

POPLAR SCHOOLS

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

DEBRA J MCGOWAN
Chairman

DOUG MARROTEK
Vice-Chairman

JESTIN DUPREE
Trustee

LARAE CROWLEY
Trustee

LANE DEHNER
Trustee

AGENDA **Regular Board Meeting** **Monday, January 13, 2020** **5:00 PM**

1. Call Meeting To Order
2. Recognition of Guests
3. Public Comment- 5 Minute Courtesy Limit per Topic
The Poplar Schools' Board of Trustees welcomes public comment on issues and concerns. This is the point in the meeting for comments on matters not already on the agenda. Comments on agenda items will be accepted when that item comes up during the meeting. Interested persons may also submit views in written form to the Clerk or Superintendent prior to the meeting and those comments will be brought to the attention of the Board during the meeting.
4. Recognition of Poplar Education Association
5. Consent Agenda: Minutes of Regular Meeting 9 December 2019, Warrants and Claims, Budget vs. Actual, Investment Reports, and High School Activity Fund.
6. Informational Items
 - 6.1. Directors' Reports
 - 6.2. Principals' Reports
 - 6.3. Superintendent's Report
 - 6.4. McKinstry Update
 - 6.5. Johnson O'Malley Update
 - 6.6. Draft Classified Salary Schedule
7. Action Agenda
 - 7.1. Personnel Report
 - 7.2. School Facility Use Request
 - 7.3. Superintendent's Evaluation*
8. Items of Interest
9. Adjournment

* May be a Closed Session.

The mission of Poplar Schools, in cooperation with parents and community,
Is to develop exemplary citizens through enthusiastic and knowledgeable
Guidance and instruction in a culturally rich environment.



Regular School Board Meeting Monday December 9, 2019

Call Meeting to Order: Chairman Deb McGowan called the school board meeting to order at 5:00 p.m. in the administrative boardroom.

THOSE PRESENT:

Board members present: Deb McGowan (Chairman), Doug Marottek (Vice Chair), LaRae Crowley, Jestin Dupree and Lane Dehner

Others Present: Dan Schmidt (Superintendent), Judy Linthicum (Clerk), Coy Weeks (AD), Tom Granbois (Elementary School Principal), Keith Erickson (Elementary Vice Principal), Morgan Norgaard (Middle School Principal), Frank Gourneau III (High School Principal), Jon Daniels (IT Director), Jake Riediger (IT Tech), Greg Norgaard (Transportation Director), Mary Plante (Food Service Director), Shawn Benz (Marco Salesman), Rollie Paulson (Will's Office World Salesman), Molly Bean (HPDP), and Megan Cartillar (HPDP).

PLEDGE OF ALLEGIANCE: Led by Morgan Norgaard

RECOGNITION OF GUESTS: Rollie Paulson, Shawn Benz Molly Bean and Megan Cartillar

3) RECOGNITION OF POPLAR EDUCATION ASSOCIATION

No comments or information presented by Poplar Education Association.

Public Comment: NONE

Consent Agenda:

- **Minutes of Regular Board meeting November 14, 2019**
- **Minutes of Special board meeting November 25, 2019**
- **Statement of Expenditures Budget vs Actual November 2019**
- **Warrants and Claims**
- **Investments Reports**
- **High School Activity Fund**

ACTION:

Motion was made by Doug Marottek to approve of Minutes of Regular Board meeting November 14, 2019, Minutes of Special board meeting November 25, 2019, Statement of Expenditures Budget vs Actual November 2019, Warrants and Claims, Investments Reports and High School Activity Fund.

Seconded by LaRae Crowley

Vote: 5-0

6) Informational Items

6.1) Director's Reports: Verbal reports are were given by Coy Weeks (Athletic Director), Greg Norgaard (Transportation Director) and Jon Daniels (Technology Director). Written reports were included in board packet by Mike Gorder (Building and Grounds Director), Patti Black (Special Education Director) and Mary Plante (Food Service Director).

Mike Gorder and Patti Black were not present.

6.2) Principals Report:

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

6.3) Superintendent Report: Verbal report was presented by Dan Schmidt (Superintendent). Froid Land Transfer appeal was denied, 1/3/20 is deadline for district to appeal.

6.4) HPDP Review

Molly Bean HPDP school liaison explained the role of HPDP in the Poplar School District. In the district it is referred to as a School Based Health Center providing medical, dental, mental and nutrition. The benefits of SBHC is decreased time out of class to attend medical appointments, which results in improved attendance rates and maximized student performance due to access to immediate health care.

7) Action Agenda

7.1) Personnel Report:

Classified

Ernie Granbois
Amanda Bull Chief

Custodial Substitute
Kitchen Substitute

Extra-Curricular

Gib Medicine Cloud
Joe Hammer
William Bemer

Asst. HS Boys Basketball 2020-21
HS Head Football Coach 2020-21
HS Head Volleyball Coach 2020-21

ACTION:

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

Seconded by Lane Dehner.

Vote: 5-0

7.2) Marco Contract
Marco Managed Print Solutions

ACTION:

Motion was made Doug Marottek to approve moving the district to a managed imaging and printing environment utilizing Marco's Print as a Service Program.

Seconded by LaRae Crowley

Vote: 1-4 Debra McGowan For

8. ITEMS OF INTEREST

8.1) Superintendent Evaluation

ADJOURN: Deb McGowan moved to adjourn at 6:12 pm, December 9, 2019.

ATTEST:

Judy Linthicum, Board Clerk

Debra McGowan, Board Chairman

01/09/20
15:02:14

POPLAR SCHOOLS
Claim Approval List
For the Accounting Period: 1/20

Page: 1 of 12
Report ID: AP100

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
65378	25163 GUMDROP BOOKS	688.28					
RBerg purchases for the month of December 2019							
1	PINV125524 Living on Mars	18.95	38122	126	1 100-2225	640	
2	Motorcycles	18.95	38122	126	1 100-2225	640	
3	Tanks	18.95	38122	126	1 100-2225	640	
4	Meteorologist	18.95	38122	126	1 100-2225	640	
5	Fire trucks	18.95	38122	126	1 100-2225	640	
6	Save the Library	12.75	38122	126	1 100-2225	640	
7	Alien Invasion	19.95	38122	126	1 100-2225	640	
8	Werewolves	21.95	38122	126	1 100-2225	640	
9	On-screen Vehicles	19.95	38122	126	1 100-2225	640	
10	Spinosaurus	20.95	38122	126	1 100-2225	640	
11	Ford Mustang Shelby GT350	19.95	38122	126	1 100-2225	640	
12	Wrestling	17.95	38122	126	1 100-2225	640	
13	Dirt Track Racing	19.95	38122	126	1 100-2225	640	
14	Mermaids	20.99	38122	126	1 100-2225	640	
15	Nervous Systems	17.95	38122	126	1 100-2225	640	
16	Bearded Vultures	17.95	38122	126	1 100-2225	640	
17	Tyrannosaurus Rex	19.95	38122	126	1 100-2225	640	
18	Foals	18.95	38122	126	1 100-2225	640	
19	Cat A Good Pet for Me?	17.70	38122	126	1 100-2225	640	
20	Fortnite	19.95	38122	126	1 100-2225	640	
21	Lights!Camera!Awesome	15.50	38122	126	1 100-2225	640	
22	Volcanos	17.96	38122	126	1 100-2225	640	
23	Top Fuel Dragsters	21.95	38122	126	1 100-2225	640	
24	Military Robots	21.95	38122	126	1 100-2225	640	
25	Ships:Military	21.95	38122	126	1 100-2225	640	
26	US Marines	20.95	38122	126	1 100-2225	640	
27	Killer WhalesVSGreat Whit	12.35	38122	126	1 100-2225	640	
28	Lion VS Tiger	12.35	38122	126	1 100-2225	640	
29	Common Box Turtles	17.95	38122	126	1 100-2225	640	
30	Solor system	16.95	38122	126	1 100-2225	640	
31	Zeus	21.95	38122	126	1 100-2225	640	
32	Who Did It?	14.99	38122	126	1 100-2225	640	
33	All American Adventure	14.99	38122	126	1 100-2225	640	
34	Lost in the Nether	19.00	38122	126	1 100-2225	640	
35	Its Alive	17.00	38122	126	1 100-2225	640	
36	Warthogs&Mongooses	17.95	38122	126	1 100-2225	640	
37	Devious Disguise	20.95	38122	126	1 100-2225	640	
65379	25163 GUMDROP BOOKS	159.60					
JGoss purchases for the month of December 2019							
1	pinv125245 Alien Invasion	19.95	38123	226	4 100-1000	640	
2	Asteriod Impact	19.95	38123	226	4 100-1000	640	
3	Climate Change	19.95	38123	226	4 100-1000	640	
4	Global Pandemic	19.95	38123	226	4 100-1000	640	
5	Nuclear War	19.95	38123	226	4 100-1000	640	

01/09/20
15:02:14

POPLAR SCHOOLS
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For the Accounting Period: 1/20

Page: 2 of 12
Report ID: AP100

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6	Robot Uprising	19.95	38123	226 4 100-1000		640
7	Solar Storm	19.95	38123	226 4 100-1000		640
8	Supervolcano Eruption	19.95	38123	226 4 100-1000		640
65380	14345 J & M DISTRIBUTING	4,139.52				
Mplante purchases for the month of December 2019						
1	39662 12/03/19 Food services	1,318.28		212 910-3100		570
2	39749 12/06/19 Food services	895.84		212 910-3100		570
3	38774 12/10/19 Food services	1,080.60		212 910-3100		570
4	38808 12/31/19 Food services	844.80		212 910-3100		570
65381	10069 MONTANA DAKOTA UTILITIES	27,490.41				
Schoolwide purchases for the month of December 2019						
1	12/16/19 ELECTRICITY/MAINT SHOP	290.19		126 100-2600		412
2	12/16/19 WHITE HOUSE ELECTRICITY	24.08		126 100-2600		412
3	01/01/20 WHITE HOUSE GAS	101.40		110 100-2700		411
4	01/01/20 WHITE HOUSE ELECTRICITY	24.07		110 100-2700		412
5	01/01/20 WHITE HOUSE ELECTRICITY	24.07		210 100-2700		412
6	01/01/20 BUS GARAGE GAS	169.28		110 100-2700		411
7	01/01/20 BUS GARAGE GAS	169.28		210 100-2700		411
8	01/01/20 BUS GARAGE ELECTRICITY	172.23		110 100-2700		412
9	01/01/20 BUS GARAGE ELECTRICITY	172.23		210 100-2700		412
10	01/01/20 FOOTBALL FIELD LIGHTS	27.36		226 100-2600		412
11	01/01/20 RED HOUSE	175.18*		115 100-2620		410 31
12	01/01/20 MIDDLE/GRADE OUTSIDE LITES	462.36		126 100-2600		412
13	01/01/20 MIDDLE/GRAD SCHOOL GAS	3,354.39		126 100-2600		411
14	01/01/20 MIDDLE/GRADE SCH ELECTRICITY	9,353.21		126 100-2600		412
15	01/01/20 MS ALC GAS	152.44		126 100-2600		411
16	01/01/20 MS ALC ELECTRICITY	97.30		126 100-2600		412
17	01/01/20 HIGH SCHOOL ELECTRICITY	4,937.00		226 100-2600		412
18	01/01/20 HIGH SCHOOL GAS	2,534.50		226 100-2600		411
19	01/01/20 MIDDLE SCHOOL GAS	2,534.49		126 100-2600		411
20	01/01/20 HIGH SCHOOL ALC	125.04		226 100-2600		412
21	01/01/20 ADMN BLDG ELECTRICITY	152.23		126 100-2600		412
22	01/01/20 ADMN BLDG GAS	140.48		126 100-2600		411
23	01/01/20 SUPT HOUSE ELECTRICITY	296.35*		115 100-2620		410 31
24	01/01/20 ELECTRICITY TOWNHOUSE	2,001.25*		115 100-2620		410 31
65382	10748 CITY OF POPLAR	11,977.29				
Schoolwide water, sewer and garbage for the month of December 2019 \$5793.29 and January 2020						
1	12/10/19 WATER-SEWER/MAINT SHOP	342.47*		126 100-2600		421
2	12/10/19 WATER-SEWER/BUS BARN	161.39*		210 100-2700		421
3	12/10/19 WATER-SEWER/BUS BARN	161.38		110 100-2700		421
4	12/10/19 WATER-SEWER/HS METALS	3,726.88		226 100-2600		421
6	12/10/19 WATER-SEWER/RED HOUSE	174.06*		115 100-2620		410 31
7	12/10/19 WATER-SEWER/HIGH SCH	420.63		226 100-2600		421
8	12/10/19 WATER-SEWER/MIDDLE SCH	1,785.72*		126 100-2600		421

01/09/20
15:02:14

POPLAR SCHOOLS
Claim Approval List
For the Accounting Period: 1/20

Page: 3 of 12
Report ID: AP100

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9		12/10/19 WATER-SEWER/ELEMENTARY	3,115.84*		126	100-2600	421	
10		12/10/19 WATER-SEWER/ALC BLDG	172.90*		126	100-2600	421	
12		12/10/19 WATER-SEWER/ADMN BLDG	181.14*		126	100-2600	421	
13		12/10/19 WATER-SEWER/HS SPRNKLN	339.74		226	100-2600	421	
14		12/10/19 WATER-SEWER/SUPT HOUSE	181.95*		115	100-2620	410	31
15		12/10/19 WATER-SEWER/TOWNHOUSES	1,025.09*		115	100-2620	410	31
16		12/10/19 GARBAGE/TCHR VILLAGE	188.10*		115	100-2620	410	31
65383		10162 AGLAND CO-OP	5,726.66					
1		01/15/20 ROUTE BUSES	1,752.20		110	100-2700	624	
2		01/15/20 ROUTE BUSES	1,752.20		210	100-2700	624	
3		01/15/20 CRUISERS	525.86		126	710-2710	624	
4		01/15/20 CRUISERS	525.85		226	710-2710	624	
5		01/15/20 SCHOOL CAR	178.90		126	100-2600	624	
6		01/15/20 SCHOOL VAN	0.00		126	100-2600	624	
7		01/15/20 TRACTOR,MOWER,TRUCK	42.87		126	100-2600	624	
8		01/15/20 PROPANE TANKS/TCH VILLAGE	0.00*		115	100-2620	410	31
9		01/15/20 PICKUPS	308.46		126	100-2600	624	
10		01/15/20 TOWNHOUSES	0.00*		115	100-2620	440	31
11		01/15/20 Maint Supplies	240.32		126	100-2600	615	
12		01/15/20 Gift Cards - Elementary	200.00		126	1 100-1001	610	
13		01/15/20 Gift Cards - Middle School	200.00		126	2 100-1000	610	
65384		12492 SYSCO MONTANA INC.	25,278.89					
Invoices for December								
1		243564193 12/03/19 Fresh Fruit & Veg Grant	31.95*		212	460-3100	573	
2		243564192 12/03/19 Fresh Fruit & Veg Grant	95.94*		212	460-3100	572	
3		243564190 12/03/19 Fresh Fruit & Veg Grant	573.50*		212	460-3100	572	
4		243564191 12/03/19 Fresh Fruit & Veg Grant	229.40*		212	460-3100	573	
5		243573393 12/10/19 Fresh Fruit & Veg Grant	778.85*		212	460-3100	572	
6		243573394 12/10/19 Fresh Fruit & Veg Grant	311.54*		212	460-3100	573	
7		243578432 12/13/19 MS	8.90		126	2 100-2402	610	
8		243582801 12/17/19 Fresh Fruit & Veg Grant	595.90*		212	460-3100	572	
9		243582799 12/17/19 Fresh Fruit & Veg Grant	511.20*		212	460-3100	573	
10		243582800 12/17/19 Fresh Fruit & Veg Grant	440.96*		212	460-3100	573	
11		243582798 12/17/19 CACFP After School Meal	237.89*		115	910-3100	574	470
12		243568785 12/06/19 Admin - Board meetings	157.58*		126	100-2300	610	
13		243564194 12/03/19 Food services school wide	2,999.75		212	910-3100	570	
14		243564195 12/03/19 Food services school wide	56.11		212	910-3100	570	
15		243568784 12/06/19 Food services school wide	1,203.42		212	910-3100	570	
16		243573391 12/10/19 Food services school wide	4,199.96		212	910-3100	570	
17		243573392 12/10/19 Food services school wide	663.58		212	910-3100	570	
18		243578431 12/13/19 Food services school wide	2,059.84		212	910-3100	570	
19		243582797 12/17/19 Food services school wide	4,644.51		212	910-3100	570	
20		243586613 12/20/19 Spray Valve Assembly	164.60		126	100-2600	615	
21		243607966 01/07/20 Towels/Tissue/Liners/Cleane	2,028.53		126	100-2600	615	
22		243607966 01/07/20 Towels/Tissue/Liners/Cleane	869.37		226	100-2600	615	
23		243573395 12/10/19 Towels/Tissue/Liners/Cleane	1,519.98		126	100-2600	615	

01/09/20
15:02:14

POPLAR SCHOOLS
Claim Approval List
For the Accounting Period: 1/20

Page: 4 of 12
Report ID: AP100

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24	243573395 12/10/19 Towels/Tissue/Liners/Cleane	651.42		226	100-2600	615	
25	243587358 12/20/19 Schoolwide Services Breakfa	244.21		212	910-3100	570	
65385	13395 U.S. FOOD SERVICE, INC.	16,048.73					
Food services school wide							
1	4821509 01/02/20 Community Feed	0.00*		115	494-2115	610	310
2	5038398 12/05/19 School wide	4,961.02		212	910-3100	570	
3	33826827 12/09/19 School wide	3,065.33		212	910-3100	570	
4	33826827 12/12/19 School wide	1,086.40		212	910-3100	570	
5	33826827 12/12/19 School wide	3,440.84		212	910-3100	570	
6	33826827 12/12/19 School wide	587.07		212	910-3100	570	
7	33826827 12/19/19 School wide	1,801.36		212	910-3100	570	
8	5364815 12/23/19 School wide	626.96		212	910-3100	570	
9	33826827 12/16/19 School wide	347.16		212	910-3100	570	
10	33826827 12/16/19 ES	132.59		126	1 100-1001	610	
11	4486431 01/14/20 School wide	0.00		212	910-3100	570	
12	4412962 01/11/20 School wide	0.00		212	910-3100	570	
13	4412963 01/11/20 School wide	0.00		212	910-3100	570	
14	4350386 01/07/20 School wide	0.00		212	910-3100	570	
15	4350384 01/07/20 Open house ES supplies	0.00*		115	494-2115	610	310
16	4350383 01/07/20 Open house MS supplies	0.00*		115	494-2115	610	310
17	4350385 01/07/20 School wide	0.00		212	910-3100	570	
18	4340431 01/06/20 School wide	0.00		212	910-3100	570	
65386	20749 HOUGHTON MIFFLIN HARCOURT	194.04					
TGranbois replacement for August 2019 purchase							
1	954557805 12/26/19 Replacement Spelling Master	194.04		126	1 100-1001	640	
65387	24784 MARCO TECHNOLOGIES LLC.	735.46					
School wide copier rental and HS copier stapler rental							
1	inv7085628 12/09/19 School wide copier rental	183.86		126	1 100-1001	610	
2	inv7085628 12/09/19 School wide copier rental	183.86		126	2 100-1000	610	
3	inv7085628 12/09/19 School wide copier rental	183.87*		226	280-1000	610	
4	inv7085628 12/09/19 HS copier and stapler	183.87		226	4 100-1000	610	
65389	24600 LONE STAR PERCUSSION	52.43					
JBrooks purchases for the month of December 2019							
1	VicfirthPeterErskineSig.	21.98	38124	226	4 100-1000	610	
2	InnovetivePerc.IKeJackson	30.45	38124	226	4 100-1000	610	
65390	12015 ECOLAB PEST ELIMINATION DIVISION	406.09					
Pest control December 2019							
1	8228301 12/07/19 Pest control	406.09		126	100-2601	440	

01/09/20
15:02:14

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Claim Approval List
For the Accounting Period: 1/20

Page: 5 of 12
Report ID: AP100

* ... Over spent expenditure

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65391	24853 AMERICAN FIDELITY ADMINISTRATIVE	250.00					
	Tracking services for the month of December 2016						
1	42061 12/16/19 Tracking services	200.00*		126	100-2300	340	
2	42061 12/16/19 Tracking services	50.00		226	100-2300	340	
65392	20808 GYSLER'S HARDWARE FARM AND RANCH	287.03					
	MGorder purchases for the month of 'December 2019						
1	757284 11/19/19 Maintanance supplies	27.44		126	100-2600	615	
2	760032 11/19/19 Maintanance supplies	165.91		126	100-2600	615	
3	760582 11/19/19 Maintanance supplies	93.67		126	100-2600	615	
4	755500 10/25/19 Past due	0.01		126	100-2600	615	
65393	25173 SILVERBACK LEARNING SOLUTIONS,	17,439.27					
	DSchmidt purchases for the month of December 2019						
1	1786 12/14/19 Subscription, Fee and training	11,165.00		115	420-2213	300	300
2	1789 12/20/19 Travel reimbersment	1,042.49		115	420-2213	582	300
3	1789 12/20/19 Travel reimbersment	446.78*		215	420-2213	582	300
4	1786 12/14/19 Subscription, Fee and Training	4,785.00		215	420-2213	300	300
65394	23147 EDUCATION NORTHWEST	5,500.00					
	DSchmidt purchases for the month of December 2019						
1	311904 12/01/19 Onsite training Mathematics	5,500.00		215	420-2213	300	300
65395	25132 NORTHERN PLAINS INDEPENDENT	434.00					
	Help wanted Payroll clerk November 14, 21st and 28th, 2019						
1	2019ci-604 11/29/19 Payroll clerk	325.50		126	100-2300	540	
2	2019-2035 12/28/19 Payroll clerk	108.50		126	100-2300	540	
65396	21941 HUBERT COMPANY	262.59					
	MPlante replacement parts kits						
1	Replacement Part Kits	244.95	38130	126	100-2600	615	
2	773713 12/26/19 Shipping	17.64		126	100-2600	615	
65397	13642 FISHER SCIENCE EDUCATION	97.21					
1	81487539 10/16/19 Manganese oxide	58.41		126	2 100-1000	610	
2	5702743 12/12/19 Bottle amber glass	38.80		126	2 100-1000	610	
65398	10044 DACOTAH PAPER CO.	1,662.81					
1	20713 12/16/19 Kitchen Supplies Mary Plante	1,344.73		212	910-3100	610	
2	13516 12/02/19 Cleaning supplies Kitchen	318.08		212	910-3100	610	
65399	10859 BUCKHORN CAFE	752.00					
1	66613 10/28/19 MS - PO2993 Hammer	187.50		126	2 100-1000	582	
2	32064 10/30/19 ES - PO5065 Erickson	137.50		126	1 100-1001	582	
3	31910 11/02/19 Admin - PO5072	111.00		126	100-2300	582	
4	41257 11/20/19 Admin - PO4460	93.00		126	100-2300	582	
5	41036 11/26/19 ES - PO4438 Fiedler	75.00		126	1 100-1001	582	

01/09/20
15:02:14

POPLAR SCHOOLS
Claim Approval List
For the Accounting Period: 1/20

Page: 6 of 12
Report ID: AP100

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj	
6	38969 12/10/19 MS - PO4341 Office	105.00		126 2	100-1000	582	
7	39052 12/20/19 ES - PO4437 Linder	43.00		126 1	100-1001	582	
65400	14523 KOHLER COMMUNICATIONS	612.00					
1	28523 12/01/19 Remove/Replace Video DVR Camer	612.00*		111	100-2700	440	
65401	22185 WPCI	58.50					
2	135767 11/30/19 DOT Screen - JP and JT	58.50		110	100-2700	340	
65402	11046 HARTLEY'S SCHOOL BUSES	244.25					
1	39930 12/05/19 Kit Surge Tank	244.25		110	100-2700	440	
65403	21574 DAKOTA DIESEL USA, INC.	1,105.42					
1	124122 01/07/20 Bluebird Fan CL w/harn	1,105.42		110	100-2700	440	
65404	24785 AUTO VALUE SIDNEY	825.87					
1	440043427 12/10/19 Def Fluid, Conc Comand HD	385.87		110	100-2700	440	
2	440043639 12/13/19 Battery - Ford Expedition	140.99		126	100-2600	440	
3	440043908 12/19/19 STT Lamp 4 red led	33.38		210	100-2700	440	
4	440043875 12/19/19 Chem Vulc/Md Round TU	29.43		210	100-2700	440	
5	440044470 01/06/20 Classical Section WR	33.48		110	100-2700	440	
6	440044203 12/30/19 Classical Section WR	202.72		126	100-2600	615	
65405	24475 NORTHERN MONTANA TEXTILE SERVICES	126.27					
1	29097 07/02/19 Towel/Gloves/Rags/Misc	5.00		110	100-2700	610	
2	29687 07/09/19 Towel/Gloves/Rags/Misc	15.08		110	100-2700	610	
3	31878 08/06/19 Towel/Gloves/Rags/Misc	5.00		210	100-2700	610	
4	32473 08/13/19 Towel/Gloves/Rags/Misc	5.00		210	100-2700	610	
5	33018 08/20/19 Towel/Gloves/Rags/Misc	5.00		110	100-2700	610	
6	34640 09/10/19 Towel/Gloves/Rags/Misc	5.00		110	100-2700	610	
7	35187 09/17/19 Towel/Gloves/Rags/Misc	5.00		110	100-2700	610	
8	36310 10/01/19 Towel/Gloves/Rags/Misc	11.87		210	100-2700	610	
9	37366 10/15/19 Towel/Gloves/Rags/Misc	14.27		110	100-2700	610	
10	37912 10/22/19 Towel/Gloves/Rags/Misc	5.00		110	100-2700	610	
11	39519 11/12/19 Towel/Gloves/Rags/Misc	5.00		210	100-2700	610	
12	40101 11/19/19 Towel/Gloves/Rags/Misc	5.00		210	100-2700	610	
13	42231 12/17/19 Coverall	37.32		110	100-2700	610	
14	42231 12/30/19 Late fee	2.73		110	100-2700	610	
65408	12395 MEDTOX DIAGNOSTICS, INC	105.00					
1	1220191145 12/31/19 UA Screenings	105.00		126	100-2305	340	
65409	10087 MAIN STREET GROCERY	295.87					
1	2410446 12/19/19 Lettuce - Kitchen	24.60		212	910-3100	570	
2	1550095 12/18/19 Staff Appreciation Gift Cert	50.00*		126	100-2300	610	
3	1550033 12/17/19 ES PO4448	54.56		126 1	100-2401	610	
4	2410121 12/17/19 HS FSC	108.43		226 4	390-1000	610	
5	1545796 12/02/19 MS PO5504 Girls BB	33.56*		126	720-3500	610	

01/09/20
15:02:14

POPLAR SCHOOLS
Claim Approval List
For the Accounting Period: 1/20

Page: 7 of 12
Report ID: AP100

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
6	1545605 12/02/19 ES PO 4448 Candy Canes/Counse	24.72		126 1	100-2121	610	
65410	23606 ELIZABETH A. SHIPSTEAD	2,453.12					
1	121919 12/19/19 OT Services	475.00		126	280-2160	320	
2	121919 12/19/19 OT Services	118.75*		226	280-2160	320	
3	121719 12/17/19 OT Services	475.00		126	280-2160	320	
4	121719 12/17/19 OT Services	118.75*		226	280-2160	320	
5	121219 12/12/19 OT Services	475.00		126	280-2160	320	
6	121219 12/12/19 OT Services	118.75*		226	280-2160	320	
7	121019 12/10/19 OT Services	412.62		126	280-2160	320	
8	121019 12/10/19 OT Services	103.00*		226	280-2160	320	
9	121119 12/11/19 OT Services	125.25		126	280-2160	320	
10	121119 12/11/19 OT Services	31.00*		226	280-2160	320	
65411	24787 THE JOURNAL. LLC	332.00					
1	1883 12/08/19 Adv - Elder Walking Program	192.00		226	100-2300	540	
2	1884 12/08/19 Adv Hot Cheetoh Notice	140.00		126	100-2300	540	
65412	12289 AMERICAN LEGION SUPPER CLUB	2,139.00					
1	12696 12/19/19 Holiday Staff Party	1,600.00*		126	100-2300	610	
2	12696 12/19/19 Holiday Staff Party	400.00		226	100-2300	610	
3	12692 12/13/19 MS End of Year Party Pizza	139.00*		126	720-3500	610	
65413	13625 E & A VAC, INC	1,607.00					
1	2079 09/06/19 Porta Potties FB & Cross Count	1,262.00		226	720-3500	610	
2	1944 04/16/19 Porta Potties Track	345.00		226	720-3500	610	
65414	24934 CP SPEECH THERAPY	525.00					
1	106 12/26/19 Contracted Testing Time	420.00		126	280-2160	320	
2	106 12/26/19 Contracted Testing Time	105.00*		226	280-2160	320	
65415	24921 LORRI COULTER, MS, PS, BCBA	2,095.00					
1	POP19-12 12/30/19 SPED Meetings/Reports	1,676.00		126	280-2140	320	
2	POP19-12 12/30/19 SPED Meetings/Reports	419.00		226	280-2140	320	
65416	21746 SIDNEY WRESTLING CLUB	89.50					
Brodie Gorder Memorial Wrestling fees							
1	5510 12/14/19 MS Wrestling PS5510	89.50*		126	720-3500	582	
65417	21278 ROOSEVELT MEDICAL CLINIC	125.00					
1	1766C18760 12/02/19 DOT Physical MF	125.00		110	100-2700	340	
65418	14201 INTERQUEST DETECTION CANINES	375.00					
1	4379 10/01/19 K-9 Fall Inspection HS	187.50		226	4 100-1000	340	
2	4379 10/01/19 K-9 Fall Inspection MS	187.50		126	2 100-1000	340	

01/09/20
15:02:14

POPLAR SCHOOLS
Claim Approval List
For the Accounting Period: 1/20

Page: 8 of 12
Report ID: AP100

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj
65419 Maintenance 1	20959 FORT PECK TRIBES 2942 11/15/19 Garbage empty 40yd bin	375.00 375.00		126	100-2602	440
65420 Athletics 1	24442 UNIVERSAL ATHLETIC 104-010776 12/18/19 Wrestling Supplies C.Weeks	126.25 126.25		226	720-3500	610
65421 Middle School Teacher Incentive 1	25103 PERKULATOR 102 12/06/19 Teacher Incentive MS	517.00 517.00		126	2 100-2402	582
65422 Maintenance 1	12506 EMRY'S LOCKSMITHING 52640 12/23/19 Locks for Middle School	1,199.00 1,199.00		226	100-2600	615
65423 Speech and Drama 1	14802 PLENTYWOOD HIGH SCHOOL 005528 12/14/19 Meals Speech and Debate	20.00 20.00		226	720-3500	582
65424 Athletics 1	23887 COLSTRIP PUBLIC SCHOOLS 005501 12/07/19 Meals MS Wrestling	244.00 244.00*		126	720-3500	582
65425 Concessions 1	25168 WMS 005079\ 11/26/19 Middle School Wrestling Meals	222.75 222.75*		126	720-3500	582
65426 FCCLA 1	14802 PLENTYWOOD HIGH SCHOOL 005506 12/09/19 District FCCLA Registration	48.00 48.00		226	710-3404	582
65427 Maintenance 1	22039 VEMCO, INC. 359465.1 11/12/19 Mileage	610.00 610.00		226	100-2600	440
65428 Maintenance 1	20027 NORTHWEST PIPE FITTING 7253940 12/18/19 Plumbing Supplies	126.69 126.69		226	100-2600	440
65429 Maintenance 1 2 3 4 5	12805 GRAINGER 9389933368 12/18/19 Air Filters 9393964219 12/23/19 Fluorescent Lamps 9392679313 12/23/19 Fluorescent Lamp 9389600512 12/18/19 Pleated Air Filters 9389600520 12/18/19 Mini Pleated Air Filters	3,062.76 392.92 412.68 387.24 750.96 1,118.96		226 126 126 126 126	100-2600 100-2600 100-2600 100-2600 100-2600	615 615 615 615 615

01/09/20
15:02:14

POPLAR SCHOOLS
Claim Approval List
For the Accounting Period: 1/20

Page: 9 of 12
Report ID: AP100

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj
65430	14328 MONTANA SCHOOL EQUIPMENT CO.	1,285.00				
Maintenance						
1	22468 12/06/19 Draper Electric Winch cable	1,285.00		126	100-2602	440
65431	22443 ULINE	233.91				
Maintenance						
1	11478901 12/02/19 EZPeel lid, reclosebag, spra	233.91		126	100-2600	615
65432	25174 Elevated Design Lab	854.00				
Annual Web Design						
1	0000220 01/19/20 Annual Web Design	683.20		126	141-1000	681
2	0000220 01/19/20 Annual Web Design	170.80		226	141-1000	681
65433	13924 GLASGOW HIGH SCHOOL	349.00				
Athletics						
1	2539 01/02/20 MS Wrestling Meals	124.00*		126	720-3500	582
2	2539.1 01/02/20 MS Wrestling Fees	50.00*		126	720-3500	582
3	2539.2 01/02/20 Speech & Debate Entry Fee	25.00		226	720-3500	582
4	2539.3 01/02/20 HS Wrestling Fees	150.00		226	720-3500	582
65434	10111 WILL'S OFFICE WORLD	22,775.64				
1	10384622K 12/30/19 Copier Supplies Elem	305.56		126	1 100-1001	610
2	10384622K 12/30/19 Copier Supplies MS	305.56		126	2 100-1000	610
3	10384622K 12/30/19 Copier Supplies HS	305.56		226	4 100-1000	610
4	10383379 11/26/19 Print Shop Diane	349.50		126	1 100-1001	610
5	10383379 11/26/19 Print Shop Diane	349.50		126	2 100-1000	610
6	10384622K 11/26/19 Print Shop Diane	349.89		226	4 100-1000	610
7	10382599 11/05/19 Office Supplies Supt	89.69*		126	100-2300	610
8	10382710 11/08/19 Calendar Desk Pad	19.98		126	100-2600	615
9	10382901 11/15/19 Ink Cartridges Hs Art	1,602.29		226	4 100-1000	610
10	1038298 11/15/19 Ink Cartridges Hs Art	373.47		226	4 100-1000	610
11	10382907 11/15/19 Construction Paper Elem Offi	914.52		126	1 100-1001	610
12	10382991 11/18/19 White Construction Paper Ele	354.24		126	1 100-1001	610
13	10383150 11/20/19 Toner/ IT	11,120.90		126	100-1015	610
14	10383150 11/20/19 Toner/ IT	4,766.10		226	100-1015	610
15	10383725 12/06/19 Toner/IT	324.80		126	100-1015	610
16	10383725 12/06/19 Toner/IT	139.20		226	100-1015	610
17	10383752 12/09/19 Post Its Supt	6.24*		126	100-2300	610
18	10383896 12/12/19 Bookcases/Clerks office	599.98		126	100-2500	610
19	10383911 12/12/19 Adhesive Squares/bus barn	30.30		110	100-2700	610
20	10384026 12/13/19 Lunch Tickets	6.24*		126	100-2300	610
21	10384158 12/17/19 Self ink stamp District offi	45.50*		126	100-2300	610
22	10384256 12/19/19 notebook,pens, clipboard	73.27		226	100-2500	610
23	10384259 12/19/19 envelopes,pencils,pens,noteb	326.05		226	100-2300	610
24	10384289 12/20/19 Files	17.30		126	100-2500	610
# of Claims		54	Total:		164,745.11	

164,745.11

01/09/20
15:02:15

POPLAR SCHOOLS
Fund Summary for Claims
For the Accounting Period: 1/20

Page: 11 of 12
Report ID: AP110

Fund/Account	Amount
110 Elementary Transportation Fund	
101	\$4,457.78
111 Elementary Bus Depreciation Fund	
101	\$612.00
115 Elementary Miscellaneous Programs Fund	
101	\$16,487.36
126 Elementary Impact Aid Fund	
101	\$59,597.42
210 High School Transportation Fund	
101	\$2,373.85
212 High School Food Service Fund	
101	\$41,383.69
215 High School Miscellaneous Programs Fund	
101	\$10,731.78
226 High School Impact Aid Fund	
101	\$29,101.23
Total:	\$164,745.11

01/09/20
15:02:15

POPLAR SCHOOLS
Claim Approval Signature Page
For the Accounting Period: 1/20

Page: 12 of 12
Report ID: AP100A

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

Approved by Board of Finance Committee:

I hereby certify that the above is correct

Business Manager/Clerk

01/02/20
09:54:09

POPLAR SCHOOLS
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 19

Page: 1 of 2
Report ID: B100F

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
101 Elementary General Fund	371,098.94	1,532,376.32	4,416,385.20	4,416,385.20	2,884,008.88	35 %
110 Elementary Transportation Fund	57,474.04	195,364.75	460,618.73	460,618.73	265,253.98	42 %
111 Elementary Bus Depreciation Fund	0.00	3,971.05	997,559.27	997,559.27	993,588.22	0 %
113 Elementary Tuition Fund	0.00	0.00	626.21	626.21	626.21	0 %
114 Elementary Retirement Fund	87,335.37	367,634.82	1,195,862.00	1,195,862.00	828,227.18	31 %
115 Elementary Miscellaneous Programs Fund	167,981.92	759,436.80	2,127,688.63	2,345,278.70	1,585,841.90	32 %
126 Elementary Impact Aid Fund	379,903.17	1,641,352.34	4,751,559.00	4,751,559.00	3,110,206.66	35 %
128 Elementary Technology Fund	0.00	0.00	23,607.38	23,607.38	23,607.38	0 %
129 Elementary Flex Fund	13,526.41	26,399.13	195,398.03	195,398.03	168,998.90	14 %
160 Elementary Building Fund	0.00	0.00	125,798.20	125,798.20	125,798.20	0 %
161 Elementary Building Reserve Fund	0.00	19,000.00	201,817.38	201,817.38	182,817.38	9 %
201 High School General Fund	129,730.67	537,799.14	1,839,197.59	1,839,197.59	1,301,398.45	29 %
210 High School Transportation Fund	12,904.87	45,713.06	192,000.00	192,000.00	146,286.94	24 %
211 High School Bus Depreciation Fund	0.00	0.00	471,945.58	471,945.58	471,945.58	0 %
212 High School Food Service Fund	67,539.96	295,734.13	709,353.20	709,353.20	413,619.07	42 %
213 High School Tuition Fund	0.00	0.00	50,801.00	50,801.00	50,801.00	0 %
214 High School Retirement Fund	27,003.90	118,130.20	405,000.00	405,000.00	286,869.80	29 %
215 High School Miscellaneous Programs Fund	8,553.45	111,463.54	303,832.34	305,769.12	194,305.58	36 %
218 High School Traffic Education Fund	0.00	0.00	7,723.46	7,723.46	7,723.46	0 %
226 High School Impact Aid Fund	116,648.74	553,601.83	1,822,298.00	1,822,298.00	1,268,696.17	30 %
228 High School Technology Fund	0.00	0.00	15,281.93	15,281.93	15,281.93	0 %
229 High School Flex Fund	135,000.00	145,613.18	301,817.63	301,817.63	156,204.45	48 %
260 High School Building Fund	0.00	0.00	546.03	546.03	546.03	0 %
261 High School Building Reserve Fund	0.00	0.00	66,497.59	66,497.59	66,497.59	0 %

Grand Total: 1,574,701.44 6,353,590.29 20,683,214.38 20,902,741.23 14,549,150.94 30 %

December 26, 2019

Betty Romo, County Treasurer

400 2nd Avenue South
Wolf Point, Mt 59201

Please invest with **STIP** **\$5,967,100** as follows:

ELEMENTARY	FUND	PREVIOUS MONTH	DIFFERENCE	CURRENT MONTH
101	GENERAL	\$190,000	\$260,000	\$450,000
110	TRANSPORTATION	\$10,000	\$115,000	\$125,000
111	BUS DEPRECIATION	\$900,000	\$50,000	\$950,000
113	TUITION	\$0	\$0	\$0
114	RETIREMENT	\$110,000	\$119,700	\$229,700
115	MISC FUNDS	\$0	\$0	\$0
121	SICK LEAVE	\$67,000	\$3,000	\$70,000
126	IMPACT AID	\$2,225,000	-\$575,000	\$1,650,000
128	TECHNOLOGY	\$20,000	\$3,000	\$23,000
129	FLEX FUND	\$207,750	\$7,250	\$215,000
160	BUILDING	\$122,000	\$0	\$122,000
ELEMENTARY TOTALS		\$3,851,750	-\$17,050	\$3,834,700
HIGH SCHOOL				
201	GENERAL	\$106,000	\$214,000	\$320,000
210	TRANSPORTATION	\$90,000	\$35,000	\$125,000
211	BUS DEPRECIATION	\$435,000	\$15,000	\$450,000
212	HOT LUNCH	\$175,000	\$38,000	\$213,000
213	TUITION	\$0	\$0	\$0
214	RETIREMENT	\$110,000	\$52,000	\$162,000
215	MISC FUNDS	\$0	\$0	\$0
218	TRAFFIC EDUCATION	\$9,400	\$0	\$9,400
221	SICK LEAVE	\$13,000	\$0	\$13,000
226	IMPACT AID	\$800,000	-\$150,000	\$650,000
228	TECHNOLOGY	\$15,000	\$0	\$15,000
229	FLEX FUND	\$300,000	-\$125,000	\$175,000
260	BUILDING	\$0	\$0	\$0
261	Building Reserve	\$0	\$0	\$0
HIGH SCHOOL TOTALS		\$2,053,400	\$79,000	\$2,132,400
TOTAL INVESTMENTS		\$5,905,150	\$61,950	\$5,967,100

Sincerely,

Judy Linthicum
Business Manager

01/03/20
08:41:49

POPLAR SCHOOLS
Statement of Activity by Account Number for 12/01/19 to 12/31/19

Page: 1 of 3
Report ID: S100

Account	Opening Balance	Disbursed (-)	Receipts		Transfers (+)	Invest (+)	Misc.		Closing Balance
			in Transit (+)	Deposits (+)			Earnings (+)	Charges (-)	
1 HIGH SCHOOL STUDENT COUNCIL	8415.68	519.70	0.00	626.52	0.00	0.00	0.00	0.00	8522.50
2 VICA	150.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.26
3 CLOSE UP	349.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	349.33
4 DRAMA	1725.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1725.51
5 INDUSTRIAL ARTS	1568.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1568.98
6 ATHLETICS	15725.42	2638.58	0.00	1707.00	0.00	0.00	0.00	0.00	14793.84
7 ANNUAL	90.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90.08
8 7-8 MS STUDENT COUNCIL	777.84	22.65	0.00	366.18	0.00	0.00	0.00	0.00	1121.37
10 MUSIC	3221.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3221.96
11 FCCLA	5486.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5486.03
12 NATIONAL HONOR SOCIETY	686.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	686.78
13 PEP CLUB	1845.87	301.37	0.00	2197.05	0.00	0.00	0.00	0.00	3741.55
15 INDIAN CLUB	896.54	41.86	0.00	0.00	0.00	0.00	0.00	0.00	854.68
16 OFFICE	51.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51.20
20 ELEMENTARY BOOK FAIR	20.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.14
22 BPA	4156.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4156.81
23 INTEREST	44.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44.13
25 SPANISH CLUB	19.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.27
28 MS YEARBOOK	661.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	661.20
29 MS BFS	66.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.23
39 MCA MT CAREER ASSOC (JMG)	1178.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1178.58
48 HISTORY CLUB	12382.68	0.00	0.00	524.74	0.00	0.00	0.00	0.00	12907.42
54 CLASS OF 2022	641.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	641.41
55 CLASS OF 2023	456.47	93.30	0.00	143.00	0.00	0.00	0.00	0.00	506.17
60 MS INDIAN CLUB	295.64	0.00	0.00	316.00	0.00	0.00	0.00	0.00	611.64
Total for Student Accounts	60914.04	3617.46		5880.49					63177.07

Board Chairman, Debra McGowan

Clerk, Judy Linthicum

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

From: Coy Weeks - Activities Director

Re: January Report

High School

- Members of our Administrative team will be attending the Montana High School Association (MHSA) Annual Meeting on Monday January 20 in Billings. Below is a list of 11 proposals along with their sponsors for the member schools to vote on in order add or change the official handbook.
 1. Proposal to Amend Eligibility By-Law – Transformational Learning *Presented by: MHSA Executive Board.*
 2. Proposal to Amend Eligibility By-Law – Homeschool *Presented by: MHSA Executive Board.*
 3. Proposal to Amend Eighth Grade Participation, Academic and Transfer By Laws *Presented by: Arlee High School.*
 4. Proposal to Amend Award Rule By-Law *Presented by: MHSA Executive Board.*
 5. Proposal to Amend Penalties By-Law *Presented by: Granite High School.*
 6. Proposal to Add Co-Op Trophy Language *Presented by: MHSA Executive Board.*
 7. Proposal to Amend Semi Final Trophies for Football and Soccer *Presented by: MHSA Executive Board.*
 8. Proposal to Amend the Golf Coaching Rule *Presented by: Hamilton High School.*
 9. Proposal to Change the Format of the State Volleyball Bracket *Presented by: Glacier High School.*

10. Proposal to Add Girls' Wrestling as a MHSA Sanctioned Sport *Presented by: MHSA Executive Board.*

11. Proposal to Add Boys' Powerlifting as a MHSA Sanctioned Sport *Presented by MHSA Executive Board.*

- Need to advertise for the Head Cross Country Coach.

Middle School

- 24 students signed-up for cheerleading just before winter break and would like to add a coach.
- Would also like to have sign-ups for 7th and 8th grade golf to see if that is a sport that can also be added to the Middle School.
- Request to purchase football equipment for next fall season. Two price quotes from Eastbay's N7 program are attached to this report. One set of equipment is \$7,100 and the other set is \$2,534.

Elementary School

- Basketball for grades 1st-4th starts and will have practice twice a week with inter-squad scrimmages taking place on Saturday mornings or Friday evenings depending on events already scheduled. Keith Erickson and myself will be coaching but are open to any parent/community volunteers who submit a background check, etc.



Poplar Public Schools

Jan 6, 2020

Directors Report

Elementary - 22 tickets for December.

Tickets were for smartboard issues, login issues/passwords printer issues and sound issues.

There were 2 80x cartridges and 4 color cartridges replaced

MS – there were 30 tickets for December

Tickets were for smartboard issues, password for Windows and chromebook users, DVD player issues, browsers reinstallations.

3 cartridges issued

HS – 30 tickets for December

Chromebook logins, printer setup, computers reimaged and updated over holiday vacation.

4 color replaced, 1 black replace, 1 color replaced.

Jon Daniels

IT Director

Maintenance Report

Jan 2020

Holiday projects went well Music Hallway, Trim in Home ec Room, Trophy cases

Bracket for NFHS camera

January will be busy keeping up with the sporting events

Should be getting a full time night time custodian

Mike Gorder

DECEMBER 2020 MILEAGE REPORT

Bus #1	$72552 - 72552 = 0$ miles
Bus #2	$38871 - 38054 = 817$ miles
Bus #4	$170325 - 16209 = 2116$ miles
Bus #5	$16609 - 16176 = 433$ miles
Bus #6	$12229 - 11624 = 605$ miles
Bus #10	$388621 - 388109 = 512$ miles
Bus #14	$38369 - 83869 = 0$ miles
Bus #16	$116751 - 116738 = 13$ miles
Bus #17	0 miles
Bus #18	$48509 - 48145 = 364$ miles
Bus #19	$77340 - 76706 = 634$ miles
Bus #20	$77422 - 76285 = 1137$ miles
Bus #21	$33831 - 33305 = 526$ miles
Bus #22	$61269 - 59968 = 1301$ miles
Bus #23	$16891 - 16595 = 296$ miles
Black Van	$49885 - 49695 = 127$ miles
Ford Exp	$69954 - 68954 = 1000$ miles
Grand Prix	$176528 - 173528 = 0$ miles

During the Christmas Break the TR-13 Bus Inspections were completed.

Bus #19 is down right now, just waiting on parts.

The 8th driver is back from medical problems.

Other than that everything is going pretty good.

TRAILS – Grade 5-8

Report – January 5, 2020

Prepared by S. Kohl

We currently have ten students enrolled in our program – eight females and two males in grades 6-8.

We have several students with acceptable to excellent attendance. At midterm, in total, these students earned 8 As, 28 Bs, 20 Cs, 5 Ds, and 3Fs. We also have students with severe attendance issues, and thus major academic concerns. I am currently working to create a program for each that would allow for success on their part.

TRAILS is developing into a true alternative learning program. In the past it was a dumping ground for students that were one step away from expulsion. This is no longer true. Currently we have some students who requested to be in the program to avoid student conflicts/drama in the regular school setting. Additionally, we have other students who are using our program to gain the skills necessary to be successful in the traditional classroom setting.

Our daily schedule is attached. Acellus is used for five core curriculums. Throughout the day the students also have time devoted to independent reading, vocabulary development, and writing improvement. We have two to three hours each week to work on exploratory topics and/or community service. Thirty minutes each day are devoted to walking and activities in the M.S. gym. Additionally, we have added an Acellus coding course for those interested.

Program Positives!

- Beginning January 16th, some of our students will have multiple classes in the middle school. And, we will have the opportunity to enroll in an independent study art course in the high school!
- Each student is currently authoring their own book. What started as an ABC book project has blossomed to an amazing project of self-expression. Their topics range from Dakota words for animals, to song titles, to languages of the world, to creepy crawly bugs!
- Our classroom library currently houses over 800 books. Books are available from second grade to high school reading levels. I have tried to include

books of all genres. And, when a student requests a specific book or topic, we get it ordered right away.

- Mrs. Redpath joins us each Friday morning for a Talking Circle, a component of restorative justice practices. Our plan is to expand the circle to three days a week. Added note: we have a student designed and made talking stick!

*In a **Talking Circle**, each one is equal and each one belongs. Participants in a **Talking Circle** learn to listen and respect the views of others. The intention is to open hearts to understand and connect with one another. Participants sit in a **circle**. The **circle** symbolizes completeness.*

- Mrs. Cummins will begin working with our students in January. She will work on organization, positive attitudes needed in the workplace, and preparing for life after high school. We will also assist the students in applying for summer jobs.
- Ms. Parker has provided our program with ideas and materials for art projects. She is also willing to help our kids design and paint Native American art and/or a mural on our building in the spring.
- We work closely with the HPDP therapists to assist our students with personal issues/conflicts.
- We are included in the red-tote breakfast program. This allows our students a place to gather in the morning and sit and visit before class begins.
- Our students are collecting any and all container/bottle tops to create a 3-dimensional design on the wall in our activity room. (the types of tops are endless - pop bottles, shampoo bottles, peanut butter jars, etc.) This is a great collaborative project for the kids!
- I am working to create a “quiet room” for our students. It may be used for independent reading, or a place that a student may speak with an adult in confidence.

We encourage our students to be involved!

- We had students participate in volleyball, football, and girls’ basketball.
One of our girls had never participated in any type of organized sport before this fall. She enjoyed volleyball so much, she continually tells us she can’t wait for next year. I truly believe that without our encouragement she would have never even considered joining the team.

- Student participated in the Chanté Project's pillow making class.

Building needs and wants:

First, I would like to convey two thoughts.

- I know that our building has issues, but when considering everything we have been able to accomplish, it is working for our kids. Having the entire building has allowed for me to create student learning areas. We have areas for independent academic work, small group instruction, technology and coding, art/creative projects, and a small breakfast nook. I have created a classroom library in an oversized closet, and we have a small 10' x 10' room that will be our quiet room.
- The concern that the kids are separate from the general population has also been conveyed. We work daily on the type of behaviors and attitudes that should be used routinely in public places, i.e., hallways, cafeteria, and traditional classrooms. We are in the middle school each day for PE, and for activities and assemblies at other times. And truthfully, our kids, for the most part, like to have their own space.

Improving on the appearance of the classrooms, has been an ongoing project for me. I have painted Classroom 1, and was hoping to do some more painting over Christmas break but I just didn't get to it. Every week I try to improve something.

Areas of needed attention:

- Security doorbell and/or camera on the door.
- Sealing of the south wall where the air conditioner was attached, and pushed in. I can't paint the section of the wall until it is sealed.
- Replacement of the carpeting in the workstation area. It is becoming a safety concern in that our shoes are getting caught on the rips.

I would love to:

Add two additional computers that are used for student writing, research, and/or technology projects.

Purchase two VR headsets and a subscription for augmented reality tours.

Create a hands-on work area:

- Two or three sewing machines and supplies

- A drill, small electric saw, etc., and supplies to make small wood working projects
- Art supplies

Create a small “business”. For example, take orders and print business cards for staff. Something that would require our students to communicate effectively, create advertisements, keep accurate records, and show responsibility (skills many students lack).

We are continually making improvements in our program.

- I am working to enhance the online curriculum for the students by integrating activities, experiments, and interactive notebooks. *Note: In a traditional classroom a teacher may show a video of the topic studied. In that our students are working on various curriculums, at various points, the VR headsets and reality tours would allow them the chance to watch their own video of the topic currently being studied.*
- Considering the success we had with our book study last school year, I decided to add two this year. Last year, we explored the book, *In the Footsteps of Crazy Horse*. I was amazed to the degree which our students were engrossed in the history of the book. And, their poster projects were amazing! Our first book study this year, was *The Birchbark House* by Louise Erdrich. We will begin *Hoot* by Carl Hiassen this spring. For this book the students will use powerpoint to create an individual presentation on a chosen topic related to the book.
- I want to add small group units of reading instruction. This most likely will be incorporated into the schedule next school year.

I am very excited with the progress our students are making. I would encourage you to stop in and visit us at any time. It's amazing how they are always wanting to share what they are studying! Thanks much, Sheryl.

TRAILS – Grades 5-8 WEEKLY SCHEDULE

2019-2020

	Mon.	Tues.	Wed.	Thurs.	Fri.
8:00-8:20	Sign-in, Eat Breakfast, Prepare for the Day (announcements posted on whiteboard)				
8:20-8:55	Independent Reading				Talking Stick w/Mrs. Redpath
8:55-9:05	Morning Meeting – announcements, discussions topics, etc.				
9:05-9:20	CNN10 – current events (with reflection)				
9:25-9:55	P.E. – middle school gym				
10:00-11:25	Acellus: Mathematics & Language Arts (85 minutes)				Special Activities <i>and/or</i> make-up work
11:25-11:45	Writing & Vocabulary Development				
11:50-12:30	Lunch and break				
12:30-1:00	Independent Reading				Exploratory <i>and/or</i> make-up work
1:00-2:30	Acellus: Science & Social Studies/History (90 minutes)				
2:30-3:25	Acellus: Health		Exploratory		Detention 2:30-3:00
3:25-3:30	Clean-up, Dismissal				
3:30-4:00	Detention 3:30-4:00	Detention 3:30-4:00	Mrs. Kohl has student council	Detention 3:30-4:00	

Note: Students enrolled in M.S. classes, attend hours 3, 4, 6, or 7 (10:00-11:35 or 1:03-2:40)

Revised 1/5/20 by S. Kohl

SPED Report

- **Self-care goal-Word of the month is happiness and random acts of kindness calendar and self-help goals have been shared.**
- **Expectations of Deadlines: Staff are evaluating students and scheduling meetings within the time frame allowed.**
- **Communication: Monthly calendar for SPED staff helps keep meetings organized and everyone informed. Progress Reports for SPED students will go out at the end of the month to parents/guardians. Individual visits with SPED staff will occur this month.**

Principal's Report K-4 – 1/6/20

Enrollment: As of 1/6/20 = 373. Numbers:

- Pre-Kindergarten = 5
- Kindergarten = 75
- 1st Grade = 74
- 2nd Grade = 79
- 3rd Grade = 69
- 4th Grade = 71

Discipline: Currently have 243 discipline referrals (PA, IC, NC, O) compared to last year's 160 referrals & 269 the year before that.

Walk Throughs: To date = 148 total.

Assessments: ISIP 2nd benchmark assessments for reading & math are scheduled for January 6th-17th. Dibels fluency assessments for 2nd – 4th grades are January 14th-16th.

K-4 events:

- January attendance assembly will be held January 9th.
- Cinnamon Rolls for parents on January 17th.

Poplar Middle School December Board Report

Enrollment

5th grade: 90

6th grade: 94

7th grade: 92

8th grade: 76

Total: 352

Up 2 two students from last month

Poplar Middle School Goals for the 2019-2020 year

Goal 1: To ensure academic success for all

- Utilize data driven instruction
 - Provide professional development to strengthen the instructional process
 - Increase the percentage of grades 5-8 literacy proficiency on the SBAC by 3% by the end of the year 2019-2020.
- We will begin our Winter round of Istation testing in two weeks.
- Two Middle School representatives will be traveling to the National SFA convention this week to receive training.
- Had training in Mile Post, our new data storage warehouse.

Goal 2: To provide a safe and positive school environment

- Provide time and opportunities to collaborate
 - Provide culturally enriched opportunities
 - Establish our Power Up Speak Out healthy relationship's curriculum
- We have begun administering our Xello surveys to generate student interest in career opportunities.

Goal 3: To establish partnerships with our families and community to increase academic success for all students

- Develop greater family involvement in the schools and the community by offering multiple ways for parents to partner with educators to ensure their children's success in school

Poplar Middle School December Board Report

- Hosting events outside of parent teacher conferences to engage parents and welcome them into our building.
- We had many things going on during the days leading up to the holidays with attempts to get parents involved and feeling welcomed into the school.
- We successfully preformed our Christmas concerts for grades 5,7, and 8. Big Kudos to Mr. Strissel for getting our band and choir programs to the level they're at in such a short period of time.
- We invited parents into the school after hours to help their students decorate their lockers for a locker decorating contest.
- We also distributed another News Letter to our parents telling them all the happenings in the Middle School.
- HPDP delivered enough toys for every boy and girl in our building to have two gifts for the Holiday. We organized and delivered these gifts the day before the students got out for break.

HIGH SCHOOL PRINCIPAL REPORT

January Board Meeting

GOALS

Goal 1: To ensure academic success for all

- Purchasing ACT Aspire as well as Pre-ACT.
- BLT/Correlate Calendars are completed and implemented and are a work in progress
- Began inputting artifacts into the workspace for the diagnostic review that will take place.

Goal 2: To provide a safe and positive school environment

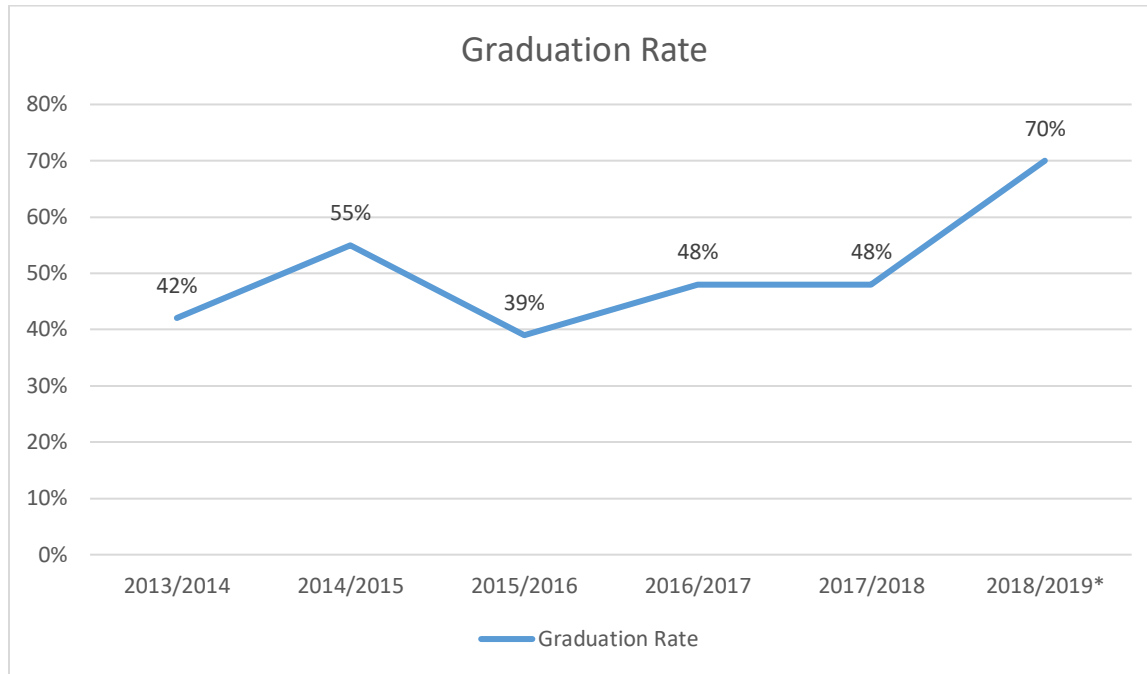
- Continuing to work on the wall of fame as well as class pictures.
- Had a family game/breakfast day in December before the break.
- SRO continues to meet with individual students, and we are looking at doing mini classes during homeroom.

Goal 3: To provide students with information and exposure to career opportunities including college readiness

- Scholarship page has been placed on the school website as well as informing students of scholarships (Counselor's Corner)
- Colleges continue to come and visit with interested students
- Military recruiters continue to visit with interested students
- Xello assessment for career pathways will be conducted starting week of 1/13
- Looking at hiring an AG teacher for the 2020/2021 school year.
- Seniors and possibly juniors will be attending FPCC for a "In the Life of a College Student" sometime in semester 2 for roughly 3 hours.

HIGH SCHOOL PRINCIPAL REPORT
January Board Meeting

HIGH SCHOOL GRADUATION RATE



*according to Infinite campus. Has not been certified yet

48 total enrolled seniors and roughly 40 on pace to graduate but will have a better count once semester is complete and grades are stored on 1/21.

Superintendent's Report
13 January 2020

1. January count shows an initial drop for our enrollment to 928 students with extreme potential to change the world!
2. Fairly quiet in terms of activity.
3. Our Nutrition team fed over seventy students meals over the break. Great job to Mary and staff for providing this opportunity.
4. If you have questions, concerns, or just want to visit, please remember that I am available most anytime. You can call, drop in, or shoot me a text.
5. Important Dates, Meetings, and Conferences:
 - a. PEA Communications Jan. 14th, 4PM
 - b. First Semester ends January 15th
 - c. No School January 20th
 - d. MHSA Annual Meeting, Billings, January 19-20th
 - e. AdvancEd/Cognia Diagnostic Review February 18-20th
 - f. Spring NAFIS Conference (Impact Aid) March 15-17th, Washington DC.
 - i. Trustees are encouraged to attend
6. February 10th is our next scheduled Regular meeting.

RESOLUTION #30-19-2019-11

**TRIBAL GOVERNMENT
Administrative**

WHEREAS, the Fort Peck Tribal Executive Board is the duly elected body representing the Assiniboiné and Sioux Tribes of the Fort Peck Reservation and is empowered to act on behalf of the Tribes. All actions shall be adherent to provisions set forth in the 1960 Constitution and By-Laws, and

WHEREAS, Resolution #29-1900-2019-10 added Appendix E to the Education Policy, and

WHEREAS, Appendix E established the JOM process for requesting funds for the school year and authorized revising the policy at any time, and

WHEREAS, Amendment to Appendix E establishes the approval process for each respective Local Indian Education Committee/Johnson O'Malley Committee (LIEC/JOM) under which the Fort Peck Tribe's Education Board of Directors will receive minutes and submission of each school districts LIEC/JOM Committee election of a Chairman, Vice-Chairman, and Secretary of each respective LIEC/JOM Committee, and the Tribal Education Board of Directors will approve of those officers. The Tribal Executive Board will have final approval and ratification of the school Districts' LIEC/JOM Committees, and


WHEREAS, Amendment to Appendix E further establishes that the Tribal Education BoD will approve each school districts Annual Budget request and once approved, those funds will then be transferred to each School District and that carryover funds will be approved in the same manner that is with each School District, and

WHEREAS, Amendment to Appendix E establishes standards for each respective LIEC/JOM Committee which are adopted with this resolution, now

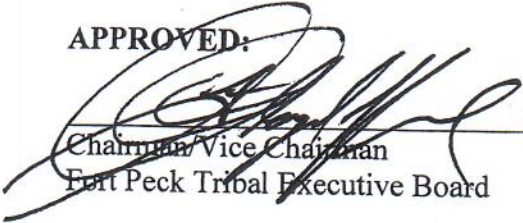
THEREFORE BE IT RESOLVED, the Fort Peck Tribal Executive Board hereby adopt the Amendment to Appendix E of the Tribal Education Department's JOM Process for Requesting Funds.

CERTIFICATION

I, the undersigned Secretary/Accountant of the Tribal Executive Board of the Assiniboiné and Sioux Tribes of the Fort Peck Indian Reservation, hereby certify that the Tribal Executive Board is comprised of 12 voting members of whom constituting a quorum were present at a Rescheduled Special meeting duly convened this 8th day of November, 2019 and that the foregoing resolution was duly adopted at such meeting by the affirmative vote of 11 for and 1 absent.


Secretary Accountant/Secretary

APPROVED:


Chairman/Vice Chairman
Fort Peck Tribal Executive Board

JOM Process for Requesting Funds

EDUCATION DEPARTMENT JOM PROCESS

The following process is what the Education Board of Directors (BOD) has defined as the approval process spending JOM funds for the 2019/2020 School Year until ratified by the Tribal Executive Board (TEB).

The Education BOD will approve each school districts' LIEC and election of a Chair, Vice-Chairman and Secretary to each respective LIEC and the Education BOD will approve of those Officers. The TEB will have final approval and the elections will be done on a yearly basis.

The Education BOD will approve each LIEC Budget expenditures relating requests and once approved those funds will then be transferred to each school district. Carryover funds will be approved in the same manner that is with each school district now.

Standards for each respective Local Indian Education Committee (LIEC):

- A. Present your needs assessment for the current school year
- B. Present your education plan for the current school year
- C. In order for any funds to be disbursed you must present to the Education BOD and they must authorize it before anything is distributed.
- D. Each LIEC will need to plan ahead and the Education BOD will meet monthly to allow each LIEC to present and plan accordingly.
- E. When submitting your student count for those Native American children that are not enrolled in Fort Peck Assiniboine and Sioux Tribe please provide a copy of the Certificate of Indian Blood (CIB).
- F. Present in July before the School Year begins for the 1st Semester Funds
- G. Present in January of the School Year for the 2nd Semester Funds
- H. Justify any Carry Over

SY20 Classified Hourly--Poplar Public Schools								
	Positions A	Positions B	Positions C	Positions D	Positions E	Positions F	Positions G	Positions H
Step 0	\$11.55	\$12.30	\$13.05	\$13.80	\$14.55	\$15.55	\$16.55	\$20.05
1	\$11.85	\$12.60	\$13.35	\$14.10	\$14.85	\$15.85	\$16.85	\$20.35
2	\$12.15	\$12.90	\$13.65	\$14.40	\$15.15	\$16.15	\$17.15	\$20.65
3	\$12.45	\$13.20	\$13.95	\$14.70	\$15.45	\$16.45	\$17.45	\$20.95
4	\$12.75	\$13.50	\$14.25	\$15.00	\$15.75	\$16.75	\$17.75	\$21.25
5	\$13.05	\$13.80	\$14.55	\$15.30	\$16.05	\$17.05	\$18.05	\$21.55
6	\$13.35	\$14.10	\$14.85	\$15.60	\$16.35	\$17.35	\$18.35	\$21.85
7	\$13.65	\$14.40	\$15.15	\$15.90	\$16.65	\$17.65	\$18.65	\$22.15
8	\$13.95	\$14.70	\$15.45	\$16.20	\$16.95	\$17.95	\$18.95	\$22.45
9	\$14.25	\$15.00	\$15.75	\$16.50	\$17.25	\$18.25	\$19.25	\$22.75
10	\$14.55	\$15.30	\$16.05	\$16.80	\$17.55	\$18.55	\$19.55	\$23.05
11	\$14.85	\$15.60	\$16.35	\$17.10	\$17.85	\$18.85	\$19.85	\$23.35
12	\$15.15	\$15.90	\$16.65	\$17.40	\$18.15	\$19.15	\$20.15	\$23.65
13	\$15.45	\$16.20	\$16.95	\$17.70	\$18.45	\$19.45	\$20.45	\$23.95
14	\$15.75	\$16.50	\$17.25	\$18.00	\$18.75	\$19.75	\$20.75	\$24.25
15	\$16.05	\$16.80	\$17.55	\$18.30	\$19.05	\$20.05	\$21.05	\$24.55
16	\$16.35	\$17.10	\$17.85	\$18.60	\$19.35	\$20.35	\$21.35	\$24.85
17	\$16.65	\$17.40	\$18.15	\$18.90	\$19.65	\$20.65	\$21.65	\$25.15
18	\$16.95	\$17.70	\$18.45	\$19.20	\$19.95	\$20.95	\$21.95	\$25.45
19	\$17.25	\$18.00	\$18.75	\$19.50	\$20.25	\$21.25	\$22.25	\$25.75
20	\$17.55	\$18.30	\$19.05	\$19.80	\$20.55	\$21.55	\$22.55	\$26.05
21	\$17.85	\$18.60	\$19.35	\$20.10	\$20.85	\$21.85	\$22.85	\$26.35
22	\$18.15	\$18.90	\$19.65	\$20.40	\$21.15	\$22.15	\$23.15	\$26.65
23	\$18.45	\$19.20	\$19.95	\$20.70	\$21.45	\$22.45	\$23.45	\$26.95
24	\$18.75	\$19.50	\$20.25	\$21.00	\$21.75	\$22.75	\$23.75	\$27.25
25	\$19.05	\$19.80	\$20.55	\$21.30	\$22.05	\$23.05	\$24.05	\$27.55
26	\$19.35	\$20.10	\$20.85	\$21.60	\$22.35	\$23.35	\$24.35	\$27.85
27	\$19.65	\$20.40	\$21.15	\$21.90	\$22.65	\$23.65	\$24.65	\$28.15
28	\$19.95	\$20.70	\$21.45	\$22.20	\$22.95	\$23.95	\$24.95	\$28.45
29	\$20.25	\$21.00	\$21.75	\$22.50	\$23.25	\$24.25	\$25.25	\$28.75
30	\$20.55	\$21.30	\$22.05	\$22.80	\$23.55	\$24.55	\$25.55	\$29.05
All Aides (<60CEC)	Positions A	Positions B	Positions C	Positions D	Positions E	Positions F	Positions G	Positions H
	Classroom Aides	Classroom Para 45CEC	Class Aide 90CEC/2-4D	Title I Tutors	Office Manager/Sec	Supt. Administrative Asst.	Technology Assistant I	Technology Assistant II*
	Spec. Ed. Aides	SPEd Para 45CEC	Sp. Ed. Aide 90CEC/2-4D	ISS Para	Spec Programs/Sec	Payroll Clerk	Student Info Specialist	Asst. Business Clerk
	Pre-School Aides	Pre-School Para 45CEC	Pre-Sch Aide 90 CEC/2-4D		Trans/Maint Secretary	A/P Clerk	Supt. Administrative Asst.	
	Library Aide	Speech/OT/PT Aide		Speech/OTPH-Sp Degree	Home School Coord		Payroll Clerk	
	Food Service Worker	Assistant Cook	Paras w/>60<120 CEC	Paras w/120+CEC	A/P Clerk ==> 9/11/17		A/P Clerk	
	Central Copy	Paras w/<60 CEC						
Placement Notes:			Educational Preparation for Placement: Associate(60 CEC)/Bachelor(120 CEC)			Grandfather current EE at current step and position		
Special Education Para's assigned to high needs students plus \$1.00			CEC= Continuing Education Credits are based on Semester Credits: 15 semester					
For Positions A-E, Allow up to Step 5 years of Experience.			hours of certified educational unit (CEU)/OPI renewal Units = 1 CEC.					
For Position F-H, Allow up to Step 10 years of experience			Aide: non-instructional support, a proctor, or a monitor of students					
Honorable military service as noted on DD214 will apply as years of service.			Para: provides educational support alongside and under the direction of licensed educators					
Personal Leave Schedule per 6/13/2011 Board		Positions G-H = Full-time	Positions A-F are school-term defined contracts; no more than 205 days					
1-5 years	1 day	Insurance for SY20:	Employer Contribution		Substitute Teacher Rate	Non-certified	\$100/day	
6-10 years	2 days	\$75/month employee cost	S \$487.00			Certified	\$125/day	
11-15 years	3 days	On HDHP \$5,000/\$10,000 Med/Dent/Vision premiums	2Pty \$1049.00		Substitute Hourly Rate	Classified	Base Rate	
16-20 years	4 days	TBA June 4, 2018	P/Ch \$866.00		Approved 5/08/2017	Custodian	Class I Base Rate	
21+ years	5 days	Approved 11/13/2017	Added to 30 steps		Student Hourly Rate	MT Minimum Hourly Wage		
			F \$1454					

Agenda Number 7.1 Personnel Report

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 January 2020

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

SUPERINTENDENT'S ADVICE: I recommend the sample motion.

Additional Information attached -

Fund -

Estimated Cost –

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

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

ACTION

NAME	FTE	POSITION	SUPERVISOR	EFFECTIVE DATE
<i>CERTIFIED HIRE</i>				
<i>CLASSIFIED HIRE</i>				
Andre White Bear	1.0	Custodian I	Gorder	14 January 2020
Anna Snyder	1.0	Para	Norgaard	14 January 2020
Kassidy Ward	1.0	Substitute	Gourneau	14 January 2020
<i>Co- and Extra-Curricular HIRE</i>				
Scott Smoker		7/8 BB	Weeks	Pending Background
Jourdan Hoops		5-8 Cheer	Weeks	Pending Background

<i>VOLUNTEER APPROVAL</i>				

INFORMATION

<i>IN-DISTRICT TRANSFER</i>				

<i>RESIGNATIONS</i>		
Name	Position	Supervisor

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

Agenda Number 7.2 School Facility Use Request

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 13 January 2020

SUMMARY:

The Poplar Youth Basketball Tournament is requesting use of the gymnasiums and accompanying facilities for an upcoming tournament. The PYT will be held 9-12 April 2020.

SUPERINTENDENT’S ADVICE: I recommend the approval of the tournament with a rental rate equal to last year’s rate.

Additional Information attached –
Estimated Cost – \$3,000

SAMPLE MOTION: *I move to approve the Facilities Use Request for the Poplar Youth Tournament.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

AR 4330
School Facilities Use Agreement
Poplar School District

In order to achieve a high level of community-school relations for academic and recreational purposes Poplar School District has implemented the following policy: *Board Policy 4330 – Use of School Facilities*.

The Trustees of Poplar School District are supportive of the people of the community using the school facilities for both educational and recreational purposes. The administration shall be charged with the responsibility of coordinating and authorizing use of all grounds and facilities by groups other than those directly connected with the school. The administration shall develop the rules, regulations, and procedures for the use of facilities. As required by the Boy Scouts of America Equal Access Act, the District shall provide an equal right of access to the Boy Scouts of America and other designated patriotic youth groups.

Requestor/Organization: Poplar Youth Tournament

Phone: 650-4423

Facility Requested: Middle and High School Gym & lockers

Date and Hours of Requested Use: April 9+10 4-11pm April 11 8am-11pm April 12 12-10pm
2000

Purpose of Use: Basketball Tournament

Premises and Conditions

Conditions of Facilities Use – Use of District Facilities is conditioned upon the following covenants:

1. Requests made must be at least ten (10) days in advance of event.
2. The school premises shall not be available before 5:00pm on school days, except under special conditions.
3. That NO alcoholic beverages, tobacco or other drugs are sold or consumed on the premises by the requesting organization or individual or any of its employees, patrons, agents or members.
4. No illegal games of chance or lotteries will be permitted.
5. That no functional alteration of the premises or functional changes in the use of such premises shall be made without specific written consent of the District.
6. That adequate supervision is provided by the requesting organization or individual to ensure proper care and use of District facilities.
7. No person will injure or threaten to injure another person.
8. No person will willfully violate other District rules and regulations.
9. No person will violate any provision of the criminal law of the state of Montana or town or county ordinance or Tribal Statute.
10. If the organization would like to have concessions, the school reserves the right to provide that service first; the organization will be granted that right through an established approval process if the school does not provide that service.

Rules

No food or drink in gymnasium or auditorium – water only.
Do not use Middle School gym doors for entrance or exit.
No access to Middle School weight lifting area or storage room.
No Street shoes on gymnasium floor.
Building must be evacuated if fire alarm is activated.

Custodial/Supervision/Insurance

Poplar School District encourages and promotes PSD patrons to apply and use school facilities that provide access for our local students. Providing that the person and/or organization resides in our school district, the event is educational and/or recreational which promotes positive welfare for our students to attend, and there are direct benefits for PSD students the organizer will not be charged for the facilities. If the event's purpose is for profit, then the person and/or organization may be charged accordingly at the discretion of the superintendent. Some requests may go to the school board for approval.

Supervision:

The Superintendent **MAY** require a school employee to be present during use of the building by a non-school organization. If the party/individual is in district then they may request the presence of a willing supervisor at no charge.

Custodial:

Organizations located out of district granted the use of the facility are required to pay rental and custodial costs unless otherwise stated by the superintendent. The district agrees to consume the burden of custodial costs and other costs for in district organization/residents as long as the activity promotes enrolled students from Poplar School to attend and is approved by administration.

Insurance

All organizations **will be required** to provide verification that they have insurance coverage for any special event held on or in district property.

Fees

Custodial/Supervision/Rental fees for out of district rentals are as follows:

HS & MS Gym	\$50 per hour + custodian + supervisor fees
Cafeteria/ Foyer	Flat rate of \$200 + custodian + supervisor fees
Classroom	Flat rate of \$100 + custodian + supervisor fees
Supervision	\$25 per hour per supervisor
Custodial	\$20 per hour per custodian
Flat Fee	Superintendent and/or school board approval

Supervision costs:

_____ (# of hours) X \$25.00 X _____ (# of supervisors) = total cost _____

Custodial costs:

_____ (# of hours) X \$20.00 X _____ (# of custodians) = total cost _____

The requesting organization or individual agrees to pay the District, as rent for the premises and as payment for special services (if any) provided by the District, the sum of \$_____. Payment shall be due ten (10) days in advance. The requesting organization or individual shall be responsible for all actual damages, including costs, disbursements and expenses resulting while it has use of the premises.

Insurance and Indemnification

The requesting organization or individual, by signature below, hereby guarantees that the organization shall indemnify, defend, and hold harmless the District and any of its employees or agents from any liability, expenses, costs (including attorney's fees) damages, and/or losses arising out of injuries or death to any person or persons or damage to any property of any kind in connection with the organization or individual's use of the District facility which are not the result of fraud, willful injury to a person or property, or the willful or negligent violation of a law.

If non-school related the requesting organization or individual shall provide the District with a certificate of insurance or special events coverage prior to the use of the facility. The certificate shall show coverage for comprehensive general liability insurance in an amount not less than \$1,000,000 for injuries to or death of any person or damage to or loss of property arising out of or in any way resulting from the described use of the facility.

Non-Discrimination

The requesting organization or individual agrees to abide non-discrimination clauses as contained in the Montana Human Rights Act and the Governmental Code of Fair Practices.

Dated this 20 day of Dec, 20 19.

Poplar School District (building principal with determine if signatures below are N/A and will write N/A in the correct area):

Approved by _____, Building Principal

Approved by Cory Weeks, Athletic Director

Approved by _____, Maintenance Director

Approved by _____, Transportation Director

Approved by _____, Food Service Director

Approved by _____, Superintendent

Requesting Organization or Individual:

Signature [Signature]

Address Box 1550 Poplar, MT 59251

Phone 406-650-4423

(Attach a copy of your insurance coverage for the event to this form.)

Agenda Number 7.3 Superintendent's Evaluation

POPLAR PUBLIC SCHOOLS 9&9B BOARD AGENDA FACT SHEET MEETING DATE: 13 January 2020

SUMMARY:

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

A motion to approve or, not approve, a contract for the coming school year (SY21) is needed.

SUPERINTENDENT'S ADVICE:

Additional Information attached –
Estimated Cost – \$

SAMPLE MOTION: *I move to...*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						