

VARIANCES TO STANDARDS APPLICATION

Renewal Application (three years)

Purpose: <u>ARM 10.55.604(4)</u> "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: Toole County

DISTRICT: Shelby Public School District #14

LIST EACH SCHOOL THAT IS REQUESTING THE VARIANCE:

Shelby Elementary School

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.

10.55.709 Library Media Services, K-12





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.

Shelby School District has maintained three staff members in our two Libraries to exceed student needs. As of February 2022, Shelby Elementary School had 262 students. To exceed student needs we maintain a full-time paraprofessional and a .5 Librarian in the elementary library. We posted this variance to standards on our March Board meeting agenda (see attached).

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.

The Shelby School Board will discuss the Variance to Standards regarding our elementary Library at the March 8, 2022, Board Meeting (See Board Agenda).



- 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).

1. We will continue to create a schedule that allows our Librarian to support student learning where and when it is needed. We will be able to measure this by reviewing the schedule and ensuring student contact time (30 minutes per week per student) is met.

2. We will measure the number of AR tests completed and at what level those tests are completed to ensure student growth in reading and comprehension.

3. Star reading data will be evaluated to determine future needs and opportunities for improvement

4. Shelby's yearly teacher evaluation system will evaluate the Librarian's ability to continue delivering effective institution in meeting the Library Media Standards.

- 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.
 - 1. We created a schedule that allows our Librarian to support student learning where and when it was needed including a 30 minute lesson each week to all K-6 groups.
 - 2. AR testing levels were maintained during the variance time frame.
 - 3. Star reading data was completed and evaluated.
 - 4. The Librarian was evaluated by District Administration.



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).

No additional changes need to be created to meet student needs

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

To achieve the goals listed in 10.55.709, Shelby Elementary School offers weekly lessons taught by the .5 Librarian to grades K-6. These 30 minute lessons focus on achieving the requirements stated in 10.55.709. As our Library is staffed by a paraprofessional as well as the .5 Librarian the facility is open throughout the entirety of the school day for independent student use (AR Testing, book check-out, research, or other needed activities).

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

1. Create a schedule that allows our Librarian to support student learning where and when it is needed, including 30 minutes per week per student class time.

2. We will measure the number of AR tests completed and at what level those tests are completed to ensure student growth in reading and comprehension.

3. Star reading data will be evaluated to determine future needs and opportunities for improvement

4. Shelby's yearly teacher evaluation system will evaluate the Librarian's ability to continue delivering effective institution in meeting the Library Media Standards.





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

Shelby Elementary School will gather evidence as stated in question 7. We will evaluate the schedule, measure AR data, evaluate Star Testing data, and evaluate the Librarian using our adopted Danielson model evaluation tool. In addition to the aforementioned data gathering, sample lessons and assessments will also be gathered to document the Elementary School's deliverance of the Library Media Standards.

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

By completing the aforementioned goals and processes we will meet student needs regarding library services

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

a. Workable

Funding - No additional funding is needed to meet our current needs. Staff - The .5 Librarian had over 20 years of experience in Library Education along with her K-12 Librarian certification, she also has a K-12 Reading Endorsement and a K-8 Elementary Endorsement.

Facilities - Our facilities meet the needs of our current student population Scheduling - We already have a schedule designed to meet the needs of our K-6 students

b. Educationally sound.

Shelby School District has a 1.0 FTE certified K-12 Librarian who serves our K-6 building and our 7-12 building. We employ two paraprofessional that assist our librarian as stated above. All K-6 students are scheduled to receive between 30 minutes per week of instruction in the Library Media Standards, that instruction is delivered by our K-12 certified Librarian with paraprofessional support when needed. The library is always open for student use.



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

Shelby Elementary School aligns with 10.55.1801 in the following 2 areas: 1. develops & maintains a library collection that is current, balanced, and reflects authentic historical and cultural contributions of Montana's American Indians; and 2. engages in comprehensive long range planning to administer and manage, in a secure area, the human, financial, and physical resources of the library to locate, access, and use on-site resources that are organized and cataloged.

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

Shelby Elementary School's current library program meets each benchmark for grade 4. All students in grades K-6 have 30 minutes of scheduled library time in which our librarian adheres to those benchmarks and standards. Students are educated in the inquiry process and how to retrieve information. Additionally, students have time throughout the week to visit our library, practice their research skills and get individualized support from our Certified Librarian.

Office of Public Instruction opimtgov Elsie Arntzen, Superintendent

Required school district signatures:

Board Chair Name: Rikki James	
Board Chair Signature: River Games	Date: 3/8/22
Superintendent Name: Elliott Crump	-
Superintendent Signature:	

Mail the signed form to:

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

OPI USE ØNLY Superintendent of Public Instruction:	Date 2022
Board of Public Education Chair 1 Am Som	_Date_ <u>5 3 2></u>
Becart ges Elsie Arntzen, Superintendent • Montana Office of Public Instruction	7 December 2018



Shelby Public School District #14

1010 Oilfield Ave ~ Shelby, MT 59474 www.ShelbyPublicSchools.org Phone: (406) 424-8910 ~ Fax: (406) 434-2959



SHELBY SCHOOL BOARD MEETING AGENDA

Location: Boardroom Date: Tuesday, March 8, 2022 Time: 7:00 PM

- 1. Call To Order Ms. James 2. Pledge Allegiance Ms. James 3. Review and Approval of Minutes Ms. James 4. Review and Approval of Claims and Voided Checks Ms. Flvnn 5. Public Comment Ms. James 6. Reports Mr. Smith a. Elem Principal Report Mr. Fisher b. JH/HS Principal Report c. Superintendent Schedule Mr. Crump Mr. Crump 7. Action Items a. Resignation/Retirement - John Pastrana b. Hire i. School Play Co-Directors - Tanner Dean and Rikki Bleeker ii. Ass't HS Track Coach - Miranda Dupree c. COVID-19 Update d. JH/HS Principal Renewal e. Extended Contracts f. Dress Code Update g. Renewal of Variance to Standards h. Consideration and Adoption of Resolution Estimating Changes in Revenues/Mills from Tuition, Adult Education, Building Reserve, Transportation and Bus Depreciation Levies for School Fiscal Year 2023 Establish Elementary and High School Levy Election Amounts i. i. Attendance/Transportation Agreements 8. Discussion Items Mr. Crump a. Trustee Election b. Hiring Update c. SEA Negotiations 9. Correspondence Mr. Crump 10. Next Meeting of the Board - Tuesday, April 12, 2022 at 7 PM Ms. James
- 11. Adjournment

Ms. James

MINUTES March 08, 2022

CALL TO ORDER

A regular meeting of the Board of Trustees, School District #14, Toole County, Montana, was held in the High School Auditorium at 1001 Valley Street. The meeting was called to order at 7:00 p.m. by Chairperson Rikki James.

Members present were Rikki James, Richard Jorata, Jay Hould, Angela Lamb, Dan Leck and Chad Scarborough. Member(s) absent: Brian Aklestad. The superintendent, clerk, and elementary school principal were present. Visitors present were Suzanne Hough, John Hough, Ron Gruber, Philip Kleinsasser, Walter Hofer, Robert Wurz, Josh Uylaki, Emily and Mac McDermott, Shannon Scarborough, Sara Benjamin and Brian Lindberg.

The **Pledge of Allegiance** was recited.

APPROVAL OF MINUTES

A motion was made to approve the minutes of the February 08, 2022 regular board meeting. Motion: Richard Jorata Second: Angela Lamb- passed unanimously.

Approval of Bills and Student Activity Accounts

A motion was made to approve the claims approval list. The approved warrants were numbered 72304 through 72377. The student activity checks for this month were numbered 16255 through 16329. The claims approval list may be referenced in the claims approval file in the Administration office and the Student Activities accounts may be referenced in the Student Activities file in the administration office.

Motion: Chad Scarborough

Second: Dan Leck- passed unanimously.

Voided Checks

A motion was made to void Student Account Check#16272 payable to Big Sky Creative Works in the amount of \$207.00 and Student Account Checks #16296,16298,16299 and 16300 due to the date line on the checks were misplaced.

Motion: Dan Leck

Second: Chad Scarborough- passed unanimously.

Public Comment

John Hough told the Board that the head of ESports from the University of Montana and the College of Helena are coming to Shelby Schools for an informal presentation of E-Sports on March 18th at 9:45 a.m.

Mac McDermott commented that the Hospitality Room was the best during the Girls and Boys District Basketball Tournamment.

Reports

Elementary Report

Elementary Principal Dustin Smith read his written report to the Board. He mentioned that the I Love to Read Night and the Parent Teacher Conference turn out really well. He also mentioned that 5 more students have enrolled during the month of March. He added that few of the staff will be out during the State Boys Basketball Tournament.

Junior High/High School Report

Junior High/High School Principal Kyle read his written report to the Board. He told the Board that he received a lot of compliments during the District Girls and Boys Basketball Tournament. He added that there are 21 students attending the State BPA.

Superintendent Schedule

The Superintendent informed the Board that he will be attending the State Boys Basketball tournament in Billings, MASS Conference in Helena and he will also be attending the Joint Powers Trust meeting in Billings towards the end of the month.

ACTION ITEMS

Resignation/Retirement

Mr. Crump made a recommendation to accept the letter of resignation from John Pastrana. Motion: Dan Leck Second: Angela Lamb passed unanimously.

<u>Hiring</u>

All new hires are contingent on fingerprint and background check results.

Mr. Crump made a recommendation to hire the following staff: <u>School Play Co-Directors</u>- Tanner Dean and Rikki Bleeker Motion: Richard Jorata Second: Angela Lamb- passed unanimously

Assistant High School Track Coach- Miranda Dupree Motion: Angela Lamb Second: Chad Scarborough-passed unanimously.

Junior High/High School Principal Renewal

Mr. Crump made a recommendation to offer Mr. Kyle Fisher a contract for the 2022-2023 school year.

Motion: Richard Jorata

Second: Angela Lamb- passed unanimously.

Extended Contracts for the 2022-2023 School Year

The Superintendent recommended to increase the AgEd Extended Contract to 20 days.Motion: Chad ScarboroughSecond: Angela Lamb- passed unanimously.

The Superintendent recommended that the Library Extended Contract will remain at 10 days with supporting documents submitted for the extra days worked. Motion: Dan Leck Second: Jay Hould Chad Scarborough recused from voting. The motion passed with 5 votes.

Dress Code Update

Mr. Crump made a recommendation to approve the updated dress code for the District.Motion: Angela LambSecond: Richard Jorata- passed unanimously

Renewal of Variance to Standards

Mr. Crump made a recommendation to renew the Variance to Standards for the elementary school 2022-2023 school year to prevent on getting a deficient report from the Office of Public Instruction. Motion: Dan Leck Second: Jay Hould- passed unanimously.

<u>Consideration and Adoption of Resolution to Increase/Decrease Non-voted Levies</u> As an essential part of its budgeting process, the Shelby Public Schools Board of Trustees is authorized by law to impose levies to support its budget. The Board of Trustees estimates the following increases/decreases in revenues and mill for the funds noted below for the next school year beginning July 1, 2022, using certified taxable valuations from the current fiscal year as provided to the district:

Fund Supported	Estimated	Estimated	Estimated	Estimated
	Change in	Change in	Impact on	Impact on
	Revenues	Mills	Home	Home
Shelby Elementary			of \$100,000	of \$200,000
Transportation	\$27, 500	4.11	\$5.55	\$11.00
Tuition	\$30,000	4.48	\$6.05	\$12.10
Building Reserve	\$30,270	4.52	\$6.10	\$12.21
Bus Depreciation	\$0.00	0.00	\$0.00	\$0.00
Fund Supported	Estimated	Estimated	Estimated	Estimate
	Change in	Change in	Impact on	Impact on
	Revenues	Mills	Home	Home
Shelby High School			of \$100,000	of \$200,000
Adult Education	\$ 0.00	0.00	\$0.00	\$0.00
Transportation	\$27,500	2.26	\$3.05	\$6.10
Tuition	\$0.00	0.00	\$0.00	\$0.00
Bus Depreciation	\$0.00	0.00	\$0.00	\$0.00
Building Reserve	\$11,700	.96	\$1.30	\$2.60

A motion was made to adopt a resolution to increase/decrease non-voted levy for the elementary school.

Motion: Chad ScarboroughSecond: Jay Hould- passed unanimously.A motion was made to adopt a resolution to increase/decrease non-voted levy for the high school.Motion: Richard JorataSecond: Angela Lamb- passed unanimously.

Establish Elementary and High School Levy Election Amounts

The Shelby Public Schools has no authority to do a levy election for the 2022-2023 school year.

Discussion Items

Trustee election Update

The clerk reported that Richard Jorata and Angela Lamb had already filed their paperwork for the trustee election.

Hiring Update

The superintendent informed the Board that he need to create committees to conduct interviews.

SEA Negotiations

The committee is still meeting with the union members.

Correspondence None

NEXT MEETING OF THE BOARD

Regular Meeting, Tuesday, April 12, 2022 at 7:00 p.m. Board Room, District Administration Office, 1010 Oilfield Avenue, Shelby, Montana.

ADJOURNMENT

Chairperson Rikki James adjourned the meeting at 7:55 p.m.

Carmelita Hypn BUSINESS MANAGER/QLERK

CHAIRPERSON OF THE BOARD