



Home of the Wildcats

Vaughn Public School

480 Central Avenue

(PO Box 279)

Vaughn, Montana 59487

AGENDA

February Special Board Meeting

Tuesday, February 17, 2015

6:30 pm - Vaughn School

1. **Welcome/Introduction of Visitors**
2. **Business Matters (action)**
 - a.) Head Girls Basketball Coach Resignation
 - b.) Head Girls Basketball Coach Hire
 - c.) Employee Compensation - Ski Day
 - d.) Call for an Election by Mail Ballot
 - e.) Variance of Accreditation Standards Approval
3. **Board Comment**
4. **Public Comment on items not on the agenda**
5. **Adjourn**

Notice Regarding Public Comment

Montana law requires school districts and other public agencies to include on the agenda for public meetings an item allowing public comment on any **public matter not otherwise specifically listed on the agenda** that is within the jurisdiction of the agency. The procedure for such comment can be found on the back of board agendas. As has also been the practice of the District, and in accordance with Montana law, if any member desires to speak to an item that is **specifically listed/identified on the agenda**, you will be allowed to do so when the item comes up for discussion and action. The public comment portion of the agenda is not the time designated to hear items that are specifically listed/identified on the agenda.

Depending on the number of persons who wish to address the Board, the Board Chairperson may place reasonable time limits on comments, in order to maintain and ensure effective and efficient operations of the Board.

By law the District cannot take any action on any matter discussed during the "public comment" portion of the meeting, until such time as the matter is specifically noticed on the agenda, and the public has been allowed the opportunity to comment.

Angela Black
319 Washington Blvd.
Great Falls, MT 59404

To:

Dean Jardee, Administrator
Shanda Sawyer, Athletic Director

February 9, 2015

Dean and Shanda,

I am giving this letter to inform you that I will be resigning from my position as head coach of the Lady Wildcats basketball team and assistant coach of the volleyball team. Although I have very much enjoyed my time coaching these young ladies for many seasons, I feel it is time to leave the coaching box. I will always be grateful to the coaching position and the Lady Wildcats for teaching me so much about volleyball, basketball, and life. I wish the Wildcats every success.

Sincerely,

A handwritten signature in cursive script, appearing to read 'A Black', written in black ink.

Angela Black

TRUSTEE RESOLUTION CALLING FOR AN ELECTION BY MAIL BALLOT

BE IT RESOLVED, the Board of Trustees for the Vaughn School District No. 74, of Cascade County, State of Montana, will hold the Annual Regular School Election by mail ballot on Tuesday, the 5 day of May, 2015, which date is not less than seventy (70) days after the passage of this resolution.

Voting will end at 8:00 p.m. on Election Day. The designated place of deposit will be located at 480 Central Ave., Vaughn, MT.

The purpose of the election is to:

- Elect two (2) trustees for a three-year term, or as otherwise designated.
- Seek approval of additional levies to operate and maintain the Vaughn school district(s) for the 2015 - 2016 school year.

If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Lynda Kohut, election administrator, to cancel that portion of the election in accordance with 13-1-304 and 20-3-313, MCA.

Three electors of this district who are qualified to vote at such election are hereby appointed to act as judges at the election as follows:

<u>Name</u>	<u>Address</u>
Gail Kapptie	680 Central Ave, Vaughn, MT
Bill Emerson	9 Sunnyside Ave, Vaughn, MT
Virdene Zook	4 - 4th Street, Vaughn, MT

BE IT FURTHER RESOLVED, that the clerk of this school district is hereby directed to notify the above named election judges of their appointment and to notify the county election administrator of the date of holding said election, and request him/her to close registration and to prepare and furnish election materials as required by law. If any of these judges should not be able to serve, the election administrator will choose a replacement from certified judges.

No further proceedings were conducted relating to the election.

Judd Brooks
Print Name of Board Chair

Judd Brooks
Signature of Board Chair

Lynda Kohut
Print Name of District Clerk

Lynda Kohut
Signature of District Clerk

DATED this 17th day of FEBRUARY, 20 15.

emailed 2-17-15 JK



Mail Ballot Written Plan, Timetable and Instructions

JUST BE RECEIVED BY SECRETARY OF STATE NO LATER THAN 60 DAYS BEFORE ELECTION DAY. COMPLETE, SAVE AND EMAIL THIS FORM TO SOSELECTIONS@MT.GOV.

Written Plan		Response
1	Legal Name of Jurisdiction	Vaughn School District #74
2	Name of County or Counties Involved	Cascade County
3	Estimated # of Electors	624
4	Type of Election (e.g., creation, bond, trustee/director/governing body, levy, etc.)	Trustee/District/Governing Body
5	Return postage paid by: elector, or by election office (and if insufficient, who pays)	Elector; jurisdiction covers insufficient postage.
6	Describe procedures you will use to ensure security of ballots	Ballots will be deposited in locked ballot box and secured in locked area.
7	Ballots will be printed based on: precinct, ward, or district	District <input checked="" type="checkbox"/>
8	For school elections, list procedures for transportation for signature verification	The Cascade County Elections Office will provide a copy of the signatures on file. I will verify each individual signature that comes in with the copy from the Elections Office. We will not have to use transportation.
Timetable		Date
1	Date applicable documents sent to the governing body ¹	2/17/2015
2	Actual date of submission of plan, timetable, and instructions to Secretary of State (Must be received by Secretary of State at least 60 days before election.)	2/17/2015
3	Last day for governing body to opt out of mail ballot (within 55 days of election)	3/11/2015
4	Approval by Secretary of State	Within 5 days of SOS receipt of plan.
5	Publish notice specifying close of voter registration (Published at least 3 times in the 4 weeks preceding the close of registration, once per week. Publication is completed with the 3rd notice. Publication is <u>not</u> required for school elections.)	
6	Publish notice of election, if applicable (Not required for municipal elections. Required for: Special Elections: 13-1-108 ; Regular Non-Municipal: 13-1-401 (4); School: 20-20-204 .)	4/15/2015
7	Close of voter registration (30 days before election; move to 29 days before election when 30th day falls on a Sunday.)	4/6/2015
8	Specific date on which ballots will be mailed (No sooner than 25 days or later than 15 days before election.)	4/20/2015
9	Election Day	5/5/2015

¹No date set by law, but should be no later than 60 days before election. Documents include: 1) written plan; 2) statement informing governing body of decision to conduct election by mail; 3) list of reasons for decision; and 4) statement regarding right of governing body to object under [13-19-204](#).

Updated June 26, 2013

Additional Information:

If applicable, for the following types of special district elections, list here the special requirements from the applicable laws: Water and Sewer (7-13-2212; 7-13-2254; 7-13-2255; 7-13-2325), Fire (7-33-2106), Museum (7-11-1003), Cemetery (7-11-1003), Drainage (85-8-05) and Irrigation (85-7-1710).

Affirmation:

By entering my name on the line below, I affirm that I will conduct the election according to the written plan and timetable for conducting the election. I understand that any undeliverable ballots must be filed securely, retained and available for electors to vote and that I must attempt to contact electors whose ballots are undeliverable. If such electors cannot be contacted otherwise, electors will be mailed a notice and the guidelines in 13-19-313, MCA and ARM 44.3.2710 will be followed.

Lynda Kohut

Name(s) of Election Administrator(s) Conducting Election

Complete the above plan and timetable **and the instructions below**, and save and email this form to soselections@mt.gov.

INSTRUCTIONS FOR VOTING A **MAIL** BALLOT – PLEASE READ CAREFULLY

ITEMS ENCLOSED FOR ELECTION:

- Ballot(s)
- Secrecy Envelope for Voted Ballot(s)
- Signature Envelope with Affirmation to be completed & signed
- Elector ID Form (IF included – see separate instructions)

1. To Vote – mark the designated voting area as instructed on the ballot using a black or blue pen. Do not use a marker or felt tip pen or red ink pen. Vote both sides of ballot(s) if applicable.

2. Review your ballot. Before you place your ballot into the secrecy envelope, double check your votes.

- Do not cross out, erase or use correction fluid.
- If your ballot is destroyed, spoiled, lost or not received or if you make a mistake or change your mind before your ballot is turned in, you may request a replacement ballot at the election office.
- Some races allow votes for more than one person or ballot issue choice; the number appears just below the name of the office. Make sure you do not mark more votes than that number. You may choose to vote for fewer, or you can skip any race.
- If a ballot contains too many votes in one race, votes for that race will not be counted. Other races will still be counted.
- To write in a candidate's name, mark the designated voting area to the left of the line provided and write in the name in the blank space.

3. Place voted ballot in the **SECRECY ENVELOPE and seal it.**

4. SIGN the voter affirmation on the back of the Signature Envelope. Failure to sign invalidate your ballot!



If the signature on the affirmation does not match the signature on file, the ballot may be rejected.

5. Place the secrecy envelope into the Signature Envelope. Seal the signed Signature Envelope.

6. Return your ballot by mailing it to or dropping it off to the location(s) below. The place(s) of deposit and the days and times when ballots may be returned to the places of deposit before election day and on election day are:

Vaughn Public School Administration Office 480 Central Ave Monday through Thursday 7:30am-4:30pm and and Friday 8:00am-11:00am before election day. On election day from 7:00am-8:00pm.

This election is by mail ballot only -- regular polling places will not be open. In order to be counted, ballots must be received at the election office by 8:00 p.m. on Election Day, 5/5/2015.



Do not forget postage:

\$ 0.49 cents postage required if mailing ballot.

If you are an active-duty absent military voter or overseas U.S. citizen, registration and voting activities can be done electronically. See sos.mt.gov/Elections.

FOR QUESTIONS CONTACT THE ELECTIONS OFFICE AT:

Phone: 406-965-2231

Fax: 406-965-3703

Email: lkohut@vaughnschool.com





MONTANA SECRETARY OF STATE

LINDA McCULLOCH

February 19, 2015

Lynda Kohut
Vaughn Public Schools
480 Central Ave
Vaughn, MT 59487

Dear Lynda:

On February 17, 2015, this office received your plan, timetable, and instructions for the following mail ballot election to be held on May 5, 2015:

- ◆ Vaughn School District #74 (Trustee)

On February 19, we received your amended written plan.

After review, this office hereby approves the above plan, timetable, and instructions for the election. The election must be conducted in compliance with Title 13, Chapter 19 of the Montana Code Annotated and Rule 44, Chapter 3, Subchapter 27 of the Administrative Rules.

Thanks and feel free to let me know if you have any questions.

Sincerely,

Casey R. Hayes

Casey R. Hayes
Elections Specialist

Sent by electronic mail

cc: Rina Moore, Cascade County Elections



Home of the Wildcats

Vaughn Public School

P.O. Box 279
Vaughn, Montana 59487

Phone 406-965-2231
Fax 406-965-3703



Montana Office of Public Instruction
ATTN: Ms. Denise Juneau and Variance to Standards Review Board
Box 202501
Helena, MT 59620-2501

February 17, 2015

Honorable Superintendent Juneau and Members of Variance to Standards Review Board,

I am writing this letter on behalf of Vaughn Elementary District #74 in Vaughn, Montana. Enclosed you will find our District's application for Variance to Accreditation Standards 10.55.704 (Assignment of District Superintendents). This standard requires that (1)(b) school systems with more than 14 and fewer than 18 FTE licensed staff shall employ a part-time, at a minimum of .10 FTE, licensed superintendent. I have served as full-time Principal with Superintendent duties for the last eight years in this District and know that I can continue in this capacity with the amount of Licensed FTE we have in our District.

The last eight years we have exceeded the requirements for assignment of school administrators/principals as per ARM 10.55.705. Until this year, we have had under 125 students, but have employed a full-time administrator to serve as principal with Superintendent duties. Based on Accreditation Standards, we could have used a supervising teacher and the services of the office of the county superintendent to satisfy those requirements. Our licensed staff number did not increase this school year, but based on the way the new TEAMS reports FTE, as principal I am counted in the FTE which places us over the 14 FTE that requires .10 FTE, licensed Superintendent.

Because the District had the same number of licensed FTE as last year, we didn't anticipate the need to hire a .10 FTE, licensed Superintendent. The challenge of doing a superintendent search for someone to work that short amount of time seems daunting and it seems redundant to have 2 administrators performing essentially the same duties. The District would much rather see the projected \$10-15,000 go toward the direct instruction of students in our schools.

We are an active member of a viable Special Education Cooperative and Curriculum Cooperative so the need for curricular and special need services are being met adequately as we have access to the licensed directors of those two cooperatives as necessary. I also work closely with the office of the County Superintendent to assure that all reporting and procedures are being satisfied as required by the state. In addition, I attend the monthly North Central Montana Association of School Superintendents' meetings and have the opportunity to stay current with the OPI liaison who attends.

On behalf of the Vaughn School Board of Trustees, I respectfully request your support in our variance to Accreditation Standard 10.55.704. Thank you for your consideration.

Sincerely,

Dean V. Jardee, Principal
Vaughn School District #74



VARIANCES TO STANDARDS APPLICATION

March 2, 2015

Purpose: ARM 10.55.604.1. A local board of trustees may apply to the Board of Public Education through the Superintendent of Public Instruction to implement a variance to a standard or a section of standards, excluding standards stating statutory criteria, standards pertaining to educator licensure or endorsement, and content standards as defined by the Board of Public Education and provided in guidance from the Superintendent of Public Instruction.

DUE DATES

- First semester implementation; March 2, 2015
- Second semester implementation; July 6, 2015

COUNTY: Cascade

DISTRICT: Vaughn Elementary

LIST THE SCHOOL OR MULTIPLE SCHOOLS THAT ARE REQUESTING THE VARIANCE(S): Vaughn School, Vaughn 7-8, Hillcrest Colony

-
1. **Is this an initial application (2 years) or a Renewal application (3 years)?**
Initial Application
 2. **Is this for first semester implementation or second semester implementation?**
1st Semester
 3. **Standard(s) for which a variance is requested, i.e., 10.55.709. If there is a program delivery standard, be sure to list it as well. For example, 10.55.1801.**
ARM 10.55.704
 4. **Please attach evidence through official minutes of the board of trustees that local school community stakeholders were involved in the consideration and development of the proposed variance to standards. Stakeholder groups include trustees, administrators, teachers, classified school staff, parents, community members, and students as applicable.**
See Attachment
 5. **Please provide evidence that the board of trustees adopted its application for variance at an official, properly noticed meeting of its board of trustees.** Adopted February 17, 2015





opi.mt.gov

6. **Describe the variance requested.** It is requested that Vaughn Elementary District #74 located in Vaughn, Montana, serving under 135 students in grades K-8, be allowed to have its full-time licensed Principal perform the duties of Superintendent.
7. **Provide a brief statement of the mission and goals of this proposed variance.**
The goal of this proposed variance is to avoid hiring a .1 FTE Superintendent when there is already a full time principal fulfilling the roles of such position.
8. **List at least one specific measurable objective(s) that demonstrates that the proposed variance will meet or exceed the results under the current standard(s).**
The District will hire and maintain a full-time licensed Principal to perform the duties of the Superintendent with assistance from the office of the county superintendent.
9. **What data or evidence will be gathered to document progress toward meeting the measurable objectives?** Annual Data Collection
10. **In what way does this variance to standard meet the specific needs of the students in your school(s)?** The full time Principal fulfills all duties that a Superintendent would. The County Superintendent serves as a resource as needed.
11. **Variance to Standard: Outline how and why the proposed variance would be:**
 - a. **Workable. (Sufficient district resources are available for the success of the variance.)**
The District has operated the last eight years with one full-time licensed Principal. We have a total of under 135 students so more than satisfy the requirement of administration in the District.
 - b. **Educationally sound. (Applicant has relied on sound research as a rationale for the variance.)**
Based on the attached article "School Superintendents: Vital or Irrelevant?", (Chingos, Whitehurst, & Lindquist, 2014), specifically Finding #4: Superintendents account for a small fraction of a percent (0.3) percent of student differences in achievement. This effect, while statistically significant, is orders of magnitude smaller than that associated with any other major component of the education system, including: measured and unmeasured student characteristics; teachers; schools; and districts. Also, the research says that individual superintendents who have an exceptional impact on student achievement cannot be reliably identified. The research is attached to this application.
 - c. **Where applicable, aligned with program standards under ARM 10.55.1101 through 10.55.1901.**
Not applicable
12. **Designed to meet the content standards for this area of the curriculum (only applies to those standards which also have related curriculum content standards).**
Not applicable





RENEWAL APPLICATION ONLY: Please attach a summary of the data gathered to demonstrate that the variance cycle ending June 30, met or exceeded the standard. State the measurable objective for the initial or previous application.

Required school district signatures:

Board Chair Name: _____

Board Chair Signature: _____ Date: _____

Superintendent Name: _____

Superintendent Signature: _____ Date _____

Mail your 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