

**MISSOULA COUNTY PUBLIC SCHOOLS  
BOARD OF TRUSTEES  
Meeting**

**Tuesday, October 17, 2023 – 6:00 p.m.  
Administration Building A - Boardroom**

**Note:** If you have questions regarding the agenda, please contact the Superintendent's Office (728-2400, ext. 1026, prior to the meeting).

**Board of Trustees:** Board Chair Wilena Old Person, Jeffrey Avgeris, Grace M. Decker, Vice Chair Nancy Hobbins, Koan Mercer, Jen Vogel, Vice Chair Arlene Walker-Andrews, Meg Whicher, Keegan Witt, Rob Woelich

**AGENDA**

1. CALL TO ORDER, WELCOME AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. REVIEW, REVISE, AND APPROVE AGENDA
4. BOARD OF TRUSTEES
  - A. **Interview Applicant for Board of Trustees Vacancy** (Sec)(Action) – Chair Wilena Old Person **Page 4**  
**Background:** The Board declared the High School Trustee seat for District "A" vacant on September 12, 2023. This position votes on 9-12 issues, representing the Lolo, Woodman, and DeSmet school boundary areas. Applications for this vacant seat were due on Wednesday, October 4, 2023; and one individual submitted an application. The letter of application from Ann Wake and interview questions are included in the packet.  
**Board Discussion/Direction**
  - B. **Issue Certificate of Appointment and Administer Oath of Office** – Pat McHugh, Clerk
  - C. **Conflict of Interest and Code of Ethics** – Pat McHugh, Clerk
5. APPROVE MINUTES – Action
  - A. **Board of Trustees Special Board Meeting – September 26, 2023** **Page 6**
  - B. **Board of Trustees Regular Board Meeting – September 26, 2023** **Page 8**
6. PUBLIC COMMENT/CORRESPONDENCE
  - A. **Written Correspondence** **Page 14**
  - B. **Public Comment** – Regarding Non-Agenda Items (3 minutes each speaker)
7. REPORTS / ANNOUNCEMENTS
  - A. **Student Trustee Reports** – Student Trustees from the individual high schools will report on activities at their school.
  - B. **Announcements from the Superintendent** – Superintendent Micah Hill will report on items of interest.
8. CONSENT AGENDA - In accordance with BP 1420 School Board Meeting Procedure, the Board approves the use of a Consent Agenda to expedite business at the regular monthly meeting. Agenda items dealing with perfunctory, routine matters may also be placed on the Consent Agenda by the Board Chair. Any item on the Consent Agenda may be removed from the Consent Agenda and placed on the regular agenda upon request by any Trustee.
  - A. FINANCE, OPERATIONS and MAINTENANCE

- i. **Topic: Acknowledge MCPS Student Attendance Agreements (Elem/Sec)(Action)** – Pat McHugh, Executive Director of Business and Operations **Page 19**

**Background:** Attached in this packet is a list of students who are residents of MCPS District #1 and are requesting to attend other school districts. Those school districts require notification of the acknowledgement by the MCPS Board of Trustees to complete their application process. MCPS District #1 is not responsible for any tuition fees incurred by these students.

- **Elementary Recommendation:** Administration recommends that the Trustees acknowledge the attached list of elementary students requesting to attend other school districts.
- **Secondary Recommendation:** Administration recommends that the Trustees acknowledge the attached list of high school students requesting to attend other school districts.

9. NEW BUSINESS – Information and Action

A. FINANCE, OPERATIONS and MAINTENANCE

- i. **Topic: ESSER Funding Recap and Planned FY24 Expenditures (Elem/Sec)(Information)** – Micah Hill, Superintendent, and Pat McHugh, Executive Director of Business and Operations **Page 21**

**Background:** The district has been awarded approximately \$30.4m in Elementary and Secondary School Emergency Relief (ESSER) funds. The intention of these federal funds is to respond to the impacts of COVID-19. The funds were specifically designated for schools to safely reopen and sustain safe operations of school while meeting the academic, social, emotional, and mental health needs of students resulting from the COVID pandemic. A summary of the ESSER and Coronavirus Relief Funds (CRF) allocations and expenditures through September 15, 2023 is outlined in the attached document.

The district has approximately \$5m of ESSER III funds remaining - \$3.2m in the elementary district and \$1.8m in the high school district. All funds need to be encumbered by September of 2024 and expended by December of 2024. The attached document, labeled ESSER Funds Expended, outlines the ESSER II and III expenditures through September 15, 2023.

Ninety-five percent of the expenditures have been for salaries and benefits. The primary expenditures for salaries and benefits is consistent with the following priorities for the district to address with COVID relief funds:

- Student social/emotional mental well-being.
- Programs and activities to address learning loss.

The third document that is attached outlines the planned expenditures for FY24, which is essentially a continuation of the FY23 student supports to meet district priorities.

B. TEACHING AND LEARNING

- i. **Topic: Public Charter Schools (Elem/Sec) (Information)** – Micah Hill, Superintendent **Page 26**

**Background:** Administration will present information on public charter schools based on House Bill 549, Public Charter Schools Act, enacted by the Montana Legislature.

C. PERSONNEL, NEGOTIATIONS & POLICY

- i. **Topic: Approve Personnel Report (Elem/Sec)(Action)** – Trevor Laboski, Executive Director of Human Resources **Page 35**

**Background:** The routine Personnel Report reflects the current requests for personnel to be hired, leaves to be granted, retirements and resignations to be accepted, and terminations to be approved. Included in the packet is the Personnel Report upon which the Board must take action.

- **Elementary Recommendation:** Administration recommends trustee approval of the items on the provided Elementary Personnel Report.
- **Secondary Recommendation:** Administration recommends trustee approval of the items on the provided High School Personnel Report.

- ii. **Topic: Approve Out-of-Country Travel Request (Sec)(Action)** – Amy Shattuck, Assistant Superintendent **Page 51**

**Background:** Board Policy 2320 requires Superintendent/Designee and Board approval for out-of-country travel.

- Travel Request – Katie DeGrandpre – Big Sky High School Spanish students traveling to Costa Rica, March 16 – March 24, 2024.

**Board Discussion**

**Recommendation:** Administration recommends the Trustees grant approval for the out-of-country travel request.

- iii. **Topic: Approve Enrollments for the Early Kindergarten Program (Elem)(Action)** – Vinny Giammona, Assistant Superintendent

**Background:** OPI requires board approval for the enrollment of 4-year old students in the Early Kindergarten Program.

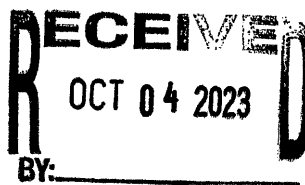
S.M	06/17/2019
N.P	09/23/2018
H.F	07/29/2019
J.D	04/20/2019
J.K	06/26/2018

**Board Discussion**

**Recommendation:** Administration recommends that Trustees approve the enrollment of these students for the Early Kindergarten Program 2023-2024.

10. ADJOURN

September 31, 2023



AGENDA ITEM: 4.A.  
DATE: 10.17.2023

Ann Wake  
12043 Pleasant Meadows (Home Address)  
PO Box 33 (Mailing Address)  
406-214-1390  
Lolo, Montana 59847

Dear Members of the MCPS Board of Trustees:

I am a registered voter in Lolo, Montana and live within the boundary of the Missoula County Public Schools High School district. I am writing this letter to both express my interest and respectfully request that I be considered for this vacant trustee seat. I understand that the position would represent the Lolo School District, Woodman and DeSmet School districts.

I have 13 plus years' experience as a prior trustee and have worked with four prior MCPS Superintendents. The board serves at the pleasure of the community which they serve and are responsible for making final decisions that aren't always easy but should be made for the best interests of the students, teachers, staff and taxpayers. The Superintendent is responsible for a lot. They are responsible for keeping lines of communications open between staff, students, parents and the community. They are the arbiter in conflict situations and when they are not able to meet a successful conclusion the Superintendent will ask for support from the board. It is vital that the working relationship between the Board and Superintendent is maintained respectfully. Lines of communication are important between the Board and Superintendent so that the district can operate at the highest level and maintain the educational excellence for the district. The district from my viewpoint does the very best job of providing quality teachers so that our students have the best foundation to lead them forward into the future. Changes are difficult and need to be worked on together with all the information that can be provided. If I could change anything it would be for a better understanding of the complexities of running a school district and the complicated decisions that are made daily.

Thank you for your consideration. I wish you all the very best.

Respectfully,

Ann Wake

## **MCPS Open Trustee Seat Interview Questions 2023**

Each applicant was provided notice with two written questions. The answers were due in the Superintendent's Office on Wednesday, October 4, 2023. In addition, each applicant received two questions that will be asked during the in-person Board interviews October 17, 2023.

### **Written**

1. Please describe what you see as the responsibilities of the Board versus the responsibilities of the Superintendent. How would you foster a good working relationship with the administration?
2. What do you believe to be the strengths of the MCPS district and what would you consider as areas to review or possibly change?

### **In Person**

1. What skills and abilities, including any prior board experience, do you have that would serve you and the District well in your service as a school board trustee?
2. What is your understanding of your role as an individual trustee where you are a part of an eleven member board?

**MISSOULA COUNTY PUBLIC SCHOOLS  
BOARD OF TRUSTEES  
Special Meeting**

**Tuesday, September 26, 2023 – 5:00 p.m.**

**Administration Building A - Boardroom**

**Trustees Present:** Board Chair Wilena Old Person, Jeffrey Avgeris, Grace M. Decker, Vice Chair Nancy Hobbins, Koan Mercer, Jen Vogel, Vice Chair Arlene Walker-Andrews, Meg Whicher, Keegan Witt

**Others Present:** Micah Hill, Trevor Laboski, Elizabeth Kaleva

**MINUTES**

1. CALL TO ORDER, WELCOME AND ROLL CALL: The meeting was called to order 5:01 p.m.
2. PLEDGE OF ALLEGIANCE was said by all.
3. REVIEW, REVISE, AND APPROVE AGENDA: Vice Chair Hobbins made a motion to approve the agenda as written. Seconded by Trustee Decker. No comments. The motion passed unanimously by all Trustees present.
4. PUBLIC COMMENT: No public comment.
5. TERMINATION HEARINGS FOR CLASSIFIED STAFF: Board Chair Wilena Old Person explained the matter before the Board were hearings on the recommendations to terminate a classified employee due to inability to perform the essential functions of the position. Chair Old Person closed the public portion of the meeting.

Chair Old Person reconvened the public portion of the meeting - 5:11 p.m. Trustee Decker made a motion to terminate classified staff member A. Seconded by Trustee Avgeris. The motion passed unanimously by all Trustees present.

Board Chair Wilena Old Person explained the matter before the Board was a hearing on the recommendation to terminate a classified employee due to inability to perform the essential functions of the position. Chair Old Person closed the public portion of the meeting.

Chair Old Person reconvened the public portion of the meeting - 5:16 p.m.

Vice Chair Hobbins made a motion to terminate classified staff member B. Seconded by Trustee Avgeris. The motion pass unanimously by all Trustees present.

Board Chair Wilena Old Person explained the matter before the Board was a hearing on the recommendation to terminate a classified employee due to inability to perform the essential functions of the position. Chair Old Person closed the public portion of the meeting.

Chair Old Person reconvened the public portion of the meeting - 5:20 p.m.

Trustee Decker made a motion to terminate classified staff member C. Seconded by Vice Chair Hobbins. The motion pass unanimously by all Trustees present.

Chair Old Person reconvened the public portion the meeting - 5:25 p.m.

Vice Chair Nancy Hobbins made a motion to terminate classified staff member D. Seconded by Trustee Avgeris. The motion pass unanimously by all Trustees present.

The meeting was adjourned 5:26 p.m.

As recording secretary for this Board meeting, I certify these minutes to be a true and correct copy of what was taken at the meeting.

Tracy Long, Minutes Recorder\_\_\_\_\_

Wilena Old Person, Board Chair\_\_\_\_\_

# MISSOULA COUNTY PUBLIC SCHOOLS BOARD OF TRUSTEES Meeting

**Tuesday, September 26, 2023 – 6:00 p.m.**

**Administration Building A - Boardroom**

**Trustees Present:** Board Chair Wilena Old Person, Jeffrey Avgeris, Grace M. Decker, Vice Chair Nancy Hobbins, Koan Mercer, Jen Vogel, Keegan Witt

**Others Present:** Micah Hill, Amy Shattuck, Vinny Giammona, Trevor Laboski, Pat McHugh

## MINUTES

1. CALL TO ORDER, WELCOME AND ROLL CALL: The meeting was called to order 6:00 p.m.
2. PLEDGE OF ALLEGIANCE was said by all.
3. REVIEW, REVISE, AND APPROVE AGENDA: Trustee Avgeris made a motion to approve the agenda as written. Seconded by Trustee Witt. No comments. The motion passed unanimously by all Trustees present.
4. APPROVE MINUTES
  - A. **Board of Trustees Regular Board Meeting – September 12, 2023:** Trustee Witt made a motion to approve the September 12, 2023 Regular Board Meeting minutes. Seconded by Trustee Avgeris. No comments. The motion passed unanimously by all Trustees present.
5. PUBLIC COMMENT/CORRESPONDENCE
  - A. **Public Comment**
    - Tim Chamberlain shared comments regarding youth baseball in Missoula. Read a prepared statement outlining his history with baseball, the number of current players, teams, fields, etc. Further commented youth baseball does not feel supported. Requested the Board place the baseball topic on the October 10, 2023 agenda.
    - Missy Miculka read a prepared statement thanking MCPS and expressed hopes for high school baseball in Missoula. Parents have been asking the athletic directors about baseball and have been doing their own research. Montana High School Association could look into cooping between the three Missoula high schools. Formally requested baseball be added to the October 10, 2023 agenda.
    - Harley Paugh read a prepared statement outlining 4 reasons for MCPS to add baseball. Further commented on the financial aspects. Shared his conversations with the athletic directors. Has developed an estimated budget which would be approximately \$45,000 for each high school. Formally requested adding baseball to the October 10, 2023 agenda.
6. REPORTS / ANNOUNCEMENTS
  - A. **Health Insurance Trust Fund Report:** The Health Insurance Trust Fund Report for June 2023 (update), July 2023, and August 2023 was reviewed. No oral report.
  - B. **Announcements from the Superintendent:** Superintendent Micah Hill made the following announcements:
    - The formal October count coming up. Will determine next year's budget.
    - Happy Birthday to Chair Wilena Old Person and Vice Chair Nancy Hobbins.
7. OLD BUSINESS
  - A. PERSONNEL, NEGOTIATIONS & POLICY



**Topic: Approve Second Reading of Policy Revisions:** Supt. Micah Hill explained these were the first group of policies that were brought before the Board September 12, 2023. No public comment received. Trustees Decker and Mercer referred to the marijuana free policy and inquired what the District's response would be should the general public, who may use marijuana as a medicine for many conditions, be using marijuana. Supt. Hill responded that someone should not be using or under the influence while on school property and the response would be the same for all. Provided an example.

Policy Number	Policy Name	Information
1110	Taking Office for Newly- Elected Trustees	Required Update
1111	Election of Trustees	Required Update
1400	Meetings	Required Update
4332	Conduct on School Property	Required Update
5222	Evaluation of Non-Administrative Staff	Required Update
5225	Tobacco Free Policy	Required Update
5231	Personnel Records	Required Update
6410	Evaluation of Administration Personnel	Required Update
8225	Tobacco and Marijuana Free Policy	Required Update

Trustee Witt made a motion to adopt the revised policies as presented. Seconded by Trustee Avgeris. No comments. The motion passed unanimously by all Trustees present.

## 8. NEW BUSINESS

### A. FINANCE, OPERATIONS and MAINTENANCE

i. **Topic: Ratify Request from Drummond School District to Enter MCPS Boundaries to Transport Students:** Pat McHugh explained this was not a common occurrence. The Drummond School District has requested permission to cross the MCPS boundary to transport students to Drummond for the remaining 2023-2024 school year. Referred to page 28 of the agenda. Arrangement is between MCPS, Clinton, and Drummond. MCA § 20-10-126 does require a written agreement authorizing transportation services. Trustee Avgeris made a motion to approve the agreement authorizing Drummond School District to transport students across MCPS boundaries. Seconded by Trustee Mercer. No comments. The motion passed unanimously by all Trustees present.

ii. **Topic: Approve Use of Interlocal Funds to Support the Purchase of High School Science Textbooks and Supplies:** Pat McHugh explained the Trustees previously approved the adoption of the high school science curriculum. Requesting permission to purchase the curriculum with district interlocal funds. Have accumulated approximately \$3M in the account. At the end of each year the General Fund funds not expended have been transferred into the fund. Timing did not allow for the purchase using year end funds. Each of the three urban high schools will receive an allocation of \$50k. The entire allocation of \$150k would be funded with the interlocal funds maintained as part of the multi district agreement. Trustee Decker commented she understood that mostly the elementary has had funds available. High school floated from elementary through the interlocal agreement. High school in a healthier state. Was surprised by the funds in the interlocal. McHugh explained at this point in the year the District has allocated the budget for staff and do not know where the District will sit at the end of the year. Budget savings used within those allocated and approved budgets. Part of it is timing. Relates back to end of the year funds that were not expended before the year was closed. Essentially using high school funds that were available last year. Funds accumulated over a period of time. The elementary, when it has been identified as support, has really been on paper. There has not been an actual transfer. It is true the interlocal is made up of mostly elementary funds but not exclusively. This use does not exceed those available funds. Trustee Mercer asked for a direct accounting of the interlocal funds. McHugh can provide. Also shared the statute. Elementary and High School are two different districts. Contributions are well known. Trustee Vogel inquired if Seeley would be getting a portion. Supt. Hill explained the requests came from the high schools. Shared an example. No request came from Seeley-Swan. If they needed anything, it would be through the same process. Chair Old Person shared she had asked the same question during agenda setting. Trustee Decker inquired if high school was a lot more expensive. McHugh commented it was more expensive

and explained the state recognizes that so the ANB funding formula accounts for it. Trustee Decker said it was important to acknowledge the different funds. If a person lives in the Missoula city, they pay both elementary and high school taxes. If a person lives in the county, they only pay the high school taxes. Used the interlocal agreement as an example. Trustee Decker made a motion to approve the use of a total of \$150k of interlocal funds to support the science adoptions at each of the three urban high schools. Seconded by Trustee Decker. Trustee Mercer made final comments regarding the \$3M, the need to see an accounting, and supported the motion. No public comments. The motion passed unanimously by all Trustees present.

**B. PERSONNEL, NEGOTIATIONS & POLICY**

- i. **Topic: Approve Renewal Cooperative Sponsorship Between Big Sky High School and Loyola Sacred Heart High School for Boys Wrestling:** Assistant Supt. Amy Shattuck explained Big Sky High School needs Board approval to submit a renewal application to the Montana High School Association for a Cooperative Sponsorship Agreement with Loyola Sacred Heart High School for boys wrestling. The agreement is for 3 years. Trustee Avgeris made a motion to approve the Cooperative Sponsorship Agreement Application with Loyola Sacred Heart High School for boys wrestling. Seconded by Vice Chair Hobbins. No comments. The motion passed unanimously by all Trustees present.
- ii. **Topic: Approve Cooperative Sponsorship Between Big Sky High School and Loyola Sacred Heart High School for Girls Wrestling:** Assistant Supt. Amy Shattuck explained this was similar to the previous agenda item except for girls wrestling. Trustee Avgeris made a motion to approve the Cooperative Sponsorship Agreement Application with Loyola Sacred Heart High School for girls wrestling. Seconded by Vice Chair Hobbins. Chair Old Person commented she was pleased with the agreement. Good community partnership. No public comments. The motion passed unanimously by all Trustees present.
- iii. **Topic: Approve Enrollments for the Early Kindergarten Program:** Assistant Supt. Vinny Giammona explained the students were additional early kindergarten enrollments. Mirrors the previous approval request. Trustee Mercer asked questions regarding the reasons for the capped program numbers, potentially adding early kindergarten classrooms in other schools, use of grant funds, and ANB falling short. Giammona explained the criteria for enrollment. The State allows up to 20 students, and shared the early kindergarten enrollment numbers by school. Supt. Hill explained the program is currently grant funded. The District does not receive ANB funding for the first year as funding is based on prior years. District could look at additional classrooms aside from the grant.

Initials	Date of Birth
K.N	04/10/2019
D.G.	08/31/2019
J.W	01/04/2019
S.B	01/09/2019
M.M	08/02/2019

Trustee Avgeris made a motion to approve the enrollment of these students for the Early Kindergarten Program 2023-2024. Seconded by Vice Chair Hobbins. No comments. The motion passed unanimously by all Trustees present.

- iv. **Topic: Approve Policy Revisions and New Policies for First Reading:** Supt. Micah Hill gave a brief synopsis of each proposed policy revision and new policies for first reading.
  - BP2132 was reviewed again by the District's legal counsel. Legal counsel addressed the questions regarding parent/guardian rights, survey definition, and personal information definition. Only parents have fundamental rights in accordance with the law, not in spite of the law. Guardians do not have those same fundamental rights. Rights are limited to court orders, etc. In regards

to defining survey and personal information the policy originates in Federal law, the Pupil Protection Rights Act, which does not define survey and personal information. Recommendation is to move the policy without any changes. Trustee Witt referred to the policy's legal references HB676. Read a portion of the parent definition and inquired if a guardian was part of the definition under state law. Supt. Hill referred back to legal counsel's recommendation. Trustee Mercer questioned the District's counsel's understanding of the first sentence regarding fundamental rights of parents. Commented it could say "in accordance with the common law". It's the reservation. It's in accordance. Supt. Hill reread district counsel's response. Trustee Mercer had grammar issues but accepted the interpretation. Further commented on the acceptance of a guardian's signature, not defining survey, and then referred to the personal information section in the policy. Trustee Decker was curious as to what if anything the District anticipated would change in practice. Supt. Hill responded that essentially nothing will change. Explained there was an issue with the OPI's Youth Needs Prevention Survey and whether or not it was simply an opt out survey. Question came out if schools could make students take a survey that doesn't collect personal information. Trustee Decker questioned the distinction between the collection personal information. Questioned if an anonymous survey now falls under the consent that must be obtained and if that was already the District's practice. Supt. Hill used an example. Most surveys include the opt out or opt in piece.

- BP3210 is largely unchanged. Includes the legal references and a cross reference to BP3225.
- BP3225 first part is unchanged but the remainder got a lot of rewrite. Policy is defining bullying and includes how to report, adult behavior, and student behavior. Policy gets into ADA, 504, Title IX, etc. Trustee Witt agreed with the rewrite and questioned how it would affect what the District is currently doing. Supt. Hill explained Title IX has changed substantially. Generally speaking the policy does not change the District's procedures. Trustee Mercer referred to the top of page 44 of the agenda and referred to, "*Complaints will be kept confidential*". Inquired how that statement interacts with a parent's right to know. Supt. Hill explained that anything that results in discipline, the parents are informed. When it comes to Title IX, there is no right to privacy. Equal opportunity to defend themselves. Trustee Mercer commented confidential really means not public but disclosed to all parties involved. Shared an example. Trustee Mercer referred to page 45 of the agenda and the line, "*regardless of the reason*". Super clear and powerful. Referred back to page 42 and read the section that harassment, intimidation, and bullying can take on many forms. Trustee Decker also referred to the statement. Statement makes things very clear. Trustee Mercer commented on his approval of the final sentence. Voiced concerns that certain discriminations may now be allowed under state law.
- BP4330: Supt Hill referred to page 35 of the agenda that provided the long definition of sexually oriented performances. Referred to BP4330. There is only a one line addition, "*Sexually oriented performances are not permitted on District property.*" Trustee Mercer questioned the definition. Trustee Witt commented the law was very vague. Trustee Mercer inquired who decides if someone challenges that a performance is sexually oriented. Supt Hill responded he would do it. Referred back to page 35 further reading the definition. Supt. Hill commented the District has never allowed these performances before. Trustee Witt commented the law's definition doesn't specifically address that further. Someone could bring it up and penalty is \$5K for violating the law. Supt. Hill referred back to the policy, the use of school facilities. Shared an example. Trustee Witt questioned if a parent complained there was a sexually oriented performance, would the parent have to go to court? Supt. Hill referred to the BP1700, Formal Grievance Policy. Parents would go through a process where it could ultimately be heard by the Board to make a determination. Also have SB99 from the previous legislative session which requires the District to provide 48 hours-notice on anything that might be sexualized. Trustee Decker appreciated the simplicity with which it was added to the use of community facilities. Commented the District is being asked to do this in response to a bill that was explicitly about drag shows and explicitly created an effect on an art form practiced by the LGBTQ community. Further shared comments that queer kids matter in the community. Trustee Mercer commented the legal reference HB359 in the policy is where you would go to find the definition.

- BP8301 was a significant overhaul. The last adoption was in 2015. Includes new language around safety particularly as it relates to safety plans and drug assessments and the requirements of the school districts to revisit monthly safety teams and plans. Tyler Christensen and the Assistant Superintendent Vinny Giammona have spent a lot of time developing safety plans for the schools. Plans already in place prior to policy. Host monthly safety meetings and table top exercises. Trustee Mercer referred to page 49 of the agenda. Superintendent is authorized to close the school. Questioned if there was another policy that defines the Superintendent to include someone else. Wondered if the language should include “or designee”. Supt. Hill explained the District does have a school closure plan. Shared examples. Trustee Mercer commented the need to define and/or have another policy that defines someone as the full superintendent while Supt. Hill is away. Supt. Hill said it would be put in the handbook. Vice Chair Hobbins inquired if it should be added to all the policy references. Trustee Mercer clarified he was referring to school closure.
- BP1650 is a brand new policy. The Board of Public Education just put out the application and the requirements for charter schools. Supt. Hill explained next month the Board could be seeing some applications for school board publicly controlled charter schools. Explained the Missoula Online Academy could now have charter school status and could receive extra funding. Policy puts it together. Interesting because it says the board of trustees, but it also says the individual entity is not affiliated with the district. Shared some examples. Referred trustees to the second sentence in the first paragraph, the word adopted is at the end of the sentence. Thinks it should say that an application for public charter school must be consistent with the district’s adopted mission. Trustee Witt asked questions about denying a request. Supt. Hill explained everything is laid out in the law. Must be solid on the reasons for denial because the Board of Public Ed could come back and say you have to do it. Trustee Mercer inquired if the Board denied a charter school and the Board of Public Ed approved the charter school in our area, who would be responsible? Supt. Hill responded the MCPS Board of Trustees would be responsible. Chair Old Person commented she had watched one of the OPI Community talks and they could not fully tell who would be responsible. MTSBA supported this bill. Supt. Hill explained the other charter school bill currently has an injunction for unconstitutional reasons. Shared some former principals and some public schools have joined with the State in support of the other charter school bill. That bill has no rules but receives all the public funding for it. Trustee Mercer referred to the middle paragraph where anyone can make a request and at minimum we have to have a committee established to deal with that. Hesitant to allow an open-ended thing that would encumber the order to mandate and respond. Questioned if there was any requirement or initial screening. Supt. Hill explained the application came out today with the looming deadline. Applications must be in by November 1<sup>st</sup>. There is limited funding and resources. Trustee Decker inquired about holding a work session to learn more. Chair Old Person suggested October 10<sup>th</sup>. Supt. Hill was open to doing a presentation to clearly define the next actions. Vice Chair Hobbins wondered since the policy was in first reading if the Board should wait until everything is done. Trustee Decker expressed urgency to do it now since the law is in place. Trustee Mercer commented there would be a high probability that prior to November 1<sup>st</sup>, the Board could see a recommendation. Will be out of town next meeting for work. Supt. Hill commented he did not want to miss out on an opportunity for MCPS. Possible solution would be to do a work, study.
- BP2423 is a new policy, Personalized Learning Opportunities. Policy has the same language as in the Innovative Tax Credit. Aligns with our advanced opportunities a grant that the District currently received. Applying transformational learning grants that goes back to teacher clarity work, CTE, etc. Explained these things and the next couple are actually in the Administrative Rules in Montana.
- BP2332 is a new policy as a result of recent Supreme Court case that was recently litigated. Out of this litigation Supreme Court said that it is not a separation of Church and State but rather a balance. Policy is written but fundamentally doesn’t change anything the District is currently doing. Chair Old Person inquired why the policy was optional. Supt. Hill said while there is a Supreme Court case that addressed the specific issue, the Board is not bound to adopting a policy but they could be proactive. Trustee Witt commented he understood the environment and

agreed with being proactive. Appreciated the second paragraph term “captive audience”. Trustee Mercer commented on the courage of those to walk out on a coach and inquired about the pressure imposed by the team environment. Trustee Decker expressed concern the policy could limit the Native American culture. Chair Old Person explained the District does have a policy specifically for the Native American culture.

- BP4700 was a result in the changes in the Administrative Rules of Montana which specify we have to have a family community engagement policy. The policy is well written and embodies MCPS. Chair Old Person inquired if this was part of the brief introduction in the school handbooks. Shared Lewis and Clark did not have it in their handbook. Trustee Mercer commented that this would advocate for going back to having parent teacher conferences in middle school. Supt. Hill asked Trustee Mercer to clarify if he was advocating for more middle school parent teacher conference. Trustee Mercer explained that due to a scheduling error 2 years ago, the District canceled middle school spring conferences and did not return them to the calendar.
- BP5015 ties back to the Administrative Rules of Montana and ties back to BP3225. The 5000 series policies are observed for personnel.

Trustee Decker made a motion to approve the policy updates for first reading and public posting as presented. Seconded by Trustee Avgeris. No comments. The motion passed unanimously by all Trustees present.

#### 9. BOARD OF TRUSTEES

- A. **Topic: Vacant Trustee Seat Update:** Board Chair Wilena Old Person explained the vacant position announcement was advertised in the Missoulian, posted on social media, and posted on each school’s website. Interested candidates must live within the Lolo, Woodman, or DeSmet boundaries and must be a registered voter. Applicants may apply by submitting a letter that includes full name, physical address, contact information, why the candidate is interested in serving, and must answer the two questions posted on the website. Candidate materials must be submitted by the deadline, 4:30 p.m., Wednesday, October 4, 2023. Trustee Avgeris suggested aggressive marketing. Trustee Decker inquired about reaching out to those schools for any interest. Trustee Mercer inquired about missing the 60 day mark. Trustee Decker said that has happened in the past and the County Superintendent would appoint.

#### 10. ADJOURN: The meeting as adjourned 7:33 p.m.

As recording secretary for this Board meeting, I certify these minutes to be a true and correct copy of what was taken at the meeting.

Tracy Long, Minutes Recorder\_\_\_\_\_

Wilena Old Person, Board Chair\_\_\_\_\_

Pat McHugh, District Clerk\_\_\_\_\_

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## High School Baseball - Letter & Budget

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**Harley Paugh** <hapaugh@gmail.com>

Tue, Sep 26, 2023 at 9:28 PM

To: "publiccomment@mcpsmt.org" <publiccomment@mcpsmt.org>

Please accept the attached documents into the record as public comment about High School Baseball. The request from the public is to add High School Baseball as an agenda item for the October 10, 2023 Regular Meeting or a special session to discuss options and a plan forward for approving HS baseball in Missoula. The goal is to be ready for play by March 2024.

Thank you.

Harley Paugh

Sent from Mail for Windows

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### 2 attachments



**Baseball Letter - MCPS Board Meeting 230926.docx**  
20K



**Missoula High School Baseball - Budget Estimate.pdf**  
166K

Good evening,

My name is Harley Paugh. I come in front of the MCPS Board of Trustees to give you 4 solid reasons why High School Baseball should be a consideration for Big Sky, Sentinel and Hellgate High Schools.

- Reason 1: By adding baseball to the list of sports, MCPS would continue to be a leader in creating a well-rounded athletic program that caters to the diverse interests and talents of its student body.
- Reason 2: The inclusion of baseball will further enhance the educational experience at MCPS High Schools and provide students with opportunities for personal growth, physical fitness, and camaraderie.
- Reason 3: High School Baseball would provide a natural progression for hundreds of players participating in our local youth baseball programs. We believe it would be a wonderful addition to the athletic program for MCPS and contribute positively to the overall High School experience of the study body.
- Reason 4: We have a tremendous and enthusiastic community of youth baseball players, parents, and supporters in Missoula.

Next, I want to transition to the financial aspects of a baseball program. Within the last 2 weeks, I have had discussions with 3 Athletic Directors from western Montana to discuss their seasons and the start-up costs to operate their programs. From these discussions, I was given hard costs from each school, and I took that data to develop an estimated budget that covers the next 4 seasons, starting in 2024. Estimates work out to be under \$45,000 per high school for start-up costs and equal to or less than \$40,000 to operate thereafter. I would like an opportunity to discuss the budget in depth with MCPS Board of Trustees and will provide a copy of the estimated budget along with a list of questions asked of each AD during the phone conversations for the record. This information should provide value and context as you assess the adoption of High School baseball.

In closing, I speak for several parents in our community and request the MCPS Board of Trustees add "Approving High School Baseball" to the agenda for discussion or action at the next meeting in October. If a special session is required, a small group of parents would be in attendance and stand willing to help. Time is of the essence and your action to move is very important. Others and I are here to work with the Board on this important matter. We are hopeful that a potential vote by the MCPS Board of Trustees would reflect the administration's commitment to continuously evaluating a comprehensive range of extra-curricular activities that meet the interests and needs of its students.

Thank You.

Harley Paugh

Missoula High School Baseball

Budget Plan

Part 1: Revenue (Estimate)

Revenue Line Item	Revenue Source	Revenue Activity	Year 1		Year 2		Year 3		Year 4	
			2023-2024 Season	Revenue Budget	2024-2025 Season	Revenue Budget	2025-2026 Season	Revenue Budget	2026-2027 Season	Revenue Budget
1	Carryover Balance	Year over Year Carry-over		\$0.00		-\$100.00		-\$2,000.00		-\$2,000.00
2	Athletic Boosters	Discretionary and Allocated Funding		\$2,000.00		\$2,000.00		\$2,000.00		\$2,000.00
3	MCPS	Long Term Capital Funding		\$20,000.00		\$22,000.00		\$25,000.00		\$28,000.00
4	Gate Fee	Varsity Home Gate Fee - 15 Games @ \$8/per person		\$1,500.00		\$1,500.00		\$1,500.00		\$1,500.00
5	Athlete Contribution	Baseball Player Contribution (\$175/Player)								
6	Fundraising	JV/Freshman Team 15 players max Varsity Team 15 players max Corporate Sponsors, Donors, General Fundraising		\$5,250.00		\$5,250.00		\$5,250.00		\$5,250.00
Per High School				\$16,000.00		\$12,000.00		\$10,000.00		\$7,000.00
				\$44,750.00		\$42,650.00		\$41,750.00		\$41,750.00

\$175.00 30 \$5,250.00

Part 2: Expenditures (Estimate)

Expense Line Item	Expense Category	Itemized Expenses	Year 1		Year 2		Year 3		Year 4	
			2023-2024 Season	Expense Budget	2024-2025 Season	Expense Budget	2025-2026 Season	Expense Budget	2026-2027 Season	Expense Budget
1	Coaches Salaries	Coaching Staff Head Varsity + 2 Assistants Head JV + 1 Assistant		\$7,665.00		\$7,665.00		\$7,665.00		\$7,665.00
2	Travel Regular Season	Varsity Bus Travel for 11 Road Games @ \$500/Trip		\$8,500.00		\$8,500.00		\$8,500.00		\$8,500.00
3	Travel Post Season	JV Bus Travel for 6 Road Games @ \$500/Trip		\$0.00		\$1,000.00		\$1,000.00		\$1,000.00
4	Travel	Bus Travel for Post Season @ \$1,000 Lodging/Meals 11 Road Games - 2 Overnight @ \$1,500 Post Season 1 Tournament Overnight - \$2,000 EA		\$3,000.00		\$5,000.00		\$5,000.00		\$5,000.00
5	Equipment	Scorebooks, Line Up Cards, Clipboards, Pens		\$5,000.00		\$3,500.00		\$3,500.00		\$3,500.00
6	Fields	Bats, Coaching Equipment, Game & Practice Baseballs		\$5,000.00		\$5,000.00		\$5,000.00		\$5,000.00
7	Tournament Fees	Field Rental/Maintenance		\$0.00		\$0.00		\$0.00		\$0.00
8	Team Uniform - Travel	State Tournament Fees		\$3,500.00		\$2,000.00		\$2,000.00		\$2,000.00
9	Team Uniform - Game	Warm Up Jacket, Shirts, Shorts Varsity Jersey (Home & Away), Pants x 2, Socks, Belt, Hats JV Same as Varsity		\$6,000.00		\$2,000.00		\$1,000.00		\$1,000.00
10	Umpire Fees	Plate Umpire @ \$75/game + per diem + mileage Field Umpire @ \$55/game + per diem + mileage		\$3,695.00		\$3,700.00		\$3,700.00		\$3,700.00
11	Awards & Banquet	Awards & Senior Night Supplies, Banquet Expense		\$750.00		\$750.00		\$750.00		\$750.00
12	Administrative Cost	General Expenditures		\$1,500.00		\$1,500.00		\$1,500.00		\$1,500.00
Per High School				\$44,610.00		\$40,615.00		\$39,615.00		\$39,615.00

Profit/Loss (Revenue - Expenses)	\$140.00	\$2,035.00	\$2,135.00	\$6,445.00
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Coaches	Regular Season Games	Post Season Games	Salary Per Game	Total
Head Varsity	22	5	\$125.00	\$2,865.00
Varsity Assistant 1	22	5	\$65.00	\$1,540.00
Varsity Assistant 2	22	5	\$65.00	\$1,540.00
JV/Frosh Head	15	5	\$80.00	\$1,200.00
JV/Frosh Assistant 1	15	5	\$35.00	\$525.00
JV/Frosh Assistant 2			\$35.00	\$0.00
				\$7,665.00

Plate Umpire	10	\$100.00	\$2,420.00
Field Umpire	10	\$75.00	\$1,275.00

\$3,695.00



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## Public Comment from 9/26/23 Re: High School Baseball

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**Tim Chamberlain** <timothywchamberlain@gmail.com>  
To: publiccomment@mcpsmt.org

Wed, Sep 27, 2023 at 9:38 AM

Thank you for the opportunity to say a few words in support of High School baseball last evening. Please find the attached statement that I read from and please note that we are requesting that "Approving High School Baseball" be added to the 10/10/23 MCPS Board Meeting Agenda.

Best Regards,

Tim Chamberlain  
406-360-3406



**Chamberlain Public Comment on HS Baseball 9-26-23.pdf**

233K

Chamberlain Public Comment on HS Baseball: 9/26/2023

My name is Tim Chamberlain and I'd like to add a little more context around youth baseball in Missoula.

I just completed a 5-year term as President of Mount Jumbo Westside Little League. Last year our League provided baseball opportunities to 480 players and our neighboring Mt. Sentinel League provided baseball to just over 300.

During baseball season Mt Jumbo runs 9 games every Mon – Thurs on 8 baseball fields on a self-maintained 15 acers, with a full umpire crew and a full-time grounds crew.

Further in each of the last five years Mt Jumbo LL has won the Dist 2 Pool Play tournament, won the Dist 2 District tournament, and has advanced to the State tournament – just one win away from making the Little League World Series!

We do all of this for just shy of \$80K. While we've not been able to ascertain what the HS baseball committee came up with in terms of numbers we can certainly provide Baseball to each High School for 15 – 45 players for a fraction of this.

As in most communities, the love of baseball begins at the Little League level often as early as 4 or 5 years of age. Unlike other States however, the baseball journey for Montanans comes to a halt at the age of 14 as there is not a High School baseball option.

Teenagers can try out for an American Legion team but those opportunities to play are reserved only for the best of the best players and for those who can afford the many thousands of dollars it costs each player to participate.

As I stated in a letter addressed to the superintendent, all of the Principals and all Athletic Directors dated Jan 4, 2022, our league and our community stand ready to help. Unfortunately, we received not a single response to our offer of support.

So here we are nearly two years later asking to partner with MCPS to make this happen and I'd like to begin by requesting that the topic of "Approving High School Baseball" be added to the Oct. 10, 2023, MCPS Board Meeting Agenda.

The Missoula baseball community has the know-how, the relationships and most importantly the will to make this happen.

Let's make this happen!

Thank you,

Tim Chamberlain ~ [Timothywchamberlain@gmail.com](mailto:Timothywchamberlain@gmail.com) ~ 406-360-3406

2023-24 ELEMENTARY - COMPLETED STUDENT ATTENDANCE			
For the Period Ending September 2023			
MCPS ELEMENTARY STUDENTS ATTENDING OTHER DISTRICTS			
STUDENT NAME	School Attending	Grade	District of Residence
C.,S.	CLINTON	6	MCPS/PORTER
C.,N.	CLINTON	4	MCPS/HAWTHORNE
S.,A.	CLINTON	K	MCPS/RATTLESNAKE
S.,C.	CLINTON	1	MCPS/RATTLESNAKE
S.,R.	CLINTON	4	MCPS/RATTLESNAKE
S.,G.	CLINTON	K	MCPS/RATTLESNAKE
H.,S.	ARLEE	8	MCPS/MEADOW HILL



## Summary of ESSER and CRF Allocations Through September 15, 2023

### HIGH SCHOOL DISTRICT

**Must be Expended by:**

Original Budget  
Amendment/2nd allocation  
Allocation for private schools  
Adjusted Budget  
  
Current Expended  
Current Encumbrances  
Current Adjustment  
Exp Adjs to next batch Fed funds  
Est'd adj for June checks  
Final Check Estimate  
Total Projected Exps/Encs 8/31/2023  
  
Budget Balance 8/31/2023

HS 22185 CRF	HS 22080 ESSER 1 Base 9/30/2022	HS 22081 ESSER 1 Related Services 9/30/2022	HS 22186 ESSER 2 Base 9/30/2023	HS 22190 ESSER 2 Supplemental 9/30/2023	HS 22191 ESSER 2 Special Needs 9/30/2023	HS 22193 ESSER 2 Supplemental Targeted	HS 22192 ESSER 3 Base	HS 22188 ESSER 3 Supplemental	HS 22187 ESSER 3 Lost Instr Time	HS Total
1,563,744 296,788	781,016	185,625	2,848,674	113,740	62,381	135,446	5,120,494	113,740	1,280,124	12,204,984 296,788
1,860,532	781,016	185,625	2,848,674	113,740	62,381	135,446	5,120,494	113,740	1,280,124	12,501,772
1,837,569	781,016	185,651	2,805,171 20,257	110,384	15,850 717	105,633	4,365,860	-	458,216	10,665,350 20,974
22,963										22,963
										-
										-
1,860,532	781,016	185,651	2,825,428	110,384	16,567	105,633	4,365,860	-	458,216	10,709,287
(0)	0	(26)	23,246	3,356	45,814	29,813	754,634	113,740	821,908	1,792,485

### ELEMENTARY DISTRICT

**Must be Expended by:**

Original Budget  
Amendment/2nd allocation  
Allocation for private schools  
Adjusted Budget  
  
Current Expended  
Current Encumbrances  
Current Adjustment  
Exp Adjs to next batch Fed funds  
Est'd adj for June checks  
Final Check Estimate  
Total Projected Exps/Encs 8/31/2023  
  
Budget Balance 8/31/2023

Elem 12185 CRF	Elem 12080 ESSER 1 Base 9/30/2022	Elem 22081 ESSER 1 Related Services 9/30/2022	Elem 12186 ESSER 2 Base 9/30/2023	Elem 12191 ESSER 2 Special Needs 9/30/2023	Elem 12192 ESSER 3 Base	Elem 12187 ESSER 3 Loss Instr Time	Elem Total
2,430,583 461,308	1,528,483		5,592,211	143,487	10,047,449	2,511,862	22,254,075 461,308
2,891,891	1,528,483	-	5,592,211	143,487	10,047,449	2,511,862	22,715,383
3,007,510	1,528,737		5,460,289 30,806	104,966 6,782	6,916,312 87,132	2,572,466 10,072	19,590,279 134,791
(115,619)							(115,619)
							-
							-
2,891,891	1,528,737	-	5,491,094	111,748	7,003,444	2,582,537	19,609,451
-	(254)	-	101,117	31,739	3,044,005	(70,675)	3,105,932

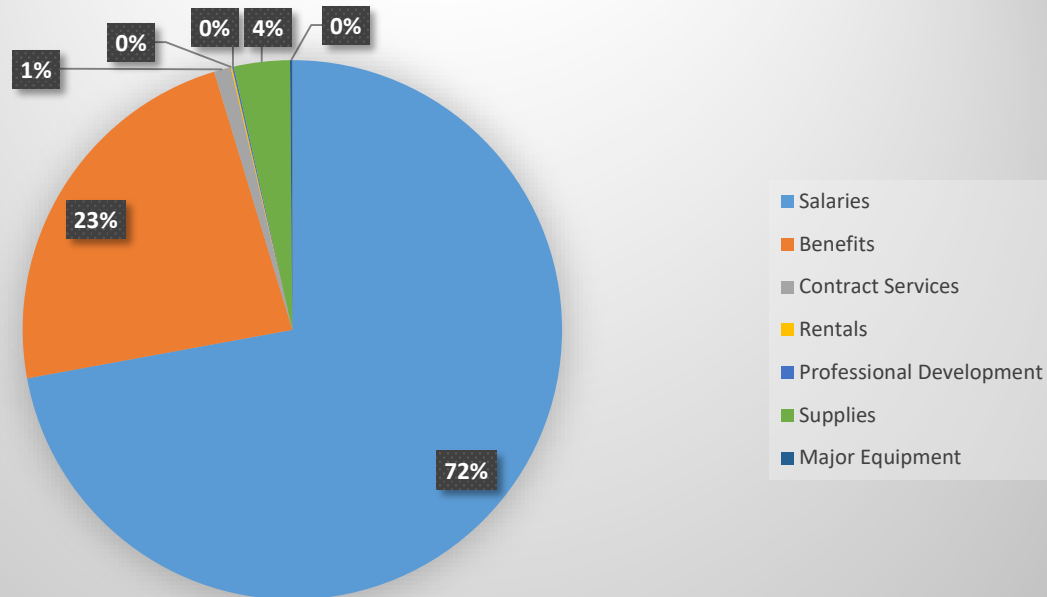
### COMBINED DISTRICTS

Combined Elem & HS Total
34,459,059 758,096 -
35,217,155
-
30,255,629
155,765
-
(92,656)
-
-
30,318,738
4,898,417

## Elementary ESSER Funds Expended as of September 15, 2023

	ESSER II-base	ESSER II- Special Needs	ESSER III-Base	ESSER III- Lost Instr Time	Total
<b>Allocation</b>	12186 \$ 5,592,211.00	12191 \$ 143,487.00	12192 \$ 10,047,449.00	12187 \$ 2,511,862.00	18,295,009.00
<b>Salaries</b>	\$ 3,675,452.56	\$ 58,533.11	\$ 5,123,991.36	\$ 1,998,850.58	\$ 10,856,827.61
<b>Benefits</b>	\$ 1,271,896.61	\$ 19,202.14	\$ 1,640,274.88	\$ 561,060.22	\$ 3,492,433.85
<b>Contract Services</b>	\$ 75,849.90		\$ 75,485.20		\$ 151,335.10
<b>Rentals</b>	\$ 13,487.18				\$ 13,487.18
<b>Professional Development</b>	\$ 8,189.03	\$ 1,820.58	\$ 5,027.50		\$ 15,037.11
<b>Supplies</b>	\$ 408,243.83	\$ 25,410.49	\$ 57,601.03	\$ 12,555.00	\$ 503,810.35
<b>Major Equipment</b>	\$ 7,169.43		\$ 13,932.00		\$ 21,101.43
<b>Total</b>	\$ 5,460,288.54	\$ 104,966.32	\$ 6,916,311.97	\$ 2,572,465.80	\$ 15,054,032.63
<b>Net Available</b>	\$ 131,922.46	\$ 38,520.68	\$ 3,131,137.03	\$ (60,603.80)	\$ 3,240,976.37

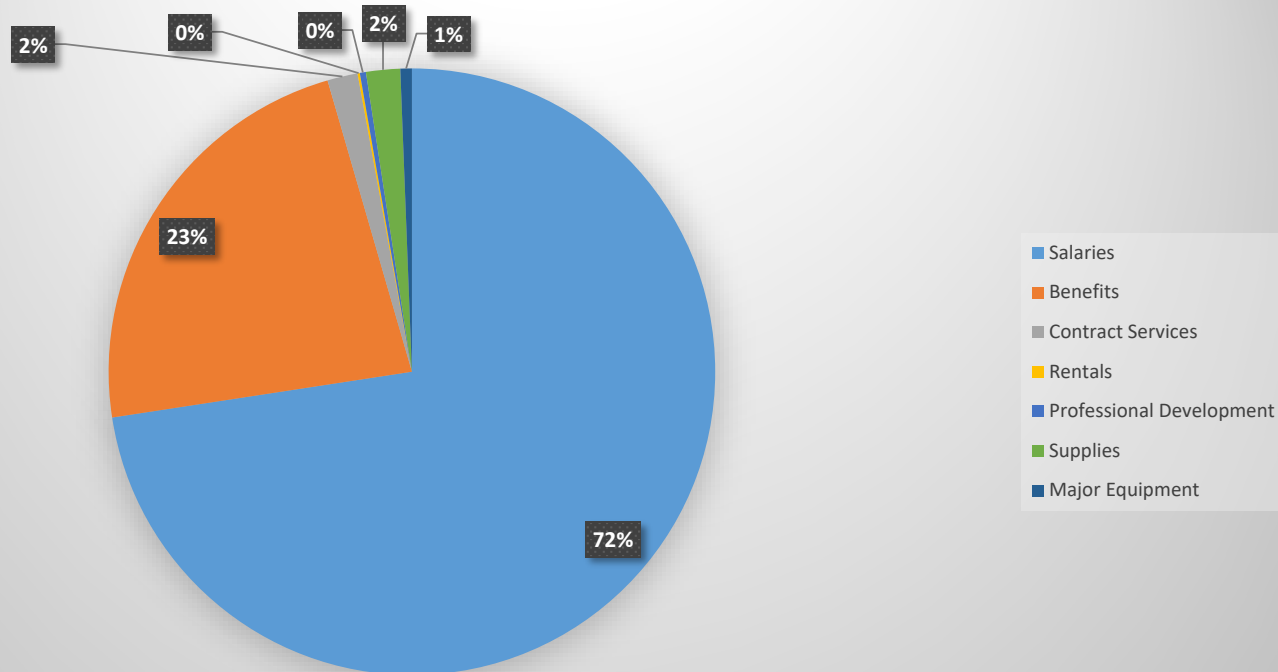
## Elementary ESSER Funds Expended as of 9/15/2023



# High School ESSER Funds Expended as of September 15, 2023

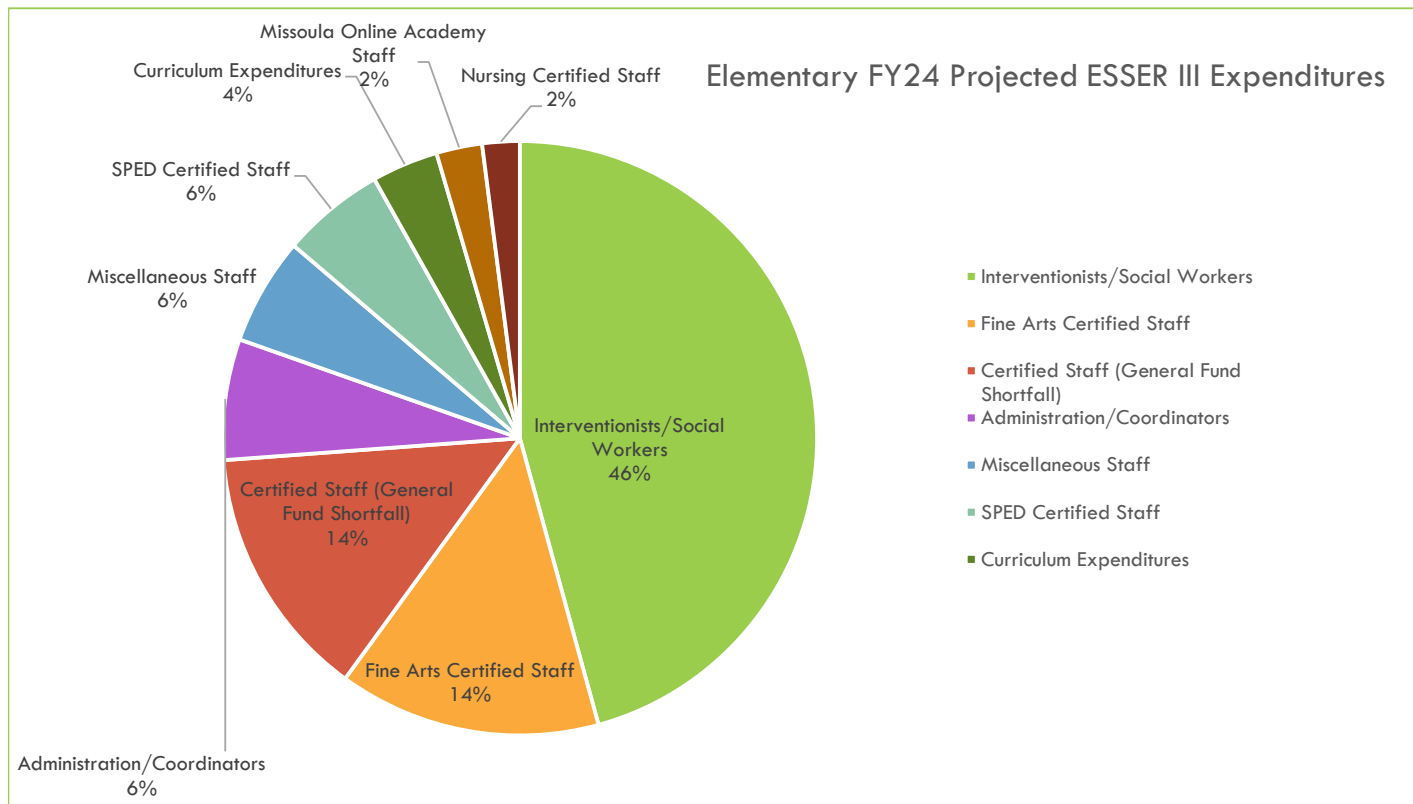
	ESSER II-Base	ESSER II-Supplemental	ESSER II-Special Needs	ESSER II-Supplemental Targeted	ESSER III- Base	ESSER III-Supplemental	ESSER III- Lost Instr Time	Total
<b>Allocation</b>	22186 \$ 2,848,674.00	22190 \$ 113,740.00	22191 \$ 62,381.00	22193 \$ 135,446.00	22192 \$ 5,120,494.00	22188 \$ 113,740.00	22187 \$ 1,280,124.00	\$ 9,674,599.00
<b>Salaries</b>	\$ 1,960,451.05	\$ 78,971.74	\$ 3,239.32	\$ 73,679.08	\$ 3,253,549.53		\$ 336,157.64	\$ 5,706,048.36
<b>Benefits</b>	\$ 638,942.72	\$ 23,886.86	\$ 837.52	\$ 21,066.69	\$ 995,459.82		\$ 122,058.58	\$ 1,802,252.19
<b>Contract Services</b>	\$ 43,132.72			\$ 8,626.33	\$ 75,172.86			\$ 126,931.91
<b>Rentals</b>	\$ 9,708.00							\$ 9,708.00
<b>Professional Development</b>	\$ 3,321.22		\$ 1,783.33		\$ 20,263.52			\$ 25,368.07
<b>Supplies</b>	\$ 110,774.07	\$ 7,525.40	\$ 9,990.00	\$ 2,260.95	\$ 12,125.98			\$ 142,676.40
<b>Major Equipment</b>	\$ 38,840.64				\$ 9,288.00			\$ 48,128.64
<b>Total</b>	\$ 2,805,170.42	\$ 110,384.00	\$ 15,850.17	\$ 105,633.05	\$ 4,365,859.71	\$ -	\$ 458,216.22	\$ 7,861,113.57
<b>Net Available</b>	\$ 43,503.58	\$ 3,356.00	\$ 46,530.83	\$ 29,812.95	\$ 754,634.29	\$ 113,740.00	\$ 821,907.78	\$ 1,813,485.43

## High School ESSER Funds Expended as of 9/15/2023



## Elementary FY24 Projected ESSER III Expenditures

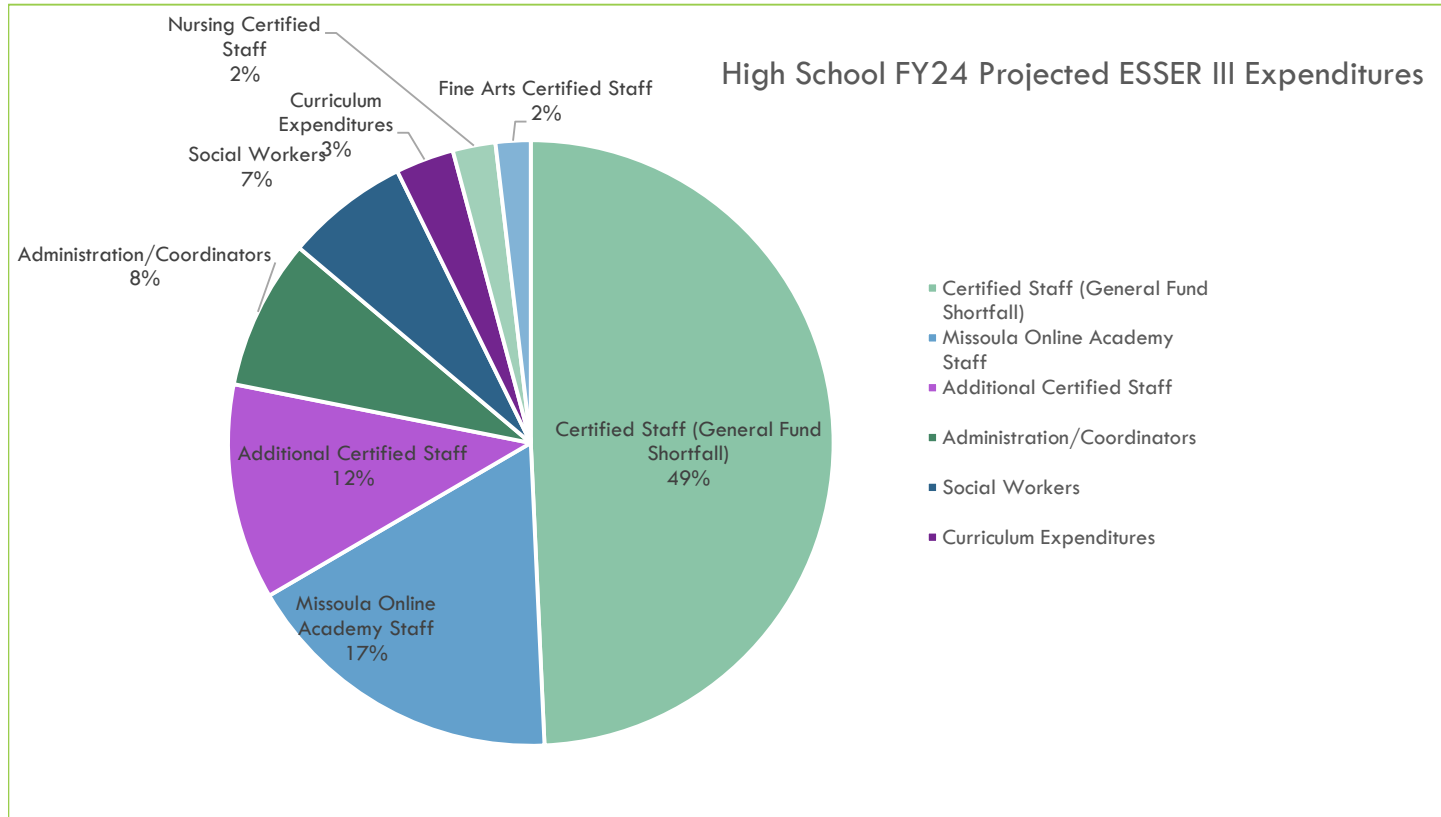
Spending Categories	Sum of Total
Interventionists/Social Workers	\$ 1,177,493
Fine Arts Certified Staff	\$ 367,420
Certified Staff (General Fund Shortfall)	\$ 355,769
Administration/Coordinators	\$ 169,189
Miscellaneous Staff	\$ 150,268
SPED Certified Staff	\$ 144,818
Curriculum Expenditures	\$ 93,118
Missoula Online Academy Staff	\$ 64,168
Nursing Certified Staff	\$ 52,373
<b>TOTAL</b>	<b>\$ 2,574,616</b>





## High School FY24 Projected ESSER III Expenditures

Spending Categories	Sum of Total
Certified Staff (General Fund Shortfall)	\$ 1,130,321
Missoula Online Academy Staff	\$ 397,159
Additional Certified Staff	\$ 264,298
Administration/Coordinators	\$ 184,184
Social Workers	\$ 151,151
Curriculum Expenditures	\$ 71,475
Nursing Certified Staff	\$ 52,373
Fine Arts Certified Staff	\$ 42,850
<b>TOTAL</b>	<b>\$ 2,293,811</b>





MISSOULA COUNTY PUBLIC SCHOOLS

## PUBLIC CHARTER SCHOOLS 101

House Bill 549  
Public Charter Schools Act  
Enacted by the Montana Legislature

### LEGISLATIVE INTENT...

- Parents desire education “options”
- Expanding opportunities is a necessary and valid public purpose
- Encouraging students to develop their educational potential is vital to the economic competitiveness of the state
- Public charter schools are under the supervision and control of trustees who are elected by qualified electors pursuant to the Montana Constitution



## LEGISLATIVE INTENT

- Provide other public educational opportunities for all students, especially those at risk of academic failure
- Encouraging and inspiring the use of different models of teaching, governing, and scheduling to meet diverse needs
- Ensuring accountability to the electors and taxpayers
- Create innovative and high-performing public charter schools (approved by the Montana Board of Public Education)



## PUBLIC CHARTER SCHOOL DEFINED

A PUBLIC CHARTER SCHOOL IS A PUBLIC SCHOOL THAT...



Has autonomy over decisions including but not limited to matters concerning finance, personnel, scheduling, curriculum and instruction



Is governed by a local school board  
Is established and operated under a charter contract



Allows parents to choose to enroll their child(ren)  
Includes all grades (K-12)

If a high school, establishes graduation requirements and issues diplomas



Admits students based on a lottery if more students apply for admission than can be accommodated



Operates in pursuit of a set of educational objectives

Operates under the general supervision of the BOPE

## BOARD OF PUBLIC EDUCATION RESPONSIBILITIES

- ✓ Promote diversity of educational choices
- ✓ Increase student achievement
- ✓ Provide alternative learning environments
- ✓ Lower dropout rates
- ✓ Encourage different models of teaching and learning
- ✓ Expand opportunities for parent and community involvement
- ✓ Monitor performance and legal compliance

## PUBLIC CHARTER SCHOOL PROPOSAL PROCESS (TWO WAYS TO APPLY)



1

**Local school district applies.**



2

**Another entity applies to a local school district, and if denied by the local school district the organization could apply and be approved by the BOPE - completing a similar application as the local school district.**

## PUBLIC CHARTER SCHOOL PROPOSAL PROCESS...



- 1 **BOPE requests proposals - October 1**
- 2 **Applications due - November 1**
- 3 **Application consists of roughly 30 components including but not limited to:**
  - Mission/vision
  - Location
  - Planned enrollments
  - Evidence of community support
  - Calendar, daily schedule
  - Description of academic program
  - Timelines, lottery procedures
- 4 **BOPE has 90 days to review and decide on approving charter status**

## CHARTER CONTRACT...



**Good for 5 years (can be delayed for up to one year for implementation time)**



**Cannot commence operation without a contract in place**



**Contract must be executed within 45 days**



**The local school board must appoint an advisory committee to provide recommendations and insight regarding the school's operations.**

## ENROLLMENT...

- Must be open to ANY student residing in the state of Montana
- May not require a student enrolled in the district to attend the charter school
- May limit admission within a given age group or grade level
- May be organized for special emphasis, theme or concept
- Shall enroll all students unless the number of students exceeds capacity
- If limited capacity, shall select through lottery
- Must give preference to residents of the district
- Limits board members and employees of the district to no more than 10% of the school's population



## ENROLLMENT

- Does not preclude the formation of a charter school for the purpose of serving students with:
  - Disabilities
  - Same gender
  - Severe discipline problems
  - At-risk students
- BOPE may not restrict number of students to be enrolled but enrollment cannot exceed the capacity of the facility



# CHARTER SCHOOL EVALUATION

**THE PERFORMANCE FRAMEWORK MUST INCLUDE, AT A MINIMUM...**

ACADEMIC PROFICIENCY,  
GROWTH, GAPS IN  
SUBGROUPS

ATTENDANCE

RECURRENT  
ENROLLMENT

POST SECONDARY  
READINESS

FINANCIAL  
PERFORMANCE

BOARD PERFORMANCE  
AND STEWARDSHIP

EACH SCHOOL MUST BE  
HELD INDIVIDUALLY  
ACCOUNTABLE FOR ITS  
PERFORMANCE



## FAILURE TO LAUNCH

Board of Public Education is vested by the law to provide oversight of the Charter School and can revoke a charter contract for failure of the school to abide by the applicable laws, policies, or failure to meet progress, public safety standards, fiscal management, etc.

## OPERATION AND AUTONOMY



Subject to all federal laws



Subject to the provisions of the Charter Contract



Subject to the provisions of MCA Title 20 and any state or local rule, regulation, or policy, within the located school district



May not be created within the geographical boundaries of a Class 3 district



Must provide for and educate students with disabilities



May not engage in sectarian practices

## FUNDING FOR PUBLIC CHARTER SCHOOLS...

**THE BOARD OF A PUBLIC CHARTER SCHOOL HAS ALL POWERS ASSOCIATED WITH PUBLIC SCHOOL FINANCE.**



It is the intent of the legislature that charter schools receive operational funding on a per-pupil basis that is equitable to funding of the local district



Is considered a separate budget unit, has its ANB calculated separately, and must receive a basic entitlement calculated separately from other budget units of the district when its enrollment is greater than...



- 70 for Elementary (71)
  - \$57,246
- 20 for Middle School (21)
  - \$114,493
- 40 for High School (41)
  - \$343,483





## FUNDING FOR PUBLIC CHARTER SCHOOLS

- Non-resident students generate the same funding
- Are prohibited from charging tuition and fees
- Nothing may be construed to prohibit any person or organization from providing funding or other assistance for the establishment or operation of a public charter school

## ACCESS TO DISTRICT FACILITIES AND LAND

A public charter school has a right of first refusal to purchase or lease at or below fair market value a closed public school facility or property within the school district.

A public charter school may negotiate at or below fair market value the use of any private or public facility (for profit or non profit entities included).



**QUESTIONS?**  
**NEXT STEPS...**

**Thank you.**

ELEMENTARY CERTIFIED/PROFESSIONAL PERSONNEL REPORT			
<b>CERTIFIED/LICENSED NEW HIRES</b>			
Contingent upon satisfactory results of a criminal background check, as required.			
Georgios "Jupiter" Floros	TOSA - Interventionist ~ CYO	Meadow Hill Middle School	Effective: 2023-24 school year repl: A.Loisselle-Johnson
John Thomas	School Counselor	Meadow Hill Middle School	Effective: October 9, 2023 repl: T.Tolleson-Knee
Erin Bloom	Sp Ed Resource ~ CYO	Sentinel High School	Effective: 2023-24 school year repl: J.Knutson
<b>CERTIFIED ASSIGNMENT/FTE CHANGES</b>			
Brandi Habets	From: Sp Ed Life Skills Para Washington Middle School	To: Sp Ed Ext Resource Teacher Rattlesnake Elementary	Effective: 2022-23 school year
<b>CERTIFIED RETIREMENTS</b>			
none			
<b>CERTIFIED RESIGNATIONS</b>			
none			
<b>CERTIFIED LEAVE OF ABSENCE</b>			
none			
<b>CERTIFIED AUTHORIZED FTE</b>			
TBD	Physical Therapist .50 fte	District	Effective: 2023-24 school year #115-05-280-2100-50113-19270
Anna Bourassa	TOSA - Interventionist 1.0 fte	Russell Elementary	Effective: 2023-24 school year #115-05-280-2100-50113-19270
Various Elementary Staff	Website Coordinators	\$1000 each	Effective: 2023-24 school year
	9 elem & 3 middle schools	50% Title	#115-05-459-1019-50150-12309
		50% Tech	#128-05-100-1098-50329
<b>HIRE OF LONG TERM SUBSTITUTE TEACHERS</b>			
Contingent upon satisfactory results of a criminal background check, as required.			
Mason Harper	Long-Term Substitute	CS Porter Middle School	for Sander Tollefson
Kelly Engen	Long-Term Substitute	Franklin Elementary	for Cassandra Petersen
Maya Gutierrez	Long-Term Substitute	Paxson Elementary	for Lilian Schell
			<b>ATTACHMENT 1</b>
<b>TERMINATION OF LONG TERM SUBSTITUTE TEACHERS</b>			
Administration recommends termination of the long term substitute teachers listed below in accordance with the attached resolutions.			
Mason Harper	Long-Term Substitute	CS Porter Middle School	for Sander Tollefson
Kelly Engen	Long-Term Substitute	Franklin Elementary	for Cassandra Petersen
Maya Gutierrez	Long-Term Substitute	Paxson Elementary	for Lilian Schell
			<b>ATTACHMENT 1</b>

ELEMENTARY DISTRICT # 1 PERSONNEL BOARD REPORT OCTOBER 17, 2023

[illegible]

RESOLUTION FOR TERMINATION

AND NON-RE-ELECTION OF THE TEACHING CONTRACT OF

NON-TENURED TEACHER

WHEREAS, Mason Harper is assigned to substitute teach and will receive a NON-TENURED teaching contract with the Missoula County Public School District #1 beginning on the thirty-sixth (36th) day of substituting for Sander Tollefson during the 2023-24 school year until the end of the school year, June 7, 2024 or upon return of Sander Tollefson, the teacher on leave, whichever occurs first. Mason Harper will begin receiving prorated daily rate of pay and a non-tenured contract if the absence of the regular teacher, Sander Tollefson, continues for more than thirty-five (35) consecutive work days and if the assignment of Mason Harper to substitute teach for Sander Tollefson continues for more than thirty-five (35) days.

BE IT RESOLVED by the Board of Trustees of Missoula County Public School District #1 that pursuant to Montana Codes Annotated, Section 20-4-206, the non-tenured teaching contract of Mason Harper, beginning on the thirty-sixth (36) work day of substitute teaching for Sander Tollefson during the 2023-24 school year is hereby terminated in the Missoula County Public School District #1 effective upon the return of Sander Tollefson, the teacher on leave, or the end of the school year, June 7, 2024, whichever occurs first.

BE IT FURTHER RESOLVED that written notice be sent to **Mason Harper**, regarding the termination and non-reelection of his contract as provided by law and that such notice shall be in substantially the following form:

NOTICE OF TERMINATION FOR A NON-TENURED TEACHER

*You are hereby notified that at a regular meeting of the Board of Trustees of the Missoula County Public School District #1 held on **October 10, 2023**, it was resolved after a majority vote of the Board to terminate your non-tenured contract, which begins the thirty-sixth (36th) work day of substitute teaching for Sander Tollefson, effective **upon the return of the teacher on leave or the end of the school year, June 7, 2024, whichever occurs first**, and not to elect you for re-employment for the **2024-2025** school year. The action of the Board of Trustees was taken pursuant to M.C.A. Section 20-4-206.*



Chairperson, Board of Trustees  
Missoula County Public Schools

ATTACHMENT 1

RESOLUTION FOR TERMINATION

AND NON-RE-ELECTION OF THE TEACHING CONTRACT OF

NON-TENURED TEACHER

WHEREAS, Kelly Engen is assigned to substitute teach and will receive a NON-TENURED teaching contract with the Missoula County Public School District #1 beginning on the thirty-sixth (36th) day of substituting for Cassandra Petersen during the 2023-24 school year until the end of the school year, June 7, 2024 or upon return of Cassandra Petersen, the teacher on leave, whichever occurs first. Kelly Engen will begin receiving prorated daily rate of pay and a non-tenured contract if the absence of the regular teacher, Cassandra Petersen, continues for more than thirty-five (35) consecutive work days and if the assignment of Kelly Engen to substitute teach for Cassandra Petersen continues for more than thirty-five (35) days.

BE IT RESOLVED by the Board of Trustees of Missoula County Public School District #1 that pursuant to Montana Codes Annotated, Section 20-4-206, the non-tenured teaching contract of Kelly Engen, beginning on the thirty-sixth (36) work day of substitute teaching for Cassandra Petersen during the 2023-24 school year is hereby terminated in the Missoula County Public School District #1 effective upon the return of Cassandra Petersen, the teacher on leave, or the end of the school year, June 7, 2024, whichever occurs first.

BE IT FURTHER RESOLVED that written notice be sent to Kelly Engen, regarding the termination and non-reelection of his contract as provided by law and that such notice shall be in substantially the following form:

NOTICE OF TERMINATION FOR A NON-TENURED TEACHER

*You are hereby notified that at a regular meeting of the Board of Trustees of the Missoula County Public School District #1 held on **October 10, 2023**, it was resolved after a majority vote of the Board to terminate your non-tenured contract, which begins the thirty-sixth (36th) work day of substitute teaching for Cassandra Petersen, effective **upon the return of the teacher on leave or the end of the school year, June 7, 2024, whichever occurs first**, and not to elect you for re-employment for the **2024-2025** school year. The action of the Board of Trustees was taken pursuant to M.C.A. Section 20-4-206.*



Chairperson, Board of Trustees  
Missoula County Public Schools

ATTACHMENT 1

**RESOLUTION FOR TERMINATION**

**AND NON-RE-ELECTION OF THE TEACHING CONTRACT OF**

**NON-TENURED TEACHER**

**WHEREAS**, Maya Gutierrez is assigned to substitute teach and will receive a **NON-TENURED** teaching contract with the **Missoula County Public School District #1** beginning on the thirty-sixth (36th) day of substituting for Lilian Schell **during the 2023-24 school year until the end of the school year, June 7, 2024 or upon return of Lilian Schell, the teacher on leave, whichever occurs first.** Maya Gutierrez will begin receiving prorated daily rate of pay and a non-tenured contract if the absence of the regular teacher, Lilian Schell, continues for more than thirty-five (35) consecutive work days and if the assignment of Maya Gutierrez to substitute teach for Lilian Schell continues for more than thirty-five (35) days.

**BE IT RESOLVED** by the Board of Trustees of Missoula County Public School District #1 that pursuant to Montana Codes Annotated, Section 20-4-206, the non-tenured teaching contract of Maya Gutierrez, beginning on the thirty-sixth (36) work day of substitute teaching for Lilian Schell during the 2023-24 school year is hereby terminated in the Missoula County Public School District #1 effective **upon the return of Lilian Schell, the teacher on leave, or the end of the school year, June 7, 2024, whichever occurs first.**

**BE IT FURTHER RESOLVED** that written notice be sent to **Maya Gutierrez**, regarding the termination and non-reelection of her contract as provided by law and that such notice shall be in substantially the following form:

**NOTICE OF TERMINATION FOR A NON-TENURED TEACHER**

*You are hereby notified that at a regular meeting of the Board of Trustees of the Missoula County Public School District #1 held on **October 10, 2023**, it was resolved after a majority vote of the Board to terminate your non-tenured contract, which begins the thirty-sixth (36th) work day of substitute teaching for Lilian Schell, effective **upon the return of the teacher on leave or the end of the school year, June 7, 2024, whichever occurs first**, and not to elect you for re-employment for the **2024-2025** school year. The action of the Board of Trustees was taken pursuant to M.C.A. Section 20-4-206.*



Chairperson, Board of Trustees  
Missoula County Public Schools

ATTACHMENT 1

**ELEMENTARY DISTRICT # 1 PERSONNEL BOARD REPORT OCTOBER 17, 2023**

<b>ELEMENTARY CLASSIFIED STAFF PERSONNEL REPORT</b>			
<b>CLASSIFIED NEW HIRES</b>			
Contingent upon satisfactory results of a criminal background check, as required.			
Lisa Giard	Custodian	Jefferson Preschool	Effective: September 29, 2023
			repl: T.Oberholzer
Skyler Warnke-Klepzig	Noon Duty Aide	Rattlesnake Elementary	Effective: August 24, 2023
			repl: B.Sedita
Casey Weber	Noon Duty Aide	Jeannette Rankin Elementary	Effective: September 11, 2023
			(split w/K.Bruce)
J C Rasmussen	Noon Duty Aide	Jeannette Rankin Elementary	Effective: September 18, 2023
			repl: D.Zhang
Chloe Martin	Para - Overload &	Jeannette Rankin Elementary	Effective: September 25, 2023
	Crossing Guard	Jeannette Rankin Elementary	repl: R.Nordhagen
Larkin Voss	Para - Overload &	Jeannette Rankin Elementary	Effective: September 11, 2023
	Noon Duty Aide	Jeannette Rankin Elementary	repl: S.Phares
Scott Stires	Sp Ed SLP Para	Jeannette Rankin Elementary	Effective: August 24, 2023
			repl: M.Peek
Sarah Gaither	Sp Ed Life Skills Para	Jefferson Preschool	Effective: August 25, 2023
			repl: T.Hill
Vanessa Austin	Sp Ed Ext Resource Para	Chief Charlo Elementary	Effective: September 18, 2023
			repl: M.Apodoca
Shannon Hayden	Sp Ed SLP Para	Jeannette Rankin Elementary	Effective: September 25, 2023
			new fte
Abeer Naji	Sp Ed Ext Resource Para	Russell Elementary	Effective: September 27, 2023
			repl: B.Rameriz
Misty Qvale	Para - Overload &	Jeannette Rankin Elementary	Effective: September 7, 2023
	Noon Duty Aide	Jeannette Rankin Elementary	repl: S.Phares
Katie DuBosque	ELL Tutor	District	Effective: October 2, 2023
			new fte
Amy Rapelje	ELL Tutor	District	Effective: October 2, 2023
			new fte
Jennifer Maurer	Sp Ed Ext Resource Para	Chief Charlo Elementary	Effective: September 7, 2023
			repl: K.Hunt
Daniel Allred	Custodian	Rattlesnake Elementary	Effective: September 19, 2023
			repl: G.Johnson
Ashley Cofell	Sp Ed Ext Resource Para	Chief Charlo Elementary	Effective: October 2, 2023
			repl: C.Williams



**ELEMENTARY DISTRICT # 1 PERSONNEL BOARD REPORT OCTOBER 17, 2023**

<b>CLASSIFIED NEW HIRES ~ <i>con't</i></b>			
Neil Court	Sp Ed SLP Para	Washington Middle School	Effective: September 26, 2023
			repl: D.Jones
Ethan Marston	Sp Ed Ext Resource Para	Lowell Elementary	Effective: October 2, 2023
			repl: K.Johnson
Robin Galipo	Sp Ed Ext Resource Para	Paxson Elementary	Effective: September 11, 2023
			new fte
Riley Koch	Sp Ed Ext Resource Para	Paxson Elementary	Effective: September 11, 2023
	<i>~ previously a substitute</i>		new fte
Thomas Plovanic	Sp Ed Resource Para	Paxson Elementary	Effective: September 18, 2023
			repl: D.Twilley
Madeline Feeney	Sp Ed Resource Para	Paxson Elementary	Effective: September 19, 2023
			repl: R.Mintkeski
Brande Newlon	Sp Ed Ext Resource Para	Lowell Elementary	Effective: September 11, 2023
			repl: B.Gladwin
Ingrid Estell	Sp Ed Ext Resource Para	Lowell Elementary	Effective: October 9, 2023
			repl: K.River
Marcedes Cree Medicine	Sp Ed Life Skills Para	Washington Middle School	Effective: October 4, 2023
			new fte
Marissa McClintock	Sp Ed Ext Resource Para - CYO	Hawthorne Elementary	Effective: August 29, 2023
			new fte
Trena Old Person	Bus Aide & Noon Duty Aide	Lewis & Clark Elementary	Effective: September 7, 2023
		Lewis & Clark Elementary	repl: A.Johnson & J.Stoops
Amanda Braun	Para - Overload	Lewis & Clark Elementary	Effective: September 1, 2023
Zoe Mohesky	Noon Duty Aide	Russell Elementary	Effective: August 30, 2023
			repl: K.Lambert
John Thaggard	BIR/Center-Based Para	CS Porter Middle School	Effective: September 18, 2023
			repl: A.Cordis
<b>CLASSIFIED ASSIGNMENT/FTE CHANGES</b>			
Brandi Habets	From: Sp Ed Life Skills Para	To: Sp Ed Ext Resource Teacher	Effective: 2022-23 school year
	Washington Middle School	Rattlesnake Elementary	
Kayla Bruce	From: Noon Duty Aide	To: Noon Duty Aide	Effective: September 11, 2023
	<i>~ <u>reduced hours</u> - Jeannette Rankin Elementary</i>		
Elisabeth Hayhurst	From: FRC Specialist	To: FRC Special & Overload Para	Effective: September 1, 2023
	Lewis & Clark Elementary	Lewis & Clark Elementary	new fte
		<i>~ add'l position ~</i>	
Mike Redler	From: Kitchen Helper	To: Kitchen Helper	Effective: September 28, 2023
	Hawthorne Elementary	Franklin Elementary	repl: J.Lightner

**ELEMENTARY DISTRICT # 1 PERSONNEL BOARD REPORT OCTOBER 17, 2023**

<b>PERMANENT SUBSTITUTE NEW HIRES</b>			
Contingent upon satisfactory results of a criminal background check.			
Nate Hollingsworth	Permanent Building Sub	Washington Middle School	Effective: September 8, 2023 repl: Collin Riccobelli
Kyle Verhovshek	Permanent Building Sub	Lowell Elementary	Effective: September 28, 2023
Christina Tempel	Permanent Building Sub	Chief Charlo Elementary	Effective: August 25, 2023 repl: T.Johnson
<b>CLASSIFIED RESIGNATIONS</b>			
Desire Kuykendall	Sp Ed Ext Resource Para	Russell Elementary	Effective: September 28, 2023
Chance Freeman	Maintenance Coordinator	District	Effective: September 19, 2023
McKenzie Tommerup	Sp Ed Ext Resource Para ~ will remain a substitute	Hawthorne Elementary	Effective: August 11, 2023
Jessica Lightner	Kitchen Helper	Franklin Elementary	Effective: August 17, 2023
Teresa Sweten	Food Prep/Cashier	District	Effective: August 9, 2023
Rose Solum	Noon Duty Aide	Rattlesnake Elementary	Effective: August 28, 2023
Rachael Mintkeski	Sp Ed Resource Para	Paxson Elementary	Effective: August 16, 2023
Kali Zaglauer	Sp Ed Ext Resource Para	Russell Elementary	Effective: August 4, 2023
Andrew Smetanka	Sp Ed SLP Para	Meadow Hill Middle School	Effective: August 25, 2023
Madison Tommerup	Sp Ed Ext Resource Para ~ will remain a substitute	Hawthorne Elementary	Effective: August 11, 2023
Cory Quincy	Administrative Secretary ~ .50 fte	District	Effective: October 5, 2023
Daniel Allred	Custodian	Rattlesnake Elementary	Effective: October 2, 2023
Kaitlin Armerding	Administrative Secretary	Franklin Elementary	Effective: August 15, 2023
<b>CLASSIFIED RETIREMENTS</b>			
none			
<b>CLASSIFIED AUTHORIZED/CHANGED FTE</b>			
TBD	Para-educator (PTA)	Rattlesnake Elementary	Effective: 2023-24 school year
	2 hrs/day (10 hrs/wk)		#115-18-100-1883-50117-19183
<b>PROFESSIONAL SPECIALISTS RESIGNATION</b>			
Cory Quincy	Prof Devel Specialist ~ .50 fte	District	Effective: October 5, 2023

HIGH SCHOOL CERTIFIED/PROFESSIONAL PERSONNEL REPORT			
<b>CERTIFIED/LICENSED NEW HIRES</b>			
Contingent upon satisfactory results of a criminal background check, as required.			
none			
<b>CERTIFIED ASSIGNMENT/FTE CHANGES</b>			
none			
<b>CERTIFIED RETIREMENTS</b>			
none			
<b>CERTIFIED RESIGNATIONS</b>			
Alexandria Sobin	Science/Health Sciences Teacher	Sentinel High School	Effective: November 21, 2023
<b>CERTIFIED LEAVE OF ABSENCE</b>			
none			
<b>CERTIFIED AUTHORIZED FTE</b>			
William Kautz	Asst Band Coach ~ \$400	Sentinel High School	Effective: 2023-24 school year
			#284-40-000-0000-20671-30032
TBD	Asst BPA Advisor ~ \$1500	Sentinel High School	Effective: 2023-24 school year
			#284-40-000-0000-20671-30059
TBD, Scott O'Donnell & Shyanne Christensen	Speech & Debate Expansion Team Coaches (3) ~ \$700 each (\$2100 total)	Hellgate High School	Effective: 2023-24 season
			#284-20-000-0000-20671-30043
Jennifer Keintz	Big Sky concessions ~ \$4000	Big Sky High School	Effective: 2023-24 school year
			#284-50-000-0000-20671-30200
TBD	Sp Ed Life Skills Dept Team Lead ~ \$2544	Big Sky High School	Effective: 2023-24 school year
			#215-50-100-1000-50150-29102
<b>HIRE OF LONG TERM SUBSTITUTE TEACHERS</b>			
Contingent upon satisfactory results of a criminal background check, as required.			
Astrea Steen	Long-Term Substitute	Hellgate High School	Lindsay Thompson
Henry Sulzbacher	Long-Term Substitute	Hellgate High School	Jason Van Hying
Robert Ryan	Long-Term Substitute	Hellgate High School	Ruth Trout
			<b>ATTACHMENT 2</b>
<b>TERMINATION OF LONG TERM SUBSTITUTE TEACHERS</b>			
Administration recommends termination of the long term substitute teachers listed below in accordance with the attached resolutions.			
Astrea Steen	Long-Term Substitute	Hellgate High School	Lindsay Thompson
Henry Sulzbacher	Long-Term Substitute	Hellgate High School	Jason Van Hying
Robert Ryan	Long-Term Substitute	Hellgate High School	Ruth Trout
			<b>ATTACHMENT 2</b>

HIGH SCHOOL DISTRICT # 1 PERSONNEL BOARD REPORT OCTOBER 17, 2023

<b>EXTRA DUTY CONTRACTS/ASSIGNMENTS</b> (current employees or continuing extra duty employees)			
<b><u>Department Team Leads</u></b>			
Elliott	Laura	Art	Hellgate High School
Huguet	Beth	Business	Hellgate High School
Hinman	Carla	Comm Arts	Hellgate High School
Boynton	Katie	Counseling	Hellgate High School
Palin	Patricia	FACS	Hellgate High School
Cheney	Heather	HEN	Hellgate High School
Gant	Shaun	Library	Hellgate High School
Dohn	Jeff	Mathematics	Hellgate High School
Hoover	Brian	Industrial Arts	Hellgate High School
Carlsen	Laramie	Performing Arts	Hellgate High School
Parchen	Ellen	Science	Hellgate High School
Waniata	Jeff	Social Studies	Hellgate High School
Barraclough	Camille	Special Education	Hellgate High School
Gall	Ned	World Language	Hellgate High School
Andres	Tom	Ag Ed - 1/3	Big Sky High School
Arnott	Cindy	Ag Ed - 1/3	Big Sky High School
Rothe	Kristy	Ag Ed - 1/3	Big Sky High School
McDonald	Tyra	Art & Drama	Big Sky High School
Lindner	Kate	Biomedical	Big Sky High School
Keintz	Jennifer	Business	Big Sky High School
Helmer	Meleina	Comm Arts - 1/2	Big Sky High School
Fortner	Aaron	Comm Arts - 1/2	Big Sky High School
Williams	Heather	Counseling - 1/2	Big Sky High School
Wilson	Molly	Counseling -1/2	Big Sky High School
Fillmore	Mary	FACS - 1/2	Big Sky High School
Ramsey	Erica	FACS - 1/2	Big Sky High School
VanBuskirk	Edie	HEN	Big Sky High School
Traeder	Scot	Industrial Arts - 1/2	Big Sky High School
Watkins	Gretchen	Industrial Arts - 1/2	Big Sky High School
Lawrence	Junell	Library - 3/4	Big Sky High School
Dupre	Becky	Library - 1/4	Big Sky High School
Striebel	Michael	Life Skills - 1/2	Big Sky High School
Cordis	Ashley	Life Skills - 1/2	Big Sky High School
Jessop	Shunteal	Mathematics - 1/2	Big Sky High School
Christensen	Kathy	Mathematics - 1/2	Big Sky High School
Labbe	Nancy	Performing Arts	Big Sky High School
Kennedy	Kathleen	Science - 1/2	Big Sky High School
Messerman	Craig	Science - 1/2	Big Sky High School
Sarrazin-Strong	Nicole	Social Studies - 1/2	Big Sky High School
Composto	Nico	Social Studies - 1/2	Big Sky High School
Tomsich	Audrey	Special Education	Big Sky High School
DeGrandpre	Katie	World Language	Big Sky High School
Yakawich	Joe	Industrial Arts	Sentinel High School
Philbert	Leah	Auto/Small Engines	Sentinel High School
Fortner	Heather	Art	Sentinel High School
Ryenolds	Dylan	Business	Sentinel High School
Reinicke	Jennifer	Communication Arts	Sentinel High School
Kirgan	Katie	Counseling	Sentinel High School
Stubbs	Megan	FACS	Sentinel High School
Oliver	Dane	HEN	Sentinel High School
Rott	Kim	Library	Sentinel High School
Moser	Katie	Math	Sentinel High School
Nelson	Lewis	Performing Arts	Sentinel High School

HIGH SCHOOL DISTRICT # 1 PERSONNEL BOARD REPORT OCTOBER 17, 2023

<b>EXTRA DUTY CONTRACTS/ASSIGNMENTS ~ con't</b>			
<b><u>Department Team Leads ~ con't</u></b>			
Nelson	Kelly	Science - 1/2	Sentinel High School
Manzo	Lindsay	Science - 1/2	Sentinel High School
Shearer	Ezra	Social Studies	Sentinel High School
House	Ashley	Special Education - 1/3	Sentinel High School
Long	Matt	Special Education - 1/3	Sentinel High School
Nile	Heather	Special Education - 1/3	Sentinel High School
Lochridge	Dan	World Language	Sentinel High School
Hogan	Sean	Traffic Ed - 1/2	Sentinel High School
McHugh	Casey	Traffic Ed - 1/2	Sentinel High School
Quinlan	Matthew	Alternative Ed	Willard Alternative High School
Mutchler	Steven	Alternative Ed	Willard Alternative High School
Boyles	Joanne	Alternative Ed	Willard Alternative High School
<b><u>Traffic Ed Assignments - District</u></b>			
Sean Hogan	Casey McHugh	Lisa Foust	continuing for 2023-24 school year
Jay Jagelski	Ann Pinsoneault	John Taylor	
<b><u>Coaches/Advisors</u></b>			
Labbe, Nancy	Choir Advisor	Big Sky High School	Effective: 2023-24 season
Herzog, Crystal	Asst Girls Soccer Coach	Hellgate High School	Effective: 2023-24 season
Horton, Fraser	Asst Boys Soccer Coach	Hellgate High School	Effective: 2023-24 season
Eull, Rachel	Asst Girls Soccer Coach - EXP	Hellgate High School	Effective: 2023-24 season
Waniata, Jeff	MUN Advisor	Hellgate High School	Effective: 2023-24 season
Meyer-Vaughan, Jennifer	Dance Advisor	Hellgate High School	Effective: 2023-24 season
Wallace, John	Asst Cross Country Coach	Hellgate High School	Effective: 2023-24 season
Cassidy, Katie	Drama Advisor	Sentinel High School	Effective: 2023-24 season
LaPorte, Jeremy	Head Wrestling Coach	Sentinel High School	Effective: 2023-24 season
Vincent, Maddie	Asst Boys/Girls Soccer Coach - EXP	Sentinel High School	Effective: 2023-24 season
Rosenberger, Josh	Asst Speech & Debate Coach - EXP	Sentinel High School	Effective: 2023-24 season
<b>EXTRA DUTY HIRES - contingent upon satisfactory results of a criminal background check as required</b>			
McGee, Kristina	Head Speech & Debate Coach	Big Sky High School	Effective: 2023-24 season
Richards, Colton	Asst Speech & Debate Coach	Big Sky High School	Effective: 2023-24 season
Hood, Michaela	Asst Softball Coach	Hellgate High School	Effective: 2023-24 season
Ransom, Jacob	Asst Band Director	Sentinel High School	Effective: 2023-24 season
<b>EXTRA DUTY RESIGNATIONS/NON-RETAINED</b>			
Bennett, Hailey	Asst Speech & Debate Coach	Big Sky High School	
Baker, Dylan	Asst Speech & Debate Coach - EXP	Sentinel High School	
Boelman, Thomas	Asst Drama Coach	Sentinel High School	

RESOLUTION FOR TERMINATION

AND NON-RE-ELECTION OF THE TEACHING CONTRACT OF

NON-TENURED TEACHER

WHEREAS, Astrea Steen is assigned to substitute teach and will receive a NON-TENURED teaching contract with the Missoula County Public School District #1 beginning on the thirty-sixth (36th) day of substituting for Lindsay Thompson during the 2023-24 school year until the end of the school year, June 7, 2024 or upon return of Lindsay Thompson, the teacher on leave, whichever occurs first. Astrea Steen will begin receiving prorated daily rate of pay and a non-tenured contract if the absence of the regular teacher, Lindsay Thompson, continues for more than thirty-five (35) consecutive work days and if the assignment of Astrea Steen to substitute teach for Lindsay Thompson continues for more than thirty-five (35) days.

BE IT RESOLVED by the Board of Trustees of Missoula County Public School District #1 that pursuant to Montana Codes Annotated, Section 20-4-206, the non-tenured teaching contract of Astrea Steen, beginning on the thirty-sixth (36) work day of substitute teaching for Lindsay Thompson during the 2023-24 school year is hereby terminated in the Missoula County Public School District #1 effective upon the return of Lindsay Thompson, the teacher on leave, or the end of the school year, June 7, 2024, whichever occurs first.

BE IT FURTHER RESOLVED that written notice be sent to **Astrea Steen**, regarding the termination and non-reelection of her contract as provided by law and that such notice shall be in substantially the following form:

NOTICE OF TERMINATION FOR A NON-TENURED TEACHER

*You are hereby notified that at a regular meeting of the Board of Trustees of the Missoula County Public School District #1 held on **October 10, 2023**, it was resolved after a majority vote of the Board to terminate your non-tenured contract, which begins the thirty-sixth (36th) work day of substitute teaching for Lindsay Thompson, effective **upon the return of the teacher on leave or the end of the school year, June 7, 2024, whichever occurs first**, and not to elect you for re-employment for the 2024-2025 school year. The action of the Board of Trustees was taken pursuant to M.C.A. Section 20-4-206.*



Chairperson, Board of Trustees  
Missoula County Public Schools

ATTACHMENT 2

**RESOLUTION FOR TERMINATION**  
**AND NON-RE-ELECTION OF THE TEACHING CONTRACT OF**  
**NON-TENURED TEACHER**

**WHEREAS**, Henry Sulzbacher is assigned to substitute teach and will receive a **NON-TENURED** teaching contract with the **Missoula County Public School District #1** beginning on the thirty-sixth (36th) day of substituting for Jason Van Hyning **during the 2023-24 school year until the end of the school year, June 7, 2024 or upon return of Jason Van Hyning, the teacher on leave, whichever occurs first.** Henry Sulzbacher will begin receiving prorated daily rate of pay and a non-tenured contract if the absence of the regular teacher, Jason Van Hyning, continues for more than thirty-five (35) consecutive work days and if the assignment of Henry Sulzbacher to substitute teach for Jason Van Hyning continues for more than thirty-five (35) days.

**BE IT RESOLVED** by the Board of Trustees of Missoula County Public School District #1 that pursuant to Montana Codes Annotated, Section 20-4-206, the non-tenured teaching contract of Henry Sulzbacher, beginning on the thirty-sixth (36) work day of substitute teaching for Jason Van Hyning during the 2023-24 school year is hereby terminated in the Missoula County Public School District #1 effective **upon the return of Jason Van Hyning, the teacher on leave, or the end of the school year, June 7, 2024, whichever occurs first.**

**BE IT FURTHER RESOLVED** that written notice be sent to Henry Sulzbacher, regarding the termination and non-reelection of his contract as provided by law and that such notice shall be in substantially the following form:

**NOTICE OF TERMINATION FOR A NON-TENURED TEACHER**

*You are hereby notified that at a regular meeting of the Board of Trustees of the Missoula County Public School District #1 held on **October 10, 2023**, it was resolved after a majority vote of the Board to terminate your non-tenured contract, which begins the thirty-sixth (36th) work day of substitute teaching for Jason Van Hyning, effective **upon the return of the teacher on leave or the end of the school year, June 7, 2024, whichever occurs first**, and not to elect you for re-employment for the **2024-2025** school year. The action of the Board of Trustees was taken pursuant to M.C.A. Section 20-4-206.*



Chairperson, Board of Trustees  
Missoula County Public Schools

**ATTACHMENT 2**

**RESOLUTION FOR TERMINATION**

**AND NON-RE-ELECTION OF THE TEACHING CONTRACT OF**

**NON-TENURED TEACHER**

**WHEREAS**, Robert Ryan is assigned to substitute teach and will receive a **NON-TENURED** teaching contract with the **Missoula County Public School District #1** beginning on the thirty-sixth (36th) day of substituting for Ruth Troutt **during the 2023-24 school year until the end of the school year, June 7, 2024 or upon return of Ruth Troutt, the teacher on leave, whichever occurs first.** Robert Ryan will begin receiving prorated daily rate of pay and a non-tenured contract if the absence of the regular teacher, Ruth Troutt, continues for more than thirty-five (35) consecutive work days and if the assignment of Robert Ryan to substitute teach for Ruth Troutt continues for more than thirty-five (35) days.

**BE IT RESOLVED** by the Board of Trustees of Missoula County Public School District #1 that pursuant to Montana Codes Annotated, Section 20-4-206, the non-tenured teaching contract of Robert Ryan, beginning on the thirty-sixth (36) work day of substitute teaching for Ruth Troutt during the 2023-24 school year is hereby terminated in the Missoula County Public School District #1 effective **upon the return of Ruth Troutt, the teacher on leave, or the end of the school year, June 7, 2024, whichever occurs first.**

**BE IT FURTHER RESOLVED** that written notice be sent to **Robert Ryan**, regarding the termination and non-reelection of his contract as provided by law and that such notice shall be in substantially the following form:

**NOTICE OF TERMINATION FOR A NON-TENURED TEACHER**

*You are hereby notified that at a regular meeting of the Board of Trustees of the Missoula County Public School District #1 held on **October 10, 2023**, it was resolved after a majority vote of the Board to terminate your non-tenured contract, which begins the thirty-sixth (36th) work day of substitute teaching for Ruth Troutt, effective **upon the return of the teacher on leave or the end of the school year, June 7, 2024, whichever occurs first**, and not to elect you for re-employment for the **2024-2025** school year. The action of the Board of Trustees was taken pursuant to M.C.A. Section 20-4-206.*



Chairperson, Board of Trustees  
Missoula County Public Schools

**ATTACHMENT 2**



HIGH SCHOOL DISTRICT # 1 PERSONNEL BOARD REPORT OCTOBER 17, 2023

HIGH SCHOOL CLASSIFIED STAFF PERSONNEL REPORT			
<b>CLASSIFIED NEW HIRES</b>			
Contingent upon satisfactory results of a criminal background check, as required.			
Jonathan "Scott" Briley	Sp Ed Life Skills Para	Big Sky High School	Effective: September 18, 2023
			repl: P.Chaffin
Gemma Sladich	Sp Ed SLP Para	Sentinel High School	Effective: October 2, 2023
			repl: M.McKinney
Felan Draven	Sp Ed SLP Para	Sentinel High School	Effective: September 1, 2023
			repl: M.Hamm
<b>CLASSIFIED ASSIGNMENT/FTE CHANGES</b>			
Kimberly Woodbridge	From: Sp Ed Resource Para	To: Social Studies Teacher	Effective: 2023-24 school year
	Hellgate High School	Hellgate High School	
Zachary Campbell	From: Sp Ed Resource Para	To: Social Studies Teacher	Effective: 2023-24 school year
	Hellgate High School	Big Sky High School	
Trevor Fuhrman	From: Sp Ed Life Skills Para	To: Sp Ed Life Skills Teacher	Effective: 2023-24 school year
	Big Sky High School	Sentinel High School	
Lindsey Nelson	From: Sp Ed Resource Para	To: Sp Ed Resource Teacher	Effective: 2023-24 school year
	Sentinel High School	Sentinel High School	
Jenell Roberson	From: Interventions Para	To: Health Enhanc Teacher	Effective: 2023-24 school year
	Sentinel High School	Big Sky High School	
Tracy Crowley	From: Library Media Assistant	To: Cook/Cashier	Effective: September 18, 2023
	Big Sky High School	Willard Alternative High School	repl: K.Hanson-Grady
Diane Krantz	From: Assistant Head Cook	To: Food Prep/Cashier	Effective: September 19, 2023
	Sentinel High School	Big Sky High School	repl: C.Howard
<b>CLASSIFIED ADDITIONAL FTE</b>			
none			
<b>CLASSIFIED RESIGNATIONS</b>			
Cory Quincy	Administrative Secretary ~ .50 fte	District	Effective: October 5, 2023
Teresa Sweten	Food Prep/Cashier	District	Effective: August 9, 2023
Chance Freeman	Maintenance Coordinator	District	Effective: September 19, 2023
Melissa Madsen	FIT Coordinator/Social Worker	Willard Alternative High School	Effective: December 21, 2023
Mia McKinney	Sp Ed SLP Para	Sentinel High School	Effective: February 24, 2023
	<i>~ will remain a substitute</i>		
Rosemary Harrison	FIT Coordinator	Hellgate High School	Effective: August 10, 2023

HIGH SCHOOL DISTRICT # 1 PERSONNEL BOARD REPORT OCTOBER 17, 2023

<b>CLASSIFIED RETIREMENTS</b>			
Connor Enyeart	Sp Ed Life Skills Para	Big Sky High School	Effective: August 15, 2023
<b>CLASSIFIED AUTHORIZED/CHANGED FTE</b>			
none			
<b>PROFESSIONAL SPECIALISTS RESIGNATION</b>			
Cory Quincy	Prof Devel Specialist ~ .50 fte	District	Effective: October 5, 2023
<b>PERMANENT SUBSTITUTE HIRES</b>			
Leslie Poppema	Permanent Building Substitute	Willard Alternative High School	Effective: September 25, 2023
Doranda Standing Rock	Permanent Building Substitute	Hellgate High School	Effective: October 2, 2023
			repl: K.Safarik
Melanie McMaster	Permanent Building Substitute	Big Sky High School	Effective: October 4, 2023
<b>PERMANENT SUBSTITUTE RESIGNATIONS</b>			
Contingent upon satisfactory results of a criminal background check.			
Kevin Safarik	Permanent Building Substitute	Willard Alternative High School	Effective: June 9, 2023



AGENDA ITEM: 9.C.ii.

DATE: 10.17.2023  
Date Submitted to Principal: \_\_\_\_\_

Forward Thinking, High Achieving.

## TRAVEL REQUEST FORM

Teacher: Katie M. DeGrandpre School: Big Sky High School Course: Spanish  
03/16/2024 - 03/24/2024  
Departure/return dates: \_\_\_\_\_ Destination: Costa Rica

Number of school days impacted: 0 Rationale for taking trip during school:

This is an educational tour designed to foster cultural appreciation, environmental experiences and authentic language use.

**Purpose of trip (attach additional pages if necessary):**

On this educational trip, Big Sky Spanish students will learn about Costa Rican culture as well as have the opportunity to practice and use their Spanish skills outside of the classroom. On this trip students will tour two different National Parks as well as the Santa Elena Biological Reserve as well as a variety of other fun and educational activities.

This trip will occur over Spring Break, so students will not be missing any school days. Students will be encouraged to complete their Spring Break homework early. Students that are participating in a Spring sport may miss practices and parents may elect to keep their children home from school on Monday, March 25th since we will return to Missoula on Sunday, March 24th.

**Itinerary (stops/schedule):**

See attachment 1

Day 1 - Arrive in San José, Costa Rica. Meet tour director and check into hotel

Day 2 Travel from San José to Arenal. Arenal Volcano National Park Visit

Day 3 - Arenal Landmarks Tour, Arenal Kayaking Tour, Hanging Bridges Excursion, Hot Springs Visit.

Day 4 Travel to Monteverde. Guided Horseback Ride

Day 5 Monteverde Landmarks Tour. Zip Line Tour, Santa Elena Biological Reserve Visit,

~~Conservation Tree Planting~~

Vendor/program provider: Explorica

Has this vendor/program been used by this group in the past? No

Mode of transportation: Plane

Cost of transportation: \_\_\_\_\_

Number of students traveling: 5+

Adult/student ratio: 5 to 1

Total cost of trip: \_\_\_\_\_

Cost to each student: \$3,271.00

Is fundraising available? Attachment 2

List fundraising opportunities:

How are teacher travel expenses funded? Explorica builds the teacher cost into their fees at a 5 to 1 ratio

Due date for permission slips, prearranged absence, and code of conduct forms: Feb 23/24

Names of adults accompanying the group:

Relationship to group (teacher, parent, etc.):

Katie DeGrandpre

Teacher

Safety precautions to be implemented and emergency protocol:

## Attachment 2

Name of the individual going on the trip who holds a valid American Red Cross Standard First Aid card or equivalent certification (**REQUIRED FOR ALL TRIPS**)

Katie DeGrandpre

This field trip is an extension of: BSHS Spanish

(subject)

(unit or project)

**Learning objectives (include MCPS content standards addressed - attach additional pages if necessary):**

## Attachment 2

**Follow-up activities back in the classroom:**

## Attachment 2

**\*Field trips of a distance exceeding 400 miles (one way) require principal and superintendent/designee approval at least 60 days in advance. Students earning the right to travel for competitions with less than 60 days notice will receive special consideration.**

**\*Travel outside of the country requires principal, superintendent/designee, and Board of Trustees approval at least 6 months in advance.**

**\*All other field trips require principal approval.**

  
\_\_\_\_\_  
(Principal Approval)

9/26/23  
\_\_\_\_\_  
Date:

\_\_\_\_\_  
(Superintendent/Assistant Superintendent Approval)

\_\_\_\_\_  
Date:

\_\_\_\_\_  
(School Board Trustee Approval)

\_\_\_\_\_  
Date:



## Costa Rica

[explorica.com/DeGrandpre-2859](http://explorica.com/DeGrandpre-2859)

March 16 - March 24, 2024

**Day 1** **Hola San José** (groups flying from the west coast may be required to depart day 0)

Meet your tour director and check into hotel

**Day 2** **San José--Arenal**

Travel to Arenal

Arenal Volcano National Park visit

**Day 3** **Arenal landmarks**

Lake Arenal kayaking tour

Hanging Bridges excursion

Hot springs visit

**Day 4** **Arenal--Monteverde**

Travel to Monteverde

Horseback ride

**Day 5** **Monteverde landmarks**

Canopy zip line tour

Santa Elena Biological Reserve visit

Plant your own tree

**Day 6** **Monteverde--Coastal Puntarenas**

Travel to Coastal Puntarenas

Free time at the beach

*Optional Crocodile Safari*

**Day 7** **Manuel Antonio excursion**

Manuel Antonio National Park guided visit

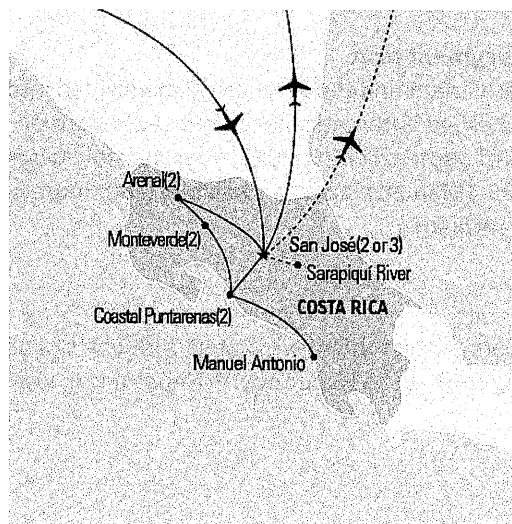
**Day 8** **Coastal Puntarenas--San José**

Travel to San José via Sarchí

Sarchí craft village visit

*Optional Folklore evening*

**Day 9** **End tour**



# Reserve Your Spot!



Tour Center ID: DeGrandpre-2859  
Registration deadline: October 12, 2023

## What's included

We provide everything you need for a remarkable trip:

- Round-trip airfare
- 8 overnight stays (9 with extension) in hotels with private bathrooms
- Breakfast, lunch and dinner daily
- Full-time services of a professional tour director
- Guided sightseeing tours and city walks as per itinerary
- Visits to select attractions as per itinerary
- Tour Diary™
- Local Guide and Local Bus Driver tips; see note regarding other important tips
- Note: On arrival day only dinner is provided; on departure day, only breakfast is provided
- Note: Tour cost does not include airline-imposed baggage fees, or fees for any required passport or visa. Optional excursions, optional pre-paid Tour Director and multi-day bus driver tipping, among other individual and group customizations will be listed as separate line items in the total trip cost, if included.

## Tour investment

Students (travelers under the age of 23): \$3,271

Adults (age 23 and over): \$3,756

Price reflects savings of \$100 scholarship. Sign up by 10/12/2023 & enter code Travel3S in order to take advantage of this limited-time offer!

## Automatic monthly payment plan

Pay just \$50 upon enrollment and the balance will be divided into equal monthly payments, charged automatically to your credit card or checking account. As of September 25, 2023, your monthly payment would be just \$769.25. (Manual plan also available; learn more on [explorica.com/paymentplans](http://explorica.com/paymentplans).)

## Travel protection

Most Explorica travelers protect their investment with one of our trusted plans, starting from just \$16 per day. To learn more, visit [explorica.com/cfar](http://explorica.com/cfar).

Enroll online,  
by phone, or by mail



Visit [explorica.com/DeGrandpre-2859](http://explorica.com/DeGrandpre-2859)



Use DeGrandpre-2859 to register

1.888.310.7121

**←explorica→**  
by WorldStrides

Download and complete  
a paper application on  
[explorica.com/resources](http://explorica.com/resources)

Mail to:  
PO Box 9033  
Charlottesville, VA 22906-9033

## **Fundraising**

Students are allowed and encouraged to fundraise individually for their trip cost. Students may choose to crowd fund through their personal communities, start a donation letter campaign, host their own bake sale or any other form of individual fundraising. If the trip is cancelled, students and their families will be responsible for returning donated money to their donors.

## **Safety Precautions and Protocol**

### ***Security and Safety***

At the time of this form, the U.S. Department of State suggests exercising increased caution, (A Level 2 Travel Advisory) in Costa Rica primarily due to theft and pickpocketing in tourist areas. Travel recommendations include using common sense, being aware of your surroundings, not leaving valuables unattended, and not making displays of wealth (such as holding open your wallet). With this in mind, students will be instructed in the following areas prior to entering the country.

- Students will be instructed on how to avoid pickpocketing.
- Students will be instructed on how much money to carry and to leave their valuables in a safe space.
- Students will be required to stay with the group at all times and walk with a buddy or group of three.
- Students will be required to be in their hotel room by a certain time each night and the teacher leader will perform room checks each evening.
- Students are required to purchase one of two travel insurance plans which will be incorporated into their travel fees.
- Students will sign and be held to a Code of Conduct
- Students and their families will fill out Emergency Cards, which the teacher leader will keep for the duration of the trip.

In the event that the Department of State increases the Travel Advisory to a Level 3, the teacher leader will work with the Building Principal, the Superintendent and Explorica to determine if the trip should be cancelled.

### ***Costa Rica Travel Health Notices***

There are no travel health notices from the CDC for Costa Rica at the time of this form. Proof of Covid-19 Vaccination is not required to enter Costa Rica, nor is a negative COVID-19 Test. The CDC recommends that Travelers to Costa Rica be up to date with routine vaccinations. Students and their families will be provided with this information. Students will also be encouraged to bring and wear mosquito and bug repellent.

In the event of a student health or safety emergency, the teacher leader will



- Contact the student's family.
- Contact Building Principal.
- Get permission to seek medical care if needed.
- Seek a way to get the student home if needed.

In the event that a student infringes upon the Code of Conduct

- Parents will be contacted
- Students will be sent home
- Student will be subjected to disciplinary action determined by Big Sky Administrators

### **Learning Objectives**

This educational tour will support the fulfillment and performance of the following MCPS World Language Standards:

2. Students will gain knowledge and understanding of other cultures.
  - 2.1. Students demonstrate an understanding of the relationship between the practices and perspectives of the cultures studied.
3. Students will connect with other disciplines and acquire information.
  - 3.1 Students reinforce and further their knowledge of other disciplines through the foreign language
5. Students will participate in multilingual communities at home and around the world.
  - 5.1 Students use the language both within and beyond the school setting.

### **Follow-up Activities**

Upon returning to the United States, students will be asked to participate in the following follow-up trip activities:

- Complete a post-trip reflection on learning
- Give a presentation to Big Sky's International Club Students and fellow Spanish students