



BOZEMAN SCHOOL DISTRICT NO. 7
VIRTUAL MEETING VIA ZOOM
MONDAY -- February 8, 2021 -- 5:45 PM

Regular Board Meeting

- 5:45 1. **Call to Order -- Roll Call -- Pledge of Allegiance** **No discussion on these items**
2. **BSD7 Experience**
- 2.1 Student Representatives Report
 - 2.2 Board Education - **Bozeman Online School (BOS)**
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
 - 2.3.1 National Association for Music Education All-Northwest 2021 Honor Band, Choir and Orchestra
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
 - 4.2.1 Consider Approval of Board Meeting 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 Financial Reports, Warrants, and Donations
 - 4.4.3 Consider Approval of requests for out-of-state field trips
 - 4.5 Elementary District
5. **Board Discussion**
- 5.1 Policy 1st Reading
 - 5.1.1 Discuss suggested revisions Policy 1400 - Board Meetings
 - 5.2 Legislative Update
6. **Action Items -- Singular**
- 6.1 Both Districts
 - 6.1.1 Consider Approval of Superintendent Search Process
 - 6.1.2 Consider Approval of the 2021-2022 School Calendar
 - 6.1.3 Consider Approval of 2019-20 Comprehensive Annual Financial Report and Audit Report
 - 6.1.4 Consider Approval of a letter to the Governor's Office asking for consideration to prioritize covid vaccinations for educators and school-related personnel
 - 6.2 High School District
 - 6.3 Elementary District

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](#)

If you wish to participate, please go to the linked page on our website [HERE](#) to link into the meeting through Zoom. There are times when the technology is such that the link may need to be changed and we will ensure that the provided link works at least 30 minutes before the meeting and will update the link as necessary to ensure it works.

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

PLEASE TURN OFF CELL PHONES



| | |
|-------------------------|---|
| Meeting Date: | February 8, 2021 |
| Category: | Recognition and Awards |
| Agenda Item #: | 2.3.1 |
| Originated By: | Marilyn King and Casey Bertram, Interim Co-Superintendents |
| Others Involved: | Andrew W. Loftus, Director of Fine Arts Dan Mills, Principal Bozeman High Erica Schnee, Principal Gallatin High |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
|--------|--------|------|------|---------|
| | | | | |

Topic:

Recognition of National Association for Music Education All-Northwest 2021 Honor Band, Choir and Orchestra

Fiscal Impact:

N/A

Recommendation:

It is recommended that the Board of Trustees adopt the following resolution:

WHEREAS: Members of Bozeman and Gallatin High Schools Band, Choir and Orchestra have excelled as musicians through their hard work, dedication, and talent; and

WHEREAS: Through competitive recorded auditions they were selected as members of the National Association for Music Education (NAfME), All-Northwest, (Alaska, Idaho, Montana, Oregon, Washington and Wyoming), 2021 Honor Band, Choir and Orchestra;

THEREFORE: Be it resolved that the Board of Trustees recognize and honor:

Band

| | | |
|-----------------|--------------------|-----|
| Annika Lawrence | Flute | BHS |
| Trevor Lind | Percussion | BHS |
| Tiffany Niedens | Baritone Saxophone | BHS |
| Katherine Shaw | Oboe | GHS |
| Ben Wilson | Trumpet (Cornet) | BHS |

Choir

| | | |
|--------------|-----------|-----|
| Makayla Otey | Soprano 2 | GHS |
|--------------|-----------|-----|

Orchestra

| | | |
|------------------|--------|-----|
| Felix Guggenheim | Violin | BHS |
| Kathryn Kelly | Violin | BHS |
| Muen Li | Violin | GHS |



| | |
|------------------|--|
| Meeting Date: | February 8, 2021 |
| Category: | Action Item - Consent - Both Districts |
| Agenda Item #: | 4.2.1 |
| Originated By: | Mike Waterman, Director of Business Services |
| Others Involved: | Lori Ross, Executive Assistant |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
|--------|--------|------|------|---------|
| | | | | |

Topic:

Consider Approval of Board Meeting Minutes.

Facts & Discussion:

1. Minutes of the [January 25, 2021](#) Special Board Meetings.
2. Upon approval, the minutes represent the official actions of the Board of Trustees of School District No. 7.

Fiscal Impact:

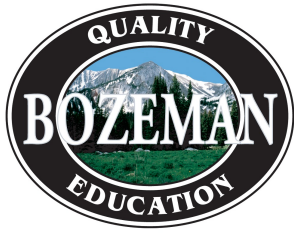
N/A

Recommendation:

It is recommended the Board of Trustees approve as presented, the minutes of the Special Board Meeting on [1-25-2021](#).

Other Alternatives:

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



| | |
|------------------|--|
| Meeting Date: | February 8, 2021 |
| Category: | Action Item - Consent - High School District |
| Agenda Item #: | 4.3.1 |
| Originated By: | Todd Swinehart, Director of Facilities |
| Others Involved: | |

| 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:

It is recommended the Board of Trustees approve the High School Bond Projects Update.

Other Alternatives:

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

Discussion:**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. As construction continues, students and staff are able to safely occupy the building with very minimal disruptions to their daily schedules.

Overall the project is approximately 43% Complete.

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

Project: Gallatin High School

On January 21, 2021, Bozeman Public Schools received formal confirmation that this project has received Collaborative for High Performance Schools (CHPS) recognition as a high performance learning environment and has earned CHPS Verified status. Of further note, this is the first [CHPS verified school in the state of Montana](#). A formal plaque which denotes this achievement will be installed at a future date.



January 21, 2021

Mr. Todd Swinehart
Facilities Director
Bozeman District 7
404 West Main Street
Bozeman, MT 59715

Dear Mr. Swinehart:

Congratulations! The Collaborative for High Performance Schools (CHPS), recognizes Gallatin High School as a high performance learning environment that has earned CHPS Verified™ status under the US-CHPS 2014 Criteria.

Compliance with the US-CHPS program is a significant achievement. This distinction demonstrates the project has undergone a rigorous design and construction process and is now in compliance with the US-CHPS Criteria high performance school rating system.

Gallatin High School has achieved the necessary prerequisites and credits to be recognized as a CHPS Verified school. The project earned 118 points, exceeding the threshold of 110 points for new construction.

High performance learning environments will deliver many benefits to schools, including making a significant improvement in the health and education of our children, inspiring future leaders and creating a stronger America.

CHPS is pleased to acknowledge your contribution and to welcome Gallatin High School to the distinguished rank of educational facilities that are leading the movement to build this new generation of healthy, high performance schools.

Thank you for joining CHPS in our mission to make every school an ideal place to learn.

Sincerely,

Elisabeth Krautscheid
Managing Director

John Zinner
Board Chair



JANUARY PROGRESS REPORT

PROJECT: Bozeman High School Renovation

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

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

SUBJECT: Progress Report for January 2021

Progress Update

1. Demo start date for B wing
 - a. Hawks Nest is moving out during spring break
 - b. Langlas has this scheduled to be demolished in June
 - c. Langlas, Hawks Nest, Cushing Terrell and Todd Swinehart met 1/19.
2. The south gym will be closed after spring break
3. Todd will review the data room cleanup list that Roger sent
4. BSD7 has the NWE service agreement - Langlas doesn't anticipate any future service bills
5. Classroom data/ projector connections
 - a. N wing has a data and HDMI connection for the projectors
 - b. Gallatin High has HDMI, data, and USB connection
 - c. BHS has CAT6, COAX, and HDMI
 - i. 1 wireless connection
 - ii. 1 projector connection
 - iii. BHS does not include a USB connection
 - iv. The projectors are owner provided and can be set up as HDMI
 - v. The image quality will be the same for CAT6 and HDMI (monitors run at data speeds lower than the CAT6 cable)
 - vi. Todd wants to see the face plate configurations at GHS versus BHS (Paul will assemble the comparison)
6. Roof substrate
 - a. The substrate was accepted as an alternate, but was missed in construction and roofing installation has progressed for 1500 sf of the auditorium roof
 - b. Substrate gives the vapor barrier a solid surface to rest on
 - c. Substrate helps prevent the vapor barrier from getting punctured by sharp items on the deck
 - d. RD stated that the vapor barrier is rolled out as the insulation is getting placed
 - e. Discussed setting up a time to review the vapor barrier and insulation being installed
7. 5'-0" versus 6'-0" door at building 4A
 - a. Original intent was to replace the door at the same size, but the drawings noted a 6'-0" door

- b. Langlas will price a new frame and door for comparison to resizing the opening
 - c. Cushing Terrell confirmed there is no code issue with current door size
- 8. Cushing Terrell met with the City of Bozeman to review the additional gym seating to determine if it will require additional code changes
 - a. The City of Bozeman reviewed and agreed that the additional gym seating would not require any additional amenities
- 9. Updated site phasing plans reviewed – 2 plans include:
 - a. Spring break to summer break
 - i. Travel to and from the swim center does not coincide with the passing schedule
 - 1. Langlas prefers that the ramp be used out of the north for school traffic to the track.
 - ii. Langlas will look at the plan to determine if one of the stairs adjacent to the swim center can be closed off
 - 1. The area west of the swim center will need to remain open for fire truck access.
 - 2. Students are able to use the south west stair to access the swim center from the lower level locker rooms
 - iii. G wing – the upper level classrooms are planned to be removed
 - 1. 2 classrooms are turning into a mechanical room
 - 2. 2 classrooms are turning into a storage room
 - 3. Dan Mills is concerned about losing these 4 classrooms
 - 4. The rooms do not have ADA access
 - 5. BSD7 wants to keep the two classrooms that were going to be converted into storage
 - a. Todd Swinehart stated to remove the wall demo from the scope
 - b. Langlas issued an RFI for direction on this and will price accordingly
 - iv. Track could extend into June – track can use the football locker rooms to keep locker room work moving elsewhere
 - b. Langlas will update the plans and send them to Todd Swinehart and Dan Mills
- 10. Roof 2B does not have a ladder – Langlas issued an RFI to determine if it is required. Cushing Terrell will issue a PR for a roof ladder.
- 11. Region 3B wireless access coverage
 - a. The AV consultant reviewed the coverage and doesn't see any connection issues as designed
 - b. Cushing Terrell reviewed the coverage plan with Todd
- 12. The deficient 3B roof installation was removed and is being reinstalled
 - a. Cushing Terrell reviewed the reinstalled roof and found it to be satisfactory
- 13. Cushing Terrell on site 1/13 to review slab prep
- 14. Cushing Terrell to issue PR for room M12 cooling system
 - a. There is an existing mini-split, but it uses outdated coolant
 - b. Langlas has not confirmed that the unit is operational
- 15. Roller shades at room F5 do not have power shown, but were intended to be motorized
 - a. Cushing Terrell to check to see if there is an option to proceed with manual roller shades instead of motorized
 - b. Bozeman School District determined that shades in that location and at the south entry windows are not required
 - c. Cushing Terrell responded to RFI's accordingly
- 16. Langlas stated that the existing elevator hoist beam might have to be engineered even though the elevator is not changing
- 17. Beginning 1/28, all students will be back to school 4 days a week – Wednesdays will be cleaning days

- a. Todd Swinehart does not see a parking issue with all students back and stated that Langlas can park in the Main Street lot along with students
- 18. Some construction staff were removed from the site because they were not wearing masks
 - a. The Langlas policy is that 100% of site workers must wear a mask, if not they will be removed from the project
 - b. Langlas has a staff member that will walk the job every hour to confirm safety protocol is being followed
- 19. Langlas to set up a key coring meeting
- 20. Cushing Terrell walk throughs
 - a. The plumbing engineers were on site 1/27 for a site walk through
 - b. The electrical engineer was on site 1/29 for an electrical rough-in walk through
- 21. RFIs Discussed
 - a. RFI 120 Long Hall Flooring: Todd, Langlas, and Cushing Terrell reviewed the flooring condition and discussed potential treatment, including considering grinding the concrete (different pours will not match exactly)
 - b. Roller shade information is forthcoming
 - c. Cushing Terrell is working on a solution for the roof ladder.
 - i. Will need to add a ladder.
 - ii. There is approximately a 3'-0" height difference between roofs
- 22. Submittals
 - a. Roller shades – one F wing room has a cross brace in the window – Todd Swinehart does not see a need to install roller shades at some locations and will confirm with Dan Mills
 - b. Telescoping stands – Todd Swinehart spoke with Marty (City of Bozeman) on 1/26 and Marty is going to follow up with Cal (City of Bozeman).
 - c. Cushing Terrell to work with the internal team to get the fire protection turned around
- 23. CCD's Discussed
 - a. CCD 22: Fire department list of items that needed to be addressed – Todd approved
 - b. CCD 26: Fire Alarm Revisions
 - i. Cushing Terrell will be covering approximately \$900 due to some rework required
 - ii. Langlas will send revised pricing through
 - c. CCD 29: Classroom data/ projector connections - Cushing Terrell will send the comparison of the face plate configurations at GHS versus BHS to Todd
 - d. CCD 40: Removed the fin-tube heater that wasn't functional and patched the wall – Todd Swinehart approved
 - e. CCD 47: Troubleshoot existing shop heaters
 - i. Langlas removed the markups from the pricing
 - ii. Todd Swinehart stated that he wants to see credits from work elsewhere
 - f. CCD 50: Roof substrate board
 - i. The roofing manufacturer will not cover the vapor barrier warranty
 - ii. Langlas will provide photos of the auditorium north roof installation
 - iii. Todd Swinehart approved the credit
 - g. CCD 43: Hall fin tube heater removal
 - i. The sub-contractor is willing to do a time and materials budget with a not-to-exceed price.
 - ii. Langlas believes the pricing is low.
 - iii. Todd Swinehart did not see any issues with original contract modification price.

Construction Progress

- Construction progress images (attached)
- Building Key Plan (attached)

cushingterrell.com

- Site Phasing Plan (attached)

Budget Update

- The construction project remains on budget

Invoice Status

- Paid in full to date

Schedule Update

- Project Substantially Complete June 2022



Fig 01: Overall view of the site



Fig 02: Overall view from the southeast



Fig 03: Overall view from the south



Fig 04: Overall view from the southwest



Fig 05: Auditorium and Learning Community from the west



Fig 06: Overall view from the northeast



Fig 07: Overall view of the Auditorium and Learning Community



Fig 08: Overall view from the east



Fig 09: Overall view of Learning Community

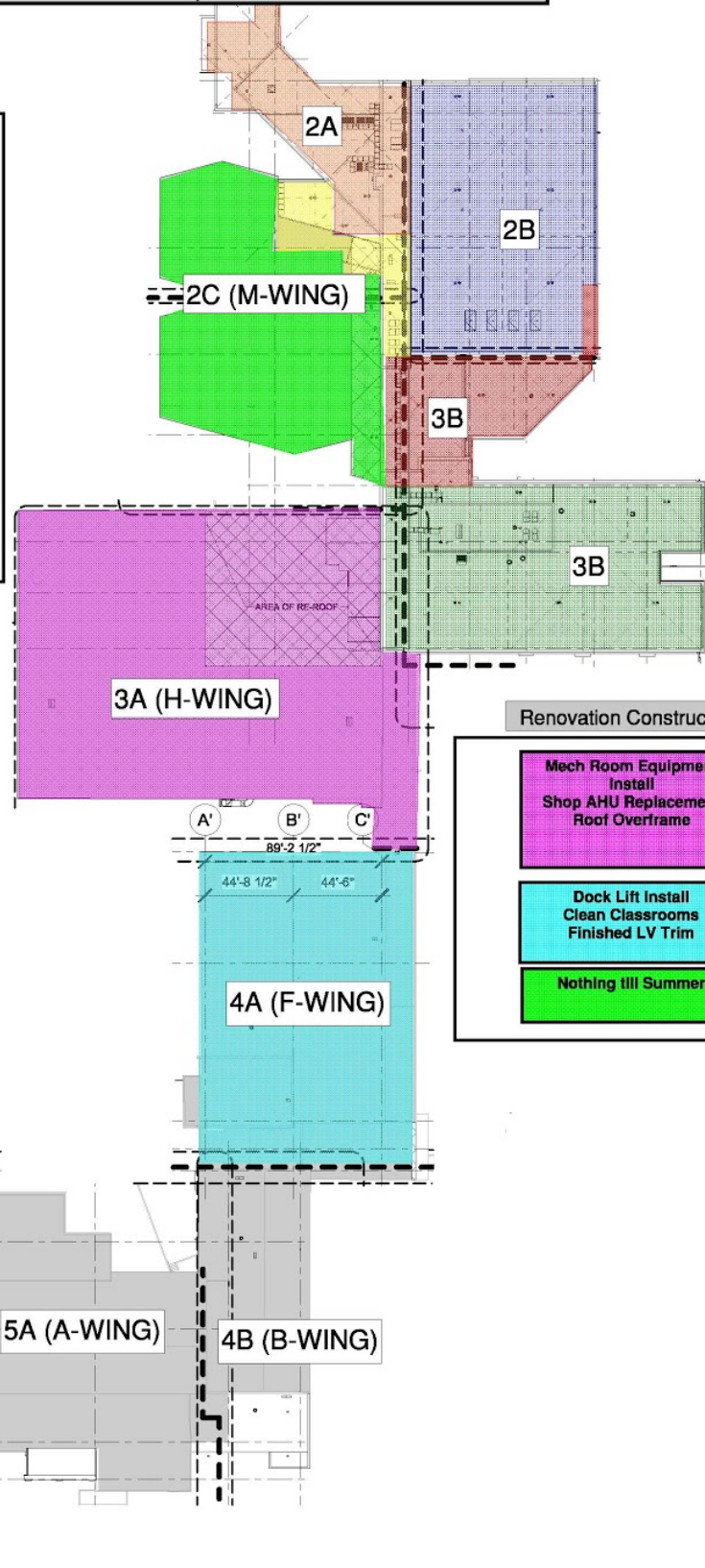


Fig 10: Overall view from the east

BHS Renovation Building Schedule Plan
 Winter 2021 - Summer 2021
 Updated 1.25.21

New Construction

| |
|--|
| 1st/2nd Floor MEP Floor and Ceiling Rough-In 2nd Floor Framing Exterior 3M Install Roof Prep |
| MEP Rough-In Slab Prep |
| Steel Erection Glu-lam Installation |
| Steel Erection Glu-lam Installation |
| Roof Membrane Install SOG complete SOD prep and place Riser Install Precast Panel Complete Interior Framing |

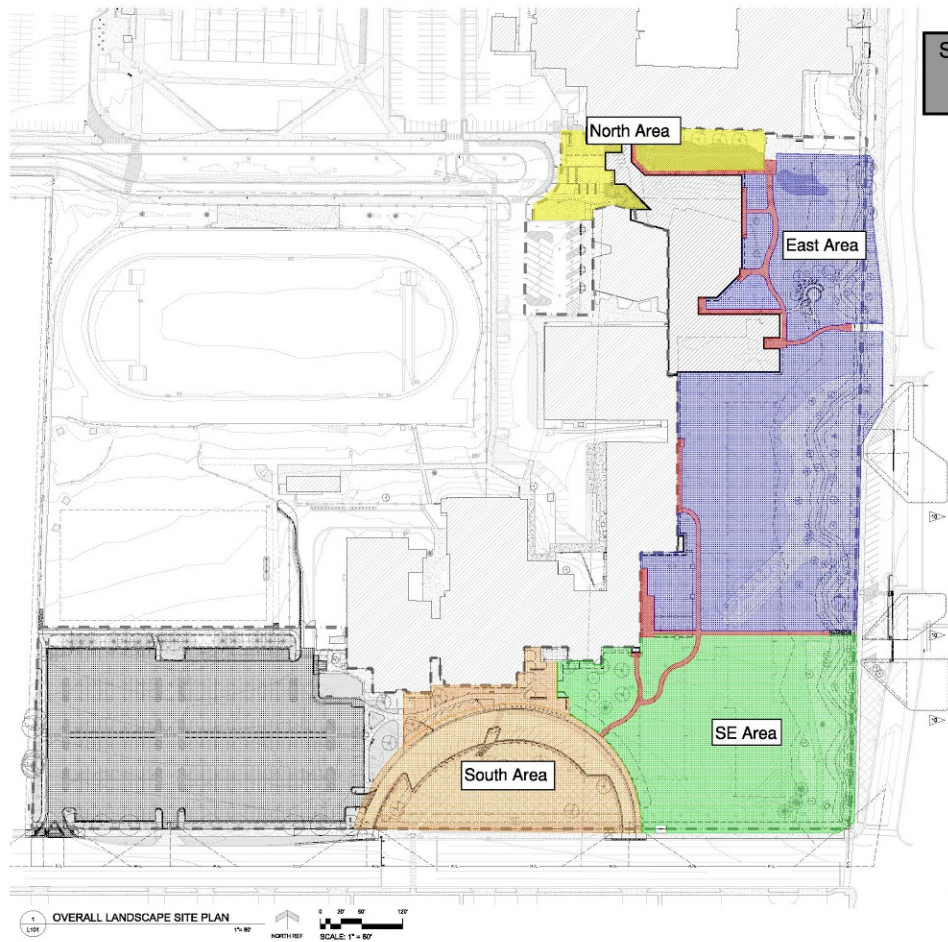


Renovation Construction

Mech Room Equipment Install
 Shop AHU Replacement
 Roof Overframe

Dock Lift Install
 Clean Classrooms
 Finished LV Trim

Nothing till Summer



Site Exterior Improvements Phasing Plan
Winter 2021 - Summer 2021
Updated 1.25.21

North Area
Material Storage
Final Hardscapes/Landscaping
to Start 2021

East Area
Material Storage
Final Hardscapes/Landscaping
to Start 2021

SE Area
Bridge SWPPP Work
Material Storage
Final Hardscapes/Landscaping
to Start 2021

South Area
Work to Start Summer 2021



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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: <i>(name and address)</i> | CONTRACT INFORMATION: | Architect's Project Number: BZN_HIGHRENO Field Report Number: CT-025 |
| Bozeman High School 205 North 11 th Ave Bozeman, Montana | Contract For: General Construction Date: 12/1/2016 | |
| OWNER: <i>(name and address)</i> | ARCHITECT: <i>(name and address)</i> | CONTRACTOR: <i>(name and address)</i> |
| Bozeman School District 404 W Main Street Bozeman, MT 59715 | Cushing Terrell 411 E Main Street Bozeman, MT 59715 | Langlas and Associates, Inc 1019 E Main Street #101 Bozeman, MT 59715 |

| | | | |
|----------------------------|---------------------|-----------------|---------------------|
| DATE OF SITE VISIT: | TIME: | WEATHER: | TEMP. RANGE: |
| 1/6/2021 | 2:30 PM- 3:00 PM | Clear | 42-44 deg. F |

| | |
|--|--|
| WORK IN PROGRESS: | PRESENT AT SITE: |
| Mechanical installation, plumbing installation, building 3B framing, auditorium tiered seating structure installation, glulam beam and column installation, roofing of 3B. | Framing sub-contractor, general contractor field staff, Mechanical and plumbing sub-contractors, roofing sub-contractor. |

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

Work in Progress (Observed):

1. Installation of roofing assembly on 3B roof.

Observations:

1. The roofing subcontractor was in the process of reinstalling the roof assembly. The entire assembly installed on 1/5/2021 was removed. The vapor barrier was laid on top of the substrate board across a dry steel deck cleared of debris. No standing water was present. The vapor barrier was terminated at the inside of the parapet as indicated in the contract documents. Spray foam plugs had been sprayed into the parapet cavity as detailed. The exposed vapor barrier did not appear to have any unintended perforations or punctures. The contractor had just started rolling out the epdm membrane at the conclusion of the site evaluation. (Fig. 1-1 through Fig. 3-2)

ACTION REQUIRED: *(Include follow-up items, responsible parties, and due dates.)*

None

ATTACHMENTS:

PHOTOS

REPORT BY:

-See attached digital signatures page-
SIGNATURE

1/6/2021
DATE

Kasey Welles, Project Architect

PRINTED NAME AND TITLE

Digital Signatures Page

Kasey Welles

Digitally signed by Kasey Welles
DN:
E=KaseyWelles@cushingerrell.com,
CN=Kasey Welles, OU=Users,
OU=Bzmn, DC=otagroup, DC=net
Date: 2021.01.07 06:03:06-0700'



Figure 1-1: Debris Cleared From Deck



Figure 1-2: Clean And Dry Deck
With New Roof Installation

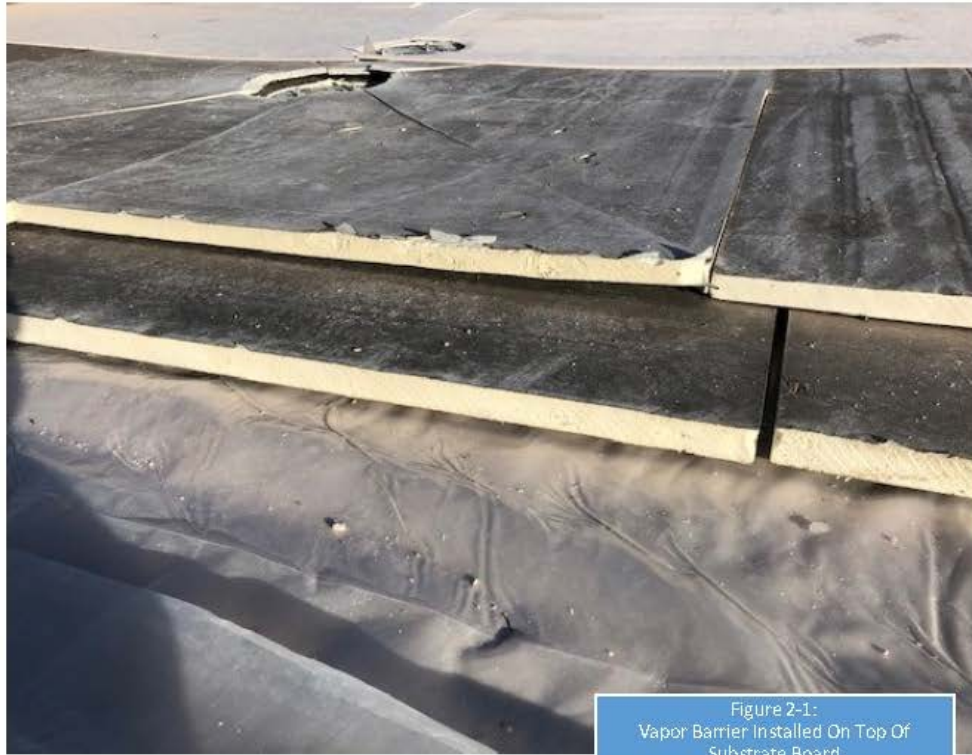


Figure 2-1:
Vapor Barrier Installed On Top Of
Substrate Board



Figure 2-2: Vapor Barrier Termination At Parapet Wall



Figure 3-1:
Spray Foam Plug Inside Parapet Wall

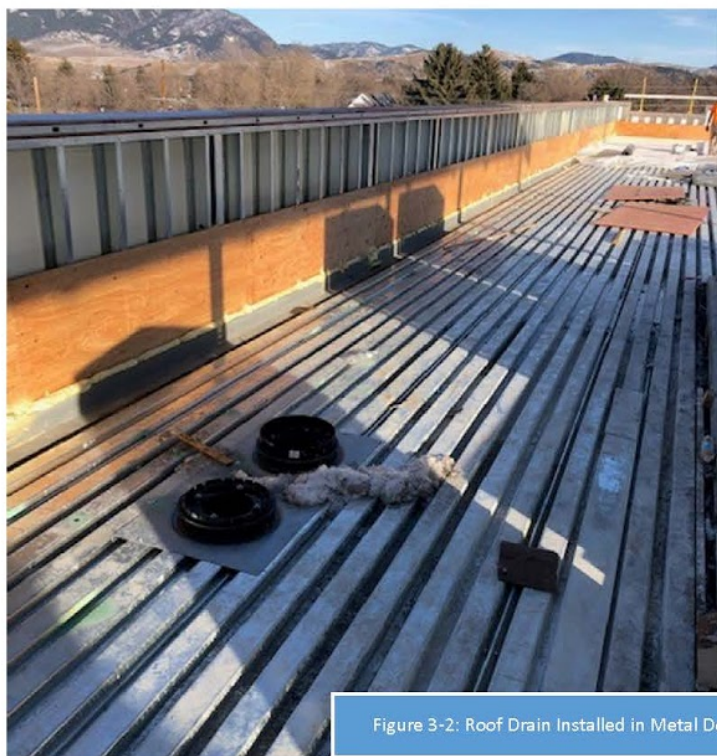


Figure 3-2: Roof Drain Installed in Metal Deck



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Architect's Field Report

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| | | | |
|---|---|---|---|
| PROJECT: <i>(name and address)</i> | | CONTRACT INFORMATION: | Architect's Project Number: BZN_HIGHRENO |
| Bozeman High School 205 North 11 th Ave Bozeman, Montana | | Contract For: General Construction Date: 12/1/2016 | Field Report Number: CT-026 |
| OWNER: <i>(name and address)</i> | ARCHITECT: <i>(name and address)</i> | CONTRACTOR: <i>(name and address)</i> | |
| Bozeman School District 404 W Main Street Bozeman, MT 59715 | Cushing Terrell 411 E Main Street Bozeman, MT 59715 | Langlas and Associates, Inc 1019 E Main Street #101 Bozeman, MT 59715 | |
| DATE OF SITE VISIT: | TIME: | WEATHER: | TEMP. RANGE: |
| 01/06/2021 | 8:00 AM | Cloudy | 20F |
| WORK IN PROGRESS: | | PRESENT AT SITE: | |
| See Below: | | Apollo | |

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

Alex Russell (Cushing Terrell) made a site visit to observe mechanical construction in progress. The following items were observed:

Work in Progress:

1. Ductwork installation in 1st floor Building 3B is on-going.
2. Air Handling Units in the woods, metals, and auto shop have been installed and started up.

General Observations:

1. Mechanical Workmanship is satisfactory.
2. VRF Fan Coil Units are covered after installation. A few instances were found where covering had fallen off.
3. Roof penetrations for shop AHUs have not been completed, but are sealed with plastic weather tight.

ACTION REQUIRED: *(Include follow-up items, responsible parties, and due dates.)*

1. Cover all ductwork and equipment in place.

ATTACHMENTS:

PHOTOS

REPORT BY:

-See attached digital signatures page-

SIGNATURE

Alex Russell, PE

PRINTED NAME AND TITLE

01/12/2021

DATE

Digital Signatures Page

Alex Russell

Digitally signed by Alex Russell
DN:
E=AlexRussell@cushingerrell.com,
CN=Alex Russell, OU=Users,
OU=Bzmn, DC=clagroup, DC=net
Date: 2021.01.12 11:57:18-0700'



Figure 01: FCU install in 3B

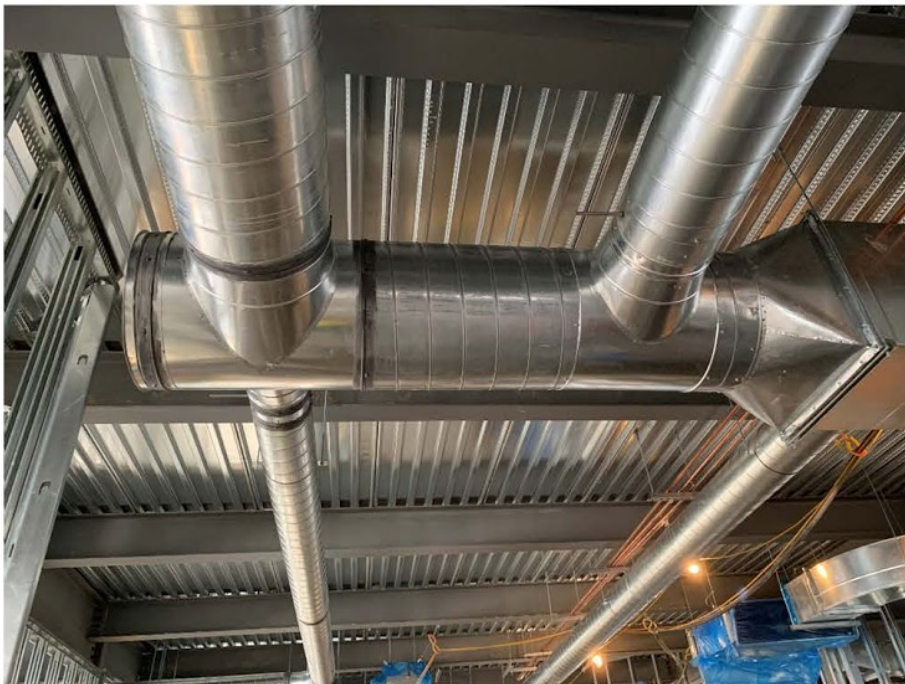


Figure 02: Ductwork in 3B



Figure 03: Ductwork in 3B.



Figure 04: Roof penetration sealed with plastic



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Architect's Field Report

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| | | |
|--|---|---|
| PROJECT: <i>(name and address)</i> Bozeman High School 205 North 11 th Ave Bozeman, Montana | CONTRACT INFORMATION: Contract For: General Construction Date: 12/1/2016 | Architect's Project Number: BZN_HIGHRENO Field Report Number: CT-027 |
| OWNER: <i>(name and address)</i> Bozeman School District 404 W Main Street Bozeman, MT 59715 | ARCHITECT: <i>(name and address)</i> Cushing Terrell 411 E Main Street Bozeman, MT 59715 | CONTRACTOR: <i>(name and address)</i> Langlas and Associates, Inc 1019 E Main Street #101 Bozeman, MT 59715 |
| DATE OF SITE VISIT: 1/13/2021 & 1/14/2021 | TIME: 3:30 PM- 4:00 PM & 6:30AM- 7:30 AM | WEATHER: Clear |
| TEMP. RANGE: 42-44 deg. F & 22 deg. F | | |
| WORK IN PROGRESS: Auditorium underslab prep., Concrete pour | PRESENT AT SITE: General contractor field staff, concrete subcontractor, electrical subcontractor | |

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

Work in Progress (Observed) 1/13/2021:

1. Installation of underslab vapor barrier, welded wire mesh, and underslab utilities at sloped auditorium floor and floor in front of stage.

Work in Progress (Observed) 1/14/2021:

1. Patching of under slab vapor barrier holes, installation of chairs under welded wire mesh, sealing vapor barrier at slab edges, and underslab utilities at sloped auditorium floor and floor in front of stage.

Observations 1/13/2021:

1. A majority of vapor barrier had been laid down in front of the stage and at the sloped tiered seating. Seams were taped throughout with appropriate laps. (Fig. 1-1)
2. A number of penetrations were observed throughout the vapor barrier. (Fig. 1-2)
3. The vapor barrier had been sealed to walls with Stegotack tape sealant strip in many locations however, there were a number of locations where the vapor barrier had not been sealed to the foundation walls. (Fig. 2-1)
4. The vapor barrier at the slab edge below the stage was not secured under the expansion joint, but was taped to the face of the concrete wall with Stegotack tape.
5. The utility penetrations observed were not fully sealed. (Fig. 2-2)
6. A run of conduit was laid on top of the welded wire mesh prohibiting the mesh from being lifted onto pedestals during the concrete pour. (Fig. 3-1)

Observations 1/14/2021

1. A few edges of the vapor barrier had not been sealed. Kasey Welles discussed these locations with Jean Freeman who instructed the field staff to seal the edges. (Fig. 3-2)

2. Multiple punctures in the vapor barrier still existed. Kasey Welles discussed with Jean Freeman who instructed the field staff to precede the concrete pour with hole patching. Holes were being patched prior to concrete being poured at the conclusion of the site review. (Fig. 4-1)

3. The conduit laid on top of the wire mesh and vapor barrier had been rerouted under the vapor barrier.

4. The vapor barrier below the stage had been sealed to the concrete and expansion joint had been secured over it per details. (Fig. 4-2)

5. Utility penetrations were sealed as required. (Fig. 5-1)

6. Pedestals were installed under welded wire mesh as needed to lift the wire mesh into place. (Fig. 5-2)

7. Wire mesh was not fully installed on the sloped seating portion of the auditorium. This portion of concrete will not be poured today.

Discussions:

1. Kasey Welles discussed the need to seal all punctures in the vapor barrier with Jean Freeman.

2. Kasey Welles discussed the need to seal all edges of vapor barrier to concrete foundations tie-ins with Jean Freeman.

3. Kasey Welles discussed the need to seal around all utility penetration with Jean Freeman.

4. Kasey Welles discussed the need to provide enough pedestals to lift the welded wire mesh into place with Jean Freeman.

Upcoming Work

1. Slab pour at auditorium seating.

ACTION REQUIRED: *(Include follow-up items, responsible parties, and due dates.)*

Seal vapor barrier at all penetrations, slab edges, and utility lines. Install pedestals under all welded wire mesh.

ATTACHMENTS:

PHOTOS

REPORT BY:

-See attached digital signatures page-

1/14/2021

SIGNATURE

DATE

Kasey Welles, Project Architect

PRINTED NAME AND TITLE

Digital Signatures Page

Kasey Welles

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Date: 2021.01.14 19:18:03-0700'



Figure 1-1: Underslab Vapor Barrier and Welded Wire Mesh



Figure 1-2: Example of Penetrations in Vapor Barrier



Figure 2-1:
Example of Vapor Barrier Not Sealed At
Foundation Wall



Figure 2-2: Unsealed Utility Penetrations In Vapor
Barrier

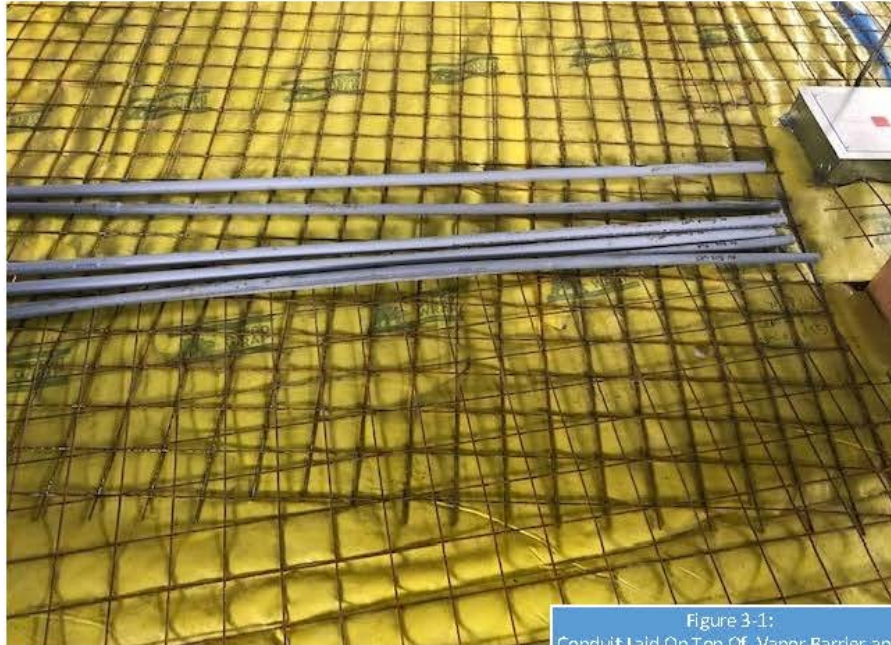


Figure 3-1:
Conduit Laid On Top Of Vapor Barrier and
Wire Mesh



Figure 3-2: Edges of Vapor Barrier Being Sealed

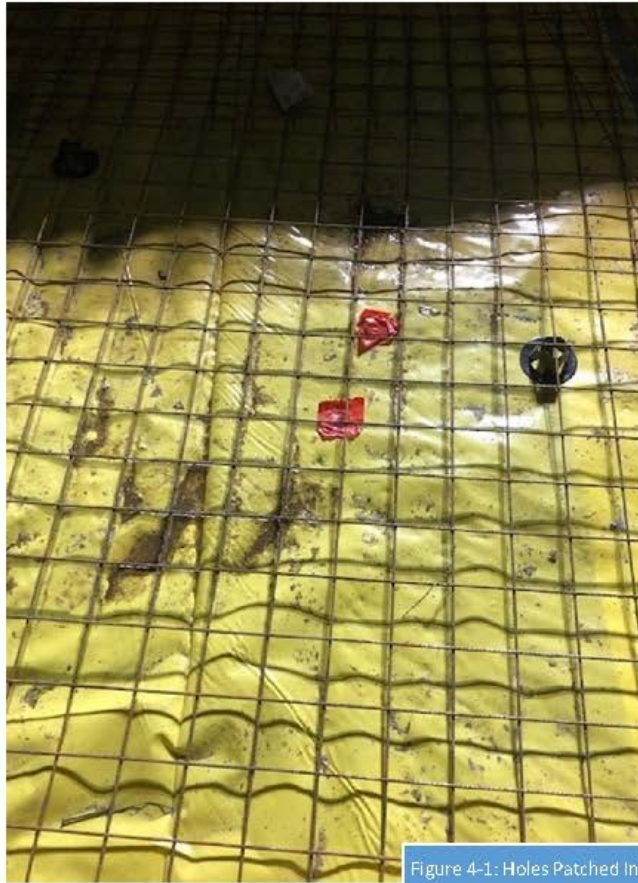


Figure 4-1: Holes Patched In Vapor Barrier



Figure 4-2: Vapor Barrier Sealed Under Expansion Joint

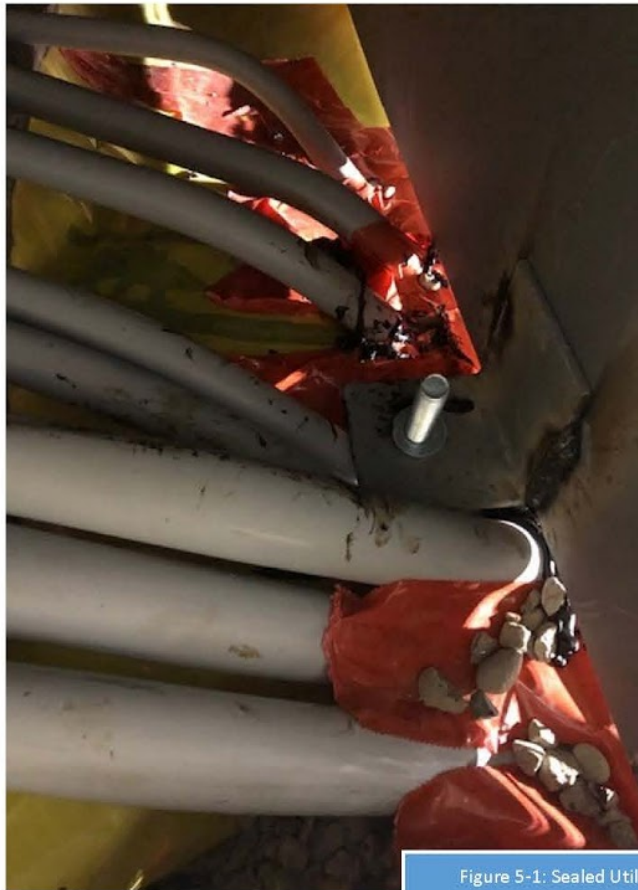


Figure 5-1: Sealed Utility Lines

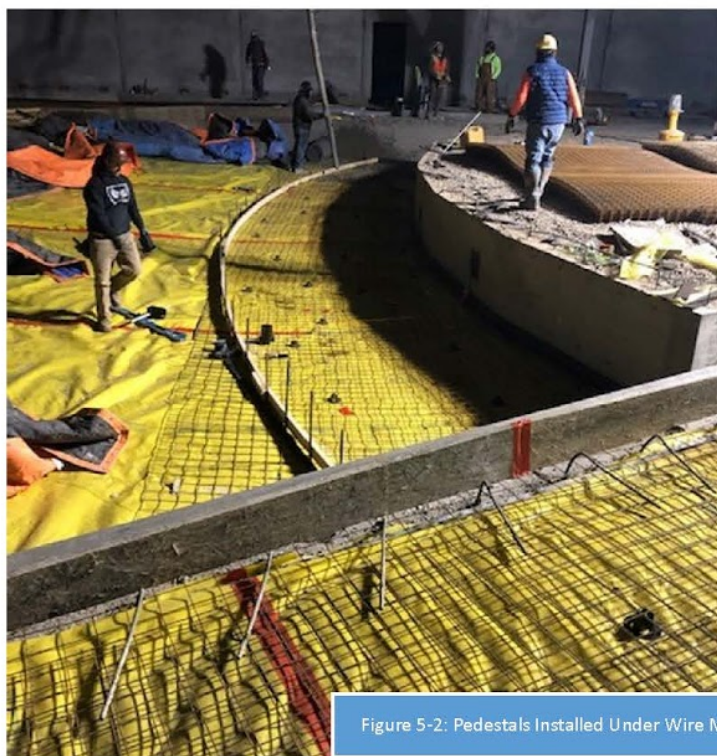


Figure 5-2: Pedestals Installed Under Wire Mesh



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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: <i>(name and address)</i> Bozeman High School 205 North 11 th Ave Bozeman, Montana | CONTRACT INFORMATION: Contract For: General Construction Date: 12/1/2016 | Architect's Project Number: BZN_HIGHRENO Field Report Number: CT-028 | |
| OWNER: <i>(name and address)</i> Bozeman School District 404 W Main Street Bozeman, MT 59715 | ARCHITECT: <i>(name and address)</i> Cushing Terrell 411 E Main Street Bozeman, MT 59715 | CONTRACTOR: <i>(name and address)</i> Langlas and Associates, Inc 1019 E Main Street #101 Bozeman, MT 59715 | |
| DATE OF SITE VISIT: 1/14/2021 | TIME: 3:30 PM- 4:15 PM | WEATHER: Clear | TEMP. RANGE: 42-44 deg. F |
| WORK IN PROGRESS: Auditorium underslab prep. | | PRESENT AT SITE: General contractor field staff, concrete subcontractor, electrical subcontractor | |

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

Work in Progress (Observed):

1. Installation of underslab vapor barrier.
2. Installation of welded wire mesh.
3. Installation of underslab utilities at sloped auditorium floor.
4. Patching of under slab vapor barrier holes.
5. Installation of chairs under welded wire mesh.
6. Sealing vapor barrier at slab edges and underslab utilities at sloped auditorium floor and floor in front of stage.

Observations 1/14/2021:

1. Vapor barrier had been laid down at the sloped tiered seating. Seams were taped throughout with appropriate laps. (Fig. 1-1)
2. The vapor barrier had been sealed to walls with Stegotack tape sealant strip in many locations however, there was one location where the vapor barrier had not been sealed to the foundation wall and the vapor barrier was not sealed behind the expansion joint. Kasey Welles discussed these locations with Jean Freeman who noted that the expansion joint would be installed over the vapor barrier edge and instructed the field staff to seal the edge. (Fig. 1-2)
3. Multiple punctures in the vapor barrier still existed. Kasey Welles discussed with Jean Freeman who instructed the field staff to preceed the concrete pour with hole patching. (Fig. 2-1)
4. Pedestals were installed under welded wire mesh as needed to lift the wire mesh into place. Kasey Welles discussed the need to provide enough pedestals to keep the wire mesh in place during the pour with Jean Freeman. (Fig. 2-2)

Discussions:

1. Kasey Welles discussed the need to seal all punctures in the vapor barrier with Jean Freeman.
2. Kasey Welles discussed the need to seal all edges of vapor barrier to concrete foundations tie-ins and provide expansion joint over the vapor barrier with Jean Freeman.

3. Kasey Welles discussed the need to provide enough pedestals to lift the welded wire mesh into place with Jean Freeman.

Upcoming Work

1. Slab pour at auditorium seating.

ACTION REQUIRED: *(Include follow-up items, responsible parties, and due dates.)*

Seal vapor barrier at all penetrations and slab edges. Install pedestals under welded wire mesh.

ATTACHMENTS:

PHOTOS, IMAGES FROM LANGLAS SHOWING CORRECTIONS

REPORT BY:

-See attached digital signatures page-

1/15/2021

SIGNATURE

DATE

Kasey Welles, Project Architect

PRINTED NAME AND TITLE

Digital Signatures Page

Kasey Welles

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Date: 2021.01.15 10:20:04-0700'



Figure 1-1: Underslab Vapor Barrier On Sloped Seating Floor



Figure 1-2: Unsealed Vapor Barrier



Figure 2-1:
Puncture In The Vapor Barrier



Figure 2-2: Pedestals Installed Under Wire Mesh



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: <i>(name and address)</i> | CONTRACT INFORMATION: | Architect's Project Number: BZN_HIGHRENO Field Report Number: CT-029 |
| Bozeman High School 205 North 11 th Ave Bozeman, Montana | Contract For: General Construction Date: 12/1/2016 | |
| OWNER: <i>(name and address)</i> | ARCHITECT: <i>(name and address)</i> | CONTRACTOR: <i>(name and address)</i> |
| Bozeman School District 404 W Main Street Bozeman, MT 59715 | Cushing Terrell 411 E Main Street Bozeman, MT 59715 | Langlas and Associates, Inc 1019 E Main Street #101 Bozeman, MT 59715 |

| | | | |
|----------------------------|---------------------|-----------------|---------------------|
| DATE OF SITE VISIT: | TIME: | WEATHER: | TEMP. RANGE: |
| 1/19/2021 | 1:00 PM- 2:30 PM | Clear | 35-40 deg. F |

| | |
|---|---|
| WORK IN PROGRESS: | PRESENT AT SITE: |
| Mechanical installation, plumbing installation, building 3B framing, H-wing overframe roof installation, glulam beam and column installation, 3B floor grinding, and roofing of 3B. | Framing sub-contractor, general contractor field staff, Mechanical and plumbing sub-contractors, roofing sub-contractor, floor grinding sub-contractor. |

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

Work in Progress (Observed):

1. Installation of glulam columns and beams at building 2A.
2. Installation of mechanical and plumbing on first and second floor of building 3B.
3. Installation of stainless steel wall panels at F-wing service corridor.

Observations:

1. The maintenance shop lift is on site and prepared to be installed. The stair at the maintenance shop is installed. (Fig. 1-1)
2. The stainless steel wall panels in the maintenance corridor of F-wing were being installed. (Fig 1-2)
3. The roofing subcontractor was in the process of installing the roof area divider on building 3B. No additional progress has been made on the roof to date. (Fig. 2-1)
4. The last precast panel was installed on the south side of the auditorium in building 2B. (Fig. 2-2)
5. The floors of first floor building 3B have been polished. (Fig. 3-1)
6. Installation of the glulam columns and beams was underway in the 2A portion of long hall. (Fig. 3-2)
7. Floor opening railings have been installed at the second floor 3B long hall. (Fig. 4-1)
8. The building 3A roof overframe structure is being installed. (Fig. 4-2)
9. Mechanical ductwork is being installed at the second floor of building 3B.
10. The building 3B mechanical penthouse exterior walls have been framed and the mechanical units are in place.
11. The roof area divider is partially installed on the building 3B roof.

Discussions:

None.

Upcoming Work

1. 3B framing and air and moisture barrier installation.
2. 3B interior gypsum board installation.
3. 2B MEP rough in and interior second floor framing.
4. 2A structural steel installation and framing.
5. 3B and 3A roof installation.

ACTION REQUIRED: *(Include follow-up items, responsible parties, and due dates.)*

None.

ATTACHMENTS:

PHOTOS

REPORT BY:

-See attached digital signatures page-

1/22/2021

SIGNATURE

DATE

Kasey Welles, Project Architect

PRINTED NAME AND TITLE

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Date: 2021.01.22 15:44:29-0700'



Figure 1-1: Maintenance Shop Lift and Stair

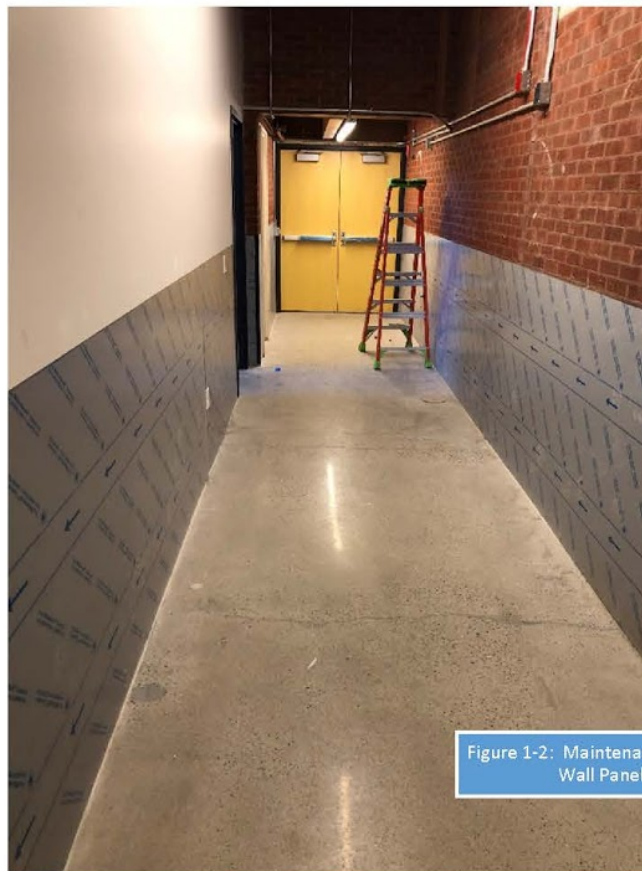


Figure 1-2: Maintenance Corridor Wall Panels



Figure 2-1:
Roof Area Divider Installation



Figure 2-2: Auditorium Precast Panel



Figure 3-1:
Building 3B Polished Floors



Figure 3-2: Glulam Column and Beam Installation



Figure 4-1:
Floor Opening Railings



Figure 4-2: Building 4A Overframe Roof Structure



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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: <i>(name and address)</i> | CONTRACT INFORMATION: | Architect's Project Number: BZN_HIGHRENO Field Report Number: CT-030 |
| Bozeman High School 205 North 11 th Ave Bozeman, Montana | Contract For: General Construction Date: 12/1/2016 | |
| OWNER: <i>(name and address)</i> | ARCHITECT: <i>(name and address)</i> | CONTRACTOR: <i>(name and address)</i> |
| Bozeman School District 404 W Main Street Bozeman, MT 59715 | Cushing Terrell 411 E Main Street Bozeman, MT 59715 | Langlas and Associates, Inc 1019 E Main Street #101 Bozeman, MT 59715 |

| | | | |
|----------------------------|-----------------------|-----------------|---------------------|
| DATE OF SITE VISIT: | TIME: | WEATHER: | TEMP. RANGE: |
| 1/27/2021 | 10:00 AM- 12:30 PM | Clear | 26-31 deg. F |

| | |
|---|---|
| WORK IN PROGRESS: | PRESENT AT SITE: |
| Mechanical installation, plumbing installation, building 3B framing, H-wing overframe roof installation, glulam beam and column installation, 3B floor grinding, steel installation at 2A, and roofing of 3B. | Framing sub-contractor, general contractor field staff, Mechanical and plumbing sub-contractors, roofing sub-contractor, floor grinding sub-contractor. |

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

Work in Progress (Observed):

1. Installation of glulam columns and beams and structural steel at building 2A.
2. Installation of mechanical and plumbing on first and second floor of building 3B.
3. Exterior wall framing at west end of 3B.
4. Weather barrier installation at 3B penthouse.
5. Roof installation at 2B.

Observations:

1. The maintenance shop lift is set in the pit and prepared to be connected. (Fig. 1-1)
2. The ships ladder to the mechanical mezzanine is installed. (Fig. 1-2)
3. The roofing subcontractor was in the process of installing the last portion of roof on building 2B. The assembly looks to be correct with substrate board in place and vapor barrier and membrane properly secured. (Fig. 2-1)
4. The steel erector was on site installing steel structure and stair at building 2A. (Fig. 2-2)
5. The walls at the second floor of 3B were mostly framed. A few of the studs in room D-209 looked to have been cut too short. (Fig. 3-1)
6. Installation of the glulam columns and beams was largely complete in the 2A portion of long hall. (Fig. 3-2)
7. Some of the 2A railings were on site.
8. The building 3A roof overframe structure is being installed. (Fig. 4-1)
9. Mechanical ductwork is being installed at the second floor of building 3B.
10. The building 3B mechanical penthouse exterior sheathing has been installed and the weather barrier was being installed. There looked to be a number of fasteners protruding from the sheathing under the weather barrier. (Fig. 4-2)

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User Notes:

(3B9ADA4E)

11. The roof area divider is fully installed on the building 3B roof.

Discussions:

None.

Upcoming Work

1. 3B framing and air and moisture barrier installation.
2. 3B interior gypsum board installation.
3. 2B MEP rough in and interior second floor framing.
4. 2A structural steel installation and framing.
5. 3B and 3A roof installation.

ACTION REQUIRED: *(Include follow-up items, responsible parties, and due dates.)*

Kasey Welles to follow up with Langlas regarding possible deficiencies noted on site.

ATTACHMENTS:

PHOTOS

REPORT BY:

-See attached digital signatures page-

1/27/2021

SIGNATURE

DATE

Kasey Welles, Project Architect

PRINTED NAME AND TITLE

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Date: 2021.01.26 08:46:41 -0700'



Figure 1-1: Maintenance Shop Lift Installed.

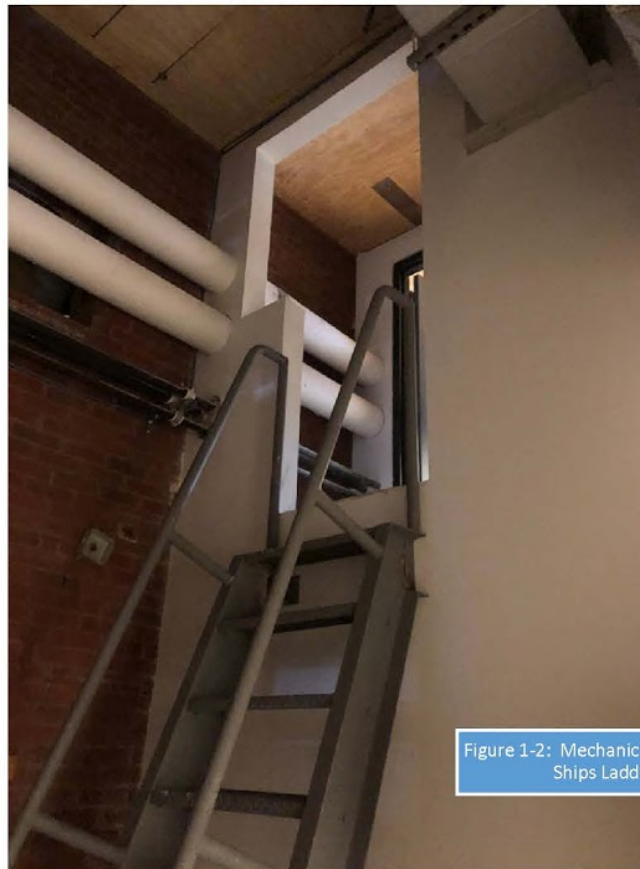


Figure 1-2: Mechanical Mezzanine Ships Ladder



Figure 2-1:
2B Roof Installation



Figure 2-2: 2A Steel Installation

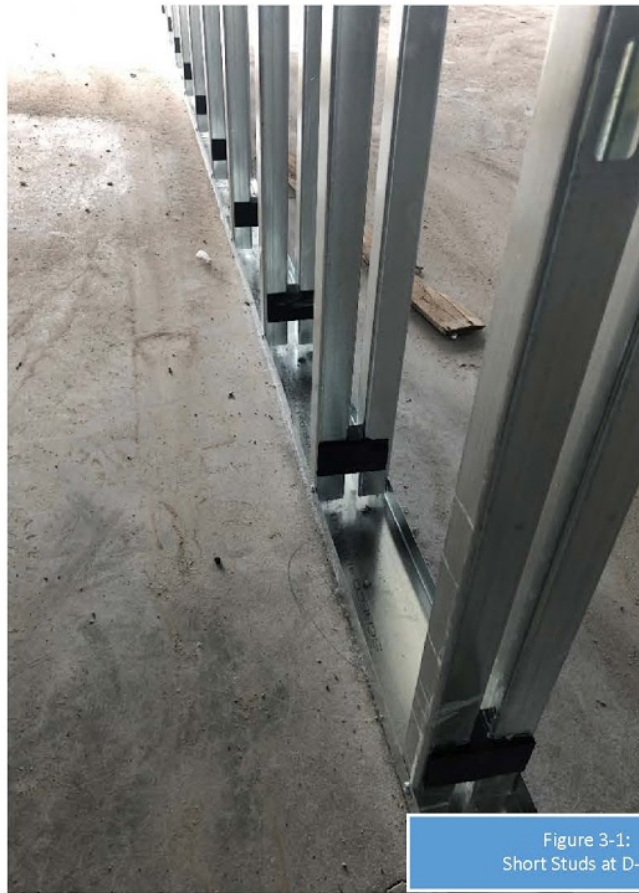


Figure 3-1:
Short Studs at D-209



Figure 3-2: Complete Long Hall Glulam Beam
Installation



Figure 4-1:
Building 3A Roof Overframe



Figure 4-2: Fasteners Protruding From Sheathing Under
Weather Barrier



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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: <i>(name and address)</i> | | CONTRACT INFORMATION: | Architect's Project Number: BZN_HIGHRENO Field Report Number: CT-031 |
| Bozeman High School 205 North 11 th Ave Bozeman, Montana | | Contract For: General Construction Date: 12/1/2016 | |
| OWNER: <i>(name and address)</i> | ARCHITECT: <i>(name and address)</i> | CONTRACTOR: <i>(name and address)</i> | |
| Bozeman School District 404 W Main Street Bozeman, MT 59715 | Cushing Terrell 411 E Main Street Bozeman, MT 59715 | Langlas and Associates, Inc 1019 E Main Street #101 Bozeman, MT 59715 | |
| DATE OF SITE VISIT: | TIME: | WEATHER: | TEMP. RANGE: |
| 01/27/2021 | 10:00 AM | Cloudy | 25F |
| WORK IN PROGRESS: | | PRESENT AT SITE: | |
| See Below: | | Apollo | |

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

Alex Russell (Cushing Terrell) made a site visit to observe mechanical construction in progress. The following items were observed:

Work in Progress:

1. Ductwork installation and hydronic installation has started in corridor D-113.
2. Heat Recovery Boxes and VRF pipe installation has started in Building 3B.
3. Ductwork and VRF FCU install is on-going on the 2nd floor of Building 3B.
4. VAU-1 has been located in Penthouse D-301.
5. ACCU-1 and ACCU-2 have been located in Penthouse D-301.
6. Hydronic piping connections for the AHUs for the CTE shops has been corrected.

General Observations:

1. Mechanical Workmanship is satisfactory.
2. VRF Fan Coil Units are covered after installation. A few instances were found where covering had fallen off.
3. Roof penetrations for shop AHUs have not been completed, but are sealed with plastic weather tight.

ACTION REQUIRED: *(Include follow-up items, responsible parties, and due dates.)*

1. Cover all ductwork and equipment in place.

ATTACHMENTS:

PHOTOS

REPORT BY:

-See attached digital signatures page-

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01/29/2021

DATE

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User Notes:

(3B9ADA55)

Alex Russell, PE

PRINTED NAME AND TITLE



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OU=Bzmn, DC=otagroup, DC=net
Date: 2021.01.29 11:51:45-0700'



Figure 01: Ductwork and Hydronic Pipe in Building 3B.



Figure 02: VRF HRB and Refrigerant Pipe.



Figure 03: Ductwork in 3B.



Figure 04: 2nd Floor of Building 3B.



Figure 05: VAU-1 in Penthouse.



Figure 06: ACCU-2 and ACCU-3 in Penthouse.



Image 1:
Slab reinforcing at auditorium slab - upper pour

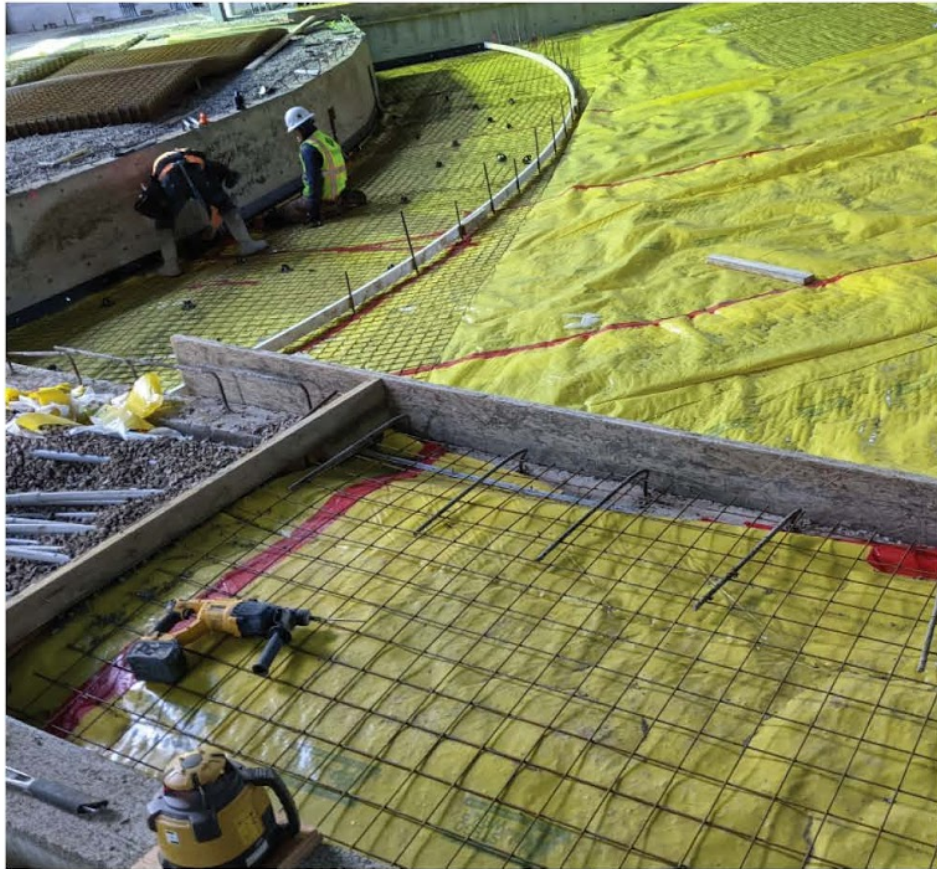


Image 2:
Slab reinforcing at auditorium slab - lower pour at base of stage



Image 1 : Welded wire reinforcing



Image 2 : Welded wire reinforcing



Image 3 : Diagonal bar at corner condition



Image 4 : Diagonal bars at column condition



| | |
|------------------|--|
| Meeting Date: | February 8, 2021 |
| 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 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**

February 8, 2021

REQUIRES BOARD ACTION

Confirmation of Employment (Certified)

| Name | Position | Level/Step | Effective | Salary |
|---------------------|-----------------------------------|-------------------|------------------|---------------|
| Basye, Haley | SPED Teacher, 1.0 FTE, BHS | BA, Step 1 | 1/25/2021 | \$21,095.58 |
| Jochum, John "Jack" | Elementary Teacher, 1.0 FTE, MOST | BA, Step 1 | 1/25/2021 | \$21,095.58 |

Confirmation of Employment (Classified)

| Name | Position | Level/Step | Effective | Hourly Rate |
|------------------|--|-------------------|------------------|--------------------|
| Ballard, Jackson | SPED Discretionary Self Contained PARA, .50 FTE, HAWT, 9.25 mos. | D01 | 1/13/2021 | \$13.71 |
| Field, Dallin | SPED Resource PARA, .8125 FTE, EMDI, 9.25 mos. | B01 | 1/14/2021 | \$12.48 |
| Kleypas, Jordan | SPED Discretionary Self Contained PARA, .125 FTE, Self Contained PARA, .875 FTE, WHIT, 9.25 mos. | D01 | 1/19/2021 | \$13.71 |
| Lara, Rynee | Self Contained PARA, .875 FTE, BHS, 9.25 mos. | D05 | 1/19/2021 | \$14.80 |
| Lundberg, Taylor | Custodian, .50 FTE, IRVG, .50 FTE, SMS, 12 mos. | G01 | 1/18/2021 | \$16.58 |
| Ruud, Jonathan | Elementary PARA, .6563, Overflow PARA, .2813 FTE, HYL, 9.25 mos. | B01/Non Unit | 1/4/2021 | \$12.48 |
| Sharpe, Emily | Self Contained PARA, .875 FTE, GHS, 9.25 mos. | D01 | 1/28/2021 | \$13.71 |

Confirmation of Request for Leave of Absence (Certified)

| Name | Position | Reason | Effective Dates |
|-------------------|---|---------------|------------------------|
| Catalano, Jessica | Elementary Teacher, 1.0 FTE, MDLK | FMLA | 5/3/21 - 6/11/21 |
| Cote, Kathy | Elementary Teacher, 1.0 FTE, MDLK | LOA (Revised) | 9/2/20 - 6/11/21 |
| De Armas, Teresa | Elementary Teacher, 1.0 FTE, MOST | LOA (Revised) | 1/29/21 - 6/11/21 |
| Farrell, Erin | Peaks Teacher, .70 FTE, ASPT | LOA | 2021 - 2022 |
| Franck, Gina | Elementary Teacher, 1.0 FTE, HYL | LOA | 2021 - 2022 |
| Mollgaard, Kelly | Elementary Teacher, 1.0 FTE, MOST | FMLA | 2/15/21 - 5/14/21 |
| Ritter, Patricia | Elementary Teacher - 1.0 FTE, LONG | LOA | 2021 - 2022 |
| Shupp, Ryan | English Teacher, 1.0 FTE, BHS | LOA | 1/27/21 - 6/11/21 |
| Smith, Julie | Health Enhancement Teacher, 1.0 FTE, HAWT | FMLA | 4/19/21 - 6/11/21 |
| Wemple, Christine | Elementary Teacher, 1.0 FTE, WHIT | FMLA | 3/23/21 - 5/7/21 |

Confirmation of Request for Leave of Absence (Classified)

| Name | Position | Reason | Effective Dates |
|--------------------|--|------------------------|------------------------|
| Goodman, Samanatha | Custodian, 1.0 FTE, HYL, 12 mos. | .50 FTE of 1.0 FTE LOA | 1/11/21 - 6/30/21 |
| Luchsinger, Amanda | Elementary PARA, .875 FTE, HAWT, 9.25 mos. | FMLA | 5/3/21 - 6/10/21 |
| Zahran, Akram | Roving Custodian, 1.0 FTE, FAC, 12 mos. | LOA | 1/18/21 - 5/3/21 |

Confirmation of Resignations/Terminations (Administrative)

| Name | Position | Reason | Effective | Years of Service |
|-----------------|--|---------------|------------------|-------------------------|
| Connors, Robert | Superintendent, 1.0 FTE, Non Unit, \$169,125, WILL | Resignation | 1/30/2021 | 1.6 |

Confirmation of Resignations/Terminations (Certified)

| Name | Position | Reason | Effective | Years of Service |
|------------------|---|---------------|------------------|-------------------------|
| Pierson, Kristen | SPED Teacher, 1.0 FTE, BA(M)+60, Step 2, \$53,150, CJMS | Resignation | 6/11/2021 | 1 |

**Bozeman Public Schools
Human Resources**

February 8, 2021

REQUIRES BOARD ACTION (con't)

Confirmation of Resignations/Terminations (Classified)

| Name | Position | Reason | Effective | Years of Service |
|----------------------|---|----------------------------------|-------------------|-------------------------|
| Connolly, John | SPED PreK PARA, .3375 FTE WHIT, .3375 FTE, HYL, D02, \$13.98/hr., 9 mos. | Resignation | 2/26/2021 | 1.2 |
| Copeland, Bonnie | Executive Secretary, .25 FTE, H12, \$20.03/hr., Asst. Secretary, .50 FTE, D12, \$16.31/hr., EMDI, 9.5/10 mos. | Retirement | 6/11/21 - 6/18/21 | 12 |
| Goodman, Samantha | Custodian, .50 FTE, G05, \$17.91/hr., HYL, 12 mos. | Resignation | 4/30/2021 | 4 |
| Hanson, Tiffany | Overflow PARA, 1.0 FTE, Non Unit, \$12.48/hr., WHIT, 9.25 mos. | Dismissed | 12/18/2021 | 1.3 mos. |
| Hatch, Jenna | Self Contained PARA, .875 FTE, D02, \$13.98/hr., MDL, 9.25 mos. | Resignation | 1/29/2021 | 1.4 |
| Hoyt, Skyler | Custodian, .50 FTE, G01, \$16.58/hr., SMS, 12 mos. | Dismissed | 1/8/2021 | 2.5 mos. |
| Jackman, Marion | Custodian, 1.0 FTE, G05, \$17.91/hr., MOST, 12 mos. | Resignation | 2/3/2021 | 13 |
| Meltzer, Sarah | Elementary PARA, .40 FTE, B09, \$14.79/hr., MOST, 9.25 mos. | Resignation | 1/29/2021 | 8.5 |
| Rangitsch, Dawnnele | FS Assistant Manager, .75 FTE, FD10, \$16.32/hr., SMS, 9.25 mos. | Resignation | 2/5/2021 | 9.5 |
| Thompson, Hillary | ISS PARA, 1.0 FTE, D05, \$14.80/hr., BHS, 9.25 mos. | Accepted Professional Assignment | 1/3/2021 | 4 mos. |
| Van Houten, Kathleen | Elementary PARA, .75 FTE, B16, \$16.04/hr., MOST, 9.25 mos. | Retirement | 6/10/2021 | 17 |

REPORT OF ADMINISTRATIVE ACTIONS

Changes and Revisions in Contracts (Certified)

| Name | From | To | Effective | Reason |
|---------------|--|--|------------------|----------------------|
| Dahlke, Aimee | Speech Pathologist, .60 FTE, BA(M)+75, Step 6, \$35,890.20, WHIT | Speech Pathologist, .60 FTE, WHIT, .10 FTE, GHS, .10 FTE, BHS, BA(M)+75, Step 6, \$41,811.36 | 1/27/2021 | Increase in FTE/Hrs. |

Changes and Revisions in Contracts (Classified)

| Name | From | To | Effective | Reason |
|---------------------|---|---|------------------|---|
| Acker, Nicolaus | Self Contained PARA, .875 FTE, D01, \$13.71/hr., BHS, 9.25 mos. | Self Contained PARA, .875 FTE, Transportation PARA, .0625 FTE, D01, \$13.71/hr., BHS, 9.25 mos. | 1/14/2021 | Additional Assignment, Increase in FTE/Hrs. |
| Austiguy, Cynthia | Self Contained PARA, .65 FTE, D19, \$18.10/hr., Transportation PARA, .050 FTE, B19, \$16.49/hr., HYL, 9.25 mos. | SPED Resource PARA, .65 FTE, Transportation PARA, .050 FTE, B19, \$18.10/hr., HYL, 9.25 mos. | 1/4/2021 | Change in Assignments, Payrate |
| Ballard, Jackson | SPED Discretionary Self Contained PARA, .50 FTE, D01, \$13.71/hr., HAWT, 9.25 mos. | SPED Discretionary Self Contained PARA, .875 FTE, D01, \$13.71/hr., HAWT, 9.25 mos. | 1/25/2021 | Increase in FTE/Hrs. |
| Bates, Vickie | Elementary PARA, .75 FTE, B07, \$14.23/hr., HYL, 9.25 mos. | Elementary PARA, .9375 FTE, B07, \$14.23/hr., HYL, 9.25 mos. | 1/4/2021 | Increase in FTE/Hrs. |
| Chamberlain, Sandra | Enrollment Secretary, 1.0 FTE, G09, \$19.35/hr., ASPT, 12 mos. | Enrollment Secretary, 1.0 FTE, H09, \$19.65/hr., ASPT, 12 mos. | 7/1/2020 | Change in Grade |
| Goodman, Jordan | Custodian, .50 FTE, G06, \$18.27/hr., HYL, 12 mos. | Custodian, 1.0 FTE, G06, \$18.27/hr., HYL, 12 mos. | 1/11/2020 | Increase in FTE/Hrs. |
| Goodman, Samantha | Custodian, 1.0 FTE, G05, \$17.91/hr., HYL, 12 mos. | Custodian, .50 FTE, G05, \$17.91/hr., HYL, 12 mos. | 1/11/2020 | Decrease in FTE/Hrs. |

**Bozeman Public Schools
Human Resources**

February 8, 2021

REPORT OF ADMINISTRATIVE ACTIONS (con't)

Changes and Revisions in Contracts (Classified) (con't)

| Name | From | To | Effective | Reason |
|--------------------|---|---|------------------|--|
| Herzog, Amber | FS Cook III, FC4, \$13.86/hr., SMS, 9.25 mos. | FS Cook III, FC4, \$13.86/hr., BHS, 9.25 mos. | 8/31/2020 | Temporary Internal Transfer |
| Hoy, Jamie | Elementary PARA, .375 FTE, B01, \$12.48/hr., IRVG, 9.25 mos. | Elementary PARA, .30 FTE, B01, \$12.48/hr., IRVG, 9.25 mos. | 1/11/2021 | Decrease in FTE/Hrs. |
| Huckert, Brenda | FS Cashier, .25 FTE, FB4, \$13.23/hr., LONG, 9.25 mos. | FS Cashier, .25 FTE, FB4, \$13.23/hr., BHS, 9.25 mos. | 8/31/2020 | Temporary Internal Transfer |
| Huston, Kate | Elementary PARA, .775 FTE, B06, \$13.95/hr., HYL, 9.25 mos. | Elementary PARA, .875 FTE, B06, \$13.95/hr., HYL, 9.25 mos. | 1/4/2021 | Increase in FTE/Hrs. |
| Hutchins, Carolee | FS Specialist, .5625 FTE, BHS, .4375 Supt Svcs, FB5, \$13.48/hr., 9.25 mos. | FS Specialist, .5625 FTE, GHS, .4375 Supt Svcs, FB5, \$13.48/hr., 9.25 mos. | 8/31/2020 | Internal Transfer |
| Muruato, Marshall | Elementary PARA, .5938 FTE, B01, \$12.48/hr., Overflow PARA, .25 FTE, Non Unit, \$12.48/hr., HYL, 9.25 mos. | Elementary PARA, .7814 FTE, B01, \$12.48/hr., Overflow PARA, .0938 FTE, Non Unit, \$12.48/hr., HYL, 9.25 mos. | 1/4/2021 | Change in Assignment FTE/Hrs. |
| Naughton, Olivia | Discretionary PARA, .3125 FTE, B02, \$12.71/hr., Overflow PARA, .50 FTE, Non Unit \$12.48/hr., MDL, 9.25 mos. | Discretionary PARA, .3125 FTE, B02, \$12.71/hr., Overflow PARA, .475 FTE, Non Unit \$12.48/hr., MDL, 9.25 | 1/21/2021 | Decrease in FTE/Hrs. |
| O'Connor, Kimberly | Transportation PARA, .0938 FTE, B07, \$14.23/hr., Self Contained PARA, .78125 FTE, D07, \$15.38/hr., HYL, 9.25 mos. | Self Contained PARA, .875 FTE, D07, \$15.38/hr., HYL, 9.25 mos. | 1/4/2021 | Termination of Assignment, Change of Assignment FTE/Hrs. |
| Reardon, Jami | FS Cook III, .75 FTE, FC9, \$15.26/hr., CJMS, 9.25 mos. | FS Cook III, .75 FTE, FC9, \$15.26/hr., GHS, 9.25 mos. | 8/31/2020 | Internal Transfer |
| Robinson, Garrett | Roving Custodian, 1.0 FTE, G05, \$17.91/hr., FAC, 12 mos. | Custodian, 1.0 FTE, G05, \$17.91/hr., SMS, 12 mos. | 1/11/2020 | Internal Transfer |
| Shurte, Madison | Self Contained PARA, .875 FTE, D01, \$13.71/hr., IRVG, 9.25 mos. | Self Contained PARA, .7167 FTE, D01, \$13.71/hr., IRVG, 9.25 mos. | 9/2/2020 | Correction to FTE/Hrs. |
| Zhou He, Xiaoling | FS Specialist, .8125 FTE, FB14, \$15.80/hr., BHS, 9.25 mos. | FS Specialist, .8125 FTE, FB14, \$15.80/hr., GHS, 9.25 mos. | 8/31/2021 | Internal Transfer |

Stipends - Extracurricular

| Name | Authorized Position | Stipend | Level | Effective |
|-------------------|---|----------------|--------------|--------------------|
| Babcock, Trista | Winter Intramurals - Boys 6th Gr. Basketball - SMS (.50) | \$1,050.00 | 5 | 1/26/21 - 3/4/21 |
| Brown, Dan | Club - Skills USA/Woodworking - BHS (Longevity) | \$3,272.88 | 4 | 2020-2021 |
| Duncan, Adam | Winter Intramurals - Boys 6th Gr. Basketball - CJMS (.50) (Longevity) | \$1,186.50 | 5 | 1/26/21 - 3/4/21 |
| Gutzman, Dan | Basketball - Boys 7th Gr. - CJMS | \$1,336.00 | 6 | 1/4/21 - 3/4/21 |
| Jensen, Lane | Football - Asst. Coach - BHS (.66 of 3) | \$2,583.90 | 3 | 8/13/20 - 11/21/20 |
| Lehr-Erbele, Greg | Basketball - Boys 8th Gr. - SMS (Longevity) | \$2,268.00 | 5 | 1/4/21 - 3/4/21 |
| Michael, Lila | Club - Gay Straight Alliance/SAGA | \$1,336.00 | 6 | 2020-2021 |
| O'Shea, Christine | Tech Mentor - HYL (.50) | \$668.00 | 6 | 2020-2021 |
| Sigler, Sarah | Club - Spanish - Co Advisor (.50) | \$668.00 | 6 | 2020-2021 |
| Stolp, Sue | Winter Intramurals - Boys 6th Gr. Basketball - CJMS (.50) | \$1,050.00 | 5 | 1/26/21 - 3/4/21 |

**Bozeman Public Schools
Human Resources**

February 8, 2021

REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Not Extracurricular

| Name | Authorized Position | Stipend | Level | Effective |
|------------------------|---|----------------|--------------|---------------------|
| Alexander, Jean Terese | Cooperating Teacher - WHIT | \$250.00 | | Fall 2020 |
| Alexander, Lindsay | Cooperating Teacher - HAWT | \$160.00 | | Fall 2020 |
| Aytes, Logan | Travel Stipend - 2 Sites | \$325.00 | | 2020-2021 |
| Bakken, Matt | Travel Stipend - 2 Sites | \$325.00 | | 2020-2021 |
| Belote, Melissa | Substitute referral bonus for Crystal Stanionis | \$100.00 | | 11/19/2020 |
| Bitz, Katrina | Cooperating Teacher - CJMS | \$125.00 | | Fall 2020 |
| Brewster, Sarah | Travel Stipend - 2 Sites | \$325.00 | | 2020-2021 |
| Bridwell, Jourdan | Cooperating Teacher - GHS | \$250.00 | | Fall 2020 |
| Bunkers, Mary | Cooperating Teacher - LONG | \$250.00 | | Fall 2020 |
| Catalano, Jessica | Cooperating Teacher - MDLK | \$160.00 | | Fall 2020 |
| Chandler, Hunter | Substitute referral bonus for Josh Noah | \$100.00 | | 12/3/2020 |
| Clayton, Mike | Cooperating Teacher - BHS | \$250.00 | | Fall 2020 |
| Cunningham, Gary | Cooperating Teacher - WHIT | \$160.00 | | Fall 2020 |
| De Armas, Teresa | Cooperating Teacher - MOST | \$250.00 | | Fall 2020 |
| Doe-Stephens, Aimee | Cooperating Teacher - CJMS | \$125.00 | | Fall 2020 |
| Dore, Mary "Missey" | National Board Certified - Teaching - MOST | \$2,000.00 | | 2020-2021 |
| Drahos, Dawn | Travel Stipend - 2 Sites | \$325.00 | | 2020-2021 |
| Edwards, Anna | Travel Stipend - 6+ Sites | \$810.00 | | 2020-2021 |
| Fisher, Heather | Cooperating Teacher - CJMS | \$250.00 | | Fall 2020 |
| Fraser, Amy | Cooperating Teacher - WHIT | \$250.00 | | Fall 2020 |
| Gallagher, John | Cooperating Teacher - BHS | \$250.00 | | Fall 2020 |
| Gustavsen, Erica | Travel Stipend - 2 Sites | \$325.00 | | 2020-2021 |
| Hanks, Britta | Travel Stipend - 2 Sites | \$325.00 | | 2020-2021 |
| Hickey, Jacob | Substitute referral bonus for Bader Labidi-Moumna | \$100.00 | | 12/8/2020 |
| Hickey, Jacob | Travel Stipend - 2 Sites | \$325.00 | | 2020-2021 |
| Holmquist, Wes | Cooperating Teacher - GHS | \$90.00 | | Fall 2020 |
| Jacobs, Noah | Custodian referral bonus for Caleb Herrington | \$100.00 | | 12/9/2020 |
| Joyce, Cathy | Incentive for Substitutes who work 13 or more days for certified from 11/30/20 - 12/18/20 | \$560.00 | | 11/30/20 - 12/18/20 |
| Katz, Avi | Cooperating Teacher - CJMS | \$90.00 | | Fall 2020 |
| Klug, Hilary | Substitute referral bonus for Roger Thesing | \$100.00 | | 12/18/2020 |
| Koentopp, Nanette | Pay difference between BA(M)+105, Step 8 and BA(M)+105, Step 9 for 19-20 | \$1,289.00 | | 2019-2020 |
| Langin, Jolene | Cooperating Teacher - WHIT | \$250.00 | | Fall 2020 |
| Letang, Jacqueline | Cooperating Teacher - HAWT | \$90.00 | | Fall 2020 |
| McCausland, Lucinda | Cooperating Teacher - HAWT | \$250.00 | | Fall 2020 |
| Mobley, Kati | Substitute referral bonus for Daniel Love | \$100.00 | | 12/15/2020 |
| Moellenkamp | Cooperating Teacher - LONG | \$250.00 | | Fall 2020 |
| Molacek, Virginia | Homebound Teacher - Up to 10 hrs./wk. (Hrly. Rate) | \$23.00 | | 12/18/20 - 6/30/21 |
| Nielsen, Emma | Incentive for Substitutes who work 13 or more days for certified from 11/30/20 - 12/18/20 | \$560.00 | | 11/30/20 - 12/18/20 |
| O'Shea, Christine | Cooperating Teacher - HYL T | \$250.00 | | Fall 2020 |
| Pike, Clint | Cooperating Teacher - HAWT | \$250.00 | | Fall 2020 |
| Rasmussen, Christine | Cooperating Teacher - MDLK | \$250.00 | | Fall 2020 |
| Ritter, Patricia | Cooperating Teacher - LONG | \$250.00 | | Fall 2020 |

**Bozeman Public Schools
Human Resources**

February 8, 2021

REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Not Extracurricular (con't)

| Name | Authorized Position | Stipend | Level | Effective |
|-------------------|--|----------------|--------------|------------------|
| Sloane, Michelle | Cooperating Teacher - MDLK | \$250.00 | | Fall 2020 |
| Smith, Julie | Cooperating Teacher - HAWT | \$160.00 | | Fall 2020 |
| Smith, Stacie | Travel Stipend - 2 Sites | \$325.00 | | 2020-2021 |
| Soete, Mary | Cooperating Teacher - MDLK | \$90.00 | | Fall 2020 |
| Sorg, Dana | National Board Certified - Speech Pathologist - SPED | \$2,000.00 | | 2020-2021 |
| Stolp, Sue | Cooperating Teacher - CJMS | \$160.00 | | Fall 2020 |
| Thane, Adam | Cooperating Teacher - BHS | \$250.00 | | Fall 2020 |
| Underhill, Cheryl | Cooperating Teacher - WHIT | \$250.00 | | Fall 2020 |
| Washtak, Amy | Travel Stipend - 2 Sites | \$325.00 | | 2020-2021 |
| Wolf, Sierra | Cooperating Teacher - WHIT | \$250.00 | | Fall 2020 |
| Wyatt, Jane | Travel Stipend - 2 Sites | \$325.00 | | 2020-2021 |
| Ybarra, Evelyn | Cooperating Teacher - IRVG | \$250.00 | | Fall 2020 |



| | |
|-------------------------|---|
| Meeting Date: | February 08, 2021 |
| Category: | Action Item - Consent - Both Districts |
| Agenda Item #: | 4.4.2 |
| Originated By: | Mike Waterman |
| Others Involved: | R.J. Tvedt, Accounting Supervisor Brenda Livingston, District Bookkeeper |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
|--------|--------|------|------|---------|
| | | | | |

Topic:

Consider approval of [Financial Reports](#), Warrants, and [Donations](#).

Facts & Discussion:

This monthly update on the fiscal business of the District is designed to provide Trustees and the public with up-to-date and timely information on revenue and expenditures, fiscal operations, and the overall financial position of the Bozeman Public Schools. Included with this report is a breakdown of district invested funds. Any time there is a transfer in these funds, the activity is included as a part of this report.

The Warrant Registers and Bank Reconciliations are available in the Business Office, and have been sent to the Trustees. January 2021 warrants are as follows: Operational warrants were \$4,657,836.10; net Payroll, taxes and deductions were \$5,733,703.14; Total warrants disbursed for January 2021 were \$10,391,539.24.

| | |
|--|-------------------------|
| Investment of District Funds in accordance with State law as of: | <u>Dec 31, 2020</u> |
| Gallatin County Investment Pool | \$70,430,865.81 |
| High School Building Bond Funds (Cetera) | 109.97 |
| Nonexpendable Endowment (D.A. Davidson) | 948,622.73 |
| High School Extracurricular Clubs (First Interstate) | 453,386.21 |
| Middle School Extracurricular Clubs (First Interstate) | <u>88,272.79</u> |
| Total District cash and investments | <u>\$ 71,921,257.51</u> |

Fiscal Impact:

Refer to attached reports

Recommendation:

The Superintendent is requesting the Board to approve Financial Reports, Warrants for Approval and Donations.

Other Alternatives:

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



| | |
|-------------------------|---|
| Meeting Date: | February 8, 2021 |
| Category: | Consent Item |
| Agenda Item #: | 4.4.3 |
| Originated By: | Marilyn King and Casey Bertram, Interim Co-Superintendents |
| Others Involved: | Middle and High School Principals |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
|--------|--------|------|------|---------|
| | | | | |

Topic:

Consider approval of requests for out-of-state field trips based on considerations related to covid or other safety issues.

Facts & Discussion:

1. On an annual basis, the Board receives a list of possible middle and high school field trips. Because some out-of-state trips are determined as a result of competitions it is difficult to provide advance estimates and exact locations for all trips listed.

Bozeman/Gallatin High School

Senior Trip to Lagoon, Utah or Silverwood, Idaho
BPA trip to Nationals for qualifying finalists
Science Olympiad qualifiers to Nationals
Close Up trip to Washington D.C.
Wildlife Management class to Yellowstone Park
National Forensics qualifiers to Nationals
Speech and Debate to non-MHSA competitions
Aerie and Hawk Talk trip to regional/national competition
Foreign Language trips out of the country and for language contest winners
Co-curricular out of country field trip for Adv. Biology

DECA trip to Nationals for finalists
HOSA trip to regional competitions
Various trips for Band, Orchestra, and Choir
Trouble Shooter qualifiers to Nationals
VICA qualifiers to Nationals
Art Trip
Vo-Tech site visits
Student Council national convention
Athletic trips for non-MHSA competition
Congressional Youth Leaders to Wash. D.C.

Chief Joseph Middle School:

8th grade trip to Washington, DC (spring)
Trip to Europe (spring)

Sacajawea Middle School:

8th grade trip to Washington, DC (spring)
Trip to Europe (summer)

Fiscal Impact:

N/A

Recommendation:

It is recommended that the 2020-21 school year trips be approved as submitted with the understanding that trips may be cancelled or postponed at the discretion of the district or trip organizer.

Other Alternatives:

1. Do not approve.



| | |
|------------------|--|
| Meeting Date: | February 8, 2021 |
| Category: | Discussion - Policy 1st Reading |
| Agenda Item #: | 5.1.1 |
| Originated By: | Mike Waterman, Director of Business Services |
| Others Involved: | |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
|--------|--------|------|------|---------|
| | | | | |

Topic:

Discuss suggested revisions to Policy 1400 - Board Meetings.

Discussion:

1. Regular Board meetings are required at least monthly by 20-3-322, MCA.
2. Current Board policy states that Bozeman's 'regular' board meetings will "take place at 6:00 p.m. on the second Monday of each month."
3. Those dates create issues with legal deadlines in May and August:
 - a. In May, election results are not available until 6 days after the election, which is the day of the Board meeting. The County has made exceptions to accommodate our regular meetings in the past, but they have asked us to change our meeting to be in compliance with the law.
 - b. By law, the Montana Department of Revenue has until the first Monday in August to deliver our taxable values. Taxable value is one of the largest factors in our budget process, and it presents a significant challenge to make the decisions and finalize our budgets in time for the regular meeting on the second Monday of the month.
4. MTSBA has reviewed the proposed changes.

THE BOARD OF TRUSTEES

1400

Board Meetings

Meetings of the Board must occur at a duly called and legally conducted meeting. “Meeting” is defined as the convening of a quorum of the constituent membership of the Board, whether in person or by means of electronic equipment, to hear, discuss, or act upon a matter over which the Board has supervision, control, jurisdiction, or advisory power.

Regular Meetings

Unless otherwise specified, all meetings will take place in the Willson School Board Room. Regular meetings shall take place at ~~6:00~~**5:45** p.m. on the ~~second Monday of each month~~**dates noted**, or at other times and places determined by a majority vote:-

- **May: Third Monday of the month**
- **August: Third Monday of the month, but not later than August 20, as specified in the “Budget Meetings” provision of this policy**
- **All other months: Second Monday of the month**

Except for an unforeseen emergency, meetings must be held in school buildings, **online**, or, upon the unanimous vote of the Trustees, in a publicly accessible building located within the District. If regular meetings are scheduled at places other than as stated above or are scheduled at times other than the regular meeting time, notice of the meeting shall be made in the same manner as provided for special meetings. The Trustees may meet outside the boundaries of the District for collaboration or cooperation on educational issues with other school boards, educational agencies, or cooperatives. Adequate notice of the meeting, as well as an agenda, must be provided to the public in advance. Decision making may only occur at a properly noticed meeting held within the District’s boundaries. When a meeting date falls on a school holiday, the meeting may take place the next business day unless set for another day by the Board of Trustees.

Emergency Meetings

In the event of an emergency involving possible personal injury or property damage, the Board may meet immediately and take official action without prior notification.

Budget Meetings

Between July 1 and August 10 of each year, the Clerk shall publish a notice stating the date, time, and place Trustees will meet for the purpose of considering and adopting a final budget for the District, stating that the meeting of the Trustees may be continued from day to day until final adoption of a District budget and that any taxpayer in the District may appear at the meeting and be heard for or against any part of the budget. This notice shall be published in the *Bozeman Chronicle*.

On the date and at the time and place stated in the published notice (on or before August 20), Trustees shall meet to consider all budget information and any attachments required by law. The meeting may continue from day to day; however, the Board must adopt a final budget not later than August 25.

Special Meetings

Special meetings may be called by the Chairperson or by any two (2) Trustees. A written notice of a special meeting, stating the purpose of the meeting, shall be delivered to every Trustee not less than forty-eight (48) hours before the time of the meeting, except that the forty-eight-(48)-hour notice is waived in an unforeseen emergency as stated in § 20-3-322(5), MCA. Such written notice shall be posted conspicuously within the District in a manner that will receive public attention. Written

[Double click to return to agenda](#)

notice also shall be sent not less than twenty-four (24) hours prior to the meeting, to each newspaper and radio or television station that has filed a written request for such notices. Business transacted at a special meeting will be limited to that stated in the notice of the meeting.

Closed Sessions

Under Montana law, the Board may meet in closed sessions to consider matters of individual privacy. Before closing a meeting, the presiding officer must determine that the demands of individual privacy exceed the merits of public disclosure and so state publicly before going into closed session. The Board also may go into closed session to discuss a strategy to be followed with respect to litigation, when an open meeting would have a detrimental effect on the litigating position of the District. This exception does not apply if the litigation involves only public bodies or associations as parties. Before closing a meeting for litigation purposes, the District may wish to consult legal counsel on the appropriateness of this action. No formal action shall take place during any closed session.

| | | |
|-------------------|-----------------|---|
| Legal References: | § 2-3-103, MCA | Public participation – governor to ensure guidelines adopted |
| | § 2-3-104, MCA | Requirements for compliance with notice provisions |
| | § 2-3-105, MCA | Supplemental notice by radio or television |
| | § 2-3-201, MCA | Legislative intent – liberal construction |
| | § 2-3-203, MCA | Meetings of public agencies and certain associations of public agencies to be open to public – exceptions |
| | § 20-3-322, MCA | Meeting and quorum |
| | § 20-9-115, MCA | Notice of final budget meeting |
| | § 20-9-131, MCA | Final budget meeting |
| | 10.55.701, ARM | Board of Trustees |
| | | |

Policy History:

Adopted on: 09/22/1986

Reviewed on:

Revised on: 05/13/1996, 06/10/1997, 09/10/2001, 05/08/2006, 08/15/2011



| | |
|-------------------------|--|
| Meeting Date: | February 8, 2021 |
| Category: | Discussion - Legislative Update |
| Agenda Item #: | 5.2 |
| Originated By: | Casey Bertram, Marilyn King, Interim Co-Superintendents |
| Others Involved: | Mike Waterman, Director of Business Services |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
|--------|--------|------|------|---------|
| | | | | |

Topic:
Legislative Update

Discussion:
Casey Bertram, Marilyn King and Mike Waterman will provide Trustees with updates and lead discussion on Montana and Congressional legislation that may affect the operation of the District.

This item supports the following LRSP Strategic Objective:
Goal Area #3: Community Engagement and External Relations
3.06 During the 2021 Legislative Session, Bozeman Public Schools will continue to advocate for policies, procedures and resources needed to meet the high quality educational goals important to the community.



| | |
|------------------|--|
| Meeting Date: | February 8, 2021 |
| Category: | Action Item - Singular - Both Districts |
| Agenda Item #: | 6.1.1 |
| Originated By: | Pat Strauss, Director of Human Resources |
| Others Involved: | Sandy Wilson, Board Chair Greg Neil, Board Vice Chair |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
|--------|--------|------|------|---------|
| | | | | |

Topic:

Consider Approval of Superintendent Search Process.

Facts:

1. The Board of Trustees approved a severance agreement with Superintendent Bob Connors on January 20, 2021 effective January 29, 2021.
2. The Board of Trustees appointed Dr. Marilyn King and Casey Bertram as interim co-superintendents through June 30, 2021.
3. The Board is required to appoint a superintendent for the 2021-2022 school year.
4. Board Policy 5120 states *"In the event of a Superintendent vacancy, the Board will devise an appropriate procedure."*

Discussion:

The Board of Trustees will discuss the options available to appoint a superintendent for the 2021-2022 school year, effective July 1, 2021 through June 30, 2022. The board will discuss the following options:

1. Conduct a Superintendent search process beginning February, 2021.
2. Appoint an interim Superintendent from July 1, 2021 through June 30, 2022 and postpone a Superintendent search until early in the 2022 calendar year.

Recommendation:

It is recommended that the Board of Trustees conduct a Superintendent search process beginning February, 2021.

Other Alternatives:

1. Appoint an interim Superintendent from July 1, 2021 through June 30, 2022 and postpone a Superintendent search until early in the 2022 calendar year.



| | |
|-------------------------|--|
| Meeting Date: | February 8, 2021 |
| 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, District Calendar Committee |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
|--------|--------|------|------|---------|
| | | | | |

Topic:

Consider Approval of the 2021-2022 School Calendar.

Facts:

1. The Calendar Committee consisting of Bozeman School District teachers and administrators met to design the proposed 2021-2022 School Calendar.
2. Montana Code Annotated 20-1-301 School Fiscal Year defines the School Fiscal Year in terms of minimum aggregate hours.
3. The proposed Spring Break for March 2022 mirrors the 2022 Spring Break dates set by the Montana State University Academic Calendar.

Recommendation:

It is recommended that the Board of Trustees adopt the 2021-2022 School Calendar as presented.

Other Alternatives:

1. Do not approve.



Bozeman Public Schools

Calendar

2021-2022

PIR Dates & Conferences - No School

| | |
|---------------|---------------------|
| August 25-27 | K-12 PIR Day |
| September 27 | K-12 PIR Day |
| October 21-22 | Flex K-12 PIR Day |
| October 28-29 | K-5 P/T Conferences |
| January 17 | K-12 PIR Day |
| January 24-25 | 9-12 PIR Day |
| April 7-8 | K-5 P/T Conferences |
| April 7 | K-8 PIR Day |
| April 8 | K-12 PIR Day |
| June 10 | K-12 PIR Day |

Holidays & School Closures- No School

| | |
|-----------------------|------------------------|
| September 6 | Labor Day |
| November 24-26 | Thanksgiving |
| December 20-January 3 | Winter Break |
| January 17 | Martin Luther King Jr. |
| February 21 | President's Day |
| March 14-18 | Spring Break |
| May 30 | Memorial Day |

Important Dates

| | |
|-------------|---------------------|
| August 30 | School Begins 1-12 |
| September 2 | Kindergarten Begins |
| June 5 | HS Graduation! |
| June 9 | Last Day of School |

Grading Periods

| | |
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| K-5: | January 21 June 9 |
| 6-8: | Trimester 1: November 19 Trimester 2: March 4 Trimester 3: June 10 |
| 9-12: | Period 1 - October 8 Period 2 - November 19 1st Semester - January 21 Period 1 - March 4 Period 2 - April 22 2nd Semester - June 9 |

| JULY • 2021 | | | | | | |
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| AUGUST • 2021 | | | | | | |
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| SEPTEMBER • 2021 | | | | | | |
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| OCTOBER • 2021 | | | | | | |
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| NOVEMBER • 2021 | | | | | | |
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| DECEMBER • 2021 | | | | | | |
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| JANUARY • 2022 | | | | | | |
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| FEBRUARY • 2022 | | | | | | |
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| MARCH • 2022 | | | | | | |
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| APRIL • 2022 | | | | | | |
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| JUNE • 2022 | | | | | | |
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Revised: 01/28/2021

Please note that our individual schools might have additional important dates related to other school functions.
Please check with your local school for these dates and events.

[Double click to return to agenda](#)



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|-------------------------|--|
| Meeting Date: | February 8, 2021 |
| Category: | Action Item - Singular - Both Districts |
| Agenda Item #: | 6.1.3 |
| Originated By: | Mike Waterman, Director of Business Services |
| Others Involved: | RJ Tvedt, Accounting Supervisor; Stefeni Freese CPA, Anderson ZurMuehlen & Co., P.C. |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
|--------|--------|------|------|---------|
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Topic:

Consider Approval of [2019-20 Comprehensive Annual Financial Report and Audit Report](#).

Facts:

1. The District has retained Anderson ZurMuehlen & Co., P.C. to perform our audit for the 2019-20, 2020-21, and 2021-22 years.
2. This is the culmination of the 2019-20 audit, which began on July 1, 2020.
3. The audit is complete and Anderson ZurMuehlen has issued their annual [Letter to Governance](#).

Discussion:

RJ Tvedt and a representative from Anderson ZurMuehlen & Co., P.C. will be at the meeting to present the reports and answer any questions.

Recommendation:

It is recommended the Board accept the 2019-20 Comprehensive Annual Financial Report and Audit Report.

Other Alternatives:

1. Do not approve.



| | |
|-------------------------|---|
| Meeting Date: | February 8, 2021 |
| Category: | Action Item - Singular - Both Districts |
| Agenda Item #: | 6.1.4 |
| Originated By: | Marilyn King and Casey Bertram, Interim Co-Superintendents |
| Others Involved: | Chad Berg, Director of Special Education and Student Health |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
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Topic:

Consider approval of a letter to the Governor's Office asking for consideration to prioritize covid vaccinations for educators and other school-related personnel.

Facts:

1. The Centers for Disease Control and Prevention make recommendations to federal, state, and local governments about who should be vaccinated first. Each state then develops its own plan.
2. The CDC has recommended Phase 1B to include frontline essential workers, including those who work in the educational sector (teachers, support staff, and daycare workers).
3. Phase 1A of Montana's vaccine distribution plan has focused on patient-facing, frontline health care workers. This group has been estimated to include up to 60,000 individuals.
4. Educators and school-related personnel were initially in Phase 1B of the vaccine distribution plan. Phase 1B originally included approximately 90,000 individuals.
5. On January 6, 2021, Phase 1B was adjusted to include Montanans who are 70 years of age and older (revised from 75), individuals aged 16-69 with a high-risk medical condition, and American Indians and other persons of color who may be at elevated risk for COVID-19 complications. This group now includes approximately 250,000 individuals. The Gallatin City-County Health Department estimates there between 25,000-35,000 individuals in the county under the revised Phase 1B criteria.
6. Educators and school-related personnel (i.e., "frontline essential workers") were moved to Phase 1C, along with people aged 60 and older, individuals in congregate care facilities, and people aged 16 - 59 with medical conditions not included in 1B that put them at elevated risk for covid complications.
7. If the current local distribution rate remains unchanged, it is estimated to take 4.8 months to complete Phase 1B.
8. As of February 3, 2021, the 122,503 doses have been administered statewide. This has resulted in 32,031 Montanans being fully immunized. This includes 7,653 doses in Gallatin County, with 2,177 individuals fully immunized.
9. As of Feb 2, 2021, 50 employees of the district have been vaccinated as Phase 1A patient-facing health providers. This group includes our school nurses and health aides, speech, occupational and physical therapists, and school based mental staff including school counselors and psychologists. Approximately 50 additional staff (teachers and paraprofessionals) that provide medically necessary special education services are being scheduled at this time.
10. Additionally, staff who are able to be vaccinated under the criteria of 1B continue to be scheduled independent of District coordination.

11. There are 100,000 Montanans aged 70+ who are now prioritized ahead of essential frontline workers, such as BSD7 teachers.

Fiscal Impact:

N/A

Recommendation:

It is recommended the Board approve the letter as presented.

Other Alternatives:

1. Make changes to the letter.
2. Do not send the letter.

Date

Dear Governor Gianforte,

As a school board unified on this issue, we respectfully request making vaccinations available to educators and associated school staff as part of Phase 1B in the state of Montana. The Centers for Disease Control and Prevention make recommendations to federal, state, and local governments about who should be vaccinated first. Each state then develops its own plan. The CDC has recommended Phase 1B to include frontline essential workers, including those who work in the educational sector (teachers, support staff, and daycare workers).

Phase 1A of Montana's vaccine distribution plan has focused on patient-facing, frontline health care workers. This group has been estimated to include up to 60,000 individuals. Educators and school-related personnel were initially in Phase 1B of the vaccine distribution plan. Phase 1B originally included approximately 90,000 individuals.

On January 6, 2021, Phase 1B was adjusted to include Montanans who are 70 years of age and older (revised from 75), individuals aged 16-69 with a high-risk medical condition, and American Indians and other persons of color who may be at elevated risk for COVID-19 complications. This group now includes approximately 250,000 individuals. The Gallatin City-County Health Department estimates there are 35,150 individuals in the county, under the revised 1B. We understand consideration of these high risk groups.

However, we do not agree with the decision to move educators and school-related personnel (i.e., "frontline essential workers") to Phase 1C, along with people aged 60 and older, individuals in congregate care facilities, and people aged 16 - 59 with medical conditions not included in 1B that put them at elevated risk for covid complications.

We believe our education team should remain in the Phase 1B group. Vaccinations are the key to getting students back to class full time and our education team are front line workers who deserve to be protected. Available vaccines aren't approved for children younger than 16 so many students will continue to pose some risk. Thus, prioritizing educators is reasonable and adds a layer of protection for these essential workers.

We appreciate that vaccinations are in short supply. We also understand that 1B is a very large group and that it would still take time for vaccinations to be distributed. Re-prioritizing our educators to Phase 1B would help protect education in the state of Montana and would send a message of value and caring to this group of essential workers.

Thank you for your consideration.

Sincerely,



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|------------------|---|
| Meeting Date: | February 8, 2021 |
| Category: | Reports |
| Agenda Item #: | 7.1 |
| Originated By: | Casey Bertram and Marilyn King, Interim Co-Superintendents |
| Others Involved: | Executive Cabinet |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
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Topic:
The 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.



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| Meeting Date: | February 8, 2021 |
| Category: | Reports |
| Agenda Item #: | 7.2 |
| Originated By: | Trustees |
| Others Involved: | |

| MOTION | SECOND | AYES | NAYS | ABSTAIN |
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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.



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.

**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**

| | |
|----------------------|--|
| Marilyn King | Interim Co-Superintendent |
| Casey Bertram | Interim Co-Superintendent |
| Chad Berg | Director of Special Education and Student Health |
| Pat Strauss | Director of Human Resources |
| Todd Swinehart | Director of Facilities |
| Mike Waterman | Director of Business Services |

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

Gallatin 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 School District #7

BOARD REOCCURRING CALENDAR



JULY

- Approve Bus Routes
- LRSP Annual Report
- Learning Materials Review Committee
- Preliminary Budget Review
- Set Health and Dental Insurance Price Tags
- Supplemental Book Adoption-One Book-One Bozeman and Bozeman Schools Foundation

AUGUST

- Opening School Activities
- Approve Final Budgets (on 2nd Monday)

SEPTEMBER

- One Book-One Bozeman Participation
- LRSP Implementation Framework and Reporting
- Approval to Enroll Students with Exceptional Circumstances

OCTOBER

- Attend Montana School Boards Association Annual Meeting
- Budget Development Calendar

NOVEMBER

- LRSP: Annual Facilities Master Plan Review
- Preliminary Enrollment and Projection Reports

DECEMBER

- High School New Course Proposals
- Hold Board/Employee Holiday Celebration
- Annual Facilities Master Plan Adoption/Capital Projects

JANUARY

- CAFR and Audit Report for prior year
- Consider MSHA Resolutions
- Building Reserve Allocation/Capital Projects
- Evaluate the Superintendent

FEBRUARY

- Call for Annual School Elections
- School District Calendar Approval

MARCH

- National Merit Awards
- Hold Budget Review Meetings
- Finalize Ballot Language
- Notice of Permissive Levy Increase
- Professional Development Plan Approval
- Board Resolution for Screen Free Week
- Out of State Field Trips and Travel
- Preliminary Budget Discussion

APRIL

- National School Boards' Association Annual Conference
- Hold Budget Review Meetings
- Teacher Appreciation Week
- District Technology Plan Approval
- RIF Notification

MAY

- Approve or Non-renewal of Teachers
- Hold Trustee Election (first Tuesday following first Monday)
- Reorganize the Board and Recognize Outgoing Members
- Request County Conduct Ensuing Year Elections
- Consider MSBA Resolutions
- Administrator Compensation Policy
- Federal Grant Applications
- Appointment of Bozeman Public Schools Foundation Directors

JUNE

- Recognize Retiring Staff
- Financial Approvals and Fund Balance Assignment and Commitments

MONTH VARIES

- Approve Employee Contracts
- Consider Policy Changes
- LRSP Mega Issues Dialogues
- Approve Curriculum Adoptions
- Approve Instructional Material Purchases
- Approve Memorandum of Understanding for Services
- Board Luncheon LRSP Reports

BOARD OF TRUSTEES

- Sandra Wilson, Chair
- Greg Neil, Vice Chair
- Kevin Black
- Douglas Fischer
- Gary Lusin
- Tanya Reinhardt
- Wendy Tage
- Andy Willett



Bozeman Public Schools Upcoming Board Meetings

| | | | |
|--------------|--------|-----------------------|---------|
| February 8 | Monday | Regular Board Meeting | 5:45 PM |
| *February 22 | Monday | Special Board Meeting | 5:45 PM |
| March 8 | Monday | Regular Board Meeting | 5:45 PM |
| *March 29 | Monday | Special Board Meeting | 5:45 PM |
| April 12 | Monday | Regular Board Meeting | 5:45 PM |
| *April 26 | Monday | Special Board Meeting | 5:45 PM |
| May 10 | Monday | Regular Board Meeting | 5:45 PM |
| *May 24 | Monday | Special Board Meeting | 5:45 PM |
| June 14 | Monday | Regular Board Meeting | 5:45 PM |
| *June 28 | Monday | Special Board Meeting | 5:45 PM |

*The second meeting of every month is considered a “special board meeting” and will take place at the discretion of the Board Chair and Vice Chair if the agenda warrants holding a meeting.



Bozeman Public Schools

Calendar

2020-2021

PIR Dates & Conferences - No School

| | |
|------------------|---------------------|
| August 26-28, 31 | K-12 PIR Day |
| September 1-4 | K-12 PIR Day |
| September 28 | K-12 PIR Day |
| October 15-16 | Flex K-12 PIR Day |
| January 18 | K-12 PIR Day |
| January 25-26 | 9-12 PIR Day |
| April 8-9 | K-5 P/T Conferences |
| April 8 | K-8 PIR Day |
| April 9 | K-12 PIR Day |
| May 28 | K-8 PIR Day |
| June 11 | K-12 PIR Day |

Holidays & School Closures- No School

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| September 7 | Labor Day |
| November 25-27 | Thanksgiving |
| December 21-January 1 | Winter Break |
| January 18 | Martin Luther King Jr. |
| February 15 | President's Day |
| March 15-19 | Spring Break |
| May 31 | Memorial Day |

Important Dates

| | |
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| September 8 | School Begins K-12 |
| June 6 | HS Graduation! |
| June 10 | Last Day of School Students released at 12:45pm |

Grading Periods

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| K-5: | January 22 June 10 |
| 6-8: | Midterm 1: October 9 Trimester 1: November 20 Midterm 2: January 15 Trimester 2: March 5 Midterm 3: April 23 Trimester 3: June 10 |
| 9-12: | Period 1 - October 9 Period 2 - November 20 1st Semester - January 22 Period 1 - March 5 Period 2 - April 23 2nd Semester - June 10 |

| JULY • 2020 | | | | | | |
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| NOVEMBER • 2020 | | | | | | |
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| FEBRUARY • 2021 | | | | | | |
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| MARCH • 2021 | | | | | | |
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| APRIL • 2021 | | | | | | |
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| MAY • 2021 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| JUNE • 2021 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

Revised: 10/28/2020

Please note that our individual schools might have additional important dates related to other school functions.
Please check with your local school for these dates and events.

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