



## 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.

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### DUE DATES

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

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**COUNTY:** Flathead County

**DISTRICT:** Bigfork School District No. 38

**LIST THE SCHOOL OR MULTIPLE SCHOOLS THAT ARE REQUESTING THE VARIANCE(S):** Bigfork Elementary & Middle School

1. **Is this an initial application (2 years) or a Renewal application (3 years)?**  
Initial application (2 years)
2. **Is this for first semester implementation or second semester implementation?**  
2 years – beginning 1<sup>st</sup> semester 2015-2016 and ending 2<sup>nd</sup> semester 2016-2017
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.**  
*10.55.709*
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 attachments
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.**  
See attached meeting notes





**6. Describe the variance requested.**

Bigfork Elementary & Middle School combined campus has a 1.0 FTE librarian. Due to actual enrollment, accreditation standards request 1.5 FTE. Approving the variance would allow for the combined continuation of instructional technology/media arts (1.0 FTE), Leveled Reading Material and Instructional supports for every student (1.0 FTE) (equivalent of 1.5 Instructional Aide) and Librarian Services (1.0 FTE) to remain in the K-8 rotation.

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

Our overall objective is to compliment core classroom instruction with library, leveled resources and instruction, media arts, technology, physical education, art, and music instruction.

**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).**

Students total time reviewing and increasing their literacy vocabulary and awareness will exceed that provided by 1.5 FTE library and media specialist.

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

Elementary and Middle School master schedules will be audited insuring equitable and exceeding time towards the standard.

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

We recognize students encounter "increasing vast and complex collections of information". Through library services, computer technology courses, and our leveled library reading collection, students are able to access and become proficient in a myriad of skills and collections.

**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.)**

Students' instructional resources are aligned with the variance. However, our physical resources are limited due to a combined K-8 campus with one library.

**b. Educationally sound. (Applicant has relied on sound research as a rationale for the variance.)**

Our instructional approach to library and media services is rooted and leveled through DRA and lexile methods. Additionally, technology instruction has increased to encompass and include the 21<sup>st</sup> Century skills required of students in all courses and contents.

**c. Where applicable, aligned with program standards under ARM 10.55.1101 through 10.55.1901.**



**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).**

We currently have enlisted the support of the librarian, an Instructional Technology Instructor, a Title I Instructor, and two Instructional Aides to meet the literacy/library media content standards.

Therefore, the instruction applied to the Information Literacy/Library and Media Content Standards far exceeds that of a traditional approach.

**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: Maureen Averill

Board Chair Signature: Maureen Averill Date: 2/11/15

Superintendent Name: Matthew Jensen

Superintendent Signature: [Signature] Date: 2/11/15

**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: [Signature] Date: 5/14/15

Approve  Disapprove





Montana  
**Office of Public Instruction**  
Denise Juneau, State Superintendent

opi.mt.gov

Board of Public Education Chair

*Sharon Carroll*

Date 5/7/15

Approve  Disapprove



## REGULAR BOARD MEETING

February 11, 2015

**THE REGULAR MEETING of the BOARD OF TRUSTEES** of Bigfork Elementary School and Bigfork High School, District No 38, Flathead and Lake Counties, was called to order by Chairperson Maureen Averill on February 11, 2015, at 5:01 pm in the High School Library.

Trustees present: Maureen Averill, Zack Anderson, Jessica Martinz, Paul Sandry, Paul Sullivan Jr. and Dana Whitney  
Trustees absent: Patricia Landon

Also in attendance were Superintendent Matt Jensen, Business Manager Lacey Porrovecchio, Principal Alan Robbins, Asst. Principal Matt Porrovecchio, community members, and the press.

Pledge of Allegiance.

There were no comments on non-agenda items.

A motion to approve the agenda was made by Trustee Sandry seconded by Trustee Sullivan and **approved** by unanimous vote of the elementary school and high school trustees.

A motion to approve the consent agenda was made by Trustee Sandry seconded by Trustee Sullivan, and **approved** by unanimous vote of the elementary and high school trustees

- Approval of minutes of the January 14, 2015 Board Meeting
- Approval of all bills for payment
- Student Activity Fund Reports
  1. Elementary School- January 2015
  2. High School- January 2015
- Surplus Property Resolution- 1999 Refrigerator
- Dana Anderson, R.N.- approval for clinical nursing experience with Jennifer Knopik
- Personnel – *Any offer of employment is contingent upon receipt of satisfactory criminal history background check*
  1. Certified Staff Resignation for Acceptance
    - a. Sarah Taylor
  2. Substitute Personnel Recommended for Hire
    - a. Tracey McMann, K-12 Substitute
  3. Extra-Curricular Staff Recommended for Approval 2014-15
    - a. Sue Loeffler, Head High School Track Coach
    - b. Clayton Woll, High School Track Coach
    - c. Jim Epperly, High School Track Coach
    - d. David Creamer, High School Track Coach
    - e. Stormy Taylor, Middle School Track Coach
    - f. Jill Morley, Middle School Track Coach
    - g. Brian Truckey, Middle School Track Coach
    - h. Mike Bonner, Head Tennis Coach
    - i. Steve Hullett, Head Golf Coach
    - j. Brad Nelson, Assistant Golf Coach
  4. Extra-Curricular Volunteers Recommended for Approval 2014-15
    - a. Jeremy Taylor, Middle School Track
    - b. Jessica Johnson, High School Track
    - c. Steve Morley, High School Track
    - d. Mary Guffin, High School Tennis
    - e. Paul Sullivan, Jr., High School Tennis
    - f. Jill Berg, High School Tennis

## **REPORTS AND PRESENTATIONS**

Sped HPT Presentation- Karly Wisher and Angie Hansen reported to the board on the life skills class, their students working in the community and winter and summer Special Olympics. They are working on better communication between special education teachers, paraprofessionals and specialists. They are working on improving instruction.

MS2 HPT Presentation- Karen Pogachar, Schuyler Baird and Kathy McDonald reported their HPT did a book study on Teach Like A Champion. It has 49 techniques to help teachers become better teachers. It dovetails with Denny's High Trust Workshops.

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Student Council Report- Ross Coleman reported the blood drive went well. They are now focusing on Relay for Life which is April 24<sup>th</sup>. Mr. Creamer encouraged people to get involved with Relay for Life so it doesn't fall entirely on the high school.

### OLD BUSINESS-

#### NEW BUSINESS

Variance to library standards application, Matt Jensen- Per OPI Accreditation Standards we have enough students that we need 1.5 librarians. In addition to the library, we have a leveled library with a Title 1 teacher and aides. We also have a full time media technology teacher. Because we have these in addition to our librarian, we hope OPI will grant us a variance to the standard.

A motion to approve the variance to library standards application as submitted was made by Trustee Sandry, seconded by Trustee Sullivan and approved by unanimous vote of the **elementary trustees**.

Special Education, Route 19 mileage change, Matt Jensen- This is not a change in the route. This route takes 2 trips per day in to Kalispell. It was originally approved at 1 route. This just needs to be approved by the board and then will go to the county.

A motion to approve Route 19 mileage change was made by Trustee Anderson, seconded by Trustee Sandry and approved by unanimous vote of the high school and elementary trustees.

Approval of resolution calling for an election by mail ballot, Lacey Porrovecchio- We have two positions up for election this year. We would like to do a mail ballot election again this year.

A motion to approve the elementary and high school resolutions calling for an election by mail ballot was made by Trustee Sandry, seconded by Trustee Sullivan and approved by unanimous vote of the high school and elementary trustees.

Underwriting Engagement Letter with DA Davidson, Lacey Porrovecchio- We would use DA Davidson on our high school bond election. DA Davidson was who we used last time and is the company most schools in Montana use. Discussion followed.

The Underwriting Engagement Letter with DA Davidson was tabled until the next school board meeting. Lacey Porrovecchio will research the proposed fee and report back to the school board.

CTA Pre-Bond Education Master Planning Services Proposal, Matt Jensen- The finance committee felt the fee was a little high. After discussing with CTA, CTA will donate \$3500 of work. An additional \$5000 could be eliminated if we have the paperwork and assessments for the high school. If we don't have the paperwork and assessments needed, we will have to pay for them. If the bond passes, the project fee will have to be negotiated with CTA. It will depend on the scope of the project.

A motion to approve the CTA Pre-Bond Education Master Planning Services Proposal up to \$34,500 was made by Trustee Anderson, seconded by Trustee Sandry and approved by unanimous vote of the high school and elementary trustees.

### COMMITTEE REPORTS

Finance Committee- Trustee Averill reported the finance committee met. They will schedule a meeting the last week of February to start looking at 15-16 budgets.

Facilities Committee- none

Activities Committee- none

### PRINCIPAL REPORTS

Alan Robbins- Mr. Robbins reported he continues to be impressed by the student of the month nominees. They are great kids and it is a hard choice. He is having an extended staff meeting each month to work on professional

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growth and increased student success. The RTI team is headed to Polson and high school registration is getting started.

Assistant Principal Matt Porrovecchio- Mr. Porrovecchio has been working with Karly Wisher and Leanne Tillman on transitional services. The supports for special needs student when they leave school is improving. The elementary just finished up enrichment clusters. They were community led and went well. He is amazed by the parent support and the PTA.

Activities Coordinator David Creamer- Mr. Creamer reported Makena Morley has the 2<sup>nd</sup> best 2 mile time in the country for high school girls. The high school celebrated Josh Sandry signing with the University of Montana. Wrestling and swim are wrapping up their seasons this week. Middle school basketball is facing some challenges. There are a lot of kids on some of the teams and gym time is a struggle. He is looking into how to improve the experience for next year. He attended the MHSAA meeting- they did not vote on the gender identity issue, competition on Sunday did not pass and the Amateur Rule allowable award amount was increased to \$100.

### SUPERINTENDENT'S REPORT

Matt Jensen- Mr. Jensen reported he will be starting on the school calendar for 2015-16 school year. He asked the trustees if they had any sacred cows they want to keep in the calendar. Discussion followed. He will keep the start day after Labor Day and will align with Kalispell and Swan River spring break. He also reported Tim Callaway was very complimentary of our school and gave a generous donation of \$1000 to our needy students. Creston RV gave a generous donation of \$3000 to the wrestling program. Forum meetings have been great, teachers are taking ownership of the process. He concluded with an update on elementary principal Brenda Clarke.

### FUTURE MEETING SCHEDULE

All School Board meetings are held at 5 pm in the Elementary Cafeteria, unless otherwise noted.

- March 4, 2015
- March 18, 2015
- April 8, 2015
- April 22, 2015
- May 13, 2015
- May 27, 2015
- June 24, 2015

A motion to adjourn was made by Trustee Sandry, seconded by Trustee Sullivan and **approved** by unanimous vote of the elementary and high school trustees.

Adjourned: 6:01 pm

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District Clerk

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Chairperson