

# Poplar School District

400 4th Ave West  
Poplar, MT 59255  
(406) 768-6600  
www.poplarschools.com

**Larae Crowley**  
Chairman

**Kenny Smoker, Jr.**  
Vice Chairman

**Robyn Baker**  
Trustee

**Marva Chapman**  
Trustee

**Lori Smoker**  
Trustee

## AGENDA

**Regular Board Meeting**  
**Monday, December 9, 2024**  
**5:15 PM**

1. Call Meeting To Order
2. Recognition of Guests
3. Public Comment- 5 Minute Courtesy Limit per Topic  
*The Poplar Schools' Board of Trustees welcomes public comment on issues and concerns. This is the point in the meeting for comments on matters not already on the agenda. Comments on agenda items will be accepted when that item comes up during the meeting. Interested persons may also submit views in written form to the Clerk or Superintendent prior to the meeting and those comments will be brought to the attention of the Board during the meeting.*
4. Recognition of Poplar Education Association
5. Consent Agenda: Previous Board Minutes, Warrants and Claims, Budget v. Actual, Investment Reports, and High School Activity Fund.
6. Informational Items
  - 6.1 Superintendent Report
  - 6.2 Administrators Reports
  - 6.3 Directors Reports
7. Discussion Agenda
  - 7.1: Union Negotiations
  - 7.2: Christmas Activities
  - 7.3: Superintendent evaluation/contract
8. Action Agenda
  - 8.1: Personnel Report
  - 8.2: Classified Collective Bargaining Agreement Ratification
  - 8.3: Bus Purchases
9. Items of Interest
  - 9.1 Work Session Dates
  - 9.2 Special Meeting Dates
  - 9.3 Regular Meeting Dates
10. Adjournment

Please put all electronic devices on silent.  
All meetings are being recorded.



# **CONSENT AGENDA**

**Students First**

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**Agenda Item Number 5**

**POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: December 9, 2024**

SUMMARY: Per Poplar School Board Policy 1420, a *Consent Agenda* is used to expediate business at its meeting. The Poplar School Board approves the use of a consent agenda, which includes those items considered to be routine in nature. Questions or concerns about items in the *Consent Agenda* should be directed to the Superintendent or Clerk prior to the meeting. Singular items that appear on the consent agenda may be redirected to the action section of the agenda by a member of the Poplar School Board. Remaining items will be voted on by a single motion. The approved motion will be recorded in the minutes, including a list of all items appearing on the *Consent Agenda*.

The meeting’s Consent Agenda items will include: Minutes of previous meeting, Warrants and Claims, Budget v. Actual, Investment Reports, and High School Activity Fund.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I move to approve the Consent Agenda for December 9, 2024:*

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K. Smoker						
Chapman						
Baker						
L. Smoker						



**Poplar**

School District

**PREVIOUS BOARD MINUTES  
October/Special Meeting Minutes**

**Students First**

## **Regular Board Meeting November 11, 2024**

**Call to Order:** The Regular board meeting of the Board of Trustees called to order by the Vice Chair at 5:18 p.m. Frank Gourneau led the Pledge of Allegiance. The School District No. 9 & 9B Trustees present to constitute a quorum were:

LaRae Crowley, Chair  
Lori Smoker, Trustee  
Marva Chapman, Trustee

Kenneth Smoker Jr, Vice Chair  
Robyn Baker, Trustee

### **District Staff:**

Keith Erickson, Superintendent  
Holly Colgan  
Morgan Norgaard  
Coy Weeks  
Clint Linthicum  
Jessie Colon  
Vonda Bighorn  
Patricia Lanham-Nichols

Judy Linthicum, Clerk  
Frank Gourneau  
Greg Gourneau Jr.  
Brandi Burshia  
Mike Gorder  
Mary Plante  
Tiffani Darby

### **Community Members:**

Tashina Cantrell  
Hudson Boyd (student)

### **Recognition of Guests: None**

### **Public Comment: None**

### **4.) Recognition of Poplar Education Association: None**

### **5.) Consent Agenda:**

- **Minutes of Regular Board meeting October 14, 2024**
- **Warrants and Claims**
- **Budget vs Actual November 2024**
- **Investments Reports October 2024**
- **High School Activity Report**

### **ACTION: Robyn Baker**

Robyn Baker made motion to approve of Minutes of Regular Board meeting Monday October 14, 2024, Warrants and Claims, Budget Vs Actual November 2024, Investments Reports October 2024, and High School Activity Report.

Seconded by Lori Smoker

### **Vote: 5-0 For**

## **Regular Board Meeting**

**November 11, 2024**

**Action moved Re-admittance hearing**

### **8.2) Re-admittance Hearing**

Executive Session 5:25pm to 5:40pm

Board came out of Executive Session at 5:40pm

**Student readmittance hearing previously expelled student #090CT23.**

#### **ACTION:**

Robyn Baker moved to follow the recommendation to re-admit Student #090CT23 with a behavior contract for SY24-25.

Second by Lori Smoker.

**VOTE: 5 -0 For**

## **6) Informational Items**

### **6.1) Superintendent Report**

#### **Highlights:**

- Two students currently in JDC will graduate this spring.
- Substitutes have increased with pay increases.
- Enrollment at 850.
- November 25 Turkey Bingo.

### **6.2) Administrator Reports**

Elementary Principal – John Wetsit, Middle School Principal – Morgan Norgaard and High School Principal – Frank Gourneau reports were in the board packet.

### **6.3) Directors Reports**

Mike Gorder (Buildings and Ground Director), Clint Linthicum (Transportation Director), Mary Plante (Food Service Director), Jake Riediger (Technology) Brock Copenhaver (Athletic Director) and Patricia Black (Special Education Director), reports were in the board packet.

## **7) Discussion Agenda**

### **7.1) Health Insurance for 24/25**

Included in the packet are the total amounts in premiums that the district will pay in health insurance this year for certified and classified which totals \$3,443,170 (approximate). This does not include health reimbursement cards for all employees at \$6,100 per employee.

## **Regular Board Meeting November 11, 2024**

### **7.2) Bullseye Walkthroughs**

For October, the following Bullseye Walkthroughs were completed: High School had 34 walkthroughs; Elementary School had 16 walkthroughs; Middle School had 18 walkthroughs.

### **7.3) Enrollment/Attendance Numbers**

Chart with all enrollment numbers for Poplar School District since 1997. We currently have 850 students of which 839 are of Indian descentance.

### **7.4) Trustee Walk through for 24/25**

Keith will pick 3 days and contact the board members.

### **7.5) Fort Peck Stories**

No discussion!

## **8.) ACTION AGENDA**

### **8.1) Personnel Report**

#### **Classified Staff**

Levi Humphreys	Bus Driver	\$26.01/17.69
Francis Scott	Custodian	\$15.60
Lanie Moran	High School Paraprofessional	\$12.50

#### **Substitute**

Barry Bighorn	Bus Driver	\$26.01
Lori Sande	Teacher	\$20.00
LaFon Copenhaver	Teacher	\$20.00
Shelby Lezard	Teacher	\$20.00
*Kaleigh Cain	Teacher	\$20.00

#### **Volunteer**

Ashley Iwen Four	Wrestling
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### **ACTION:**

Motion made by Lori Smoker to approve the Personnel Report as presented with the exception of the Volunteers to be voted on separately.

Seconded by Kenneth Smoker

**Vote: 5-0 For**

### **8.2) Re-admittance hearing Moved to after consent agenda**

**Regular Board Meeting  
November 11, 2024**

**8.3) Expulsion hearing**

Executive Session 6:52pm to 7:20pm

Board came out of Executive Session at 7:20pm

Student expulsion hearing to be held in closed/executive session for student's privacy.

**ACTION:**

Motion made by Lori Smoker to approve the administration's recommendation of expulsion of student #2024111.

Seconded by Ken Smoker

**Vote: 5-0 For**

**9.) Items of Interest**

9.1) Work Session Date: None

9.2) Special Meeting Date: None

9.3) Next Regular Meeting: December 9, 2024 @5:15

**Adjourn**

**LaRae Crowley adjourned at 7:25 p.m. November 11, 2024.**

**ATTEST:**

\_\_\_\_\_  
**Judy Linthicum, Board Clerk**

\_\_\_\_\_  
**LaRae Crowley, Chair**





**Poplar**

School District

## **WARRANTS AND CLAIMS**

**Students First**

11/25/24  
09:32:12

POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 11/24

Page: 1 of 14  
Report ID: AP100

\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
70053	10162 AGLAND CO-OP	5,434.81						
1	11/18/24 ROUTE	691.85		110 14	100-2700		624	
2	11/18/24 ROUTE	691.85		110 15	100-2700		624	
3	11/18/24 ROUTE	691.85		110 50	100-2700		624	
4	11/18/24 ATHLETICS	2,324.88		226 16	720-2700		624	
5	11/18/24 MAINT GAS	273.64		126 90	100-2600		624	
6	11/18/24 MAINT. PARTS	135.17		126 90	100-2600		615	
7	11/18/24 MAINT. PARTS	83.95		226 16	100-2600		615	
8	11/18/24 HOUSING PARTS	119.27		115	100-2620		440 31	
9	11/18/24 HOUSING GAS	17.18		115	100-2620		624 31	
10	11/18/24 PROPANE TANK RENT	240.00		115	100-2620		410 31	
11	11/18/24 SPED TRANSPORTATION GAS	105.83		226 16	280-1000		582	
12	11/18/24 BUS BARN PARTS	13.99		110 14	100-2700		440	
13	11/18/24 BUS BARN GAS	45.35		110 15	100-2700		624	
70055	24853 AMERICAN FIDELITY ADMINISTRATIVE	263.00						
1	72895 11/15/24 Time& Eligibility fee Nov. 24	200.00		126 90	100-2300		340	
2	72895 11/15/24 Time& Eligibility fee Nov. 24	63.00		226 16	100-2300		340	
70057	22685 INDEPENDENCE BANK	67,169.42						
1	CC-13473 10/10/24 Electric charges at village	1,587.72		115	625		31	
SHERIDAN ELECTRIC CO-OP			CC Accounting: 115- -100-2620-410-					
2	CC-13474 09/16/24 DISTRICT PHONES	1,236.71		226	625			
NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 226- 16-100-2600-531					
3	CC-13474 09/16/24 DISTRICT PHONES	1,236.72		126	625			
NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 126- 14-100-2600-531					
4	CC-13474 09/16/24 DISTRICT PHONES	1,236.72		126	625			
NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 126- 15-100-2600-531					
5	CC-13474 09/16/24 DISTRICT PHONES	1,236.72		126	625			
NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 126- 50-100-2600-531					
6	CC-13474 09/16/24 MAINT PHONES	89.96		126	625			
NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 126- 90-100-2600-531					
7	CC-13474 09/16/24 TECH DEPT. PHONES	373.08		126	625			
NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 126- 50-100-2600-531					
8	CC-13474 09/16/24 TRANSPORTATION PHONES	99.81		110	625			
NEMONT TELEPHONE COOPERATIVE, INC.			CC Accounting: 110- 50-100-2700-531					
9	CC-13475 10/05/24 Meal HS volleyball	64.50		226	625			
BUCKHORN CAFE			CC Accounting: 226- 16-720-3506-582					
10	CC-13475 10/09/24 Meal HS volleyball	64.77		226	625			
MISC VENDOR			CC Accounting: 226- 16-720-3506-582					
11	CC-13475 10/09/24 Meal HS volleyball	100.86		226	625			
MISC VENDOR			CC Accounting: 226- 16-720-3506-582					

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Line #	Invoice #/Inv Date/Description	Line Amount	PO # Fund Org Prog-Func		
12	CC-13475 10/10/24 Meal HS volleyball	10.06	226 625		
AGLAND CO-OP			CC Accounting: 226- 16-720-3506-582		
13	CC-13475 10/10/24 Meal HS volleyball	45.75	226 625		
AGLAND CO-OP			CC Accounting: 226- 16-720-3506-582		
14	CC-13475 10/19/24 Meal HS volleyball	327.82	226 625		
STAGECOACH GRILL			CC Accounting: 226- 16-720-3506-582		
15	CC-13475 10/21/24 Meal HS volleyball	377.70	226 625		
REYNOLDS SUPERMARKET			CC Accounting: 226- 16-720-3506-582		
16	CC-13475 10/25/24 Meal HS volleyball	5.25	226 625		
ALBERTSON'S			CC Accounting: 226- 16-720-3506-582		
17	CC-13475 10/25/24 Meal HS volleyball	121.31	226 625		
ALBERTSON'S			CC Accounting: 226- 16-720-3506-582		
18	CC-13475 10/31/24 Meal HS volleyball	194.94	226 625		
WESTSIDE RESTAURANT			CC Accounting: 226- 16-720-3506-582		
19	CC-13475 11/01/24 Meal HS volleyball	120.00	226 625		
ALBERTSON'S			CC Accounting: 226- 16-720-3506-582		
20	CC-13475 11/01/24 Meal HS volleyball	173.63	226 625		
EUGENE'S PIZZA			CC Accounting: 226- 16-720-3506-582		
21	CC-13476 10/11/24 Gas HS FB	62.30	226 625		
AGLAND CO-OP			CC Accounting: 226- 16-720-3500-624		
22	CC-13476 10/11/24 Gas HS FB	52.95	226 625		
CONOCO			CC Accounting: 226- 16-720-3500-624		
23	CC-13476 10/11/24 Gas HS FB	28.60	226 625		
CONOCO			CC Accounting: 226- 16-720-3500-624		
24	CC-13476 10/11/24 Gas HS FB	51.42	226 625		
CONOCO			CC Accounting: 226- 16-720-3500-624		
25	CC-13476 10/11/24 Gas HS FB	26.72	226 625		
CONOCO			CC Accounting: 226- 16-720-3500-624		
26	CC-13476 10/11/24 Meal HS FB	444.19	226 625		
MISC VENDOR			CC Accounting: 226- 16-720-3502-582		
27	CC-13476 10/11/24 Meal MS FB	444.18	126 625		
MISC VENDOR			CC Accounting: 126- 50-720-3500-582		
28	CC-13477 10/07/24 Pump lever and switch	87.98	126 625		
TRACTOR SUPPLY COMPANY			CC Accounting: 126- 90-100-2600-615		
29	CC-13477 10/10/24 3G Ramp Kit	3,319.99	126 625		
EXPRESS WHEEL CHAIR			CC Accounting: 126- 90-100-2600-440		
30	CC-13477 10/10/24 Rubber parking block	1,493.84	126 625		
TRAFFIC SAFETY STORE			CC Accounting: 126- 90-100-2600-440		
31	CC-13477 10/10/24 Chain Link Gate Closer	153.10	126 625		
JAKE SALES			CC Accounting: 126- 90-100-2600-615		
32	CC-13477 10/15/24 Proteam Hose 90 Degree	384.09	226 625		
PARTS WAREHOUSE			CC Accounting: 226- 16-100-2600-615		
33	CC-13477 10/18/24 Sensors, Motor, Switch	1,565.68	115 625		31
REPAIR CLINIC. COM			CC Accounting: 115- -100-2620-440- 31		

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
34	CC-13477 10/24/24 LED Lightbulbs	35.97		226 625				
TANDE'S GROCERY			CC Accounting:	226- 16-100-2600-615				
35	CC-13477 10/25/24 Mouse Traps	468.88		126 625				
WEBSTAIRANT STORE			CC Accounting:	126- 90-100-2600-615				
36	CC-13477 11/04/24 Lime Stone Chips	284.98		126 625				
MISC VENDOR			CC Accounting:	126- 90-100-2600-615				
37	CC-13477 11/05/24 Statement Fee	3.00		126 625				
			CC Accounting:	126- 90-100-2600-615				
38	CC-13478 10/11/24 Lunch MT theatre performers	40.81		226 625				
BLACKBIRD MERCANTILE			CC Accounting:	226- 16-100-1000-610				
39	CC-13478 10/12/24 HS XC Meal	176.58		226 625				
DAIRY QUEEN			CC Accounting:	226- 16-720-3501-582				
40	CC-13478 10/12/24 MS XC Meal	176.57		126 625				
DAIRY QUEEN			CC Accounting:	126- 50-720-3500-582				
41	CC-13478 10/16/24 JOM Meeting Meal	74.75		115 625			700	
BUCKHORN CAFE			CC Accounting:	115- 15-470-1000-610-700				
42	CC-13478 10/17/24 MS XC Snacks	62.17		126 625				
MAIN STREET GROCERY			CC Accounting:	126- 50-720-3500-582				
43	CC-13478 10/27/24 Room State XC	196.40		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3500-582				
44	CC-13479 10/06/24 Hospitality Room	110.00		226 625				
BUCKHORN CAFE			CC Accounting:	226- 16-720-3500-582				
45	CC-13479 10/18/24 Wrap Film 15 passenger	324.71		226 625				
WE PRINT WRAPS			CC Accounting:	226- 16-720-3500-610				
46	CC-13479 10/23/24 FAFSA Night	48.20		226 625				
BUCKHORN CAFE			CC Accounting:	226- 16-100-1000-610				
47	CC-13479 10/31/24 Meal District VB	19.38		226 625				
DAIRY QUEEN			CC Accounting:	226- 16-720-3500-582				
48	CC-13479 11/04/24 Guest speaker meal	46.00		226 625				
BUCKHORN CAFE			CC Accounting:	226- 16-100-1000-610				
49	CC-13479 10/11/24 Rooms Acellus conference	770.38		226 625				
MISC VENDOR			CC Accounting:	226- 16-100-2300-582				
50	CC-13479 10/17/24 2 freezers HS FCS classroom	1,898.00		215 625			20	
GYSLER FURNITURE & APPLIANCE			CC Accounting:	215- 16-390-1000-660- 20				
51	CC-13479 10/27/24 Supplies PIR training	280.02		226 625				
AMAZON			CC Accounting:	226- 16-100-2300-610				
52	CC-13480 10/24/24 Fuel state XC	59.51		226 625				
EXXON MOBILE			CC Accounting:	226- 16-720-3500-624				
53	CC-13480 10/25/24 Fuel state XC	73.32		226 625				
Cenex			CC Accounting:	226- 16-720-3500-624				
54	CC-13480 10/26/24 Fuel state XC	42.64		226 625				
CONOCO			CC Accounting:	226- 16-720-3500-624				
55	CC-13481 10/05/24 MS XC meal	304.92		126 625				
SUBWAY			CC Accounting:	126- 50-720-3500-582				

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func		
56	CC-13481 10/18/24 MS XC meal	373.92		126 625			
	STAGECOACH GRILL			CC Accounting: 126-	50-720-3500-582		
57	CC-13481 11/01/24 MS Girls BBALL Snacks	56.80		126 625			
	FAMILY DOLLAR			CC Accounting: 126-	50-720-3500-582		
58	CC-13481 11/01/24 2 bags of ice	5.00		126 625			
	Genex			CC Accounting: 126-	50-720-3500-582		
59	CC-13481 11/01/24 MS Girls BBALL meal	105.00		126 625			
	DAIRY QUEEN			CC Accounting: 126-	50-720-3500-582		
60	CC-13481 11/05/24 Statement fee	3.00		126 625			
				CC Accounting: 126-	50-720-3500-610		
61	CC-13482 10/15/24 BLT donuts	41.90		226 625			
	REYNOLDS SUPERMARKET			CC Accounting: 226-	16-100-1000-610		
62	CC-13482 11/05/24 Statement fee	3.00		226 625			
				CC Accounting: 226-	16-100-1000-610		
63	CC-13483 11/01/24 Ribbon skirt/shirt supplies	206.80		226 625			
	TITOKA TIBI			CC Accounting: 226-	16-100-1000-610		
64	CC-13484 10/07/24 Attendance Pizzas	43.05		126 625			
	BUCKHORN CAFE			CC Accounting: 126-	14-100-1000-610		
65	CC-13485 10/04/24 Zoom cloud storage	10.00		226 625			
	ZOOM			CC Accounting: 226-	16-141-1000-610		
66	CC-13485 10/28/24 Creative cloud bundle	1,230.00		126 625			
	ADOBE CREATIVE CLOUD			CC Accounting: 126-	50-141-1000-610		
67	CC-13485 10/28/24 Creative cloud bundle	1,230.00		226 625			
	ADOBE CREATIVE CLOUD			CC Accounting: 226-	16-141-1000-610		
68	CC-13485 11/04/24 Zoom cloud storage	10.00		226 625			
	ZOOM			CC Accounting: 226-	16-141-1000-610		
69	CC-13486 10/09/24 BLT cake	44.99		226 625			
	REYNOLDS SUPERMARKET			CC Accounting: 226-	16-100-1000-610		
70	CC-13486 10/14/24 Staff incentives	12.00		126 625			
	PERKULATOR			CC Accounting: 126-	90-100-2300-610		
71	CC-13486 10/14/24 Kitchen supplies	19.25		126 625			
	FAMILY DOLLAR			CC Accounting: 126-	90-100-2500-610		
72	CC-13486 10/25/24 Meal State XC	158.11		226 625			
	MISC VENDOR			CC Accounting: 226-	16-720-3501-582		
73	CC-13486 10/26/24 Gas State XC	35.70		226 625			
	CONOCO			CC Accounting: 226-	16-720-3500-624		
74	CC-13486 10/31/24 BLT donuts	31.96		226 625			
	REYNOLDS SUPERMARKET			CC Accounting: 226-	16-100-1000-610		
75	CC-13487 10/09/24 Attendance pizza	48.50		126 625			
	BUCKHORN CAFE			CC Accounting: 126-	50-100-1000-610		
76	CC-13487 10/10/24 Class reward	36.46		126 625			
	MAIN STREET GROCERY			CC Accounting: 126-	14-100-1000-610		
77	CC-13487 10/15/24 Attendance pizza party	100.50		126 625			
	BUCKHORN CAFE			CC Accounting: 126-	14-100-1000-610		

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
78	CC-13487 10/29/24 Meal BUP presenters	92.50		115 625			50	
	BUCKHORN CAFE			CC Accounting: 115- 14-100-1000-300-	50			
79	CC-13487 10/30/24 Meal BUP presenters	269.00		115 625			50	
	WHOA NELLIE DELI			CC Accounting: 115- 14-100-1000-300-	50			
80	CC-13487 10/31/24 Meal BUP presenters	187.50		115 625			50	
	BLACKBIRD MERCANTILE			CC Accounting: 115- 14-100-1000-300-	50			
81	CC-13487 10/31/24 Assorted crow beads	18.75		126 625				
	DAKOTA TRADING POST			CC Accounting: 126- 50-100-1000-610				
82	CC-13487 10/28/24 Lunches for BUP	232.50		115 625			700	
	BUCKHORN CAFE			CC Accounting: 115- 50-470-1000-610-700				
83	CC-13488 10/08/24 NA week committee gifts	235.52		115 625			50	
	TITOKA TIBI			CC Accounting: 115- 15-100-1000-610-	50			
84	CC-13488 10/16/24 Gas MCEL conference	56.00		126 625				
	HOLIDAY STATIONS			CC Accounting: 126- 15-100-2400-582				
85	CC-13488 10/17/24 Gas MCEL conference	34.10		126 625				
	Genex			CC Accounting: 126- 15-100-2400-582				
86	CC-13488 10/18/24 Gas MCEL conference	45.00		126 625				
	EXXON MOBILE			CC Accounting: 126- 15-100-2400-582				
87	CC-13488 10/18/24 Gas MCEL conference	32.40		126 625				
	AGLAND CO-OP			CC Accounting: 126- 15-100-2400-582				
88	CC-13488 10/25/24 Gift certificates	30.00		126 625				
	BLACKBIRD MERCANTILE			CC Accounting: 126- 15-100-1000-610				
89	CC-13488 10/25/24 Halloween candy	118.65		126 625				
	FAMILY DOLLAR			CC Accounting: 126- 15-100-1000-610				
90	CC-13488 11/05/24 Statement fee	3.00		126 625				
				CC Accounting: 126- 15-100-1000-610				
91	CC-13489 10/11/24 ACTE membership renewal	145.00		215 625			825	
	ASSOCIATION FOR CAREER & TECHNICAL EDUCA			CC Accounting: 215- 16-451-1411-810-825				
92	CC-13489 10/11/24 ACTE membership renewal	35.00		215 625			825	
	ASSOCIATION FOR CAREER & TECHNICAL EDUCA			CC Accounting: 215- 16-451-1411-610-825				
93	CC-13489 10/11/24 VISION expo membership	610.00		215 625			825	
	ASSOCIATION FOR CAREER & TECHNICAL EDUCA			CC Accounting: 215- 16-451-1411-582-825				
94	CC-13489 10/11/24 Rod, Tube, & Flat bar bender	897.10		215 625			825	
	TMR CUSTOMS			CC Accounting: 215- 16-451-1411-610-825				
95	CC-13489 10/12/24 Rooms VISION conference	1,490.39		215 625			825	
	HOTELS.COM			CC Accounting: 215- 16-451-1411-582-825				
96	CC-13489 10/13/24 Flights VISION conference	677.96		215 625			825	
	AMERICAN AIRLINES			CC Accounting: 215- 16-451-1411-582-825				
97	CC-13489 10/14/24 Rooms VISION conference	120.09		215 625			825	
	HOTELS.COM			CC Accounting: 215- 16-451-1411-582-825				
98	CC-13489 10/16/24 Masterforce 60" workbench	2,499.90		215 625			825	
	MENARDS			CC Accounting: 215- 16-451-1411-660-825				
99	CC-13489 10/30/24 Halloween candy	55.00		126 625				
	FAMILY DOLLAR			CC Accounting: 126- 90-100-2300-582				

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
100	CC-13489 10/30/24 Halloween candy	46.98		126 625				
TANDE'S GROCERY			CC Accounting:	126- 90-100-2300-582				
101	CC-13489 10/31/24 Staff incentives	29.50		126 625				
PERKULATOR			CC Accounting:	126- 90-100-2300-610				
102	CC-13490 10/03/24 Room training Helena	560.04		126 625				
MISC VENDOR			CC Accounting:	126- 50-280-1000-582				
103	CC-13490 10/15/24 2 PECS training	858.00		126 625				
PYRAMID EDUCATIONAL CONSULTANTS			CC Accounting:	126- 15-280-1000-330				
104	CC-13490 10/22/24 Room- meeting in Helena	414.40		126 625				
BEST WESTERN			CC Accounting:	126- 50-280-1000-582				
105	CC-13491 10/05/24 Hospitality room JH tourney	73.91		126 625				
ALBERTSON'S			CC Accounting:	126- 50-720-3500-582				
106	CC-13491 10/05/24 Hospitality room JH tourney	115.33		126 625				
MC DONALD'S			CC Accounting:	126- 50-720-3500-582				
107	CC-13491 10/05/24 Meal JH bball tourney	90.00		126 625				
BUCKHORN CAFE			CC Accounting:	126- 50-720-3500-582				
108	CC-13491 10/07/24 HS bball equipment	207.54		226 625				
AMAZON			CC Accounting:	226- 16-720-3500-610				
109	CC-13491 10/11/24 Storage totes for uniforms	89.97		226 625				
AGLAND CO-OP			CC Accounting:	226- 16-720-3500-610				
110	CC-13491 10/11/24 Meal for Malta VB team	232.25		226 625				
BUCKHORN CAFE			CC Accounting:	226- 16-720-3500-582				
111	CC-13491 10/14/24 Kitchen supplies	5.00		212 625				
FAMILY DOLLAR			CC Accounting:	212- 90-910-3100-610				
112	CC-13491 10/15/24 Raffle tickets Pink Night	6.25		226 625				
FAMILY DOLLAR			CC Accounting:	226- 16-720-3500-610				
113	CC-13491 10/31/24 State XC rooms	3,202.56		226 625				
HOLIDAY INN AND SUITES			CC Accounting:	226- 16-720-3501-582				
114	CC-13491 11/02/24 Meal drum group District VB	90.00		226 625				
STRETCH'S PIZZA			CC Accounting:	226- 16-720-3500-582				
115	CC-13491 10/29/24 Meal FB AD meeting- Culberts	20.51		226 625				
STAGECOACH GRILL			CC Accounting:	226- 16-720-3500-582				
116	CC-13491 11/04/24 Meal VB Ad meeting Glasgow	13.70		226 625				
MISC VENDOR			CC Accounting:	226- 16-720-3500-582				
117	CC-13492 10/05/24 HS XC meal	257.84		226 625				
SUBWAY			CC Accounting:	226- 16-720-3501-582				
118	CC-13492 10/11/24 Grocery HS XC	93.52		226 625				
ALBERTSON'S			CC Accounting:	226- 16-720-3501-582				
119	CC-13492 10/15/24 Cross country supplies	12.19		226 625				
WALMART			CC Accounting:	226- 16-720-3501-610				
120	CC-13492 10/18/24 State XC registration	106.86		226 625				
ATHLETIC.NET			CC Accounting:	226- 16-720-3501-610				
121	CC-13492 10/19/24 HS XC meal	321.00		226 625				
STRETCH'S PIZZA			CC Accounting:	226- 16-720-3501-582				

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func		
122	CC-13492 10/24/24 HS XC meal	198.98		226 625			
	SUBWAY		CC Accounting:	226- 16-720-3501-582			
123	CC-13492 10/24/24 Gas State XC	57.75		226 625			
	EXXON MOBILE		CC Accounting:	226- 16-720-3500-624			
124	CC-13492 10/25/24 Meal State XC	73.60		226 625			
	CHIPOTLE		CC Accounting:	226- 16-720-3501-582			
125	CC-13492 10/25/24 State HS XC meal	882.88		226 625			
	MONTANA CLUB		CC Accounting:	226- 16-720-3501-582			
126	CC-13492 10/24/24 HS XC meal	326.18		226 625			
	BWW		CC Accounting:	226- 16-720-3501-582			
127	CC-13492 10/25/24 Fuel State XC	49.80		226 625			
	Cenex		CC Accounting:	226- 16-720-3500-624			
128	CC-13492 10/26/24 HS XC meal	83.53		226 625			
	FIVE GUYS		CC Accounting:	226- 16-720-3501-582			
129	CC-13492 10/26/24 HS XC grocery	19.96		226 625			
	ALBERTSON'S		CC Accounting:	226- 16-720-3501-582			
130	CC-13492 10/26/24 HS XC Meal	87.21		226 625			
	FIVE GUYS		CC Accounting:	226- 16-720-3501-582			
131	CC-13492 10/26/24 HS XC Meal	116.11		226 625			
	FIVE GUYS		CC Accounting:	226- 16-720-3501-582			
132	CC-13492 10/26/24 Grocery HS XC	75.88		226 625			
	WALMART		CC Accounting:	226- 16-720-3501-582			
133	CC-13493 10/03/24 Halloween decor Central offi	12.25		126 625			
	FAMILY DOLLAR		CC Accounting:	126- 90-100-2300-610			
134	CC-13493 10/03/24 Concessions annual software	2,148.00		226 625			
	SHOPKEEP		CC Accounting:	226- 16-720-3500-810			
135	CC-13493 10/04/24 Student incentives	59.98		126 625			
	AMAZON		CC Accounting:	126- 14-280-1000-610			
136	CC-13493 10/04/24 White cardstock	59.96		126 625			
	AMAZON		CC Accounting:	126- 14-280-1000-610			
137	CC-13493 10/05/24 Stress balls	39.98		126 625			
	AMAZON		CC Accounting:	126- 14-280-1000-610			
138	CC-13493 10/04/24 Pencils, markers, notebooks	150.37		226 625			
	AMAZON		CC Accounting:	226- 16-280-1000-610			
139	CC-13493 10/07/24 Bulk erasers	22.99		226 625			
	AMAZON		CC Accounting:	226- 16-280-1000-610			
140	CC-13493 10/04/24 Student incentives	73.68		126 625			
	AMAZON		CC Accounting:	126- 14-280-1000-610			
141	CC-13493 10/04/24 Mini fridge w/ freezer	159.97		226 625			
	AMAZON		CC Accounting:	226- 16-280-1000-610			
142	CC-13493 10/04/24 Rechargeable AA batteries	21.99		126 625			
	AMAZON		CC Accounting:	126- 50-100-1000-610			
143	CC-13493 10/07/24 Notebooks, pens, slime	127.34		126 625			
	AMAZON		CC Accounting:	126- 14-280-1000-610			



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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func		
144	CC-13493 10/08/24 Febreeze air fresheners	70.27		126 625			
AMAZON			CC Accounting:	126- 15-280-1000-610			
145	CC-13493 10/10/24 Girls flag football supplies	1,404.88		215 625			58
BSN SPORTS			CC Accounting:	215- 16-720-3500-610-			
146	CC-13493 10/10/24 Kootenai why stories books	14.76		126 625			
AMAZON			CC Accounting:	126- 14-100-2225-640			
147	CC-13493 10/10/24 Horse hair bundles	45.70		126 625			
AMAZON			CC Accounting:	126- 50-100-1000-610			
148	CC-13493 10/10/24 Pheasant feathers	9.99		126 625			
AMAZON			CC Accounting:	126- 50-100-1000-610			
149	CC-13493 10/10/24 35 Casio fx-55 calculators	530.25		126 625			
AMAZON			CC Accounting:	126- 50-100-1000-660			
150	CC-13493 10/10/24 20 pks sharpie highlighters	92.80		226 625			
AMAZON			CC Accounting:	226- 16-280-1000-610			
151	CC-13493 10/15/24 Kitchen staff t shirts	152.57		212 625			
WORKPLACEPRO			CC Accounting:	212- 90-910-3100-610			
152	CC-13493 10/15/24 Ignition switch w/ 2 keys	21.99		126 625			
AMAZON			CC Accounting:	126- 90-100-2600-615			
153	CC-13493 10/15/24 2024 MCEL	1,500.00		126 625			
MONTANA SCHOOL BOARDS ASSOCIATION			CC Accounting:	126- 90-100-2300-582			
154	CC-13493 10/15/24 File tabs and labels	81.54		226 625			
AVERY			CC Accounting:	226- 16-280-1000-610			
155	CC-13493 10/16/24 Bosses day incentives	99.75		226 625			
PERKULATOR			CC Accounting:	226- 16-100-2300-610			
156	CC-13493 10/16/24 Bulk permanent markers	13.99		226 625			
AMAZON			CC Accounting:	226- 16-280-1000-610			
157	CC-13493 10/17/24 Shoes for Cafeteria staff	1,360.98		212 625			
SHOES FOR CREWS LLC			CC Accounting:	212- 90-910-3100-610			
158	CC-13493 10/17/24 Portable small workbench	37.99		226 625			
AMAZON			CC Accounting:	226- 16-100-1000-610			
159	CC-13493 10/17/24 USB C adapter 4pk	9.99		126 625			
AMAZON			CC Accounting:	126- 50-141-1000-610			
160	CC-13493 10/17/24 Student incentives	321.00		126 625			
AMAZON			CC Accounting:	126- 50-100-1000-610			
161	CC-13493 10/17/24 District drug testing kits	434.50		126 625			
REDWOOD TOXICOLOGY LABORTORY, INC			CC Accounting:	126- 90-100-2305-340			
162	CC-13493 10/18/24 Ultra duster canned air	19.99		126 625			
AMAZON			CC Accounting:	126- 50-141-1000-610			
163	CC-13493 10/18/24 Rooms MCEL conf. Missoula	589.68		126 625			
MISC VENDOR			CC Accounting:	126- 90-100-2300-582			
164	CC-13493 10/18/24 3 ring binders 36pk	367.03		126 625			
AMAZON			CC Accounting:	126- 14-100-1000-610			
165	CC-13493 10/18/24 24in full HD monitor	179.98		126 625			
AMAZON			CC Accounting:	126- 50-141-1000-610			

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
166	CC-13493 10/21/24 Instrument repair tools	106.27		226 625				
AMAZON			CC Accounting:	226- 16-100-1000-610				
167	CC-13493 10/21/24 Track/field record board	1,770.00		226 625				
SCHOOL PRIDE LTD.			CC Accounting:	226- 16-720-3500-660				
168	CC-13493 10/21/24 HS sports equipment	1,086.76		226 625				
BSN SPORTS			CC Accounting:	226- 16-720-3500-610				
169	CC-13493 10/24/24 Paint set, draping fabric	106.11		126 625				
AMAZON			CC Accounting:	126- 50-100-1000-610				
170	CC-13493 10/24/24 8 channel security system	499.98		226 625				
AMAZON			CC Accounting:	226- 16-141-1000-610				
171	CC-13493 10/24/24 Medical assiting textbooks	441.96		226 625				
AMAZON			CC Accounting:	226- 16-100-2210-640				
172	CC-13493 10/25/24 Candy Xmas candy bags	377.75		126 625				
FAMILY DOLLAR			CC Accounting:	126- 90-100-2300-610				
173	CC-13493 10/28/24 RDG & RTI documentation	198.22		126 625				
MISC VENDOR			CC Accounting:	126- 15-100-1000-610				
174	CC-13493 10/28/24 Mug,hatauto, mini press	928.96		215 625			825	
CRICUT			CC Accounting:	215- 16-451-1170-610-825				
175	CC-13493 10/29/24 Cotton candy machine	303.99		215 625			825	
AMAZON			CC Accounting:	215- 16-451-1170-610-825				
176	CC-13493 10/29/24 Thermal laminating pouches	34.04		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
177	CC-13493 10/29/24 Storage cabinet	117.89		215 625			825	
AMAZON			CC Accounting:	215- 16-451-1170-610-825				
178	CC-13493 10/29/24 Food for today textbooks	967.55		215 625			825	
EASTBAY			CC Accounting:	215- 16-451-1370-610-825				
179	CC-13493 10/29/24 Step ladder	91.25		226 625				
AMAZON			CC Accounting:	226- 16-141-1000-610				
180	CC-13493 10/29/24 Textiles textbooks	77.30		215 625			825	
AMAZON			CC Accounting:	215- 16-451-1370-610-825				
181	CC-13493 10/29/24 Toddler toy set	52.53		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
182	CC-13493 10/29/24 Textiles textbooks	130.41		215 625			825	
AMAZON			CC Accounting:	215- 16-451-1370-610-825				
183	CC-13493 10/29/24 Case for Ipad air	11.99		226 625				
AMAZON			CC Accounting:	226- 16-141-1000-610				
184	CC-13493 10/29/24 Developing child textbooks	764.85		215 625			825	
AMAZON			CC Accounting:	215- 16-451-1370-610-825				
185	CC-13493 10/29/24 Animal crackers	14.99		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
186	CC-13493 10/30/24 Toddler slide	37.98		126 625				
AMAZON			CC Accounting:	126- 15-280-1000-610				
187	CC-13493 10/30/24 Display for dual monitor	54.99		226 625				
AMAZON			CC Accounting:	226- 16-141-1000-610				

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
188	CC-13493 10/30/24 Blender/ Calculators CP	282.93		215 625			825	
AMAZON			CC Accounting: 215-	16-451-1170-610-825				
189	CC-13493 10/30/24 Student incentives	25.99		126 625				
AMAZON			CC Accounting: 126-	15-280-1000-610				
190	CC-13493 10/30/24 Developing child textbooks	153.94		215 625			825	
AMAZON			CC Accounting: 215-	16-451-1370-610-825				
191	CC-13493 10/30/24 Kinder incentives	348.11		126 625				
AMAZON			CC Accounting: 126-	15-280-1000-610				
192	CC-13493 10/30/24 Little helpers toys	42.99		126 625				
AMAZON			CC Accounting: 126-	15-280-1000-610				
193	CC-13493 10/31/24 26 quilting rulers	232.70		215 625			825	
AMAZON			CC Accounting: 215-	16-451-1370-610-825				
194	CC-13493 10/31/24 Kindergarten incentives	610.74		126 625				
AMAZON			CC Accounting: 126-	15-280-1000-610				
195	CC-13493 10/31/24 Stress balls	12.99		126 625				
AMAZON			CC Accounting: 126-	15-280-1000-610				
196	CC-13493 11/01/24 MS english book sets	268.72		126 625				
PRESTWICK HOUSE			CC Accounting: 126-	50-100-1000-640				
197	CC-13493 11/04/24 Kindergarten toys	89.99		126 625				
AMAZON			CC Accounting: 126-	15-280-1000-610				
198	CC-13493 11/04/24 Kindergarten incentives	846.28		126 625				
AMAZON			CC Accounting: 126-	15-280-1000-610				
199	CC-13493 11/04/24 Kindergarten incentives	42.99		126 625				
AMAZON			CC Accounting: 126-	15-280-1000-610				
200	CC-13494 10/11/24 Athletics meal	41.81		226 625				
REYNOLDS SUPERMARKET			CC Accounting: 226-	16-720-3500-582				
201	CC-13494 10/11/24 Gas Baker FB	29.99		226 625				
FARMERS UNION OIL CO.			CC Accounting: 226-	16-720-3500-624				
202	CC-13494 10/25/24 Gas FB Ekalaka	80.00		226 625				
AGLAND CO-OP			CC Accounting: 226-	16-720-3500-624				
203	CC-13494 10/25/24 Gas FB Ekalaka	40.00		226 625				
EXXON MOBILE			CC Accounting: 226-	16-720-3500-624				
204	CC-13495 10/28/24 S&D yearly membership	223.00		226 625				
NATIONAL SPEECH & DEBATE			CC Accounting: 226-	16-720-3500-610				
205	CC-13495 11/02/24 Competition fees	6.89		226 625				
SIDNEY HIGH SCHOOL			CC Accounting: 226-	16-720-3500-610				
206	CC-13495 11/02/24 Meal S&D	2.75		226 625				
CONOCO			CC Accounting: 226-	16-720-3500-582				
207	CC-13495 11/02/24 Meal S&D	11.99		226 625				
DAIRY QUEEN			CC Accounting: 226-	16-720-3500-582				
208	CC-13496 10/10/24 Driver daily log books	506.63		110 625				
MISC VENDOR			CC Accounting: 110-	14-100-2700-610				
209	CC-13496 10/11/24 Driver daily log books	26.91		210 625				
CONOCO			CC Accounting: 210-	16-100-2700-610				

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Frog-Func			
210	CC-13496 10/15/24 NOX sensor HARLOW'S BUS SALES, INC.	571.82		110 625				
211	CC-13496 10/15/24 NOX sensor HARLOW'S BUS SALES, INC.	571.81		110 625				
212	CC-13496 10/16/24 Light clearance HARLOW'S BUS SALES, INC.	19.76		110 625				
213	CC-13496 10/17/24 Meal Williston GRAND BUFFET	37.02		110 625				
214	CC-13496 10/17/24 3 step steel pro MENARDS	139.98		110 625				
215	CC-13496 10/22/24 Bus parts DAKOTA DIESEL USA, INC.	351.21		210 625				
216	CC-13496 10/26/24 Split ring, keykrafter, keys ACE HARDWARE	43.39		110 625				
217	CC-13496 10/30/24 Oil filters WOLF CITY AUTO INC.	198.89		110 625				
218	CC-13496 10/14/24 Switch, indicator, rocker HARTLEY'S SCHOOL BUSES	65.50		110 625				
219	CC-13496 11/05/24 Statement fee	3.00		110 625				
70048	10069 MONTANA DAKOTA UTILITIES Gas and electric chargers for 6/15/24-7/17/24	16,778.63						
1	11/18/24 Admin building- Gas	60.91		126 90 100-2600		411		
2	11/18/24 Admin building- Electric	143.77		126 90 100-2600		412		
3	11/18/24 Maint shop- Gas	57.50		126 90 100-2600		411		
4	11/18/24 Maint shop- Electric	66.79		126 90 100-2600		412		
5	11/18/24 Bus Garage- Gas	166.46		110 50 100-2700		411		
6	11/18/24 Bus Garage- Electric	79.63		110 50 100-2700		412		
7	11/18/24 Middle&Grade school- Gas	1,525.44		126 90 100-2600		411		
8	11/18/24 Middle&Grade school- Electric	7,212.73		126 90 100-2600		412		
9	11/18/24 High school- Gas	1,292.09		226 16 100-2600		411		
10	11/18/24 High school- Electric	3,996.45		226 16 100-2600		412		
11	11/18/24 Football field- Electric	531.27		226 16 100-2600		412		
12	11/18/24 413 W HWY 2- Gas	55.81		126 90 100-2600		411		
13	11/18/24 413 W HWY 2- Electric	65.83		126 90 100-2600		412		
14	11/18/24 317 W HWY2- Gas/Electric	146.04		115 100-2620		410	31	
15	11/18/24 407 4th AVE HPDP- Gas/Electric	114.24		115 100-2620		410	31	
16	11/18/24 Apt 1A- Gas/Electric	79.48		115 100-2620		410	31	
17	11/18/24 Apt 1B- Gas/Electric	98.26		115 100-2620		410	31	
18	11/18/24 Apt 1C- Gas/Electric	91.07		115 100-2620		410	31	
19	11/18/24 Apt 2A- Gas/Electric	86.34		115 100-2620		410	31	
20	11/18/24 Apt 2B- Gas/Electric	139.89		115 100-2620		410	31	

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
21		11/18/24 Apt 2C- Gas/Electric	50.08		115	100-2620	410	31
22		11/18/24 Apt 3A- Gas/Electric	96.32		115	100-2620	410	31
23		11/18/24 Apt 3B- Gas/Electric	82.26		115	100-2620	410	31
24		11/18/24 Apt 3C- Gas/Electric	119.39		115	100-2620	410	31
25		11/18/24 Apt 4A- Gas/Electric	42.91		115	100-2620	410	31
26		11/18/24 Apt 4B- Gas/ Electric	108.24		115	100-2620	410	31
27		11/18/24 Apt 4C- Gas/Electric	6.09		115	100-2620	410	31
28		11/18/24 Apt 5A- Gas/Electric	109.32		115	100-2620	410	31
29		11/18/24 Apt 5B- Gas/Electric	70.57		115	100-2620	410	31
30		11/18/24 Apt 5C- Gas/Electric	83.45		115	100-2620	410	31

# of Claims      4                      Total:      89,645.86      # of Vendors      4

POPLAR SCHOOLS  
 Fund Summary for Claims  
 For the Accounting Period: 11/24

Fund/Account	Amount
110 Elementary Transportation Fund	
101	4,638.59
115 Elementary Miscellaneous Programs Fund	
101	6,145.57
126 Elementary Impact Aid Fund	
101	33,005.67
210 High School Transportation Fund	
101	378.12
212 High School Food Service Fund	
101	1,518.55
215 High School Miscellaneous Programs Fund	
101	13,738.84
226 High School Impact Aid Fund	
101	30,220.52
Total:	89,645.86

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I have carefully examined the above CLAIM APPROVAL LIST and refer  
the same to the Board of Trustees.

Approved by Board of Finance Committee:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the above is correct

\_\_\_\_\_

Business Manager/Clerk

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Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
70072		25582 ACELLUS EDUCATIONAL SERVICES LLC	13,167.00						
	33	Acellus Gold Student License							
1		101482 11/06/24 Gold student license	4,389.00*		126 14	100-2210	680		
2		101482 11/06/24 Gold student license	4,389.00*		126 50	100-2210	680		
3		101482 11/06/24 Gold student license	4,389.00*		226 16	100-2210	680		
70087		25862 ADVANCED SOLUTIONS LLC	650.00						
1		3240 11/08/24 Schoolwide pest elimination	650.00		126 90	100-2600	440		
70123		26020 AZURE CUSTOMS	3,500.00						
	1-	15 passenger van wrapped							
1		35 12/04/24 Wrap 15 passenger van	3,500.00		226 16	720-3500	440		
70076		24732 BABY GOT BACK BBQ	3,850.00						
		Meal for fall athletic banquet							
1		11/13/24 BBQ meal fall athletic banquet	3,850.00		226 16	720-3500	582		
70085		20220 BIG VALLEY WATER	454.00						
1		179004 08/19/24 Water PES	77.00		126 15	100-1000	610		
2		179821 09/30/24 Water PES	85.00		126 15	100-1000	610		
3		179883 10/07/24 Water PHS	53.00		226 16	100-1000	610		
4		180289 10/21/24 Water Central Office	21.00		126 90	100-2300	610		
5		180297 10/21/24 Water PES	85.00		126 15	100-1000	610		
6		180288 10/21/24 Water PHS	133.00		226 16	100-1000	610		
70115		14268 BLACK MOUNTAIN SOFTWARE	23,133.00						
1		INV-01649 12/01/24 Annual software fees	11,566.50		126 90	100-2500	340		
2		INV-01649 12/01/24 Annual software fees	11,566.50*		226 16	100-2500	340		
70119		25462 BLACKBIRD MERCANTILE	648.00						
1		00181296 11/19/24 Thanksgiving staff lunch	648.00		226 16	100-1000	610		
70077		10755 BLICK ART MATERIALS	353.29						
1		4117976 10/31/24 Paint, clay, oil pastels	353.29	39109	126 50	100-1000	610		
70068		24666 BROCK COPENHAVER	75.00						
		Cell phone service cost for the month of December 2024							
1		12/02/24 Cell phone service cost	75.00		226 16	100-2600	531		



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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
70098		24666 BROCK COPENHAVER	187.60					
1		11/14/24 Mileage district VB Malta	187.60		226 16	720-3500	624	
70088		10032 BRUCO, INC.	135.18					
1		428418 11/08/24 Tennant parts	135.18		226 16	100-2600	615	
70079		20184 BSN SPORTS	1,575.00					
1		927852512 11/21/24 Reversable tank JH bball	1,500.00*	39110	126 50	720-3500	610	
2		927852512 11/21/24 Shipping	75.00*	39110	126 50	720-3500	610	
70110		10748 CITY OF POPLAR	6,934.10					
Water charges for June 2024								
1		11/25/24 Admin building- water/sewer	95.51		126 90	100-2600	421	
2		11/25/24 #9 shop- water/sewer	62.16		126 90	100-2600	421	
3		11/25/24 Trnsprtn&mntnc water/sewer	130.04		126 90	100-2600	421	
4		11/25/24 Bus Garage- water/sewer	172.32		110 14	100-2700	421	
5		11/25/24 Grade school- water/sewer	1,355.53		126 90	100-2600	421	
6		11/25/24 Middle school- water/sewer	981.76		126 90	100-2600	421	
7		11/25/24 High school- water/sewer	61.12		226 16	100-2600	421	
8		11/25/24 HS metal shop- water/sewer	2,031.38		226 16	100-2600	421	
9		11/25/24 Supt house- water/sewer	101.43		115	100-2620	410	31
10		11/25/24 Townhouse #1- water/sewer	145.68		115	100-2620	410	31
11		11/25/24 Townhouse #2- water/sewer	151.13		115	100-2620	410	31
12		11/25/24 Townhouse #3- water/sewer	244.86		115	100-2620	410	31
13		11/25/24 Townhouse #4-water/sewer	145.09		115	100-2620	410	31
14		11/25/24 Townhouse #5- water/sewer	145.57		115	100-2620	410	31
15		11/25/24 Prof Village- Garbage	94.05		115	100-2620	410	31
16		11/25/24 HS football field- Water	676.73		226 16	100-2600	421	
17		11/25/24 HS sprinkling	169.87		226 16	100-2600	421	
18		11/25/24 HS sprinkling #2	169.87		226 16	100-2600	421	
70118		25371 COGNIA, INC	1,888.72					
1		00181296 11/30/24 Cognia services N.Reeves	472.18*		126 14	100-2210	320	
2		00181296 11/30/24 Cognia services N.Reeves	472.18*		126 15	100-2210	320	
3		00181296 11/30/24 Cognia services N.Reeves	472.18*		126 50	100-2210	320	
4		00181296 11/30/24 Cognia services N.Reeves	472.18*		226 16	100-2210	320	

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/	Obj	Proj
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func		
70093		26019 CONNIE WITTAK	150.91					
1		12/02/24 Reimbursement supplies	150.91		126 50	100-1000	610	
70065		24979 COY WEEKS	75.00					
		Cell phone service for the month of December 2024						
1		12/02/24 Cell phone service cost	75.00		226 16	100-2600	531	
70059		24934 CP SPEECH THERAPY	12,050.00					
		Schoolwide speech therapy services						
1		163 12/01/24 Contracted time Nov	2,410.00		126 14	280-2160	320	
2		163 12/01/24 Contracted time Nov	4,820.00*		126 15	280-2160	320	
3		163 12/01/24 Contracted time Nov	2,410.00		126 50	280-2160	320	
4		163 12/01/24 Contracted time Nov	2,410.00		226 16	280-2160	320	
70086		23165 CURTISS FARM & AUTO	57.98					
1		400793 11/14/24 B 69 Belt	57.98		126 90	100-2600	615	
70124		10044 DACOTAH PAPER CO.	978.18					
1		24999 11/11/24 Gloves cafeteria	895.42		212 90	910-3100	610	
2		30811 11/22/24 Paper products cafeteria	82.76		212 90	910-3100	610	
70083		10677 DAKOTA TRADING POST	80.00					
		Supplies MS FCS class						
1		320925 10/21/24 Beads, sinew, key rings	80.00		115 14	470-1000	610	700
70084		10677 DAKOTA TRADING POST	147.98					
		Supplies MS FCS class						
1		11/02/24 Beads, sinew, key rings	147.98		115 50	470-1000	610	700
70097		25662 DPHHS-EHFS	115.00					
1		11/04/24 2025 Kitchen license renewal	115.00		126 15	910-3100	610	
70069		10189 ECKROTH MUSIC CO.	435.34					
1		5514917 11/29/24 Mallets, Bass guitar	435.34	39108	226 16	100-1000	610	
70058		23606 ELIZABETH A. SHIPSTEAD	3,078.15					
1		000072 11/27/24 OT timesheet Nov	615.63		126 14	280-2160	320	
2		000072 11/27/24 OT timesheet Nov	1,231.26*		126 15	280-2160	320	
3		000072 11/27/24 OT timesheet Nov	615.63		126 50	280-2160	320	
4		000072 11/27/24 OT timesheet Nov	615.63		226 16	280-2160	320	

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/	Obj	Proj
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func		
70091		25073 FIREMAN'S COMPANY	3,320.85					
1		17075 08/01/24 Service fire alarm system	2,000.00		126 90	100-2600	440	
2		17075 08/01/24 Service fire alarm system	1,320.85		226 16	100-2600	440	
70071		24787 FORT PECK JOURNAL. LLC	2,116.00					
		Advertising August 2024-November 2024						
1		3291 11/22/24 Advertising	1,481.20		126 90	100-2300	540	
2		3291 11/22/24 Advertising	634.80*		226 16	100-2300	540	
70062		22225 FRANK GOURNEAU	75.00					
		Cell phone service for the month of December 2024						
1		12/02/24 Cell phone service cost	75.00		226 16	100-2600	531	
70101		25966 GAME ONE	2,295.00					
1		10343308 11/05/24 JH Football helmets	2,295.00*		126 50	720-3500	610	
70111		20358 GOODHEART-WILCOX PUBLISHER	2,918.66					
1		02014276 11/26/24 Books HS FCS class	2,918.66*	39117	226 16	100-2210	640	
70089		12805 GRAINGER	288.12					
1		814929741 10/31/24 Pleated air filters	288.12		126 90	100-2600	615	
70067		25502 GREG GOURNEAU	75.00					
		Cell phone service charge for the month of December 2024						
1		12/02/24 Monthly service charge	75.00		126 90	100-2600	531	
70120		11046 HARTLEY'S SCHOOL BUSES	300.71					
1		46947 10/23/24 Air pressure control	300.71		110 15	100-2700	440	
70121		11046 HARTLEY'S SCHOOL BUSES	169.88					
1		46823 09/24/24 Assy 6 amp 280	169.88		110 50	100-2700	440	
70090		24356 HI-TECH ELECTRIC INC.	841.27					
1		3428 11/16/24 Work on teacher housing	841.27		115	100-2620	440	31
70116		14201 INTERQUEST DETECTION CANINES	400.00					
1		1492M 11/24/24 Canine inspection	400.00		226 16	100-1000	340	

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
70125		14345 J & M DISTRIBUTING	5,451.54					
1		73716 11/01/24 Milk for cafeteria	762.50		212 90 910-3100		570	
2		73755 11/05/24 Milk for cafeteria	978.50		212 90 910-3100		570	
3		67670 11/08/24 Milk for cafeteria	762.50		212 90 910-3100		570	
4		73810 11/12/24 Milk for cafeteria	546.50		212 90 910-3100		570	
5		75025 11/15/24 Milk for cafeteria	478.34		212 90 910-3100		570	
6		75094 11/19/24 Milk for cafeteria	848.90		212 90 910-3100		570	
7		75125 11/22/24 Milk for cafeteria	654.50		212 90 910-3100		570	
8		75169 11/26/24 Milk for cafeteria	395.30		212 90 910-3100		570	
9		73764 11/07/24 Milk for cafeteria	24.50		212 90 910-3100		570	
70104		13164 J.W. PEPPER & SON, INC.	400.99					
1		366543127 07/18/24 Sheet music	130.00	39070	226 16 100-1000		610	
2		366542696 07/17/24 Sheet music	270.99	39070	226 16 100-1000		610	
70063		25360 JOHN WETSIT	75.00					
		Cellphone service for the month of December 2024						
1		12/02/24 Cell phone service cost	75.00		126 90 100-2600		531	
70108		25954 K-LOG, INC.	3,323.77					
1		24-331781- 11/06/24 Big & Tall Robust chairs 1	3,323.77	39111	226 16 100-1000		610	
70078		25443 LAKEVIEW BOOKS	205.80					
1		0379045 10/31/24 Books HS library	205.80	39106	226 16 100-1000		640	
70064		24786 LEWIS REESE	75.00					
		Cell phone service for the month of December 2024						
1		12/02/24 Cell phone service cost	75.00		126 90 100-2600		531	
70107		14492 LINDE GAS AND EQUIPMENT INC.	111.99					
1		6721846 11/30/24 Industrial acetylene	111.99		226 16 390-1000		610	
70106		24921 LORRI COULTER, MS, PS, BCBA	6,060.00					
1		1036 12/02/24 Psychologist time Nov 2024	1,212.00*		126 14 280-2140		320	
2		1036 12/02/24 Psychologist time Nov 2024	2,424.00*		126 15 280-2140		320	
3		1036 12/02/24 Psychologist time Nov 2024	1,212.00		126 50 280-2140		320	
4		1036 12/02/24 Psychologist time Nov 2024	1,212.00		226 16 280-2140		320	

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
70082		10087 MAIN STREET GROCERY	766.03					
1		320925 10/02/24 MS FCS groceries	94.29		126 50	100-1000	610	
2		540942 10/09/24 MS FCS groceries	90.16		126 50	100-1000	610	
3		741159 10/08/24 MS FCS groceries	26.56		126 50	100-1000	610	
4		250910 10/10/24 MS FCS groceries	17.46		126 50	100-1000	610	
5		290902 10/11/24 MS FCS groceries	37.26		126 50	100-1000	610	
6		300937 10/14/24 MS FCS groceries	28.98		126 50	100-1000	610	
7		491111 10/14/24 Grocery board meeting meal	103.45		126 90	100-2300	610	
8		040917 10/22/24 MS FCS groceries	13.40		126 50	100-1000	610	
9		320925 10/23/24 MS FCS groceries	14.66		126 50	100-1000	610	
10		210936 10/28/24 MS FCS groceries	35.14		126 50	100-1000	610	
11		250956 10/28/24 Salad- cafeteria	10.50		212 90	910-3100	570	
12		260907 10/30/24 MS FCS groceries	33.10		126 50	100-1000	610	
13		0048 09/25/24 Cookies HS FCS	261.07		226 16	100-1000	610	
70117		25209 MARCO TECHNOLOGIES LLC	5,623.00					
1		542980370 11/21/24 Copier Contract	702.84		126 14	100-1000	610	
2		542980370 11/21/24 Copier Contract	702.88		126 14	280-1000	610	
3		542980370 11/21/24 Copier Contract	702.88		126 15	100-1000	610	
4		542980370 11/21/24 Copier Contract	702.88		126 15	280-1000	610	
5		542980370 11/21/24 Copier Contract	702.88		126 50	100-1000	610	
6		542980370 11/21/24 Copier Contract	702.88		126 50	280-1000	610	
7		542980370 11/21/24 Copier Contract	702.88		226 16	100-1000	610	
8		542980370 11/21/24 Copier Contract	702.88		226 16	280-1000	610	
70061		21147 MORGAN NORGAARD	75.00					
		Cell phone service for the month of December 2024						
1		12/02/24 Cell phone service cost	75.00		126 90	100-2600	531	
70073		25132 NORTHERN PLAINS INDEPENDENT	1,557.29					
1		ci-5777 10/31/24 Advertising	1,090.10		126 90	100-2300	540	
2		ci-5777 10/31/24 Advertising	467.19*		226 16	100-2300	540	
70066		24767 PATTI JO BLACK	75.00					
		Cell phone services for the month of December 2024						
1		12/02/24 Cell phone service cost	75.00		226 16	100-2600	531	

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
70074		23736 PITNEY BOWES GLOBAL FINANCIAL	478.80					
1		3319941305 11/11/24 IMI meter, scale lease	335.16		126 90	100-2300	532	
2		3319941305 11/11/24 IMI meter, scale lease	143.64		226 16	100-2300	532	
70070		10253 PITNEY BOWES PURCHASE POWER	2,157.47					
1		11/17/24 Mail meter refill	1,510.23		126 90	100-2300	532	
2		11/17/24 Mail meter refill	647.24		226 16	100-2300	532	
70112		24552 POPLAR HIGH SCHOOL ACTIVITIES	3,972.00					
		Pay BPA from athletics for feeding volleyball and football teams.						
1		100 12/03/24 Football meals	1,986.00*		226 16	720-3502	582	
2		100 12/03/24 Volleyball meals	1,986.00*		226 16	720-3506	582	
70075		25836 REZKAST MEDIS LLC	500.00					
		Sound system and announcing services for girls flag football games and boys football games. Includes senior night						
1		110624 11/06/24 Sound system/ announcing	500.00		226 16	720-3500	610	
70081		21278 ROOSEVELT MEDICAL CLINIC	125.00					
1		17345C1876 09/03/24 DOT physical bus driver	125.00		110 15	100-2700	340	
70105		25764 SCHOLASTIC INC.	103.13					
1		M7553063 11/12/24 Scholastic news 5/6	103.13		126 14	100-1000	610	
70103		10079 SCHOOL SPECIALTY, LLC	1,060.15					
1		3081046498 11/01/24 PES title 1 supplies	1,060.15	39112	115 15	494-1000	610	315
70060		24038 SHEILA FLADAGER	4,410.00					
		Speech therapy services for November 2024						
1		11/30/24 Speech therapy services	1,543.50		126 14	280-2150	320	
2		11/30/24 Speech therapy services	2,646.00		126 15	280-2150	320	
3		11/30/24 Speech therapy services	220.50		126 50	280-2150	320	
70092		12492 SYSCO MONTANA INC.	6,770.20					
1		543257811 11/08/24 Janitor supplies	5,000.00		126 90	100-2600	615	
2		543257811 11/08/24 Janitor supplies	1,770.20		226 16	100-2600	615	

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/	Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
70114	12492 SYSCO MONTANA INC.	41,061.13						
1	543247560 11/01/24 Dairy, Poultry, meats, froz	4,204.79		212 90 910-3100			570	
2	543253221 11/05/24 Can & Dry, frozen, produce	9,581.11		212 90 910-3100			570	
3	14355292P 11/05/24 Plastic lids -return	-84.69		212 90 910-3100			570	
4	543257812 11/08/24 Dairy, poultry, produce	5,550.83		212 90 910-3100			570	
5	543263141 11/12/24 Frozen, meats, dry grocery	7,166.41		212 90 910-3100			570	
6	543267526 11/15/24 Produce,dairy, canned	1,466.90		212 90 910-3100			570	
7	543267526 11/15/24 Paper & disposables	858.80		212 90 910-3100			610	
8	543267527 11/15/24 Fruits/vegetables K-4	285.39*		212 90 910-3100			572	
9	543267528 11/15/24 Fruits/vegetables 5-6	198.58*		212 90 910-3100			573	
10	543272886 11/19/24 Dairy, Meats, frozen	5,679.99		212 90 910-3100			570	
11	543277965 11/22/24 Frozen, canned, produce	2,197.95		212 90 910-3100			570	
12	543283527 11/26/24 Dairy, meats, frozen	3,853.73		212 90 910-3100			570	
13	543283526 11/26/24 Fruits/vegetables K-4	546.80*		212 90 910-3100			572	
14	543283526 11/26/24 Fruits/vegetables 5-6	273.40*		212 90 910-3100			573	
15	14355310P 11/07/24 Coffee k cup- return	-293.96		212 90 910-3100			570	
16	543255791 11/07/24 French breadsticks. Return	-2,046.54		212 90 910-3100			570	
17	543265434 11/14/24 Splenda packets	92.79		126 50 100-1000			610	
18	543277966 11/22/24 Muffins,juice grandparents	1,528.85		115 15 494-2115			610	315
70122	22157 TEACHER DIRECT	1,008.46						
1	2024/08074 08/27/24 6th grade class supplies	1,008.46	39063	126 14 280-1000			610	
70080	14100 TITOKA TIBI	198.83						
1	3111 10/30/24 Ribbon, material, thread	198.83		115 50 470-1000			610	700
70113	13395 U.S. FOOD SERVICE, INC.	12,720.90						
1	3689610 11/07/24 Produce, dry grocery, meats	4,398.71		212 90 910-3100			570	
2	3689611 11/07/24 Bottled water	130.91		126 50 100-1000			610	
3	3875676 11/14/24 Disposables MS staff lounge	13.79		126 50 100-1000			610	
4	3875674 11/14/24 Paper products HS athletic	193.48		226 16 720-3500			610	
5	3875673 11/14/24 Produce, dairy, Frozen	2,578.45		212 90 910-3100			570	
6	3964089 11/18/24 Juices, dry grocery	1,087.54		212 90 910-3100			570	
7	4062904 11/21/24 Frozen, beef/pork, produce	2,628.91		212 90 910-3100			570	
8	4152604 11/25/24 Produce, dairy, frozen	1,387.75		212 90 910-3100			570	
9	3875675 11/14/24 HS F/T conference	301.36		115 90 494-2115			610	315

12/05/24  
08:46:11

POPLAR SCHOOLS  
Claim Approval List  
For the Accounting Period: 12/24

Page: 9 of 11  
Report ID: AP100

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/	Obj	Proj
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func		
70099		10111 WILL'S OFFICE WORLD	211.87					
1		10436881 10/30/24 Copier service agreement	35.29		126 14	100-1000	610	
2		10436881 10/30/24 Copier service agreement	35.32		126 14	280-1000	610	
3		10436881 10/30/24 Copier service agreement	35.30		126 15	100-1000	610	
4		10436881 10/30/24 Copier service agreement	35.32		126 15	280-1000	610	
5		10436881 10/30/24 Copier service agreement	35.32		126 50	100-1000	610	
6		10436881 10/30/24 Copier service agreement	35.32		126 50	280-1000	610	
70100		10111 WILL'S OFFICE WORLD	53.00					
1		10437365 11/19/24 Staple cartridge	8.81		126 14	100-1000	610	
2		10437365 11/19/24 Staple cartridge	8.84		126 14	280-1000	610	
3		10437365 11/19/24 Staple cartridge	8.83		126 15	100-1000	610	
4		10437365 11/19/24 Staple cartridge	8.84		126 15	280-1000	610	
5		10437365 11/19/24 Staple cartridge	8.84		126 50	100-1000	610	
6		10437365 11/19/24 Staple cartridge	8.84		126 50	280-1000	610	
70094		20976 WOLFTRAX BROADCASTING, LLC	234.94					
1		24100275 10/31/24 FM invoice bulk pkg	234.94		126 90	100-2300	540	
70095		20976 WOLFTRAX BROADCASTING, LLC	58.74					
1		24100276 10/31/24 AM invoice	58.74		126 90	100-2300	540	
70096		20976 WOLFTRAX BROADCASTING, LLC	107.63					
1		24100277 10/31/24 Fm invoice	107.63*		226 16	100-2300	540	
		# of Claims	66	Total:	185,552.58	# of Vendors	59	



12/05/24  
08:46:17

POPLAR SCHOOLS  
Fund Summary for Claims  
For the Accounting Period: 12/24.

Page: 10 of 11  
Report ID: AP110

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Fund/Account	Amount
110 Elementary Transportation Fund	
101	767.91
115 Elementary Miscellaneous Programs Fund	
101	5,186.25
126 Elementary Impact Aid Fund	
101	69,835.88
212 High School Food Service Fund	
101	57,961.07
226 High School Impact Aid Fund	
101	51,801.47
Total:	185,552.58

12/05/24  
08:46:17

POPLAR SCHOOLS  
Claim Approval Signature Page  
For the Accounting Period: 12 / 24

Page: 11 of 11  
Report ID: AP100A

I have carefully examined the above CLAIM APPROVAL LIST and refer  
the same to the Board of Trustees.

Approved by Board of Finance Committee:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the above is correct

\_\_\_\_\_

Business Manager/Clerk



**Poplar**  
School District

## **BUDGET v. ACTUAL INVESTMENT**

**Students First**

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12/03/24  
11:47:20

POPLAR SCHOOLS  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 12 / 24

Page: 1 of 1  
Report ID: B100F

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
101 Elementary General Fund	0.00	1,419,020.34	4,406,015.08	4,406,015.08	2,986,994.74	32%
110 Elementary Transportation Fund	297.32	129,432.13	480,700.00	480,700.00	351,267.87	27%
111 Elementary Bus Depreciation Fund	0.00	85,900.00	1,146,755.99	1,146,755.99	1,060,855.99	7%
113 Elementary Tuition Fund	0.00	0.00	126.21	126.21	126.21	0%
114 Elementary Retirement Fund	0.00	358,500.14	1,350,000.00	1,350,000.00	991,499.86	27%
115 Elementary Miscellaneous Programs	3,894.06	617,551.58	2,680,884.25	2,680,884.25	2,063,332.67	23%
126 Elementary Impact Aid Fund	49,746.91	2,259,195.79	7,901,221.02	7,901,221.02	5,642,025.23	29%
128 Elementary Technology Fund	0.00	15,000.00	30,608.17	30,608.17	15,608.17	49%
129 Elementary Flex Fund	0.00	30,024.82	513,512.88	513,512.88	483,488.06	6%
161 Elementary Building Reserve Fund	0.00	0.00	528,197.50	528,197.50	528,197.50	0%
201 High School General Fund	0.00	718,333.99	2,444,374.97	2,444,374.97	1,726,040.98	29%
210 High School Transportation Fund	0.00	32,681.47	195,200.00	195,200.00	162,518.53	17%
211 High School Bus Depreciation Fund	0.00	0.00	656,396.94	656,396.94	656,396.94	0%
212 High School Food Service Fund	51,531.35	306,928.32	940,311.00	940,311.00	633,382.68	33%
213 High School Tuition Fund	0.00	5,494.10	39,489.32	39,489.32	33,995.22	14%
214 High School Retirement Fund	0.00	138,636.66	753,420.00	753,420.00	614,783.34	18%
215 High School Miscellaneous Programs	0.00	60,833.80	271,512.30	271,512.30	210,678.50	22%
218 High School Traffic Education Fund	0.00	0.00	861.28	861.28	861.28	0%
226 High School Impact Aid Fund	27,478.83	561,916.11	2,702,157.71	2,702,157.71	2,140,241.60	21%
228 High School Technology Fund	0.00	7,500.00	15,093.08	15,093.08	7,593.08	50%
229 High School Flex Fund	0.00	40,295.00	370,722.15	370,722.15	330,427.15	11%
261 High School Building Reserve Fund	0.00	0.00	281,226.57	281,226.57	281,226.57	0%
Grand Total:	132,948.47	6,787,244.25	27,708,786.42	27,708,786.42	20,921,542.17	24%



**Poplar**

School District

# **INVESTMENT REPORT**

**Students First**

November 25,2024

Betty Romo, County Treasurer  
 400 2nd Avenue South  
 Wolf Point, Mt 59201

Please invest with **STIP** **\$13,300,500** as follows:

<b>ELEMENTARY</b>	<b>FUND</b>	<b>PREVIOUS MONTH</b>	<b>DIFFERENCE</b>	<b>CURRENT MONTH</b>
<b>101</b>	GENERAL	\$0	\$0	\$0
<b>110</b>	TRANSPORTATION	\$117,000	-\$42,000	\$75,000
<b>111</b>	BUS DEPRECIATION	\$1,025,000	\$5,000	\$1,030,000
<b>113</b>	TUITION	\$0	\$0	\$0
<b>114</b>	RETIREMENT	\$285,000	\$0	\$285,000
<b>115</b>	MISC FUNDS	\$0	\$0	\$0
<b>121</b>	SICK LEAVE	\$22,500	\$0	\$22,500
<b>126</b>	IMPACT AID	\$6,000,000	-\$420,000	\$5,580,000
<b>128</b>	TECHNOLOGY	\$15,000	\$0	\$15,000
<b>129</b>	FLEX FUND	\$500,000	\$0	\$500,000
<b>160</b>	BUILDING	\$150,000	\$10,000	\$160,000
<b>161</b>	BUILDING RESERVE	\$425,000	\$0	\$425,000
<b>ELEMENTARY TOTALS</b>		<b>\$8,539,500</b>	<b>-\$447,000</b>	<b>\$8,092,500</b>
<b>HIGH SCHOOL</b>				
<b>201</b>	GENERAL	\$30,000	-\$30,000	\$0
<b>210</b>	TRANSPORTATION	\$105,000	-\$5,000	\$100,000
<b>211</b>	BUS DEPRECIATION	\$550,000	\$35,000	\$585,000
<b>212</b>	HOT LUNCH	\$0	\$0	\$0
<b>213</b>	TUITION	\$0	\$0	\$0
<b>214</b>	RETIREMENT	\$140,000	\$25,000	\$165,000
<b>215</b>	MISC FUNDS	\$0	\$0	\$0
<b>218</b>	TRAFFIC EDUCATION	\$4,500	\$0	\$4,500
<b>221</b>	SICK LEAVE	\$18,500	\$0	\$18,500
<b>226</b>	IMPACT AID	\$3,900,600	-\$90,600	\$3,810,000
<b>228</b>	TECHNOLOGY	\$0	\$0	\$0
<b>229</b>	FLEX FUND	\$300,000	\$25,000	\$325,000
<b>260</b>	BUILDING	\$0	\$0	\$0
<b>261</b>	BUILDING RESERVE	\$200,000	\$0	\$200,000
<b>HIGH SCHOOL TOTALS</b>		<b>\$5,248,600</b>	<b>-\$40,600</b>	<b>\$5,208,000</b>
<b>TOTAL INVESTMENTS</b>		<b>\$13,788,100</b>	<b>-\$487,600</b>	<b>\$13,300,500</b>

Sincerely,

*Judy Luthicum*  
 Business Manager



**Poplar**

School District

# **HS ACTIVITY FUND**

**Students First**

12/03/24  
11:58:28

FOPLAR SCHOOLS  
Statement of Activity by Account Number for 12/01/24 to 12/31/24

Page: 1 of 4  
Report ID: S100

Account	Opening Balance	Disbursed (-)	Receipts			Invest (+)	Misc.	Misc.	Closing Balance
			in Transit (+)	Deposits (+)	Transfers (+)		Earnings (+)	Charges (-)	
1 HIGH SCHOOL STUDENT COUNCIL	11094.51	0.00	0.00	0.00	0.00	0.00	0.00	11094.51	
4 DRAMA	1749.09	0.00	0.00	0.00	0.00	0.00	0.00	1749.09	
5 INDUSTRIAL ARTS	1767.03	0.00	0.00	0.00	0.00	0.00	0.00	1767.03	
6 ATHLETICS	4381.50	0.00	0.00	0.00	0.00	0.00	0.00	4381.50	
7 ANNUAL	2875.64	0.00	0.00	0.00	0.00	0.00	0.00	2875.64	
8 7-8 MS STUDENT COUNCIL	148.43	0.00	0.00	0.00	0.00	0.00	0.00	148.43	
10 MUSIC	7382.19	0.00	0.00	0.00	0.00	0.00	0.00	7382.19	
11 FCCLA	4336.01	0.00	0.00	0.00	0.00	0.00	0.00	4336.01	
12 NATIONAL HONOR SOCIETY	1218.11	0.00	0.00	0.00	0.00	0.00	0.00	1218.11	
13 PEP CLUB	1903.80	0.00	0.00	0.00	0.00	0.00	0.00	1903.80	
15 INDIAN CLUB	299.04	0.00	0.00	0.00	0.00	0.00	0.00	299.04	
16 INDEPENDENCE BANK CARD DONATION	33476.50	0.00	0.00	0.00	0.00	0.00	0.00	33476.50	
17 DISTRICT MUSIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
21 VENDING ACCOUNT	2839.04	0.00	0.00	0.00	0.00	0.00	0.00	2839.04	
22 BPA	1083.14	766.38	0.00	0.00	0.00	0.00	0.00	316.76	
23 INTEREST	44.13	0.00	0.00	0.00	0.00	0.00	0.00	44.13	
38 MS ART	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
39 MCA MT CAREER ASSOC (JMG)	1194.70	0.00	0.00	0.00	0.00	0.00	0.00	1194.70	
48 HISTORY CLUB	6690.99	0.00	0.00	0.00	0.00	0.00	0.00	6690.99	
50 CLASS OF 2028	1002.29	0.00	0.00	0.00	0.00	0.00	0.00	1002.29	
53 CLASS OF 2021	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
54 CLASS OF 2022	4154.62	0.00	0.00	0.00	0.00	0.00	0.00	4154.62	
55 CLASS OF 2023	602.47	0.00	0.00	0.00	0.00	0.00	0.00	602.47	
56 CLASS OF 2024	543.55	0.00	0.00	0.00	0.00	0.00	0.00	543.55	
57 CLASS OF 2025	13906.28	0.00	0.00	0.00	0.00	0.00	0.00	13906.28	
58 CLASS OF 2026	5153.86	0.00	0.00	0.00	0.00	0.00	0.00	5153.86	
59 CLASS OF 2027	1565.00	0.00	0.00	0.00	0.00	0.00	0.00	1565.00	
60 MS INDIAN CLUB	4881.40	0.00	0.00	0.00	0.00	0.00	0.00	4881.40	
61 FUTURE FARMERS OF AMERICAN	413.48	284.77	0.00	0.00	0.00	0.00	0.00	128.71	
898 MISC EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
899 MISC CHARGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Total for Student Accounts</b>	<b>114706.80</b>	<b>1051.15</b>						<b>113655.65</b>	

LaRae Crowley, Chair

Judy Linthicum, School Clerk





**REPORTS**  
**6.1 Superintendent**  
**6.2 Administrators**  
**6.3 Directors**

**Students First**

---

## **Agenda Number 6 Informational Items- Reports**

### **POPLAR PUBLIC SCHOOLS 9&9B BOARD AGENDA FACT SHEET MEETING DATE: December 9, 2024**

#### **SUMMARY:**

6.1-6.3: Directors', Principals', and the Superintendent's reports to the Board are informational items designed to share progress towards goals being accomplished within each respective area of operation. Monthly reporting is intended to highlight the accomplishments of individual students, classrooms, parents, staff, or other groups of employees and to report any administrative changes made within their jurisdictions.

#### **6.1 Superintendent Report**

#### **6.2 Administrators Reports**

#### **6.3 Directors Reports**

---

## 6.1 Superintendent Report



### Superintendent Report for the month of November

My goals for the district for this year are surrounded and grounded in the following:

1. Improving student achievement.
2. Creating and fostering a safe and orderly environment that is respectful and very positive.
3. To have more collaboration through our building leadership teams and district leadership teams.
4. Improve communication with parents and community.
5. Any and all discussions need to be students first.

### REPORT

1. Celebrations:
  - a. Turkey Bingo: Huge success. The cafeteria was packed. We had plenty of help. It was a wonderful event that demonstrates the value of volunteering and how powerful it can be.
  - b. Classified negotiations are completed. The end document is in the packet to be voted on for ratification.
  - c. We had our first HS athletic banquet of the year (fall). We had over 125 parents/athletes in attendance. It was an excellent turnout.
  - d. The chiropractors will be visiting Poplar School District next week. We are already receiving packages.

2. Concerns:

- a. We had 2 more bus drivers resign/retire. That puts our bus driver pool down to 3 full time. We anticipated this. I am proposing to the board to purchase 2 smaller buses (non-CDL). These will help not only with routes but also activities.
  - b. We had an MOU with JDC that expired (3 years ago). Mr. Gourneau and myself went and met with the Tribal Education Committee and answered questions on the renewal. We did get that MOU with JDC renewed. We have a few other MOU's that need to be renewed.
3. Enrollment numbers: Included in the packet. 838 students as of 12/1/2024.
  4. Attendance percentages for the month of November are included in the packet.
  5. Admin attendance for the month of November was 88 hours total. Teacher attendance percentages are in the principals' reports.
  6. Bullseye walkthroughs for October: High School had 26 walkthroughs; Elementary School had 3 walkthroughs; Middle School had 14 walkthroughs.
  7. We had a facilities meeting and discussed projects. We also talked about how to fund those projects.
  8. We will be handing out sack lunches to all students on December 26 and 27. Myself and Mary Plante are handling the logistics. We have done this previously and it is a great way to give back.
-

**0857 Poplar Public  
Schools District**

Box 458, Poplar, MT 59255  
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**Student Enrollment Summary Report**

Effective Date: 12/04/2024 Enrollment Types: P, S, N  
Total Race/Ethnicities: 5 of 7 Total Schools: 5  
Race/Ethnicity Source: Federal Male/Female/Total: 423/415/838

**Student Population by Race/Ethnicity and Grade Level (Male/Female/Total)**

**District Level - EL**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
All Grades	-	-	-	-	-	-	-	0/0/0

**Poplar 5-6 School**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
05	-	28/30/58	-	-	-	0/2/2	3/0/3	31/32/63
06	0/1/1	36/25/61	-	-	-	1/0/1	-	37/26/63
All Grades	0/1/1	64/55/119	-	-	-	1/2/3	3/0/3	68/58/126

**Poplar 7-8**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
07	2/0/2	30/31/61	-	-	-	-	0/1/1	32/32/64
08	-	31/25/56	-	-	-	-	-	31/25/56
All Grades	2/0/2	61/56/117	-	-	-	-	0/1/1	63/57/120

**Poplar High School**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
09	2/1/3	30/33/63	-	-	-	-	0/1/1	32/35/67
10	-	36/39/75	-	-	-	-	-	36/39/75
11	-	31/31/62	-	-	-	0/1/1	0/1/1	31/33/64
12	0/1/1	24/29/53	-	-	-	-	-	24/30/54
All Grades	2/2/4	121/132/253	-	-	-	0/1/1	0/2/2	123/137/260

**Poplar School**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
01	-	24/22/46	-	-	-	0/1/1	-	24/23/47
02	-	25/37/62	-	-	-	1/1/2	1/0/1	27/38/65
03	-	39/34/73	1/0/1	-	-	0/1/1	2/0/2	42/35/77
04	-	39/29/68	-	-	-	0/1/1	0/1/1	39/31/70
KF	-	20/23/43	-	-	-	0/1/1	1/1/2	21/25/46
PK	-	15/11/26	-	-	-	1/0/1	-	16/11/27
All Grades	-	162/156/318	1/0/1	-	-	2/5/7	4/2/6	169/163/332

**Student Population Excluding White not of Hispanic Origin**

School	Total	Percentage
District Level - EL	0	0
Poplar 5-6 School	123	97.62%
Poplar 7-8	120	100.00%
Poplar High School	259	99.62%
Poplar School	325	97.89%
<b>Total</b>	<b>827</b>	<b>98.69%</b>

**0857 Poplar Public  
Schools District**

Box 458, Poplar, MT 59255

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**Attendance/Membership Report**

Start/End Date: 11/01/2024 - 12/01/2024 School(s): 4 Calendar(s): 4

Grade: 05, 06, 07, 08, 09, 10, 11, 12, PK, KF, 01, 02, 03, 04

**SUMMARY Total Schools: 4 Total Calendars: 4 AdHoc Filter: Absence report**

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
	Count	Days					Days	Avg. Daily		
05	63	1134	159.67	974.33	63.00	54.15	102.11	5.71	85.92%	
06	63	1134	110.24	1023.76	63.00	56.91	70.71	3.97	90.28%	
07	64	1146	194.23	951.77	63.67	52.88	104.26	5.82	83.05%	
08	56	1002	163.35	838.65	55.67	46.57	109.35	6.11	83.70%	
09	62	1101	145.25	955.75	61.17	53.10	129.24	7.18	86.81%	
10	67	1178	197.76	980.24	65.45	54.45	188.39	10.47	83.21%	
11	57	1026	215.68	810.32	57.00	45.08	191.31	10.64	78.98%	
12	49	882	201.78	680.22	49.00	37.82	182.95	10.20	77.12%	
PK	0	0	0.00	0.00	0.00	0.00	0.00	0.00	N/A	
KF	0	0	0.00	0.00	0.00	0.00	0.00	0.00	N/A	
01	47	844	97.25	746.75	46.89	41.47	75.59	4.27	88.48%	
02	67	1170	141.02	1028.98	65.00	57.16	120.30	6.72	87.95%	
03	77	1377	117.29	1259.71	76.50	69.94	93.82	5.27	91.48%	
04	69	1232	165.99	1066.01	68.44	59.22	128.46	7.18	86.53%	
<b>Total</b>	<b>14</b>	<b>741</b>	<b>13226</b>	<b>1909.51</b>	<b>11316.49</b>	<b>734.79</b>	<b>628.75</b>	<b>1496.49</b>	<b>83.54</b>	<b>85.56%</b>

**School: Poplar 5-6 School Calendar: 24-25 Poplar 5-6 School AdHoc Filter: Absence report**

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
	Count	Days					Days	Avg. Daily		
05	63	1134	159.67	974.33	63.00	54.15	102.11	5.71	85.92%	
06	63	1134	110.24	1023.76	63.00	56.91	70.71	3.97	90.28%	
<b>Total</b>	<b>2</b>	<b>126</b>	<b>2268</b>	<b>269.91</b>	<b>1998.09</b>	<b>126.00</b>	<b>111.06</b>	<b>172.82</b>	<b>9.68</b>	<b>88.10%</b>

**School: Poplar 7-8 Calendar: 24-25 Poplar 7-8 AdHoc Filter: Absence report**

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
	Count	Days					Days	Avg. Daily		
07	64	1146	194.23	951.77	63.67	52.88	104.26	5.82	83.05%	
08	56	1002	163.35	838.65	55.67	46.57	109.35	6.11	83.70%	
<b>Total</b>	<b>2</b>	<b>120</b>	<b>2148</b>	<b>357.58</b>	<b>1790.42</b>	<b>119.34</b>	<b>99.45</b>	<b>213.61</b>	<b>11.93</b>	<b>83.35%</b>

**School: Poplar High School Calendar: 24-25 Poplar High School AdHoc Filter: Absence report**

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
	Count	Days					Days	Avg. Daily		
09	62	1101	145.25	955.75	61.17	53.10	129.24	7.18	86.81%	
10	67	1178	197.76	980.24	65.45	54.45	188.39	10.47	83.21%	
11	57	1026	215.68	810.32	57.00	45.08	191.31	10.64	78.98%	
12	49	882	201.78	680.22	49.00	37.82	182.95	10.20	77.12%	
<b>Total</b>	<b>4</b>	<b>235</b>	<b>4187</b>	<b>760.47</b>	<b>3426.53</b>	<b>232.62</b>	<b>190.45</b>	<b>691.89</b>	<b>38.49</b>	<b>81.84%</b>

**School: Poplar School Calendar: 24-25 Poplar School AdHoc Filter: Absence report**

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
	Count	Days					Days	Avg. Daily		
PK	0	0	0.00	0.00	0.00	0.00	0.00	0.00	N/A	
KF	0	0	0.00	0.00	0.00	0.00	0.00	0.00	N/A	
01	47	844	97.25	746.75	46.89	41.47	75.59	4.27	88.48%	
02	67	1170	141.02	1028.98	65.00	57.16	120.30	6.72	87.95%	
03	77	1377	117.29	1259.71	76.50	69.94	93.82	5.27	91.48%	
04	69	1232	165.99	1066.01	68.44	59.22	128.46	7.18	86.53%	
<b>Total</b>	<b>6</b>	<b>260</b>	<b>4623</b>	<b>521.55</b>	<b>4101.45</b>	<b>256.83</b>	<b>227.79</b>	<b>418.17</b>	<b>23.44</b>	<b>88.72%</b>

## **6.2 Administrator Reports**

**Elementary Principal-John Wetsit**

**Middle School Principal-Morgan Norgaard**

**High School Principal-Frank Gourneau**

**SPED-Patti Black**

# Poplar School District

PO Box 458, Poplar, Montana 59255

**Superintendent**

Keith Erickson  
Phone: (406) 768-6602

**K-4 Principal**

John Wetsit  
Phone: (406) 768-6631

**5-8 Principal**

Morgan Norgaard  
Phone: (406) 768-6731

**9-12 Principal**

Frank Gourneau  
Phone: (406) 768-6831

**SPED Director**

Patti Black  
Phone: (406) 768-6812

**K-4 Associate Principal**

Greg Gourneau  
Phone: (406) 768-6634

**5-8 Associate School Principal**

Lewis Reese  
Phone: (406) 768-6735

**9-12 Associate Principal**

Coy Weeks  
Phone: (406) 768-6818

*The mission of Poplar Schools, in cooperation with parents and community, is to develop exemplary citizens through enthusiastic and knowledgeable guidance and instruction in a culturally enriched environment.*

**Dec. 9<sup>th</sup>, 2024**

**Enrollment: 332**

**Teacher Leave: 406 Hours**

**Student Attendance:**

**Overall Attendance – 88.50%**

**PK 90.24%**

**KF 86.74%**

**01 88.48%**

**02 87.63%**

**03 91.48%**

**04 86.53%**

**Poplar Elementary Christmas Program Schedule:**

PreK, K-2 PROGRAMS

Tuesday, December 10th

11:00 - PreK

12:00 – Kindergarten

1:00 – First Grade

2:00 – Second Grade

PreK, 3-4 PROGRAMS

Thursday, December 12th

12:30 - PreK

1:00 – 3rd Grade

2:00 – 4th Grade

**Pre-K Benchmark Assessment Data – Will be Provided**

**John Wetsit**

**Elementary Principal**

Quality Teachers – Quality Students



## December Board Report

### **Enrollment**

252 Students enrolled  
Up 2 students from last month.

### **Attendance**

85% attendance for grades 5-8  
6<sup>th</sup> grade was over 90% attendance which is a huge celebration for us!

### **Middle School Positions still available**

5-8 Middle School Counselor

### **Teacher Leave for November**

369 hours

### **Formal teacher Evaluations Completed**

24

### **Walkthrough's Completed**

67

### **Middle School News:**

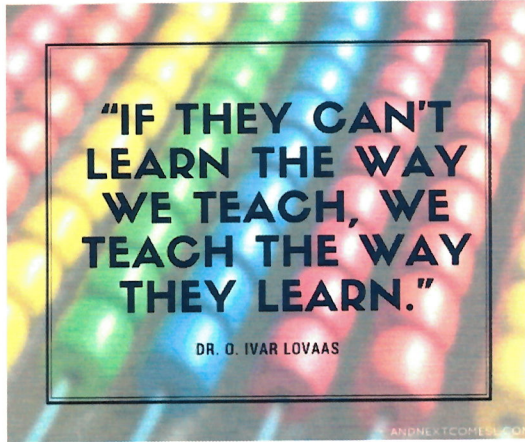
- First window of MAST testing has been completed, next steps will be to schedule data meetings to dive further into how we can target certain areas that are needed.
- Poplar Middle School has had 12 Christmas trees donated for our festival of trees.
- The middle school recognized 81 students who made honor roll with a 3.5 GPA or higher.
- There will be NWEA Data trainings scheduled to happen in December or January.
- Currently 3 students are enrolled in Acellus.
- 17 students have reached 100 AR points or more and will be invited to our end of the year party to receive their prizes.

# HIGH SCHOOL PRINCIPAL REPORT

## December Board Meeting

### Principal Report

- Current Student Enrollment: 260 students
- Open positions: Counselor (1), ALC (1)
- Tribal Education Committee
  - Dr. Erickson and I talked with the Tribal Education Committee on 12/2. I answered questions about the Acellus program and JDC students. Dr. Erickson was there for discussion on the MOU between the Tribes and School for the JDC and educating those incarcerated.
- Parent Teacher Conference
  - Held a parent teacher conference on 11/19
  - I had good feedback from parents and staff about having one
- JDC
  - Public Safety Director Lewis Matthews asked if we could help further educate students in JDC and asked me and Dr. Erickson to come in and view the current situation and see if we can advise on how to better educate students in JDC.
  - I requested them to possibly send someone to Kansas City for the teacher training on Acellus Gold in January.
- MAP testing Fall benchmark was completed in November.
- ACT testing is scheduled for April 15<sup>th</sup> (hopefully do it at the college again)
- Looking at scheduling ASVAB testing
- Walkthroughs for High School in November: 26
- Teacher Leave for October
  - 292.5 hours



## **Special Education Board Report, December 9**

- **I have been completing SPED certified staff observations.**
- **Vocational Rehabilitation Services will be here to work with 13 high school students who are participating in the program.**
- **SPED teachers are attending a three-hour on-line training course for Functional Behavior Assessments at no cost to the District.**
- **Crisis Prevention training will begin in January; it will be a hybrid program with on-line classes; then in person instruction.**

**Patti Jo Black, Poplar Schools SPED Director**

### **6.3 Directors Reports**

**Food Service-Mary Plante**

**Maintenance-Mike Gorder**

**Transportation-Clint Linthicum**

**Jake Riediger-Technology**

**Athletic Director-Brock Copenhaver**

## November Kitchen Report 2024

Hello everyone, just a short Report, for the month of November we served 10112 Breakfasts and 11308 Lunches to students and adults.

Here is the breakdown:

Elementary Breakfast:	4175	Lunch:	5111
5 <sup>th</sup> & 6 <sup>th</sup> Grade Breakfast:	1462	Lunch:	1831
7 <sup>th</sup> & 8 <sup>th</sup> Grade Breakfast:	1296	Lunch:	1707
High School Breakfast:	3179	Lunch:	1715
Adults:		Lunch:	944
Totals:	10112		11308

Any questions please let me know.

I would encourage you to visit the cafeteria well we are serving lunch. Come eat with the students.

It is already December. And winter has hit.

## Report

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**From** Mike Gorder <Mike.Gorder@poplarschools.com>

**Date** Tue 12/3/2024 8:49 AM

**To** Keith Erickson <Keith.Erickson@poplarschools.com>; Jessie Murray <Jessie.Murray@poplarschools.com>

Maintenance Report

December 2024

Cold weather hit, boilers and unit vents side walk heat are working well a couple of minor issues I'm working on in classrooms

I have an air handler in MS and ES gyms that need to be worked on each gym has 2 units so the one is keeping up

Had electrical issue at town houses MDU had to update transformers on their utility poles

Donny said things are going well at the trailers

Not a lot more to report just trying to keep up with all the day to day operations

Any questions call me

768-7019

Thank you

Mike

## Transportation report for Clint Linthicum

Earl Price and Margaret Mix last day 12/6/2024, so we are down to five drivers counting me.

I am now doing Earl and Margaret routes in town and Margarets out of town route, Connie picked up Earl's out of town route.

MCI bus is still in shop- waiting for call back.

Have two 14 passengers & drivers would like to for get help on route and activities.

One of 15 passengers wrap is done.

Have to change brake pads & rotors on #2 bus.

# Poplar School District

PO Box 458, Poplar, Montana 59255

**Superintendent**  
**Phone: 406-768-6600**  
**Fax: 406-768-6800**

**High School Principal**  
Phone: 406-768-6830

*The mission of Poplar Schools, in cooperation with parents and community, is to develop exemplary citizens through enthusiastic and knowledgeable guidance and instruction in a culturally enriched environment.*

**Elementary Principal**  
Phone: 406-768-6630

**Middle School Principal**  
Phone: 406-768-6730

## Technology Report

Tech department responded to approximately 138 tasks in November

Jessie Colon (3rd Grade Teacher) offered Google Classroom training sessions in her room in November, she is willing to offer more in-depth training as requested by the teachers who attended.

Pushed out updated MAP testing app on all chromebooks

A new cable was ran from the white house to the bus garage for a new wireless access point. The new bus cameras can now connect to the wifi when they pull into the bus garage and the recordings go to the cloud.

Jake Riediger

Technology Director



# **ATHLETIC DIRECTOR REPORT**

## **DECEMBER 9<sup>TH</sup> BOARD MEETING**

- **Current Openings as of 12/4/2024 when completing the report and pending recommendations to the board.**
  - **Middle School**
    - Golf (1)
    - Track and Field (3)
  - **High School**
    - Asst Coach Cheer (1)
    - Winter Concessions Manager (1)
    - Pep Club Advisor (1)
    - Head Track and Field Coach (1)
    - Assistant Track and Field Coach (2)
    - Head Tennis Coach (1)
    - Assistant Tennis Coach (1)
    - Head Golf Coach (1)
    - Assistant Golf Coach (1)
    - Weightlifting Coach Spring (1)
  - **HS Fall Banquet November 19<sup>th</sup>-Went Very Smooth**
    - 1 Hour 15 min banquet
    - 100-120 people were in attendance
    - Baby Got Back BBQ catered the meal
    - Thank You to all coaches for showing up and handing out their awards
    - Thank You to Mike Gorder and maintenance staff for setting up and tearing down, Mr. Haaland and Rebecca Gorder for putting slideshow together, and Coy Weeks for helping me get banquet prepared.
  - **HS Winter Sports- Current Participation Numbers**
    - Speech and Drama- 2 Students
    - Wrestling- 25 Students
    - Girls Basketball- 33 Students
    - Boys Basketball- 31 Students
    - Cheer- 22 Students
  - **Grade Checks were done on December 2<sup>nd</sup>**
  - **Congratulations to Angelina Escarcega, Rebecca Gorder, Braelyn Nordwick on Volleyball Honors (All Conference Attached)**

- **Football will remain in the 8-Man Classification (Letter Attached from MHSAs)**
- **Winter Sports Parent Meeting was held on November 20<sup>th</sup> in the Auditorium**
- **MHSAs Annual AD Meetings will be held January 19<sup>th</sup>-20<sup>th</sup>- Billings, MT**

If you have any questions or concerns, feel free to give me a call 406-561-3874

Brock Copenhaver

Career Pathways/Athletic Director

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**2024 District 2B Volleyball Honors Teams****1st Team All-Conference**

<b><u>Name</u></b>	<b><u>School</u></b>	<b><u>Grade</u></b>
Raelynn Briere	Harlem	12
Joely Chappell	Glasgow	11
Kendall Clausen	Malta	11
Kambre Kloker	Fairview	12
Macy Martin	Glasgow	12
Macy Tjelde	Fairview	11
Denvyr Tuss	Malta	11

**2nd Team District 2B All-Conference**

<b><u>Name</u></b>	<b><u>School</u></b>	<b><u>Grade</u></b>
Carly Buxbaum	Fairview	12
Angelina Escarcega	Poplar	12
Rebecca Gorder	Poplar	12
Hayden Green	Glasgow	12
Ava Hanson	Malta	12
Braelyn Nordwick	Poplar	11
Kashlyn Speak Thunder	Wolf Point	11

**All-State**

<b><u>Name</u></b>	<b><u>School</u></b>	<b><u>Grade</u></b>
Macy Martin	Glasgow	12
Macy Tjelde	Fairview	11
Denvyr Tuss	Malta	11



# MONTANA HIGH SCHOOL ASSOCIATION

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PROMOTING SUCCESS ON THE COURT, ON THE FIELD, ON STAGE  
AND EVERYWHERE ELSE UNDER THE BIG SKY SINCE 1921.

November 11, 2024

Brock Copenhaver, Activities Director  
Poplar High School  
[brock.copenhaver@poplarschools.com](mailto:brock.copenhaver@poplarschools.com) via email

Dear Brock:

After reviewing the details and considering all relevant factors which were assessed using the MHSA rubric, I am approving your football team/co-op to remain in your current classification for the next two years. No further action is required at this time.

Your team will continue to compete in the 8-Player football classification for the 2025-26 and 2026-27 seasons. This decision will be revisited during our next scheduled review in the fall of 2026.

Thank you for your diligence and for following the proper process throughout this evaluation. If you have any questions or need further clarification, please don't hesitate to reach out.

Sincerely,

A handwritten signature in black ink that reads "Brian Michelotti".

Brian Michelotti  
Executive Director

BM/jc

c: Scott Wilson

encl: MHSA 8-Player Football Rubric



## **DISCUSSION AGENDA**

**Students First**

**Agenda Number 7 Discussion Agenda  
POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: December 9, 2024**

**SUMMARY:**

**7.1 Union Negotiations:** I received a request from Mr. JJ Taflan who is the president of PESSO (Janitors union). He would like to open up negotiations. This will be the next group to negotiate with. We still have the TEAMSTERS (Bus drivers) and Poplar PEA (teachers). I am looking for 2 board members to jump on board the negotiation team.

**7.2 Christmas Activities:** There are quite a few Christmas activities happening in the district. Our annual Christmas party is at the Legion Club on December 11. We are also giving all of our students Christmas bags again this year. We would love for Board Members to show up and help hand those out (date to come). Chiropractors are also going to be in the district. We are also having concerts and a staff ugly sweater contest.

**7.3 Superintendent evaluation/contract:** There are several samples of an evaluation tool for the superintendent. If could please complete the evaluation by January 5<sup>th</sup>. Those can be returned to Chairman Crowley. The contract and evaluation for the superintendent will be on the January agenda.



**Poplar**  
School District

# **Action Agenda**

**Students First**

**Agenda Number 8.1 Personnel Report**

**POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: December 9, 2024**

SUMMARY: The Personnel Report is a concise reporting method for all personnel actions in the district for the month. The Personnel Report has two section, one for Action and one is Informational. A motion can be made to accept the entire report or names can be removed for individual actions.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I move to approve the Personnel Report as presented.*

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K. Smoker						
Chapman						
Baker						
L. Smoker						



**ACTION: Personnel Report**

<b>CERTIFIED STAFF</b>					
NAME	FTE	SALARY	POSITION	SUPERVISOR	EFFECTIVE DATE

<b>BUS DRIVERS</b>					
NAME	FTE	HOURLY WAGE	POSITION	SUPERVISOR	EFFECTIVE DATE

<b>CLASSIFIED</b>						
NAME	FTE	HOURLY WAGE	Salary	POSITION	SUPERVISOR	EFFECTIVE DATE

<b>CO- AND EXTRACURRICULAR STAFF</b>				
NAME	STIPEND	POSITION	SUPERVISOR	EFFECTIVE DATE
Brent Moore	\$5847	HS Head Track and Field Coach	B. Copenhaver	SY25
Karolyn Kohl	\$2699	Winter Concession	B. Copenhaver	SY25
Brock Copenhaver	\$5847	HS Head Golf Coach	K. Erickson	SY25
-Christian Curtis	\$4048	Assistant HS Cheer Coach	B. Copenhaver	SY25

-Falls under Board Policy 1512 (Nepotism)

<b>SUBSTITUTES</b>				
NAME	POSITION	Rate	Supervisor	Effective Date
Geordy Medicine Cloud	Substitute	\$20.00	Administration	SY25
Hunter Burshia	Substitute	\$20.00	Administration	SY25
Alyssa Rankin	Substitute	\$20.00	Administration	SY25

<b>VOLUNTEERS</b>			
NAME	POSITION	Supervisor	Effective Date

\* Denotes a Contingent Hiring as outlined in BP 5122.

**INFORMATION**

<b><i>IN-DISTRICT TRANSFER</i></b>			
<b>Name</b>	<b>Position (from-to)</b>	<b>Supervisor</b>	<b>Effective Date</b>
Julia Carpentier	SPED para to Regular Para	John Wetsit	SY25

<b><i>RESIGNATIONS</i></b>		
<b>Name</b>	<b>Position</b>	<b>Supervisor</b>
Earl Price	Bus Driver	Clint Linthicum
Margaret Mix	Bus Driver	Clint Linthicum



**Poplar**  
School District

## Superintendent Memo

From: Keith Erickson  
Superintendent  
Poplar School District

To: Board of Trustees

RE: Brock Copenhaver-Recommendation

Date: 12/3/2024

Dear Board of Trustees:

Due to Mr. Copenhaver being the athletic director and not being able to recommend himself for the head golf coach I am making that recommendation. He has previously been the head golf coach at Poplar School District.

Any questions please contact me at (406) 768-7610.

Thank You

Keith Erickson-Superintendent

**Agenda Number 8.2**

**POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: December 9, 2024**

**SUMMARY:**

Ratification of classified collective bargaining agreement for SY 24-25.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I make a motion to ratify the classified union agreement for 24-25 and allow 30 calendar days from December 9, 2024 for backpay checks to be disbursed.*

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K.Smoker						
Chapman						
Baker						
L. Smoker						

## **POPLAR SCHOOL DISTRICT BOARD OF TRUSTEES AND POPLAR SUPPORT PERSONNEL**

This Agreement is entered into by and between the Board of Trustees, Poplar School Districts 9 and 9B, Roosevelt County, Poplar, Montana, hereinafter called the "Board" or "District", and the Poplar Support Personnel (PSP), affiliated with the Montana Federation of Public Employees, hereinafter called the "Association" or "Union".

### **ARTICLE I – RECOGNITION**

#### **1.1 Organization Recognition**

The Board hereby recognizes the Poplar Support Personnel (PSP) as the exclusive representative of the employees for the purpose of collective bargaining with respect to wages, hours, fringe benefits, and other conditions of employment.

#### **1.2 Board Recognition**

The Association hereby recognizes that nothing in this Agreement shall be construed to prohibit the District from exercising all management rights and prerogatives except those expressly waived in this Agreement. The Board has all rights to manage the District except those expressly waived by this Agreement or limited by law.

### **ARTICLE II – DEFINITIONS**

#### **2.1 Appropriate Unit**

The appropriate unit shall include hourly classified staff employed by the District but shall exclude any position regularly scheduled to work less than 15 (fifteen hours per week), food service, custodians, security staff, transportation, supervisory employees, Superintendent's administrative assistant, confidential employees, substitute employees (those employed less than sixty (60) days in the same position), those excluded by Section 39-31-103(2)(b) MCA and excluding all other employees.

#### **2.2 Employee**

Unless otherwise indicated, the term "employee", as used in this agreement, shall mean employees who are members, or employees who are eligible for membership, in the appropriate unit as defined above.

#### **2.3 Board or District**

The Board or District is the Board of Trustees of the Poplar School Districts 9 and 9B and its agents or representatives.

#### **2.4 Association**

The Association or Union is Poplar Support Personnel (PSP), a unit of the Montana Federation of Public Employees and its officers, agents, and representatives.

#### **2.5 Probationary Employees**

All new and rehired employees work on a probationary basis for the one hundred and eighty (180) calendar days excluding Saturdays and Sundays after the date of hire. Upon completion of the probationary period or at the end of 180 days of employment, the employee will be assigned to "regular" employment classification. If the employee is hired prior to July 1 and has his/her employment interrupted by a summer recess, he/she will not start the probationary period over as all days worked prior to the summer recess will count toward the 180-day probationary period.

### **ARTICLE III – RIGHTS OF THE PARTIES**

#### **3.1 Rights of the Board**

It is recognized that, except as expressly provided in this Agreement, the District shall retain whatever management rights and authority are necessary for it to operate and direct affairs of the District in all of its various aspects, including but not limited to the right to direct the working forces; to plan, direct and control operations and services of the District; to determine the methods, means, organization and number of personnel by which such operations and services are to be conducted; to assign and transfer employees; to schedule working hours and to assign overtime; to determine whether goods or services should be made or purchased; to hire, promote, suspend, discipline, or discharge; to make and enforce rules and regulations; and to change or eliminate existing methods, equipment or facilities.

#### **3.2 Right of the Association**

It is recognized that the rights and privileges of negotiating wages, hours, fringe benefits, other conditions of employment and processing grievances are exclusively those of the Association and the Board will not bargain wages, hours, working conditions, other fringe benefits and processing grievances with a competing labor organization until such time as an election is conducted. The Board and the Association agree that the employees have the full freedom of association, self-organization and designation of representative of their own choosing to negotiate terms and conditions of their employment and to engage in other concerted activities for the purposes of collective bargaining or mutual aid and protection and/or the right to refrain from any and all such activities free from interference, restraint or coercion.

#### **3.3 Information**

The School District agrees to furnish the Association with information to the extent required by law as a collective bargaining agent. This information will be provided electronically when available. The District may charge a reasonable fee for photocopying, labor and other expenses associated in producing such information when the cost exceeds \$100.00 in any fiscal year.

#### **3.4 Association Business and Communication**

- (1) The Association and its representatives may be permitted to conduct Association business on school property provided that such activities do not interfere with job performance and the orderly operation of the school.
- (2) The Association may use school facilities for its meetings provided they secure the Principal's permission and the facilities are not otherwise being used. The meetings shall be outside the participating employees' workday.
- (3) The Association may post notices on staff bulletin boards and/or use employee mailboxes, provided such notices and/or mail is of a non-political nature.
- (4) Employee(s) may be given release time to attend Association meetings provided they secure the supervisor's permission first. This release time must be taken without pay.

#### **3.5 Association Leave**

Association members who are officers or designated representatives of the Union may take leave without loss of pay for Union business. The Association president or designee shall notify the Superintendent at least five (5) working days in advance of the time to be taken. The Association

leave bank will be limited to fifty-six (56) hours annually and may be taken in half-hour increments.

#### **ARTICLE IV – DUES, FEES AND PAYROLL DEDUCTIONS**

##### 4.1 Dues Deduction Authorized

The Board agrees to deduct in equal installments from the salary of each Association member who has given the Board written authorization the amount of annual membership dues, fees, and other moneys and will remit same to the treasurer of the Association following the deduction. The Association's membership application form will serve as the recognized authorization form. The Association shall certify to the Board the amount of the annual dues and related moneys to be deducted. Dues deduction authorizations received by the Board during the school year will be prorated over the remaining payments of the employee's current salary.

##### 4.2 Association Membership

The Association as exclusive representative of all employees will represent such people fairly, whether members or not. Membership shall be made available to all who apply, consistent with the Association Constitution.

##### 4.3 Other Deductions

Upon written authorization from the employee, the Board may agree to make other deductions for such things as tax sheltered annuities.

#### **ARTICLE V – EMPLOYEE RIGHTS**

##### 5.1 Appearances Before the Employer

An employee, at the employee's request, is entitled to have an Association representative present during any investigation meeting which the employee could reasonably believe could result in disciplinary action. The Board or its agents will give the employee prior written notice of the reason for such a meeting.

##### 5.2 Good Cause

An employee who has completed the probationary period shall not be terminated without good cause. Good cause means any reasonable job-related grounds for an employee's dismissal based on:

- (a) the employee's failure to satisfactorily perform job duties;
- (b) the employee's disruption of the employer's operation;
- (c) the employee's material or repeated violation of an express provision of the employer's written policies; or
- (d) other legitimate business reasons determined by the employer while exercising the employer's reasonable business judgment.

##### 5.3 Personnel Files

An employee may review and, at the employee's expense, photocopy the contents of their personnel file. All records regarding an employee shall be maintained in a single personnel file. No derogatory materials shall be placed in the employee's personnel file without the employee's prior knowledge.

##### 5.4 Personal Life

The personal life of any employee is not an appropriate concern of the Board or its agents unless it interferes with the efficient operations of the District.

- 5.5 Uniform Application  
The Board shall apply this Agreement and all rules and policies governing employee activities and conduct uniformly throughout the school district.

## **ARTICLE VI – HOURS AND WORKING CONDITIONS**

- 6.1 Orientation (Training)
- (1) The District will provide training for the employees as necessary. The District will pay the employees their regular hourly wage for time spent at Board directed training.
  - (2) The District will pay registration fees for classes and workshops that an employee completes outside of work hours that would increase the employee's skills on the job. Prior approval by the Superintendent in writing is necessary before the class or workshop begins. The employee will be reimbursed for the registration fee upon presenting evidence of successful completion of the class or workshop.
  - (3) Upon hire, the district will notify the employee of his/her immediate supervisor, job duties, hourly pay rate and normal work year, workday and work year.
- 6.2 Physical Exams  
The District will pay the cost of a physical exam when it is required as part of the employee's job.
- 6.3 Assignments, Transfer and Vacancies  
The District will make all assignments and/or transfers. The District will consider the qualifications, seniority, and desire of the employee before making any assignments and/or transfers of current employees. The District will provide training to any staff member who is transferred to a position for which the employee is unqualified. In the event an employee transfers to another position in the bargaining unit, he/she will not be required to complete another probationary period.
- During the school year, all bargaining unit vacancies shall be emailed to the Association President prior to the application deadline, except in cases of urgency as determined by the Superintendent. Current employee(s) who make application will be considered along with all other applications for the vacancies.
- 6.4 Work Day – Work Year – Work Week  
The District will assign hours of work, number of days of work, length of work, job responsibility, and/or duties. The hours of work, number of days of work, the length of work, job responsibility, and/or duties may be changed by the District.
- 6.5 Lunch  
No employee shall be required to work more than five (5) consecutive hours without being allowed an unpaid meal break. No unpaid meal break shall be for less than one-half (1/2) hour duty free. If the assigned meal break is less than one-half hour duty free, the meal break shall be paid. Meals shall be taken as assigned and directed by the employer.
- 6.6 Use of Tobacco  
It is the policy of the District that all school facilities, vehicles and grounds are to be totally tobacco free.



6.7 Drug Testing

The purpose of drug testing is to establish and maintain a safe, healthy working environment for all employees and students; to reduce substance abuse related accidental injuries to persons and property; to reduce substance abuse related absenteeism and tardiness and to provide rehabilitation assistance to employees who seek help. Drug or alcohol testing will only be conducted if management determines reasonable cause exists. Reasonable cause means any set of particularized suspicion such as slurred speech, inability to walk straight, erratic behavior, body odor or other visual signs that would lead a reasonable person to believe an employee's work is being affected by being under the influence. The District will NOT conduct random drug or alcohol testing on employees except as already established for bus drivers. An individual has the right to have a second test done by a different agency using the same samples if desired. It is understood that testing, if necessary, should be done only to show on the job usage or impairment. The District will respect the employee's right to confidentiality, representation, privacy and individual dignity throughout the process.

**ARTICLE VII – LEAVE AND ABSENCES**

7.1 Sick Leave

- (1) Each permanent full-time employee shall earn sick leave credits from the first day of employment to cover documented medical appointments, personal illness, injury, quarantine, maternity, or illness in the immediate family. Immediate family is defined as spouse and children residing in the home. Employees are not entitled to be paid sick leave until they have been continuously employed 90 days.
- (2) An employee may not accrue sick leave while in a leave-without-pay status.
- (3) Permanent part-time employees are entitled to prorated leave benefits if they have worked the qualifying period.
- (4) Full-time temporary and seasonal employees are entitled to sick leave benefits provided they work the qualifying period.
- (5) An employee who terminates employment with the District is entitled to a lump-sum payment equal to one-fourth of the pay attributed to the accumulated sick leave. The pay attributed to the accumulated sick leave shall be computed on the basis of the employee's salary or wage at the time he terminates his employment with the District.
- (6) Abuse of sick leave is cause for dismissal and forfeiture of the lump-sum payments provided for in this section.

7.2 Sick Leave Bank

Any bargaining unit member may contribute up to three (3) days of the member's accumulated sick leave annually on or before October 1. In the case of a new hire, the employee will be allowed to donate to the bank once the employee has satisfied the probationary period. The Association will create criteria for use of the sick leave bank and submit the criteria to the Superintendent, who will confirm legality with the District's legal counsel.

7.3 Military Leave

The District will grant military leave with or without benefits to the extent required by law.

7.3 Civic Leave

Employees who are summoned for jury duty or under subpoena to serve as a witness shall notify their supervisor immediately. Employees shall collect all fees and allowances payable as a result of the service and forward the fees to the business office within three (3) days of receipt. However, if employees elect to charge their juror or witness time off against their annual leave, they shall not be required to remit the fees to the business office.

7.4 Public Office Leave

- (1) Employees shall be entitled to a leave of absence without pay, not to exceed 180 days per year, while they are performing public service.
- (2) Employees granted a leave shall make arrangements to return to work within 10 days following the completion of the service for which the leave was granted unless they are unable to do so because of illness or disabling injury certified to by a licensed physician.

7.5 Family Medical Leave

- (1) Eligible employees may take Family Medical Leave as provided by law. During such leave, the District shall continue to pay the District contribution to health insurance on behalf of insured employees.
- (2) Any leave an employee may be eligible for pursuant to the Family Medical Leave Act shall run concurrently with leaves granted pursuant to this Agreement.

7.6 Annual or Vacation Leave

- (1) Each permanent full-time employee shall earn annual vacation leave credits from the first day of employment. Employees are not entitled to any vacation leave with pay until they have been continuously employed for a period of 6 calendar months.
- (2) Seasonal employees shall earn vacation credits. However, such persons must be employed 6 qualifying months before they may use the vacation credits. In order to qualify, such employees must immediately report back for work when operations resume in order to avoid a break in service.
- (3) Permanent part-time employees are entitled to prorated annual vacation benefits if they have worked the qualifying period.
- (4) An employee may not accrue annual vacation leave credits while in a leave-without-pay status.
- (5) Temporary employees do not earn vacation leave credits except that a temporary employee who is subsequently hired into a permanent position within the same jurisdiction without a break in service and temporary employees who are employed continuously longer than 6 months may count as earned leave credits for the immediate term of temporary employment.
- (6) Vacation days for the school year must be approved five (5) days in advance by the immediate supervisor with only day-of-leave notice for emergencies.

- (7) Vacation leave credits are earned at a yearly rate calculated in accordance with the following schedule, which applies to the total years of an employee's employment with any agency whether the employment is continuous or not:

Years of Employment	Working Days Credit	Seasonal/Part time Calculation
1 day through 10 years	15	.058 x no. hrs.
10 - 15 years	18	.069 x no. hrs.
15 - 20 years	21	.081 x no. hrs.
20 years on	24	.092 x no. hrs.

- (8) The dates when employees' annual vacation leaves shall be granted shall be determined by agreement between each employee and his immediate supervisor with regard to the best interest of the District, and the best interest of the employee.
- (9) Annual vacation leave may be accumulated to a total not to exceed two times the maximum number of days earned annually as of the end of the first pay period of the next calendar year. Excess vacation time is not forfeited if taken within 90 calendar days from the last day of the calendar year in which the excess was accrued. An employee who terminates his employment for reason not reflecting discredit on himself shall be entitled upon the date of such termination to cash compensation for unused vacation leave, assuming that the employee has worked the qualifying period.

#### 7.7 Bereavement and Other Leaves

An employee who suffers a death in the family (spouse, child, parent/guardian, sibling, grandparent, and the corresponding relations of a spouse) is eligible for up to five (5) days of paid bereavement leave, which the Superintendent has the authority to approve. Employees seeking more than five (5) days must apply for that leave through the Board. Any additional grant of leave shall be unpaid.

The District may, at the District's sole discretion and without setting a precedent, grant other leave without pay or benefits.

#### 7.8 Holidays

- (1) The District will pay the holidays as required by 20-1-305(8), MCA.
- New Year's Day (January 1);
  - Memorial Day (last Monday in May);
  - Independence Day (July 4);
  - Labor Day (first Monday in September);
  - Thanksgiving Day (fourth Thursday in November);
  - Christmas Day (December 25);
  - State and national election days when the school building is used as a polling place and the conduct of school would interfere with the election process at the polling place.
- (2) If any of the foregoing holidays falls on a Saturday or Sunday, the preceding Friday or succeeding Monday shall not be a holiday.

(3) Full time employees will have the Friday after Thanksgiving, Christmas Eve and Good Friday as additional paid holidays.

(4) Additional Paid Days

1. The day after Thanksgiving Day shall be a paid day off
2. Good Friday shall be a paid day off
3. President's Day shall be a paid day off
4. Martin Luther King Day shall be a paid day off
5. Employees required to work any of the above days shall be paid for all hours worked at time and a half. If the District schedules pupil instruction on either President's Day or Martin Luther King Day, the District will offer floating holidays for those employees required to work on either day.

7.9 Personal Leave

All employees are entitled to personal leave based on the following schedule:

- 1-5 years 1 day
- 6-10 years 2 days
- 11-15 years 3 days
- 16-20 years 4 days
- 21+ years 5 days

**ARTICLE VIII – COMPENSATION AND FRINGE BENEFITS**

8.1 Wages

Employees shall be paid according to the appropriate wage scale attached hereto as Exhibit A. New positions not currently recognized or placed in a current employee group shall be reviewed by the District before posting to determine the appropriate employee group to assign the new position. An employee assigned as a substitute to a higher classification for a shift of at least 3 hours shall be paid the starting wage of that position or the employee's current wage, whichever is greater. In the event of a classified staff member being assigned as a substitute teacher that classified staff member will be paid at the substitute teacher wage or the employee's current wage, whichever is greater.

Credit for years of prior relevant work experience in the position for which the employee is being hired may be granted by the Superintendent for initial placement on the salary schedule. The Superintendent's decision is not subject to the grievance procedure. Employees shall advance one step on the salary schedule annually on July 1.

8.2 Overtime

Any work performed in excess of forty hours in a work week shall be compensated at the rate of one and one-half times the employee's regular hourly wage rate. For the purposes of determining overtime/comp time, a work week for the employees covered by this collective bargaining agreement shall start at 12:01 a.m. Sunday and shall continue for the next seven days (24 hours x 7 days = 168 hrs.). By mutual agreement between the District and the employee, the employee may earn and use comp time as prescribed by the Fair Labor Standard Act (FLSA).

8.3 Workers' Compensation

All employees must immediately inform their supervisor if the employee is injured on the job.

8.4 Insurance

- (1) Employees working 30 hours or more per week are considered full time employees for the purpose of health insurance and shall be eligible to participate in the District health insurance or employer paid cafeteria plan. Employees will not be penalized for total hours not worked due to holidays and those days students are not in attendance during the school year.
- (2) It is understood that the District's only obligation is to pay such amounts as agreed to herein and no claim shall be made against the District as a result of a denial of insurance benefits or coverage by an insurance carrier, plan, policy or administrator.
- (3) The District will provide a comprehensive major medical insurance program (HDHP \$5000/\$10,000) for eligible employees and their dependents, and will pay an amount toward the premium such that the out of pocket cost for the employee does not exceed \$100 per month. In addition, the District shall contribute \$6100 in to a Health Reimbursement Account on behalf of each full time eligible employees.

The District will contribute to only one policy in situations where one employee is entitled to coverage under the terms of a policy issued to another employee. The Board must notify the Association in writing of any carrier or plan change prior to the change occurring. With the written notification, the Board will include a copy of the proposed changes.

8.5 Use of Private Vehicle

Employees required by the District in the course of their work to drive personal vehicles shall be paid a mileage allotment equal to the State of Montana rate, and will be required to show proof of insurance.

8.6 Retirement

The District will make appropriate contributions to the Montana Public Employees Retirement System (PERS), or to the Teachers Retirement System (TRS) or other appropriate Montana retirement systems as provided by law. Any disagreement or dispute as to the amount of contributions, the application of rules, statutes or benefits shall be the jurisdiction of the retirement system and the courts.

**ARTICLE IX – JOB CLASSES**

9.1 Job Categories

The Board hires full time (regularly scheduled to work 30 or more hours per week), part time (regularly scheduled to work more than 15 but less than 30 hours per week), and temporary/substitute (non-regular, as needed) employees.

9.2 Job Description

Each employee's duties shall be outlined in a job description which may be modified by the supervisor and/or the building principal acting through the authority of the Superintendent and the Board. The District shall seek the input of the Association President and the impacted employee before modifying a job description or before setting the grade level of a modified job description.

The District agrees it will create and/or update job descriptions for all bargaining unit positions no later than June 1, 2025.

9.3 Layoff

The Board has the exclusive authority to determine the appropriate number of employees. The Board will consider performance evaluations, staff needs and other reasons, including seniority, it deems relevant in determining order of dismissal when it reduces the number of employees or hours for individual employees.

**ARTICLE X – GRIEVANCE PROCEDURE**

10.1 Definitions

- (1) A grievance is a claim by a grievant that there has been a specific violation, misapplication or misinterpretation of the terms of the Agreement.
- (2) A grievant is an employee, group of employees or the Association.
- (3) Days shall mean workdays, except as otherwise indicated. Grievances filed in the summer shall be processed using calendar days.
- (4) Nothing herein contained will be construed as limiting the right of any employee having a grievance to discuss the matter informally with the appropriate member of the administration and having the grievance adjusted without intervention by the Association, provided that adjustment is not inconsistent with the terms of this contract.

10.2 Grievance Procedure

Step I. Immediate Supervisor

The grievant shall, within twenty-one (21) days of the occurrence or when the grievant could reasonably have been aware of the act or condition which is the basis of the complaint, present the grievance in writing, to the immediately involved supervisor.

The grievance shall be written on the appropriate grievance form and shall include a statement of the grievance, which article(s) are in dispute, and the requested remedy.

The immediate supervisor will arrange for meeting with the grievant to take place within ten working days after receipt of the grievance. The supervisor shall provide the grievant and the Association with a written answer to the grievance within ten (10) working days after the meeting.

Step II. Superintendent

If the grievant or the Association is not satisfied with the decision at Step 1, or if no decision has been rendered within ten (10) working days after presentation of the grievance, then the grievance may be referred to the Superintendent within ten (10) working days. The Superintendent shall arrange for meeting with the grievant to take place within ten (10) working days after receipt of the appeal. Upon conclusion of the meeting, the Superintendent will have ten (10) working days to provide the grievant and the Association with a written decision. If the Superintendent hires an outside investigator to investigate the complaint, the ten (10) day deadline may be extended an additional ten (10) days.

Step III. School Board

If the grievant or the Association is not satisfied with the decision at Step II, or if no decision has been rendered within ten (10) working days after presentation of the grievance, then the grievance may be referred to the Board of Trustees within ten (10) working days. The Chairman

of the Board shall arrange for a hearing with the grievant to take place within twenty (20) working days. Upon conclusion of the hearing, the Board will have fourteen (14) calendar days to provide the grievant and the Association with a written decision.

**Step IV. Appeals**

If the grievant or Association is not satisfied with the disposition of the grievance by the Board or if no disposition has been made within the period above provided, the grievance may be submitted to final and binding arbitration within twenty (20) working days of the rendering of a decision at Level III. If any questions arise as to arbitrability, such questions will first be ruled upon by the arbitrator selected to hear the dispute. The Association shall request for a list of arbitrators from the Board of Personnel Appeals, and the parties will strike names in alternating turns until one name is left. The arbitrator selected will confer with the representative of the Board and exclusive representative and hold hearings promptly and will issue his decision not later than thirty (30) calendar days from the date of the submission of the final statements. The arbitrator's decision will be in writing and will set forth findings of fact, reasoning and conclusions on the issues submitted. The decision of the arbitrator will be submitted to the Board and the exclusive representative and will be final and binding upon the parties.

**Arbitration Costs:** Each party shall bear its own costs of arbitration except that the fees and charges of the arbitrator shall be shared equally by the parties.

**Jurisdiction of the Arbitrator:** The arbitrator shall have no power to alter, add to, or subtract from the terms of this Agreement. The arbitrator shall decide all substantive and procedural arbitrability issues. The arbitrator's decision shall be based upon the specific provisions of this Agreement. This arbitration provision shall be for grievances only. There shall be no interest arbitration.

10.3 Exceptions to Time Limits

The time limits set forth in this Article may be changed by written agreement.

10.4 No Reprisals

No reprisals of any kind will be taken by the Board, the school administration, the Association or the employee against any person because of participation in this grievance procedure.

10.5 Cooperation of Parties

The Board, the Administration, the Association and the employee will cooperate with the other in its investigation of any grievance, and further will furnish the other such information as is requested for processing of any grievance.

10.6 Personnel Files

All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

**ARTICLE XI – EMPLOYEE EVALUATION**

11.1 Evaluation

(1) **Instrument:** The District shall develop an evaluation instrument or a different evaluation instrument for different activities of the employees in this bargaining unit. The District will seek input from the Association and Supervisor affected by an evaluation instrument before implementing or changing the evaluation tool.

- (2) The employee will be aware of the evaluation instrument to be used prior to the evaluation.
- (4) Any judgments or statements contained in any or all evaluation instruments of an employee are not subject to the grievance procedure. The process of evaluation is subject to the grievance procedure.

11.2 Reports

Two copies of the evaluation report shall be prepared by the evaluator; one copy to be provided to the employee and one copy signed by the employee to signify that the employee has seen the evaluation and report to be placed in the employee's personnel file.

11.3 Rebuttal

- (1) After receiving an evaluation report, the employee may submit timely signed comments regarding the evaluation which shall be considered with the evaluation. Except as stated below, any complaint regarding an employee made by any person which may be used in any manner in evaluating an employee shall be investigated and called to the attention of the employee and the employee shall be given an opportunity to respond to and/or rebut such complaint.
- (2) Nothing in this section shall stop the District from first reporting the complaint to the sheriff's office, the county attorney's office and/or the (child) welfare office and following the direction of the office(s).

## **ARTICLE XII – EFFECT OF AGREEMENT**

12.1 Changes in Agreement

No change shall be made in any provision of this agreement unless by mutual consent of the parties.

12.2 Savings Clause

If any provision of this Agreement or any application thereof to any employees is finally held to be contrary to law, then such provision or application shall be deemed invalid, to the extent required by such decision, but all other provisions or applications shall continue in full force and effect. At the request of either party, negotiations shall immediately begin in order to modify or replace the invalid provisions.

12.3 Letter of Intent

Annually, prior to June 1, the District will issue letters of intent to those employees the District plans to re-employ the next school year.

12.4 Duplication and Distribution

Copies of this Agreement shall be printed by the Board within 30 days after the Agreement is signed. Copies shall be presented to all employees now employed or hereafter employed. The Association shall be provided 5 copies of this Agreement.



12.5 Effect of Agreement

This Agreement constitutes complete agreement between the Board and the Association. This Agreement supersedes any prior agreement, rules or practices concerning the terms and conditions of employment.

**ARTICLE XIII – DURATION**

13.1 Duration

This contract becomes effective July 1, 2024, and shall continue in full force and effect until June 30, 2025. If the exclusive representative or the Board of Trustees desires to modify or amend this Agreement, either the Board or the exclusive representative shall give notice to the other party, during the month of March of the anniversary year, of its desire to negotiate. The exception being the health coverage premiums, which may be negotiated yearly.

**ARTICLE XIV – SIGNATURES**

Poplar Support Personnel

_____	_____
Name and Title	Date
_____	_____
Name and Title	Date
_____	_____
Name and Title	Date
_____	_____
Name and Title	Date

Poplar School District Nos. 9 and 9B Board of Trustees

_____	_____
Chairperson	Date
_____	_____
Trustee	Date
_____	_____
Trustees	Date
_____	_____
Trustees	Date
_____	_____
Trustee	Date

BASE		CLASSIFIED SALARY SCHEDULE 24-25					
	Positions A	Positions B	Positions C	Positions D	Positions E	Positions F	
\$13.95							
Step 0	\$14.70	\$15.45	\$16.20	\$16.95	\$18.95	\$28.95	
1	\$15.00	\$15.75	\$16.50	\$17.25	\$19.25	\$29.25	
2	\$15.30	\$16.05	\$16.80	\$17.55	\$19.55	\$29.55	
3	\$15.60	\$16.35	\$17.10	\$17.85	\$19.85	\$29.85	
4	\$15.90	\$16.65	\$17.40	\$18.15	\$20.15	\$30.15	
5	\$16.20	\$16.95	\$17.70	\$18.45	\$20.45	\$30.45	
6	\$16.50	\$17.25	\$18.00	\$18.75	\$20.75	\$30.75	
7	\$16.80	\$17.55	\$18.30	\$19.05	\$21.05	\$31.05	
8	\$17.10	\$17.85	\$18.60	\$19.35	\$21.35	\$31.35	
9	\$17.40	\$18.15	\$18.90	\$19.65	\$21.65	\$31.65	
10	\$17.70	\$18.45	\$19.20	\$19.95	\$21.95	\$31.95	
11	\$18.00	\$18.75	\$19.50	\$20.25	\$22.25	\$32.25	
12	\$18.30	\$19.05	\$19.80	\$20.55	\$22.55	\$32.55	
13	\$18.60	\$19.35	\$20.10	\$20.85	\$22.85	\$32.85	
14	\$18.90	\$19.65	\$20.40	\$21.15	\$23.15	\$33.15	
15	\$19.20	\$19.95	\$20.70	\$21.45	\$23.45	\$33.45	
16	\$19.50	\$20.25	\$21.00	\$21.75	\$23.75	\$33.75	
17	\$19.80	\$20.55	\$21.30	\$22.05	\$24.05	\$34.05	
18	\$20.10	\$20.85	\$21.60	\$22.35	\$24.35	\$34.35	
19	\$20.40	\$21.15	\$21.90	\$22.65	\$24.65	\$34.65	
20	\$20.70	\$21.45	\$22.20	\$22.95	\$24.95	\$34.95	
21	\$21.00	\$21.75	\$22.50	\$23.25	\$25.25	\$35.25	
22	\$21.30	\$22.05	\$22.80	\$23.55	\$25.55	\$35.55	
23	\$21.60	\$22.35	\$23.10	\$23.85	\$25.85	\$35.85	
24	\$21.90	\$22.65	\$23.40	\$24.15	\$26.15	\$36.15	
25	\$22.20	\$22.95	\$23.70	\$24.45	\$26.45	\$36.45	
26	\$22.50	\$23.25	\$24.00	\$24.75	\$26.75	\$36.75	
27	\$22.80	\$23.55	\$24.30	\$25.05	\$27.05	\$37.05	
28	\$23.10	\$23.85	\$24.60	\$25.35	\$27.35	\$37.35	
29	\$23.40	\$24.15	\$24.90	\$25.65	\$27.65	\$37.65	
30	\$23.70	\$24.45	\$25.20	\$25.95	\$27.95	\$37.95	
	<b>Positions A</b>	<b>Positions B</b>	<b>Positions C</b>	<b>Positions D</b>	<b>Positions E</b>	<b>Positions F</b>	
	Para w/ <60 CEC	Paras w/ >60<120 CEC	Paras w/ 120+CEC	Office Manager/Sec	Technology Assistant	Career Pathways Counselor	
	Central Copy	Assistant Cook	Title I Tutors	Spec Programs/Sec	Student Info Specialist	Ast. Business Clerk	
	Food Service			Trans/Maint Secretary	Payroll Clerk		
				FHSS (Home-School)	A/P Clerk		
				ISS Proctor			

\*All staff hired as special education paraprofessionals receive \$1.00 more

**Agenda Number 8.3**

**POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: December 9, 2024**

**SUMMARY:**

With our full-time bus driving employees down to 3 full-time I am recommending the purchase of (2) Ford Starcraft Allstar 15 passenger buses. These will be used for routes and activities. The purchase price is \$112,000 per bus.

**SUPERINTENDENT’S ADVICE:** I recommend the sample motion.

Additional Information attached –  
**Fund - Bus Depreciation**  
Estimated Cost –

*SAMPLE MOTION: I make a motion to approve the purchase of (2) Ford StarCraft Allstar Buses using bus depreciation funds.*

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K. Smoker						
Chapman						
Baker						
L. Smoker						

# 2024 FORD/STARCRAFT ALLSTAR

## 14 Passengers + Driver

### CHASSIS SPECIFICATIONS

- Ford E450 Super Duty Chassis
- 7.3L V-8 Gasoline Engine
- Automatic Overdrive Transmission
- 14,500 # GVWR
- 158" Wheelbase
- (6) LT225/75R16E Radial Tires
- Power Disc Brakes, Anti-lock
- Power Steering w/ Tilt Feature
- Cruise Control
- 240 AMP Alternator
- Dual Batteries
- 55 Gallon Fuel Tank
- HD Cooling Package
- Block Heater
- Tinted Glass
- Interior Hood Release
- Intermittent Wipers
- Driver's Air Bag
- Gauges: Fuel, Temp, Oil, Pressure, Voltmeter
- Chrome Front Bumper and Grille
- Dash Heat/Defrost/Air Conditioning

### BODY SPECIFICATIONS

#### CLIMATE CONTROL

- 65,000 BTU Rear Floor Heater
- 70,000 BTU Air Conditioner (Dual Compressor System)

#### DOORS AND WINDOWS

- Dark Tint Solid Side Windows (No T-slides)
- Emergency Windows
- Electric Entrance Door w/ Full Tempered Glass
- Exterior Electric Door Key Switch
- Large Viewing Window in Front of Entrance
- Window Each Side of Rear Door
- Rear Door w/ Window
- Roof Hatch

#### ELECTRICAL: EXTERIOR

- Round Sealed Tail, Stop and Back-up Lights
- License Plate Light
- Reverse Alarm
- Mid-ship Turn / Marker Lamps (LED)
- High-mount Center Brake Light (LED)
- Lights Meet Federal and State Requirements

#### ELECTRICAL: INTERIOR

- Easy Access Body Electrical Panel Mounted inside
- Passenger Compartment Courtesy Lights, Door-activated (LED)
- Strip Lighting over Center Aisle (LED)
- Driver / Passenger Dome Lights, Entry Step Well Lights (all LED)
- Wiring Color and Function Coded
- AM / FM / BT Radio and Clock
- Reading Light Per Seat

#### FEATURES: EXTERIOR

- Painted Rear Bumper
- Mud Flaps – Rear and Front Passenger's Side
- Driver's Running Board
- Unitized Steel Cage Construction w/ Aluminum Side Wall
- Front Cap, Rear Cap, One Piece Roof all Fiberglass
- Complete Body Undercoating
- Remote/Heated Mirrors

#### FEATURES: INTERIOR

- Driver's Control Console within Reach of Driver
- Black Padded Vinyl Side Walls and Headliner
- Modesty Panels and Safety Stanchions at Entrance
- Handrails, Left and Right at Entrance
- Interior Passenger View Mirror, (6" x 16")
- Cap Storage w/ Lock above Driver
- Rear Back-up Camera

#### FLOORING

- Gerflor Sirius - Grey
- Yellow Safety Step Nosing and Standee Line
- Exterior Grade Plywood Sub Floor

#### SEATS

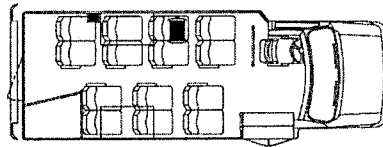
- High-back Reclining Driver's Seat w/ Armrests and Lumbar
- High-back Reclining Passenger Seats W/ Aisle Armrest
- Black Leatherette Seat Covering
- Retractable Seat Belts

#### MISCELLANEOUS

- Safety Equipment: Fire Extinguisher, First Aid Kit, Reflector Triangles
- Safety Inspection (Illinois only)
- Stainless Steel Wheel Inserts w/ Rear Valve Stem Extenders
- Vehicle Height Sticker – above Driver's Area

#### STORAGE

- Overhead Luggage Racks
- Floor-mounted Parcel Rack in Rear Corner



*\*All pricing is FOB Kankakee, IL and includes any/all possible rebates and/or incentives available at this time.*

*Includes Starcraft 5yr/100,000 mile bumper-to-bumper warranty.*



NO CDL REQUIRED (IN MOST STATES)



#24-516

# 2024 FORD / STARCRAFT ALLSTAR

14 Passengers + Driver + Full Rear Storage

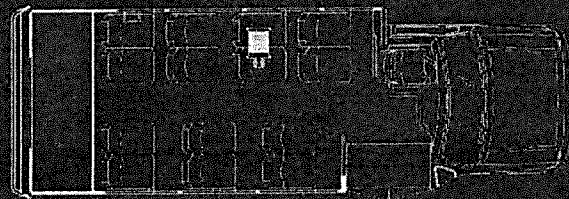
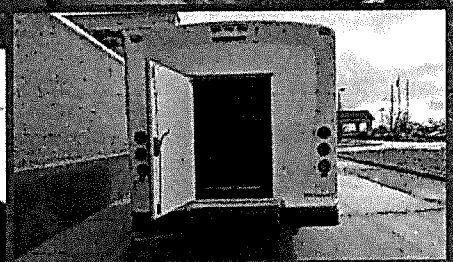
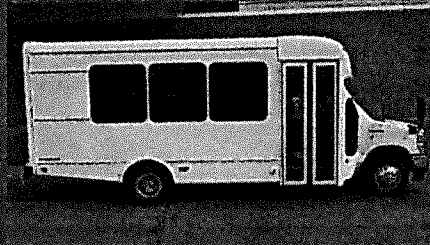


## CHASSIS SPECS

- 2024 Ford E450 Super Duty
- 7.3L V8 Gas Engine
- Dual Rear Wheels
- 158" Wheelbase

## FEATURES

- Back-up Camera
- USB Ports Under All Seats
- Large Rear Heat And Air (Dual Compressor)
- Upgraded Non-Slip Flooring (With Yellow Step Nosing)
- Solid Windows (No T-slide) To Prevent Leaks
- Overhead Storage Above Seats
- Full Rear Luggage With Shelves
- Leatherette Seats
  - High-back, Reclining
  - Retractable Seat Belts
  - Soft Leatherette Coverings
- LED Lighting Interior and Exterior





# 2024 FORD/STARCRAFT ALLSTAR

14 Passengers Plus Driver



[WWW.NATIONWIDEBUSSALES.COM](http://WWW.NATIONWIDEBUSSALES.COM) 877.933.2412

## Additional Terms of Agreement

If we earn your business, the following will be required to complete the order (each one if applicable):

1. Tax Exempt Certificate
2. ICC number
3. Purchase order
4. Lienholder
5. Ford or GM chassis discount forms signed and returned
6. Formal buyers contract from Midwest Transit

### NO PUBLIC LIABILITY, PROPERTY DAMAGE OR PHYSICAL DAMAGE ISSUED WITH THIS TRANSACTION

1. Unless otherwise noted, Midwest Transit has included discounts from the respective manufacturers. We may require the purchaser/Lessee to sign documentation indicating these amounts are taken. In the event you have a program with a manufacture in place, we need to know the program codes (additional programs will not work with programs already in place). Midwest will back out the discounts and apply for your program discounts if applicable.
2. Trade In vehicles will be in operable condition and have a current inspection, unless notes in the appraisal.
3. Credit cards for purchase or payments for lease or finance of vehicles will not be accepted.
4. Terms for Payment: cash, cashier's check, bank wire, and approved company check.
5. If a company check is used, the title will not transfer until the check is cleared with originating bank.
6. **All stock units are subject to prior sale.**

\*Midwest Transit Equipment, Inc. is engaged in the business of buying, selling, and servicing buses, not leasing them. It has, however, established a relationship with a respected independent leasing company to offer customers who wish to lease buses a convenient and reasonable-priced means of doing so.

\*Accordingly, if you elect to lease buses as contemplated by this proposal, the leasing company will purchase the buses from Midwest Transit for lease to you, and Midwest Transit will provide you with all warranty and maintenance services.

\*Pricing submitted is subject to any manufacturer surcharges until time of delivery. Should any surcharges be applied, MTE will communicate with the customer prior to delivery. Any interest rates quoted are estimated rates and are subject to change until the lender is able to provide a locked rate. Any change in rate will be communicated with the customer and the payment will reflect the change accordingly.



## Items of Interest

### **9.1**

Work Session Dates: None

### **9.2**

Special Meeting Dates: None

### **9.3**

Regular Meeting Date: January 13, 2025 @ 5:15



**Poplar**  
School District

**Agenda Number 10: Adjournment**

**POPLAR PUBLIC SCHOOLS 9&9B  
BOARD AGENDA FACT SHEET  
MEETING DATE: December 9, 2024**

SUMMARY: Adjournment for the December 9, 2024 meeting.

SUPERINTENDENT’S ADVICE: I recommend the sample motion.

Additional Information attached -  
Fund -  
Estimated Cost –

SAMPLE MOTION: *I move to adjourn the December 9, 2024 regular school board meeting.*

	Motion	Second	Aye	Nay	Abstain	Other
Crowley						
K. Smoker						
Chapman						
Baker						
L.Smoker						