

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 Special Board Meeting Friday, May 29, 2020 8:00 AM

*****Due to the Governor's guidelines, crowd space is limited to ten individuals. Please join us via the [Virtual Board Room](https://www.uberconference.com/room/danschmidt). Or, go to: <https://www.uberconference.com/room/danschmidt> *****

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. Informational Items
 - 4.1. Superintendent's Report
5. Action Agenda
 - 5.1. Personnel Report
 - 5.2. SY21 Contracts for Non-Tenured Certified Staff- Teachers
 - 5.3. Non-Renewal of Non-Tenured Certified Staff
 - 5.4. MHSA Annual Application
6. Items of Interest
7. Adjournment

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.



Agenda Number 5.1 Personnel Report

POPLAR PUBLIC SCHOOLS 9&9B BOARD AGENDA FACT SHEET MEETING DATE: 29 MAY 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 section, one for Action and one is Informational. A motion can be made to accept the entire report or names can be removed for individual actions.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -
Fund -
Estimated Cost –

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

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

ACTION

NAME	FTE	POSITION	SUPERVISOR	EFFECTIVE DATE
<i>CERTIFIED HIRE</i>				
Don Miller	1	HS English	Gourneau	SY21
<i>CLASSIFIED HIRE</i>				
Marjorie 1 Youpee	1	Paraprofessional	Norgaard	SY21
Gloria Geise		HS Sub	Gourneau	SY21
<i>Co- and Extra-Curricular HIRE</i>				

<i>CONTRACTED POSITIONS</i>				

<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 5.2 SY21 Contracts for Non-Tenured Certified Staff- Teachers

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 29 May 2020

SUMMARY: The following teachers are recommended for SY21 teaching contracts. All non-tenured teachers are listed by building.

- Shannon Murphy

SUPERINTENDENT'S ADVICE: I recommend the sample motion.

Additional Information attached -

Fund -

Estimated Cost –

SAMPLE MOTION: *I move to approve the Non-Tenured teacher's contracts for SY21.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

Agenda Number 5.3 Non-Renewal of Non-Tenured Certified Staff

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 29 May 2020

SUMMARY: Pursuant to MCA 20-4-2-6, the following non-tenured teacher is being recommended for non-renewal without cause:

- Angela Archdale-Swenson

SUPERINTENDENT'S ADVICE: I recommend the sample motion.

Additional Information attached -

Fund -

Estimated Cost –

SAMPLE MOTION: *I move to approve the administration's recommendation to non-renew the employment of a non-tenured teacher, Angela Archdale-Swenson, without cause, in accordance with MCA 20-4-206 for SY21.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						

Agenda Number 5.4 MHSA Annual Application

POPLAR PUBLIC SCHOOLS 9&9B

BOARD AGENDA FACT SHEET

MEETING DATE: 29 MAY 2020

SUMMARY: The MHSA Annual Application sets forth the Varsity-level sports and activities in which the Poplar High School will be participating. As noted from an earlier meeting, PHS is offering Girls Wrestling as a new varsity sport.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -

Fund -

Estimated Cost –

SAMPLE MOTION: *I move to approve the MHSA Annual Application.*

	Motion	Second	Aye	Nay	Abstain	Other
McGowan						
Marottek						
Dupree						
Dehner						
Crowley						



MONTANA HIGH SCHOOL ASSOCIATION

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

April, 2020

**TO: MHSA MEMBER SCHOOL CONTACTS
MHSA SCHOOL BUSINESS MANAGERS / DISTRICT CLERKS**

FROM: MARK BECKMAN, EXECUTIVE DIRECTOR

**RE: ANNUAL APPLICATION AND FEES REMITTANCE FORM FOR 2020-21
CATASTROPHIC INSURANCE REMITTANCE FORM FOR 2020-21
CONCUSSION INSURANCE REMITTANCE FORM FOR 2020-21**

This email contains items which need to be addressed for the 2020-21 school year.

- A copy of the Annual Application and Fees Remittance form for the 2020-21 school year. **One original copy is to be completed and returned with your remittance. Make certain that the MHSA office receives an original signed copy which is signed and dated by the appropriate personnel. If an original signed copy is not received by the MHSA office, it will delay the processing of your application. The chairperson of the school board and the high school principal or superintendent must sign the annual dues application after being authorized to do so by official school board action. Please refer to the list of activities on the form when computing the amount of your remittance. This payment is due on or before July 15, 2020.**

If you prefer to pay dues prior to July 1, 2020, please feel free to do so. **Any school failing to pay its annual fees on or before that date shall be ineligible from August 1 until such fees are paid and shall be required to pay a penalty of \$50.00 in addition to the regular fees before reinstatement. (See Article I, Section (2) of the MHSA By-Laws.)**

- A copy of the 2020-21 Catastrophic Insurance form and a summary of benefits. **A copy is to be completed and returned with your remittance. To determine your premium you must use your high school's (grades 9-12) FALL, 2019 enrollment as reported to OPI or for private schools, your enrollment as of November 1, 2019. This payment is due on or before July 15, 2020.**
- A copy of the 2020-21 Concussion Insurance form. A copy is to be completed and returned with your remittance. To determine your premium, you must use your high school's (grades 9-12) FALL, 2019 enrollment as reported to OPI or for private schools, your enrollment as of November 1, 2019. This payment is due on or before July 15, 2020.

All these forms are also available on our website (mhsa.org).

If there are questions on any of the above referenced items, please feel free to contact the MHSA office.

Attachments

MONTANA HIGH SCHOOL ASSOCIATION

1 South Dakota
Helena, MT 59601

Annual Dues Application and Fees Remittance Form

Poplar High School of Poplar Montana, hereby makes application for membership in the Montana High School Association (MHSA) for the school year **2020-21** in accordance with Article 1, Section (1) of the MHSA By-Laws, and appoints the Association as its representative in interscholastic activities for the current school year. The Board of Trustees adopts and agrees to comply with the rules and regulations of the MHSA as presently contained in its official MHSA Handbook, and acknowledge receipt of a copy of such handbook in effect. It is understood that each member school is entitled to one vote on any resolution presented to the Association membership. A resolution adopted by the Board and inserted in the minutes of a meeting of the Board on the date below directs the chairperson of the Board of Trustees to remit to the Association the yearly membership fees. If the school is registering for an activity in which the school district did not participate the previous year and did not request sanctioning for this activity in writing, students will not be permitted to compete in MHSA post-season contests, other than activities which are not assigned to districts and/or divisions. (Rules and Regulations, Sections 14 and 16). **Send payment to MHSA, 1 South Dakota Avenue, Helena, MT 59601.**

In the chart mark an "X" to the left of the activities in which your school wishes to participate.

BOYS		GIRLS		COMBINED ACTIVITIES	
<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Band
<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Chorus
<input checked="" type="checkbox"/>	Football	<input checked="" type="checkbox"/>	Golf	<input checked="" type="checkbox"/>	Drama
<input checked="" type="checkbox"/>	Golf	<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Orchestra
<input type="checkbox"/>	Powerlifting	<input type="checkbox"/>	Softball	<input checked="" type="checkbox"/>	Speech
<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Swimming		
<input type="checkbox"/>	Swimming	<input checked="" type="checkbox"/>	Tennis		
<input type="checkbox"/>	Tennis	<input checked="" type="checkbox"/>	Track		
<input checked="" type="checkbox"/>	Track	<input checked="" type="checkbox"/>	Volleyball		
<input checked="" type="checkbox"/>	Wrestling	<input checked="" type="checkbox"/>	Wrestling		
<u>6</u>	<< TOTAL BOYS	<u>7</u>	<< TOTAL GIRLS	<u>4</u>	<< TOTAL COMBINED

TOTAL NO. OF ACTIVITIES (BOYS, GIRLS, & COMBINED) 17 @ \$250.00 = \$ 4,250.00

Remit this amount to the MHSA office **before July 15th** and include an **ORIGINAL SIGNED FORM**

Signed/Dated: _____
Chair / Board of Trustees

Signed/Dated: 13 May 20
Superintendent or Principal

For MHSA Use Only:

Date Received: _____ Amount Received: _____
Check No. _____ Late Fee: _____
Total Amount Received: _____

MONTANA HIGH SCHOOL ASSOCIATION

1 South Dakota Avenue
Helena, MT 59601
(406) 442-6010

LIABILITY CATASTROPHE PLAN REMITTANCE FORM

We have enclosed our remittance in the amount of \$ \$498.00 based on the HIGH SCHOOL ENROLLMENT (schedule below) to cover our school's share of the Liability Catastrophe Plan insurance premium for **2020-21**.

School Poplar High School
Date 5/6/2020
Signed Cory Meeks

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2019

<u>Enrollment</u>	<u>Premium</u>
0-40	\$204.00
41-110	\$299.00
111-200	\$377.00
<u>201-300</u>	<u>\$498.00</u>
301-400	\$619.00
401-800	\$828.00
801-up	\$1,326.00

You must use your high school enrollment per your FALL, 2019 report to OPI or for private schools, use your enrollment as of November 1, 2019.

PLEASE RETURN THIS SIGNED FORM AND YOUR PAYMENT BY JULY 15, 2020

For MHSA Use Only

Date Received: _____

Premium: _____

Check No: _____ Late Fee _____

MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota Avenue
Helena, MT 59601
(406) 442-6010

CONCUSSION INSURANCE REMITTANCE FORM

We have enclosed our remittance in the amount of \$ 141⁰⁰ based on the **HIGH SCHOOL ENROLLMENT** (schedule below) to cover our school's share of **Concussion Insurance premium for 2020-21**

School

Poplar High School

Date

5/6/2020

Signed

Cory Weeks

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2019

Enrollment

0-40

41-110

111-201

201-301

301-400

401-800

801-up

Premium

\$41.00

\$66.00

\$121.00

\$141.00

\$171.00

\$191.00

\$226.00

You must use your **high school enrollment** per your FALL, 2019 report to OPI or for private schools, use your enrollment as of November 1, 2019.

PLEASE RETURN THIS **SIGNED** FORM AND YOUR PAYMENT BY **JULY 15, 2020**

For MHSA Use Only

Date Received: _____

Premium: _____

Check No: _____ Late Fee: _____