,snacks	321.20		126 625				
	AMAZON		CC Accounting:	126- 14-280-1000-610				

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
153	CC-13317 01/16/24 Squishmallow prizes	38.97		126 625				
AMAZON			CC Accounting:	126- 14-280-1000-610				
154	CC-13317 01/10/24 The college writer dual cred	1,441.39		226 625				
MISC VENDOR			CC Accounting:	226- 16-100-1000-640				
155	CC-13317 01/11/24 Sensory learning	226.78		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
156	CC-13317 01/11/24 Sticky notes, packing tape	115.47		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
157	CC-13317 01/10/24 Ender 5 3D printer	492.00		126 625				
MISC VENDOR			CC Accounting:	126- 50-390-1000-610				
158	CC-13317 01/12/24 Spelling Bee medals	69.64		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				
159	CC-13317 01/14/24 Water cooler dispenser	529.99		126 625				
AMAZON			CC Accounting:	126- 15-100-1000-660				
160	CC-13317 01/17/24 cancelation fees	178.37		126 625				
MISC VENDOR			CC Accounting:	126- 90-100-2300-582				
161	CC-13317 01/17/24 Spelling Bee awards	64.95		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				
162	CC-13317 01/17/24 Office supplies	403.92		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				
163	CC-13317 01/17/24 Spicy dill pickle chips	13.97		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				
164	CC-13317 01/17/24 Muffins variety pack	44.99		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				
165	CC-13317 01/17/24 Alternative discipline toolk	28.14		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-640				
166	CC-13317 01/17/24 Jumbo dill pickles	24.98		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				
167	CC-13317 01/18/24 HS wrestling rooms	2,098.47		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3505-582				
168	CC-13317 01/18/24 Chocolate, chips gatorade	111.27		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				
169	CC-13317 01/18/24 Chocolate, chips gatorade	34.59		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				
170	CC-13317 01/18/24 Chocolate, chips gatorade	88.54		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				
171	CC-13317 01/18/24 Native American books	574.17		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-640				
172	CC-13317 01/19/24 Mini stress balls	18.99		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
173	CC-13317 01/19/24 Tripod for Ipad	29.49		226 625				
AMAZON			CC Accounting:	226- 16-720-3500-660				
174	CC-13317 01/19/24 Fidget spinner toys	22.99		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
175	CC-13317 01/20/24 HS wrestling rooms	2,217.60		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3505-582				
176	CC-13317 01/26/24 Assorted bulk candy	23.33		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
177	CC-13317 01/26/24 Frito lay classic 50 bags	30.50		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
178	CC-13317 01/28/24 USB bluetooth adapter	12.97		226 625				
AMAZON			CC Accounting:	226- 16-141-1000-610				
179	CC-13317 01/29/24 bulk chips and candy	51.92		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
180	CC-13317 01/29/24 Stress balls	216.31		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
181	CC-13317 01/29/24 Tripod for ipad	29.49		226 625				
AMAZON			CC Accounting:	226- 16-720-3500-660				
182	CC-13317 01/29/24 Mailing address labels	27.40		226 625				
AMAZON			CC Accounting:	226- 16-141-1000-610				
183	CC-13317 01/30/24 Label printer	133.49		226 625				
AMAZON			CC Accounting:	226- 16-141-1000-610				
184	CC-13317 01/31/24 Hanging file folders	105.94		126 625				
MISC VENDOR			CC Accounting:	126- 14-100-1000-610				
185	CC-13317 02/01/24 MASBO registration	210.00		126 625				
MASBO			CC Accounting:	126- 90-100-2500-582				
186	CC-13317 02/01/24 MASBO registration	90.00		226 625				
MASBO			CC Accounting:	226- 16-100-2500-582				
187	CC-13317 02/02/24 Dual credit lab kits	575.80		226 625				
SCIENCE INTERACTIVE GROUP LLC			CC Accounting:	226- 16-100-1000-640				

of Claims 1 Total: 34,412.15 # of Vendors 1

02/23/24
13:02:10

POPLAR SCHOOLS
Claim Approval Signature Page
For the Accounting Period: 2 / 24

Page: 11 of 11
Report ID: AP100A

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

Approved by Board of Finance Committee:

I hereby certify that the above is correct

Business Manager/Clerk

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
69281	10162 AGLAND CO-OP	8,712.78						
	January 2024 charges							
1	01/31/24 Route	1,015.98		110 14 100-2700		624		
2	01/31/24 Route	1,015.99		110 15 100-2700		624		
3	01/31/24 Route	1,015.99		110 50 100-2700		624		
4	01/31/24 HS Athletics	1,253.30		226 16 720-2700		624		
5	01/31/24 MS Athletics	224.16		126 50 720-2700		624		
6	01/31/24 Pickups/ranger	462.07		126 90 100-2600		624		
7	01/31/24 Maintenance	603.06*		126 90 100-2600		615		
8	01/31/24 Bus Barn Parts	168.89		110 14 100-2700		440		
9	01/31/24 Bus Barn Gas	55.00		210 16 100-2700		624		
10	01/31/24 Housing Parts	264.91		115 100-2620		440	31	
11	01/31/24 Sped transportation	65.96*		126 14 280-1000		582		
12	01/31/24 Propane	2,567.47*		115 100-2620		410	31	
69273	24853 AMERICAN FIDELITY ADMINISTRATIVE	268.00						
	Time and eligibility service fee for February 2024							
1	68467 02/16/24 February time and eligibility	200.00		126 90 100-2300		340		
2	68467 02/16/24 February time and eligibility	68.00		226 16 100-2300		340		
69282	25876 CHRIS PETTY - COLD PRAIRIE FUR	200.00						
	European buffalo mount							
1	100 01/31/24 European buffalo mount	200.00*		115 50 100-1000		610	50	
69274	25662 DPHHS-EHFS	140.00						
	License renewal for kitchen							
1	02/20/24 Kitchen license renewal	140.00*		126 15 910-3100		610		
69277	25661 HOLLY COLGAN	103.25						
	Travel to MASBO regional meeting in Miles City							
1	02/16/24 Travel MASBO Miles City	103.25		226 16 100-2500		582		
69278	25550 IXL SCHOOL SUBSCRIPT	2,400.00						
	Upgrade IXL site license. Add 100 students in grades 2,4 for Math, ELA, Sceince, and Social studies							
1	S487144 11/28/23 Upgrade IXL site license	2,400.00*	38978	126 15 100-2210		680		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount							
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj		
69276		10536 JUDY LINTHICUM	103.25							
		Travel to MASBO regional meeting in Miles City								
1		02/16/24 Travel MASBO Miles City	103.25		126 90	100-2500	582			
69275		25920 KATIE SHELTON	103.25							
		Travel for MASBO training in Miles City								
1		02/16/24 Travel for MASBO Miles City	103.25		126 90	100-2500	582			
69280		25016 MARIAH DIMAS PHOTOGRAPHY	560.00							
		District tournament banners								
1		00002 02/15/24 Tournament sports banners	560.00		115 50	470-1000	610	700		
69270		21945 MARVIN YOUPEE	604.88							
		Travel for NAFIS conference in Washintono DC								
1		02/16/24 Travel NAFIS conf DC	604.88		126 90	100-2300	582			
69279		10069 MONTANA DAKOTA UTILITIES	29,348.37							
1		02/15/24 High school - gas	3,672.10		226 16	100-2600	411			
2		02/15/24 High school - electric	5,853.83		226 16	100-2600	412			
3		02/15/24 413 W Hwy 2- gas	90.01		126 90	100-2600	411			
4		02/15/24 413 W Hwy 2- electric	75.30		126 90	100-2600	412			
5		02/15/24 Middle Grade school - gas	5,220.92		126 90	100-2600	411			
6		02/15/24 Middle Grade school - electric	10,287.88		126 90	100-2600	412			
7		02/15/24 Bus Garage - gas	404.80		110 15	100-2700	411			
8		02/15/24 Bus Garage - electric	274.44*		110 15	100-2700	412			
9		02/15/24 Admin Building- gas	153.24		126 90	100-2600	411			
10		02/15/24 Admin Building- electric	137.32		126 90	100-2600	412			
11		02/15/24 Football field- electric	20.08		226 16	100-2600	412			
12		02/15/24 Maint shop- gas	166.53		126 90	100-2600	411			
13		02/15/24 Maint shop- electric	117.44		126 90	100-2600	412			
14		02/15/24 317.W Hwy 2- gas/electric	270.11*		115	100-2620	410	31		
15		02/15/24 HPDP 407 4th ave- gas/electric	190.81*		115	100-2620	410	31		
16		02/15/24 Apt 1A- gas/electric	150.35*		115	100-2620	410	31		
17		02/15/24 Apt 1B- gas/electric	176.93*		115	100-2620	410	31		
18		02/15/24 Apt 1C- gas/electric	180.00*		115	100-2620	410	31		
19		02/15/24 Apt 2A- gas/electric	159.46*		115	100-2620	410	31		
20		02/15/24 Apt 2B- gas/electric	223.36*		115	100-2620	410	31		
21		02/15/24 Apt 2C- gas/electric	209.12*		115	100-2620	410	31		
22		02/15/24 Apt 3A- gas/electric	139.70*		115	100-2620	410	31		
23		02/15/24 Apt 3B- gas/electric	194.89*		115	100-2620	410	31		
24		02/15/24 Apt 3C- gas/electric	173.70*		115	100-2620	410	31		
25		02/15/24 Apt 4A- gas/electric	107.76*		115	100-2620	410	31		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prag-Func	Obj	Proj	
26		02/15/24 Apt 4B-gas/electric	229.27*		115	100-2620	410	31	
27		02/15/24 Apt 4C- gas/ electric	5.87*		115	100-2620	410	31	
28		02/15/24 Apt 5A- gas/ electric	179.75*		115	100-2620	410	31	
29		02/15/24 Apt 5B- gas/ electric	142.53*		115	100-2620	410	31	
30		02/15/24 Apt 5C- gas/electric	140.87*		115	100-2620	410	31	
69272		25798 STAPLES TECHNOLOGY SOLUTIONS	16,265.76						
20		Lenovo Think book 15 G4							
1		000009650 11/06/23 Lenovo ThinkBook	10,980.00	38947	215 16	451-1170	660	824	
2		000009650 11/30/23 Lenovo ThinkBook	5,278.00*	38947	129 15	100-1000	660		
3		000009650 11/30/23 Shipping	7.76*		129 15	100-1000	660		
69269		25905 VARSITY SPIRIT FASHION	5,380.70						
		High school cheer uniforms							
1		14824171 02/02/24 HS cheer uniforms	5,020.70	38987	226 16	720-3509	610		
2		14824171 02/02/24 Shipping	360.00	38987	226 16	720-3509	610		
69271		22185 WPCI	66.00						
		Drug test on bus drivers							
1		S 160992 11/30/23 Drug test screen	66.00		110 15	100-2700	340		
		# of Claims 14	Total: 64,256.24	# of Vendors 14					

Fund/Account	Amount
110 Elementary Transportation Fund 101	3,962.09
115 Elementary Miscellaneous Programs Fund 101	6,466.86
126 Elementary Impact Aid Fund 101	21,155.27
129 Elementary Flex Fund 101	5,285.76
210 High School Transportation Fund 101	55.00
215 High School Miscellaneous Programs Fund 101	10,980.00
226 High School Impact Aid Fund 101	16,351.26
Total :	64,256.24

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

Approved by Board of Finance Committee:

I hereby certify that the above is correct

Business Manager/Clerk

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prag-Func	Obj	Proj	
69284		25737 EMERSON YOUNG	411.38						
	Travel to Billings for state basketball								
1		02/28/24 Mileage state basketball	411.38		226 16	720-3500	582		
69285		24858 DAN SCHMIDT	1,118.00						
	Travel to Billings for state basketball in Billings and Spring MASS in Helena								
1		02/26/24 Mileage Billings & Helena	670.00		126 90	100-2300	582		
2		02/26/24 Per Diem	448.00		226 16	100-2300	582		
69287		24836 JOE HAMMAR	625.20						
	Travel to Billings for Indian Education for all conference								
1		02/28/24 Travel Indians Edu conf.	625.20*		115 50	100-1000	582	50	
69288		25796 JACOB TURCOTTE	572.00						
	Travel to Billings for Best Practices Conference								
1		02/28/24 Travel Best practices conf	572.00*		115 50	100-1000	582	50	
	# of Claims	4	Total:	2,726.58	# of Vendors	4			

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

Approved by Board of Finance Committee:

I hereby certify that the above is correct

Business Manager/Clerk

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount							
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj		
69327	25862	ADVANCED SOLUTIONS LLC	1,300.00							
		Schoolwide pest elimination								
1		2822 02/12/24 Schoolwide pest elimination	650.00		126 90	100-2600	440			
2		2854 03/11/24 Schoolwide pest elimination	650.00		226 16	100-2600	440			
69324	25458	BALFOUR COMPANY	2,548.25							
		Caps, gowns, and tassels for graduation								
1		02/05/24 Caps, gowns, and tassels	2,548.25		115 50	470-1016	610	700		
69289	20220	BIG VALLEY WATER	507.00							
1		175161 01/10/24 Water for high school	117.00		226 16	100-1000	610			
2		175163 01/10/24 District water	21.00*		126 90	100-2300	610			
3		175182 01/16/24 Water for elementary	45.00		126 15	100-1000	610			
4		175203 01/19/24 Water for high school	77.00		226 16	100-1000	610			
5		175402 01/31/24 Water for high school	117.00		226 16	100-1000	610			
6		175403 01/31/24 Water for elementary	101.00		126 15	100-1000	610			
7		175405 01/31/24 District office water	29.00*		126 90	100-2300	610			
69315	24979	COY WEEKS	75.00							
		Cell phone service for the month of March 2024								
1		03/12/24 Cell phone service cost	75.00		226 16	100-2600	531			
69290	24934	CP SPEECH THERAPY	7,800.00							
		Direct speech therapy for February 2024								
1		146 03/03/24 Contracted time February 2024	1,560.00*		126 14	280-2160	320			
2		146 03/03/24 Contracted time February 2024	3,120.00*		126 15	280-2160	320			
3		146 03/03/24 Contracted time February 2024	1,560.00		126 50	280-2160	320			
4		146 03/03/24 Contracted time February 2024	1,560.00		226 16	280-2160	320			
69291	10044	DACOTAH PAPER CO.	6,269.72							
		Paper products for kitchen								
1		40320 02/05/24 Nitrile gloves	63.37		212 90	910-3100	610			
2		40561 02/05/24 Pansaver liners, forks, spoons	4,984.25		212 90	910-3100	610			
3		46618 02/19/24 Elbow length gloves	289.00		212 90	910-3100	610			
4		46971 02/19/24 Teaspoon dominion	36.60		212 90	910-3100	610			
5		99524 02/19/24 Liner can	896.50		212 90	910-3100	610			

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
69332		13259 DALE PLUMBING AND HEATING	892.70						
1		143 01/24/24 Fix ural flushometer	892.70		126	90	100-2600	440	
69292		10189 ECKROTH MUSIC CO.	1,156.00						
		Marching stands for 9-12 music							
1		5163654 01/29/24 Marching snare stands	1,156.00	38993	226	16	100-1000	610	
69300		23606 ELIZABETH A. SHIPSTEAD	3,984.41						
		Occupational therapy for February 2024							
1		000065 03/07/24 Occupational therapy	796.89*		126	14	280-2160	320	
2		000065 03/07/24 Occupational therapy	1,593.76*		126	15	280-2160	320	
3		000065 03/07/24 Occupational therapy	796.88		126	50	280-2160	320	
4		000065 03/07/24 Occupational therapy	796.88		226	16	280-2160	320	
69329		25073 FIREMAN'S COMPANY	1,919.85						
		Fire alarm central monitoring for HS, Elem, MS, Bus Barn, and admin building for 1 year.							
		Service on kitchen fire suppression system							
1		16474 02/15/24 Schoolwide fire alarm service	1,919.85		126	90	100-2600	440	
69312		22225 FRANK GOURNEAU	75.00						
		Cell phone service for the month of March 2024							
1		03/12/24 Cell phone service cost	75.00		226	16	100-2600	531	
69293		10211 FRIESEN'S FLORAL	45.00						
		Sympathy flowers							
1		62421 02/01/24 Flower arrangement	45.00*		126	90	100-2300	610	
69325		12805 GRAINGER	1,038.06						
1		9028209816 02/21/24 Automatic hand dryer	1,038.06		126	90	100-2600	440	
69317		25502 GREG GOURNEAU	75.00						
		Cell phone service charge for the month of March 2024							
1		03/12/24 Monthly service charge	75.00		126	90	100-2600	531	
69328		25241 GRONDAHL RECREATION INC.	2,708.00						
		Replacement slide, hardware, tool kit package, volito ropes							
1		24 P563 02/06/24 Hardware/ replacement slide	2,708.00		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	
69294		22808 GYSLER FURNITURE & APPLIANCE	138.00						
		Whirlpool water filters for apartments 2 B-C							
1		26960 02/14/24 Whirlpool water filters	138.00		115	100-2620	440	31	
69323		25440 ILLUSIONS PLUS LLC	2,145.00						
		Post prom and hotel room/travel expense							
1		03/11/24 Post prom and travel expense	2,145.00		115	50 470-1016	610	700	
69335		14201 INTERQUEST DETECTION CANINES	400.00						
		PHS Canine inspection							
1		1349 02/12/24 PHS canine inspection	400.00		226	16 100-1000	340		
69295		25372 INUA GROUP-BELLA BIKOWSKY PH.D	7,600.00						
		MTSS coaching and travel for February 2024							
1		3285 03/01/24 MTSS Coaching	1,900.00*	38985	115	14 420-2210	300	304	
2		3285 03/01/24 Travel 2/7/24	1,900.00	38985	115	15 420-2210	300	304	
3		3285 03/01/24 MTSS Coaching	1,900.00*	38985	115	50 420-2210	300	304	
4		3285 03/01/24 Travel 2/8/24	1,900.00	38985	215	16 420-2210	300	304	
69296		14345 J & M DISTRIBUTING	6,359.20						
		February invoices							
1		70008 02/02/24 Milk for cafeteria	654.50		212	90 910-3100	570		
2		70104 02/06/24 Milk for cafeteria	784.10		212	90 910-3100	570		
3		70139 02/09/24 Milk for cafeteria	1,108.10		212	90 910-3100	570		
4		70147 02/13/24 Milk for cafeteria	762.50		212	90 910-3100	570		
5		70186 02/16/24 Milk for cafeteria	762.50		212	90 910-3100	570		
6		70227 02/20/24 Milk for cafeteria	978.50		212	90 910-3100	570		
7		70261 02/23/24 Milk for cafeteria	438.50		212	90 910-3100	570		
8		70318 02/22/24 Milk for cafeteria	870.50		212	90 910-3100	570		
69313		25360 JOHN WETSIT	75.00						
		Cellphone service for the month of March 2024							
1		03/12/24 Cell phone service cost	75.00		126	90 100-2600	531		
69297		14480 JONES SCHOOL SUPPLY CO, INC.	563.85						
		Field day ribbons							
1		2053667 02/28/24 Field day ribbons 1-4th place	537.00	39001	126	15 100-1000	610		
2		2053667 02/28/24 Shipping charges	26.85		126	15 100-1000	610		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prag-Func	Obj	Proj	
69298		23989 KALEVA LAW FIRM	2,453.66						
1		6968 02/09/24 Communi cate, Revi ew/Anal yze	1,717.56		126 90	100-2306	330		
2		6968 02/09/24 Communi cate, Revi ew/Anal yze	736.10*		226 16	100-2306	330		
69318		19832 KEI TH ERICKSON	75.00						
		Cell phone service for the month of March 2024							
1		03/12/24 Cell phone servi ce cost	75.00		126 90	100-2600	531		
69314		24786 LEWIS REESE	75.00						
		Cell phone service for the month of March 2024							
1		03/12/24 Cell phone servi ce cost	75.00		126 90	100-2600	531		
69334		14492 LINDE GAS AND EQUIPMENT INC.	1,002.28						
		Industrial acetylene servi ce fees							
1		41499203 02/29/24 Industri al acetylene fees	1,002.28		226 16	390-1000	610		
69299		24921 LORRI COULTER, MS, PS, BCBA	7,425.00						
		School psycholog ist visi t for the month of February 2024							
1		1025 03/04/24 School psycholog ist visi t	1,485.00		126 14	280-2140	320		
2		1025 03/04/24 School psycholog ist visi t	2,970.00*		126 15	280-2140	320		
3		1025 03/04/24 School psycholog ist visi t	1,485.00		126 50	280-2140	320		
4		1025 03/04/24 School psycholog ist visi t	1,485.00		226 16	280-2140	320		
69301		25209 MARCO TECHNOLOGIES LLC	5,729.42						
		Copier contracts							
1		523137693 02/21/24 School wi de copier contracts	716.16		126 14	100-1000	610		
2		523137693 02/21/24 School wi de copier contracts	716.18*		126 14	280-1000	610		
3		523137693 02/21/24 School wi de copier contracts	716.18		126 15	100-1000	610		
4		523137693 02/21/24 School wi de copier contracts	716.18*		126 15	280-1000	610		
5		523137693 02/21/24 School wi de copier contracts	716.18*		126 50	100-1000	610		
6		523137693 02/21/24 School wi de copier contracts	716.18		126 50	280-1000	610		
7		523137693 02/21/24 School wi de copier contracts	716.18		226 16	100-1000	610		
8		523137693 02/21/24 School wi de copier contracts	716.18		226 16	280-1000	610		
69302		25209 MARCO TECHNOLOGIES LLC	4,076.09						
		School wi de copier contracts							
1		522914928 02/20/24 School wi de copier contracts	509.52		126 14	100-1000	610		
2		522914928 02/20/24 School wi de copier contracts	509.51*		126 14	280-1000	610		
3		522914928 02/20/24 School wi de copier contracts	509.51		126 15	100-1000	610		
4		522914928 02/20/24 School wi de copier contracts	509.51*		126 15	280-1000	610		
5		522914928 02/20/24 School wi de copier contracts	509.51*		126 50	100-1000	610		
6		522914928 02/20/24 School wi de copier contracts	509.51		126 50	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	
7		522914928 02/20/24 Schoolwide copier contracts	509.51		226 16	100-1000	610		
8		522914928 02/20/24 Schoolwide copier contracts	509.51		226 16	280-1000	610		
69336		25175 MCKINSTRY ESSENTION, LLC	137,887.20						
		Request #8 monthly progress billing for January 2024.							
1		20068683 01/31/24 Req 8 monthly progress billi	137,887.20		115 90	785-4600	725	785	
69337		25175 MCKINSTRY ESSENTION, LLC	66,664.62						
		Request #9 monthly progress billing for February 2024							
1		20069317 02/29/24 Req 9 monthly progress billi	66,664.62		115 90	785-4600	725	785	
69303		21755 MONTANA DOJ	90.00						
		Background check on new hires							
1		167438 02/26/24 Background check on new hires	63.00		126 90	100-2305	340		
2		167438 02/26/24 Background check on new hires	27.00		226 16	100-2305	340		
69311		21147 MORGAN NORGAARD	75.00						
		Cell phone service for the month of March 2024							
1		03/12/24 Cell phone service cost	75.00		126 90	100-2600	531		
69305		25132 NORTHERN PLAINS INDEPENDENT	241.02						
		Advertising for coming events, coaches, and Nepotism notice							
1		ci-4907 01/31/24 Advertising upcoming events	168.71		126 90	100-2300	540		
2		ci-4907 01/31/24 Advertising upcoming events	72.31		226 16	100-2300	540		
69330		20027 NORTHWEST PIPE FITTING	738.96						
		Side lock meter pit extension for trailers							
1		721666-1 02/05/24 Side lock meter pit extensio	738.96		115	100-2620	440	31	
69316		24767 PATTI JO BLACK	75.00						
		Cell phone services for the month of March 2024							
1		03/12/24 Cell phone service cost	75.00		226 16	100-2600	531		
69307		23736 PITNEY BOWES GLOBAL FINANCIAL	478.80						
		C series integrated scale and IMI meter lease							
1		3318708052 02/09/24 Integrated scale/IMI meter	478.80		126 90	100-2300	340		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
69306	10253	PITNEY BOWES PURCHASE POWER	1,036.70						
		Monthly mail machine refill							
1		02/16/24 Mail machine refill	1,036.70*		126 90	100-2300	610		
69304	25923	RURAL HEALTH DEVELOPMENT INC.	2,650.00						
		Online CNA courses							
1		5264 10/06/23 Online CNA course	1,500.00		226 16	100-1000	610		
2		5433 01/18/24 Online CNA course	1,150.00		226 16	100-1000	610		
69308	20424	SCHOOL ADMINISTRATORS OF MONTANA	350.00						
		Recruitment enrollment registration							
1		3276 02/01/24 Recruitment enrollment registr	350.00		126 90	100-2300	810		
69309	25802	SOLIANT	4,500.00						
		Online school therapy							
1		20871103 02/01/24 Online school therapy	4,500.00		126 50	280-2140	320		
69310	25802	SOLIANT	4,500.00						
		Online school therapy week of 1/29/24-2/2/24							
1		20875340 02/04/24 Online school therapy	4,500.00		126 14	280-2140	320		
69319	12492	SYSCO MONTANA INC.	49,038.70						
		Food for cafeteria February 2024							
1		443793042 02/02/24 Meats, frozen, produce	4,672.23		212 90	910-3100	570		
2		443793042 02/02/24 Paper & Disposables	935.15		212 90	910-3100	610		
3		443793044 02/02/24 Fresh fruits and vegetables	188.00*		212 90	910-3100	572		
4		443793043 02/02/24 Fresh fruits and vegetables	94.00*		212 90	910-3100	573		
5		443793045 02/02/24 Foam cups and plates	227.12		126 15	100-1000	610		
6		443798309 02/06/24 Produce, cereal, dairy	6,759.07		212 90	910-3100	570		
7		443803674 02/09/24 Meats, fruits, vegetables	5,728.34		212 90	910-3100	570		
8		443809109 02/13/24 Poultry, beef, dairy	5,972.61		212 90	910-3100	570		
9		443809110 02/13/24 Fresh fruits and vegetables	341.96*		212 90	910-3100	573		
10		443809110 02/13/24 Fresh fruits and vegetables	690.82*		212 90	910-3100	572		
11		443814911 02/16/24 Dairy, frozen, canned	6,063.26		212 90	910-3100	570		
12		443814911 02/16/24 Paper and disposables	386.85		212 90	910-3100	610		
13		443814910 02/16/24 Fruits and vegetables	927.84*		212 90	910-3100	572		
14		443814910 02/16/24 Fruits and vegetables	463.92*		212 90	910-3100	573		
15		443821148 02/20/24 Meats, produce	3,288.69		212 90	910-3100	570		
16		443821149 02/20/24 Fresh fruits and vegetables	277.40*		212 90	910-3100	572		
17		443821149 02/20/24 Fresh fruits and vegetables	145.80*		212 90	910-3100	573		
18		443826711 02/23/24 Meats, canned & dry	4,468.64		212 90	910-3100	570		
19		443826711 02/23/24 Paper and disposables	1,328.83		212 90	910-3100	610		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
20		443826710 02/23/24 Fresh fruits and vegetables	475.04*		212 90 910-3100		572		
21		443826710 02/23/24 Fresh fruits and vegetables	237.52*		212 90 910-3100		573		
22		443833474 02/27/24 Dairy, frozen, produce	5,431.56		212 90 910-3100		570		
23		443820639 02/20/24 Pillsbury biscuits- CREDIT	-65.95		212 90 910-3100		570		
69331		12492 SYSCO MONTANA INC.	9,577.40						
1		443793046 02/02/24 Paper and disposables	3,000.00*		126 90 100-2600		615		
2		443793046 02/02/24 Chemical and Janitorial	1,225.70		226 16 100-2600		615		
3		443826712 02/23/24 Paper and disposable	3,351.70*		126 90 100-2600		615		
4		443826712 02/23/24 Chemical and Janitorial	2,000.00		226 16 100-2600		615		
69320		25323 T-MOBILE	15.00						
1		443793042 03/07/24 Monthly mobile internet	15.00*		126 90 100-2300		610		
69333		20988 TERESA TURNER	1,270.87						
		ACTE conference registration and flights							
1		02/26/24 ACTE conference registration	546.00*		215 16 451-1170		810	824	
2		02/26/24 ACTE conference flights	724.87*		215 16 451-1170		810	824	
69321		13395 U. S. FOOD SERVICE, INC.	10,651.36						
		Food totals for February 2024							
1		4937903 02/01/24 Produce, dairy, pork/beef	2,173.28		212 90 910-3100		570		
2		5118574 02/08/24 Dry grocery, produce, dairy	1,739.62		212 90 910-3100		570		
3		5213560 02/12/24 Dry grocery	1,598.15		212 90 910-3100		570		
4		5298683 02/15/24 Coffee and plastic forks	221.40*		126 50 100-1000		610		
5		5298682 02/15/24 Produce, poultry, frozen	1,181.96		212 90 910-3100		570		
6		4298690 02/15/24 Produce	17.82		212 90 910-3100		570		
7		5473321 02/22/24 Dairy, pork, beef, poultry	2,932.72		212 90 910-3100		570		
8		5653404 02/29/24 Produce, dry grocery	786.41		212 90 910-3100		570		
69326		22443 ULINE SHIPPING SUPPLIES	3,226.60						
1		174690312 02/21/24 Hand soap, hand sanitizer	2,000.00*		126 90 100-2600		615		
2		174690312 02/21/24 All purpose cleaner, sponge	1,226.60		226 16 100-2600		615		
69322		20976 WOLFTRAX BROADCASTING, LLC	82.95						
		Sports booster sponsorship							
1		24010178 01/31/24 Sports booster sponsorship	82.95		226 16 100-2300		540		
		# of Claims	49		Total:	361,661.67	# of Vendors	45	

Fund/Account	Amount
115 Elementary Miscellaneous Programs Fund 101	215,822.03
126 Elementary Impact Aid Fund 101	52,740.11
212 High School Food Service Fund 101	71,870.46
215 High School Miscellaneous Programs Fund 101	3,170.87
226 High School Impact Aid Fund 101	18,058.20
Total :	361,661.67

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

Approved by Board of Finance Committee:

I hereby certify that the above is correct

Business Manager/Clerk

POPLAR SCHOOLS
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 24

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai lable Appropriation	% Comm.
101 Elementary General Fund	0.00	2,689,657.40	4,458,496.27	4,458,496.27	1,768,838.87	60%
110 Elementary Transportation Fund	8,247.32	215,919.43	480,700.00	480,700.00	264,780.57	45%
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	556,273.09	1,250,000.00	1,250,000.00	693,726.91	45%
115 Elementary Miscellaneous Programs	28,970.39	3,796,173.59	6,018,840.57	6,086,803.57	2,290,629.98	62%
126 Elementary Impact Aid Fund	235,005.24	2,652,888.83	5,254,592.08	5,260,692.08	2,607,803.25	50%
128 Elementary Technology Fund	0.00	0.00	41,650.83	41,650.83	41,650.83	0%
129 Elementary Flex Fund	0.00	112,190.70	451,701.24	451,701.24	339,510.54	25%
160 Elementary Building Fund	0.00	0.00	125,000.00	125,000.00	125,000.00	0%
161 Elementary Building Reserve Fund	0.00	16,166.49	439,993.55	439,993.55	423,827.06	4%
201 High School General Fund	0.00	1,031,957.69	2,384,702.72	2,384,702.72	1,352,745.03	43%
210 High School Transportation Fund	3,187.77	53,932.08	195,200.00	195,200.00	141,267.92	28%
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	76,164.22	571,990.41	936,981.00	936,981.00	364,990.59	61%
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	223,657.94	500,000.00	500,000.00	276,342.06	45%
215 High School Miscellaneous Programs	1,270.87	123,806.47	244,073.58	244,073.58	120,267.11	51%
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	66,077.60	990,380.94	2,620,574.00	2,620,574.00	1,630,193.06	38%
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 :	418,923.41	13,045,251.32	27,610,216.12	27,684,279.12	14,639,027.80	47%

February 26, 2024

Betty Romo, County Treasurer

400 2nd Avenue South
WolfPoint, Mt 59201

Please invest with **STIP** **\$15,769,000** as follows:

ELEMENTARY	FUND	PREVIOUS MONTH	DIFFERENCE	CURRENT MONTH
101	GENERAL	\$20,000	-\$20,000	\$0
110	TRANSPORTATION	\$190,000	-\$15,000	\$175,000
111	BUS DEPRECIATION	\$1,000,000	\$45,000	\$1,045,000
113	TUITION	\$0	\$0	\$0
114	RETIREMENT	\$530,000	-\$90,000	\$440,000
115	MISC FUNDS	\$0	\$0	\$0
121	SICK LEAVE	\$56,000	\$0	\$56,000
126	IMPACT AID	\$8,000,000	-\$155,000	\$7,845,000
128	TECHNOLOGY	\$35,000	\$0	\$35,000
129	FLEX FUND	\$400,000	\$0	\$400,000
160	BUILDING	\$150,000	\$0	\$150,000
161	BUILDING RESERVE	\$325,000	\$0	\$325,000
ELEMENTARY TOTALS		\$10,706,000	-\$235,000	\$10,471,000
HIGH SCHOOL				
201	GENERAL	\$385,000	-\$20,000	\$365,000
210	TRANSPORTATION	\$140,250	-\$10,250	\$130,000
211	BUS DEPRECIATION	\$525,000	\$0	\$525,000
212	HOT LUNCH	\$45,000	-\$16,000	\$29,000
213	TUITION	\$0	\$0	\$0
214	RETIREMENT	\$236,000	-\$36,000	\$200,000
215	MISC FUNDS	\$0	\$0	\$0
218	TRAFFIC EDUCATION	\$5,000	\$0	\$5,000
221	SICK LEAVE	\$22,000	\$0	\$22,000
226	IMPACT AID	\$3,580,000	-\$90,000	\$3,490,000
228	TECHNOLOGY	\$22,000	\$0	\$22,000
229	FLEX FUND	\$325,000	\$0	\$325,000
260	BUILDING	\$0	\$0	\$0
261	BUILDING RESERE	\$185,000	\$0	\$185,000
HIGH SCHOOL TOTALS		\$5,470,250	-\$172,250	\$5,298,000
TOTAL INVESTMENTS		\$16,176,250	-\$407,250	\$15,769,000

Sincerely,

Judy Lathican
Business Manager

POPLAR SCHOOLS
Statement of Activity by Account Name for 03/01/24 to 03/31/24

Account	Opening Balance	Disbursed (-)	Receipts		Transfers (+)	Invest (+)	Misc. Earnings (+)	Misc. Charges (-)	Closing Balance
			in Transit (+)	Deposits (+)					
8 7-8 MS STUDENT COUNCIL	336.60	0.00	0.00	0.00	0.00		0.00	0.00	336.60
7 ANNUAL	2712.55	0.00	0.00	0.00	0.00		0.00	0.00	2712.55
6 ATHLETICS	25308.54	411.38	0.00	1000.00	-2105.75		0.00	0.00	23791.41
22 BPA	187.93	0.00	0.00	0.00	0.00		0.00	0.00	187.93
53 CLASS OF 2021	1324.57	0.00	0.00	0.00	0.00		0.00	0.00	1324.57
54 CLASS OF 2022	4135.71	0.00	0.00	0.00	0.00		0.00	0.00	4135.71
55 CLASS OF 2023	1465.99	0.00	0.00	0.00	0.00		0.00	0.00	1465.99
56 CLASS OF 2024	2877.89	0.00	0.00	0.00	0.00		0.00	0.00	2877.89
57 CLASS OF 2025	12500.61	0.00	0.00	0.00	2105.75		0.00	0.00	14606.36
17 DISTRICT MUSIC	823.74	0.00	0.00	0.00	0.00		0.00	0.00	823.74
4 DRAMA	1741.13	0.00	0.00	0.00	0.00		0.00	0.00	1741.13
11 FCCLA	4280.27	0.00	0.00	0.00	0.00		0.00	0.00	4280.27
61 FUTURE FARMERS OF AMERICAN	4.42	0.00	0.00	0.00	0.00		0.00	0.00	4.42
1 HIGH SCHOOL STUDENT COUNCIL	10320.43	0.00	0.00	95.97	0.00		0.00	0.00	10416.40
48 HISTORY CLUB	13300.13	0.00	0.00	0.00	0.00		0.00	0.00	13300.13
16 INDEPENDENCE BANK CARD DONATION	19975.05	0.00	0.00	0.00	0.00		0.00	0.00	19975.05
15 INDIAN CLUB	297.68	0.00	0.00	0.00	0.00		0.00	0.00	297.68
5 INDUSTRIAL ARTS	1758.99	0.00	0.00	0.00	0.00		0.00	0.00	1758.99
23 INTEREST	44.13	0.00	0.00	0.00	0.00		0.00	0.00	44.13
39 MCA MT CAREER ASSOC (JMG)	1189.26	0.00	0.00	0.00	0.00		0.00	0.00	1189.26
38 MS ART	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
60 MS INDIAN CLUB	4859.18	0.00	0.00	0.00	0.00		0.00	0.00	4859.18
10 MUSIC	6181.08	225.00	0.00	2428.50	0.00		0.00	0.00	8384.58
12 NATIONAL HONOR SOCIETY	1496.74	0.00	0.00	0.00	0.00		0.00	0.00	1496.74
13 PEP CLUB	2327.79	0.00	0.00	0.00	0.00		0.00	0.00	2327.79
21 VENDING ACCOUNT	2739.55	0.00	0.00	0.00	0.00		0.00	0.00	2739.55
898 MISC EARNINGS	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
899 MISC CHARGES	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
Total for Student Accounts	122189.96	636.38		3524.47					125078.05

Hilary Gourneau, Chair

Judy Linthicum, School Clerk

Agenda Number 6 Informational Items- Reports

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 18 March 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.

Maintenance Report
March 2024

Weather is warming up lots of outside clean-up to catch up on
Water line project in HS just about complete
We have the insulation for the lines I have to pick up the metal channel covering
for the exposed lines in the hallways
Over the winter Dale's was able to install some of the AC coils in classrooms
We had to replace a freezer compressor and coil unit in one of the freezers in the kitchen
I will be out Monday and Tuesday this week if you have any questions please call
768-7019

Thank you
Mike

Report

Winter Sports season has ended, and it was a good year for your sports programs.

Wrestling

We had two athletes placed second at state. Navarjo and Angelina Escarcega.

Basketball

The girls' team had a good season placing 3rd at divisionals, and falling short moving on to state. The Northern B only takes 2 to state and next year they will be taking 3.

The boys' team also had a good season making it to state. They won their first game and lost in the semifinals to the state champs and lost out in the morning game. The star quilt ceremony was on Thursday night after your game, and I gave a star quilt to the MHSA for allowing us to have your star quilt ceremony all these years.

Spring Sports started on Monday March 11, 2024. Track and Tennis are off and running, and Golf will start practice Monday March 18, 2024. As for JR. High they won't start until March 25.

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.

March 18th, 2024

Poplar Elementary Board Report

Enrollment/Attendance

Enrollment - 332

KF	80.01%
01	83.85%
02	88.39%
03	86.59%
04	89.48%
Total	86.31%

MAST Testing - We are currently in our 4th window of MAST testing for 3rd & 4th Grade. This is a Pilot Test which will officially take the place of the Smarter Balanced Assessment utilized by the state.

3rd Quarter – Our 3rd Quarter comes to an end March 15th with Student Grades due March 18th.

Teacher Evaluations – All certified evaluations have been completed and placed in personnel files.

John Wetsit

Elementary Principal

Quality Teachers – Quality Students

Poplar Middle School March Board Report

242 students enrolled in the Middle School

Superintendent's District Goals:

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

- Looking to purchase a program called MoveSpring to create a healthy environment to get my staff excited about monitoring their own health, and making sure we are taking care of ourselves.
- Mr. Turcotte and I were both nominated and presented with the Teresa Veltkamp Advocacy Award for Excellence in Indian Education for All. This award was presented this past weekend at the OPI Indian Education for All state conference. Much of this has to do with our involvement with the Buffalo Unity Project and starting to involve surrounding schools in our area.

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

- We have completed three rounds of the new state MAST testing, with two more to go. The 4th window of testing will involve Performance Tasks for the students to complete.
- Our Winter MAP benchmark assessments have been completed as well. A major highlight for the middle school is that we had 83% of our students show growth from the Fall to the Winter in either Math or Reading. We celebrated this by a building wide root beer float party!

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

- We had a guest presenter come into our physical education classes on March 6th to demonstrate self-defense techniques to our students should they ever be in a position to use them. This was very well received by all students, and is something I would like to see brought into the building at least once a semester.

Poplar Middle School March Board Report

Middle School News:

- I would like to congratulate Liberty Boadle, a 7th grader at Poplar Middle School. She was the winner of our school spelling bee, went on to win the Roosevelt County spelling bee, then continued to represent Poplar Middle School at the State Spelling Bee in Bozeman. She competed against 53 of the top spellers in the state and finished the Bee in 17th place!
- On the Calendar they have 8th grade promotion listed for being May 22nd, when in fact it should be May 21st. For as long as I've been here the 8th grade promotion has been on the Tuesday of the last week of school. The High School sports banquet uses the High School facilities on the Wednesday following promotion.
- I would like to give a big shout out to our Paraprofessionals in the Middle School. They help in so many ways in our building and we would not be able to function as smoothly as we do without them.

HIGH SCHOOL PRINCIPAL REPORT

March Board Meeting

Superintendent's District Goals:

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

- Weekly Health/Wellness/Healing meetings with various entities.

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

- ACT will be scheduled around spring sports.
- ASVAB was completed and there was an information session for the students to better understand the scoring. No other seniors showed interest in retaking the test.

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. Need to appoint two members for the DLT which will hopefully be under way shortly.
- 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. Met with OPI consultant on 3/13 to discuss the progress of this and other things going on.

Looking at doing an ALICE training (active shooter) sometime soon with Roosevelt County Deputies and myself and Mr. Norgaard for some staff.

Superintendent's Report
18 March 2024

1. School District Enrollment
 - a. We are currently at 818 students ready to change the world. This is down fifteen 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.*
 - b. Teaching and Learning Pillar: *Analyzing individual student learning to make data-informed decisions for differentiated instruction.*
 - c. Operations Pillar: *Institute a framework for all operations which reflects our student's wellbeing as the focal point for all decisions.*
3. Preliminary indicators from MUST are signaling a significant increase for the classified rates. This is a very troubling projection given that our classified rates are already very high.
 - a. Classified Rates in SY24
 - i. EE (single) \$677/month in SY24 (\$8124/year)
 - ii. EE + Child \$1117/month in SY24 (\$13,404/year)
 - iii. EE + Spouse is \$1354/month in SY24 (\$16,248/year)
 - iv. Family is \$1828/month in SY24 (\$21,936/year)
 - b. These potential rates do not include dental or vision coverage for the classified staff. Those rates are not expected to change for SY25.
 - i. EE \$53/month or \$636/year
 - ii. EE+C \$102/month or \$1224/year
 - iii. EE+S \$106/month or \$1272/year
 - iv. Family \$153/month or \$1836/year
 - c. All staff receiving health insurance benefits also qualify for the \$6100 HRA supplemental card.
4. Important Dates, Meetings, and Conferences:
 - a. Easter Break is March 29th- April 3rd
 - i. Early Release on March 28th- 1230 and 1PM
 - ii. No School March 29th
 1. Paid holiday for classified staff
 - iii. No School April 1st-3rd
 1. Unpaid leave for classified staff
 - b. School Law Seminar in Sidney
 - i. April 3rd-6-8PM
 1. Leave from Central Office @ 4:30PM

UPCOMING EVENTS

2024 Montana School Law Seminars Tips For A Smooth School Year For Trustees, Trustee Candidates, Administrators, & Clerks

BOZEMAN
Wed, March 20
6 – 8:00 p.m.
Willson School
Library

MILES CITY
Wed, March 27
6 – 8:00 p.m.
CCDHS West
Multipurpose
Room

SIDNEY
Wed, April 3
6 – 8:00p p.m.
Location TBA

HAVRE
Thurs, April 4
6 – 8:00 p.m.
High School
Cafeteria

LEWISTOWN
Tues, April 23
6 – 8:00 p.m.
Central Montana
Educational Center

BILLINGS
Tues, April 30
6 – 8:00 p.m.
Lincoln Center
Board Room

Presented by
Jeff Weldon & Nyles Greer
Attorneys at Law



Partnering with
Montana's
Public Schools
for
Over 40 Years

Tips For A Smooth School Year

Jeff Weldon, Nyles Greer, and the Felt Martin PC legal team collectively bring almost 100 years of school law experience assisting school districts in Montana. This seminar will help new and returning trustees and administrators be better prepared for the upcoming school year.

6 Hot Topics

Montana's Open Meeting and Public Information Laws:

When can a board close a meeting?

Can a board put restrictions on public comment?

Special Education Law:

What should board members know about special education laws?

What's an IEP?

What's a 504 Plan?

Student Enrollment:

How did the 2023 Legislature change out-of-district enrollment?

Parental Rights:

How do the new Montana laws affect school district operation?

Collective Bargaining:

What should board members be aware of when negotiating a teacher's master agreement?

Student Discipline:

What should board members know about student discipline?

For the Good of the Order:

What questions do you have about school operations? (Please do not refer to specific students or employees.)



**Legal
Advice from
Years of
Experience
with Public
School Law**

Felt Martin PC is also available to provide one-on-one training sessions for your school board. Call or email for details and scheduling.

Tips For A Smooth School Year

Public School Trustees, Trustee Candidates, Administrators, & Clerks are welcome to attend these free seminars. The seminars begin at 6:00 p.m. and will conclude by 8:00 p.m. Pizza and light refreshments will be provided. We will email registered attendees the location of the seminar when the date approaches.

REGISTRATION

School:		Contact:	
Address:		Phone:	

We will attend this Seminar:

	BOZEMAN - Willson School Library		MILES CITY - CCDHS West Multipurpose Room
	SIDNEY - TBA		HAVRE - High School Cafeteria
	LEWISTOWN - Central Montana Educational Center		BILLINGS - Lincoln Center Board Room

Attendees

Name & Title or Position	Email Address

To register, email this form to:



Marla Olson, Office Administrator

molson@feltmartinlaw.com

406-248-7646

**0857 Poplar Public
Schools District**

Box 458, Poplar, MT 59255
Generated on 03/15/2024 08:16:02 AM Page 1 of 1

Attendance/Membership Summary Report

Start/End Date: 03/14/2024 - 03/14/2024 School(s): 4 Calendar(s): 4
Grade: 05, 06, 07, 08, 09, 10, 11, 12, P1, PK, KF, 01, 02, 03, 04

SUMMARY Total Schools: 4 Total Calendars: 4

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Count	Days					Days	Avg. Daily	
05	63	63	9.08	53.92	63.00	53.92	5.76	5.76	85.59%
06	58	58	8.61	49.39	58.00	49.39	6.93	6.93	85.16%
07	54	54	10.67	43.33	54.00	43.33	9.74	9.74	80.24%
08	62	62	14.35	47.65	62.00	47.65	12.22	12.22	76.85%
09	75	75	15.22	59.78	75.00	59.78	14.75	14.75	79.71%
10	77	77	18.16	58.84	77.00	58.84	17.97	17.97	76.42%
11	52	52	19.75	32.25	52.00	32.25	19.75	19.75	62.02%
12	46	46	12.19	33.81	46.00	33.81	12.05	12.05	73.50%
P1	0	0	0.00	0.00	0.00	0.00	0.00	0.00	N/A
PK	8	8	0.00	8.00	8.00	8.00	0.00	0.00	100.00%
KF	46	46	8.08	37.92	46.00	37.92	6.54	6.54	82.43%
01	70	70	4.56	65.44	70.00	65.44	3.56	3.56	93.49%
02	77	77	14.00	63.00	77.00	63.00	9.00	9.00	81.82%
03	67	67	6.54	60.46	67.00	60.46	5.54	5.54	90.24%
04	63	63	12.18	50.82	63.00	50.82	8.64	8.64	80.67%

Total 15 818 818 153.39 664.61 818.00 664.61 132.45 132.45 81.25%

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

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Count	Days					Days	Avg. Daily	
05	63	63	9.08	53.92	63.00	53.92	5.76	5.76	85.59%
06	58	58	8.61	49.39	58.00	49.39	6.93	6.93	85.16%

Total 2 121 121 17.69 103.31 121.00 103.31 12.69 12.69 85.38%

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

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Count	Days					Days	Avg. Daily	
07	54	54	10.67	43.33	54.00	43.33	9.74	9.74	80.24%
08	62	62	14.35	47.65	62.00	47.65	12.22	12.22	76.85%

Total 2 116 116 25.02 90.98 116.00 90.98 21.96 21.96 78.43%

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

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Count	Days					Days	Avg. Daily	
09	75	75	15.22	59.78	75.00	59.78	14.75	14.75	79.71%
10	77	77	18.16	58.84	77.00	58.84	17.97	17.97	76.42%
11	52	52	19.75	32.25	52.00	32.25	19.75	19.75	62.02%
12	46	46	12.19	33.81	46.00	33.81	12.05	12.05	73.50%

Total 4 250 250 65.32 184.68 250.00 184.68 64.52 64.52 73.87%

School: Poplar School Calendar: 23-24 Poplar School

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Count	Days					Days	Avg. Daily	
P1	0	0	0.00	0.00	0.00	0.00	0.00	0.00	N/A
PK	8	8	0.00	8.00	8.00	8.00	0.00	0.00	100.00%
KF	46	46	8.08	37.92	46.00	37.92	6.54	6.54	82.43%
01	70	70	4.56	65.44	70.00	65.44	3.56	3.56	93.49%
02	77	77	14.00	63.00	77.00	63.00	9.00	9.00	81.82%
03	67	67	6.54	60.46	67.00	60.46	5.54	5.54	90.24%
04	63	63	12.18	50.82	63.00	50.82	8.64	8.64	80.67%

Total 7 331 331 45.36 285.64 331.00 285.64 33.28 33.28 86.30%

Agenda Number 7 Discussion Agenda

POPLAR PUBLIC SCHOOLS 9&9B BOARD AGENDA FACT SHEET MEETING DATE: 18 March 2024

SUMMARY:

- 7.1 SY25 Calendar: After presenting the two calendars from the PEA Calendar Committee, trustee input following the meeting indicated a desire to see a calendar that resembles that input. That calendar will be presented at a committee meeting scheduled for the following week (Mar. 25-28).

- 7.2 Facilities Priorities List: We will need to set a Facilities Committee date so that discussion can be had on remaining ESSER projects, Summer projects, and possibly housing. Any input to take to that committee would be appreciated.

Agenda Number 8.1 Personnel Report

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 18 March 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

CLASSIFIED STAFF					
NAME	FTE	HOURLY WAGE	POSITION	SUPERVISOR	EFFECTIVE DATE
Alexa Culbertson*			Educational Sub	District	SY24

Co- and Extra-Curricular Staff				
NAME	STIPEND	POSITION	SUPERVISOR	EFFECTIVE DATE
John Wetsit		JH Track	Young	SY24
Morgan Norgaard		JH Track	Young	SY24
Coy Weeks		JH Track	Young	SY24

VOLUNTEER APPROVAL			
NAME	POSITION	SUPERVISOR	EFFECTIVE DATE

* Denotes a Contingent Hiring as outlined in BP 5122

INFORMATION

IN-DISTRICT TRANSFER			

RESIGNATIONS		
Name	Position	Supervisor
Suzette Pinili	SPED Teacher	Black
Jeri Azure	K Teacher	Wetsit

JOB ABANDONMENT		
Name	Position	Supervisor

Agenda Number 8.2 Out of District Enrollment

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 18 March 2024**

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.

High School Case Number:
20240318A

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 20240318A.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

Agenda Number 8.3 Consideration of Administrative Contracts

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 18 March 2024**

SUMMARY:

The following administrators are recommended for SY25 administrator contracts. Due to negotiations, all principal contracts will not be issued until the salaries are settled. Each administrator will be issued a *Letter of Intent* until such settlement is reached.

Frank Gourneau
Morgan Norgaard
John Wetsit
Lewis Reese
Patti Jo Black
Coy Weeks
Greg Gourneau

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund -
Estimated Cost –

SAMPLE MOTION: *I move to approve contracts for all Administrative Staff as presented for SY25.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

Agenda Number 8.4.1 Estimated Permissive Levy Increases for SY24- EL District 9

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 18 March 2024**

SUMMARY:

During the 2017 Legislature, the State of Montana made changes to school funding components. Among these changes is a requirement for the District to estimate changes in Permissive Fund levies. At this time the District does not foresee any estimated changes in tax revenue for Permissive Funds.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund –
Estimated Cost –

SAMPLE MOTION: I move to approve the Resolution of Intent to Increase Permissive Fund Levies as authorized by SB307 in the Poplar Elementary District 9.

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

Agenda Number 8.4.2 Estimated Permissive Levy Increases for SY24- HS District 9B

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 18 March 2024**

SUMMARY:

During the 2017 Legislature, the State of Montana made changes to school funding components. Among these changes is a requirement for the District to estimate changes in Permissive Fund levies. At this time the District does not foresee any estimated changes in tax revenue for Permissive Funds.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund –
Estimated Cost –

SAMPLE MOTION: *I move to approve the Resolution of Intent to Increase Permissive Fund Levies as authorized by SB307 in the Poplar High School District 9B.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

Agenda Number 8.5 Policy- Second Reading

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 18 March 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 Second Reading.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

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 1st prior to the start of the school year in which attendance is sought.

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 June 1st 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 June 1st, the application will be considered on the same basis as all other applications and subject to the annual 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: July 11, 2016

Poplar School District

FINANCIAL MANAGEMENT

7008

Tuition

Whenever an out-of-district student is enrolled in the District, an attendance agreement must be approved by the Board. 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 Montana law.

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

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 8.6 Superintendent’s Contract SY25

**POPLAR PUBLIC SCHOOLS 9&9B
BOARD AGENDA FACT SHEET
MEETING DATE: 18 March 2024**

SUMMARY:

The Board conducted a search for a new Superintendent of Schools to begin work on 01 July 2024. The results of the search led to the offering of a contract to Dr. Keith Erickson.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund -
Estimated Cost –

SAMPLE MOTION: *I move to approve the Superintendent’s Contract of Dr. Keith Erickson for SY25 as presented.*

	Motion	Second	Aye	Nay	Abstain	Other
Gourneau						
Crowley						
Evenson						
Baker						
Youpee						

Poplar School District Superintendent
EMPLOYMENT CONTRACT
2024-2026

This Employment Contract, made and entered into this ___th day of March, 2024, by and between the Governing Board of the Poplar School District of Poplar, Montana, hereinafter referred to as DISTRICT, and **Keith Erickson**, hereinafter referred to as SUPERINTENDENT.

WHEREAS, DISTRICT desires to provide SUPERINTENDENT with a written employment contract in order to enhance administrative stability and continuity within the schools which DISTRICT believes generally improves the quality of its overall educational program; and

WHEREAS, DISTRICT and SUPERINTENDENT, believe that a written employment contract is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the educational programs of the school.

NOW, THEREFORE, DISTRICT and SUPERINTENDENT, for the consideration herein specified, agree as follows:

1. **TERM:** DISTRICT, in consideration of the promises of SUPERINTENDENT herein contained, hereby employs and SUPERINTENDENT hereby accepts employment as Superintendent of Schools for a term commencing on July 1, 2024, and ending June 30, 2026. DISTRICT may, by specific action and with the consent of the SUPERINTENDENT, extend the termination date of the existing contract to the full extent permitted by state law.

2. **PROFESSIONAL CERTIFICATION AND RESPONSIBILITIES OF SUPERINTENDENT:**
 - A. **Certification:** SUPERINTENDENT shall provide the necessary certification and experience records and other records required for personnel files or for payroll purposes. Any misrepresentation may be grounds for dismissal.

 - B. **Duties:** SUPERINTENDENT shall have charge of the administration of the schools under the direction of the Board. He shall be the Chief executive officer of the Board; shall direct and assign teachers and other employees of the schools under his supervision; shall organize, reorganize, and arrange the administrative and supervisory staff, including instruction and business affairs, as best serves the DISTRICT subject to approval of the Board; shall from time to time suggest regulations, rules and procedures deemed necessary for the well ordering of the school district, and in general, perform all duties incident to the Office of the Superintendent and such other duties as may be prescribed by the Board from time to time. The current job description is attached as Exhibit A.

 - C. **Outside Activities:** SUPERINTENDENT shall devote his time, attention and energy to the business of the school district. However, with agreement of the Board, he may serve as consultant to other districts or educational agencies, lecture, engage in writing activities and speaking engagements, and engage in other activities that are of a short-term duration. SUPERINTENDENT may, at his option, and with the approval

of the Board of Trustees, continue to draw a salary while engaged in outside activity as described above. In such cases, honoraria paid SUPERINTENDENT in connection with these activities shall be transferred to the DISTRICT. If SUPERINTENDENT chooses to use vacation leave to perform outside activities, he shall retain any honoraria paid. In no case will DISTRICT be responsible for any expenses to the performance of such outside activities.

3. **PROFESSIONAL GROWTH OF SUPERINTENDENT:** DISTRICT encourages the continuing professional growth of SUPERINTENDENT through his participation in:
 - A. The operations, programs, and other activities conducted or sponsored by local, state, and national school administrators and school board associations;
 - B. Seminars and courses offered by public or private educational institutions; and,
 - C. Informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of SUPERINTENDENT to perform his professional responsibilities for DISTRICT.
4. **COMPENSATION:** DISTRICT shall pay SUPERINTENDENT at an annual salary of **One Hundred Thousand Dollars (\$140,000.00)** for the 2024-2025 school year. The salary referenced in this section shall be paid on the basis of a two hundred and sixty (260) day Contract, with a corresponding daily rate of pay of \$538.46. The parties agree to negotiate any increase for the 2025-2026 contract year.
5. **VACATION AND OTHER BENEFITS:** SUPERINTENDENT shall accrue vacation as prescribed in Section 2-18-612, MCA, exclusive of legal holidays. SUPERINTENDENT shall be entitled to receive cash compensation for unused vacation pursuant to Board policy. Additionally, ten (10) days of personal leave shall be granted each year. Personal leave days shall not accumulate or carryover, nor shall they be subject to cash payout upon retirement, resignation, or Contract termination. SUPERINTENDENT shall be entitled to annual sick leave of one day per month as prescribed in Section 2-18-618, MCA, and holiday pay in conformance with § 20-1-305, MCA, and Board policy. The Superintendent shall inform the Board Chair in advance of use of vacation leave or any absences from the District beyond three (3) days. Vacation days taken by the Superintendent shall be taken at such time or times as will least interfere with the performance of the Superintendent's duties as set forth in this Contract.

DISTRICT shall pay the premium for medical insurance coverage for SUPERINTENDENT pursuant to the group health care plan provided by the District for its administrative and certified staff.


DISTRICT shall reimburse SUPERINTENDENT for use of his automobile in conducting business on behalf of the District in accordance with Section 2-18-503, MCA.

6. **EVALUATION:** DISTRICT shall evaluate and assess, in writing, the performance of SUPERINTENDENT at least once a year during the term of this agreement using the agreed upon evaluation instrument. This evaluation and assessment shall be reasonably related to the position description of SUPERINTENDENT and the goals and objectives of the DISTRICT for the year in question.
7. **PROFESSIONAL DUES.** DISTRICT shall pay the Association dues of the Superintendent for the American Association of School Administrators, the School Administrators of Montana, and the SAM region in which the School District is located, as well as other appropriate affiliations, and civic and social

memberships approved by the Board.

- 8. **PROFESSIONAL LIABILITY.** DISTRICT shall provide for the indemnification, defense and immunization of SUPERINTENDENT as provided in Section 2-9-305, MCA.
- 9. **TERMINATION OF EMPLOYMENT CONTRACT:** This employment contract may be terminated by:
 - a. Mutual agreement of the Board of Trustees and the SUPERINTENDENT: When the contract has been terminated by mutual agreement, the DISTRICT shall be obligated to pay that portion of the salary that has been earned up to and including the last day of service.
 - b. Notice of Retirement: SUPERINTENDENT may retire at the end of any school year provided notice is given at the regular January Board meeting of the school year.
 - c. Disability of the Superintendent: DISTRICT may terminate this contract by written notice of SUPERINTENDENT at any time after SUPERINTENDENT has exhausted any accumulated sick leave and he remains unable to return to his duties. If a question exists concerning the capacity of SUPERINTENDENT to return to his duties, DISTRICT may require SUPERINTENDENT to submit to a medical examination, to be performed by a doctor licensed to practice medicine. DISTRICT and SUPERINTENDENT shall mutually agree upon the physician who shall conduct the examination. The examination shall be limited to the issue of whether the SUPERINTENDENT has a continuing disability, which prohibits him from performing his duties.
 - d. Discharge for Cause: DISTRICT may dismiss SUPERINTENDENT during the term of this Contract for good cause as that term is defined in the Wrongful Discharge Act.
- 10. **SAVINGS CLAUSE:** If, during the term of this contract, it is found that a specific clause of the contract is illegal in federal or state law, the remainder of the contract not affected by such a ruling shall remain in force.
- 11. **CONTROLLING LAW.** This Contract will be governed by the laws of the State of Montana. Venue shall be in the 15th Judicial District, Roosevelt County, Montana.
- 12. **COMPLETE AGREEMENT.** This Contract embodies the complete agreement of the parties hereto, superseding all oral and written previous and contemporary agreements between the parties. No alteration or modification of this Contract shall be valid unless evidenced by a writing signed by the parties to this Contract.

DATED this ____^h day of March, 2024.

 3/13/24
 Superintendent Date

 Chair, Board of Trustees Date
 Poplar School District, Poplar, MT

ATTEST:

 Business Manager/District Clerk Date