



VARIANCES TO STANDARDS APPLICATION Renewal Application (three years)

Purpose: [ARM 10.55.604\(4\)](#) "Following the second year of implementation of a variance to standards, the school district shall provide evidence to the Superintendent of Public Instruction that the methods selected by the district implement, meet, or exceed results that could have been achieved under established standards."

DUE DATE:

First Monday in March

COUNTY: Yellowstone

DISTRICT: Billings Public Schools Elementary

LIST EACH SCHOOL THAT IS REQUESTING THE VARIANCE: All Billings elementary schools and middle schools will be considered as the original request was for the K-6 program and over the course of the next two years all of our 6th grade students will be moved to the middle school. Due to the size of our District, the classes over accreditation can change from year-to-year and from school-to-school. We move teachers in our elementary and middle schools to adjust to class sizes. In any given year a different school may not meet the class size standard.

Starting in the 2016-2017 school term Billings will have 6 K-5, 16 K-6 schools and 5 middle schools (6-8 grades). In the 2017-2018 year, Billings will add an additional middle school making the total middle schools in Billings 6. We originally wrote our variance for our K-6 program.

1. **Standard(s) for which a variance is requested, e.g., 10.55.709. If there is a program delivery standard, be sure to list it as well, e.g., 10.55.1801.**

10.55.712

2. **Provide evidence that local community stakeholders were involved in the consideration and development of the proposed renewal variance application. Community stakeholder groups include parents, community members, and students as applicable.**

The following stakeholders were involved in the renewal application:





Kristi Martin—Parent
Hilary Gnerer—Parent
Jamie Nixdorf—Parent
Jennifer Smith—Director Indian Education for All
Cyndi Pearce— Community Member and Secretary
Joe & Daniella Walsh—Parents
Lisa Meyer - Parent
Chad Kinnett - Counselor
Tina Boone - Parent
Rilla Hardgrove—Board Member Billings Education Foundation
Elaine Bankston - Golden Apple Committee Member
Marta McAllister - Community Member and Secretary

3. Provide evidence local school stakeholders were involved in the consideration and development of the proposed renewal variance application. School stakeholder groups include trustees, administrators, teachers and classified school staff.

Patricia Hubbard, CFO
Stacy Lemelin - Elementary Principal and Parent
Kevin Croff—Principal and Parent
Becky Berg—Math Coach and Parent
Terry Bouck - Superintendent
Joe Halligan - Principal and Parent
Kerra and Casey Olson--Parents
Brenda Koch - School Leadership Support
Claire Habein - Counselor

4. Attach Board of Trustee meeting minutes that show the Board of Trustees approved the application for a renewal variance at an official, properly noticed meeting.

5. Reflection upon initial variance:

- a. Describe the specific measurable objectives that were listed in the initial variance application that demonstrated how the proposed variance was to meet or exceed the results under the current standard(s).



In our original variance application, our goal was to:

Reduce the number of over-accredited elementary classrooms from 93 to 74 in 2013-2014 and then from 74 in 2013-2014 to 66 by 2014-2015.

We have exceeded our goal. We have moved from 93 (25%) of our K-6 classrooms being over accreditation in early spring of 2013 to 25 (6%) of our classrooms being over accreditation in the fall of 2015.

b. Provide a summary of the evidence or data gathered to demonstrate that the initial variance meets or exceeds results that could have been achieved under the established standard.

We had a mill levy in 2013 and this levy was targeted to fund 18 teachers, which we hired and their hiring has contributed to our lowering of class sizes.

In our initial application in 2012-2013 BPS had 93 classrooms out of 383 classrooms over accreditation (25%), with no instructional paraprofessional assigned. In the fall of 2015, Billings Public School K-6 had 389 K-6 classrooms and 25 of those classrooms were over accreditation standards (6%). Due to lack of space in the building we could not hire an additional teacher. This left us with only one other option. That option was to assign an instructional paraprofessional to two of the classes.

c. After reflection on the initial variance, describe any adjustments that need to be made to meet the specific needs of the students in the school(s).

Our new middle school, Medicine Crow, will come online in the fall of 2016 and our second Middle School, Ben Steele, will come online in the fall of 2017. The opening of both of these schools will allow us to move all of our 6th grade students to the middle school and should solve our space capacity issues.

We are running a levy in the spring of 2016 which will create capacity for hiring additional teachers and one of the items targeted in this levy is class size.

Most of our classes that are currently over accreditation are over by one or two. Consideration should be given to creating a budget line item for overcrowded classroom instructional paraprofessionals.



(Use check boxes provided in items 6-11 if the information requested remains unchanged from the initial variance application.)

6. Describe the renewal variance requested.

- Renewal variance is the same as the initial variance.*

7. Provide a statement of the mission and goals of this proposed renewal variance.

- Mission and goals are the same as the initial variance.*

The mission and the goals of the initial request and this renewal request remains the same. We have moved from 93 classes (24%) over accreditation (spring 2013) to 25 classes (6%) over accreditation (fall 2015). As the new middle schools come online and we move our 6th grade students into middle school buildings, we will free up classroom space in the elementary schools, thus allowing the assignment of more teachers to classrooms. Secondly we will run a mill levy in the spring of 2016 and one of the goals of this levy is to add additional teachers to address class size issues.

We also plan to develop a budget line item to provide for classroom paraprofessionals to address the classrooms over accreditation by one and two students.

8. List specific measurable objectives that demonstrate the proposed renewal variance will meet or exceed the results under the current standard(s).

- Measurable objects are the same as the initial variance.*

We hope to move from 25 (fall of 2015) to 0 classrooms over accreditation by the end of the next three years.

9. What data or evidence will be gathered to document progress toward meeting the measurable objectives of the renewal variance?

- Data or evidence gathered in the same manner as the initial variance.*

10. In what way does this variance meet the specific needs of the students in the school(s)?

- The renewal variance will meet the specific needs of the students in the same manner as the initial variance.*

11. Describe how and why the proposed variance would be:

a. Workable.

- Renewal variance is the same as the initial variance.*



Space will become available during the duration of this extension as we will have both of our new middle schools online by the Fall of 2017 and secondly our levy that we are running in the spring of 2016 is targeted in part to add additional teachers to address class size.

b. Educationally sound.

Renewal variance is the same as the initial variance.

c. Where applicable, aligned with program standards under ARM 10.55.1101 through 10.55.2101.

Renewal variance is the same as the initial variance.

NA

d. Where applicable, aligned with content standards under ARM Chapters 53 and 54.

Renewal variance is the same as the initial variance.

NA



Required school district signatures:

Board Chair Name: _____

Board Chair Signature: _____ Date: _____

Superintendent Name: _____

Superintendent Signature: _____ Date _____

Mail the signed form to:

**Accreditation and Educator Preparation Division
Office of Public Instruction
PO Box 202501
Helena, MT 59620-2501**

OPI USE ONLY

Superintendent of Public Instruction: _____ Date _____

____ Approve ____ Disapprove

Board of Public Education Chair _____ Date _____

____ Approve ____ Disapprove



[Return](#)

**PROCEEDINGS OF
BOARD OF TRUSTEES, SCHOOL DISTRICT NO. 2
and
BILLINGS HIGH SCHOOL DISTRICT NO. 2**

**REGULAR BOARD MEETING
MINUTES**

Monday, February 22, 2016

5:30 p.m.-9:30 p.m.

Lincoln Education Center

Board Room

415 North 30th Street

1. WELCOME AND ORIENTATION TO THE MEETING

Board Chair Besch Moen commenced the meeting and led those assembled in the pledge to the flag.

Present: Board Chair Greta Besch Moen
Board Vice-Chair Joseph Raffiani
Trustee Janna Hafer
Trustee Tanya Ludwig
Trustee Susan Layton
Trustee Rob Rogers
Trustee Mike Leo
Trustee Gordon Klasna
Trustee Kevin Toohill

Staff Present: Terry Nelsen Bouck, Superintendent; Jeana Lervick, Exec. Dir. of Human Resources/Clerk; Patricia Hubbard, CFO; Brenda Koch, Exec. Dir. School Leadership Support; Daniela Walsh, Business/HR Coordinator; Jennifer Smith, Director of Indian Education; Judy Povilaitis, Director of Special Education; Kathy Olson, Exec. Dir. School Leadership Support; Kim Anthony, Executive Director of Curriculum; Lew Anderson, Bond Project Manager; Roger Dereszynski, Director of Assessment; Scott Reiter, Director of Facilities; Dennis Holmes, Senior High Principal; Dave Cobb, West High Principal; Kevin Kirkman, Riverside Principal

Attendees: Scott McCullough, Brian Murphy, Decora Jorgensen, Mike Tuss, Sue Anderson, MacKenzie Umemoto, Ed & Paula Simcox, Judy & Jim Linderman, Ben Flanagan, Jason Hubbard, Kris Minal, McLane Family, Claire Oakley, Lori Boone

2. RECOGNITION AND GIFTS AND DONATIONS

Recognition

- [Principals Dave Cobb and Dennis Holmes presented their candidates for Presidential Scholarship Program](#)
- - [Lillian Dyre, Senior High](#)
 - [Trevor Canty, West High](#)
 - [Mitchell McLane, West High](#)
 - [Erin Stafford, West High](#)
- [McKinley Elementary School, Montana Contractors' Award - Dick Anderson](#)

Construction

- Tobacco Use Prevention Education Program, Tobacco Free School District of Excellence Acknowledgement
 - Stephanie Adam, Riverside 8th Grade
 - Karlee Simcox, Riverside 8th Grade
 - Trey Christensen, Riverside 8th Grade
 - Alyssa Munson, Riverside 8th Grade
 - Tiffany Parish, Riverside Counselor and reACT Leader
 - Kris Minard, Tobacco Use Prevention Education, Montana OPI
 - Dr. Claire Oakley, Director of Population Health Services, RiverStone Health
 - Maia Dickerson, Yellowstone County Tobacco Prevention Specialist, RiverStone Health
- Montana Library Association's School Administrator of the Year - Steve Pomroy

DonationsArrowhead

- ASHRAE, \$1,000 to Robotics Club
- EPS Services Company, \$500 to Robotics Club
- Simplicity CED, LLC, \$1,000 to Robotics Club

Broadwater

- Surgery Plus Team Members, clothing for cold weather
- Christ the King Lutheran Church, gloves, mittens and hats

Orchard

- William Banderob, Pacific GT, Magna and Kent bicycles
- Collins Bike Shop, bicycle parts to repair and refurbish bikes
- Rodger Pennick, Old World Cabinets, three 24-inch bicycles

Career Center

- FM Auto Repair, \$50 to SkillsUSA Club
- Sorlie Trucking, \$250 to SkillsUSA Club
- Thompson Cattle Co., Inc., \$100 to SkillsUSA Club

Motion by Trustee Gordon Klasna, second by Trustee Kevin Toohill to recognize the people/groups as listed and accept these gifts and donations with gratitude.

AYE: Board Chair Greta Besch Moen, Board Vice-Chair Joseph Raffiani, Trustee Janna Hafer, Trustee Gordon Klasna, Trustee Kevin Toohill, Trustee Mike Leo, Trustee Rob Rogers, Trustee Susan Layton, Trustee Tanya Ludwig

Passed

3. COMMUNICATION FROM THE PUBLIC

No public comment.

4. APPROVAL OF AGENDA

Motion by Trustee Mike Leo, second by Trustee Janna Hafer to approve the agenda with the recommended changes

AYE: Board Chair Greta Besch Moen, Board Vice-Chair Joseph Raffiani, Trustee Janna Hafer, Trustee Gordon Klasna, Trustee Kevin Toohill, Trustee Mike Leo, Trustee Rob Rogers, Trustee Susan Layton, Trustee Tanya Ludwig

Passed

5. SUPERINTENDENT'S REPORT

Superintendent Bouck reported on Options, Alternatives and Pathways for High School Students. A committee of high school administrators will be looking at other districts programs and best practice to make sure the programs offered at Billings Public high schools provide the best for students and their diverse needs.

CTE Review Update

A call with the Review Team is schedule for tomorrow, February 23 - they will be discussing the upcoming onsite review March 9-11.

Verizon Grant for Orchard Elementary

Susan Plath and Robin Driscoll are working on the \$20,000 grant towards STEM at Riverside Middle School. There is a Project Lead the Way event on Wednesday, February 24. Kim Anthony updated the Board on this month's STEM Saturday Activity, 222 kids attended. The next STEM Saturday is scheduled for April 9th at the Career Center.

High School Redistricting Update

Low Anderson updated the Board on the Redistricting process. The Recommendations will be presented at the March Board meeting.

6. BUDGET COMMITTEE UPDATE

Superintendent Terry Bouck updated the Board on the Strategic Planning & 2016 Levy meetings that are occurring at all the schools in the next months. Mr. Bouck reviewed the Delivering on Promise brochure with the Board. Trustee Kevin Toohill reminded everyone that the state sets a maximum budget but its up to the local tax payers to vote in the funds (levies) to fill the gap and allow the District 100% of the allowable budget.

Scott Reiter updated the board on the Daylis Master Plan projects. The District is looking to acquire private funding to help with the costs of some of the projects.

Patricia Hubbard updated the Board on the 5 year plan and the Budget Committee meeting. There was discussion among boards members regarding the reserves: the caps, allowable use of reserve funds, and the importance of. Projected enrollment numbers and the possible need to update these based on out-dated assumptions were also discussed by the Board.

7. BOND

a. New Middle Schools

Low Anderson presented the updated budget for Ben Steel Middle School. At the December Board meeting it was anticipated that the project was over budget, but after bids came in, the project is now under budget. All the alternates are included in the under budget numbers. The District was able to award 92% of the jobs at Ben Steele to local contractors, and the 8% from

out of town are purchasing material/supplies from Billings.

b. Bond Projects for Summer 2016
The following Bond projects are slated for Summer of 2016

-
Alkali Creek controls - Coneer
Big Sky Mech/Elect -Coneer
Eagle Cliffs Windows- CTA
Castle Rock Mech- CTA
Newman Electrical upgrade - Coneer
Highlands Admin windows- CTA
Poly Mech upgrade -Coneer
Ponderosa PA - CTA
Central Heights grading project - Sanderson
Riverside Plumbing repair/upgrade - Coneer
Will James Lighting upgrade - Coneer
Will James Gym Reroof (25% Hail damage insurance) - CTA
Will James Soffit - CTA
GPON Projects (5 at a time from here on out) - CTA

-
Hail damage projects insurance:

Skyview Skylights - CTA
Castle Rock Skylights - CTA
Lewis & Clark Kalwall -CTA

8. PLANNING & DEVELOPMENT COMMITTEE REPORT

a. 360 Office Presentation

Trustee Susie Layton updated the Board on the Planning Development Committee meeting and the 360 Office presentation on last years contracted services and customer satisfaction survey.

9. STAKEHOLDER RELATIONS COMMITTEE REPORT

a. Medicine Crow Middle School and Ben Steele Middle School Plaques

Trustee Janna Hafer presented the drafts of the wording for the plaques at Medicine Crow Middle School and Ben Steele Middle School that have been approved by the families.

Motion by Trustee Janna Hafer, second by Trustee Mike Leo to approve the wording for the plaques with the changes discussed

AYE: Board Chair Greta Besch Moen, Board Vice-Chair Joseph Raffiani, Trustee Janna Hafer, Trustee Gordon Klasna, Trustee Kevin Toohill, Trustee Mike Leo, Trustee Rob Rogers, Trustee Susan Layton, Trustee Tanya Ludwig

Passed

b. Ben Steele Middle School Groundbreaking

Ben Steele Middle School groundbreaking will take place on March 3, 2016, at 4:00 p.m.

10. BOARD OPERATIONS COMMITTEE REPORT

Board Chair Greta Besch Moen updated the Board on the Board Operations Committee, attendance was discussed, as reported in the Gazette.

11. GRANDFATHER GUIDELINES

Board Chair Greta Besch Moen presented the Grandfathering Guidelines regarding the boundary changes for students that were discussed at the Special Board meeting on February 4th with changes made by administration.

Superintendent Bouck reported that the District will schedule meetings for parents to answer questions and help fill out forms, there will be newspaper ads, and a mailing to all parents whose students will be impacted by the redistricting.

Trustee Gordon Klasna requested wording be changed to include currently attending siblings to fall under the grandfathering options. Board Chair Greta Besch Moen's concern is that with the redistricting the schools are at equitable usage, and the extending the time period could cause an unfair advantage to the the students who are zoned for that school. Superintendent Bouck state that against national averages, these guidelines are very liberal. Board Chair Greta Besch Moen stated that the current Out of Area request will still be available once the grandfathering guidelines sunset. Trustee Mike Leo state that this whole process is an unfortunate consequence of state funding, and he suggested waiting to vote on it until the High School Redistricting is voted on. Trustee Gordon Klasna suggested voting on K-8 guidelines and waiting on the High School guidelines. Trustee Tanya Ludwig stated that the Board should not wait to vote, because parents need to be notified and there is a lot of work to be done. Brenda Koch state the District could wait until the day after the March Board meeting to send out forms, if the Board prefers to wait. Dave Cobb, Billings West High principal gave insight on the many issues a school deals with during registration, and that delaying the process could have some negative effects. Trustee Susie Layton stated she didn't feel her opinion on the Grandfathering Guidelines would be at all effected by the outcome of the High School Redistricting, the guidelines won't change based on the boundaries.

Superintendent Bouck asked Brenda Koch & Kathy Olson to clarify the timeline of implementing this process.

Motion by Trustee Gordon Klasna, second by Trustee Mike Leo to approve the Grandfathering Guidelines with the exception of #6 and #10 and change the wording to 'currently attending students would be allowed to attend the school of their older siblings'.

AYE: Trustee Gordon Klasna, Trustee Kevin Toohill, Trustee Mike Leo

NAY: Board Chair Greta Besch Moen, Board Vice-Chair Joseph Raffiani, Trustee Janna Hafer, Trustee Rob Rogers, Trustee Susan Layton, Trustee Tanya Ludwig

Failed

Motion by Trustee Susan Layton, second by Trustee Janna Hafer to accept the Guidelines with presented changes.

AYE: Board Chair Greta Besch Moen, Board Vice-Chair Joseph Raffiani, Trustee Janna Hafer, Trustee Kevin Toohill, Trustee Mike Leo, Trustee Rob Rogers, Trustee Susan Layton, Trustee Tanya Ludwig

NAY: Trustee Gordon Klasna

Passed

12. AA CAUCUS/MTSBA REPORT

Trustee Susie Layton reported that the MTSBA shared their resolutions for the Delegate Assembly. Board Chair Greta Besch Moen reviewed the resolutions that the District submitted. Board Chair Besch Moen stated it's important for the Legislative Committee to get together to discuss the District's resolutions in preparation for the next legislative session.

Patricia Hubbard updated the Board on the School Funding Interim Commission, there were presentations, break out discussions and brainstorming during the 3 day session. The

Commission is meeting again April 4-5th.

13. TRUSTEE SCHOOL VISITS
Trustees Susie Layton & Gordon Klasna shared information from their recent school visit to Senior High. Trustee Janna Hafer visited with Principal Larsen at Washington Elementary.
14. CONSENT AGENDA
 Motion by Trustee Gordon Klasna, second by Trustee Mike Leo to approve and accept the items within the Consent Agenda without objection to recommended action.
- AYE: Board Chair Greta Besch Moen, Board Vice-Chair Joseph Raffiani, Trustee Janna Hafer, Trustee Gordon Klasna, Trustee Kevin Toohill, Trustee Mike Leo, Trustee Rob Rogers, Trustee Susan Layton, Trustee Tanya Ludwig
- Passed

- a. Personnel Report
Pursuant to Montana law, the Board of Trustees employs and dismisses District employees. MCA § 20-3-324. Each month, the Superintendent and our Human Resource Services staff present to the Board a personnel report that includes recommended hiring. The report also includes extra-curricular activities, retirements, resignations, leaves of absence of one semester or longer, and, infrequently, recommended dismissals. The Board acts upon the Superintendent's employment recommendations by accepting the personnel report.

Approve the Personnel Report.

- b. Financial Reports - January 2016 (Unaudited)
- c. Bills Paid - January 2016
- d. High School Levy Election Resolution
BILLINGS PUBLIC SCHOOLS, DISTRICT NO. 2
TRUSTEE RESOLUTION
CALLING FOR A HIGH SCHOOL LEVY ELECTION

WHEREAS, the trustees of any district shall have the authority under the provision of section 20-20-201, MCA, to call for a school election;

WHEREAS, the trustees of this district shall have the authority under the provisions of section 15-10-425 and Title 20 of the Montana Code Annotated to set the amount of a mill levy;

THEREFORE BE IT RESOLVED, that the trustees of High School District No 2, Yellowstone County call for an election of the registered electors of the District to be held on the 3rd day of May, 2016, for the purpose of voting upon the question of whether or not the trustees shall be authorized to make a levy for the purpose of providing funds to support the general fund for the proper maintenance and operation of the high school district for the 2016-2017 school year, beginning July 1, 2016; and,

THEREFORE BE IT RESOLVED, that the trustees of High School District No. 2, Yellowstone County declare that the amount of the high school levy election to be held on May 3, 2016 shall be (to be determined) such amount being approximately (to be determined). The levy is

permanent once approved by the voters, assuming the district levies that amount each year thereafter.

The elector shall return the ballot by mail or deliver it to a place of deposit designated by the Yellowstone County Election Administrator so the ballot is received prior to 8:00 p.m. on Election Day.

If the Board decides to conduct a mill levy election, adopt the Resolution Calling for a High School Levy Election to be held on May 3, 2016 and declaring the amount of the High School Levy (to be determined).

- e. Skylight Replacement -Hail Damage for Skyview, Lewis and Clark and Castle Rock Facilities Services recommends that Brownson Construction be awarded the Skylight Replacement Hail Damage for Skyview, Lewis and Clark, and Castle Rock for the following amounts:

Skyview for the amount of \$173,658.00

Lewis and Clark for the amount of \$18,045.00

Castle Rock for the amount of \$24,262.00

The reason for replacement of the Kalwall Skylight system at Skyview High School and partial replacement of Kalwall Skylights at Castle Rock Middle School and Lewis & Clark Middle School is that they were damaged from hail in 2014. The lens on all of Skyview Skylights and portions of Castle Rock and Lewis & Clark has been shattered. The skylights are currently water tight, but they have lost their thermal integrity. This is a hail project and the skylights need to be removed and replaced in order to meet the insurance company time line. These projects are funded by insurance and bid tabs are attached.

Award the replacement of the Skylight from Hail Damage that were damaged by the 2014 hail storm to the Brownson Construction for each of the Projects for the amounts listed above.

- f. Elementary Levy Resolution

BILLINGS PUBLIC SCHOOLS, DISTRICT NO. 2
TRUSTEE RESOLUTION
CALLING FOR AN ELEMENTARY LEVY ELECTION

WHEREAS, the trustees of any district shall have the authority under the provision of section 20-20-201, MCA, to call for a school election;

WHEREAS, the trustees of this district shall have the authority under the provisions of section 15-10-425 and Title 20 of the Montana Code Annotated to set the amount of a mill levy;

THEREFORE BE IT RESOLVED, that the trustees of School District No. 2, Yellowstone County call for an election of the registered electors of the District to be held on the 3rd day of May, 2016, for the purpose of voting upon the question of whether or not the trustees shall be authorized to make a levy for the purpose of providing funds to support the general fund for the proper maintenance and operation of the elementary district for the 2016-17 school year, beginning July 1, 2016; and,

THEREFORE BE IT RESOLVED, that the trustees of School District No. 2, Yellowstone County declare that the amount of the elementary levy election to be held on May 3, 2016 shall be (to be determined) such amount being approximately (to be determined). The levy is permanent once approved by the voters, assuming the district levies that amount each year

thereafter.

The elector shall return the ballot by mail or deliver it to a place of deposit designated by the Yellowstone County Election Administrator so the ballot is received prior to 8:00 p.m. on Election Day.

If the Board decides to conduct a mill levy election, adopt the Resolution Calling for an Elementary Levy Election to be held on May 3, 2016 and declaring the amount of the Elementary Levy (to be determined).

- g. Resolution calling for Elementary/High School Trustee Election, May 3, 2016
BILLINGS ELEMENTARY SCHOOL DISTRICT NO. 2,
YELLOWSTONE COUNTY
BILLINGS HIGH SCHOOL DISTRICT NO. 2, YELLOWSTONE COUNTY
TRUSTEE RESOLUTION

WHEREAS the trustees of any district shall have the authority under the provisions of section 20-20-201, M.C.A. to call for a school election and;

WHEREAS an election of trustees shall be conducted annually on the regular school election day, the first Tuesday after the first Monday in May;

THEREFORE BE IT RESOLVED that the Trustees of the Boards of Billings Elementary School District No. 2, Yellowstone County, and Billings High School District No. 2, Yellowstone County, call for an election by mail of the registered electors of the district to be held on the 3rd day of May, 2016, for the purpose of electing three (3) elementary/ high school trustees by single-member districts numbered three (3), five (5) and seven (7); and, each position shall be for a three-year term. If it is later determined that any portion of the election is not required, the Board of Trustees authorizes the Yellowstone County Election Administrator to cancel that portion of the election in accordance with §§ 13-1-304 and 20-3-313 M.C.A. The elector shall return the ballot by mail or deliver it to a place of deposit designated by the Yellowstone County Election Administrator so the ballot is received prior to 8:00 p.m. on Election Day, May 3, 2016. Absentee ballots may be obtained through the Yellowstone County Election office, <http://www.co.yellowstone.mt.gov/elections/> or call 406-256-2740

Adopt the resolution calling for an Elementary/High School Trustee Mail Ballot Election by single member district to be held on May 3, 2016. (Elementary Only).

- h. Establish New Trust Fund Account for McKinley Library
Patricia Hubbard clarified what these accounts are used for at the request of Trustee Mike Leo.
 Motion by Trustee Mike Leo, second by Trustee Janna Hafer approve

AYE: Board Chair Greta Besch Moen, Board Vice-Chair Joseph Raffiani, Trustee Janna Hafer, Trustee Gordon Klasna, Trustee Kevin Toohill, Trustee Mike Leo, Trustee Rob Rogers, Trustee Susan Layton, Trustee Tanya Ludwig

Passed

- i. Restroom Partitions 2016 (Bond 2013)

Facilities Services recommends purchasing the material from Sylvan Sites Services for the Restroom Partitions 2016 (Bond 2013) for the amount of \$89,978.

The attached bid tab reflects the pricing to replace restroom partitions at 5 schools, Riverside Middle School, Castle Rock Middle School, Poly Drive Elementary, Lewis and Clark Middle School and Arrowhead Elementary. The preference would be to use the Fiberglass Reinforced Plastic (FRP) product. The FRP product is very durable and is vandalism resistant. This pricing is for materials only, to be installed by Facilities Services.

Approve the purchase of the FRP partitions from Sylvan Site Services for the amount of \$89,978 for the Restroom Partition 2016 (Bond 2013) projects.

j. Minutes of Board Meetings

Approve minutes as follows:

- Regular Board Meeting, January 25, 2016
- Special Board Meeting, February 4, 2016

k. Minutes of Committee Meetings

Accept committee meeting minutes as follows:

- Board Operations Committee, January 5, 2016
- Planning & Development Committee, October 13, 2015
- Planning & Development Committee, December 8, 2015

l. Flooring 2016 Projects (2013 Bond)

Facilities Services recommends awarding the Flooring 2016 Projects (2013 Bond) to the following flooring contractors.

<u>Sandstone Elementary</u>	<u>Carpet One</u>	<u>\$20,308.00</u>
<u>Alkali Creek Elementary</u>	<u>Carpet One</u>	<u>\$20,622.00</u>
<u>Beartooth Elementary</u>	<u>Pierce</u>	<u>\$23,314.41</u>
<u>Bitterroot Elementary</u>	<u>Northwest Flooring</u>	<u>\$31,228.00</u>
<u>Central Heights Elementary</u>	<u>Northwest Flooring</u>	<u>\$48,758.00</u>
<u>Meadowlark Elementary</u>	<u>Northwest Flooring</u>	<u>\$66,589.00</u>
<u>Miles Elementary</u>	<u>Northwest Flooring</u>	<u>\$20,293.00</u>
<u>Poly Drive Elementary</u>	<u>Carpet One</u>	<u>\$62,935.00</u>
<u>Ponderosa Elementary</u>	<u>Carpet One</u>	<u>\$36,878.00</u>
<u>Riverside Middle School</u>	<u>Carpet One</u>	<u>\$45,223.00</u>
<u>Lewis and Clark Middle School</u>	<u>Northwest Flooring</u>	<u>\$35,549.00</u>

Award the above companies - Carpet One, Pierce and Northwest Flooring to the above designated schools for the Flooring 2016 Projects (2013 Bond) for the amount specified for each school.

m. Lewis and Clark Middle School Gym Floor Refinishing 2016 (2013 Bond)

Facilities recommends that the Lewis and Clark Middle School Gym Floor Refinishing Project 2016 (2013 Bond) be awarded to Montana Hardwood for the amount of \$24,955.85. This is the base bid.

Award Montana Hardware the Lewis and Clark Middle School Gym Floor Refinishing 2016

(2013 Bond) for the amount of \$24,995.85.

- n. Highland Elementary Window Replacement- Phase 2 -2016 Project (2013 Bond)
Facilities recommends that the Highland Elementary Window Replacement- Phase 2- 2016 Project (2013 Bond) be awarded to Cucancic Construction for the amount of \$132,900. This is the Base Bid.
Award Cucancic Construction the Highland Elementary Window Replacement- Phase 2- 2016 Project (2013 Bond) for the amount of \$132,900.

- o. Quality Schools Grant
Scott Reiter gave a brief background on the Quality Schools Grant. Billings Public Schools applied for a Quality Schools Grant in 2014 for the next phase of the HVAC and lighting at Senior High School. The legislature did not fund the program in 2015. The Department of Commerce is now taking applications for the grant process to be considered by the next legislature. The District would like to apply for the Quality Schools Grant for the same project. Approve the application process to apply for the Quality Schools Grant at Billings Senior High School.

Motion by Trustee Susan Layton, second by Trustee Rob Rogers to approve the application process to apply for the Quality Schools Grant at Billings Senior High School

AYE: Board Chair Greta Besch Moen, Board Vice-Chair Joseph Raffiani, Trustee Janna Hafer, Trustee Gordon Klasna, Trustee Kevin Toohill, Trustee Mike Leo, Trustee Rob Rogers, Trustee Susan Layton, Trustee Tanya Ludwig

Passed

- p. First Student Contract 2016-2017

- q. New Committee Member
The Audit Committee reviewed and recommended Todd Buchanan's application on February 3rd to be considered by the Board for his appointment.
Approve new member application to be appointed as a community member on the Audit Committee.

Motion by Trustee Kevin Toohill, second by Trustee Tanya Ludwig to approve new member application to be appointed as a community member on the Audit Committee.

AYE: Board Chair Greta Besch Moen, Board Vice-Chair Joseph Raffiani, Trustee Janna Hafer, Trustee Gordon Klasna, Trustee Kevin Toohill, Trustee Mike Leo, Trustee Rob Rogers, Trustee Susan Layton, Trustee Tanya Ludwig

Passed

- r. Asbestos Flooring Abatement 2016 Projects (2013 Bond)
Facilities recommends that the following companies be awarded the Asbestos Flooring Abatement 2016 (2013 Bond) for the following schools.

Bitterroot Elementary- Schroeder Contracting for the amount of \$36,280.00
Central Heights Elementary - Ingraham Enviromental for the amount of \$34,795.00
Meadowlark Elementary - Enviromental Contractors for the amount of \$39,400.00
Miles Avenue Elementary- Schroeder Contracting for the amount of \$5,520.00
Poly Drive Elementary - Ingraham Enviromental for the amount of \$15,420.00
Ponderosa Elementary- Safetech for the amount of \$30,950.00
Washington Elementary- Safetech for the amount of \$5,900.00

These are the base bids.

Accept the above contractors the bids for the above schools for Asbestos Flooring Abatement 2016 (2013 Bond) for the amount listed.

s. Multidistrict Agreement

The Multidistrict Agreement was put in place by the Board of Trustees in 2012. It is agreed that each district will contribute a proportionate amount into the fund to be used equally between the two districts. An updated version is attached for approval to continue the agreement for an additional three years.

Planning and Development Committee recommends the board approve the Multidistrict Agreement with revisions.

t. Variance to Standards Renewal Application

In the spring 2013, we wrote a variance requesting 3 years to meet accreditation standards for class size in grades K-6. Attached is a request for an additional 3 years to comply with the initial variance request submitted to the Office of Public Instruction. In the fall of 2012, we had 93 classrooms (25%) over accreditation in grades K-6 which prompted the request for the variance. At the current time, in the fall of 2015, we have 25 classes (6%) over accreditation. Our goal is to have zero classes over accreditation by the end of this renewal application. Approve submitting application for additional 3 years.

u. Big Sky Elementary Boiler Replacement 2016 (Bond 2013)

Facilities recommends that the Big Sky Elementary Boiler Replacement 2016 (Bond 2013) be awarded to Plumb MT for the amount of \$196,800. This is the base bid, Alternate #1 and Alternate #2. The bid tab and Con'eer recommendation letter is attached.

Award Plumb MT the Big Sky Elementary Boiler Replacement 2016 (Bond 2013) project for the amount of \$196,800.00.

v. Medicine Crow Furniture, Fixtures and Equipment Bid

Bids for furniture, fixtures and equipment for Medicine Crow submitted by A&E Architects for approval.

Approve the bids

w. Preferred Office/Furniture Supply RFP An RFP for a Preferred Office/Furniture supply vendor was issued in January and opened

February 16, 2016. There were 3 vendors that submitted bids. After reviewing all the documents the award was made to 360 Office Solutions. The contract would start July 1, 2016 and run through June 30, 2019.

Approve the 3 year contract with 360 Office Solutions Inc as the preferred Office/Furniture Supply vendor.

x. Establish New Trust Fund Account for Elementary/High School Foundation Technology

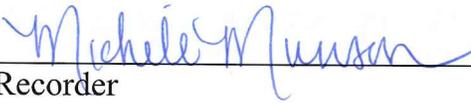
15. ADJOURNMENT

Motion by Trustee Susan Layton, second by Trustee Tanya Ludwig to adjourn at 8:40pm

AYE: Board Chair Greta Besch Moen, Board Vice-Chair Joseph Raffiani, Trustee Janna Hafer, Trustee Gordon Klasna, Trustee Kevin Toohill, Trustee Mike Leo, Trustee Rob Rogers, Trustee Susan Layton, Trustee Tanya Ludwig

Passed


Chair


Recorder

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