

# Poplar School District

400 4th Ave West  
Poplar, MT 59255  
(406) 768-6600  
[www.poplarschools.com](http://www.poplarschools.com)

**Larae Crowley**  
Chairman

**Kenny Smoker, Jr.**  
Vice Chairman

**Robyn Baker**  
Trustee

**Marva Chapman**  
Trustee

**Lori Smoker**  
Trustee

## AGENDA

**Regular Board Meeting**  
**Monday, February 10, 2025**  
**5:15 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 Minutes, Warrants and Claims, Budget v. Actual, Investment Reports, and High School Activity Fund.
  6. Informational Items
    - 6.1 Superintendent Report
    - 6.2 Administrators Reports
    - 6.3 Directors Reports
  7. Discussion Agenda
    - 7.1: Accreditation Process
    - 7.2: CDL Survey
    - 7.3: HUDL Presentation
  8. Action Agenda
    - 8.1: Personnel Report
    - 8.2: Disposal of Property
    - 8.3: Fort Peck Tribes JDC MOU
    - 8.4: Call for Election Resolution
    - 8.5: \*Expulsion Hearing
- \*Denotes a closed session due to student privacy
9. Items of Interest
    - 9.1 Work Session Dates
    - 9.2 Special Meeting Dates
    - 9.3 Regular Meeting Dates
  10. Adjournment

Please put all electronic devices on silent.  
All meetings are being recorded.



# **CONSENT AGENDA**

**Students First**



## Agenda Item Number 5

### POPLAR PUBLIC SCHOOLS 9&9B BOARD AGENDA FACT SHEET MEETING DATE: February 10, 2025

SUMMARY: Per Poplar School Board Policy 1420, a *Consent Agenda* is used to expediate business at its meeting. The Poplar School 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 Clerk prior to 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 Poplar School Board. Remaining items will be voted on by a single motion. The approved motion will be recorded in the minutes, including a list of all items appearing on the *Consent Agenda*.

The meeting's Consent Agenda items will include: Minutes of previous meeting, Warrants and Claims, Budget v. 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 for February 10, 2025:*

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K. Smoker						
Chapman						
Baker						
L. Smoker						



## **PREVIOUS BOARD MINUTES October/Special Meeting Minutes**

**Students First**



## **Regular Board Meeting January 13, 2025**

**Call to Order:** The Regular board meeting of the Board of Trustees called to order by the Vice Chair at 5:15 p.m. John Wetsit led the Pledge of Allegiance. The School District No. 9 & 9B Trustees present to constitute a quorum were:

LaRae Crowley, Chair  
Lori Smoker, Trustee  
Marva Chapman, Trustee

Kenneth Smoker Jr, Vice Chair  
Robyn Baker, Trustee

**District Staff:**

Keith Erickson, Superintendent  
Morgan Norgaard  
Greg Gourneau Jr.  
Brock Copenhaver  
Mary Plante  
Vonda Bighorn

Holly Colgan  
John Wetsit  
Coy Weeks  
Brandi Burshia  
Jessie Colon

**Excused Absent:** Judy Linthicum, Board Clerk

**Recognition of Guests:** None

**Public Comment:** None

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

**5.) Consent Agenda:**

- **Minutes of Regular Board meeting December 9, 2024**
- **Warrants and Claims**
- **Budget vs Actual January 2025**
- **Investments Reports December 2024**
- **High School Activity Report**

**ACTION:**

Robyn Baker made motion to approve of Minutes of Regular Board meeting Monday December 9, 2024, Warrants and Claims, Budget Vs Actual January 2025, Investments Reports December 2024, and High School Activity Report.

Seconded by Lori Smoker

**Vote: 4-0 For**

Kenneth Smoker Jr. arrived at 5:27 p.m.

## **Regular Board Meeting January 13, 2025**

### **6) Informational Items**

#### **6.1) Superintendent Report**

Superintendent gave an in-depth explanation of what is happening in the District.

#### **6.2) Administrator Reports**

Elementary Principal – John Wetsit, Middle School Principal – Morgan Norgaard and High School Principal – Frank Gourneau reports were in the board packet.

#### **6.3) Directors Reports**

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

### **7) Discussion Agenda**

#### **7.1) Montana High School Association Proposal:**

The annual Montana High School Association meeting is January 19 to 20 in Billings. The following proposals are the topic of the MHSA 2025 Annual Meeting.

- Amend Student Below Ninth Grade by-law
- Amend Transfer Rule by-law
- Amend Award by-law
- Amend Amateur Rule by-law
- Add General Penalties, Section 2.8.2 by-law
- Amend Physical Exam by-law

#### **7.2) Impact Aid Payments:**

We have received Elementary and High School Impact Aid Payments for our district.

**Elementary \$2,304,724.00 Indian lands ½ payment**

**High School \$1,057,347.00 Indian lands ½ payment**

#### **7.3) CDL Trainings:**

Keith Erickson has been working on a CDL training proposal that will be brought back to the Board of Trustees in the next couple of meetings. It will include ideas for incentives and have the District help with certifications of Bus Drivers.

## Regular Board Meeting

January 13, 2025

### 7.4) Comprehensive Needs Assessment:

All Students, Staff, Parents, and Board Members will need to take the CAN. All schools in Montana must take the CNA. Everyone has taken it before, for it is mandated by Montana OPI.

## 8.) ACTION AGENDA

### 8.1) Personnel Report

	<b>Classified</b>	
Taylor Buckles	Custodian	\$15.60

	<b>Co- and Extracurricular</b>	
Coy Weeks	7/8 Boys Basketball	\$2,699
Amanda Simonson	Elementary Basketball (JOM)	\$750
Jacob Turcotte	MS Indian Club	\$1,349
Frank Gourneau	HS Golf Assistant	\$4,048
Chad Strissel	MS Golf Coach	\$3,149
Rolfe Schwartzkopf	Elementary Basketball (JOM)	\$750

	<b>Substitute</b>	
Willie Yellow Owl*	Substitute Bus Driver	\$26.01
Dandy Vitor*	Substitute Custodian	\$15.60
Marxist Delim*	Substitute Custodian	\$15.60

	<b>Resignations</b>
Patricia Lanham Nichols	1 <sup>st</sup> Grade Teacher
Carri Sifford	Elementary Home School Coordinator
Wilfred Lambert	Middle School Boys Basketball

\*Pending

### **ACTION:**

Motion made by Lori Smoker to approve the Personnel Report as presented.

Seconded by Robyn Baker

**Vote: 5-0 For**

## **Regular Board Meeting January 13, 2025**

### **8.2) Calendar Change 2024-2025**

The School District approached the PEA on a calendar change. The PEA voted on the parent teacher conference scheduled for January 21, 2025, from 12-6 be moved to February 18, 2025 from 12-6.

#### **ACTION:**

Motion made by Robyn Baker to accept the calendar change moving parent-teacher conferences from January 21, 2025, to February 18, 2025, from 12-6.

Seconded by Kenneth Smoker

**Vote: 5-0 For**

### **8.3) Superintendent Evaluation/Contract**

The Superintendent's Evaluation is an annual process designed to provide feedback on how well the goals and objectives of the district are being met through the superintendent's performance. The salary and benefits for the superintendent are to be negotiated for the FY 2025/2026 school year.

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

The Board went into executive session from 6:50 p.m. to 8:10 p.m.

#### **ACTION:**

Motion made by Robyn Baker to raise Superintendent contract on February 1, to \$156,000, FY 25/26 contract to \$156,000.

Seconded by Lori Smoker

**Vote: 4-0 For Marva Chapman abstained**

### **9.) Items of Interest**

9.1) Work Session Date: None

9.2) Special Meeting Date: None

9.3) Next Regular Meeting: February 10, 2025 @5:15 p.m.

#### **Adjourn**

**LaRae Crowley adjourned at 8:15 p.m. January 13, 2025.**

#### **ATTEST:**

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**Judy Linthicum, Board Clerk**

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**LaRae Crowley , Chair**



## **WARRANTS AND CLAIMS**

**Students First**

02/05/25  
12:49:13

POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 2/25

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Report ID: AP100

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
70251		25862 ADVANCED SOLUTIONS LLC	650.00					
1		3343 01/07/25 Schoolwide pest elimination	650.00		226 16 100-2600		440	
70235		23053 B.E. PUBLISHING	2,495.00					
1		91199 08/07/24 eReadiness bundle	2,495.00	39083	226 16 390-1000		680	
70232		20220 BIG VALLEY WATER	651.00					
1		181763 01/14/25 Water admin building	21.00		126 90 100-2300		610	
2		181762 01/14/25 Water Elementary	101.00		126 15 100-1000		610	
3		181108 12/16/24 Water Elementary	93.00		126 15 100-1000		610	
4		181107 12/16/24 Water High School	117.00		226 16 100-1000		610	
5		180691 12/02/24 Water High School	125.00		226 16 100-1000		610	
6		181381 01/03/25 Water High School	85.00		226 16 100-1000		610	
7		181761 01/14/25 Water High School	109.00		226 16 100-1000		610	
70213		24666 BROCK COPENHAVER	75.00					
		Cell phone service cost for the month of February 2025						
1		02/04/25 Cell phone service cost	75.00		226 16 100-2600		531	
70258		10032 BRUCO, INC.	636.92					
1		429700 01/24/25 Janitorial supplies	636.92*		126 90 100-2600		615	
70260		10032 BRUCO, INC.	255.28					
1		429447 01/09/25 Drain hose	255.28		226 16 100-2600		615	
70261		10032 BRUCO, INC.	267.75					
1		429852 01/29/25 Vac bags	267.75		226 16 100-2600		615	
70247		23538 CASCADE COUNTY REGIONAL YOUTH	980.00					
		Student tuition for January 2025						
1		2025-01002 02/01/25 Student tuition Jan 2025	980.00		213 16 100-1000		563	
70216		10748 CITY OF POPLAR	6,983.83					
		Water charges for June 2024						
1		01/27/25 Admin building- water/sewer	95.63		126 90 100-2600		421	
2		01/27/25 #9 shop- water/sewer	61.93		126 90 100-2600		421	
3		01/27/25 Trnsprtn&mntnc water/sewer	125.98		126 90 100-2600		421	
4		01/27/25 Bus Garage- water/sewer	172.32		110 14 100-2700		421	
5		01/27/25 Grade school- water/sewer	1,355.53		126 90 100-2600		421	
6		01/27/25 Middle school- water/sewer	949.92		126 90 100-2600		421	
7		01/27/25 High school- water/sewer	61.12		226 16 100-2600		421	
8		01/27/25 HS metal shop- water/sewer	2,007.48		226 16 100-2600		421	

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
9		01/27/25 Supt house- water/sewer	102.36*		115	100-2620	410	31
10		01/27/25 Townhouse #1- water/sewer	144.87*		115	100-2620	410	31
11		01/27/25 Townhouse #2- water/sewer	156.17*		115	100-2620	410	31
12		01/27/25 Townhouse #3- water/sewer	349.12*		115	100-2620	410	31
13		01/27/25 Townhouse #4-water/sewer	144.97*		115	100-2620	410	31
14		01/27/25 Townhouse #5- water/sewer	145.91*		115	100-2620	410	31
15		01/27/25 Prof Village- Garbage	94.05*		115	100-2620	410	31
16		01/27/25 HS football field- water	676.73		226 16	100-2600	421	
17		01/27/25 HS sprinkling	169.87		226 16	100-2600	421	
18		01/27/25 HS sprinkling #2	169.87		226 16	100-2600	421	
70210		24979 COY WEEKS	75.00					
		Cell phone service for the month of February 2025						
1		02/12/25 Cell phone service cost	75.00		226 16	100-2600	531	
70252		23165 CURTISS FARM & AUTO	87.96					
1		403863 01/22/25 Belts	87.96*		126 90	100-2600	615	
70253		23165 CURTISS FARM & AUTO	449.99					
1		404418 02/03/25 Heavy duty alternator	449.99*		126 90	100-2600	615	
70243		10044 DACOTAH PAPER CO.	2,607.37					
1		49446 01/06/25 Paper products cafeteria	1,530.36		212 90	910-3100	610	
2		49445 01/06/25 Paper products cafeteria	2,537.08		212 90	910-3100	610	
3		48939 01/06/25 Cleaning supplies cafeteria	289.00		212 90	910-3100	610	
4		02238 CREDIT	-1,749.07		212 90	910-3100	610	
70263		22592 DECKER EQUIPMENT	666.80					
1		605257 01/09/25 Out swing right/mounting hardw	666.80		126 90	100-2600	440	
70236		10589 DEMCO INC	80.83					
1		7587966 01/10/25 MS library books	40.41	39119	126 14	100-1000	640	
2		7587966 01/10/25 MS library books	40.42	39119	126 50	100-1000	640	
70225		23606 ELIZABETH A. SHIPSTEAD	3,359.40					
1		000074 02/03/25 OT timesheet Jan 25	671.88*		126 14	280-2160	320	
2		000074 02/03/25 OT timesheet Jan 25	1,343.76*		126 15	280-2160	320	
3		000074 02/03/25 OT timesheet Jan 25	671.88		126 50	280-2160	320	
4		000074 02/03/25 OT timesheet Jan 25	671.88		226 16	280-2160	320	



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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
70257		12506 EMRY'S LOCKSMITHING	2,001.00					
1		2477 01/09/25 Master keys, blanks, room keys	1,500.00*		126 90 100-2600		615	
2		2477 01/09/25 Master keys, blanks, room keys	501.00		226 16 100-2600		615	
70219		14075 FORT PECK TRIBES	10.00					
Background check on new hires								
1		07 01/28/25 Background on new hires	10.00		126 90 100-2305		340	
70220		14075 FORT PECK TRIBES	10.00					
1		06 01/28/25 Background on new hire	10.00		126 90 100-2305		340	
70221		14075 FORT PECK TRIBES	10.00					
1		05 01/23/25 Background on new hire	10.00		126 90 100-2305		340	
70222		14075 FORT PECK TRIBES	10.00					
1		04 01/22/25 Background on new hire	10.00		126 90 100-2305		340	
70207		22225 FRANK GOURNEAU	75.00					
Cell phone service for the month of February 2025								
1		02/12/25 Cell phone service cost	75.00		226 16 100-2600		531	
70255		12805 GRAINGER	123.65					
1		9307532052 11/06/24 Roll out switch	123.65*		126 90 100-2600		615	
70256		12805 GRAINGER	40.06					
1		9307532060 11/06/24 Flame sensor	40.06		226 16 100-2600		615	
70212		25502 GREG GOURNEAU	75.00					
Cell phone service charge for the month of February 2025								
1		02/12/25 Monthly service charge	75.00		126 90 100-2600		531	
70242		14345 J & M DISTRIBUTING	7,318.10					
Milk for cafeteria for the month of January 2025								
1		75703 01/02/25 Milk for cafeteria	222.50		212 90 910-3100		570	
2		75743 01/03/25 Milk for cafeteria	568.10		212 90 910-3100		570	
3		75708 01/07/25 Milk for cafeteria	892.10		212 90 910-3100		570	
4		75379 01/10/25 Milk for cafeteria	978.50		212 90 910-3100		570	
5		75450 01/14/25 Milk for cafeteria	870.50		212 90 910-3100		570	
6		75474 01/17/25 Milk for cafeteria	654.50		212 90 910-3100		570	
7		75496 01/21/25 Milk for cafeteria	1,168.40		212 90 910-3100		570	
8		73463 01/24/25 Milk for cafeteria	438.50		212 90 910-3100		570	
9		73878 01/28/25 Milk for cafeteria	870.50		212 90 910-3100		570	

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
10		73895 01/31/25 Milk for cafeteria	654.50		212 90 910-3100		570	
70208		25360 JOHN WETSIT	75.00					
		Cellphone service for the month of February 2025						
1		02/12/25 Cell phone service cost	75.00		126 90 100-2600		531	
70238		23989 KALEVA LAW FIRM	1,287.50					
1		7918 11/13/24 Legal	901.25*		126 90 100-2306		330	
2		7918 11/13/24 Legal	386.25*		226 16 100-2306		330	
70239		23989 KALEVA LAW FIRM	137.50					
1		8123 01/13/25 Legal	96.25*		126 90 100-2306		330	
2		8123 01/13/25 Legal	41.25*		226 16 100-2306		330	
70209		24786 LEWIS REESE	75.00					
		Cell phone service for the month of February 2025						
1		02/12/25 Cell phone service cost	75.00		126 90 100-2600		531	
70250		14492 LINDE GAS AND EQUIPMENT INC.	2,760.79					
1		47842646 01/31/25 Industrial acetylene	120.93		226 16 390-1000		610	
2		47842646 01/30/25 Cylinder leases	2,639.86		226 16 390-1000		610	
70237		24921 LORRI COULTER, MS, PS, BCBA	7,170.00					
1		1038 02/03/25 Psychologist timesheet Jan 25	1,434.00*		126 14 280-2140		320	
2		1038 02/03/25 Psychologist timesheet Jan 25	2,868.00*		126 15 280-2140		320	
3		1038 02/03/25 Psychologist timesheet Jan 25	1,434.00		126 50 280-2140		320	
4		1038 02/03/25 Psychologist timesheet Jan 25	1,434.00		226 16 280-2140		320	
70228		10087 MAIN STREET GROCERY	359.74					
1		621152 12/02/24 Cafeteria	33.98		212 90 910-3100		570	
2		400929 12/03/24 MS FCS groceries	37.38*		126 50 100-1000		610	
3		280939 12/09/24 MS FCS groceries	6.29*		126 50 100-1000		610	
4		761214 12/09/24 Board meeting	25.87		126 90 100-2300		610	
5		451253 12/09/24 Board meeting	12.10		126 90 100-2300		610	
6		731150 12/10/24 MS FCS groceries	37.05*		126 50 100-1000		610	
7		611150 12/16/24 MS FCS groceries	83.23*		126 50 100-1000		610	
8		931210 12/18/24 MS FCS groceries	14.00*		126 50 100-1000		610	
9		050830 12/19/24 Cafeteria groceries	35.96		212 90 910-3100		570	
10		391024 12/19/24 Elem groceries	58.16		126 15 100-1000		610	
11		401026 12/19/24 Elem groceries	15.72		126 15 100-1000		610	

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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
70246		25209 MARCO TECHNOLOGIES LLC	5,445.07					
1		547382150 01/22/25 Copier service contracts	680.66		126 14	100-1000	610	
2		547382150 01/22/25 Copier service contracts	680.63*		126 14	280-1000	610	
3		547382150 01/22/25 Copier service contracts	680.63		126 15	100-1000	610	
4		547382150 01/22/25 Copier service contracts	680.63*		126 15	280-1000	610	
5		547382150 01/22/25 Copier service contracts	680.63*		126 50	100-1000	610	
6		547382150 01/22/25 Copier service contracts	680.63		126 50	280-1000	610	
7		547382150 01/22/25 Copier service contracts	680.63		226 16	100-1000	610	
8		547382150 01/22/25 Copier service contracts	680.63		226 16	280-1000	610	
70217		25863 MARCO TECHNOLOGIES LLC. NW 7128	896.34					
1		13351625 12/31/24 HP E47528F Color Laserjet	896.34		126 15	141-1000	610	
70218		25863 MARCO TECHNOLOGIES LLC. NW 7128	896.34					
1		13345626 12/30/24 HP E47528F Color Laserjet	896.34		126 15	141-1000	610	
70259		24040 MID-AMERICAN RESEARCH CHEMICAL	1,337.33					
1		0838361-IN 01/10/25 Melt-a-way	1,337.33*		126 90	100-2600	615	
70254		20779 MONTANA DEPARTMENT OF LABOR & Boiler operating certificate fees	288.00					
1		00370 10/17/24 Boiler operating fees	36.00		126 90	100-2600	440	
2		000368 10/17/24 Boiler operating fees	36.00		126 90	100-2600	440	
3		000369 10/17/24 Boiler operating fees	36.00		126 90	100-2600	440	
4		000366 10/17/24 Boiler operating fees	36.00		126 90	100-2600	440	
5		000367 10/17/24 Boiler operating fees	36.00		126 90	100-2600	440	
6		000273 10/17/24 Boiler operating fees	36.00		126 90	100-2600	440	
7		000274 10/17/24 Boiler operating fees	36.00		126 90	100-2600	440	
8		000272 10/17/24 Boiler operating fees	36.00		126 90	100-2600	440	
70223		21755 MONTANA DOJ	270.00					
1		169718 01/01/25 Background on new hires	189.00		126 90	100-2305	340	
2		169718 01/01/25 Background on new hires	81.00		226 16	100-2305	340	
70206		21147 MORGAN NORGAARD	75.00					
		Cell phone service for the months of February 20251 \$75.00 per month						
1		02/12/25 Cell phone service cost	75.00		126 90	100-2600	531	

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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
70240		25952 MUSIC K8	197.87						
1		25-000924 07/17/24 Music subscription	197.87	39039	126 15 100-1000		610		
70224		23763 NAXIN SAFETY	105.95						
1		6659 01/07/25 First aid kit refill admin bld	105.95		126 90 100-2300		610		
70226		23763 NAXIN SAFETY	322.68						
1		6658 01/07/25 Elem first aid kit refill	322.68*		126 90 100-2600		615		
70227		23763 NAXIN SAFETY	195.28						
1		6657 01/07/25 MS first aid kit refill	195.28*		126 90 100-2600		615		
70265		23763 NAXIN SAFETY	816.47						
1		6656 01/07/25 HS first aid kit refill	816.47		226 16 100-2600		615		
70211		24767 PATTI JO BLACK	75.00						
		Cell phone services for the month of February 2025							
1		02/12/25 Cell phone service cost	75.00		226 16 100-2600		531		
70245		26016 REDWOOD TOXICOLOGY LABORTORY, INC	50.00						
1		3100702024 12/31/24 Drug testing	50.00		226 16 100-2305		340		
70248		13883 SCHOOL BOARD SUPPORT SERVICES	675.00						
1		MT1542025 01/27/25 Research services	675.00		126 90 100-2300		340		
70214		24038 SHEILA FLADAGER	6,370.00						
		Certified Speech-Language Pathologist Time Sheet for January 2025							
1		02/03/25 Speech therapy Jan 2025	2,229.50		126 14 280-2150		320		
2		02/03/25 Speech therapy Jan 2025	3,822.00		126 15 280-2150		320		
3		02/03/25 Speech therapy Jan 2025	318.50		126 50 280-2150		320		
70249		24803 SIDE BY SIDE EDUCATIONAL	32,406.35						
		Consulting fees							
1		4227 01/02/25 Consulting fees	7,415.20*		126 15 100-2210		320		
2		4232 01/06/25 Consulting fees	6,400.00*		126 15 100-2210		320		
3		4190 11/30/24 Consulting fees	9,432.15*		126 15 100-2210		320		
4		4191 11/30/24 Consulting fees	400.00*		126 15 100-2210		320		
5		4192 12/02/24 Consulting fees	8,359.00*		126 15 100-2210		320		
6		4193 12/02/24 Consulting fees	400.00*		126 15 100-2210		320		

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Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
70241		25908 SMART APPLE MEDIA	242.67						
1		ARU0379125 11/04/24 HS library books	242.67	39105	226 16 100-1000		640		
70244		12492 SYSCO MONTANA INC.	52,000.23						
1		543331482 12/31/24 Dairy, meats, frozen	4,328.16		212 90 910-3100		570		
2		543343313 01/07/25 Canned, frozen, produce	10,499.85		212 90 910-3100		570		
3		543343314 01/07/25 Cups, granola bars, water	805.05		126 14 100-1000		610		
4		543347664 01/10/25 Dairy, meats, canned	3,812.93		212 90 910-3100		570		
5		543352992 01/14/25 Meats, produce, frozen	5,919.52		212 90 910-3100		570		
6		543352993 01/14/25 Fresh fruits K-4	417.70*		212 90 910-3100		572		
7		543352994 01/14/25 Fresh fruits 5-6	232.98*		212 90 910-3100		573		
8		543363143 01/21/25 Frozen, canned, produce	4,983.08		212 90 910-3100		570		
9		543368258 01/24/25 Poultry, frozen, canned	4,452.42		212 90 910-3100		570		
10		543373567 01/28/25 Dairy, meats, frozen	9,071.87		212 90 910-3100		570		
11		543378789 01/31/25 Dairy, meats, poultry	6,157.53		212 90 910-3100		570		
12		543378793 01/31/25 Fresh fruits/vegetables 5-6	224.05*		212 90 910-3100		573		
13		543378792 01/31/25 Fresh fruits/vegetables K-4	347.20*		212 90 910-3100		572		
14		543378790 01/31/25 Coffee/ coffee creamer	373.94*		126 50 100-1000		610		
15		543378790 01/31/25 Coffee/ coffee creamer	373.95		126 14 100-1000		610		
70266		12492 SYSCO MONTANA INC.	6,750.95						
1		543347665 01/10/25 Janitorial supplies	2,000.00*		126 90 100-2600		615		
2		543347665 01/10/25 Janitorial supplies	1,330.30		226 16 100-2600		615		
3		543385931 02/04/25 Janitor supplies	2,000.00*		126 90 100-2600		615		
4		543385931 02/04/25 Janitor supplies	1,420.65		226 16 100-2600		615		
70262		13395 U.S. FOOD SERVICE, INC.	13,302.76						
1		5156824 01/06/25 Produce, dairy, dry grocery	5,741.47		212 90 910-3100		570		
2		5252701 01/09/25 Meat, frozen	1,272.24		212 90 910-3100		570		
3		5434568 01/16/25 Produce, frozen	2,406.19		212 90 910-3100		570		
4		5610594 01/23/25 Produce, dairy, dry grocery	3,882.86		212 90 910-3100		570		
70233		10111 WILL'S OFFICE WORLD	47.00						
1		10438380 12/30/24 Copier service agreement	7.85		126 14 100-1000		610		
2		10438380 12/30/24 Copier service agreement	7.83*		126 14 280-1000		610		
3		10438380 12/30/24 Copier service agreement	7.83		126 15 100-1000		610		
4		10438380 12/30/24 Copier service agreement	7.83*		126 15 280-1000		610		
5		10438380 12/30/24 Copier service agreement	7.83*		126 50 100-1000		610		
6		10438380 12/30/24 Copier service agreement	7.83		126 50 280-1000		610		

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
70264		10111 WILL'S OFFICE WORLD	207.87					
1		10437705 12/02/24 MS name plates for doors	207.87*		126 90 100-2600		615	
70229		20976 WOLFTRAX BROADCASTING, LLC	234.94					
1		24120160 12/31/24 Bulk pkg 400 FM	234.94		126 90 100-2300		540	
70230		20976 WOLFTRAX BROADCASTING, LLC	58.74					
1		24120161 12/31/24 AM advertisements	58.74		126 90 100-2300		540	
70231		20976 WOLFTRAX BROADCASTING, LLC	107.63					
1		24120162 12/31/24 Sports advertising	107.63*		226 16 100-2300		540	
# of Claims		59	Total:	165,235.94	# of Vendors	43		

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Fund Summary for Claims  
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Fund/Account	Amount
110 Elementary Transportation Fund	
101	172.32
115 Elementary Miscellaneous Programs Fund	
101	1,137.45
126 Elementary Impact Aid Fund	
101	70,466.40
212 High School Food Service Fund	
101	73,745.46
213 High School Tuition Fund	
101	980.00
226 High School Impact Aid Fund	
101	18,734.31
Total:	165,235.94



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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

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
70196		10162 AGLAND CO-OP	5,797.51					
1		12/31/24 ROUTE	641.90		110 14 100-2700		624	
2		12/31/24 ROUTE	641.90		110 15 100-2700		624	
3		12/31/24 ROUTE	641.90		110 50 100-2700		624	
4		12/31/24 ATHLETICS	1,758.49		226 16 720-2700		624	
5		12/31/24 MAINT. GAS	329.53		126 90 100-2600		624	
6		12/31/24 MAINT. PARTS	92.88		126 90 100-2600		615	
7		12/31/24 MAINT. PARTS	194.61		226 16 100-2600		615	
8		12/31/24 HOUSING PARTS	193.11		115 100-2620		440	31
9		12/31/24 PROPANE- TEACHER HOUSING	1,112.48*		115 100-2620		410	31
10		12/31/24 BUS BARN PARTS	7.49		110 14 100-2700		440	
11		12/31/24 SPED TRANSPORTATION	183.22		226 16 280-1000		610	
70198		24853 AMERICAN FIDELITY ADMINISTRATIVE	263.00					
		Time and eligibility services for January 2025						
1		01/17/25 Time & eligibility Jan. 2025	200.00		126 90 100-2300		340	
2		01/17/25 Time & eligibility Jan. 2025	63.00		226 16 100-2300		340	
70201		13358 EUGENE'S PIZZA	553.80					
		High school boys and girls basketball in Glasgow. Cards would not work, possibly card reader.						
1		33340 01/17/25 Pizzas HS basketball	276.90*		226 16 720-3503		582	
2		33340 01/17/25 Pizzas HS basketball	276.90*		226 16 720-3504		582	
70202		22685 INDEPENDENCE BANK	43,687.29					
1		CC-13518 12/10/24 Electric charges at village	746.65		115 625			31
		SHERIDAN ELECTRIC CO-OP			CC Accounting: 115-	-100-2620-410-		
2		CC-13519 01/08/25 DISTRICT PHONES	1,231.45		226 625			
		NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 226-	16-100-2600-531		
3		CC-13519 01/08/25 DISTRICT PHONES	1,231.45		126 625			
		NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 126-	15-100-2600-531		
4		CC-13519 01/08/25 DISTRICT PHONES	1,231.45		126 625			
		NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 126-	14-100-2600-531		
5		CC-13519 01/08/25 DISTRICT PHONES	1,231.46		126 625			
		NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 126-	50-100-2600-531		
6		CC-13519 01/08/25 MAINTENANCE PHONE	90.11		126 625			
		NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 126-	90-100-2600-531		
7		CC-13519 01/08/25 TECH DEPT. PHONES	213.67		126 625			
		NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 126-	50-100-2600-531		
8		CC-13519 01/08/25 TRANSPORTATION PHONES	100.15		110 625			
		NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 110-	14-100-2700-531		
9		CC-13520 12/25/24 Record & response forms	714.00		126 625			
		PEARSON EDUCATION			CC Accounting: 126-	15-280-1000-610		

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
10		CC-13520 01/02/25 Worksheet license subscripti	375.00		126 625			
	SUPER TEACHER WORKSHEETS				CC Accounting: 126- 14-280-1000-681			
11		CC-13521 12/13/24 HS wrestling supplies	21.99		226 625			
	D & G SPORTS & WESTERN				CC Accounting: 226- 16-720-3505-610			
12		CC-13521 12/13/24 Gas HS wrestling	53.64		226 625			
	AGLAND CO-OP				CC Accounting: 226- 16-720-3500-624			
13		CC-13521 12/16/24 Staff xmas party	156.17		126 625			
	AMERICAN LEGION SUPPER CLUB				CC Accounting: 126- 14-100-1000-610			
14		CC-13521 12/16/24 Staff xmas party	156.17		126 625			
	AMERICAN LEGION SUPPER CLUB				CC Accounting: 126- 50-100-1000-610			
15		CC-13521 12/19/24 Gas HS wrestling	50.00		226 625			
	EXXON MOBILE				CC Accounting: 226- 16-720-3500-624			
16		CC-13521 12/18/24 Attendance pizza party	92.50		126 625			
	BUCKHORN CAFE				CC Accounting: 126- 14-100-1000-610			
17		CC-13521 12/18/24 Attendance pizza party	92.50		126 625			
	BUCKHORN CAFE				CC Accounting: 126- 50-100-1000-610			
18		CC-13521 12/21/24 Gas Hs wrestling	31.30		226 625			
	CONOCO				CC Accounting: 226- 16-720-3500-624			
19		CC-13521 12/21/24 Gas HS wrestling	21.00		226 625			
	EXXON MOBILE				CC Accounting: 226- 16-720-3500-624			
20		CC-13522 12/11/24 Game supplies xmas party	7.98		226 625			
	TANDE'S GROCERY				CC Accounting: 226- 16-100-2300-610			
21		CC-13522 12/11/24 Game supplies xmas party	12.50		226 625			
	FAMILY DOLLAR				CC Accounting: 226- 16-100-2300-610			
22		CC-13522 12/11/24 Game supplies xmas party	22.00		226 625			
	FAMILY DOLLAR				CC Accounting: 226- 16-100-2300-610			
23		CC-13523 12/06/24 HS girls bball meal	294.66		226 625			
	THE DUCK INN				CC Accounting: 226- 16-720-3503-582			
24		CC-13523 12/07/24 HS girls bball meal	240.00		226 625			
	CHIPOTLE				CC Accounting: 226- 16-720-3503-582			
25		CC-13523 12/07/24 HS girls bball meal	277.43		226 625			
	PIZZA HUT				CC Accounting: 226- 16-720-3503-582			
26		CC-13523 12/07/24 HS girls bball meal	163.17		226 625			
	WENDYS				CC Accounting: 226- 16-720-3503-582			
27		CC-13523 12/12/24 HS girls bball meal	209.68		226 625			
	ARBYS				CC Accounting: 226- 16-720-3503-582			
28		CC-13523 12/13/24 HS girls bball meal	10.50		226 625			
	BOBS PIZZA PLUS				CC Accounting: 226- 16-720-3503-582			
29		CC-13523 12/13/24 HS girls bball meal	31.00		226 625			
	MISC VENDOR				CC Accounting: 226- 16-720-3503-582			
30		CC-13523 12/13/24 HS girls bball meal	147.93		226 625			
	FLAMING WOK				CC Accounting: 226- 16-720-3503-582			
31		CC-13523 12/13/24 HS girls bball meal	135.43		226 625			
	DOMINOS				CC Accounting: 226- 16-720-3503-582			

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Claim Warrant	Vendor #/Name	Amount	Acct/Source/	Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO # Fund Org Prog-Func		
32	CC-13523 12/14/24 HS girls bball meal	299.10	226 625		
MISC VENDOR			CC Accounting: 226- 16-720-3503-582		
33	CC-13523 12/15/24 HS girls bball meal	81.47	226 625		
WESTSIDE RESTAURANT			CC Accounting: 226- 16-720-3503-582		
34	CC-13523 12/15/24 HS girls bball meal	115.70	226 625		
DOMINOS			CC Accounting: 226- 16-720-3503-582		
35	CC-13523 12/20/24 Gas HS girls bball	50.47	226 625		
CONOCO			CC Accounting: 226- 16-720-3500-624		
36	CC-13523 12/20/24 Gas HS girls bball	64.69	226 625		
AGLAND CO-OP			CC Accounting: 226- 16-720-3500-624		
37	CC-13524 12/07/24 MS girls bball meal	79.20	126 625		
DC LANES			CC Accounting: 126- 50-720-3500-582		
38	CC-13524 01/03/24 Statement fee	3.00	126 625		
			CC Accounting: 126- 50-720-3500-610		
39	CC-13525 12/10/24 cases of bottled water	10.36	226 625		
TANDE'S GROCERY			CC Accounting: 226- 16-100-2600-615		
40	CC-13525 12/20/24 Supplies	523.60	126 625		
MENARDS			CC Accounting: 126- 90-100-2600-615		
41	CC-13526 12/21/24 Room HS wrestling bus driver	145.21	226 625		
COMFORT INN			CC Accounting: 226- 16-720-3505-582		
42	CC-13526 12/21/24 Fuel HS wrestling Gfalls	57.25	226 625		
COMFORT INN			CC Accounting: 226- 16-720-3500-624		
43	CC-13527 12/10/24 Gas HS cheer Culbertson	21.61	226 625		
AGLAND CO-OP			CC Accounting: 226- 16-720-3500-624		
44	CC-13528 12/07/24 Gas MS wrestling	48.18	126 625		
AGLAND CO-OP			CC Accounting: 126- 50-720-2700-624		
45	CC-13528 12/07/24 Gas MS wrestling	53.00	126 625		
AGLAND CO-OP			CC Accounting: 126- 50-720-2700-624		
46	CC-13528 12/08/24 Meal MS wrestling	144.00	126 625		
STRETCH'S PIZZA			CC Accounting: 126- 50-720-3500-582		
47	CC-13528 12/14/24 Meal MS wrestling	125.12	126 625		
Taco Johns			CC Accounting: 126- 50-720-3500-582		
48	CC-13528 12/20/24 Gas MS wrestling	38.34	126 625		
AGLAND CO-OP			CC Accounting: 126- 50-720-2700-624		
49	CC-13528 12/20/24 Meal MS wrestling	141.50	126 625		
EUGENE'S PIZZA			CC Accounting: 126- 50-720-3500-582		
50	CC-13528 12/20/24 Gas MS wrestling	36.78	126 625		
AGLAND CO-OP			CC Accounting: 126- 50-720-2700-624		
51	CC-13529 12/15/24 One year subscription	298.80	126 625		
TEAM VIEWER US LLC			CC Accounting: 126- 50-141-1000-610		
52	CC-13529 12/27/24 Unity Access 7 upgrade	600.00	126 625		
T.E.S.T.			CC Accounting: 126- 14-141-1000-680		
53	CC-13529 12/27/24 Unity Access 7 upgrade	600.00	126 625		
T.E.S.T.			CC Accounting: 126- 15-141-1000-680		

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Claim Warrant	Vendor #/Name	Amount	Acct./Source/					Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func				
54	CC-13529 12/27/24 Unity Access 7 upgrade	600.00		126 625					
T.E.S.T.			CC Accounting:	126- 50-141-1000-680					
55	CC-13529 12/27/24 Unity Access 7 upgrade	600.00		226 625					
T.E.S.T.			CC Accounting:	226- 16-141-1000-680					
56	CC-13529 01/02/25 Clock Display	894.00		226 625					
T.E.S.T.			CC Accounting:	226- 16-141-1000-610					
57	CC-13530 12/06/24 HS boys bball meal	307.57		226 625					
THE DUCK INN			CC Accounting:	226- 16-720-3504-582					
58	CC-13530 12/07/24 HS boys bball meal	283.75		226 625					
CHIPOTLE			CC Accounting:	226- 16-720-3504-582					
59	CC-13530 12/06/24 HS boys bball meal	313.80		226 625					
PIZZA HUT			CC Accounting:	226- 16-720-3504-582					
60	CC-13530 12/07/24 HS boys bball meal	242.96		226 625					
WENDYS			CC Accounting:	226- 16-720-3504-582					
61	CC-13530 12/12/24 HS boys bball meal	198.58		226 625					
ARBYS			CC Accounting:	226- 16-720-3504-582					
62	CC-13530 12/13/24 HS boys bball meal	149.41		226 625					
FLAMING WOK			CC Accounting:	226- 16-720-3504-582					
63	CC-13530 12/13/24 HS boys bball meal	220.06		226 625					
DOMINOS			CC Accounting:	226- 16-720-3504-582					
64	CC-13530 12/13/24 HS boys bball meal	66.25		226 625					
BOBS PIZZA PLUS			CC Accounting:	226- 16-720-3504-582					
65	CC-13530 12/14/24 HS boys bball meal	284.15		226 625					
CHIPOTLE			CC Accounting:	226- 16-720-3504-582					
66	CC-13530 12/15/24 HS boys bball meal	90.28		226 625					
WESTSIDE RESTAURANT			CC Accounting:	226- 16-720-3504-582					
67	CC-13530 12/15/24 HS boys bball meal	185.27		226 625					
DOMINOS			CC Accounting:	226- 16-720-3504-582					
68	CC-13531 12/08/24 Gas ACTE conf	27.83		215 625					825
CONOCO			CC Accounting:	215- 16-451-1411-582-825					
69	CC-13531 12/08/24 Room ACTE conf	44.84		215 625					825
MISC VENDOR			CC Accounting:	215- 16-451-1411-582-825					
70	CC-13531 12/08/24 Parking fees	45.00		215 625					825
SP PLUS PARKING			CC Accounting:	215- 16-451-1411-582-825					
71	CC-13531 12/08/24 Gas ACTE conf	49.85		215 625					825
AGLAND CO-OP			CC Accounting:	215- 16-451-1411-582-825					
72	CC-13531 12/20/24 Staff lunch	55.50		126 625					
AMERICAN LEGION SUPPER CLUB			CC Accounting:	126- 90-100-2500-610					
73	CC-13532 12/05/24 Office Chair AD	199.99		226 625					
AMAZON			CC Accounting:	226- 16-720-3500-610					
74	CC-13532 12/05/24 Student Incentives	604.74		126 625					
AMAZON			CC Accounting:	126- 14-280-1000-610					
75	CC-13532 12/05/24 4 Closed playground signs	102.60		126 625					
AMAZON			CC Accounting:	126- 90-100-2600-615					

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
76		CC-13532 12/05/24 2 Chain Link Gate Closers	64.00		126 625			
AMAZON				CC Accounting:	126- 90-100-2600-615			
77		CC-13532 12/05/24 4 Gate closers	155.84		126 625			
AMAZON				CC Accounting:	126- 90-100-2600-615			
78		CC-13532 12/06/24 Drill bit set/ sander sleeve	47.58		126 625			
AMAZON				CC Accounting:	126- 14-100-1000-610			
79		CC-13532 12/06/24 Drill bit set/ sander sleeve	47.59		126 625			
AMAZON				CC Accounting:	126- 50-100-1000-610			
80		CC-13532 12/06/24 Drawing paper CREDIT	-14.98		126 625			
AMAZON				CC Accounting:	126- 14-280-1000-610			
81		CC-13532 12/06/24 Prizes Xmas Party	1,402.22		126 625			
WALMART				CC Accounting:	126- 90-100-2300-610			
82		CC-13532 12/06/24 Staff lunch	141.50		126 625			
MISC VENDOR				CC Accounting:	126- 90-100-2500-582			
83		CC-13532 12/06/24 Groceries Board Meeting	63.45		126 625			
CASH WISE				CC Accounting:	126- 90-100-2300-610			
84		CC-13532 12/10/24 AA batteries	98.20		126 625			
AMAZON				CC Accounting:	126- 50-100-1000-610			
85		CC-13532 12/11/24 Black Toner Cartridge	107.58		126 625			
AMAZON				CC Accounting:	126- 50-141-1000-610			
86		CC-13532 12/11/24 Candy Xmas bags	479.15		126 625			
FAMILY DOLLAR				CC Accounting:	126- 90-100-2300-610			
87		CC-13532 12/11/24 Books for MS	81.34		126 625			
AMAZON				CC Accounting:	126- 14-100-2225-640			
88		CC-13532 12/11/24 Books for MS	81.33		126 625			
AMAZON				CC Accounting:	126- 50-100-2225-640			
89		CC-13532 12/11/24 Power cord battery connector	5.69		126 625			
AMAZON				CC Accounting:	126- 15-141-1000-610			
90		CC-13532 12/12/24 30pk wired computer mouse	43.99		126 625			
AMAZON				CC Accounting:	126- 14-100-1000-610			
91		CC-13532 12/13/24 Student incentives	373.12		126 625			
AMAZON				CC Accounting:	126- 14-280-1000-610			
92		CC-13532 12/13/24 3rd classroom supplies	501.15		126 625			
AMAZON				CC Accounting:	126- 15-280-1000-610			
93		CC-13532 12/15/24 1yr renewal	110.00		226 625			
MISC VENDOR				CC Accounting:	226- 16-100-2300-610			
94		CC-13532 12/16/24 Books for MS	17.71		126 625			
AMAZON				CC Accounting:	126- 14-100-2225-640			
95		CC-13532 12/17/24 Mic, mic stand, headphones	164.55		126 625			
AMAZON				CC Accounting:	126- 50-100-1000-610			
96		CC-13532 12/17/24 Student incentives	75.97		126 625			
AMAZON				CC Accounting:	126- 15-280-1000-610			
97		CC-13532 12/18/24 Paper bags xmas	92.88		226 625			
MAIN STREET GROCERY				CC Accounting:	226- 16-100-2300-610			

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POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 1/25

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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
98		CC-13532 12/20/24 Receipt printer Concessions	260.00		226 625			
AMAZON				CC Accounting: 226-	16-720-3500-610			
99		CC-13532 12/20/24 Student incentives	90.40		126 625			
AMAZON				CC Accounting: 126-	14-280-1000-610			
100		CC-13532 12/20/24 Food storage concessions	255.94		226 625			
AMAZON				CC Accounting: 226-	16-720-3500-610			
101		CC-13532 12/21/24 Badge holders	95.89		126 625			
AMAZON				CC Accounting: 126-	15-141-1000-610			
102		CC-13532 12/20/24 Staff Xmas party	2,577.57		126 625			
AMERICAN LEGION SUPPER CLUB				CC Accounting: 126-	90-100-2300-610			
103		CC-13532 12/20/24 Staff Xmas party	2,577.56		226 625			
AMERICAN LEGION SUPPER CLUB				CC Accounting: 226-	16-100-2300-610			
104		CC-13532 12/20/24 AA batteries	18.92		126 625			
AMAZON				CC Accounting: 126-	15-141-1000-610			
105		CC-13532 12/30/24 AA batteries CREDIT	-18.92		126 625			
AMAZON				CC Accounting: 126-	15-141-1000-610			
106		CC-13532 12/31/24 Water filter cartridges	138.83		226 625			
WEBSTAIRANT STORE				CC Accounting: 226-	16-100-1000-660			
107		CC-13532 01/02/25 Water dispenser	179.99		226 625			
AMAZON				CC Accounting: 226-	16-280-1000-610			
108		CC-13532 01/02/25 HS Social studies supplies	157.93		226 625			
AMAZON				CC Accounting: 226-	16-100-1000-610			
109		CC-13532 01/02/25 Gens, folders,glue sticks	79.10		226 625			
AMAZON				CC Accounting: 226-	16-280-1000-610			
110		CC-13533 12/11/24 Supplies Xmas games	70.55		126 625			
FAMILY DOLLAR				CC Accounting: 126-	90-100-2300-610			
111		CC-13533 12/12/24 Gas athletics	80.00		226 625			
AGLAND CO-OP				CC Accounting: 226-	16-720-3500-624			
112		CC-13533 12/13/24 Gas athletics	44.70		226 625			
HOLIDAY STATIONS				CC Accounting: 226-	16-720-3500-624			
113		CC-13533 12/15/24 Gas athletics	50.00		226 625			
MISC VENDOR				CC Accounting: 226-	16-720-3500-624			
114		CC-13533 12/20/24 Gas athletics	80.01		226 625			
AGLAND CO-OP				CC Accounting: 226-	16-720-3500-624			
115		CC-13534 12/05/24 Grocery HS Wrestling	84.92		226 625			
MAIN STREET GROCERY				CC Accounting: 226-	16-720-3505-582			
116		CC-13534 12/07/24 Meal Wrestling Sidney	206.77		226 625			
MC DONALD'S				CC Accounting: 226-	16-720-3505-582			
117		CC-13534 12/07/24 Meal Wrestling Sidney	219.70		226 625			
FOOTERS				CC Accounting: 226-	16-720-3505-582			
118		CC-13534 12/13/24 Gas Wrestling Glasgow	42.98		226 625			
AGLAND CO-OP				CC Accounting: 226-	16-720-3500-624			
119		CC-13534 12/13/24 Meal wrestling Glasgow	202.44		226 625			
SUBWAY				CC Accounting: 226-	16-720-3505-582			



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POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 1/25

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\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
120	CC-13534 12/14/24 Meal wrestling Glasgow	193.75		226 625				
	COTTONWOOD INN & SUITES		CC Accounting: 226-	16-720-3505-582				
121	CC-13534 12/14/24 Meal wrestling Glasgow	102.77		226 625				
	ALBERTSON'S		CC Accounting: 226-	16-720-3505-582				
122	CC-13534 12/19/24 Meal wrestling Great Falls	182.82		226 625				
	SUBWAY		CC Accounting: 226-	16-720-3505-582				
123	CC-13534 12/20/24 Meal wrestling Great Falls	164.76		226 625				
	FUDDRUCKERS		CC Accounting: 226-	16-720-3505-582				
124	CC-13534 12/20/24 Meal wrestling Great Falls	235.21		226 625				
	FUDDRUCKERS		CC Accounting: 226-	16-720-3505-582				
125	CC-13534 12/21/24 Gas wrestling Great Falls	62.59		226 625				
	CONOCO		CC Accounting: 226-	16-720-3500-624				
126	CC-13534 12/21/24 Meal wrestling Great Falls	271.55		226 625				
	CHIPOTLE		CC Accounting: 226-	16-720-3505-582				
127	CC-13534 12/22/24 Rooms wrestling Great Falls	2,071.04		226 625				
	COMFORT INN		CC Accounting: 226-	16-720-3505-582				
128	CC-13534 01/02/25 Gas wrestling Bozeman	38.83		226 625				
	EXXON MOBILE		CC Accounting: 226-	16-720-3500-624				
129	CC-13534 01/02/25 Gas wrestling Bozeman	38.95		226 625				
	Cenex		CC Accounting: 226-	16-720-3500-624				
130	CC-13534 01/02/25 Gas wrestling Bozeman	35.51		226 625				
	EXXON MOBILE		CC Accounting: 226-	16-720-3500-624				
131	CC-13534 01/02/25 Gas wrestling Bozeman	39.25		226 625				
	Cenex		CC Accounting: 226-	16-720-3500-624				
132	CC-13534 01/02/25 Meal Wrestling Bozeman	336.00		226 625				
	MISC VENDOR		CC Accounting: 226-	16-720-3505-582				
133	CC-13535 12/05/24 JH wrestling hospitality roo	51.34		126 625				
	MAIN STREET GROCERY		CC Accounting: 126-	50-720-3500-610				
134	CC-13535 12/05/24 JH wrestling hospitality roo	135.00		126 625				
	BUCKHORN CAFE		CC Accounting: 126-	50-720-3500-610				
135	CC-13535 12/08/24 JH wrestling invite fees	90.00		126 625				
	Trackwrestling.com		CC Accounting: 126-	50-720-3500-610				
136	CC-13535 12/09/24 HS boys bball rooms	2,174.72		226 625				
	HERITAGE INN		CC Accounting: 226-	16-720-3504-582				
137	CC-13535 12/09/24 HS girls bball rooms	2,174.72		226 625				
	HERITAGE INN		CC Accounting: 226-	16-720-3503-582				
138	CC-13535 12/10/24 HS girls bball shorts	74.00		226 625				
	BSN SPORTS		CC Accounting: 226-	16-720-3503-610				
139	CC-13535 12/16/24 Batteries vault HS	8.98		226 625				
	AGLAND CO-OP		CC Accounting: 226-	16-720-3500-610				
140	CC-13535 12/20/24 HS bball hospitality room	66.09		226 625				
	ALBERTSON'S		CC Accounting: 226-	16-720-3500-610				
141	CC-13535 12/21/24 HS bball hospitality room	85.00		226 625				
	FROSTEE'S		CC Accounting: 226-	16-720-3500-610				

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POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 1/25

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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
142		CC-13535 12/21/24 HS bball hospitality room	35.96		226 625			
ALBERTSON'S				CC Accounting: 226-	16-720-3500-610			
143		CC-13535 12/21/24 Subs HS bball hospitality ro	102.00		226 625			
FROSTEE'S				CC Accounting: 226-	16-720-3500-610			
144		CC-13535 12/21/24 HS bball hospitality room	139.75		226 625			
BUCKHORN CAFE				CC Accounting: 226-	16-720-3500-610			
145		CC-13535 12/27/24 Registration MHSA meetings	130.00		226 625			
MONTANA HIGH SCHOOL ASSOC.				CC Accounting: 226-	16-720-3500-810			
146		CC-13536 12/12/24 Attendance pizza party	137.64		126 625			
BUCKHORN CAFE				CC Accounting: 126-	15-100-1000-610			
147		CC-13536 12/17/24 Roku stick	29.99		126 625			
MISC VENDOR				CC Accounting: 126-	15-100-2400-610			
148		CC-13537 12/14/24 Gas lockwood bball tip off	77.06		226 625			
AGLAND CO-OP				CC Accounting: 226-	16-720-3500-624			
149		CC-13537 12/15/24 Gas lockwood bball tip off	73.00		226 625			
CONOCO				CC Accounting: 226-	16-720-3500-624			
150		CC-13537 12/19/24 Supplies staff lunch	15.00		226 625			
FAMILY DOLLAR				CC Accounting: 226-	16-100-1000-610			
151		CC-13538 12/06/24 Donuts HS BLT	34.95		226 625			
REYNOLDS SUPERMARKET				CC Accounting: 226-	16-100-1000-610			
152		CC-13538 12/11/24 BLT Cake	46.99		226 625			
REYNOLDS SUPERMARKET				CC Accounting: 226-	16-100-1000-610			
153		CC-13538 12/19/24 PES first aid/CPR 18	684.00		126 625			
AMERICAN RED CROSS				CC Accounting: 126-	15-100-2210-320			
154		CC-13538 12/19/24 PMS first aid/CPR 4	152.00		126 625			
AMERICAN RED CROSS				CC Accounting: 126-	14-100-2210-320			
155		CC-13538 12/19/24 PMS first aid/CPR 2	76.00		126 625			
AMERICAN RED CROSS				CC Accounting: 126-	50-100-2210-320			
156		CC-13538 12/19/24 PHS first aid/CPR 5	190.00		226 625			
AMERICAN RED CROSS				CC Accounting: 226-	16-100-2210-320			
157		CC-13538 12/20/24 Kitchen CPR 10	300.00		212 625			
AMERICAN RED CROSS				CC Accounting: 212-	90-910-3100-610			
158		CC-13538 12/20/24 Maint. CPR 4	120.00		226 625			
AMERICAN RED CROSS				CC Accounting: 226-	16-100-2600-615			
159		CC-13539 12/07/24 S&D Meal Wolf Point	11.00		226 625			
MISC VENDOR				CC Accounting: 226-	16-720-3500-582			
160		CC-13539 12/14/24 Gas S&D Circle	39.28		226 625			
FARMERS UNION OIL CO.				CC Accounting: 226-	16-720-3500-624			
161		CC-13540 12/19/24 Food drive winner awards	74.90		126 625			
ALBERTSON'S				CC Accounting: 126-	14-100-1000-610			
162		CC-13540 12/19/24 Food drive winner awards	74.90		126 625			
ALBERTSON'S				CC Accounting: 126-	50-100-1000-610			
163		CC-13540 12/20/24 Hot chocolate	97.41		126 625			
ALBERTSON'S				CC Accounting: 126-	50-100-1000-610			

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POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 1/25

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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
164		CC-13541 12/13/24 Bus Driver random testing	120.00		110	625		
CHECKERS INC.				CC Accounting: 110-	15-100-2700-340			
165		CC-13541 12/16/24 Random pool mgmt	257.50		110	625		
WPCI				CC Accounting: 110-	14-100-2700-340			
166		CC-13541 12/18/24 Flights to get new bus	467.97		226	625		
DELTA.COM				CC Accounting: 226-	16-720-2700-582			
167		CC-13541 12/18/24 Flights to get new bus	467.97		226	625		
DELTA.COM				CC Accounting: 226-	16-720-2700-582			
168		CC-13541 12/18/24 Travel insurance	60.84		226	625		
ALLIANZ TRAVEL INSURANCE				CC Accounting: 226-	16-720-2700-582			
169		CC-13541 12/30/24 Fuel 15 passenger	98.68		226	625		
LOVES TRUCK STOP				CC Accounting: 226-	16-720-2700-624			
170		CC-13541 12/30/24 Fuel 15 passenger	124.84		226	625		
MISC VENDOR				CC Accounting: 226-	16-720-2700-624			
171		CC-13541 12/30/24 Room- trip to get 15 pass	184.51		226	625		
MISC VENDOR				CC Accounting: 226-	16-720-2700-582			
172		CC-13541 12/31/24 Fuel 15 passenger	72.67		226	625		
MISC VENDOR				CC Accounting: 226-	16-720-2700-624			
173		CC-13541 12/31/24 Room- trip to get 15 pass	132.00		226	625		
HOLIDAY INN AND SUITES				CC Accounting: 226-	16-720-2700-582			
174		CC-13541 12/30/24 Meal	48.23		226	625		
APPLEBEES				CC Accounting: 226-	16-720-2700-582			
175		CC-13541 12/31/24 Fuel 15 passenger	124.97		226	625		
MISC VENDOR				CC Accounting: 226-	16-720-2700-624			
176		CC-13541 12/31/24 Meal	15.23		226	625		
Taco Johns				CC Accounting: 226-	16-720-2700-582			
177		CC-13541 12/30/24 Bus supplies	105.28		110	625		
WALMART				CC Accounting: 110-	14-100-2700-610			

# of Claims 4 Total: 50,301.60 # of Vendors 4

01/23/25  
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POPLAR SCHOOLS  
Fund Summary for Claims  
For the Accounting Period: 1/25

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Fund/Account	Amount
110 Elementary Transportation Fund	
101	2,516.12
115 Elementary Miscellaneous Programs Fund	
101	2,052.24
126 Elementary Impact Aid Fund	
101	18,635.82
212 High School Food Service Fund	
101	300.00
215 High School Miscellaneous Programs Fund	
101	167.52
226 High School Impact Aid Fund	
101	26,629.90
Total:	50,301.60

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POPLAR SCHOOLS  
Claim Approval Signature Page  
For the Accounting Period: 1 / 25

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

01/29/25  
13:36:09

POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 1/25

Page: 1 of 3  
Report ID: AP100

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
70205		10069 MONTANA DAKOTA UTILITIES	34,412.90					
1		01/26/25 Admin building- Gas	236.13		126 90 100-2600		411	
2		01/26/25 Admin building- Electric	189.50		126 90 100-2600		412	
3		01/26/25 Maint. Shop- Gas	285.69		126 90 100-2600		411	
4		01/26/25 Maint. Shop- Electric	104.02		126 90 100-2600		412	
5		01/26/25 Bus Garage- Gas	360.42		110 15 100-2700		411	
6		01/26/25 Bus Garage- Gas	360.42		110 14 100-2700		411	
7		01/26/25 Bus Garage- Gas	360.41*		110 50 100-2700		411	
8		01/26/25 Bus Garage- Electric	88.22		110 15 100-2700		412	
9		01/26/25 Bus Garage- Electric	88.22		110 14 100-2700		412	
10		01/26/25 Bus Garage- Electric	88.21		110 50 100-2700		412	
11		01/26/25 Middle&Grade School- Gas	7,293.88		126 90 100-2600		411	
12		01/26/25 Middle&Grade School- Electric	9,449.45		126 90 100-2600		412	
13		01/26/25 High School- Gas	6,688.80		226 16 100-2600		411	
14		01/26/25 High School- Electric	4,648.12		226 16 100-2600		412	
15		01/26/25 Football Field- Electric	31.20		226 16 100-2600		412	
16		01/26/25 413 W HWY 2- Gas	145.19		126 90 100-2600		411	
17		01/26/25 413 W HWY 2- Electric	91.72		126 90 100-2600		412	
18		01/26/25 407 4th Ave- Gas/Electric	281.94*		115 100-2620		410	31
19		01/26/25 317 W HWY 2- Gas/Electric	346.42*		115 100-2620		410	31
20		01/26/25 Apt 1A- Gas/Electric	176.59*		115 100-2620		410	31
21		01/26/25 Apt 1B-Gas/Electric	171.11*		115 100-2620		410	31
22		01/26/25 Apt 1C-Gas/Electric	248.36*		115 100-2620		410	31
23		01/26/25 Apt 2A- Gas/Electric	215.44*		115 100-2620		410	31
24		01/26/25 Apt 2B- Gas/Electric	267.35*		115 100-2620		410	31
25		01/26/25 Apt 2C- Gas/Electric	230.80*		115 100-2620		410	31
26		01/26/25 Apt 3A- Gas/Electric	261.08*		115 100-2620		410	31
27		01/26/25 Apt 3B- Gas/Electric	253.30*		115 100-2620		410	31
28		01/26/25 Apt 3C- Gas/Electric	255.06*		115 100-2620		410	31
29		01/26/25 Apt 4A- Gas/Electric	189.98*		115 100-2620		410	31
30		01/26/25 Apt 4B- Gas/Electric	326.94*		115 100-2620		410	31
31		01/26/25 Apt 4C- Gas/ Electric	7.50*		115 100-2620		410	31
32		01/26/25 Apt 5A- Gas/Electric	258.79*		115 100-2620		410	31
33		01/26/25 Apt 5B- Gas/Electric	192.60*		115 100-2620		410	31
34		01/26/25 Apt 5C- Gas/ Electric	220.04*		115 100-2620		410	31
# of Claims		1	Total:	34,412.90	# of Vendors		1	

01/29/25  
13:36:12

POPLAR SCHOOLS  
Fund Summary for Claims  
For the Accounting Period: 1/25

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Report ID: AP110

Fund/Account	Amount
110 Elementary Transportation Fund	
101	1,345.90
115 Elementary Miscellaneous Programs Fund	
101	3,903.30
126 Elementary Impact Aid Fund	
101	17,795.58
226 High School Impact Aid Fund	
101	11,368.12
Total:	34,412.90



01/29/25  
13:36:12

POPLAR SCHOOLS  
Claim Approval Signature Page  
For the Accounting Period: 1 / 25

Page: 3 of 3  
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



## **BUDGET v. ACTUAL INVESTMENT**

**Students First**

02/03/25  
10:58:18

POPLAR SCHOOLS  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 2 / 25

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Report ID: B100F

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
101 Elementary General Fund	0.00	2,213,440.71	4,406,015.08	4,406,015.08	2,192,574.37	50%
110 Elementary Transportation Fund	172.32	196,160.75	480,700.00	480,700.00	284,539.25	41%
111 Elementary Bus Depreciation Fund	0.00	97,132.00	1,146,755.99	1,146,755.99	1,049,623.99	8%
113 Elementary Tuition Fund	0.00	0.00	126.21	126.21	126.21	0%
114 Elementary Retirement Fund	0.00	554,756.94	1,350,000.00	1,350,000.00	795,243.06	41%
115 Elementary Miscellaneous Programs	1,137.45	1,039,037.62	2,710,884.25	2,710,884.25	1,671,846.63	38%
126 Elementary Impact Aid Fund	15,175.58	3,042,588.31	7,901,221.02	7,901,221.02	4,858,632.71	39%
128 Elementary Technology Fund	0.00	15,000.00	30,608.17	30,608.17	15,608.17	49%
129 Elementary Flex Fund	0.00	30,024.82	513,512.88	513,512.88	483,488.06	6%
161 Elementary Building Reserve Fund	0.00	0.00	528,197.50	528,197.50	528,197.50	0%
201 High School General Fund	0.00	1,088,380.55	2,444,374.97	2,444,374.97	1,355,994.42	45%
210 High School Transportation Fund	0.00	43,401.18	195,200.00	195,200.00	151,798.82	22%
211 High School Bus Depreciation Fund	0.00	0.00	656,396.94	656,396.94	656,396.94	0%
212 High School Food Service Fund	69.94	403,299.05	940,311.00	940,311.00	537,011.95	43%
213 High School Tuition Fund	0.00	7,734.10	39,489.32	39,489.32	31,755.22	20%
214 High School Retirement Fund	0.00	209,048.95	753,420.00	753,420.00	544,371.05	28%
215 High School Miscellaneous Programs	0.00	76,577.09	271,512.30	271,512.30	194,935.21	28%
218 High School Traffic Education Fund	0.00	0.00	861.28	861.28	861.28	0%
226 High School Impact Aid Fund	4,245.58	947,577.42	2,702,157.71	2,702,157.71	1,754,580.29	35%
228 High School Technology Fund	0.00	7,500.00	15,093.08	15,093.08	7,593.08	50%
229 High School Flex Fund	0.00	40,295.00	370,722.15	370,722.15	330,427.15	11%
261 High School Building Reserve Fund	0.00	0.00	281,226.57	281,226.57	281,226.57	0%
Grand Total:	20,800.87	10,011,954.49	27,738,786.42	27,738,786.42	17,726,831.93	36%



**Poplar**

School District

## **INVESTMENT REPORT**

**Students First**

January 28, 2025

Betty Romo, County Treasurer

400 2nd Avenue South

Wolf Point, Mt 59201

Please invest with **STIP** **\$16,474,525** as follows:

<b>ELEMENTARY</b>	<b>FUND</b>	<b>PREVIOUS MONTH</b>	<b>DIFFERENCE</b>	<b>CURRENT MONTH</b>
<b>101</b>	GENERAL	\$448,800	-\$448,800	\$0
<b>110</b>	TRANSPORTATION	\$215,000	-\$5,000	\$210,000
<b>111</b>	BUS DEPRECIATION	\$1,055,000	-\$5,000	\$1,050,000
<b>113</b>	TUITION	\$0	\$0	\$0
<b>114</b>	RETIREMENT	\$285,000	\$215,000	\$500,000
<b>115</b>	MISC FUNDS	\$0	\$0	\$0
<b>121</b>	SICK LEAVE	\$22,500	\$10	\$22,510
<b>126</b>	IMPACT AID	\$5,423,950	\$1,971,610	\$7,395,560
<b>128</b>	TECHNOLOGY	\$15,000	\$0	\$15,000
<b>129</b>	FLEX FUND	\$500,000	\$0	\$500,000
<b>160</b>	BUILDING	\$160,000	\$0	\$160,000
<b>161</b>	BUILDING RESERVE	\$450,000	\$0	\$450,000
<b>ELEMENTARY TOTALS</b>		<b>\$8,575,250</b>	<b>\$1,727,820</b>	<b>\$10,303,070</b>
<b>HIGH SCHOOL</b>				
<b>201</b>	GENERAL	\$310,250	-\$175,250	\$135,000
<b>210</b>	TRANSPORTATION	\$133,750	\$4,250	\$138,000
<b>211</b>	BUS DEPRECIATION	\$625,000	\$0	\$625,000
<b>212</b>	HOT LUNCH	\$0	\$0	\$0
<b>213</b>	TUITION	\$0	\$0	\$0
<b>214</b>	RETIREMENT	\$165,000	\$0	\$165,000
<b>215</b>	MISC FUNDS	\$0	\$0	\$0
<b>218</b>	TRAFFIC EDUCATION	\$4,500	\$0	\$4,500
<b>221</b>	SICK LEAVE	\$18,500	\$0	\$18,500
<b>226</b>	IMPACT AID	\$4,523,350	-\$7,895	\$4,515,455
<b>228</b>	TECHNOLOGY	\$0	\$0	\$0
<b>229</b>	FLEX FUND	\$330,000	\$0	\$330,000
<b>260</b>	BUILDING	\$0	\$0	\$0
<b>261</b>	BUILDING RESERVE	\$240,000	\$0	\$240,000
<b>HIGH SCHOOL TOTALS</b>		<b>\$6,350,350</b>	<b>-\$178,895</b>	<b>\$6,171,455</b>
<b>TOTAL INVESTMENTS</b>		<b>\$14,925,600</b>	<b>\$1,548,925</b>	<b>\$16,474,525</b>

Sincerely,

*Judy Linthicum*

Business Manager



**Poplar**

School District

## **HS ACTIVITY FUND**

**Students First**

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02/03/25  
10:11:59

POPLAR SCHOOLS  
Statement of Activity by Account Number for 02/01/25 to 02/28/25

Page: 1 of 4  
Report ID: S100

Account	Opening Balance	Receipts				Invest {+}	Misc.	Misc.	Closing Balance
		Disbursed (-)	in Transit (+)	Deposits (+)	Transfers (+)		Earnings (+)	Charges (-)	
1 HIGH SCHOOL STUDENT COUNCIL	11715.34	0.00	0.00	0.00	0.00		0.00	0.00	11715.34
4 DRAMA	1753.63	0.00	0.00	0.00	0.00		0.00	0.00	1753.63
5 INDUSTRIAL ARTS	1771.62	0.00	0.00	0.00	0.00		0.00	0.00	1771.62
6 ATHLETICS	6157.47	0.00	0.00	0.00	0.00		0.00	0.00	6157.47
7 ANNUAL	2883.11	0.00	0.00	0.00	0.00		0.00	0.00	2883.11
8 7-8 MS STUDENT COUNCIL	148.82	0.00	0.00	0.00	0.00		0.00	0.00	148.82
10 MUSIC	7401.36	0.00	0.00	0.00	0.00		0.00	0.00	7401.36
11 FCCLA	4347.27	0.00	0.00	0.00	0.00		0.00	0.00	4347.27
12 NATIONAL HONOR SOCIETY	1221.85	0.00	0.00	0.00	0.00		0.00	0.00	1221.85
13 PEP CLUB	1908.90	0.00	0.00	0.00	0.00		0.00	0.00	1908.90
15 INDIAN CLUB	299.82	0.00	0.00	0.00	0.00		0.00	0.00	299.82
16 INDEPENDENCE BANK CARD DONATION	32976.50	0.00	0.00	0.00	0.00		0.00	0.00	32976.50
17 DISTRICT MUSIC	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
21 VENDING ACCOUNT	2846.41	0.00	0.00	0.00	0.00		0.00	0.00	2846.41
22 BPA	3421.94	0.00	0.00	0.00	0.00		0.00	0.00	3421.94
23 INTEREST	44.13	0.00	0.00	0.00	0.00		0.00	0.00	44.13
38 MS ART	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
39 MCA MT CAREER ASSOC (JMG)	2731.80	0.00	0.00	0.00	0.00		0.00	0.00	2731.80
48 HISTORY CLUB	6708.36	0.00	0.00	0.00	0.00		0.00	0.00	6708.36
50 CLASS OF 2028	1004.89	0.00	0.00	0.00	0.00		0.00	0.00	1004.89
53 CLASS OF 2021	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
54 CLASS OF 2022	4165.41	0.00	0.00	0.00	0.00		0.00	0.00	4165.41
55 CLASS OF 2023	604.03	0.00	0.00	0.00	0.00		0.00	0.00	604.03
56 CLASS OF 2024	544.96	0.00	0.00	0.00	0.00		0.00	0.00	544.96
57 CLASS OF 2025	9251.91	0.00	0.00	0.00	0.00		0.00	0.00	9251.91
58 CLASS OF 2026	9488.76	0.00	3567.00	0.00	0.00		0.00	0.00	13055.76
59 CLASS OF 2027	3293.66	0.00	0.00	0.00	0.00		0.00	0.00	3293.66
60 MS INDIAN CLUB	4894.07	0.00	0.00	0.00	0.00		0.00	0.00	4894.07
61 FUTURE FARMERS OF AMERICAN	481.78	0.00	0.00	0.00	0.00		0.00	0.00	481.78
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	122067.80		3567.00						125634.80

LaRae Crowley, Chair

Judy Linthicum, School Clerk



**Poplar**

School District

## **REPORTS**

**6.1 Superintendent**

**6.2 Administrators**

**6.3 Directors**

**Students First**



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

### **POPLAR PUBLIC SCHOOLS 9&9B BOARD AGENDA FACT SHEET MEETING DATE: February 10, 2025**

#### **SUMMARY:**

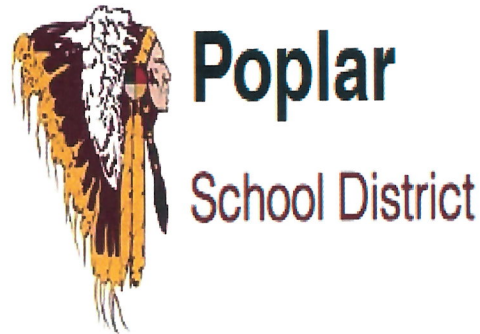
6.1-6.3: Directors', Principals', and the Superintendent's reports to the Board are informational items designed to share progress towards goals being accomplished within each respective area of operation. Monthly reporting is intended to highlight the accomplishments of individual students, classrooms,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

#### **6.1 Superintendent Report**

#### **6.2 Administrators Reports**

#### **6.3 Directors Reports**

## 6.1 Superintendent Board Report



### Superintendent Report for the month of January/February

My goals for the district for this year are surrounded and grounded in the following:

1. Improving student achievement.
2. Creating and fostering a safe and orderly environment that is respectful and very positive.
3. To have more collaboration through our building leadership teams and district leadership teams.
4. Improve communication with parents and community.
5. Any and all discussions need to be students first.

### REPORT

1. As we are all aware we had a student who committed suicide and another previous student who passes away in an accident. Not only do these effect our students but also our staff. Our admin team met and deployed our crisis plan that involved immediate services being available to staff and students.
2. Celebrations:
  - a. Impact aid application was submitted. Good Job Judy and her staff for getting this very important application complete.
  - b. We have been given the green light to oversee the educational component at JDC which includes some supervision of the teacher. More on the action.

- c. We had 14 potential employees interested in their CDL. I am working with Clint and Levi to hold a training session.

3. Concerns:

- a. Student attendance overall for January was 85.45%. We often get peaks and valleys with student attendance. We will monitor this as admin and look for a better percentage in February.
  - b. The national/state landscape for education is a bit uneasy right now. I have nothing super alarming to report on. I think there are things that could be coming down the road but I am not sure what that looks like. I will keep you all updated.
4. Enrollment numbers: Monday February 3, 2025 was our 2<sup>nd</sup> headcount for the year. Our enrollment for that day was 836 students. I included that in the board packet.
5. I will be bringing rehires/non-renewals to the Board of Trustees over the next few months. Ideally all directors/teachers/support staff/staff should be hired in the March Meeting. It gets a bit complicated as we are waiting for health insurance rates to come back so we can negotiate with the PEA and Classified and Janitors.
6. Bullseye walkthroughs for January: Elementary School had 41 walkthroughs; Middle School had 23 walkthroughs. High School had 24 walkthroughs. Great numbers!
7. 1409.5 hours of teacher leave for January. Admin were gone for 97 hours. Principals also reported on this in their reports.
8. Calendar committee is up and running. Lori Smoker has volunteered. I will keep the Board of Trustees updated on the progress.
9. Behind my report are 2 sources of revenue that we recently received that I will briefly talk about: Bus reimbursement and Oil and Gas.
10. Clint sent out one of our cruisers to get remodeled. It is about done and will be back shortly.

**0857 Poplar Public  
Schools District**

Box 458, Poplar, MT 59255

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**Attendance/Membership Report**

Start/End Date: 01/01/2025 - 01/31/2025 School(s): 4 Calendar(s): 4

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

**SUMMARY Total Schools: 4 Total Calendars: 4 AdHoc Filter: All students**

	Student Membership			Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Grade	Count	Days					Days	Avg. Daily	
	05	65	1314	201.93	1112.07	62.57	52.98	163.46	7.82	84.63%
	06	64	1323	151.85	1171.15	63.00	55.73	121.85	5.86	88.52%
	07	65	1339	241.33	1097.67	63.76	52.24	153.91	7.35	81.98%
	08	59	1223	255.06	967.94	58.24	46.07	189.95	9.06	79.14%
	09	67	1333	172.60	1160.40	63.47	55.25	140.64	6.74	87.05%
	10	76	1561	283.88	1277.12	74.33	60.82	252.53	12.02	81.81%
	11	67	1407	248.37	1158.63	67.00	55.19	218.68	10.41	82.35%
	12	55	1127	188.44	938.56	53.67	44.68	167.22	7.98	83.28%
	PK	22	449	53.14	395.86	21.38	18.84	48.52	2.32	88.16%
	KF	46	966	155.57	810.43	46.00	38.58	125.89	5.97	83.90%
	01	46	966	139.14	826.86	46.00	39.37	119.41	5.67	85.60%
	02	66	1359	188.66	1170.34	64.72	55.71	154.92	7.37	86.12%
	03	78	1635	198.97	1436.03	77.86	68.34	137.50	6.58	87.83%
	04	71	1471	238.98	1232.02	70.05	58.71	186.03	8.84	83.75%
<b>Total</b>	<b>14</b>	<b>847</b>	<b>17473</b>	<b>2717.92</b>	<b>14755.08</b>	<b>832.05</b>	<b>702.51</b>	<b>2180.51</b>	<b>103.99</b>	<b>84.45%</b>

**School: Poplar 5-6 School Calendar: 24-25 Poplar 5-6 School AdHoc Filter: All students**

	Student Membership			Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Grade	Count	Days					Days	Avg. Daily	
	05	65	1314	201.93	1112.07	62.57	52.98	163.46	7.82	84.63%
	06	64	1323	151.85	1171.15	63.00	55.73	121.85	5.86	88.52%
<b>Total</b>	<b>2</b>	<b>129</b>	<b>2637</b>	<b>353.78</b>	<b>2283.22</b>	<b>125.57</b>	<b>108.71</b>	<b>285.31</b>	<b>13.68</b>	<b>86.58%</b>

**School: Poplar 7-8 Calendar: 24-25 Poplar 7-8 AdHoc Filter: All students**

	Student Membership			Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Grade	Count	Days					Days	Avg. Daily	
	07	65	1339	241.33	1097.67	63.76	52.24	153.91	7.35	81.98%
	08	59	1223	255.06	967.94	58.24	46.07	189.95	9.06	79.14%
<b>Total</b>	<b>2</b>	<b>124</b>	<b>2562</b>	<b>496.39</b>	<b>2065.61</b>	<b>122.00</b>	<b>98.31</b>	<b>343.86</b>	<b>16.41</b>	<b>80.62%</b>

**School: Poplar High School Calendar: 24-25 Poplar High School AdHoc Filter: All students**

	Student Membership			Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Grade	Count	Days					Days	Avg. Daily	
	09	67	1333	172.60	1160.40	63.47	55.25	140.64	6.74	87.05%
	10	76	1561	283.88	1277.12	74.33	60.82	252.53	12.02	81.81%
	11	67	1407	248.37	1158.63	67.00	55.19	218.68	10.41	82.35%
	12	55	1127	188.44	938.56	53.67	44.68	167.22	7.98	83.28%
<b>Total</b>	<b>4</b>	<b>265</b>	<b>5428</b>	<b>893.29</b>	<b>4534.71</b>	<b>258.47</b>	<b>215.94</b>	<b>779.07</b>	<b>37.15</b>	<b>83.54%</b>

**School: Poplar School Calendar: 24-25 Poplar School AdHoc Filter: All students**

	Student Membership			Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance
	Grade	Count	Days					Days	Avg. Daily	
	PK	22	449	53.14	395.86	21.38	18.84	48.52	2.32	88.16%
	KF	46	966	155.57	810.43	46.00	38.58	125.89	5.97	83.90%
	01	46	966	139.14	826.86	46.00	39.37	119.41	5.67	85.60%
	02	66	1359	188.66	1170.34	64.72	55.71	154.92	7.37	86.12%
	03	78	1635	198.97	1436.03	77.86	68.34	137.50	6.58	87.83%
	04	71	1471	238.98	1232.02	70.05	58.71	186.03	8.84	83.75%
<b>Total</b>	<b>6</b>	<b>329</b>	<b>6846</b>	<b>974.46</b>	<b>5871.54</b>	<b>326.01</b>	<b>279.55</b>	<b>772.27</b>	<b>36.75</b>	<b>85.77%</b>

**0857 Poplar Public  
Schools District**Box 458, Poplar, MT 59255  
Generated on 02/05/2025 11:00:22 AM Page 1 of 1**Student Enrollment Summary Report**

Effective Date: 02/03/2025 Enrollment Types: P, S, N

Total Race/Ethnicities: 5 of 7 Total Schools: 5

Race/Ethnicity Source: Federal Male/Female/Total: 421/415/836

**Student Population by Race/Ethnicity and Grade Level (Male/Female/Total)****District Level - EL**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
All Grades	-	-	-	-	-	-	-	0/0/0

**Poplar 5-6 School**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
05	-	28/30/58	-	-	-	0/2/2	3/0/3	31/32/63
06	0/1/1	35/25/60	-	-	-	1/0/1	-	36/26/62
All Grades	0/1/1	63/55/118	-	-	-	1/2/3	3/0/3	67/58/125

**Poplar 7-8**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
07	2/0/2	30/30/60	-	-	-	-	0/1/1	32/31/63
08	-	33/26/59	-	-	-	-	-	33/26/59
All Grades	2/0/2	63/56/119	-	-	-	-	0/1/1	65/57/122

**Poplar High School**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
09	2/1/3	26/35/61	-	-	-	-	0/1/1	28/37/65
10	-	33/39/72	-	-	-	-	-	33/39/72
11	-	34/31/65	-	-	-	0/1/1	0/1/1	34/33/67
12	0/1/1	25/29/54	-	-	-	-	-	25/30/55
All Grades	2/2/4	118/134/252	-	-	-	0/1/1	0/2/2	120/139/259

**Poplar School**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
01	-	23/22/45	-	-	-	0/1/1	-	23/23/46
02	-	25/37/62	-	-	-	1/1/2	1/0/1	27/38/65
03	-	39/35/74	1/0/1	-	-	0/1/1	2/0/2	42/36/78
04	-	40/28/68	-	-	-	0/1/1	0/1/1	40/30/70
KF	-	20/23/43	-	-	-	0/1/1	1/1/2	21/25/46
PK	-	15/9/24	-	-	-	1/0/1	-	16/9/25
All Grades	-	162/154/316	1/0/1	-	-	2/5/7	4/2/6	169/161/330

**Student Population Excluding White not of Hispanic Origin**

School	Total	Percentage
District Level - EL	0	0
Poplar 5-6 School	122	97.60%
Poplar 7-8	122	100.00%
Poplar High School	258	99.61%
Poplar School	323	97.88%
Total	825	98.68%



TR-6  
Bus Route Reimbursement Claim  
1st Semester 2024-2025

08/21/2024-01/10/2025

NOT SUBMITTED

43 Roosevelt  
0776 Poplar H S

Route #	Miles			VIN	Days		Total
	%	Per Day	Rate		Claimed	Reimbursed	
1	20.00	65.0	1.57	Margaret Mix	50.0	50.0	1,020.50
2	10.00	75.0	1.57	John W. Person	12.0	12.0	141.30
2	10.00	75.0	1.57	Clinton A. Linthicum	70.0	70.0	824.25
2	10.00	75.0	1.57	Levi D. Humphreys	4.0	4.0	47.10
3	35.00	80.0	1.57	Andrew C. Hollom	82.0	82.0	3,604.72
3	35.00	80.0	1.57	Clinton A. Linthicum	7.0	7.0	307.72
4	20.00	75.0	1.57	Jonathon D. Thompson	82.0	82.0	1,931.10
6	50.00	35.0	1.15	Earl M. Price	59.0	59.0	1,187.38
6	50.00	35.0	1.15	CONNIE WITTAK	23.0	23.0	462.88
Total Bus Route Reimbursement							9,526.95

Board Chair

Signature





TR-6  
Bus Route Reimbursement Claim  
1st Semester 2024-2025

08/21/2024-01/10/2025

NOT SUBMITTED

43 Roosevelt  
0775 Poplar Elem

Route #	Miles			Driver	VIN	Days		Total Reimbursement
	%	Per Day	Rate			Claimed	Reimbursed	
1	80.00	65.0	1.57	Margaret Mix	4DRBUC8P0PB159885	50.0	50.0	4,082.00
2	90.00	75.0	1.57	John W. Person	4DRVUC8P9PB159884	12.0	12.0	1,271.70
2	90.00	75.0	1.57	Clinton A. Linthicum	4DRVUC8P9PB159884	70.0	70.0	7,418.25
2	90.00	75.0	1.57	Levi D. Humphreys	4DRVUC8P9PB159884	4.0	4.0	423.90
3	65.00	80.0	1.57	Andrew C. Hollom	1BAKGC8PH5FF307147	82.0	82.0	6,694.48
3	65.00	80.0	1.57	Clinton A. Linthicum	1BAKGC8PH5FF307147	7.0	7.0	571.48
4	80.00	75.0	1.57	Jonathon D. Thompson	4DRBUC8P9PB159884	82.0	82.0	7,724.40
6	50.00	35.0	1.15	Earl M. Price	1BAKFC8PA2CF285576	59.0	59.0	1,187.38
6	50.00	35.0	1.15	CONNIE WITTAK	1BAKFC8PA2CF285576	23.0	23.0	462.88
Total Bus Route Reimbursement								29,836.47

Board Chair

Signature

**Bus Route Reimbursement Claim**  
**1 Semester**

Route #	Elementary		Daily Reimb	Number Days	Percent Reimb	Received		Difference
	Miles per day	Rate						
1	65	1.57	102.05	89	\$ 9,082.45	80 \$ 7,265.96	\$ 4,082.00	\$ 3,183.96
2	75	1.57	117.75	89	\$ 10,479.75	90 \$ 9,431.78	\$ 9,113.85	\$ 317.92
3	80	1.57	125.60	89	\$ 11,178.40	65 \$ 7,265.96	\$ 7,265.96	\$ 0.00
4	75	1.57	117.75	89	\$ 10,479.75	80 \$ 8,383.80	\$ 7,724.40	\$ 659.40
6	35	1.57	54.95	89	\$ 4,890.55	50 \$ 2,445.28	\$ 1,650.26	\$ 795.02
<b>High School</b>						<b>\$ 34,792.77</b>	<b>\$ 29,836.47</b>	<b>\$ 4,956.30</b>
1	65	1.57	102.05	89	\$ 9,082.45	20 \$ 1,816.49	\$ 1,020.50	\$ 795.99
2	75	1.57	117.75	89	\$ 10,479.75	10 \$ 1,047.98	\$ 1,012.65	\$ 35.33
3	80	1.57	125.60	89	\$ 11,178.40	35 \$ 3,912.44	\$ 3,912.44	\$ -
4	75	1.57	117.75	89	\$ 10,479.75	20 \$ 2,095.95	\$ 1,931.10	\$ 164.85
6	35	1.57	54.95	89	\$ 4,890.55	50 \$ 2,445.28	\$ 1,650.26	\$ 795.02
						<b>\$ 11,318.13</b>	<b>\$ 9,526.95</b>	<b>\$ 1,791.18</b>
						<b>Short</b>		<b>\$ 6,747.48</b>



ROOSEVELT COUNTY  
Roosevelt County Treasurer  
400 2nd Avenue South Suite 118  
Wolf Point, MT 59201  
A101 Receipt  
Accounting Period: 1/25

Page: 1  
01/31/25  
07:06:30

Receipt #: A101 48574 Receipt \$: 40,007.79 Oper: dave  
Check #: Check \$ 0.00 Currency \$ 0.00 Coin \$ 0.00  
Receipt From: OPPORTUNITY BANK (DD) MT DOR Posting Date: 01/31/25  
Receipt Desc.: POPLAR OIL & GAS SEVERENCE TAX 3RD QTR END SEPT. 2024

Receipt Type	Receipt \$	Fund	Account	Cash/ Proj.	School	Schl Fund	School Acct	Schl Offset
ELEMSCHOOL	27,568.98	7700	212300	101000	91	101	3460	129
HS SCHOOL	12,438.81	7701	212300	101000	92	201	3460	229

## **6.2 Administrator Reports**

**Elementary Principal-John Wetsit**

**Middle School Principal-Morgan Norgaard**

**High School Principal-Frank Gourneau**

**SPED-Patti Black**

# *Poplar School District*

*PO Box 458, Poplar, Montana 59255*

**Superintendent**

Keith Erickson  
Phone: (406) 768-6602

**K-4 Principal**

John Wetsit  
Phone: (406) 768-6631

**5-8 Principal**

Morgan Norgaard  
Phone: (406) 768-6731

**9-12 Principal**

Frank Gourneau  
Phone: (406) 768-6831

**SPED Director**

Patti Black  
Phone: (406) 768-6812

**K-4 Associate Principal**

Greg Gourneau  
Phone: (406) 768-6634

**5-8 Associate School Principal**

Lewis Reese  
Phone: (406) 768-6735

**9-12 Associate Principal**

Coy Weeks  
Phone: (406) 768-6818

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

**Feb. 4<sup>th</sup>, 2025**

**Teacher parent Contacts: 365**

**Teacher Leave: 477.5 Hours**

**Admin Walk Throughs: 38 Walk Throughs**

**Currently:**

Currently in the Poplar Elementary School we are wrapping up our Winter MAP Benchmark Assessments. Teacher Evaluations will be completed on Feb. 7<sup>th</sup>, with all Non-Tenured Teachers evaluated twice and Tenured teachers evaluated once. We also had a Kindergarten student, Brantley Lafromboise, star as the Rookie Weatherman on KRTV on February 1<sup>st</sup>. Great Job Brantley!!

**Events:**

**Parent Teacher Conferences: Feb. 18<sup>th</sup> 12:00 – 6:00**

**Family Game Night: Feb 26<sup>th</sup> 4:30 – 6:30**

**Tom Granbois February Fitness Challenge: 26 staff have signed up to participate with tow levels of goals:**

**Goal 1: 2,470,000 steps (5,000 Average Daily per staff)**

**Goal 2: 4,940,000 steps (10,000 Average Daily per staff)**

**John Wetsit**

**Elementary Principal**

Quality Teachers – Quality Students

## February Board Report

### **Enrollment**

256 Students enrolled  
Up 4 students from last month.

### **Attendance**

83.77% attendance for grades 5-8.

### **Middle School Positions still available**

5-8 Middle School Counselor

### **Teacher Leave for November**

445 hours

### **Formal teacher Evaluations Completed**

32

### **Walkthrough's Completed on the year**

102

### **Number of Students who are enrolled in Homebound**

7

### **Parent Contacts**

181 parent contacts

6<sup>th</sup> grade also sends out a monthly newsletter letting families know all the happenings in the classroom. That would add another 64 contacts.

### **Middle School News:**

- Most of our Winter MAP tests have been completed. We are seeing some great growth amongst all of our grade levels.
- The second window of MAST began on January 14th and will go through the 21<sup>st</sup> of February.
- We have started back up our Indian Club and have been traveling to other towns across the Fort Peck area competing in Moccasin games.
- We have started a JMG group in the Middle School as well.
- Since our stint on Great Falls KRTV the BUP has been working on showcasing local talent in the district. We filmed around 25 people/ groups singing traditional songs. 22 of those videos have been uploaded to the BUP YouTube page.

## February Board Report

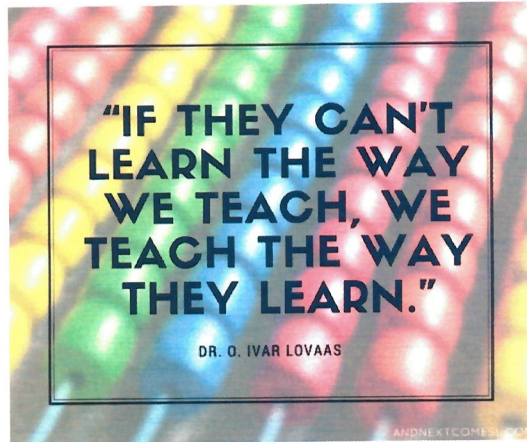
- We are currently working on spotlighting Ms. Wittaks JMG class and will be making a video about that. Also, we have filmed and are now producing a short video that will outline the importance of the flag song to the Dakota/Nakota people and sharing a traditional story about WW2 natives coming home from war over the Pacific.
- We are tentatively scheduled to go to Great Falls to see a real studio and how it operates.

# **HIGH SCHOOL PRINCIPAL REPORT**

## **February Board Meeting**

### **Principal Report**

- Current Student Enrollment: 258 students
- Open positions: Counselor (1), ALC (1)
- JDC
  - Continuing to work with JDC to educate the individuals incarcerated (7 total but some others maybe at treatment facilities)
  - Current plans are coming together to get more involved in the education of the students in JDC
  - I, Keith, and Lewis Matthews will be having a meeting to further discuss the plans for moving forward
- Acellus (below are the number of students currently working on acellus for credit recovery/homebound/etc.)
  - Seniors: 19
  - Juniors: 25
  - Sophomores: 8
  - Freshman: 4
    - 56 total
- Total parent contacts for the month of January: 210
- Walkthroughs for High School in January: 23
- Walkthroughs for the High School for the school year: 117
- Teacher Leave for January:
  - 482 hours



## **Special Education Board Report, February 10**

- SPED certified staff observations are complete
- We as a District need to make sure all areas of school are handicap accessible.
- We are continuing to test students from referrals to see if they qualify for SPED. We will be assessing 7-3/4-year-olds from Head Start who may qualify for SPED due to assessments by Head Start Staff.
- IEP Progress Reports have been completed for each child who has an IEP, and they are being sent home.

### **Poplar Middle School SPED News**

- Two students have been exited from SPED due to their academic success and evaluation report
- The kids have increased their reading and writing ability overall. The kids are getting less reactive to each other. We have been working on positive conflict resolution. Some kids calm each other down in a positive way when they see someone getting upset. They are being more supportive of each other.
- Great news from the NWEA Winter Report! Many of our middle schoolers have improved their scores since the last test, showing just how hard they've been working. Even those who stayed steady should be proud—that's an achievement too! We're seeing awesome progress in reading and math, and it's exciting to watch our students grow. With their effort and the support of our amazing teachers and staff, they're making great strides.
- Overall, students' performance has shown significant improvement in core subjects, particularly in Math, Reading, and Written Expression. Additionally, there has been a noticeable increase in grades across other subjects, including Science, Social Studies, and electives. The number of students meeting their individual academic goals and demonstrating progress has also risen. However, challenges remain, especially for students in specific areas, where continued support and assistance are still needed.

### **6.3 Directors Reports**

**Food Service-Mary Plante**

**Maintenance-Mike Gorder**

**Transportation-Clint Linthicum**

**Jake Riediger-Technology**

**Athletic Director-Brock Copenhaver**



February 4, 2025

## January Kitchen Report 2025

Well, another month has passed. Only, 4 months left of this school year. Time is flying by again.

We have been short-handed in the last few weeks because of illnesses but we are getting it done. I am proud of the staff that have been here every day and on time for stepping up and fulling the extra duties.

For the Month of January, we had 22 days, and we served:

Pre-k – 4 <sup>th</sup> grade	Breakfast: 3,959	Lunch: 5,729	
5 <sup>th</sup> & 6 <sup>th</sup> grade	Breakfast: 1,521	Lunch: 2,198	
7 <sup>th</sup> & 8 <sup>th</sup> grade	Breakfast: 1,346	Lunch: 2,151	
9 <sup>th</sup> – 12 <sup>th</sup> grade	Breakfast: 3,862	Lunch: 2,072	
Totals served:	Breakfast: 10,688	Lunch: 12,150	Students
Adults served:		Lunch: 1,198	

On our FFVP (Fresh Fruit & Vegetable Program) we 4 days for both the k- 4<sup>th</sup> grade and 5<sup>th</sup> & 6<sup>th</sup> grades.

k-4th grade we claimed: \$895.40

5<sup>th</sup> & 6<sup>th</sup> grade we claimed: \$492.96

Total claimed: \$1388.36

I will begin purchases more days per month. We can get at least 8 days for purchase per month. We have a lot to spend but we can also use it in August and September of the next school year. The program runs from October through September.

The dish room machines need to be serviced. Talked to Mike about this already so he is aware of the problem.

Also, we are going to need a new electric meat slicer, ours is breaking down. Also, the stand mixers need to be serviced.

Two of our braziers need some work done on them, we have them rigged up.

These items are old and well used. We prepare a lot of meals each year. But all in all, the month went well.

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**Report**

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**From** Mike Gorder <Mike.Gorder@poplarschools.com>

**Date** Wed 2/5/2025 9:15 AM

**To** Keith Erickson <Keith.Erickson@poplarschools.com>; Jessie Murray <Jessie.Murray@poplarschools.com>

## Maintenance Report

February 2025

February starting out with snow and cold, boilers are working well

keeping the ranger busy With snow removal the bobcat is down but should have it going this week

Having some problems with sidewalk heat at the middle school but we are working thru it

Talking with Hi-Tech electric on adding exterior lighting around the school and light up the playground

And replacing 2 heating units in the 3rd and 4th grade wing this spring

The kitchen dishwasher chemical system is not working Quad K is going to replace it

Hobart from Billings is going to be here the week of the 17th to look at the pulper in the kitchen

Donny is keeping up with housing no major issues

Thank you

Mike

## Clint Linthicum Transportation Report

Everything has been running smoothly with all of the drivers including activities

We have four buses that can be considered for sale

I have talked with the mechanics about the MCI bus, things are going pretty good, No completion time as of yet

# *Poplar School District*

*PO Box 458, Poplar, Montana 59255*

**Superintendent**

**Phone: 406-768-6600**

**Fax: 406-768-6800**

**High School Principal**

**Phone: 406-768-6830**

*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.*

**Elementary Principal**

**Phone: 406-768-6630**

**Middle School Principal**

**Phone: 406-768-6730**

## Technology Report

Tech department responded to approximately 166 tasks in January

Pushed out updates for chromebook software and testing software

Replaced 1 chromebook for the month due to wear and aging, chromebook was 5 years old. Using classroom carts extends the lifespan of Chromebooks compared to checking them out individually drastically.

Working with a couple teachers that want to help with training on google classroom and infinite campus among other topics for February and March

With the help of Keith and maintenance, the interactive TV in the HS foyer was put up. Students, staff and community members during home games really seem to enjoy going through the yearbooks.

Jake Riediger

Technology Director

## **ATHLETIC DIRECTOR REPORT**

### **FEBRUARY 10<sup>TH</sup> BOARD MEETING**

- Current Openings as of 2/5/2025 when completing the report and pending recommendations to the board.
  - **Middle School**
    - Track and Field (3)  
\*\* 1 recommended for hire. Will continue to advertise the 2 other positions, but if we get no applicants Coy Weeks & Morgan Norgaard will step in to help coach.
  - **High School**
    - Pep Club Advisor (1)
    - Assistant Track and Field Coach (2)  
\*\* 2 Applicants total both recommended for hire
    - Head Tennis Coach (1)  
\*\* 1 applicant recommended for hire
    - Weightlifting Coach Spring (1)  
\*\* 1 applicant recommended for hire
  - **MHSA Annual AD Meetings were held January 19<sup>th</sup>-20<sup>th</sup>- Billings, MT (See Attached Letters)**
    - Northern B-Vote passed to hold a Northern B Stacked Divisional Basketball Tournament starting next year.
    - 2025-2026- Shelby, MT
    - 2026-2027- Glasgow, MT
    - Stacked Divisional Committee- Poplar, Shelby, Rocky Boy, Fairview
    - 1 Proposal was voted down, Rest Passed- Transfer Proposal 50 Mile Radius
  - **Activities**
    - Roseanne Youpee 4<sup>th</sup> in SPOI at Speech and Drama Divisionals and moved on to state January 31-February 1, 2025.
    - Wrestling will be competing at B/C Divisionals @ Huntley Project February 7-8, 2025.
    - Wrestling will be competing at All State Class Wrestling @ Billings Metra February 13-15, 2025.
    - Basketball Senior Night & Star Quilt will be 3:45-4:00 pm vs Fairview on February 8, 2025.
    - Basketball 2B Districts February 19-22 @ Glasgow
    - Basketball Northern B Girls February 27-March 1 @ Malta
    - Basketball Northern B Boys March 6-8 @ Cut Bank

Brock Copenhaver

Career Pathways/Athletic Director







# MONTANA HIGH SCHOOL ASSOCIATION

PROMOTING SUCCESS ON THE COURT, ON THE FIELD, ON STAGE  
AND EVERYWHERE ELSE UNDER THE BIG SKY SINCE 1921.

January 24, 2025

**TO: MHSA MEMBER SCHOOLS**

**FROM: BRIAN MICHELOTTI, EXECUTIVE DIRECTOR**

**RE: MHSA JANUARY EXECUTIVE BOARD ACTION**

On Saturday, January 18th, and again on Monday, January 20th, the MHSA Executive Board conducted its regularly scheduled meeting. The following is a synopsis of the major items and items that are being sent to member schools for a two-week notice period. These changes will be effective for 2025-26 (unless noted):

- The Executive Board reviewed fall sports postseason financial reports.
- Eight-Player and Six-Player Football Placement – [Click here for the approved 8-player and Six-Player alignments](#)
- Class C District Basketball, Track & Field and Volleyball Alignment – North, South, East and West  
Click on the following for 2025-26 alignments for [Basketball](#), [Volleyball](#) and [Track & Field](#)
- The Executive Board approved the following language for teams that opt down a classification during the football reclassification - Schools that opt down will play a full conference schedule and all games played in the conference will count toward the overall conference standings. [Click here for the football timeline.](#)
- In the football postseason complimentary pass section in the handbook, coaches were removed from the option for tickets at postseason football contests. Coaches enter through the team gate and do not need to be included in these passes.
- Sportsmanship Clinic Requirement revision - Member schools are required to have an onsite administrator and/or athletic/activities director who have viewed the in-service **NFHS Sportsmanship clinic**. Onsite personnel are required to complete a renewal every five years.
- The MHSA approved the following policy change regarding practice in individual sports.  
All participants in MHSA individual sports (Cross Country, Golf, Swimming, Tennis and Track and Field) will be allowed to practice with either gender during MHSA Practices.

For wrestling, if a school district adopts a policy addressing circumstances under which a female wrestler may practice with or prepare for meets with participants on the boys' team, the girls will be allowed to wrestle boys from the same school in practice and warm-ups. The policy must be aligned with an objective of providing equitable opportunities for participation that assure safety of and meet the interests and abilities of the underrepresented sex in any extracurricular activity. Schools must use the following criteria in allowing this option:

A parent of any participant must be allowed to opt their child out of any practice or preparation for an extracurricular activity with participants of the opposite sex.

- The Montana Officials Association - The following financial changes were approved:
  - Football - For the Class AA Semi-Final and Championship football games, officiating crews will have the option to utilize a 5-person mechanic (with alternate) or 7-person mechanic with no alternate.
  - Football and Soccer - Postseason Mileage: For postseason soccer and football, the policy for travel will revert back to one driver round trip mileage rather than the current policy of one-way mileage for everyone. This is pending MHSA Executive Board approval.
  - MOA - Outside Pool Location Mileage: Action Item If more than one official is assigned the same contest in the pool city and lives in the same city or along the normal travel route, only one official will be paid round trip drivers and per diem. The other official(s) will be paid round trip per diem from their zip to the pool city zip. Pending Pool Approval
  - MOA - Fee Increase: Action Item Beginning in 2025-26 a fee increases of \$5.00 for the first sport, \$2.00 for additional sport will be implemented to cover the cost of a background check in the future.
  - Background Checks: Action Item All officials will have background checks through Peoples Trail for the year 2025-2026. Thereafter only new officials, officials with 5-year breaks or out of state transfer officials will be required to have the background check.

**Final action was taken on the following items from their November meeting after two-week notice:**

- 1) Plentywood High School from Class C to Class B
- 2) Fort Benton High School from Class C to Class B
- 3) Superior High School from Class B to Class C
- 4) Park City High School will be reclassified from Class B to Class C

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

- 1) The Board has approved the relocation of the MHSA office to a new site in Helena. This building will enable MHSA staff to host board and membership meetings in a central business district, ensuring ADA compliance and incorporating advanced technology. It will provide a dedicated space for staff to serve our membership effectively for many years to come.
- 2) The Board approved the baseball conferences for the 2025 baseball season. [Click here for the 2025 MHSA Baseball Conferences](#)
- 3) The Board approved moving the 6C District Basketball Tournament to a new date. The new dates will be February 27-March 1, 2025.
- 4) The Board approved Class B Golf qualifying criteria to revert to the same number of qualifying players and teams as last year. The change will be that in addition to the top four (4) teams that qualify, the top fifteen participants with the lowest score will also qualify.
- 5) The Board approved the following change to our Awards rule for Class C Girls Divisional Wrestling Awards: a Trophy will be awarded to the first, second, and third place teams as per General Rules for Awards (6).
- 6) The Board approved a change to the procedures for Football Realignment. Football divisions impacted by the reclassification rubric can present their conference alignment (if needed) at the Executive Board meeting on Saturday of the January meeting. Any schools that wish to appeal their conference alignment can appeal at the January meeting.



- 7) The Board approved a change to the 8-Player Football Playoff Financial Arrangements. Host sites will be allowed to retain up to \$1500 in itemized costs for postseason games.

**Other items for your information - MHSA Annual Meeting**

**Proposals Approved**

The 2025 Annual Meeting was conducted in Billings on January 20, 2025. The proposals approved by the membership to take effect in 2025-26 were:

MHSA Eligibility By-Laws were amended to remove the following language from the 8<sup>th</sup> grade participation requirements - Committed to a contest at the high school level, the eighth grade student may not also participate in that same sport at a level under high school concurrently. Beginning next year, 8<sup>th</sup> graders will be allowed to participate at the same time in both middle school and high school contests in the same sport.

MHSA Eligibility By-Laws were amended to allow a revision to the MHSA Awards rule. [Click here to view the new MHSA Awards Rule](#)

MHSA Eligibility By-Laws were amended to allow a revision to the MHSA Amateur Rule. This change allows a student athlete to profit from his Name, Image and Likeness (NIL). [Click here to view the new Amateur Rule.](#)

The MHSA Eligibility By-Laws were amended to add a 3-game suspension to each spectator who is ejected from a contest in the future. [Click here for the new MHSA Spectator Ejection Rule.](#)

The MHSA Eligibility By-Laws have been amended to require MHSA participants to undergo a Pre-Participation Physical Exam every two years, replacing the previous policy that mandated an annual exam. This change aims to encourage more comprehensive evaluations by licensed healthcare providers, allowing for a more thorough assessment of participants' health over an extended period.

**Awards**

The following awards were presented at the 2025 Annual Meeting:

**MHSA AIM Higher Contributor**

Joe Studiner & Cathy Cullen-Kuhr – Hampton Inn

**AIM Higher Award**

Whitehall High School

**NFHS State Music Award**

Dohn Ratliff – Hardin

**NFHS State Speech and Drama Award**

Liz Schwartz – Laurel

**NFHS Section 8 Award – Theater**

Becky Nay – Huntley Project

**Mildred Adams Award**

Todd Bailey, Lavina

Darrel Neese, Miles City  
Scott Smart, Great Falls

*MHSA Heart of the Arts Award*  
Jennifer Kirby – Florence-Carlton

*MHSA Spirit of Sport Award*  
Mason Garey, Glacier High School

*MHSA Service Citations*  
Luke Kloker, Fairview  
Jim Hawbaker, Billings Central  
Shawn Holmes, Seeley-Swan  
Ron Osborne, Columbus  
John Polich, Miles City  
Mike Ryan, Billings Central

*James C. Haugen Meritorious Service Award*  
Mark Wahl, Billings

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

2025-26 MHSA Class AA Football Alignment			
Eastern Division		Western Division	
1	Belgrade	Butte	
2	Billings Senior	Flathead (Kalispell)	
3	Billings Skyview	Glacier (Kalispell)	
4	Billings West	Helena	
5	Bozeman	Helena Capital	
6	Gallatin (Bozeman)	Missoula Big Sky	
7	Great Falls	Missoula Heligate	
8	Great Falls CMR	Missoula Sentinel	

2025-26 MHSA Class A Football Alignment			
Central		Southwest	Northwest
1	Billings Central	Beaverhead Co. (Dillon)	Bigfork
2	Custer Co. (Miles City)	Butte Central	Columbia Falls
3	Dawson Co. (Glendive)	Corvallis	Libby
4	*Hardin/Lodge Grass	Frenchtown	Polson
5	Lockwood (Billings)	Hamilton	Ronan
6	Sidney	Stevensville	Whitefish

2025-26 MHSA Class B Football Alignment			
North		South	West
1	Baker	Broadwater (Townsend)	Anaconda
2	Colstrip	Columbus	Florence-Carlton
3	Huntley Project (Wornden)	Jefferson (Boulder)	Lincoln Co. (Eureka)
4	Joliet	Manhattan	Loyola Sacred Heart (Missoula)
5	*Red Lodge / Belfry / Roberts	Sweet Grass Co. (Big Timber)	Powell County (Deer Lodge)
6	Roundup	Three Forks	Thompson Falls
7	Shepherd	*Whitehall / Harrison/Willow Creek	

2025-26 MHSA 8 Player Football Alignment			
North		South	West
1	Carter Co. (Ekalaka)	*Drummond / Granite (Phillipsburg)	Arlee
2	Circle	Ennis	Charlo
3	Culbertson	*Harlowton-Ryegate	Darby
4	Fairview	Lame Deer	Plains
5	Forsyth	Lone Peak (Big Sky)	Saint Ignatius
6	Plentywood	Manhattan Christian	Seeley-Swan
7	Poplar	Park City	*St. Regis/Mullan
8	*Scobey / Opheim	St. Labre (Ashland)	Superior
9	*Westby/Grenora	Sheridan	Troy
10	Wibaux	Twin Bridges	Valley Christian
11			Victor

2025-26 MHSA Class C - 6 Player Football Alignment			
North		South	Northwest
1	Bainville	*Broadview / Lavina	Alberton
2	Brockton	*Custer / Hysham / Melstone	Heart Butte
3	*Froid / Medicine Lake	*Denton/Stanford/Geyer/Geraldine	Hot Springs
4	Garfield Co. (Jordan)	Hobson/Moore	Lincoln
5	*Lambert / Richey	Plenty Coups	Noxon
6	Plevna	*Roy / Winifred	Power-Dutton-Brady
7	Powder River Co. (Broadus)	*Winnett/Grass Range	Valier
8	Savage		
9	Terry		

\*Cooperative Sponsorship



## **DISCUSSION AGENDA**

**Students First**

**Agenda Number 7 Discussion Agenda  
POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: February 10, 2025**

**SUMMARY:**

**7.1: Principals and myself have been working on our accreditation for 24/25. It is new a platform. Information included in the packet.**

**7.2: CDL Survey: I sent out a survey to all staff on who might be interested in getting their bus driving endorsement. We had 14 inquiries. Clint and myself will be meeting with Levi Humphreys next week to plan next steps.**

**7.3 Hudl Presentation: Bosh and Brock will give a brief presentation on Hudl.**

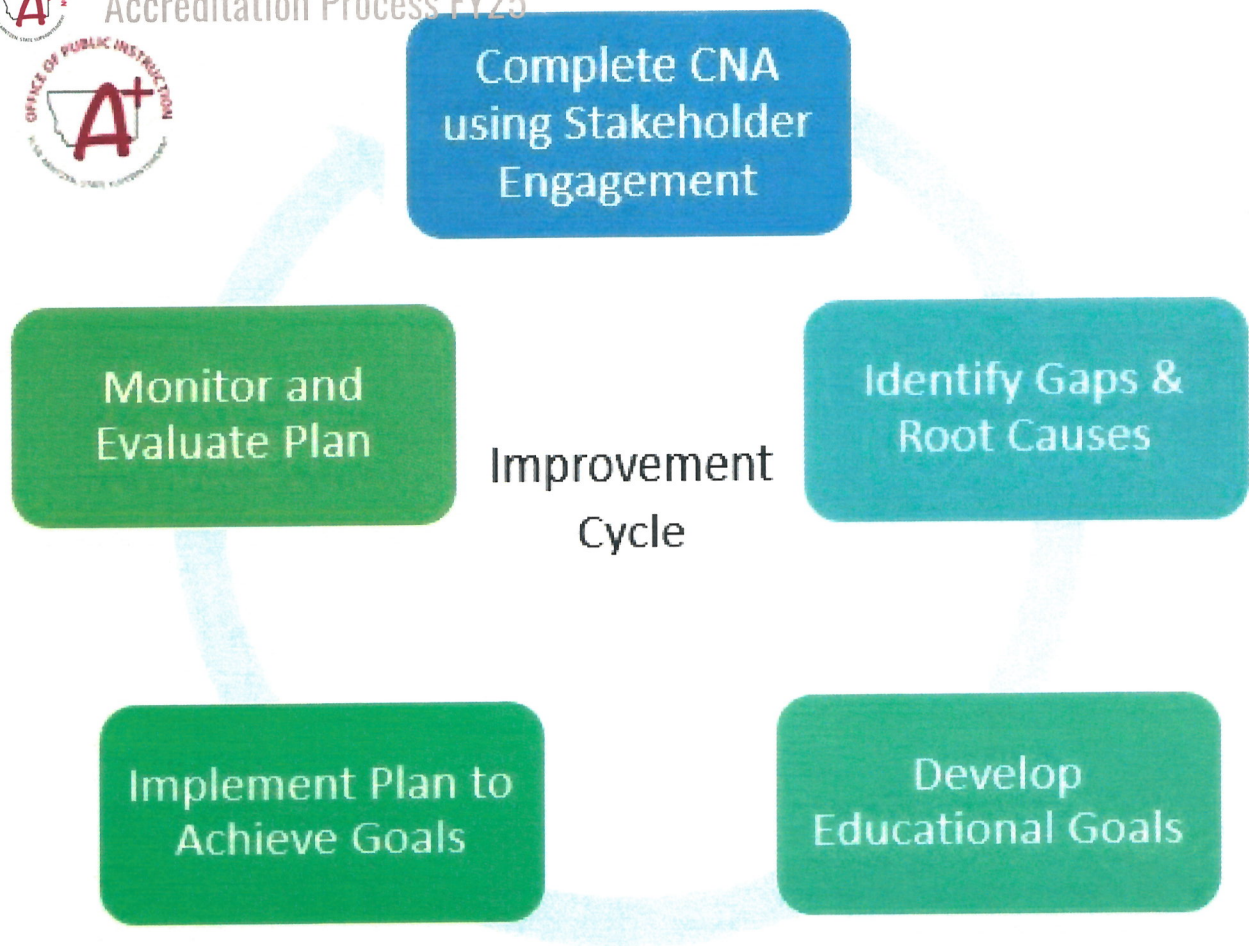


# ACCREDITATION PROCESS 2024-2025

**ARM 10.55.601**







## Where to Start?

1. Comprehensive Needs Assessment
2. Analyze CNA Results/Find Root Causes
3. Create SMART GOALS (Specific, Measurable, Attainable, Relevant, Time-Bound)
4. Create Action Plans
5. Gather Current Student Performance Information
6. Start Graduate Profile

### **Continually Collect Throughout Year - Recommend to start ASAP**

1. Indian Education for All programming
2. Family and Community Engagement

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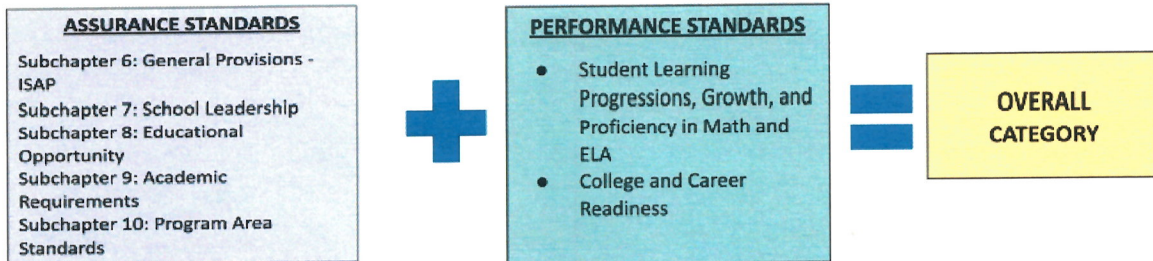
# ACCREDITATION STATUS CRITERIA REFERENCE GUIDE FY2025





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## Proposed FY2025 - Accreditation Status Criteria Reference Guide



Final Accreditation Status Determination (ARM 10.55.605)		
<i>if Assurance Standards</i>	<i>and Student Performance Standards</i>	<i>then Final Accreditation Status</i>
Regular	Regular	<b>Regular</b>
Regular	Regular MD	<b>Regular</b>
Regular MD	Regular	<b>Regular</b>
Regular MD	Regular MD	<b>Regular with Minor Deviation</b>
Regular with Minor Deviation for three consecutive years		<b>Advice</b>
Advice in either Assurance or Student Performance Standards		<b>Advice</b>
Advice Status for two consecutive years		<b>Deficiency</b>
Deficiency in either Assurance or Student Performance Standards		<b>Deficiency</b>
Deficiency Status for two consecutive years		<b>Intensive Assistance</b>

## Overview of 2023-2024 Process

Do not re-submit areas unless seeking an improvement or required by a corrective plan in the previously scored sections, A-K. Assurance Rubric C will not be rescored for the 2024-2025 accreditation process.

2023-2024 Assurances - Part 1		
Standard	ARM	Value
A. Integrated Strategic Action Plan - Process (CNA)	<a href="#">10.55.601(3)</a>	4
B. Integrated Strategic Action Plan - Content (Goals)	<a href="#">10.55.601</a>	4
C. Integrated Strategic Action Plan - Content (Graduate Profile)	<a href="#">10.55.601</a>	4
D. District Assurances	<a href="#">10.55.603</a> , <a href="#">10.55.701</a> , <a href="#">10.55.706</a> , <a href="#">10.55.714</a> , <a href="#">10.55.716</a> , <a href="#">10.55.717</a> , <a href="#">10.55.718</a> , <a href="#">10.55.719</a> , <a href="#">10.55.720</a> , <a href="#">10.55.721</a> , <a href="#">10.55.723</a> , <a href="#">10.55.724</a> , <a href="#">10.55.801</a> , <a href="#">10.55.802</a> , <a href="#">10.55.803</a> , <a href="#">10.55.804</a> , <a href="#">10.55.805</a> , <a href="#">10.55.806</a> , <a href="#">10.55.905</a> , <a href="#">10.55.906</a> , <a href="#">10.55.908</a> , <a href="#">10.55.910</a> , <a href="#">10.55.911</a> , <a href="#">10.55.1001</a> , <a href="#">10.55.1003</a>	8
E. Assignment and Licensure of Staff	<a href="#">10.55.702</a> , <a href="#">10.55.703</a> , <a href="#">10.55.704</a> , <a href="#">10.55.705</a> , <a href="#">10.55.707</a> , <a href="#">10.55.708</a> , <a href="#">10.55.709</a> , <a href="#">10.55.710</a> , <a href="#">10.55.716</a>	4
F. Teacher Load and Class Size	<a href="#">10.55.712</a> , <a href="#">10.55.713</a>	4
G. Professional Development Schedule	<a href="#">10.55.714</a>	4
H. Family and Community Engagement	<a href="#">10.55.722</a>	4
I. Basic Education Program Offerings (High School and Middle School only)	<a href="#">10.55.902</a> , <a href="#">10.55.904</a>	4
J. Indian Education for All	<a href="#">10.55.901</a> , <a href="#">10.55.902</a> , <a href="#">10.55.904</a>	4
K. Indian Education for All	<a href="#">10.55.901</a> , <a href="#">10.55.902</a> , <a href="#">10.55.904</a>	4

## Overview of 2024-2025 Process

Submissions for 2024-2025

2024-2025 Assurances - Part 2		
Standard	ARM	Value
L. Integrated Strategic Action Plan - Graduate Profile	<a href="#">10.55.601(4a))</a>	4
M. Proficiency-Based Learning Model - Curriculum	<a href="#">10.55.603(1, 4c, d)</a>	4
N. Proficiency-Based Learning Model - Assessment	<a href="#">10.55.603(5)</a>	4
O. Educator Effectiveness - Professional Development Plan	<a href="#">10.55.714(1&amp;3)</a>	4
P. Educator Effectiveness - Mentorship & Induction	<a href="#">10.55.723</a>	4
Q. Educator Effectiveness - Evaluation	<a href="#">10.55.724(1&amp;2)</a>	4
R. Educational Opportunity - School Climate	<a href="#">10.55.801</a>	4

The Assurance Standards scores will be tabulated using the 2023-2024 Assurance scores (Part 1) plus the 2024-2025 Assurance scores (Part 2). Improvements to the 2023-2024 scores can be made by re-submitting the individual areas the district chooses for improvement or required by a corrective plan. Please do not resubmit the entire 2023-2024 process documents. Assurance Rubric C will not be rescored for the 2024-2025 accreditation process.



## Scoring Guide

Assurance Rubric Scoring - Areas A-K - Part 1			
	Elementary School	Middle School	High School
Regular	34-44	37-48	37-48
Regular MD	23-33	25-36	25-36
Advice	12-22	13-24	13-24
Deficiency	1-11	1-12	1-12



Assurance Rubric Scoring - Areas L-R - Part 2			
	Elementary School	Middle School	High School
Regular	22-28	22-28	22-28
Regular MD	15-21	15-21	15-21
Advice	8-14	8-14	8-14
Deficiency	1-7	1-7	1-7



Assurance Rubric Scoring- Areas A-R - Combined			
	Elementary School	Middle School	High School
Regular	55-72	58-76	58-76
Regular MD	37-54	39-57	39-57
Advice	19-36	20-38	20-38
Deficiency	1-18	1-19	1-19

Student Performance Rubric Scoring - Areas A-C - Part 1		
	Elementary/Middle School Score	High School
Regular	7-8	4
Regular MD	5-6	3
Advice	3-4	2
Deficiency	1-2	1

## Evaluating Assurance Standards - Part 2

Standard: General Provisions – Integrated Strategic Action Plan				
L. Integrated Strategic Action Plan - Graduate Profile	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<b>Guiding Question:</b> Does the district have evidence of a completed publicly available graduate profile that was created with stakeholder input and feedback and has specific steps to achieve it?  <a href="#">(ARM 10.55.601(4a))</a>	<input type="checkbox"/> District has <b>no</b> evidence of a completed Graduate Profile	<b>The district provided evidence of:</b> <input type="checkbox"/> Completed graduate profile  <b>AND</b> <input type="checkbox"/> Publicly available graduate profile	<b>The district provided evidence of:</b> <input type="checkbox"/> Completed graduate profile  <b>AND</b> <input type="checkbox"/> Publicly available graduate profile  <b>AND</b> <input type="checkbox"/> Meaningful stakeholder input and feedback used to create the graduate profile	<b>The district provided evidence of:</b> <input type="checkbox"/> Completed graduate profile  <b>AND</b> <input type="checkbox"/> Publicly available graduate profile  <b>AND</b> <input type="checkbox"/> Meaningful stakeholder input and feedback used to create the graduate profile  <b>AND</b> <input type="checkbox"/> Specific steps to achieve the graduate profile
<p style="text-align: center;"><b><u>This applies to this year only; you cannot resubmit Rubric C</u></b></p> <p><b>DEFINITIONS</b>            "Graduate profile" means a learner-centered model(s) based on a shared vision of learner attributes that students should have when they graduate.</p> <p><b>GUIDANCE</b>            A district may refer to a graduate profile using another term such as: profile of a learner, learner profile, profile of a graduate.</p> <p><b>SAMPLE EVIDENCE MAY INCLUDE</b>  <i>A single document may include all of the criteria/sample evidence needed to receive a regular (4) score.</i></p> <p><b>Published Sample Evidence May Include</b> - website link <b>AND/OR</b> posted in handbook <b>AND/OR</b> published and shared with stakeholders in a manner that the district uses to communicate information.</p> <p><b>Shared Vision Sample Evidence May Include</b> - graduate profile planning documents <b>AND/OR</b> stakeholder input specific to graduate profile <b>AND/OR</b> graduate profile committee document</p> <p><b>Steps to Achieve Sample Evidence May Include</b> - meeting notes <b>AND/OR</b> schedule and timeline <b>AND/OR</b> outline of key steps <b>AND/OR</b> GANTT Chart (a project management tool that illustrates work completed over a period of time in relation to the time planned for the work) <b>AND/OR</b> implementation plan <b>AND/OR</b> work plan with action steps</p>				



**Standard: General Provisions – Proficiency-Based Learning Model**

M. Curriculum	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<p><u>Guiding Question:</u></p> <p>Does the district have an implemented proficiency-based learning model that was cooperatively developed and has evidence that there is a process to review the curriculum to ensure the inclusion of the distinct and unique cultural heritages and contemporary portrayal of American Indians and has a schedule for revising curriculum standards at least every five years or consistent with the state's standards revision schedule?</p> <p><a href="#">(ARM 10.55.603(1, 4c, d))</a></p>	<input type="checkbox"/> District has no evidence of a cooperatively developed and implemented proficiency-based learning model	<p><b>The district provided evidence:</b></p> <input type="checkbox"/> A cooperatively developed and implemented proficiency-based learning model	<p><b>The district provided evidence:</b></p> <input type="checkbox"/> A cooperatively developed and implemented proficiency-based learning model	<p><b>The district provided evidence of:</b></p> <input type="checkbox"/> A cooperatively developed and implemented proficiency-based learning model
			<p><b>AND</b></p> <input type="checkbox"/> A process for reviewing curriculum, instructional materials, and resources to ensure the inclusion of the distinct and unique cultural heritages and contemporary portrayal of American Indians in the curriculum	<p><b>AND</b></p> <input type="checkbox"/> A process for reviewing curriculum, instructional materials, and resources to ensure the inclusion of the distinct and unique cultural heritages and contemporary portrayal of American Indians in the curriculum
			<p><b>AND</b></p> <input type="checkbox"/> A schedule for revising curriculum standards at least every five years or consistent with the state's standards revision schedule	<p><b>AND</b></p> <input type="checkbox"/> A schedule for revising curriculum standards at least every five years or consistent with the state's standards revision schedule

**DEFINITIONS**

"**Learning model**" means the learning experiences students engage in and teachers facilitate that are aligned to the desired attributes of a graduate profile.

"**Proficiency-based learning**" means systems of instruction, assessment, and academic reporting that are based on students demonstrating that they have learned the knowledge and skills as outlined in the state content standards.

"**Content standard**" means what all students should know, understand, and be able to do in a specific content area.

**GUIDANCE**

**Content standard** - Montana content standards

**SAMPLE EVIDENCE MAY INCLUDE**

*A single document may include all of the criteria/sample evidence needed to receive a regular (4) score.*

**Cooperatively Developed and Implemented Sample Evidence May Include:** evidence of a curriculum review team **AND/OR** meeting notes from curriculum review session **AND/OR** evidence from consortium

**Process for Reviewing Sample Evidence May Include:** meeting notes from review session **AND/OR** agenda from review session **AND/OR** narrative of the process **AND/OR** evidence from consortium

**Schedule for Revising Curriculum Sample Evidence May Include:** evidence from consortium **AND/OR** scope and sequence includes what standards are being taught when **AND/OR** provide an example of one specific area **AND/OR** includes a scope and sequence for content areas and grade levels

Standard: General Provisions – Proficiency-Based Learning Model				
N. Assessment Plan	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<p><u>Guiding Question:</u></p> <p>Does the district have a developed assessment plan that details progression, growth, and proficiency and uses multiple assessment measures and methods?</p> <p><a href="#">(ARM 10.55.603(5))</a></p>	<p><input type="checkbox"/> District has <b>no</b> evidence that it is developing an assessment plan that will be in place within two years</p>	<p><b>The district provided evidence of an assessment plan that:</b></p> <p><input type="checkbox"/> Is developed and will be implemented within two years</p>	<p><b>The district provided evidence of an assessment plan that:</b></p> <p><input type="checkbox"/> Is developed and will be implemented within two years</p> <p><b>AND</b></p> <p><input type="checkbox"/> Details progression, growth, and proficiency</p> <p><b>AND</b></p> <p><input type="checkbox"/> Uses <b>more than 1</b> measure and method to assess student growth and proficiency in content standards and content-specific grade-level or grade-band learning progressions in all program areas</p>	<p><b>The district provided evidence of an assessment plan that:</b></p> <p><input type="checkbox"/> Is developed and will be implemented within two years</p> <p><b>AND</b></p> <p><input type="checkbox"/> Details progression, growth, and proficiency</p> <p><b>AND</b></p> <p><input type="checkbox"/> Uses <b>more than 1</b> measure and method to assess student growth and proficiency in content standards and content-specific grade-level or grade-band learning progressions in all program areas</p>
<p><b>DEFINITIONS</b></p> <p><b>"Assessment"</b> means the gathering, organizing, and evaluation of information about student learning progression, growth, and proficiency in order to monitor and measure the effectiveness of the instructional program.</p> <p><b>"Proficiency-based learning"</b> means systems of instruction, assessment, and academic reporting that are based on students demonstrating that they have learned the knowledge and skills as outlined in the state content standards.</p> <p><b>"Student growth"</b> means changes in student learning as measured from one point in time to another as determined by state or local measures, or both. The federal accountability system uses a growth model to demonstrate student learning across time as measured by statewide assessments.</p> <p><b>"Learning progression"</b> means the specific performance expectations in each content area and grade level or grade band from kindergarten through grade 12.</p> <p><b>"Proficient"</b> means that a student demonstrated a level of knowledge and skills that are expected to be learned signaling that a student is well prepared to progress on the learning continuum aligned to the content standards, learning progressions, and necessary readiness skills.</p> <p><b>"Measure"</b> means a way to assess the level of proficiency on a performance indicator aligned to the district graduate profile.</p>				
<p><b>SAMPLE EVIDENCE MAY INCLUDE</b></p> <p><i>A single document may include all of the criteria/sample evidence needed to receive a regular (4) score.</i></p> <p><b>Developed Assessment Plan Sample Evidence May Include</b> - plan district has developed</p> <p><b>Progression, Growth, and Proficiency Sample Evidence May Include</b> - NOT STUDENT PERFORMANCE DATA - tools <b>AND/OR</b> reports <b>AND/OR</b> systems that track if progression, growth and proficiency is taking place (<i>Elementary and Middle Schools - Review evidence of <u>tools</u> submitted for Student Performance Rubrics A &amp; B from Part 1</i>)</p> <p><b>More than 1 Measure of Student Progress Sample Evidence May Include</b> - common assessments <b>AND/OR</b> ongoing assessments <b>AND/OR</b> teacher-made assessments <b>AND/OR</b> district assessments <b>AND/OR</b> state assessments <b>AND/OR</b> teaching strategies (formative assessments)</p>				



**Standard: School Leadership - Educator Effectiveness**

O. Professional Development Plan	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<b>Guiding Question:</b> Does the district have a developed and publicly available professional development plan that an advisory committee conducted the development of and assures that the plan addresses all the areas in <a href="#">ARM 10.55.714(1)(a-n)?</a> <a href="#">(ARM 10.55.714(1&amp;3))</a>	<input type="checkbox"/> District has <b>no</b> evidence of a publicly available professional development plan.	<b>The district provided evidence of a professional development plan that:</b> <input type="checkbox"/> Is developed and available to employees and the public	<b>The district provided evidence of a professional development plan that:</b> <input type="checkbox"/> Is developed and available to employees and the public <b>AND</b> <input type="checkbox"/> The development and evaluation was conducted by an advisory committee composed of a majority of teachers	<b>The district provided evidence of a professional development plan that:</b> <input type="checkbox"/> Is developed and available to employees and the public <b>AND</b> <input type="checkbox"/> The development and evaluation was conducted by an advisory committee composed of a majority of teachers <b>AND</b> <input type="checkbox"/> Assures that the professional development covers all areas <a href="#">10.55.714(1)(a-n)</a>

**DEFINITIONS**

**10.55.714(1) Professional Development Plan:**

- (a) shall be aligned with the district graduate profile and educational goals outlined in the district-integrated strategic action plan described in [ARM 10.55.601](#);
- (b) shall be provided to address the safety, well-being, and mental health of students and staff;
- (c) focuses on teachers as central to student learning and includes all other members of the school community;
- (d) focuses on individual, collegial, and organizational learning, reflection, and growth;
- (e) respects and nurtures the intellectual and leadership capacity of teachers, principals, and others in the school community by incorporating active learning and adult learning theory;
- (f) reflects research and demonstrates models of effective practice in teaching, learning, and leadership;
- (g) enables teachers to develop further experience in subject content, teaching strategies, uses of technologies, and other essential elements in teaching to high standards;
- (h) offers opportunities for feedback and reflection;
- (i) is ongoing and sustained;
- (j) is planned collaboratively by those who will participate in and facilitate that development;
- (k) requires substantial time, other resources, and where practical provides coaching and expert support;
- (l) is job-embedded to encourage teachers to meet, share, collaborate, and grow their practice;
- (m) is driven by a coherent long-term plan; and
- (n) is evaluated on the impact of professional development on teacher effectiveness and student learning, and the results of this assessment guides subsequent professional development.

**SAMPLE EVIDENCE MAY INCLUDE**

*A single document may include all of the criteria/sample evidence needed to receive a regular (4) score.*

**Developed and Publicly Available Evidence May Include:** posted in ISAP **AND/OR** copy in newsletter **AND/OR** link on website **AND/OR** board meeting agenda and minutes **AND/OR** consortium evidence about PD sessions

**Advisory Committee Evidence May Include:** committee agendas/minutes **AND/OR** a list of stakeholder positions within the advisory committee **AND/OR** consortium evidence - evidence that the district participated from the consortium

**Standard: School Leadership - Educator Effectiveness**

P. Mentorship & Induction	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<b>Guiding Question:</b>  Does the district have a mentorship & induction program for initial and incoming educators that is implemented for new teachers that have been hired and assures the program covers all the areas in <a href="#">ARM 10.55.723(1)</a> ?  <a href="#">(ARM 10.55.723)</a>	<input type="checkbox"/> District has <b>no</b> evidence of a mentorship and induction program for initial and incoming educators	<b>The district provided evidence of:</b>  <input type="checkbox"/> A mentorship and induction program for initial and incoming educators	<b>The district provided evidence of:</b>  <input type="checkbox"/> A mentorship and induction program for initial and incoming educators  <b>AND</b>  <input type="checkbox"/> The implementation of the mentorship and induction program if new teachers have been hired	<b>The district provided evidence of:</b>  <input type="checkbox"/> A mentorship and induction program for initial and incoming educators  <b>AND</b>  <input type="checkbox"/> The implementation of the mentorship and induction program if new teachers have been hired  <b>AND</b>  <input type="checkbox"/> Assuring the program covers all the areas in <a href="#">10.55.723(1)</a>

**DEFINITIONS**

**10.55.723 (1) Mentorship and Induction**

- (a) is research-based to ensure the inclusion of high-impact professional learning strategies;
- (b) is implemented to assist initial licensed and incoming educators in meeting teaching standards embedded in the district evaluation framework outlined in [ARM 10.55.724](#);
- (c) supports initial licensed and incoming teachers' planning, implementation, and assessment of instruction aligned to the program area and content standards and content-specific learning progressions;
- (d) supports initial licensed and incoming teachers to establish and maintain a positive classroom climate; and
- (e) encourages continuous learning, reflection, and growth

**GUIDANCE**

**The mentorship and induction program is implemented:** N/A for districts that do not have incoming teachers

**SAMPLE EVIDENCE MAY INCLUDE**

*A single document may include all of the criteria/sample evidence needed to receive a regular (4) score.*

**Mentorship and Induction Program Evidence May Include:** upload the program/process information **AND/OR** use of external programs or networks **AND/OR** schedule of activities or meeting topics covered **AND/OR** documentation templates (be careful of personal information) **AND/OR** evidence from consortium or outside provider **AND/OR** CBA language

**Implementation Evidence May Include:** schedule of recommended activities **AND/OR** evidence from consortium or outside provider **AND/OR** new teacher orientation agenda **AND/OR** schedule of meeting dates and/or times **AND/OR** description of implementation **AND/OR** board meeting minutes **AND/OR** board meeting agenda



Standard: School Leadership - Educator Effectiveness				
Q. Evaluation	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<p><u>Guiding Question:</u></p> <p>Does the district have an evaluation instrument and a process for the completion of periodic written evaluations of all regularly employed instructional personnel who are under written contract?</p> <p><a href="#">(ARM 10.55.724(1&amp;2))</a></p>	<p><input type="checkbox"/> District has <b>no</b> evidence of an evaluation instrument</p> <p><b>AND</b></p> <p><input type="checkbox"/> District has <b>no</b> evidence of a process for the completion of periodic written evaluations of all regularly employed instructional personnel who are under written contract</p>	<p><input type="checkbox"/> n/a</p>	<p><b>The district provided evidence of:</b></p> <p><input type="checkbox"/> An evaluation instrument</p> <p><b>OR</b></p> <p><input type="checkbox"/> A process for the completion of periodic written evaluations of all regularly employed instructional personnel who are under written contract</p>	<p><b>The district provided evidence of:</b></p> <p><input type="checkbox"/> An evaluation instrument</p> <p><b>AND</b></p> <p><input type="checkbox"/> A process for the completion of periodic written evaluations of all regularly employed instructional personnel who are under written contract</p>
<p><b>DEFINITIONS</b></p> <p>“Regularly employed” is considered .5 FTE or higher certified instructional staff</p>				
<p><b>SAMPLE EVIDENCE MAY INCLUDE</b></p> <p><i>A single document may include all of the criteria/sample evidence needed to receive a regular (4) score.</i></p> <p><b>Evaluation Instrument:</b> the instrument (tool) being used</p> <p><b>Process for Evaluations Sample Evidence May Include:</b> schedule for evaluation for certified instructional staff (teachers) <b>AND/OR</b> district policy <b>AND/OR</b> portion under the CBA <b>AND/OR</b> portion under the staff handbook <b>AND/OR</b> narrative of the process</p>				

Standard: Educational Opportunity				
R. School Climate	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<b>Guiding Question:</b> Does the district have a valid and reliable school climate tool, uses the results to make data-driven decisions about programs and practices that could improve school climate, and assures the district has school policies, procedures, and rules address all areas in <a href="#">ARM 10.55.801(1)</a> ? <a href="#">(ARM 10.55.801)</a>	<input type="checkbox"/> District has no evidence	<b>The district provided evidence of:</b> <input type="checkbox"/> Measuring school climate through a valid and reliable tool to understand student, staff, family, and community perceptions	<b>The district provided evidence of:</b> <input type="checkbox"/> Measuring school climate through a valid and reliable tool to understand student, staff, family, and community perceptions <b>AND</b> <input type="checkbox"/> A description or evidence of how they are using the results of school climate data to make data-driven decisions about programs and practices that could improve school climate	<b>The district provided evidence of:</b> <input type="checkbox"/> Measuring school climate through a valid and reliable tool to understand student, staff, family, and community perceptions <b>AND</b> <input type="checkbox"/> A description or evidence of how they are using the results of school climate data to make data-driven decisions about programs and practices that could improve school climate <b>AND</b> <input type="checkbox"/> Assuring school policies, procedures, and rules address all areas in <a href="#">10.55.801(1)</a>
<b>DEFINITIONS</b> <a href="#">10.55.801(1) SCHOOL CLIMATE</a> (a) develop policies, procedures, and rules that respect the rights of all learners, promote an awareness of and concern for the well-being of others, and address bullying, intimidation, and harassment of students and school personnel; (b) create teaching and learning conditions that meet the district's educational goals and recruit and maintain a quality staff; (c) offer programs and services which, in content and presentation, endeavor to be free of stereotyping in terms of Article II, Section IV of the Montana Constitution and federal law with prejudice toward none; (d) provide programs and services that meet the needs of students which the school has identified as at-risk; (e) inform students, parents, families, and guardians of the school's expectations and of students' rights and responsibilities (f) encourage students to take responsibility for their education, including preparing for and participating in class and school activities, taking full advantage of learning services provided, helping design their educational goals, and conducting themselves respectfully and appropriately; (g) encourage the active involvement of parents, families, and guardians in their children's education and in their school (h) provide opportunities for parents, families, guardians, educators, and members of the community to take active roles in developing and reviewing district and school educational goals				
<b>GUIDANCE</b> <b>Climate Tool:</b> Review evidence of <b>tools</b> submitted for Assurance Rubrics A from part 1 - You can use the same tool as the CNA if it addresses school climate. Surveys may be given in conjunction with your accreditation cycle and are not expected to be completed annually.				
<b>SAMPLE EVIDENCE MAY INCLUDE</b> <i>A single document may include all of the criteria/sample evidence needed to receive a regular (4) score.</i> <b>Climate Tool Evidence:</b> tool <b>AND/OR</b> tool results <b>Data-Driven Decisions Sample Evidence May Include:</b> narrative <b>AND/OR</b> goal setting <b>AND/OR</b> action plans				



Standard: School Leadership				
E. Assignment and Licensure of Staff	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<p><i>Guiding Question:</i></p> <p>Are staff appropriately licensed and assigned?</p> <p><a href="#">(ARM 10.55.702)</a>  <a href="#">(ARM 10.55.703)</a>  <a href="#">(ARM 10.55.704)</a>  <a href="#">(ARM 10.55.705)</a>  <a href="#">(ARM 10.55.707)</a>  <a href="#">(ARM 10.55.708)</a>  <a href="#">(ARM 10.55.709)</a>  <a href="#">(ARM 10.55.710)</a>  <a href="#">(ARM 10.55.716)</a></p>	<p><input type="checkbox"/> School has one or more unlicensed staff</p> <p><b>AND/OR</b></p> <p><input type="checkbox"/> School has ensured everyone is licensed, but more than 25% are not appropriately assigned</p> <p><b>AND/OR</b></p> <p><input type="checkbox"/> School has more than 25% defined staffing ratios that have not been met</p>	<p><input type="checkbox"/> School has ensured everyone is licensed, but 25% or less are not appropriately assigned</p> <p><b>AND/OR</b></p> <p><input type="checkbox"/> School has 25% or less defined staffing ratios that have not been met</p>	<p><input type="checkbox"/> School has ensured everyone is licensed, but 10% or less are not appropriately assigned</p> <p><b>AND/OR</b></p> <p><input type="checkbox"/> School has 10% or less defined staffing ratios that have not been met</p>	<p><input type="checkbox"/> School has staffed licensed educators and assigned them appropriately by endorsement area, and by the defined staffing ratios</p>
The following information will be gathered from TMT and Infinite Campus by OPI; please do not submit any data for this indicator.				

Standard: School Leadership				
F. Teacher Load and Class Size	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<p><i>Guiding Question:</i></p> <p>Do all classes meet the requirements for size as outlined in <a href="#">ARM 10.55.712</a> and <a href="#">ARM 10.55.713</a>?</p> <p><a href="#">(ARM 10.55.712)</a>  <a href="#">(ARM 10.55.713)</a></p>	<p><input type="checkbox"/> School has 5 or more overloads without assigned qualified human resources that comply with all fingerprint and background check requirements</p>	<p><input type="checkbox"/> School has 3-4 overloads without assigned qualified human resources that comply with all fingerprint and background check requirements</p>	<p><input type="checkbox"/> School has 1-2 overloads without assigned qualified human resources that comply with all fingerprint and background check requirements</p>	<p><input type="checkbox"/> School meets all required class sizes</p>
The following information will be gathered from Infinite Campus by OPI; please do not submit any data for this indicator.				

Standard: School Leadership				
G. Professional Development Schedule	Deficiency (1)	Advice (2)	Regular MD	Regular (4)
<p><b>Guiding Question:</b></p> <p>Does the district's Professional Development(PD) plan meet the requirements of <a href="#">20-1-304</a> and <a href="#">20-4-304</a>, MCA, including a minimum of three pupil instruction related (PIR) days dedicated exclusively to PD?</p> <p><a href="#">(ARM 10.55.714 (2))</a></p>	<input type="checkbox"/> District does not offer any PIR days dedicated to PD	<input type="checkbox"/> District has not met the minimum hours of PD as set forth in <a href="#">20-1-304</a> and <a href="#">20-4-304</a> MCA	n/a	<input type="checkbox"/> District has met all requirements, including a minimum of three pupil instruction related days for the PD plan as set forth in <a href="#">20-1-304</a> and <a href="#">20-4-304</a> MCA
The following information will be gathered from Infinite Campus by OPI; please do not submit any data for this indicator.				

Standard: School Leadership - Family and Community Engagement				
H. Family and Community Engagement	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<p><b>Guiding Question:</b></p> <p>Does the local board of trustees have a Family and Community Engagement plan that is aligned to the ISAP and meets the family and community engagement goals in <a href="#">10.55.722(1)(c&amp;d)</a>?</p> <p><a href="#">(10.55.722 (1)(a, c, d))</a></p>	<input type="checkbox"/> District has <b>no</b> evidence of a family and community engagement plan.	N/A	<p><b>The district provided evidence of:</b></p> <input type="checkbox"/> A Family and Community Engagement plan	<p><b>The district provided evidence of:</b></p> <input type="checkbox"/> A Family and Community Engagement plan
<p><b>AND</b></p> <input type="checkbox"/> Assurances that the plan covers all the goals in <a href="#">10.55.722(c&amp;d)</a>				
<p><b>DEFINITIONS</b></p> <p>"<b>Community engagement</b>" means the partnership between members of the community and schools that may share resources and volunteer to support student well-being and learning development.</p> <p>"<b>Family engagement</b>" means a partnership with shared responsibility among families, educational staff, and community groups to promote each student's learning, well-being, and development of full educational potential during their entire K-12 experience.</p>				
<p><b>SAMPLE EVIDENCE MAY INCLUDE</b></p> <p>A single document may include all of the criteria/sample evidence needed to receive a regular (4) score.</p> <p><b>Activities within the Family and Community Engagement Plan May Include:</b> parent-teacher conferences <b>AND/OR</b> Title I annual meetings/surveys <b>AND/OR</b> Back to School night <b>AND/OR</b> open house <b>AND/OR</b> FAFSA nights <b>AND/OR</b> literacy/math/academic nights <b>AND/OR</b> college/career days <b>AND/OR</b> voc-rehab <b>AND/OR</b> cultural activities <b>AND/OR</b> family and community engagement agendas <b>AND/OR</b> family and community engagement calendar of events</p>				



Standard: Academic Requirements				
I. Basic Education Program Offerings	Deficiency (1)	Advice	Regular MD	Regular (4)
<p><i>Guiding Question:</i></p> <p>Is the school offering all the required components for middle and high school as outlined in <a href="#">10.55.902</a> &amp; <a href="#">10.55.904</a>?</p> <p><a href="#">(ARM 10.55.902)</a> <a href="#">(ARM 10.55.904)</a></p>	<p><input type="checkbox"/> School is missing 1 or more of the required program area for high school and/or middle school grades as outlined in <a href="#">10.55.902</a> &amp; <a href="#">10.55.904</a></p> <p><b>AND/OR</b></p> <p><input type="checkbox"/> School is not meeting the minimum required units in 1 or more program areas as outlined in <a href="#">10.55.902</a> &amp; <a href="#">10.55.904</a></p> <p><i>*Middle School Philosophy does not have unit requirements as outlined in <a href="#">10.55.902(3)</a></i></p>	n/a	n/a	<p><input type="checkbox"/> School has offered all the required program areas for high school and/or middle school/ Junior High School/ 7th and 8th grade programs and at the minimum required units as outlined in <a href="#">10.55.902</a> &amp; <a href="#">10.55.904</a></p> <p><i>*Middle School Philosophy does not have unit requirements as outlined in <a href="#">10.55.902(3)</a></i></p>
The following information will be gathered from Infinite Campus by OPI; please do not submit any data for this indicator.				

## Standard: Academic Requirements

J. Indian Education for All	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<p><b>Guiding Question:</b></p> <p>Does the district have policy and an education program aligned to the program area standards, at all levels, that enables students to meet the content standards and content-specific grade-level or grade-band learning progressions and recognizes the distinct and unique cultural heritages of American Indians?</p> <p> <a href="#">(ARM 10.55.901 (1))</a>  <a href="#">(ARM 10.55.902 (1))</a>  <a href="#">(ARM 10.55.904 (1))</a>  <a href="#">(ARM 10.603 4(d))</a>  <a href="#">(ARM 10.803(c))</a>  <a href="#">(ARM 10.1003 2(a)(i))</a>  <a href="#">(MCA 20-1-501)</a>  <a href="#">(MCA 20-1-502)</a>  <a href="#">(MCA 20-1-503)</a> </p>	<input type="checkbox"/> District has <b>no</b> evidence that the constitutionally declared policy for Indian Education for All (IEFA) is implemented.	<p><b>The district provided evidence of:</b></p> <input type="checkbox"/> District IEFA policy <b>AND</b> <input type="checkbox"/> Student IEFA work samples or evidence of student participation from each grade-band	<p><b>The district provided evidence of:</b></p> <input type="checkbox"/> District IEFA policy <b>AND</b> <input type="checkbox"/> Student IEFA work samples or evidence of student participation from each grade-band <b>AND</b> <input type="checkbox"/> IEFA-related in-service training that was developed in cooperation with Indian tribal groups and made available to all certified and classified personnel	<p><b>The district provided evidence of:</b></p> <input type="checkbox"/> District IEFA policy <b>AND</b> <input type="checkbox"/> Student IEFA work samples or evidence of student participation from each grade-band <b>AND</b> <input type="checkbox"/> IEFA-related in-service training that was developed in cooperation with Indian tribal groups* and made available to all certified and classified personnel <b>AND</b> <input type="checkbox"/> Integration of the history, contemporary portrayals, and contributions of American Indians, with an emphasis on Montana Indians, for all students, across all content areas from each grade-band

### DEFINITIONS

"**Content standard**" means what all students should know, understand, and be able to do in a specific content area.

"**Learning progression**" means the specific performance expectations in each content area and grade-level or grade-band from kindergarten through grade 12.

"**Program area standards**" means the subject matter Montana school districts are required to offer and the strategies and proven practices used to instruct. The program area standards include: English language arts, arts, health and physical education, mathematics, science, social studies, career and technical education, technology integration, computer science, library media and information literacy, world languages, and school counseling.

\***MCA 20-1-502 3(c)** - in-service training provided by a local board of trustees of a school district, which is developed and conducted in cooperation with tribal education departments, tribal community colleges, or other recognized Indian education resource specialists;

### **GUIDANCE**

**Grade-Bands** - K-2, 3-5, 6-8, 9-12 (If you do not have all these grade-bands please submit one for each grade band that you have)

**Student Participation Evidence** - 1 piece of evidence of student work samples reflecting IEFA-integration of evidence from each grade-band.

**Cooperation with Indian Tribal Groups** - OPI curriculum resources for Indian Education for All have been developed in conjunction with the advice and assistance of cultural consultants from Montana Tribal Nations. In addition, members from the Montana Advisory Council on Indian Education have provided input and review of tribal-specific materials that are about the Tribal Nations they represent.

**Other Recognized Indian education resource specialists** include the Office of Public Instruction IEFA team, Montana Indian Education Association, Tribal Education Department

### **SAMPLE EVIDENCE MAY INCLUDE**

A single document may include all of the criteria/sample evidence needed to receive a regular (4) score.

**District IEFA Policy Sample Evidence May Include:** Recognition of Native American Cultural Heritage or IEFA Policy (2450) **AND/OR** other IEFA-related policies

**Student Participation Evidence for Each Grade-Band May Include:** examples of student work from grade-band (K-2, 3-5,6-8, 9-12)

**IEFA-related Inservice Training Sample Evidence May Include:** publication of the PD plan **AND/OR** school or consortium agendas from 1 PD showing it is being offered **AND/OR** evidence from consortiums PD **AND/OR** PD calendar **AND/OR** Hub courses completions (beyond IEFA 101) **AND/OR** OPI IEFA trainings **AND/OR** IEFA Best Practices Conference **AND/OR** Tribal Education Department professional development **AND/OR** consortium or district professional development **AND/OR** other nationally recognized professional development

**Integration Across All Content Standards Sample Evidence May Include:** curriculum maps **AND/OR** scope and sequence **AND/OR** crosswalk document showing where the Essential Understandings are being taught from each grade-band (K-2, 3-5,6-8, 9-12)



## Standard: Academic Requirements

K. Indian Education for All	Deficiency (1)	Advice	Regular MD	Regular (4)
<p><i>Guiding Question:</i></p> <p>Does each school assure and identify how allocated IEFA funding is used to support implementation of IEFA within the basic academic program?</p>	<p><input type="checkbox"/> School has <b>not assured</b> or identified how funding to support the constitutionally declared policy for Indian Education for All (IEFA) supports the implementation of IEFA within the school's basic academic program.</p>	n/a	n/a	<p><input type="checkbox"/> School has <b>assured</b> and identified how funding to support the constitutionally declared policy for Indian Education for All (IEFA) supports the implementation of IEFA within the school's basic academic program.</p>
The information will be submitted within the accreditation platform.				

## Overview of FY2024 Process - Student Performance

Student Performance - Part 1			
Standard	ARM	Levels	Value
A. Student Learning Outcomes - Math	<a href="#">10.55.603</a>	Middle School and Elementary School	4
B. Student Learning Outcomes - ELA	<a href="#">10.55.603</a>	Middle School and Elementary School	4
C. College and Career Readiness	<a href="#">10.55.606(6)</a>	High School	4
<b>TOTAL</b> <div> 4 Possible Points for High School  8 Possible Points for Elementary/Middle School </div>			

Student Performance Rubric Scoring - Part 1		
	Elementary/Middle School Score	High School
<b>Regular</b>	7-8	4
<b>Regular MD</b>	5-6	3
<b>Advice</b>	3-4	2
<b>Deficiency</b>	1-2	1

## Evaluating Student Performance Standards

A. Student Learning Outcomes - Math	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<b>Guiding Question:</b> How is the school ensuring all students are learning in Math? <i>(Middle School and Elementary School)</i>	<input type="checkbox"/> School has <b>no</b> evidence to prove student learning in math	<b>The district provided evidence of:</b> <input type="checkbox"/> A valid and reliable tool	<b>The district provided evidence of:</b> <input type="checkbox"/> A valid and reliable tool  <b>AND</b> <input type="checkbox"/> Data evidence demonstrating an increase in student learning progression, growth, or proficiency with overall group performance data	<b>The district provided evidence of:</b> <input type="checkbox"/> A valid and reliable tool  <b>AND</b> <input type="checkbox"/> Data evidence demonstrating an increase in student learning progression, growth, or proficiency with overall group performance data  <b>AND</b> <input type="checkbox"/> How the data from the tool is used to inform teaching and learning
<p style="text-align: center;"><b>*The MAST will not be a tool that can be used this year*</b></p> <p><b>DEFINITIONS</b></p> <p><b>"Overall Group Performance Data"</b> means the whole school</p> <p><b>"Learning progression"</b> means the specific performance expectations in each content area and grade-level or grade-band from kindergarten through grade 12.</p> <p><b>"Measure"</b> means a way to assess the level of proficiency on a performance indicator aligned to the district graduate profile.</p> <p><b>"Proficient"</b> means that a student demonstrated a level of knowledge and skills that are expected to be learned signaling that a student is well prepared to progress on the learning continuum aligned to the content standards, learning progressions, and necessary readiness skills.</p> <p><b>"Student performance standards"</b> means the measurement of student performance and proficiency on annual state level summative assessments and graduation rates used to determine the accreditation status of a school.</p> <p><b>"Student growth"</b> means changes in student learning as measured from one point in time to another as determined by state or local measures, or both. The federal accountability system uses a growth model to demonstrate student learning across time as measured by statewide assessments</p> <p><b>Well Designed Measurement and Well Implemented Measurement Tool Definition:</b></p> <ol style="list-style-type: none"> <li>1. Identify a valid and reliable tool</li> <li>2. Provide Evidence that tool is well developed               <ol style="list-style-type: none"> <li>a. Professional Learning Communities (PLCs) analyzing data</li> <li>b. Documentation of types of reports that are shared with parents and/or students</li> </ol> </li> <li>3. Evidence of Group Performance</li> </ol>				
<p><b><u>GUIDANCE</u></b></p> <p>Achievement includes progress in student learning, growth, and proficiency.</p> <p><b>Schools with 10 total students or less</b> - Do not submit student performance data.</p>				
<p><b><u>SAMPLE EVIDENCE MAY INCLUDE</u></b></p> <p><b>Valid and Reliable Tool Sample Evidence May Include</b> - evidence-based curriculum assessments <b>AND/OR</b> MAPS <b>AND/OR</b> AIMsweb <b>AND/OR</b> FastBridge <b>AND/OR</b> iReady</p> <p><b>Data Sample Evidence May Include</b> - evidence-based curriculum assessments <b>AND/OR</b> district assessments <b>AND/OR</b> state assessments</p>				



B. Student Learning Outcomes – ELA	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<b>Guiding Question:</b> How is the school ensuring all students are learning in ELA? <b>(Middle School and Elementary School)</b>	<input type="checkbox"/> School has <b>no</b> evidence to prove student learning in math	<b>The district provided evidence of:</b> <input type="checkbox"/> A valid and reliable tool	<b>The district provided evidence of:</b> <input type="checkbox"/> A valid and reliable tool  <b>AND</b> <input type="checkbox"/> Data evidence demonstrating an increase in student learning progression, growth, or proficiency with overall group performance data	<b>The district provided evidence of:</b> <input type="checkbox"/> A valid and reliable tool  <b>AND</b> <input type="checkbox"/> Data evidence demonstrating an increase in student learning progression, growth, or proficiency with overall group performance data  <b>AND</b> <input type="checkbox"/> How the data from the tool is used to inform teaching and learning

**\*The MAST will not be a tool that can be used this year\***

#### **DEFINITIONS**

**"Overall Group Performance Data"** means the whole school

**"Learning progression"** means the specific performance expectations in each content area and grade-level or grade-band from kindergarten through grade 12.

**"Measure"** means a way to assess the level of proficiency on a performance indicator aligned to the district graduate profile.

**"Proficient"** means that a student demonstrated a level of knowledge and skills that are expected to be learned signaling that a student is well prepared to progress on the learning continuum aligned to the content standards, learning progressions, and necessary readiness skills.

**"Student performance standards"** means the measurement of student performance and proficiency on annual state level summative assessments and graduation rates used to determine the accreditation status of a school.

**"Student growth"** means changes in student learning as measured from one point in time to another as determined by state or local measures, or both. The federal accountability system uses a growth model to demonstrate student learning across time as measured by statewide assessments

#### **Well Designed Measurement and Well Implemented Measurement Tool Definition:**

1. Identify a valid and reliable tool
2. Provide Evidence that tool is well developed
  - a. Professional Learning Communities (PLCs) analyzing data
  - b. Documentation of types of reports that are shared with parents and/or students
3. Evidence of Group Performance

#### **GUIDANCE**

Achievement includes progress in student learning, growth, and proficiency.

**Schools with 10 total students or less** - Do not submit student performance data.

#### **SAMPLE EVIDENCE MAY INCLUDE**

**Valid and Reliable Tool Sample Evidence May Include** - evidence-based curriculum assessments **AND/OR** MAPS **AND/OR** AIMsweb **AND/OR** FastBridge **AND/OR** iReady

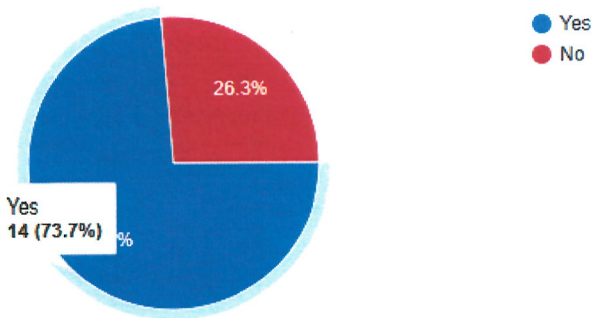
**Data Sample Evidence May Include** - evidence-based curriculum assessments **AND/OR** district assessments **AND/OR** state assessments

C. College and Career Readiness Opportunities	Deficiency (1)	Advice (2)	Regular MD (3)	Regular (4)
<p><b>Guiding Question:</b></p> <p>How is the school ensuring that students graduate college and career ready? <b>(High School)</b></p>	<input type="checkbox"/> School has <b>no</b> evidence to ensure students are graduating ready for college and/or career opportunities	<input type="checkbox"/> N/A	<input type="checkbox"/> School has <b>1 piece of evidence</b> showing students are graduating ready for college and/or career opportunities	<input type="checkbox"/> School has <b>2 or more pieces of evidence</b> showing students are graduating ready for college and/or career opportunities
<p><b><u>GUIDANCE</u></b></p> <p><b>10 total students or less testing</b> - Do not send in ACT Data Results</p>				
<p><b><u>SAMPLE EVIDENCE MAY INCLUDE</u></b></p> <p>Documentation on the college-ready benchmark on ACT composite according to the Montana University System <b>AND/OR</b> documentation of CTE concentrators <b>AND/OR</b> documentation of completion (with a passing grade) of a dual enrollment course, AP or IB <b>AND/OR</b> documentation of military ready indicator (ASVAB) <b>AND/OR</b> work-based learning documentation of successful completion</p>				

Would you be interested in getting your CDL to drive buses if Poplar Schools offered the training?

 [Copy chart](#)

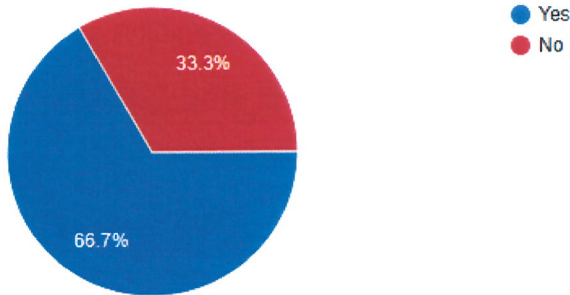
19 responses



Would you be willing to commit to 3 years of driving service to Poplar School District if a signing bonus and training were paid for?

 [Copy chart](#)

18 responses





**Poplar**

School District

# **Action Agenda**

**Students First**



**Poplar**

School District

**Action Items 8.1-8.3**

**8.1 Personnel Report**

**8.2 Disposal of Property**

**8.3 Fort Peck Tribes JDC MOU**

**8.4 Call for Election Resolution**

**8.5 Expulsion (Executive Session)**



## Agenda Number 8.1 Personnel Report

### POPLAR PUBLIC SCHOOLS 9&9B

### BOARD AGENDA FACT SHEET

**MEETING DATE: February 10, 2025**

**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
Crowley						
K. Smoker						
Chapman						
Baker						
L. Smoker						

## **ACTION: Personnel Report**

<b>CERTIFIED STAFF</b>					
NAME	FTE	SALARY	POSITION	SUPERVISOR	EFFECTIVE DATE

<b>Administration</b>				
NAME	FTE	POSITION	SUPERVISOR	EFFECTIVE DATE
John Wetsit	1	ES Principal	K. Erickson	SY 25/26
Greg Gourneau	1	ES Assistant Principal	J. Wetsit	SY 25/26
Morgan Norgaard	1	MS Principal	K. Erickson	SY 25/26
Lewis Reese	1	MS Assistant Principal	M. Norgaard	SY 25/26
Frank Gourneau	1	HS Principal	K.Erickson	SY 25/26
Coy Weeks	1	HS Assistant Principal	F. Gourneau	SY 25/26
Patti Black	1	SPED Director	K. Erickson	SY 25/26

<b>Grant Funded</b>					
NAME	FTE	HOURLY WAGE	POSITION	SUPERVISOR	EFFECTIVE DATE
Alberta Morales	.05	\$14.00	Health Coordinator	C. Curtis	SY25

<b>CLASSIFIED</b>						
NAME	FTE	HOURLY WAGE	Salary	POSITION	SUPERVISOR	EFFECTIVE DATE
Dandy Vitor	1	\$15.70	\$21,980	SPED Para	Patti Black	SY25
Marxist Delim	1	\$15.70	\$21,980	SPED Para	Patti Black	SY25
Annie Cuney	1	\$14.70	\$20,580	Paraprofessional	John Wetsit	SY25
Becky Stensland	1	\$19.95	\$27,930	ES Home School Coordinator	John Wetsit	SY25

<b>CO- AND EXTRACURRICULAR STAFF</b>				
NAME	STIPEND	POSITION	SUPERVISOR	EFFECTIVE DATE
Karolyn Kohl	\$4048.00	HS Assistant Track	B. Copenhaver	SY25
John Wetsit	\$4048.00	HS Assistant Track	B. Copenhaver	SY25
Jason Brock	\$2699.00	Spring Weightlifting	B. Copenhaver	SY25
Amanda Simonson	\$5847.00	Head Coach-Tennis	B. Copenhaver	SY25
Marvin Youpee	\$2699.00	Jr. High Track and Field	B. Copenhaver	SY25
Katie Crowley	\$750.00	Elementary Basketball	B. Copenhaver	SY25

<b>Substitute</b>				
<b>NAME</b>	<b>POSITION</b>	<b>Rate</b>	<b>Supervisor</b>	<b>Effective Date</b>
Sirr Firemoon	Kitchen	\$14.70	Mary Plante	SY25
Dusti Marottek	Substitute	\$20.00	Administration	SY25
*Manuel Trueblood	Substitute	\$20.00	Administration	SY25
Larina Scott	Kitchen	\$14.70	Mary Plante	SY25

<b>Janitorial</b>				
<b>NAME</b>	<b>POSITION</b>	<b>Rate</b>	<b>Supervisor</b>	<b>Effective Date</b>

<b>HS Workers</b>				
<b>NAME</b>	<b>POSITION</b>	<b>Rate</b>	<b>Supervisor</b>	<b>Effective Date</b>
Jaizon Gramling	HS Para	\$12.50	Administration	SY25
Kelan Buckles	HS Para	\$12.50	Administration	SY25
Mackenzie Robles	HS Para	\$12.50	Administration	SY25
Blake Lambert	HS Para	\$12.50	Administration	SY25
Gavyn Grainger	HS Para	\$12.50	Administration	SY25
Walker Burshia	HS Para	\$12.50	Administration	SY25

\* Denotes a Contingent Hiring as outlined in BP 5122.

## **INFORMATION**

<b>IN-DISTRICT TRANSFER</b>			
<b>Name</b>	<b>Position (from-to)</b>	<b>Supervisor</b>	<b>Effective Date</b>

<b>RESIGNATIONS</b>		
<b>Name</b>	<b>Position</b>	<b>Supervisor</b>
Jennifer Red Thunder	Assistant Cook	Mary Plante

## Agenda Number 8.2

### **POPLAR PUBLIC SCHOOLS 9&9B BOARD AGENDA FACT SHEET MEETING DATE: February 10, 2025**

SUMMARY: Disposal of property: Poplar School District is disposing of 4 yellow buses. The 'Disposal of Property Resolution' needs to be included in the motion.

SUPERINTENDENT'S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I move to approve the disposal of property resolution. The disposal of property resolution states:*

*The following resolution provides for the appropriate disposal of district property belonging to the Poplar School Districts 9&9B as outlined in MCA 20-6-604. Patrons of the district have the right to appeal this resolution as outlined prior to March 4, 2025. If no taxpayer appeals this resolution, then the property shall be placed on the open market for sale and sell if a qualified buyer makes an acceptable offer.*

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K.Smoker						
Chapman						
Baker						
L. Smoker						

## Disposal of Property Resolution

The following resolution provides for the appropriate disposal of district property belonging to the Poplar School Districts 9&9B as outlined in MCA 20-6-604. Patrons of the district have the right to appeal this resolution as outlined prior to 04 March 2025. If no taxpayer appeals this resolution, then the property shall be placed on the open market for sale and sell if a qualified buyer makes an acceptable offer.

Vehicle Number	#	Vin #	Bus type	year	Make/Body	school #
34259- 05822		1GBL7T1C62J505822	46 Handicap	2002	Chevrolet/Bluebird	17
34259- 11314		1GBL7T1CB1J511314	54	2002	Chevrolet/Bluebird	16
34259- 69673		4DRBRABM34B969673	54	2004	International	1
34259- 80831		1BAKBCPH1BF280831	54	2010	Bluebird	18

**Agenda Number 8.3**

**POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: February 10, 2025**

SUMMARY: The MOU for the Fort Peck Tribes needs to be approved. This includes allowing the Poplar School District to supervise the teacher and educational components at JDC.

SUPERINTENDENT'S ADVICE: I recommend the sample motion.

Additional Information attached –  
Estimated Cost –

SAMPLE MOTION: *I make a motion to approve the MOU for the Fort Peck Tribes JDC as presented.*

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K. Smoker						
Chapman						
Baker						
L. Smoker						

**FORT PECK TRIBES**  
**Assiniboine & Sioux**  
**MEMORANDUM OF UNDERSTANDING**

**WHEREAS**, the Fort Peck Tribal Juvenile Detention Center, the Poplar Public Schools Districts (hereinafter known as Poplar Schools), and the Office of Public Instruction (OPI) have formed a partnership to administer Title 1, Part D Subpart 2 to enhance the education of students that have been ordered to the Juvenile Detention Center (the JDC). The Parties enter into this Memorandum of Understanding (MOU) to coordinate their respective responsibilities for furnishing educational, career, and technical education services and support for children known to the JDC. The coordination of services and support across agencies is critical to positive academic and meaningful life outcomes for Fort Peck Assiniboine & Sioux enrolled children. Such services require the coordinated flow of information across multiple child-serving agencies to ensure that policy, procedure, service delivery, and resource development are provided in a manner that maximizes the likelihood of positive outcomes, and

**WHEREAS**, the Title 1, Part D grant will be prepared and approved by the collaborative agreement of its partners and will be administered and housed within the Poplar Schools pending receipt of federal funds by the OPI, and

**WHEREAS**, it is in the interest of educational services that certain information be timely shared among the parties to this agreement, and

**WHEREAS**, OPI/THE JDC/Poplar Schools/Fort Peck Tribal Education Department must fulfill its constitutional obligation to educate children of compulsory age and to either provide or review/monitor curriculum, support services, and resources; and

**WHEREAS**, OPI/Poplar Schools/The JDC/Fort Peck Tribal Education Department/Foster Homes Licensing Program will mutually agree to plan and implement a process and procedure for sharing of information that will result in improved services to at-risk-youth; including; students in foster care, students experiencing homelessness, and students involved in the juvenile justice system; and

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**WHEREAS**, the parties acknowledge any release of a student's confidential education records to JDC, without written consent of the student or parent, is intended solely for use in determining the appropriate programs and services for each student or the student's family, or for coordinating the delivery of programs and services for each student of the student's family, and as such is inadmissible in any Court proceeding unless written consent is provided by a parent or other responsible adult on behalf of the student; and

### INFORMATION SHARING

The Fort Peck Tribes have determined that education is the single most important factor in the rehabilitation of adjudicated delinquent youth in the custody of the JDC. Accordingly, you in the juvenile justice system shall be allowed the opportunity to obtain a high-quality education. The OPI recognizes the JDC has a legitimate educational interest in receiving student information in order to carry out the JDC's responsibilities prescribed by the statute and by this MOU. As such, Poplar Schools shall respond to requests for student records received from the JDC within 5 working days (per 20-1-213, MCAT) after receiving the request. As a condition precedent to receiving confidential student information, the JDC warrants and agrees that the JDC will limit the use of, or access to, confidential student information to the limited scope of information actually needed to complete the JDC's duties and/or services under this MOU.

As a condition precedent to receiving confidential student information, the JDC warrants and agrees that it:

Will limit the use of, or access to, confidential student information to the limited scope of information actually needed to complete the JDC's duties and/or services under the agreement. The School Board has determined that the JDC has a legitimate educational interest in receiving student demographic information, academic data, behavioral data, and copies of Individualized Education Plans (IEP) or 504 plans; and:

Will limit the access to student information to its employees and/or agents who have a legitimate educational interest in the information (i.e., they legitimately need to access the information in order to carry out the JDC's responsibilities under the agreement); and Will comply with the requirements, that student information shall not be disclosed by the JDC in any form to any party (even if the document is first redacted to remove personally



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identifiable information), without the prior written consent of the adult student or the minor child's parent/legal guardian, as appropriate; and

Shall maintain confidential student information in secure data processing facilities in securely locked cabinets, and the JDC shall monitor the security and safekeeping of the confidential data; and

Will dispose of all information disclosed to it by the school or the School Board (and any copies thereof), after the purpose for which the information is disclosed has been served, or five years after the receipt of the information (whichever is sooner), by shredding paper documents finely enough to prevent possible recovery of information, and by totally erasing and over-writing (or physically destroying) any electronic media such as computer files, tapes, or thumb drives.

### **IMPLEMENTATION**

The JDC shall disseminate this MOU to appropriate personnel and provide technical assistance in the implementation of the requirements for the MOU.

### **III. PARTIES' RESPONSIBILITIES**

*The Poplar Schools and THE JDC agree:*

The JDC and Poplar Schools will provide access to Acellus, an online credit recovery program that allows students to earn course credit that will be accepted by each of the signatory districts towards graduation requirements and that encourages children and youth who have dropped out of school to re-enter school once their term at the JDC facility has been completed, or provide such children and youth with the skills necessary to gain employment or seek the recognized equivalent of a high school diploma through HiSet or HiSet options;

If the child or youth is currently served by special education services through an IEP the JDC and Poplar Schools will notify the local teacher of the child or youth of such need, if the educational staff at the JDC suspect that a child may need an evaluation for special education services they

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## Assiniboine & Sioux

will notify the Poplar district or the district in which the child is currently enrolled to request a formal evaluation;

As required under Title I, Part D - Subpart 2, whenever feasible the JDC and Poplar schools will engage parents and families in activities to build their capacity to support the educational achievement of their children and prevent the further involvement of such children in delinquent activities.

The JDC will coordinate programs operated under this subpart with activities funded through federal, state, tribal, and local funds, and other comparable programs, if applicable; and 5. Where appropriate, the JDC and Poplar Schools will work with local businesses to develop career and technical education training, curriculum-based youth entrepreneurship education, and mentoring programs for children and youth.

### *Poplar Schools agrees:*

To make provisions for each student to participate in basic, career education, and exceptional student education programs, where appropriate.

To identify Poplar Schools personnel designated by the Superintendent as authorized to receive confidential criminal history information.

To ensure that information obtained from the criminal history database will be disseminated only to appropriate school personnel and will carry a warning regarding the reliability, confidentiality, and control over additional dissemination.

To request juvenile criminal history information only for the purpose of assessment, placement, or security of persons and property and maintain the confidentiality of this information.

To notify the law enforcement agency having jurisdiction when an adult or student commits

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any of the following offenses on school property, on school-sponsored transportation, or at school-sponsored activities: drugs, tobacco, or alcohol, homicide, sexual battery, armed robbery, aggravated battery, battery on a teacher or other school personnel; kidnapping or abduction; arson; possession; use or sale of any firearm; or possession, use or sale of any explosive device as specified by the Fort Peck Tribes Comprehensive Code of Justice (CCOJ).

### *The JDC agrees to:*

Ensure that information obtained from student records will (be disseminated only to appropriate JDC personnel and will carry a warning regarding the reliability, confidentiality, and control over additional dissemination.

Participate in joint case staffing or planning sessions to share case information and/or identify strategies to enhance school safety.

Participate in joint planning with Poplar Schools personnel to eliminate duplication of services and identify gaps in services to at-risk and delinquent youth.

Coordinate the provision of education services to juveniles who are mandated to the JDC.

Collaborate and work together with the partners of this MOU to achieve the goals and objectives set forth in the Grant narrative and approved timeline.

Utilize Acellus so that the juveniles can continue their coursework while in the care of the JDC.

#### **IV. TERM OF MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding will be in effect from August 1, 2024, or upon full execution, whichever is later, and continue through June 30, 2029.

# FORT PECK TRIBES

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### **V. AMENDMENT**

No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this MOU and executed by each party hereto.

### **VI. TERMINATION**

Each party reserves the right to terminate this MOU, with or without any reason, upon providing at least thirty (30) days' written notice to the other party by United States Postal Service certified mail, return receipt requested

### **VII. BACKGROUND CHECKS**

The Parties' employees who have direct contact with students must undergo screening prior to working with students. Screening consists of fingerprinting and a background check.

Any disputes arising under this MOU shall be addressed through the following measures:

Step 1 resolution of the dispute among staff at the local agency level; and

Step 2 is a resolution of the dispute between the agency heads, i.e., the Superintendent of Poplar Schools and the Chairman of the Fort Peck Tribes.

### **VII. TRANSITION**

The JDC shall provide each student with an Educational Individualized Exit transition plan which is developed collaboratively and cumulatively by the student, parent/guardian, the JDC program staff, and all appropriate Poplar Schools personnel at a re-entry meeting.

### **VIII. NO THIRD PARTY BENEFICIARIES**

The parties expressly acknowledge that it is not their intent to create or confer any rights or obligation in or upon any third person or entity under this MOU. There are no third-party beneficiaries to this MOU and no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by the agency or political subdivision to be sued by the third parties in any manner arising out of any contract.

# FORT PECK TRIBES

## Assiniboine & Sioux

### **IX. RECORDS**

Each Party shall maintain its own respective records and documents associated with this MOU in accordance with the records retention requirements applicable to public records. Each Party shall be responsible for providing the public with access to public records requested pursuant to Tribal, State, or Federal Law, and ensuring that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law. Each party agrees to be responsible for any resultant award of attorney's fees imposed by a court of competent jurisdiction for that party's failure to comply with public records laws.

The JDC shall ensure that any electronic data that it receives from or collects on behalf of Poplar Schools that will be stored in the cloud or in a data center, will be maintained and stored within the continental United States in a location that has appropriate infrastructure and security obligations and practices (business continuity, encryption, firewalls, physical security, etc.) that will minimize privacy or security breaches of the likelihood that the data will only be accessed by the JDC employees, subcontractors, or agents who have a legitimate basis for accessing such data.

### **X. ENTIRE MEMORANDUM OF UNDERSTANDING**

This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein and the parties agree that there are no commitments, 1;1greements, or understandings concerning the subject matter of this MOU that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representation or agreements, whether oral or written.

### **XI. PREPARATION OF MEMORANDUM OF UNDERSTANDING**

The Parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this MOU has been their joint effort. The language agreed to herein expresses the mutual intent, and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

# **FORT PECK TRIBES**

## **Assiniboine & Sioux**

### **XII. WAIVER**

The Parties agree that each requirement, duty, and obligation set forth herein is substantial and important to the formation of this MOU and, therefore, it a material term hereof. Any Party's failure to enforce any provision of this MOU shall not be deemed a waiver of such provision or modification of this MOU. A waiver of any breach of a provision of this MOU shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this MOU.

### **XIII. COMPLIANCE WITH LAWS**

Each Party shall comply with all applicable Federal, State, and Tribal laws, codes, rules, and regulations in performing its duties, responsibilities, and obligations pursuant to this MOU.

### **XIV. PLACE OF PERFORMANCE**

All obligations under this MOU are reasonably susceptible to being performed in the Fort Peck Indian Reservation and shall be performable on the Fort Peck Indian Reservation.

### **XV. SEVERABILITY**

In case any one or more of the provisions contained in the MOU shall for any reason be held to be invalid, illegal, unlawful, unenforceable, or void in any respect, the invalidity, illegality, unenforceability or unlawful or void nature of that provision shall not affect any other provision and this MOU shall be considered as if such invalid, illegal, unlawful, unenforceable or void provision had never been included herein.

### **XVI. NOTICE**

When any of the parties desire to give notice, except notice of termination, to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified. The place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:



# FORT PECK TRIBES

## Assiniboine & Sioux

To Poplar Schools:

Superintendent  
Poplar Public School Districts  
400 4th Ave W  
Poplar, MT 59255

To Fort Peck Tribes:

Chairman  
Tribal Executive Board  
501 Medicine Bear Road  
P.O. Box 1027  
Poplar, MT 59255

### **XVII. LEGAL ENFORCEABILITY**

This MOU is intended to foster a working relationship between the Parties and is not a legally enforceable document. The Parties agree to work in good faith to implement the project, subject to the terms of this MOU.

### **XVIII. INSURANCE**

The Parties acknowledge that they have adequate liability insurance applicable to their officers, employees, and agents while acting within the scope of their employment by the Parties. Therefore, each Party assumes any risks of personal injury and property damage attributable to the negligent acts or omissions of the Party and its officers, employees, and/or agents.

### **XIX. NO WAIVER OF SOVEREIGN IMMUNITY**

No provision in this MOU shall be construed as a waiver of the Tribes' tribal sovereign immunity, or the tribal sovereign immunity of the Tribes' employees, officers, or agents, or as consent to the jurisdiction of any state court or federal court or tribunal. All Parties further understand that no person or entity other than the Fort Peck Assiniboine and Sioux Tribes' Tribal Executive Board has the authority to grant a waiver of the Fort Peck Assiniboine and Sioux Tribes' sovereign immunity.


# FORT PECK TRIBES

Assiniboine & Sioux

SO AGREED ON THE 17<sup>th</sup> DAY OF DECEMBER 2024

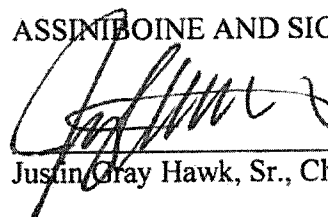
BY TRIBAL RESOLUTION #32-1144-2024-12.

POPLAR SCHOOLS:

  
\_\_\_\_\_  
Keith Erickson, Superintendent of Poplar School

12/17/24  
Date

ASSINIBOINE AND SIOUX TRIBES OF FORT PECK RESERVATION:

  
\_\_\_\_\_  
Justin Gray Hawk, Sr., Chairman

12/17/24  
Date

## Agenda Number 8.4

### **POPLAR PUBLIC SCHOOLS 9&9B BOARD AGENDA FACT SHEET MEETING DATE: February 10, 2025**

SUMMARY: Call for election resolution. Trustees need to call for the school board election. 2 board positions will be open. Larae Crowley's term is up (3 years) and Kenny Smoker's term is up (1 year). We have a 3-year term and a 1-year term available.

SUPERINTENDENT'S ADVICE: I recommend the sample motion.

Additional Information attached –  
Estimated Cost –

SAMPLE MOTION: I make a motion to approve the motion as presented. Please read the *'Trustee Resolution Calling for an Election'*.

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K. Smoker						
Chapman						
Baker						
L. Smoker						

**May 6, 2025**  
**Poplar Schools Election Calendar**

<b>February 10, 2025</b>	<b>Trustees call for an election.</b>
<b>Through March 27, 2025</b>	<b>Trustee candidates file for election.</b> <b>Petition and Oath of Candidacy must be filed with election administrator (School Clerk). No person signing a petition may sign more nomination petitions than there are trustee position open. Closes on March 27, at 4 p.m.</b>
<b>April 3, 2025</b>	<b>Deadline for write in trustee candidate to file for election.</b>
<b>April 7, 2025</b>	<b>VOTE REGISTRATION CLOSES</b>
<b>April 8 to May 6, 2025</b>	<b>Register at the Roosevelt County Courthouse Late Registration</b>
<b>April 16, 2025</b>	<b>Absentee ballots available</b>
<b>May 5, 2025</b>	<b>Last opportunity to request absentee ballot.</b>
<b>May 6, 2025</b>	<b>Polls open from 12:00 to 8:00 p.m.</b> <b>Poplar Schools District Office Board Room</b> <b>400 4<sup>th</sup> Ave West, Poplar MT</b>

## TRUSTEE RESOLUTION CALLING FOR AN ELECTION

*(Regular School Election, One Voting Location)*

**BE IT RESOLVED**, the Board of Trustees for School District No. 9 & 9B of Roosevelt County, State of Montana, will hold the Annual Regular School Election on Tuesday, the 6th day of May, 2025, which date is not less than seventy (70) days after the passage of this resolution.

The election will be conducted by:

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

The purpose of the election is to elect 1 (one) trustee for a three-year term.

The purpose of the election is to elect 1 (one) trustee for a one-year term.

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

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

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

Judge Election	Address
----------------	---------

- |    |                                  |
|----|----------------------------------|
| 1. | Lori Kirn , Poplar, MT 59255     |
| 2. | Faith O'Connor, Poplar, MT 59255 |
| 3. | Rochelle Berg, Poplar, MT 59255  |

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

No further proceedings were conducted relating to the election.

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Print Name of Board Chair

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Signature of Board Chair

---

Print Name of Clerk

---

Signature of Clerk

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

## Agenda Number 8.5

**POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: February 10, 2025**

SUMMARY: Expulsion hearing for a previously re-admitted student.

SUPERINTENDENT'S ADVICE: I recommend the sample motion.

Additional Information attached – *Executive Session*  
Estimated Cost –

SAMPLE MOTION: *I move to follow the recommendation of the administration for expulsion for student #20250210.*

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K. Smoker						
Chapman						
Baker						
L. Smoker						



## Items of Interest

### **9.1**

Work Session Dates: None

### **9.2**

Special Meeting Dates: None

### **9.3**

Regular Meeting Date: March 10, 2025 @ 5:15



**Agenda Number 10: Adjournment**

**POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: February 10, 2025**

SUMMARY: Adjournment for the February 10, 2025 meeting.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I move to adjourn the February 10, 2025 regular school board meeting.*

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K. Smoker						
Chapman						
Baker						
L.Smoker						