



Board Packet

August 10, 2020

Bozeman School District 7

404 West Main
Bozeman, Montana 59715

Core Purpose

“Bozeman Public Schools exist to provide an outstanding education that inspires and ensures high achievement so every student can succeed and make a difference in a rapidly changing world community.”

Core Values

- ☐ **High Student Achievement:** We are committed to ensuring that all students achieve at high levels.
- ☐ Committed, Quality Staff: We employ and retain well qualified and talented staff members who demonstrate a commitment to the core purpose of the District.
- ☐ **Community and Family Engagement:** We believe that parents and the community are essential contributors in the achievement of our goals.
- ☐ **Climate:** We operate in a climate of respect, honesty and hard work, recognizing the need to be adaptable and open to change.
- ☐ **Fiscal Responsibility:** We are fiscally responsible in the management and expenditure of all District resources.
- ☐ **Decision Making:** We rely on best practices research to guide our decision-making.

Big Audacious Goal – Envisioned Future

“The Bozeman Public School District is widely recognized as a vibrant, flexible and progressive educational system that generates student excellence and engages students to succeed and positively contribute in a global community.”

Goals of the Bozeman Public School District

Goal Area 1: Academic Performance:

Every student meets or exceeds the high academic standards of the Bozeman Public School District.

Goal Area 2: Operations and Capacity Building:

District operations, facilities and human resources support an efficient and progressive educational system.

Goal Area 3: Community Engagement and External Relations:

Bozeman Public Schools has created an environment in which parents, community, legislators and all education stakeholders are supportive, engaged, and contribute to successfully educate our students.

Goal Area 4: Student Success/Safety/Health/Welfare:

Bozeman Public Schools has effective systems in place for students to learn and staff to work in a safe and healthy environment.



Welcome to the Bozeman Public Schools Board of Trustees meeting!

If this is your first meeting

If this is your first time attending a meeting, let us extend our special welcome! These meetings are designed to give everyone the opportunity to participate in seeing how the Bozeman trustees facilitate school business.

What is the purpose of these meetings?

The meetings of the Bozeman Public Schools Board of Trustees are always open to the public. These meetings are held to officially conduct the business of the school district, as governed by Montana law. Trustees are responsible for key decisions, some of which include hiring of employees, reviewing negotiated agreements, approving new curriculum or changes to existing curricula, facility usage requests, and paying of monthly expenses.

How can I address the trustees?

Public Participation on Non-Agenda Items is the time for comment on public matters that are not on the agenda. Members of the audience are encouraged to briefly address the trustees on an issue that is not on the agenda. The Chair of the Board will seek comments from the audience on significant items as they occur. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order.

The Board meeting will be held exclusively using Zoom. The Zoom format will provide for clearer two-way communication and maximize the number of people who can participate. There will not be an “on site in person” meeting.

[Zoom Meeting Link](#)

Remember our Disclaimer:

This is the time for comment on public matters that are not on the agenda. Members of the audience are encouraged to briefly address the trustees on an issue that is not on the agenda. The Chair of the Board will seek comments from the audience on significant items as they occur. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order.

[Double Click to return to Agenda](#)

**BOARD OF TRUSTEES****TERM**

Sandra Wilson -- Board Chair	2021
Greg Neil -- Vice Chair	2023
Kevin Black	2023
Douglas Fischer	2021
Gary Lusin	2021
Tanya Reinhardt	2022
Wendy Tage	2021
Andrew Willett	2022

EXECUTIVE CABINET**POSITION**

Bob Connors	Superintendent
Marilyn King	Deputy Superintendent Instruction
Steve Johnson	Deputy Superintendent Operations
Casey Bertram	Deputy Superintendent Curriculum & Technology
Pat Strauss	Director of Human Resources

Public comment can be submitted electronically to trustees@bsd7.org

BOARD OF TRUSTEE STANDING COMMITTEE ASSIGNMENTS

Board of Trustee Standing Committees

Long-Range Strategic Planning (LRSP)

Trustees

Kevin Black
Greg Neil

Long-Range Facilities Planning (LRFP)

Trustees

Douglas Fischer
Gary Lusin
Wendy Tage

District Safety

Trustees

Andrew Willett
Tanya Reinhardt

BOARD OF TRUSTEE AD-HOC OR AS NEEDED COMMITTEES

Budget

Trustees

Douglas Fischer
Greg Neil
Andrew Willett
Sandy Wilson, Alternate

Teacher (BEA) Negotiations

Trustees

Gary Lusin
Greg Neil
Wendy Tage
Tanya Reinhardt, Alternate

BHS Construction Liaison

Trustees

Greg Neil
Wendy Tage
Sandy Wilson

Legislative Issues (Local Option Tax)

Trustees

Douglas Fischer
Tanya Reinhart, Alternate

TRUSTEE REPRESENTATION ON COMMITTEES/COUNCILS ASSOCIATED WITH BSD7

Bozeman Schools Foundation (BSF)

Trustees

Sandy Wilson

Wellness Advisory Liaison (WAC)

Trustees

Gary Lusin

Indian Ed for All (IEFA)

Trustees

Douglas Fischer

MTSBA Municipal Director and Delegates

Trustees

Gary Lusin, Municipal Director

Greg Neil, Delegate

Tanya Reinhardt, Delegate

Wendy Tage, Delegate

Sandy Wilson, Delegate

Douglas Fischer, Alternate

SCHOOL LIAISONS

Bozeman High School

Sandy Wilson

Bridger Charter Program

Sandy Wilson

Chief Joseph Middle School

Tanya Reinhardt

Sacajawea Middle School

Kevin Black

Emily Dickinson Elementary School

Kevin Black

Hawthorne Elementary School

Wendy Tage

Hyalite Elementary School

Douglas Fischer

Irving Elementary School

Douglas Fischer

Longfellow Elementary School

Andy Willett

Meadowlark Elementary School

Wendy Tage

Morning Star Elementary School

Gary Lusin

Whittier Elementary School

Greg Neil



Bozeman Public Schools Upcoming Events

August 17	Monday	Special Board Meeting	5:45 PM
August 24	Monday	Special Board Meeting	5:45 PM
August 26-28		K-12 PIR Day	
August 31	Monday	First Day of School - 1-12	
September 3	Thursday	First Day of Kindergarten	
September 7	Monday	NO SCHOOL - Labor Day	
September 14	Monday	Regular Board Meeting	5:45 PM
September 28	Monday	NO SCHOOL - K-12 PIR Day	
September 28	Monday	Special Board Meeting	
October 12	Monday	Regular Board Meeting	5:45 PM
October 15-16	Thursday/Friday	NO SCHOOL - K-12 PIR Days	
October 26-27	Monday/Tuesday	K-5 Parent Teacher Conferences	
October 26	Monday	Special Board Meeting	5:45 PM
November 9	Monday	Regular Board Meeting	5:45 PM
November 23	Monday	Special Board Meeting	5:45 PM
November 25-27		NO SCHOOL - Thanksgiving Break	
December 14	Monday	Regular Board Meeting	5:45 PM
December 21-Jan1		NO SCHOOL - Winter Break	
January 11	Monday	Regular Board Meeting	5:45 PM
January 18	Monday	NO SCHOOL - K-12 PIR/Martin Luther King Jr. Day	
January 25-26	Monday/Tuesday	9-12 PIR Day	
January 25	Monday	Special Board Meeting	5:45 PM
February 8	Monday	Regular Board Meeting	5:45 PM
February 15	Monday	President's Day Holiday - NO SCHOOL	
February 22	Monday	Special Board Meeting	5:45 PM



BOZEMAN SCHOOL DISTRICT NO. 7
WILLSON BOARD ROOM #122
MONDAY -- August 10, 2020 -- 5:45 PM

Regular Board Meeting

5:45 1. Call to Order -- Roll Call -- Pledge of Allegiance

2. BSD7 Experience

~~2.1 Student Representatives Report~~

2.2 Board Education - Matt Kelley, Gallatin City-County Health Department

The Board Education Opportunity is a 15-minute segment that allows our Board to receive an educational snippet of what is happening in our District.

~~2.3 Recognition and Awards~~

3. Public Comment on Non-Agenda Items

Recognition of visitors and explanation of procedures to be followed when addressing the Board. Members of the community are given the opportunity to make brief comments to the Board on any matter that is not included in the agenda. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order.

4. Action Items -- Consent

4.1 Policy 2nd Reading

4.2 Minutes

4.3 High School District

[4.3.1](#) Consider Approval of High School Bond Projects Update

4.4 Both Districts

[4.4.1](#) Consider Approval of Personnel Actions

[4.4.2](#) Consider Approval of Canvas Learning Management System

[4.4.3](#) Consider Approval of PK-2 iPad purchases and 9-12 Chromebook purchases

4.5 Elementary District

5. Board Discussion

5.1 Policy 1st Reading

[5.1.1](#) Policy 3340 (Currently 3330) Extra- and Co-Curricular Alcohol, Drug, and Tobacco Use

[5.1.2](#) New Policy 3510 School-Sponsored Student Activities

[5.1.3](#) New Policy 3550 Student Clubs and Organizations

[5.1.4](#) Revised Policy 3233 Student Use of Buildings: Equal Access; Deleted Policy 3223

[5.1.5](#) Revised Policy 4331 Use of School Property for Posting Notices

6. Action Items -- Singular

6.1 Both Districts

[6.1.1](#) Consider re-entry recommendation

[6.1.2](#) Revisions to 2020-21 School year Calendar

6.2 High School District

[6.2.1](#) Consider Approval of 2020-21 High School District Budget - **(Moved to 08-17-2020)**

6.3 Elementary District

[6.3.1](#) Consider Approval of 2020-21 Elementary District Budget - **(Moved to 08-17-2020)**

7. Reports

[7.1](#) Executive Cabinet Report

[7.2](#) Board of Trustees

Requests, Calendar, Concerns, Reports, Future Agenda Items, Open Meeting Topics for Next Meeting

_____ ADJOURN

The Board meeting will be held exclusively using Zoom. The Zoom format will provide for clearer two-way communication and maximize the number of people who can participate. There will not be an “on site in person” meeting. [Zoom Meeting Link](#)

Public comment may be submitted electronically to trustees@bsd7.org

PLEASE TURN OFF CELL PHONES



Meeting Date:	August 10, 2020
Category:	Action Item - Consent - High School District
Agenda Item #:	4.3.1
Originated By:	Todd Swinehart, Director of Facilities
Others Involved:	Steve Johnson, Deputy Superintendent Operations

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of High School Bond Projects Update.

Facts & Discussion:

1. The attached report has been developed by the Owner's Construction Representative, along with project architects and contractors to reflect the most recent status of the projects.

Fiscal Impact:

\$125,000,000 Bond Proceeds

Recommendation:

The Superintendent is requesting the Board to approve the High School Bond Projects Update.

Other Alternatives:

1. Do not approve the recommendation and request administration propose changes.

Project: BHS Renovation

Schedule:

1. January 27, 2020 - Board Approval of the GMP for a sum of \$29,555,890

The Board of Trustees has accepted CTA Architects Engineers for design services along with Langlas and Associates to perform GC/CM services for the renovation efforts at BHS. Construction bids were approved at the January 27, 2020 board meeting with a not to exceed Guaranteed Maximum Price of \$29,555,890. The construction schedule has been accelerated and construction was able to begin in May 2020.

Overall the project is approximately 8% Complete.

Project: Gallatin High School

Schedule

1. Bid Package #1 was approved by the Board of Trustees on March 5, 2018 for a sum of \$14,251,316.
2. Bid Package #2 was approved by the Board of Trustees on April 23, 2018 for a sum of \$27,281,392.
3. Bid Package #3 was approved by the Board of Trustees on June 20, 2018 for a sum of \$37,178,972, which provided for a total Guaranteed Maximum Price (GMP) contract amount of \$78,711,680.

Overall the project is approximately 99.9% complete. While the original construction schedule showed for a June 2020 completion date the project unfortunately fell a bit behind due to COVID related shutdowns and material procurement issues. Sports camps were able to utilize the gyms starting on July 6, 2020, with the remaining portions of the building coming on line once occupancy certifications are granted. A ribbon cutting ceremony is scheduled for August 17, 2020. Substantial completion, which officially starts the buildings 3-year warranty period, will begin on August 13, 2020.

Current construction progress has been highlighted with the attached reports along with a short duration schedule.



JULY PROGRESS REPORT

PROJECT: Gallatin High School

TO: Todd Swinehart (TS), Director of Facilities, Bozeman Public Schools

FROM: Nathan Helfrich, Cushing Terrell
Roger Davis, Langlas and Associates

SUBJECT: Progress Report for July 2020

Progress Update

1. Punchlist
 - a. The building interior electrical, plumbing, fire protection and architectural punch lists are complete
 - b. Punch list for the comfort station and maintenance building will be generated when construction is more complete
 - c. Schuler Shook and Peterson AV completed Auditorium punch on July 13
 - d. HC Design will generate punch list for the kitchen, concessions, and café when construction is more complete – anticipate punch list on August 7th
 - i. The landscape architecture punch list will be generated once installation is more complete – anticipate punch list the middle of August
 - e. Roger Davis sent Cody Croskey a request for the punch from the City of Bozeman
2. Building occupancy phasing reviewed – Roger Davis sent the phasing to BSD7
3. Certificate of substantial completion planned for August 13th
4. Certificate of occupancy status
 - a. Final walk-thru with the City of Bozeman was July 23rd
 - b. Need exit signs, inverters, and gas valves for labs installed and complete before getting final paperwork
 - c. Completion letters from DCI, TD&H, and Cushing Terrell were issued through Langlas to the City of Bozeman
5. Langlas will extend the builders risk insurance date to August 13th
 - a. Langlas will send an updated construction schedule to BSD7
 - b. Langlas will clarify if there is any potential for a claim against the policy
6. Trophy display cases – look at relocating them
 - a. Todd will inquire with the staff to see if there is another location they can be used – the color can be swapped out
 - b. Look at BHS for the trophy case size at the south cafeteria – BSD7 is open to built-in or manufactured units

- c. Roger Davis requested an approximate size so Sidney Millworks can get some information to BSD7
- 7. Exterior speakers will be tied into the corridor speakers
- 8. Josh is looking into capability to make announcements building wide
- 9. Langlas is to confirm that all building doors that aren't needed are locked and put up a sign that states "employees only"
- 10. SRO training occurred in a combination classroom the entire week of July 20th
- 11. Competition field painted July 11th and 12th
 - a. School district plans to use the field starting July 13th
 - b. Cashman's is not concerned about having football camp on the field July 13th
- 12. School mask policy – If inside and within 6 feet, wear masks
- 13. Confirm how BSD7 wants the thermostats set up (RFI 551)
 - a. Go with Raptors image
 - b. All other proposed changes agreed upon by BSD7
- 14. Confirm exit signs from parterre seating at second floor
 - a. Need to add 3 exit signs at the auditorium and reconfigure lighting at the storage from the corridor at the north side of the auditorium
- 15. Cushing Terrell is specifying protective covers for the gym speakers and exit signs - exit lights and inverters are ordered and should arrive by August 1.
- 16. Todd requested that Langlas and Cushing Terrell get a price to route conduit for the scoring tables to the side opposite of the auxiliary gym bleachers before installing the conduit
- 17. Acoustical testing – Big Sky Acoustics needs 2 full days and is working with Josh Henigman to schedule the best time
 - a. Camps are likely done after July 31st
- 18. School crossing at Flanders Mill – City of Bozeman is installing a school crossing at Flanders Mill and hopes to have in place in time for the start of school this year
- 19. Cushing Terrell reviewed the training room shelf location w/ Todd & Erica
- 20. Volleyball nets were set up to confirm all parts are in the Raptor gym
- 21. Josh and Chuck are coordinating attic stock
 - a. BSD7 requested a breakdown of number of pallets for attic stock
 - b. The subs will deliver the attic stock to the locations determined by Chuck and Josh
- 22. Landscaping
 - a. Seeding week of July 20 through July 28 for final areas
 - b. Langlas to keep people off sod if possible
- 23. FF&E
 - a. BSD7, Cushing Terrell, and Langlas did a walk through on July 29th – some furniture is to be shifted around and some colors confirmed, but furnishings generally appeared to be present
 - b. Library detectors have been ordered
 - i. Library shelves and stacks have been ordered – Langlas will confirm the date on when shelves and stacks will arrive
 - ii. Provide a closure panel for the north stacks that are held out by the column
 - c. TS stated to lock the doors to rooms so furniture isn't moved by BSD7 staff
- 24. Built-in sound practice modules
 - a. The doors need to be lockable
 - b. The doors will have an additional pane of glass at the interior
- 25. Wayfinding/ CHPS signage underway
 - a. Confirmed there is not a design guide for BSD7 for font, color, etc.
- 26. Ribbon cutting anticipated on August 17th
- 27. CCDs discussed:

- a. CCD 201 – Revisions to wood shop dust collection reviewed
 - a. Proceed with adding 1 drop and moving 2 drops for relocated equipment
- b. CCD 202 – Revised scoreboard wiring locations reviewed
 - a. Proceed opposite of the bleachers in aux. gyms
- c. CCD 203 – Provide additional lighting circuits reviewed
 - a. Lighting circuits will be added as necessary
- d. CCD 204 – Corner guards
 - a. A reduction of corner guards was issued for primary circulation areas for updated pricing – anticipate approx. 125 = approx. \$6,500)
- e. CCD 205 – Café data ports reviewed
 - a. Data ports will be added
- f. CCD 206 – Gym bleacher LVT and sealant/ paint reviewed
 - a. LVT and sealant will be added
- g. CCD 207 – Dedicated circuits to telecom room C155
 - a. Option for a rack mounted UPS discussed
 - b. Proceed with routing circuits
- h. CCD 208 – Relocate welding booth receptacles for taller welders
 - a. Cushing Terrell and Langlas met with the shop teacher and determined to move the receptacles straight up, tight to the booth frame to allow for the taller welders
- i. CCD 209 – Add an area drain south of comfort station to alleviate ponding
 - a. Proceed with installing the area drain
- j. CCD 211 – Library security gates
 - a. Can span large openings with a wall-mounted unit each side
 - b. Langlas will proceed with ordering
- k. AV (blue tooth) tie-in at the auxiliary gyms = approximately \$12,000
 - a. Majority of the cost to merge the systems at each auxiliary gym is for the equipment
 - b. Cushing Terrell will cover the additional travel costs
 - c. Proceed with merging the systems
- l. Art room locker bases to change to horizontal format = \$18,000 for materials only plus approximately \$1,000 to swap out the tops
 - a. Might be a possibility to use some of lockers at the wood shop tables that BSD7 is going to fabricate
 - b. Revised lockers were ordered
- m. CCD 213 – Add phone line for elevator for 2 way emergency communication
 - a. Proceed with installing

Construction Progress

- Construction progress images (attached)
- See Key Plan (attached)
- Site Phasing Plan (attached)

Budget Update

- The construction project remains on budget

Invoice Status

- Paid in full to date

Schedule Update

- The construction schedule is being monitored as updates become available related to COVID-19

- Project Substantially Complete August 2020
- Doors open for classes August 2020



Fig 01: Overall view of the site



Fig 02: Overall view of the school from the southwest



Fig 03: Overall view of the school from the west



Fig 04: Overall view of the school from the northwest



Fig 05: Overall view of the school from the north



Fig 06: Overall view of the school from the north



Fig 07: Overall view of the school and service drive from the northeast



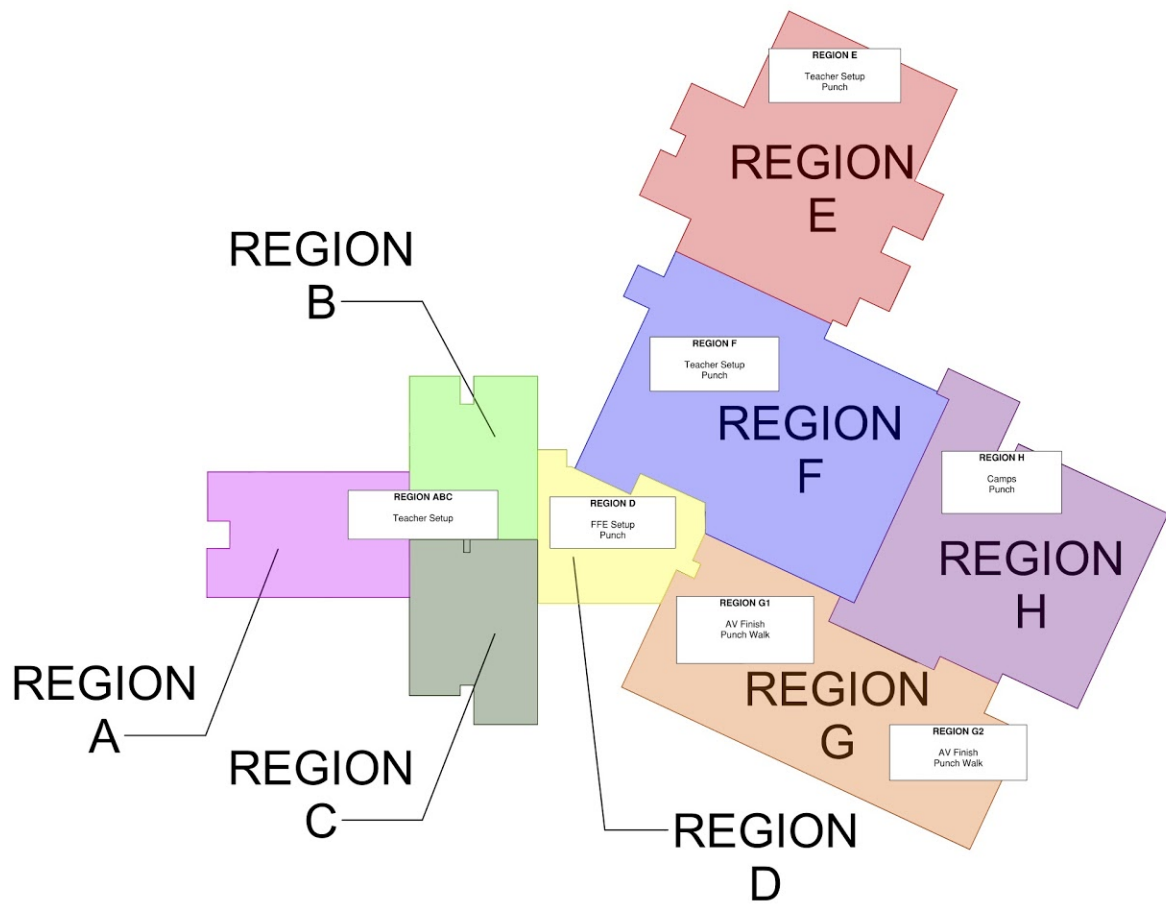
Fig 08: Overall view of the school from the east



Fig 09: Overall view of the school from the southeast



Fig 10: Overall view of the main entry



East Area
 Prep: Complete
 Grade: Complete
 Irrigation: Complete
 Seeding: Complete by 7/31/2020



AIA[®] Document G711[™] – 2018

Architect's Field Report

The observations in this report are made to generally reflect the progress and quality of the Work on the date of this report and are not intended to be exhaustive evaluations of the quality or quantity of the Work.

PROJECT: *(name and address)*

Gallatin High School
4455 West Annie Street
Bozeman, Montana

CONTRACT INFORMATION:

Contract For: General Construction
Date: 12/1/2016

Architect's Project Number: BZNHS

Field Report Number: CTA-122

OWNER: *(name and address)*

Bozeman School District
404 W Main Street
Bozeman, MT 59715

ARCHITECT: *(name and address)*

CTA Architects Engineers
411 E Main Street
Bozeman, MT 59715

CONTRACTOR: *(name and address)*

Langlas and Associates, Inc
1019 E Main Street #101
Bozeman, MT 59715

DATE OF SITE VISIT:

07/17/20

TIME:

10:00 AM

WEATHER:

SUNNY

TEMP. RANGE:

80-85 F

WORK IN PROGRESS:

See Below

PRESENT AT SITE:

OBSERVATIONS: *(Include known deviations from the Contract Documents and the Contractor's most recent construction schedule, and defects and deficiencies observed in the Work.)*

Dayton Rush (Cushing Terrell) made a site visit to observe landscape construction progress. The following items were observed:

Work in Progress:

1. Mowing had started on the tall weeds in grass area
2. Landscape Work was ongoing in the NE corner of the site
3. Irrigation was on and operating

General Observations to be fixed prior to punch walk:

1. Weed control: there is a significant weed growth in all lawn areas. Chemical control of the weeds should be done ASAP as well as continual mowing. Areas of Canada thistle need to be sprayed as they will not die from mowing. Mowing is important for proper irrigation to establish seed

Newly seeded areas on the north side of the building should have a weed control program started ASAP to avoid the growth that was seen on the south side.

Dryland seeding areas require temporary irrigation, there is no sign of grass emerging from dryland areas.

2. Trees: there are multiple elm trees on site that were replaced with a smaller caliper size, 1.5" should be maintained, if a substitution is needed please submit substitution for review.

There were trees that were planted in 2019 that have died and should be replaced, especially south of the school and west of the tennis courts.

The tree planting detail must be followed, including a dyke to hold water and mulch at least 6' in diameter of mulch. Stakes should be in the mulch, not the grass. The mulched area should be kept free of grass and weeds.

All tree bubblers stick up above the ground on a long line, the bubblers should sit flush with grade, below the mulch, so they are not at risk of being damaged by mowing or trimming.

3. Fire lane: the fire lane is specified to be 50% sand and 50% soil. What was placed was clean washed sand and no soil. This needs to be replaced in order to get grass to establish.

Bond Funding Sources and Uses Summary - To Date			8-1-2020
Funding Sources			
Bond Levy			\$125,000,000
Bond Interest Earnings			4,000,000
Original Bond Premium (\$100M Issue)			\$12,195,590
Less	Premium used for Issue costs & Bond Payments (\$100M Issue)	-4,075,226	
Second Issue Bond Premium (\$25M)			3,112,062
Less	Premium used for Issue Costs & Bond Payments (\$25M Issue)	-813,599	
Remaining Bond Premium for Project costs			\$10,418,827
Building Reserve available for Deferred Maintenance portion of BHS Project			4,000,000
Set Aside for Transition Levy Offset			-4,000,000
Total Funds Available			\$139,418,827
PROJECT: GHS - New Building Construction			
BSD7# 17-42-01			
1.	Soft Costs To Date	\$10,889,928	
2.	Hard Costs To Date	\$78,143,958	
3.	Total Costs to Date	\$89,033,886	
4.	Total Project Estimate	\$90,466,714	
PROJECT: BHS Site Work (Internal circulation, parking, roundabout and activity fields)			
BSD7# 17-41-36			
1.	Soft Costs To Date	\$1,596,882	
2.	Hard Costs To Date	\$12,000,322	
3.	Total Costs To Date	\$13,597,204	
4.	Total Project Estimate	\$14,281,975	
PROJECT: Additional Renovations to Existing BHS			
BSD7# 17-41-37			
1.	Soft Costs To Date	\$2,453,427	
2.	Hard Costs To Date	\$0	
3.	Total Costs To Date	\$2,453,427	
4.	Total Project Estimate	\$34,670,138	
Total Project Estimates		\$139,418,827	
Remaining Balance		\$0	



Meeting Date: August 10, 2020

Category: Action Item - Consent - Both Districts

Agenda Item #: 4.4.1

Originated By: Pat Strauss, Director of Human Resources

Others Involved:

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of the monthly Personnel Actions

Facts:

As per [MCA 20-3-324 -- Powers and Duties of Trustees --](#) the trustees of each district shall employ or dismiss personnel considered necessary to carry out the various services of the district.

Fiscal Impact:

Noted on report

Recommendation:

The Board of Trustees is requested to employ, dismiss, or accept the resignations of those noted on the Personnel Action Report.

Other Alternatives:

1. Do not approve the recommendation and request administration propose changes.

**Bozeman Public Schools
Human Resources**

August 10, 2020

REQUIRES BOARD ACTION

Confirmation of Employment (Certified)

Name	Position	Level/Step	Effective	Salary
Brandin, Heide	World Music Teacher, 1.0 FTE, CJMS	BA, Step 2	8/24/2020	\$43,775.00
Connery, Kayla	School Nurse, .75 FTE, CJMS	BSN, Step 5	8/26/2020	\$29,228.25
Edelen, Sean	Elementary Teacher, 1.0 FTE, LONG	BA(M)+45, Step 3	8/24/2020	\$52,768.00
Erdmann, Meghan	SPED Teacher, .80 FTE, BHS	BA+15, Step 1	8/24/2020	\$35,292.00
Evans, Cara	MS Teacher, 1.0 FTE, SMS	BA, Step 5	8/24/2020	\$47,763.00
Freund, Hannah	Kindergarten Teacher, .50 FTE, EMDI	BA, Step 4	8/25/2020	\$23,224.00
Gray, Casey	SPED Teacher, 1.0 FTE, EMDI	BA+60, Step 7	8/24/2020	\$57,307.00
Hanson, Melissa	School Psychologist, .50 FTE, HAWT	BA(M)+105, Step 5	8/24/2020	\$31,177.00
Horton, Shannon	English Teacher, .80 FTE, BHS	BA(M)+60, Step 5	8/24/2020	\$45,743.20
Jackson, Mona	Music Teacher, .50 FTE, HYL, .50 FTE, MDLK	BA(M)+60, Step 7	8/24/2020	\$59,852.00
Johnson, Hannah	Elementary Teacher, 1.0 FTE, MOST	BA, Step 2	8/24/2020	\$43,775.00
Klepp, Carly	Elementary Teacher, 1.0 FTE, HAWT	BA, Step 2	8/24/2020	\$43,775.00
Kreitinger, Leah	School Counselor, 1.0 FTE, SMS	BA(M)+75, Step 5	8/26/2020	\$58,876.00
Leary, Courtney	Social Studies Teacher, .40 FTE, BHS	BA+30, Step 3	8/24/2020	\$19,410.00
Lile, Jake	English Teacher, .80 FTE, BHS	BA, Step 1	8/24/2020	\$33,934.40
Morrison, Jennifer	SPED Teacher, 1.0 FTE, Intermountain DTC	BA(M)+75, Step 5	8/24/2020	\$58,876.00
Murray, Meghan	Music Teacher, .50 FTE, EMDI, .50 FTE, MOST	BA, Step 2	8/24/2020	\$43,775.00
Newman, Kyle	English Teacher, .80 FTE, GHS	BA, Step 5	8/24/2020	\$38,210.40
Powell, Sarah	Science Teacher, 1.0 FTE, BHS	BA(M)+75, Step 5	8/24/2020	\$58,876.00
Rollins, Michael	Kindergarten Teacher, 1.0 FTE, EMDI	BA+45, Step 4	8/26/2020	\$51,580.00
Sauer, Gretchen	Elementary Teacher, 1.0 FTE, EMDI	BA, Step 2	8/25/2020	\$43,775.00
Simms, Jennifer	MS Teacher, 1.0 FTE, SMS	BA(M)+45, Step 5	8/24/2020	\$55,483.00
Tracy, Alisa	SPED Teacher, 1.0 FTE, MDLK	BA(M)+75, Step 7	8/24/2020	\$61,591.00

Confirmation of Employment (Professional)

Name	Position	Level/Step	Effective	Salary
Bell, Brennah	Guided Study Hall Counselor/Coordinator, .50 FTE BHS, .50 FTE, GHS	Professional	8/26/2020	\$38,327.52

Confirmation of Employment (Classified)

Name	Position	Level/Step	Effective	Hourly Rate
Hietala, Benjamin	ISS PARA, 1.0 FTE, GHS, 9.25 mos.	D01	8/31/2020	\$13.71
Medina, Marissa	Self Contained PARA, .875 FTE, CJMS, 9.25 mos.	D02	8/31/2020	\$13.98
Oakes, Candace	Registrar/Guidance Secretary, 1.0 FTE, BHS, 12 mos.	F05	8/12/2020	\$17.06
Olmsted, Christopher	Custodian, 1.0 FTE, GHS, 12 mos.	G05	7/21/2020	\$17.91
Parnell, Debra	Roving Custodian, 1.0 FTE, FAC, 12 mos.	G02	7/21/2020	\$16.88
Pritchett, Kimberlee	Custodian, 1.0 FTE, SMS, 12 mos.	G01	7/27/2020	\$16.58
Thompson, Hillary	ISS PARA, 1.0 FTE, BHS, 9.25 mos.	D05	8/31/2020	\$14.80
Thorson, Elizabeth	Assistant Principal Secretary, 1.0 FTE, BHS, 10 mos.	F05	8/11/2020	\$17.06

**Bozeman Public Schools
Human Resources**

August 10, 2020

REQUIRES BOARD ACTION (con't)

Confirmation of Request for Leave of Absence (Classified)

Name	Position	Reason	Effective Dates
Bilverstone, William	Discretionary PARA, .50 FTE, B03, \$12.97/hr., HYL, 9.25 mos.	LOA	2020-2021
Holmes, Peyton	Self Contained PARA, .875 FTE, D09, \$15.97/hr., LONG, 9.25 mos.	LOA	2020-2021
Zahran, Akram	Custodian, 1.0 FTE, G12, \$20.52/hr., SMS, 12 mos.	LOA	8/3/20 - 9/21/20

REPORT OF ADMINISTRATIVE ACTIONS

Confirmation of Resignations/Terminations (Certified)

Name	Position	Reason	Effective	Years of Service
Hankins, Amie	SPED Teacher, 1.0 FTE, BA(M)+75, Step 8, \$61,672, MDLK	Resignation	8/10/2020	3

Confirmation of Resignations/Terminations (Classified)

Name	Position	Reason	Effective	Years of Service
Bishop, Elizabeth	ISS PARA, .50 FTE, B05, \$12.96/hr., SMS, 9.25 mos.	Resignation	8/3/2020	4.84
Collins, Levi	Custodian, 1.0 FTE, G03, \$17.23/hr., CJMS, 12 mos.	Resignation	8/14/2020	2.17
McLennan, Casey	Custodian, .50 FTE, G07, \$18.62/hr., WHIT, 12 mos.	Resignation	8/14/2020	2.57
Olsen, Jerrilyn	SPED Resource PARA, .875 FTE, B09, \$14.22/hr., SMS, 9.25 mos.	Resignation	8/3/2020	4.35
Sherwood, Christopher	Elementary PARA, .9375 FTE, B07, \$13.68/hr., IRVG, 9.25 mos.	Retirement	8/1/2020	3
Treanor, Hilary	Overflow PARA, .4938 FTE, Non Unit, \$12.00/hr., Discretionary Self Contained PARA, .1875 FTE, D01, \$13.18/hr., WHIT, 9.25 mos.	Temporary Employment	6/11/2020	4 mos.
Warner, Stella	Elementary PARA, .75 FTE, B01, \$12.00/hr.,	Resignation	7/25/2020	1

Changes and Revisions in Contracts (Certified)

Name	From	To	Effective	Reason
Vauthier, Amanda	SPED Teacher, 1.0 FTE, BA+45, Step 3, \$49,238, Intermountain DTC	SPED Teacher, .40 FTE MOST, .60 FTE, IRVG, BA+45, Step 4, \$51,580	8/26/2020	Internal Transfer

Changes and Revisions in Contracts (Classified)

Name	From	To	Effective	Reason
Rangitsch, Dawnele	Before/After School PARA, .1125 FTE, B09, \$14.22/hr., LONG, 9.25/mos., FS Assistant Manager, .75 FTE, FD9, \$15.36/hr., SMS, 9.5 mos.	FS Assistant Manager, .75 FTE, FD10, \$16.32/hr., SMS, 9.5 mos.	8/27/2020	Resignation of Assignment
Goodman, Jordan	Custodian, .50 FTE, LONG, .50 FTE, HYL, G06, \$18.27/hr., 12 mos.	Custodian, .50 FTE, HYL, G06, \$18.27/hr., 12 mos.	8/14/2020	Resignation of Assignment
Zahran, Akram	Custodian, 1.0 FTE, G12, \$20.52/hr., SMS, 12 mos.	Roving Custodian, 1.0 G12, \$20.52/hr., FAC, 12 mos.	8/17/2020	Internal Transfer

**Bozeman Public Schools
Human Resources**

August 10, 2020

REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Not Extracurricular

Name	Authorized Position	Stipend	Level	Effective
Bradbury, Glenn	5 days to move in at GHS (Daily Rate)	\$100.00		6/13/20 - 8/21/20
Letang, Jaci	Prep for Summer School Program (Hrly. Rate)	\$23.00		6/15/2020
McCormick, Steve	Driver's Ed Instructor (Hrly. Rate)	\$30.00		2020-2021
Richards, Mary	Summer Literacy Program (6 hrs./day) (Hrly. Rate)	\$23.00		6/22/20 - 7/31/20
Richards, Mary	Prep for Summer School Program (Hrly. Rate)	\$23.00		6/15/20 - /21/20
Richards, Mary	Summer School Program (Hrly. Rate)	\$23.00		6/22/20 - 7/29/20
Swanson, Stephanie	Private Tutor for Heritage Christian School (Hrly. Rate)	\$17.00		2020-2021



Meeting Date:	August 10, 2020
Category:	Action Item - Consent - Both Districts
Agenda Item #:	4.4.2
Originated By:	Casey Bertram, Deputy Superintendent Curriculum and Technology
Others Involved:	IT Department, Data/Assessment Department, TOSA Team, PK-12 Principal Reps., Tami Phillippi, BEA President; Marilyn King, Deputy Superintendent Instruction

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of Canvas Learning Management System

Facts & Discussion:

1. BSD7 return to school plans include remote learning. Emergency remote learning during the 2019-2020 school year was asynchronous only and students/staff/families experienced challenges with communication, assessment/feedback, remote professional learning, engagement, juggling multiple logins, consistency, etc.
2. The district primarily used SeeSaw and Google Classroom for remote learning during the 2019-2020 school year. Those platforms don't meet the specifications of a full learning management system (LMS) that would address the concerns above.
3. Four LMS systems were demonstrated and vetted using a rubric by a committee (Blackboard, D2L Brightspace, Canvas, and Schoology).
4. Canvas was selected by the vetting scoring system as the top vendor and a formal three-year quote was obtained.

Fiscal Impact:

Funding for a three-year implementation of Canvas LMS would be covered by one-time Covid funds from state/federal sources. Year One Costs: \$49,002.96 Year Two Costs: \$45,593.41 Year Three Costs: \$48,460.27 Total three-year cost: \$143,056.64. Sustainability would require incorporation of yearly LMS cost into existing funding and budget structures.

Recommendation:

It is recommended that the Board of Trustees approve the purchase of the PK-12 learning management system, Canvas.

Other Alternatives:

1. Do not approve the recommendation and request administration propose changes.



Meeting Date:	August 10, 2020
Category:	Action Item - Consent - Both Districts
Agenda Item #:	4.4.3
Originated By:	Casey Bertram, Deputy Superintendent Curriculum and Technology
Others Involved:	IT Department, Mike Waterman, Steve Johnson

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of PK-2 iPad purchases and 9-12 Chromebook purchases.

Facts & Discussion:

1. BSD7 return to school plans include remote learning.
2. PK-2 students had challenges navigating the district provided Chromebooks during Emergency Remote Learning of 2019-2020. iPads are the most ideal device for PK-2 students.
3. Chromebooks are the most ideal/affordable device for 3rd-12th grade students. The district currently has 1:1 Chromebook capability in grades 3-8.
4. 915 iPads are needed to complete the PK-2 1:1 plan.
5. 468 Chromebooks are needed to complete the 9-12 1:1 plan.

Fiscal Impact:

- Funding for 1:1 device plan would be covered by one-time Covid funds from state/federal sources.
- PK-2 iPads Costs: \$288,225, 9-12 Chromebook Costs \$121,212, iPad/Chromebook Upgrades \$40,563
- Total Fiscal Impact: \$450,000
- Sustainability in terms of cycled replacement of the additional devices will need to be discussed and incorporated into future technology budget planning.

Recommendation:

It is recommended that the Board of Trustees approve the purchase of iPad and Chromebook devices to complete 1:1 device availability for students.

Other Alternatives:

1. Do not approve the recommendation and request administration propose changes.



Meeting Date:	August 10, 2020
Category:	Discussion - Policy 1st Reading
Agenda Item #:	5.1.1
Originated By:	Casey Bertram - Deputy Superintendent Curriculum and Technology
Others Involved:	Mark Ator - MHSA Activities Director, Dan Mills, BHS Principal; Erica Schnee, GHS Principal

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Discuss suggested revisions to District Policy #3340, Extra- and Co-Curricular Alcohol, Drug, and Tobacco Use

Discussion:

1. Current district policy, #3330, was adopted on 9/13/93 and the most recent revision was 7/16/18.
2. Mark Ator, Activities Director, held a discussion with BHS coaches during the 2019-2020 school year.
3. MTSBA provided guidance on this policy as part of their BSD7 policy audit.
4. Mark Ator and Casey Bertram completed an AA school audit of similar policies focusing on the “gathering clause” and first time offense for drug/alcohol use.
5. Mark Ator and Casey Bertram consulted high school principals on the draft policy language.
6. Current policy language for 1st time offenses was deemed too harsh and not in line with evolving practices/beliefs around restorative practices, trauma-informed discipline practices, learning opportunities, and student support systems.
7. The “gathering clause” has been hard to enforce and legal guidance has directed the District to consider moving away from that piece of the current policy.
8. This policy will appear on the August 17, 2020 consent agenda for final consideration and approval.

AA Audit of Policy/Procedures

District	Gathering Clause	Drug/Alcohol 1st Offense
Billings	Yes - Gathering Clause in Handbook	Removed from competition for 25% of regular season competitions
Helena	Not in policy	20 Calendar Days for self report 34 Calendar Days for non self-report
Great Falls	Not in policy	Removal for one calendar year. Reduced to 30 days with completion of chemical awareness class. 20 Days for self report
Butte	Yes - Gathering Clause In Policy	11 Calendar Days or $\frac{1}{6}$ of season, whichever is longer, for self report 22 Calendar Days or $\frac{1}{3}$ of season, whichever is longer, for non self-report
Missoula	Yes - Gathering Clause in Code of Conduct	One year suspension
Bozeman - Current Policy	Yes - Gathering Clause in Policy	Removal from competition for remainder of season
Belgrade	No Gathering Clause in Policy or Handbook	Removal from competition for 20 calendar days
Kalispell	Yes - Gathering Clause in Handbook	Immediate dismissal from the activity for that season

STUDENTS

3340(currently 3330)

Extra- and Co-Curricular Alcohol, Drug, and Tobacco Use

~~It is the position of the Bozeman Public Schools that participation in extra-curricular activities is a privilege~~ The District views participation in extracurricular activities as an opportunity extended to students willing to make a commitment to adhere to the rules which govern them. The District believes that participation in organized activities can contribute to all-around development of young men and women and that implementation of these rules will serve these purposes:

Emphasize concern for the health and well-being of students while participating in activities;

Provide a chemical-free environment which will encourage healthy development;

Diminish chemical use by providing an education assistance program;

Promote a sense of self-discipline among students;

Confirm and support existing state laws which prohibit use of mood-altering chemicals;

Emphasize standards of conduct for those students who, through their participation, are leaders and role models for their peers and younger students; and

Assist students who desire to resist peer pressure that often directs them toward the use of chemicals.

Violations of established rules and regulations governing chemical use by participants in extra- and co-curricular activities will result in discipline as stated in student and athletic handbooks.

PROHIBITED ACTIVITIES

1. A student shall not use, have in possession, sell or distribute alcohol, drug paraphernalia, or illegal drugs at any time.
2. A student shall not abuse prescription, non-prescription drugs, pharmaceuticals or use dangerous substances. This policy is not intended to apply to the use of prescribed drugs, under a doctor's supervision, when those drugs are used in the prescribed manner.
3. A student shall not use, have in possession, sell or distribute tobacco, nicotine and any other tobacco innovation in any form at any time.
4. ~~Students shall not knowingly attend gatherings or functions where prohibited substances or chemicals are being used illegally. A student who unknowingly attends a gathering or function where prohibited substances or chemicals are being illegally used must leave that gathering or function as soon as he or she knows, or reasonably should know, that prohibited substances or chemicals are being used illegally.~~

APPLICATION

This policy applies to all middle school students who are involved in extra curricular activities that are supported by the district and high school students who are involved in the MHSA-sanctioned extracurricular activities program. This policy is in effect each school year from the date of the first practice for Fall activities (August) until the last day of school (June). For purposes of determining the appropriate discipline, violations are cumulative and will carry forward from year to year throughout the student's period of attendance while in middle and high school. Similarly, violations are cumulative and will carry forward from year to year throughout the student's period of attendance while in high school. A student will be ~~punished~~ disciplined according to this policy and any other applicable District and School policies for violations that occur during the school year regardless of whether the violation occurred during the student's activity season or not.

DISCIPLINE

A school staff member can be made aware of the violation of this alcohol/drug/tobacco policy by any source (but not limited to) police, school personnel, counselors, coaches, advisors, community members, parents and other students.

PENALTIES FOR DRUG AND ALCOHOL VIOLATIONS

First Violation - Drug or Alcohol

1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Exclusion from participation in competitions for the activity for a minimum of 14 calendar days. The period of exclusion may be extended to reflect the severity of the offense or additional factors related to the offense;
- ~~3. Exclusion from competition for the current activities season;~~
3. Student will be encouraged to enroll and participate in chemical awareness class approved by the District; ~~before they will be eligible to participate in further activities;~~
4. The student may or may not be allowed to participate in practices in the current season; ~~and may be suspended from future activities depending on the severity of the infraction and the determination of the administration and/or Board of Trustees;~~
5. The student may be subject to further disciplinary proceedings including expulsion and referral to law enforcement.

Second Violation - Drug or Alcohol

1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Exclusion from competition for the current activities season. The period of exclusion may be extended to reflect the severity of the offense or additional factors related to the offense.
3. Students must enroll and participate in a chemical awareness class approved by the District before they will be eligible to participate in further activities;
4. The student may or may not be allowed to participate in practices in the current season; ~~and may be suspended from future activities depending on the severity of the infraction and the determination of the administration and/or Board of Trustees;~~
5. The student may be subject to further disciplinary proceedings including expulsion and referral to law enforcement.

PENALTIES FOR TOBACCO OR NICOTINE VIOLATIONS

First Violation - Tobacco, Nicotine or Any Other Tobacco Innovation

1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Exclusion from participation in competitions for the activity for ~~14~~ 20 calendar days. ~~The student will be allowed to participate in practices. The period of exclusion may be extended to reflect the severity of the offense or additional factors related to the offense;~~
3. Students will be encouraged to enroll and participate in a tobacco awareness class approved by the District, provided that such a class is available, before they will be eligible to participate in further activities;
4. The student will be allowed to participate in practices; ~~The student may be subject to other team discipline as provided by the coach/sponsor;~~
5. The student may be referred to law enforcement for citation if appropriate. The student may also be subject to further disciplinary proceedings including expulsion.

Second Violation - Tobacco, Nicotine or Any Other Tobacco Innovation

1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Exclusion from participation in competitions for the activity for the remaining activity season. The period of exclusion may be extended to reflect the severity of the offense or additional factors related to the offense;
3. Students must enroll and participate in a tobacco awareness class approved by the District, provided that such a class is available, before they will be eligible to participate in the current or next extracurricular activities season;

- ~~4. The student may or may not be allowed to participate in practices in the current season;~~The student may be subject to other team discipline as provided by the coach/sponsor;
5. The student may be referred to law enforcement for citation if appropriate. The student may also be subject to further disciplinary proceedings including expulsion.

PENALTIES FOR VIOLATING GATHERING CLAUSE

~~Administration may consider a student's honesty and the student's choice to be forthcoming with regard to a violation of this section when there is discretion for leniency in the application for a particular consequence.~~

First Violation - Attending Gathering Where Prohibited Substances are Present

- ~~1. Warning and exclusion from competition for up to seven calendar days, but student will be allowed to continue practices and will resume competition after the consequence is completed. There shall be only one warning for middle school students and only one warning for high school students. The warning is for those students who unknowingly attend a function where illegal substances are present or being provided and fail to leave as soon as they know, or a reasonably prudent person would know, that a prohibited substance or chemical is being used or is present.~~

Next Violation - After Warning

- ~~1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;~~
- ~~2. Exclusion from competition for 14 calendar days, but the student will be allowed to continue practice and will resume competition after the 14 calendar days suspension from competition is completed;~~
- ~~3. Student will be encouraged to enroll and participate in an awareness class approved by the District before they will be eligible to participate in the current or next sports season;~~
- ~~4. The student may or may not be allowed to participate in practices in the current season and may be suspended from future activities depending on the severity of the infraction and the determination of the administration and/or Board of Trustees;~~
- ~~5. The student may be subject to further disciplinary proceedings including expulsion.~~

Second Violation - After Warning

- ~~1. A meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;~~
- ~~2. Exclusion from competition for the current activities season;~~
- ~~3. Student must obtain a professional substance abuse evaluation and follow the evaluation recommendations;~~
- ~~4. The student may or may not be allowed to participate in practices in the current season and may be suspended from future activities depending on the severity of the infraction and the determination of the administration and/or Board of Trustees;~~
- ~~5. The student may be subject to further disciplinary proceedings including expulsion.~~

THIRD VIOLATION FOR ALL PROHIBITED ACTIVITIES

Any student who has a third violation of this policy for any activity or any combination of prohibited activities, shall receive the following consequences:

1. Meeting with the student, parents, coach/sponsor, school administrator and appropriate school staff. The purpose of the meeting will be to offer help to the student;
2. Student will be prohibited from participation in practice and competition in school extra-curricular activities (as defined in this policy) for 12 consecutive months from the time the third violation is verified;
3. Referral for professional help;
4. The student may be subject to further disciplinary proceedings including expulsion and referral to law enforcement.

END OF/OUT OF SEASON VIOLATIONS

In the event a student violates this policy at the end of a current activities season or out of the student's activity season, the coach or administration has the discretion to continue the discipline into the student's following activities season by

restricting participation in competitions for up to five games/events. This provision cannot be imposed beyond 12 months of the date of the infraction. This discretion will take into consideration the severity of violation by the student and whether or not the student has any prior violations.

STUDENT COOPERATION

All students subjected to this policy are expected to cooperate, with honesty and integrity, with administrators, staff and coaches who may be investigating violations of this policy. Refusal to cooperate in an investigation and/or impeding an investigation will result in disciplinary consequences.

If a student is found to have violated this policy, the student, parent, guardian or care-taker relative will be notified by a school administrator. The administrator will provide notice of the type of discipline to be administered or recommended.

IF THE STUDENT IS REFERRED TO THE BOARD OF TRUSTEES FOR *EXPULSION OR OTHER* DISCIPLINARY ACTION, THE STUDENT SHALL BE PROHIBITED FROM ANY PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES UNTIL OR UNLESS THE BOARD OF TRUSTEES DETERMINES OTHERWISE. All matters referred to the Board of Trustees will be afforded the due process as set forth in District Policy 3300 and 3300P.

DEFINITIONS

Terms used in this policy shall be given their ordinary and reasonable meaning. In addition, the following specific definitions apply:

School Year: The period of time from the date of first practice for Fall activities (usually in August) to the last day of regularly scheduled school classes (usually the following June).

Activities Season: The time period for those activities for which MHSA establishes a starting and ending date, including MHSA sanctioned pre-season activities and post-season competitions. For these activities that are not defined by an MHSA starting and ending date, the time period for starting and ending dates will be established including pre-season practices and post-season competition.

Extra-Curricular Activities: Extracurricular activities include, but are not limited to: Football, Volleyball, Soccer, Golf, Cross Country, Basketball, Wrestling, Swimming, Cheerleading, Dance, Forensics, Speech & Debate, Drama, Tennis, Softball, Track & Field and Pep Band. 7th and 8th Grade Activities: Basketball, Football, Softball, Track & Field, Volleyball and Wrestling.

STATEMENTS TO BE SIGNED BY PARTICIPANTS AND PARENT/GUARDIAN

I HAVE READ AND UNDERSTAND THE ABOVE POLICY AND AGREE TO FOLLOW THE RULES OF THIS POLICY AND ANY OTHER TEAM RULES IMPOSED BY MY COACH AND MY SCHOOL'S RULES FOR STUDENT CONDUCT.

STUDENT'S SIGNATURE	DATE	PARENT/GUARDIAN SIGNATURE	DATE
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Legal Reference: § 20-5-201, MCA Duties and sanctions

Policy History:
Adopted on: 09/13/1993
Reviewed on:
Revised on: 08/08/1994, 03/08/1999, 02/14/2005, 07/30/2007, 03/22/2010, 01/28/2013, 04/13/2015, 07/16/2018



Meeting Date:	August 10, 2020
Category:	Discussion - Policy 1st Reading
Agenda Item #:	5.1.2
Originated By:	Marilyn King, Deputy Superintendent
Others Involved:	Erica Schnee, GHS Principal; Dan Mills, BHS Principal; Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Discuss adoption of new District Policy #3510, School-Sponsored Student Activities?

Discussion:

1. This is a proposed new policy, developed by the Montana School Boards Association
2. The policy differentiates among student organizations, social events, and extracurricular activities.
3. This policy will appear on the August 17, 2020 consent agenda for final consideration and approval.

STUDENTS

3510

School-Sponsored Student Activities

1. Student Organizations:
 - A. All curricular student organizations must be approved by the administration. Secret or clandestine organizations or groups will not be permitted.
 - B. Bylaws and rules of curricular student organizations must not be contrary to Board policy or to administrative rules and regulations.
 - C. Procedures in curricular student organizations must follow generally accepted democratic practices in the acceptance of members and nomination and election of officers.
 - D. Student led and initiated non-curricular student groups may meet at school in accordance with District Policy without the sponsorship of the School District.
2. Social Events
 - A. Social events must have prior approval of the administration.
 - B. Social events must be held in school facilities unless approved by the Board.
 - C. Social events must be chaperoned at all times.
 - D. Attendance at high school social events and dances shall be limited to high school students, and middle school social events shall be limited to middle school students, unless prior permission is received from the principal.

3. Extracurricular Activities

In establishing an interscholastic program, the Board directs the administration to:

- A. Open all sports to all students enrolled in the District, with an equal opportunity for participation.
- B. Recommend sports activities based on interest inventories completed by the students.

Cross Reference: 3233 Student use of Buildings-Equal Access
 3550 Student Clubs
 2332 Religion and Religious Activities
 3222 – Distribution and Posting Materials
 3233- Student Use of Buildings - Equal Access
 4331 – Use of School Property for Posting Notices

Legal Reference: § 20-5-203, MCA Secret Organization Prohibited

Policy History:

Adopted on:

Reviewed on:

Revised on:



Meeting Date:	August 10, 2020
Category:	Discussion - Policy 1st Reading
Agenda Item #:	5.1.3
Originated By:	Marilyn King, Deputy Superintendent
Others Involved:	Erica Schnee, GHS Principal; Dan Mills, BHS Principal; Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Discuss adoption of new District Policy #3550, Student Clubs and Organizations?

Discussion:

1. The District does not currently have a policy that addresses student clubs and organizations.
2. The policy was developed by the Montana School Boards Association in collaboration with District Administrators.
3. The policy distinguishes between approved curricular student clubs and non-curricular groups:
 - a. Curricular Student clubs are those approved student clubs that directly relate to the body of courses offered by the school. Curricular student clubs that are recognized by the District are permitted to use District facilities, use the District's name, a District school's name, or a District school's team name or any logo attributable to the District, and raise and deposit funds with the District.
 - b. Student-led and initiated groups of similar interests that do not meet the requirements to be an approved or recognized curricular student club as outlined in this policy shall be designated as noncurricular student groups. Noncurricular student groups include any student group that does not directly relate to the body of courses offered by the school district.
 - c. Both types of student groups require approval from administration.
2. This policy will appear on the August 17, 2020 consent agenda for final consideration and approval.

STUDENTS

3550

page 1 of 2

Student Clubs and Organizations

The Board recognizes that student clubs are a helpful resource for schools and supports their formation. Student clubs must complete an application process. The administration retains the right to approve or deny club applications.

In order for the administration to recognize a student club, the students must submit an application to the principal containing the following:

1. The organization's name and purpose.
2. The portion of the curriculum that forms the basis of the club or the course offered at the school enhanced by the club's functions. This step is required for consideration as a curricular club. Applications that do not satisfy this step may be permitted to operate as a non-curricular student group.
3. The staff employee designated to serve as the Club's advisor.
4. The rules and procedures under which it operates.
5. A statement that the membership will adhere to applicable Board policies and administrative procedures.

Recognized curricular student clubs and non-curricular student groups may have limited access as designated by the principal to the following:

1. Messages distributed through official communications of the district (e.g. intercom announcements, district newsletters, group emails, etc.); and
2. Mention on the school's website and other appropriate district publications.

Recognized Curricular Student Clubs

The Board of Trustees authorizes the administration to recognize curricular student clubs in a manner consistent with this policy and administrative procedure. Curricular Student clubs are those approved student clubs that directly relate to the body of courses offered by the school. Curricular student clubs that are recognized by the District are permitted to use District facilities, use the District's name, a District school's name, or a District school's team name or mascot, or any logo attributable to the District, and raise and deposit funds with the District.

Upon recognition of a new curricular student club, the administration will notify the District clerk so the group may have any funds raised for its operations so designated in accordance with the District's financial practices.

Recognized curricular student clubs will appear on the school's website and other appropriate district publications. Advisors of new curricular student groups may be eligible for a stipend in accordance with applicable collective bargaining agreement provisions and available district resources.

Noncurricular Student Groups

Student-led and initiated groups of similar interests that do not meet the requirements to be an approved or recognized curricular student club as outlined in this policy shall be designated as noncurricular student groups. Noncurricular student groups include any student group that does not directly relate to the body of courses offered by the school district but may operate at the school. Noncurricular student groups have a regular meeting schedule and established operational structure.

District employees that are present at meetings in a supervisory capacity are not eligible for a stipend. Student meetings must be supervised by an adult. Employees or agents of the school district that are present at student group meetings must only serve in a supervisory capacity.

The school district approves a limited open forum, within the meaning of that term as defined in 20 U.S. Code section 407, for noncurricular student groups to meet on school premises during non-instructional time. Noncurricular student groups wishing to conduct a meeting within this limited forum are subject to the following fair opportunity criteria, which shall be uniformly administered consistent with 20 U.S. Code section 407:

1. All such meetings must be voluntary and student-initiated;
2. There shall be no sponsorship of the meeting by the school district or its agents or employees;
3. Employees or agents of the school district that are present at religious meetings must be only in a non-participatory capacity;
4. All meetings, operations, and conduct must not materially and substantially interfere with the orderly conduct of educational activities within the school district; and
5. Nonschool persons may not direct, conduct, control, or regularly attend activities of the noncurricular student groups.

For the purposes of a noncurricular student group, a meeting is defined as a gathering of a group of students for the purposes of discussing group beliefs or engaging in group operations. A noncurricular student group event that does not meet this definition will be required to comply with the Community Use of District Facilities Policy and Procedure.

Noncurricular student groups may post notice of gatherings in accordance with Policy 3222. Noncurricular student groups may be authorized by the principal to have the name of the school to appear as part of the group name. A noncurricular student group may not use a logo attributable to the school or School District, the School District's name, or the school's team name or mascot. The permission to post notice of gatherings or use the school name does not constitute sponsorship of the group by the School District.

Informal Gatherings

Students are permitted to informally gather at the school in accordance with Policy 3233. Informal gatherings of students are not permitted to use the District's name, a District school's name, or a District school's team name or mascot, or any logo attributable to the District, and raise and deposit funds with the District. Informal student gatherings may not post notices or other materials in accordance with Policy 3222 but may request to post items in accordance with Policy 4331.

Financial Operations

All funds raised by recognized curricular student clubs are subject to applicable School District policies regarding financial management. All funds raised by recognized curricular student clubs that are donated to the School District become public funds when placed in a School District account. All public funds must be monitored in accordance with state law. Deposits must be reviewed to ensure compliance with equity rules, amateur rules and appropriateness under district policy.

Funds spent by the School District will be done in accordance with District purchase order policy and spending limits regardless of the source of the donation. All expenditures should be preapproved to ensure equity and auditing standards are met.

The administration is authorized to develop procedures to implement this policy.

Cross Reference: 2332 – Religion and Religious Activities
 3210 - Equal Education and Nondiscrimination
 3222 – Distribution and Posting Materials
 3233- Student Use of Buildings - Equal Access
 4331 – Use of School Property for Posting Notices

Legal Reference: 20 U.S. Code § 4071 - Denial of equal access prohibited
 Section 20-5-203, MCA – Secret Organization Prohibited

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BOZEMAN PUBLIC SCHOOLS STUDENT CLUB APPLICATION – POLICY 3550F

___ This application is for a new club ___ This application is to renew an existing club

This application is to request approval of a student club at Bozeman Public Schools. The application must be fully completed for the application to be considered. Incomplete or incorrectly prepared applications will not be considered. All applications will be considered in accordance with District Policy 3550 and District guidelines. Copies of the policy and guidelines can be obtained at: _____. Recognized clubs that violate District Policy, Montana law or federal law are subject to suspension or termination.

Step 1. General Club Information and Bylaws, Charter, or Statement of Purpose

Proposed Club Name: _____

Proposed Club Supervisor Name: _____

Faculty supervisors do not sponsor or participate in non-curricular clubs; however, an adult supervisor must be present.

Step 2. Club’s bylaws, charter, or statement of purpose.

Please attach any documents outlining the rules and procedures under which the club will operate. These documents may include but are not limited to bylaws, membership expectations, or a national charter. If the documents are not yet available, drafts may be attached, or a detailed statement of purpose can be provided until documents are available.

Step 3. Basis for Curriculum Related Status (For consideration as a curricular club. Groups that do not satisfy this step may be permitted to operate as a non-curricular student group.)
To be recognized as a curricular club, the club must be based upon an aspect of the school’s curriculum or the functions of the club must enhance a course offered at the school. Please attach a description of why the proposed club should be designated as a curricular club providing specific facts supporting such status.

Step 4. Time, frequency, location, and notice of anticipated club meetings and functions

Please attach a statement of the proposed use of school facilities, including at the specific areas or facilities of the school for which use is requested and the proposed nature of the use of those facilities. Attach or describe any examples of materials which the club plans to use to tell students about the club's existence or to invite students to join.

Step 5. Submission and Acknowledgement

By signing this application form the students and advisor acknowledge that the club’s members and operations will adhere to applicable Board policies and administrative procedures governing curricular clubs.

_____	_____	_____	_____
Requesting Student	Date	Proposed Supervisor	Date

FOR SCHOOL DISTRICT USE ONLY

Application Received By: _____ Date: _____

Recognized as Curricular Club By: _____ Date: _____

Operating as Noncurricular Student Group By: _____ Date: _____

Not Recognized By: _____ Date: _____

NOTES:

The administration will retain all records related to this application. The administration will report to the requesting students, advisor, and Board of Trustees when new curricular student clubs have been recognized.



Meeting Date:	August 10, 2020
Category:	Discussion - Policy 1st Reading
Agenda Item #:	5.1.4
Originated By:	Marilyn King, Deputy Superintendent
Others Involved:	Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Discuss suggested revisions to District Policy #3233, Student Use of Buildings: Equal Access and delete current District Policy #3223, Freedom of Assembly?

Facts:

Discussion:

1. The most recent revisions of District Policy #3233 occurred in 2008.
2. The policy revisions were developed by the Montana School Boards Association in collaboration with District Administrators.
3. Information in District Policy #3223, Freedom of Assembly is addressed in District Policy #3233, and the Montana School Boards Association recommends deleting District Policy #3223, Freedom of Assembly.
4. The policy provides guidelines under which non-curricular groups of students not previously recognized as curricular student organization under Policy 3510 or 3550 may gather on school premises, and directs students wishing to form curricular groups or organizations recognized by the school administration to do so in accordance with policy 3510 or 3550.
5. This policy will appear on the August 17, 2020 consent agenda for final consideration and approval.

STUDENTS

3233

Student Use of Buildings: Equal Access

Non-curricular groups of students not previously recognized as curricular student organization under Policy 3510 or 3550 may gather on school premises under the following guidelines. ~~Non-curriculum-related High School and Middle School student organizations may conduct meetings on school premises~~ without restriction on the basis of the religious, political, philosophical, or other content of the meeting. Students wishing to form curricular groups or organizations recognized by the school administration may do so in accordance with policy 3510 or 3550.

The following guidelines must be met:

1. The meeting is voluntary and student-initiated.
2. There is no sponsorship of the meeting by the school district, or its agents or employees.
3. The meeting must occur during non-instructional time on regular school days.
4. Employees or agents of the school district are present only in a capacity outside of their official duties.
5. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school.
6. Non-school persons may not direct, conduct, control, or regularly attend activities.

Although the school assumes no sponsorship of these kinds of meetings, all meetings held on school premises must be scheduled and approved by the principal.

This policy pertains to student meetings. The school has the authority, through its agent or employees, to maintain order and discipline on school premises and to protect the well-being of students and faculty.

Cross Reference: 3510 School Sponsored Activities
 3222 – Distribution and Posting Materials
 4331 – Use of School Property for Posting Notices
 3550 – Student Clubs

Legal Reference: 20 U.S.C. 4071 Equal Access Act
 Board of Education v. Mergens, 110 S.Ct. 2356 (1990)

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on: 10/13/2008

STUDENTS

3223

Freedom of Assembly

~~Individual students and student organizations may meet in school rooms or auditoriums, or at outdoor locations on school grounds, to discuss, pass resolutions and take other lawful action regarding any matter which directly or indirectly concerns or affects them, whether or not it relates to school. Such activities shall not be permitted to interfere with the normal operation of the school and must be conducted when the building is open to the public.~~

~~Legal Reference: Article II, Section 6 and 15, 1972 Montana Constitution~~

Policy History:

Adopted on: 11/24/1986

Reviewed on:

Revised on:



Meeting Date:	August 10, 2020
Category:	Discussion - Policy 1st Reading
Agenda Item #:	5.1.5
Originated By:	Marilyn King, Deputy Superintendent
Others Involved:	Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Discuss the adoption of new District Policy #4331, Use of School Property for Posting Notices?

Discussion:

1. This policy was developed by the Montana School Boards Association in collaboration with District Administrators.
2. This policy specifically addresses how non-school-related organizations that are not student curricular clubs or student non-curricular groups may request permission of the building principal to display posters in the area reserved for community posters or to have flyers distributed to students.
3. The policy also presents a list of issues that would cause non-approval.
4. This policy will appear on the August 17, 2020 consent agenda for final consideration and approval.

COMMUNITY RELATIONS

4331

Use of School Property for Posting Notices

Non-school-related organizations or individuals that are not student curricular clubs or student non-curricular groups may request permission of the building principal to display posters in the area reserved for community posters or to have flyers distributed to students. The building principal shall only authorize distribution or posting of information that is determined to have direct benefit or relationship to students enrolled in the school and meets the standards of this policy.

Posters and/or flyers must be student oriented and have the sponsoring organization's name prominently displayed. The District will not permit the posting or distribution of any material that would:

- A. Disrupt the educational process;
- B. Violate the rights of others;
- C. Invade the privacy of others;
- D. Infringe on a copyright;
- E. Violate District policy, procedure, or administrative directive;
- F. Be obscene, vulgar, or indecent; or
- G. Promote violence, discriminatory conduct, the use of drugs, alcohol, tobacco, or certain products that create community concerns.

No commercial publication shall be posted or distributed unless the purpose is to further a school activity, such as graduation, class pictures, or class rings.

If permission is granted to distribute materials, the organization must arrange to have copies delivered to the school. Distribution of the materials will be arranged by administration. Under no circumstances shall individuals not employed by the District be given access to the building for the purposes of posting notices or distributing information.

All student materials must be reviewed and approved by the Superintendent or designee in accordance with Policy 3222.

Cross References: Policy 3222 – Distribution and Posting of Student Materials

Policy History:

Adopted on:

Reviewed on:

Revised on:



Meeting Date:	August 10, 2020
Category:	Action Item - Singular - Both Districts
Agenda Item #:	6.1.1 Consider re-entry recommendation
Originated By:	Bob Connors, Superintendent
Others Involved:	Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

The Board is considering how students will reenter the 2020-2021 school year.

Facts:

1. The recommendation to start with the blended model is based upon discussions with our Executive Cabinet, Instructional Cabinet, Healthcare Partners, and the current data available.
 - a. Current Gallatin County COVID positive tests 14-day and 7-day trends do not lend themselves to being in Step 2 (Cohort Model). We will review these to make decisions on moving to Step 2 or back to Step 0 (Totally Remote).
 - b. Busses will run with lowered capacity.
2. The Board conducted an all day meeting on Thursday August 6, 2020 to discuss the options and to hear public comment.

Fiscal Impact:

TBD

Recommendation:

It is the Superintendent's recommendation that BSD7 begins the school year in a blended model.

If the Board supports the Superintendent's recommendation, an appropriate motion would be:

MOVE TO RE-ENTER THE 2020-21 SCHOOL YEAR IN THE BLENDED MODEL FOR PK-12.

If the Board chooses a different model, an appropriate motion would be:

**MOVE TO RE-ENTER THE 2020-21 SCHOOL YEAR IN THE _____ MODEL FOR PK-5,
THE _____ MODEL FOR 6-8 AND THE _____ MODEL FOR 9-12.**

Other Alternatives:

1. Do not approve the recommendation and request administration propose changes.



Meeting Date:	August 10, 2020
Category:	Action Item Singular - Both Districts
Agenda Item #:	6.1.2
Originated By:	Pat Strauss, Director of Human Resources
Others Involved:	Tami Phillippi, BEA President, Bozeman Classified Employees Association, Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of the Revised [2020-2021 School Calendar](#).

Facts:

1. The Board approved the 2020-2021 School Calendar on March 26, 2018.
2. Adopting a new Learning Management System (LMS) to better address remote teaching practices during the COVID-19 pandemic and beyond requires additional professional development for our staff.
3. The Executive Cabinet recommends changing the beginning day of school for students from August 31, 2020 to September 8, 2020. The recommended calendar revision creates five additional PIR days to appropriately train staff on the new LMS.
4. On March 20, 2020 the Board approved Action Item 3.1.1 which included the following motions:
 - a. **Emergency:** The board of trustees declare an unforeseen emergency in accordance with Sections [20-9-801 through 20-9-806](#), MCA, due to the community and school health concerns related to COVID-19 and authorize the administration to take the necessary steps to execute this declaration and inform the public and government agencies of this declaration.
 - b. **Proficiency:** The superintendent is authorized to work with district staff in making determinations regarding pupils who are proficient in courses in which the pupils are enrolled without regard to the aggregate hours of instruction provided. The superintendent is directed to make a final determination of proficiency for each pupil for each enrolled course, using district assessments, including class grades at a minimum, and reporting a full-time equivalent conversion of ANB for such pupils, based on the scheduled time ordinarily provided through the aggregate hours of instruction for such courses.
5. The District is not required to track aggregate hours of instruction for any pupil deemed proficient by the district using district assessments. This will mitigate the financial penalties that would otherwise accrue as a result of [20-1-301, MCA](#), which exempts from aggregate hours any pupil meeting proficiency under [20-9-311\(4\)\(d\)](#).
6. In accordance with District Policy 2200 the District has proposed the recommended school calendar changes to both the Bozeman Education Association and the Bozeman Classified Employees Association leadership. Both employee groups support the Superintendent's Recommendation.

Recommendation:

It is the Superintendent's recommendation that the Board adopt the proposed [2020-2021 School Calendar](#) revisions as presented.

Other Alternatives:

1. Do not approve the recommendation and request administration propose changes.

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Meeting Date:	August 10, 2020
Category:	Action Item Singular - High School District
Agenda Item #:	6.2.1
Originated By:	Mike Waterman, Director of Business Services
Others Involved:	Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of 2020-21 High School District Budget - **(Moved to 08-17-2020)**

Facts:

This Item was publicly advertised as occurring at tonight's meeting. Because of delays in our ability to reconcile our 2020 year end books the adoption of the final 2020-21 budget has been rescheduled for Monday August 17, 2020.



Meeting Date:	August 10, 2020
Category:	Action Item Singular - Elementary District
Agenda Item #:	6.3.1
Originated By:	Mike Waterman, Director of Business Services
Others Involved:	Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

Consider Approval of 2020-21 Elementary District Budget - **(Moved to 08-17-2020)**

Facts:

This Item was publicly advertised as occurring at tonight's meeting. Because of delays in our ability to reconcile our 2020 year end books the adoption of the final 2020-21 budget has been rescheduled for Monday August 17, 2020.



Meeting Date:	August 10, 2020
Category:	Reports
Agenda Item #:	7.1
Originated By:	Bob Connors, Superintendent
Others Involved:	Executive Cabinet

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:

The Superintendent and Executive Cabinet will provide updates of current issues in their respective areas of responsibility. Since the topics that may come up have not been properly noticed, these reports should not result in extensive discussion by the Board and public at this meeting. They may, however, lead to future agenda items that have been properly noticed.



Meeting Date:	August 10, 2020
Category:	Reports
Agenda Item #:	7.2
Originated By:	Trustees
Others Involved:	

MOTION	SECOND	AYES	NAYS	ABSTAIN

Topic:
Individual Trustees will be provided the opportunity to make requests, express concerns, give reports and request future agenda items. Since the topics that may come up have not been properly noticed, these reports should not result in extensive discussion by the Board and public at this meeting. They may, however, lead to future agenda items that have been properly noticed.