

**THE REGULAR MEETING of the BOARD OF TRUSTEES** of Bigfork Elementary School and Bigfork High School, District No 38, Flathead and Lake Counties, was called to order by Chairperson Sandry on April 8, 2026, at 5:00 pm in the high school library.

Trustees in attendance: Carol Field, Deb Johnson, Paul Sandry, Dan Elwell, Mac Kirk and Julie Kreiman

Trustees absent: Ben Woods

Also in attendance were Superintendent Tom Stack, Business Manager Lacey Porrovecchio, Principals Mark Hansen, Brenda Clarke and Charlie Appleby, Special Education Director/Activities Director Matt Porrovecchio, staff members and community members.

Pledge of Allegiance

There were no comments on non-agenda items.

A motion to approve the agenda was made by Trustee Field, seconded by Trustee Elwell, and approved by unanimous vote of the elementary and high school trustees.

A motion to approve the consent agenda was made by Trustee Kreiman, seconded by Trustee Johnson, and approved by unanimous vote of the elementary and high school trustees.

- Consideration of Board Meeting Minutes for March 11 & March 18, 2026 Board Meetings
- Consideration of All Bill Approval Lists
- Consideration of Student Activity Reports – March, 2026
- Consideration of District Donations
  - \$2080 Booster Club Donation to Tournament Meal Account
  - \$3000 Potts Construction, Inc. Donation to Baseball
- Consideration of Personnel – *Any offer of employment is contingent upon receipt of satisfactory criminal history background check and for some positions receipt of satisfactory pre-employment screening.*
  1. Certified Personnel Resignation for Consideration
    - a. Dawn Lupan, Elementary Teacher
    - b. Erin Shea, Middle School Math Teacher
    - c. Carol Bernard, Middle School English Teacher
  2. Extra-Curricular Personnel Recommended for Consideration
    - a. Adam Baumann, Head Girls Soccer Coach
    - b. Trevor Moll, Head Boys Soccer Coach
    - c. Hunter Johnson, Head High School Football Coach
    - d. Ariel Putnam, Head High School Volleyball Coach
    - e. Ryan Nollan, Head Cross Country Coach
    - f. John Hollow, Head Golf Coach
    - g. Heather Epperly, Co-Head Fall & Winter Cheer Coach (split stipends)
    - h. Emily Feller, Co-Head Fall & Winter Cheer Coach (split stipends)
    - i. Shirley Stine, Head Speech & Drama Coach
    - j. John Hollow, Head Boys High School Basketball Coach
    - k. Austin Zapata, Head Wrestling Coach
  3. Extra-Curricular Volunteers Recommended for Consideration
    - a. Jessica Johnson, Middle School Track

**NEW BUSINESS**

- A. Consideration of Board Policy 3141 Out of District Attendance, Second Reading for Adoption – Mr. Appleby and Mr. Stack explained the desire to make language clear regarding students moving mid-year.

A motion to approve Board Policy 3141 as recommended was made by Trustee Kreiman, seconded by Trustee Johnson, and approved by unanimous vote of the elementary and high school trustees.

- B. Consideration of Audit Contract with Nexus CPA Group, PLLC through FY2028 – Business Manager Porrovecchio went over the proposed audit rates and shared rates for other districts.

A motion to approve the audit contract with Nexus CPA Group through FY2028 was made by Trustee Kirk, seconded by Trustee Kreiman, and approved by unanimous vote of the elementary and high school trustees.

- C. Consideration of Declaration of Emergency for March 12, 2026 School Closure and Possible Makeup Day – Superintendent Stack reminded trustees the district canceled school at the urging of the Flathead County Sheriff for a winter storm. He didn't recommend making the day up on Monday, June 15. Board discussion followed.

A motion to declare March 12, 2026 an emergency closure and forego a make-up day was made by Trustee Kreiman, seconded by Trustee Johnson, and approved by unanimous vote of the elementary and high school trustees.

**COMMITTEE REPORTS**

There were no committee reports.

**PRINCIPAL REPORTS**

Mr. Hansen's principal report included student testing, the FVCC math competition, the band and choir festival, the job fair, Journalism Day, spring field trips and Prom. Trustee Kirk asked about financial literacy classes and discussion followed.

Mrs. Clarke talked about enrichment clusters. She thanked Mrs. Epperly and Mrs. Bonner for putting it together. She told the board she and Mr. Appleby are asking the Flathead Electric board for Round up for Safety funds for crosswalk lighting.

Mr. Appleby told trustees about the roller skate party, the middle school vending machine, the talent show, the middle school personal finance elective, the Close Up trip and hiring. He thanked Mrs. Bernard and Mrs. Shea for teaching in the district. They are both leaving at the end of the year.

Mr. Porrovecchio gave a brief update on spring sports.

Student Council representative Nic Gustavson apprised the board of spring activities in the high school.

**SUPERINTENDENT REPORT**

Mr. Stack said he's working on wrapping up the school year and will talk with the Facilities Committee about maintenance projects. He may schedule a board meeting before the May meeting for the board to consider new hires.

**FUTURE MEETING SCHEULE**

All School Board meetings are held at 5 pm in the high school library, unless otherwise noted.

- o **Wednesday, May 20, 2026**
- o Wednesday, June 10, 2026
- o Wednesday, July 8, 2026
- o **Wednesday, August 19, 2026**
- o Wednesday, September 9, 2026
- o Wednesday, October 14, 2026
- o Wednesday, November 11, 2026
- o Wednesday, December 9, 2026

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

Adjourned: 5:31 pm

\_\_\_\_\_  
District Clerk

\_\_\_\_\_  
Chairperson

**THE REGULAR MEETING of the BOARD OF TRUSTEES** of Bigfork Elementary School and Bigfork High School, District No 38, Flathead and Lake Counties, was called to order by Chairperson Sandry on April 24, 2026, at 2:01 pm in the district office.

Trustees in attendance: Paul Sandry, Mac Kirk, Julie Kreiman, Carol Field, Ben Woods and Deb Johnson

Trustees absent: Dan Elwell

Also in attendance were Superintendent Tom Stack, Business Manager Lacey Porrovecchio, Principal Brenda Clarke and Activities Director/Special Education Director Matt Porrovecchio.

Pledge of Allegiance

There were no comments on non-agenda items.

A motion to approve the agenda was made by Trustee Field, seconded by Trustee Kreiman, and approved by unanimous vote of the elementary and high school trustees.

A motion to approve the consent agenda was made by Trustee Kreiman, seconded by Trustee Kirk, and approved by unanimous vote of the elementary and high school trustees.

- Consideration of Personnel – *Any offer of employment is contingent upon receipt of satisfactory criminal history background check and for some positions receipt of satisfactory pre-employment screening.*
  1. Certified Personnel Recommended for Consideration
    - a. Anders Epperly, Elementary Teacher
    - b. Earl Bach, Elementary Teacher
    - c. Whitney Lockman, Elementary Teacher
  2. Extra-Curricular Personnel Recommended for Consideration
    - a. Isaac Martel, High School Head Girls Basketball Coach
    - b. Marissa Meyer, Science Fair Advisor

Trustee Woods joined the meeting at 2:03 pm.

### **NEW BUSINESS**

- A. Consideration of Facility Maintenance Projects – Superintendent Stack said he met with Trustees Kirk and Kreiman to go over maintenance needs and had discussed it with Chairperson Sandry. He went over the elementary list totaling \$132,000. The list included sewer line maintenance, painting, bathroom repairs and parking lot resealing. The \$133,000 high school list included similar projects plus refinishing the concrete flooring. He went over the Flathead Electric Roundup for Safety crosswalk grant and a couple transportation projects. He explained the high school general fund will likely have money to move to the Interlocal Agreement Fund and he recommended using it for additional elementary building maintenance projects. Board discussion followed regarding starting the process earlier in future years, looking at historical practice and projects the district has done, and overall maintenance of the district's buildings.

A motion to approve the facility maintenance projects as recommended was made by Trustee Kreiman, seconded by Trustee Kirk, and approved by unanimous vote of the elementary and high school trustees.

Chairperson Sandry explained a payroll tax issue affecting 8 employees due to a district error. He recommended the district pay the cost of filing amended tax returns and penalties and interest. Discussion followed and trustees agreed the matter didn't need to go on an agenda at this time.

Chairperson Sandry acknowledged the meeting could be the last for he and Trustee Kreiman. He thanked Trustee Kreiman for her service to the district.

**FUTURE MEETING SCHEULE**

All School Board meetings are held at 5 pm in the high school library, unless otherwise noted.

- **Wednesday, May 20, 2026**
- Wednesday, June 10, 2026
- Wednesday, July 8, 2026
- **Wednesday, August 19, 2026**
- Wednesday, September 9, 2026
- Wednesday, October 14, 2026
- Wednesday, November 11, 2026
- Wednesday, December 9, 2026

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

Adjourned: 2:20 pm

\_\_\_\_\_  
District Clerk

\_\_\_\_\_  
Chairperson

05/05/26  
11:59:14

BIGFORK SCHOOLS  
Reconciliation Report for 04/01/26 to 04/30/26

Page: 1 of 1  
Report ID: S100R

Statement of Activity Closing Balance	340789.66
Plus Outstanding Checks	2483.53
Minus Outstanding Deposits	0.00
	-----
Balance	343273.19
Minus Receipts in Transit	3393.00
	-----
Statement Balance	339880.19

✓ LP

Debits

Checks Cleared	17676.29
Misc Charges	1444.60
	-----
<b>Total Debits</b>	<b>19120.89</b>

Credits

Deposits Cleared	17787.87
Misc Earnings	0.00
	-----
<b>Total Credits</b>	<b>17787.87</b>



P.O. Box 241826  
Omaha, NE 68124

RETURN SERVICE REQUESTED

BIGFORK SCHOOL DISTRICT  
PO BOX 188  
BIGFORK MT 59911-0188

# Statement Ending 04/30/2026

BIGFORK SCHOOL DISTRICT

Page 1 of 6

Account Number: XXXXXXXXXXXX

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Client Contact Center 855-342-3400

Website firstinterstate.com



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## Summary of Accounts



Account Type	Account Number	Ending Balance
STATE COUNTY MUNICIPALITY CHECKING	XXXXXXXXXXXX	\$189,880.19

150,000 MM  
✓  
LP



**STATE COUNTY MUNICIPALITY CHECKING - XXXXXXXXXXXX****Account Summary**

Date	Description	Amount
04/01/2026	Beginning Balance	\$191,213.21
	13 Credit(s) This Period	\$18,297.53
	37 Debit(s) This Period	\$19,630.55
04/30/2026	Ending Balance	\$189,880.19

**Account Activity**

Post Date	Description	Debits	Credits	Balance
04/01/2026	Beginning Balance			\$191,213.21
04/01/2026	COMPASS GROUP VENDOR ACH		\$46.47	\$191,259.68
04/02/2026	SET TRANS Bigfork School D EFUNDS CC CREDIT FOR 03-31-2026		\$150.00	\$191,409.68
04/02/2026	RETURNED DEPOSITED ITEM	\$785.00		\$190,624.68
04/02/2026	SET TRANS Bigfork School D EFUNDS CC POS FEE DEBIT FOR 03-31-2026	\$5.62		\$190,619.06
04/03/2026	Huddle Tickets EDI PYMNTS ACXXXXXX2-748		\$50.00	\$190,669.06
04/03/2026	SET TRANS Bigfork School D EFUNDS CC CREDIT FOR 04-01-2026		\$60.00	\$190,729.06
04/03/2026	SET TRANS Bigfork School D EFUNDS CC POS FEE DEBIT FOR 04-01-2026	\$2.38		\$190,726.68
04/08/2026	CHECK # 36002	\$415.00		\$190,311.68
04/08/2026	CHECK # 36005	\$265.00		\$190,046.68
04/10/2026	DEPOSIT		\$500.00	\$190,546.68
04/10/2026	DEPOSIT		\$5,908.03	\$196,454.71
04/10/2026	Huddle Tickets EDI PYMNTS ACXXXXXX9-736		\$766.00	\$197,220.71
04/10/2026	MISCELLANEOUS DEBIT	\$500.00		\$196,720.71
04/10/2026	INVOICE MAGIC-WRIGHTER E~SERVICES PROCESSING IN MARCH, 2026	\$34.95		\$196,685.76
04/13/2026	SET TRANS Bigfork School D EFUNDS CC CREDIT FOR 04-09-2026		\$40.00	\$196,725.76
04/13/2026	SET TRANS Bigfork School D EFUNDS CC POS FEE DEBIT FOR 04-09-2026	\$1.66		\$196,724.10
04/13/2026	CHECK # 35993	\$618.00		\$196,106.10
04/13/2026	CHECK # 35994	\$274.25		\$195,831.85
04/13/2026	CHECK # 35995	\$68.75		\$195,763.10
04/13/2026	CHECK # 35996	\$28.70		\$195,734.40
04/13/2026	CHECK # 35997	\$6,657.31		\$189,077.09
04/13/2026	CHECK # 35998	\$83.37		\$188,993.72
04/13/2026	CHECK # 36003	\$60.00		\$188,933.72
04/13/2026	CHECK # 36006	\$323.25		\$188,610.47
04/14/2026	CHECK # 35909	\$78.36		\$188,532.11
04/14/2026	CHECK # 35934	\$135.96		\$188,396.15
04/16/2026	Service Charges March 2026	\$43.44		\$188,352.71
04/16/2026	CHECK # 36001	\$105.00		\$188,247.71
04/17/2026	Huddle Tickets EDI PYMNTS ACXXXXXX6-577		\$125.00	\$188,372.71
04/20/2026	DEPOSIT		\$1,553.21	\$189,925.92
04/21/2026	CHECK # 35999	\$40.00		\$189,885.92
04/21/2026	CHECK # 36007	\$80.00		\$189,805.92
04/21/2026	CHECK # 36008	\$224.35		\$189,581.57
04/21/2026	CHECK # 36009	\$502.94		\$189,078.63
04/21/2026	CHECK # 36011	\$1,439.77		\$187,638.86

**STATE COUNTY MUNICIPALITY CHECKING - XXXXXXXXXXXX**

(continued)

**Account Activity (continued)**

Post Date	Description	Debits	Credits	Balance
04/21/2026	CHECK # 36015	\$299.28		\$187,339.58
04/21/2026	CHECK # 36017	\$171.16		\$187,168.42
04/22/2026	CHECK # 36016	\$100.90		\$187,067.52
04/23/2026	VISA PAYMENT 043000093381894	\$281.21		\$186,786.31
04/23/2026	VISA PAYMENT 043000093514624	\$300.00		\$186,486.31
04/24/2026	DEPOSIT		\$6,344.02	\$192,830.33
04/24/2026	Huddle Tickets EDI PYMNTS ACXXXXXX3-680		\$1,066.00	\$193,896.33
04/24/2026	CHECK # 36013	\$2,647.68		\$191,248.65
04/27/2026	CHECK # 36004	\$175.00		\$191,073.65
04/27/2026	CHECK # 36010	\$2,221.00		\$188,852.65
04/27/2026	CHECK # 36018	\$47.52		\$188,805.13
04/27/2026	CHECK # 36019	\$105.74		\$188,699.39
04/29/2026	CHECK # 35917	\$408.00		\$188,291.39
04/29/2026	CHECK # 36014	\$100.00		\$188,191.39
04/30/2026	DEPOSIT		\$1,688.80	\$189,880.19
<b>04/30/2026</b>	<b>Ending Balance</b>			<b>\$189,880.19</b>

**Checks Cleared**

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
35909	04/14/2026	\$78.36	36001*	04/16/2026	\$105.00	36011	04/21/2026	\$1,439.77
35917*	04/29/2026	\$408.00	36002	04/08/2026	\$415.00	36013*	04/24/2026	\$2,647.68
35934*	04/14/2026	\$135.96	36003	04/13/2026	\$60.00	36014	04/29/2026	\$100.00
35993*	04/13/2026	\$618.00	36004	04/27/2026	\$175.00	36015	04/21/2026	\$299.28
35994	04/13/2026	\$274.25	36005	04/08/2026	\$265.00	36016	04/22/2026	\$100.90
35995	04/13/2026	\$68.75	36006	04/13/2026	\$323.25	36017	04/21/2026	\$171.16
35996	04/13/2026	\$28.70	36007	04/21/2026	\$80.00	36018	04/27/2026	\$47.52
35997	04/13/2026	\$6,657.31	36008	04/21/2026	\$224.35	36019	04/27/2026	\$105.74
35998	04/13/2026	\$83.37	36009	04/21/2026	\$502.94			
35999	04/21/2026	\$40.00	36010	04/27/2026	\$2,221.00			

\* Indicates skipped check number

**Daily Balances**

Date	Amount	Date	Amount	Date	Amount
04/01/2026	\$191,259.68	04/14/2026	\$188,396.15	04/23/2026	\$186,486.31
04/02/2026	\$190,619.06	04/16/2026	\$188,247.71	04/24/2026	\$191,248.65
04/03/2026	\$190,726.68	04/17/2026	\$188,372.71	04/27/2026	\$188,699.39
04/08/2026	\$190,046.68	04/20/2026	\$189,925.92	04/29/2026	\$188,191.39
04/10/2026	\$196,685.76	04/21/2026	\$187,168.42	04/30/2026	\$189,880.19
04/13/2026	\$188,610.47	04/22/2026	\$187,067.52		

**Overdraft and Returned Item Fees**

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

<b>First Interstate Student Accounts</b>						
	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26
Black Mountain Student Accounts Balance	\$ 332,326.19	\$ 335,155.26	\$ 344,975.90	\$ 348,376.27	\$ 344,975.90	\$ 339,880.19
First Interstate Checking Account Balance	\$ 182,326.19	\$ 185,155.26	\$ 194,975.90	\$ 198,376.27	\$ 194,975.90	\$ 189,880.19
First Interstate Money Market Account Initial Deposit	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
Total	\$ 332,326.19	\$ 335,155.26	\$ 344,975.90	\$ 348,376.27	\$ 344,975.90	\$ 339,880.19
Money Market Interest Earned to Date	\$ 2,807.48	\$ 3,257.91	\$ 3,709.82	\$ 4,146.01	\$ 4,535.33	

# Evergreen Special Services Preschool Program Interlocal Agreement

## Between Evergreen School District #50 and

## Bigfork School District #38

### I. PARTIES TO THIS AGREEMENT

This Agreement is made between Evergreen School District #50 Special Services, located at 18 W. Evergreen, Kalispell, MT 59901, (406) 751-1111, AND Bigfork School District #38 located at 1600 Commerce St., Bigfork, MT 59911, (406) 837-7400.

### II. PURPOSE AND PHILOSOPHY

A. The Special Education Preschool Program is a joint center-based program housed at East Evergreen Elementary School within Evergreen School District #50. The fiscal host for the program is Evergreen School District #50. The program provides preschool services to children ages 3 through 5 who are residents of the participating school districts and who meet eligibility criteria under the Individuals with Disabilities Education Act (IDEA) and demonstrate a need for services in a center-based preschool.

B. The Evergreen Special Services Preschool provides a comprehensive developmental approach to meeting the needs of children with disabilities. The center-based preschool program is but one component of a full range of continuum options available to eligible students including services in the home, local school district or in collaboration with other agencies through the Co-op. The center-based preschool program offers inclusive learning opportunities with children who are not disabled, in addition to specially designated instruction.

### III. PROGRAM AND RESPONSIBILITIES

#### A. Child Find (Screening)

Child Find is the responsibility of the resident district. At least 1 joint Child Find activity will be scheduled throughout the school year.

#### B. Referral to the Center-Based Preschool Program

In order for a child to be considered for placement in the center-based preschool program in the Evergreen School District, the child must first be between the age of 3 and 5 years old and be eligible as a child with a disability under the Individuals with Disabilities Education Act (IDEA). Children needing only speech/language or motor skills therapy will receive their program at the resident school district. If the child is eligible for special education services, the resident district will initiate a referral to the center-based preschool program.

Referrals shall be in writing and submitted to the Special Services Administrative Assistant, Pam Renfro, by email ([prenfro@evergreensd50.com](mailto:prenfro@evergreensd50.com)) or fax: (406) 751-1115.

Outside agencies will make referrals through the Director of Special Services for the Bigfork School District #38 and to the Administrative Assistant for Evergreen Special Services. Each Director will notify resident districts of any referral.

C. Evaluation

The resident district/appropriate Bigfork School District #38 staff and preschool staff will contribute to the comprehensive evaluation initiated to determine if the child is eligible for services under the criteria established in IDEA.

D. Placement in the Program

The preschool staff will review the evaluation report, IDEA criteria and recommendations for services. The preschool teacher will function as a case manager and be responsible for scheduling the IEP meeting including representatives from the resident district and child's parents who are invited to attend along with the other required personnel. An IEP will be proposed that considers the least restrictive environment to meet the child's needs in compliance with IDEA.

E. Implementation of Services

The implementation of the IEP will be the responsibility of the center-based preschool program staff. The Preschool teacher will coordinate the delivery of services and any IEP meetings necessary to implement a free appropriate public education. A representative of the resident district will be required to participate in any meeting in which services will be significantly changed.

F. Related Services

Related services are the responsibility of the resident district with the exception of the speech language therapist who will be provided by the Evergreen School District. Related services to be provided by the resident district include but are not limited to:

- \*transportation
- \*occupational therapy
- \*individual aide, as determined by the IEP team
- \*assistive technology
- \*physical therapy

## IV. FISCAL RESPONSIBILITIES

A. The Evergreen School District #50 agrees to staff the preschool program and share costs on a proportionate basis for the personnel required to meet student needs.

B. The Evergreen School District #50 agrees to provide facilities for the preschool classroom at no additional cost to the Bigfork School District #38. Specialized equipment for specific student use is the responsibility of the resident district.

C. Each participating school district will pay the host district an annual placement fee of \$200 per child. The Bigfork School District #38 will pay the placement fee for any child who is a resident of their district. This fee will be used to purchase supplies and equipment for the preschool program along with other costs incurred to meet the needs of the students receiving services through the preschool program. Should a child move to another district participating in the preschool program, no additional placement fee for that school year will be charged.

D. Should a child identified to participate in the host program through an evaluation and IEP, fail to initiate services, or miss more than 10 consecutive days of attendance without family report of illness or other planned absence, the child will be dropped from the host district enrollment. The resident district shall be the site of initial re-enrollment and then refer to the host district if the resident district determines that services in a center based preschool placement are necessary to address FAPE.

E. In exchange for services provided as listed above, the Bigfork School District #38 agrees to pay Evergreen School District #50 the allocated amount of IDEA Part B Preschool funds for the 2026-2027 school year. In the event that the preschool services provided to the Bigfork School District #38 exceed the allocated amount of IDEA Part B Preschool funds for the 2026-2027 school year, special education tuition will be charged to the Bigfork School District in placing a child in the program in compliance with 20-5-320 and 20-5-323 MCA. Under 20-9-701, 20-9-702, 20-9-703 (2) MCA, all monies collected from this interlocal cooperative preschool agreement will be placed in an interlocal cooperative preschool agreement fund.

## V. TERMS of AGREEMENT

This Interlocal Agreement for Evergreen Special Services Preschool Program is effective July 1, 2026, through June 30, 2027. Any changes to this Interlocal Agreement must be made in writing and agreed to by both parties. Signatures for this Agreement shall be executed via DocuSign for the purpose of internal tracking.

Make checks payable to the Evergreen School District #50, and mail to the attention of the District Clerk, 18 W. Evergreen, Kalispell, MT 59901. Placement fees are due within 30 business days of the date of enrollment in the preschool program.

This joint Evergreen Special Services preschool program is agreed to by the following parties:

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Paul Sandry, Board Chairperson, Bigfork School District #38 Date

---

Dr. Laurie Barron, Superintendent, Evergreen School District #50 Date

---

Tamara Williams, Board Chairperson, Evergreen School District #50 Date

**EVERGREEN FLATHEAD CROSSROADS INTERLOCAL AGREEMENT**  
**2026-2027**

<b>District Info</b>		<b>Authorized Representative</b>		
<b>Number</b>	<b>Name</b>	<b>Name</b>	<b>Phone</b>	<b>Email</b>
38	Bigfork	Matt Porrovecchio	837-7400	mattp@bfd38.org
10	Cayuse Prairie	Christy Bortz	756-4560	cbortz@cayuse.k12.mt.us
6	Columbia Falls	Michelle Swank	892-6562	m_swank@cfmthschools.net
9	Creston	Cheryl Peterson	755-2859	cpeterson@creston.k12.mt.us
2	Deer Park	Charles Wiest	892-5388	charles.wiest@deerparkedu.org
50	Evergreen	Laurie Barron	751-1111	lbarron@evergreensd50.com
3	Fair-Mont-Egan	Tina Blair	755-7072	principal@fmemontana.net
15	Helena Flats	Andrew Maheras	257-2301	supt@helenaflds.org
5	Kalispell	Lacey Cole	751-3421	colel@sd5.k12.mt.us
20	Kila	Liz English	257-2428	lenglish@kilaschool.com
54	Marion	Julia Maxwell	854-2333	jmaxwell@marionschoolmt.com
58/68	Olney/Bissell	Trevor Dahlman	862-2828	tdahlman@olneybissellschool.com
89	Smith Valley	Dawn Matt	756-4535	dmatt@smithvalleyschool.org
29	Somers/Lakeside	Alex Ator	857-3661	alex.ator@somersdist29.org
4	Swan River	Josh Lee	837-4528	leejosh@swanriverschoolk-8.org
8	West Glacier	Kristen Hebert	888-5312	Kristenh@westglacierelementary.org
1	West Valley	Richard Gross	755-7239	rgross@westvalleyschool.com
44	Whitefish	Sara Mueller	862-8655	muellers@whitefishschools.org

## **EVERGREEN FLATHEAD CROSSROADS INTERLOCAL AGREEMENT**

The Flathead Crossroads Program is an extension of special education services at Evergreen Schools.

### **I. PARTIES TO THIS AGREEMENT**

THIS AGREEMENT is entered into on July 1, 2026 by and between the following listed school districts (hereinafter referenced collectively as “Participating District”): Evergreen School District and any additional school districts incorporated into this agreement in the future.

### **II. PURPOSE AND PHILOSOPHY**

The Participating Districts desire to provide a positive environment to meet the unique educational needs of students of the Participating Districts who have chronic emotional and behavioral needs (as described in the attached appendix), with the specific intent of building skills necessary to facilitate reentry into the general residential public school setting.

The Participating Districts desire to provide educational services to students of the Participating Districts who have been identified with chronic emotional and behavioral needs under the Individuals with Disabilities Education Act (IDEA), as described in the attached appendix.

### **III. FISCAL RESPONSIBILITIES**

A. Duration of Interlocal Agreement: The duration of the Interlocal Agreement shall be perpetual, but is reviewed and acknowledged annually, unless the Agreement is terminated as set forth herein.

B. Management of Interlocal Agreement: Policies and handbooks of Evergreen School District will be utilized in the operation of the Evergreen Flathead Crossroads Program.

C. Personnel: Evergreen School District Board of Trustees shall be responsible for all personnel decisions for staff of the Evergreen Flathead Crossroads Program. All program employees shall be employees of Evergreen School District.

D. Facilities: Evergreen School District agrees to provide appropriate facilities for the Crossroads Program.

### **IV. TUITION**

A. Tuition: Participating Districts will be charged tuition for each student placed in the program based on the OPI Option C rate amount reflected on the FP14 Student Attendance Agreement and FP14A student rate for individual student attendance. Evergreen School District will be allowed to refer students to the Crossroads Program.

B. Method of Payment: Participating Districts may use any allowable fund, including the tuition fund, to pay the tuition charged relative to this agreement in accordance with ARM 10.16.3818, including the Host District.

C. Individual Costs: Specific costs incurred based upon individual student needs as set forth in the student’s IEP shall be paid for by the resident district. Such costs may include, but are not limited to, speech/language therapy, physical therapy, occupational therapy, transportation (except for Evergreen School District students), and individual aide time.

## **V. ADVISORY BOARD**

The Board of Trustees of each Participating District shall, through formal action, appoint an individual employed by their District to serve as that District's representative on the Advisory Board.

A. Meetings: The Advisory Board shall meet at a location within Flathead County to be determined by the Advisory Board.

B. Advisory Board Purposes:

(1) To provide advisory services regarding educational programs as are necessary to accomplish the purposes and responsibilities of the cooperative; and

(2) To do whatever is reasonably necessary to achieve the purposes of this agreement to the extent that such actions are within the intent and purpose of this agreement and consistent with state and federal laws, rules, and regulations, as they currently exist, or may hereafter be adopted or amended.

C. The Evergreen School District Superintendent will report recommendations from the Advisory Board to the Evergreen School Board of Trustees.

## **VI. SERVICES**

The Program shall provide special education services to students referred to the Program by Participating Districts through the IEP process, with a focus upon building skills necessary to transition students back to the student's resident public school setting. Specific services provided to each individual student will be determined through the IEP process. The Program enrollment will not exceed 50 students.

A free and appropriate public education (FAPE) shall be provided as required by law. To comply with state and federal special education requirements regarding the provision of FAPE, the Participating Districts and the Advisory Board hereby agree to take immediate action to correct any FAPE deficiencies as directed by Evergreen School District.

Evergreen School District is responsible for achievement accountability as determined by Elementary and Secondary Education Act (ESEA) and the Montana Office of Public Instruction.

## **VII. PROGRAM ELIGIBILITY**

A. Placement and Transportation: Any student enrolled in a Participating District is eligible for consideration for placement in the Program through the IEP process. Other than the Evergreen School District, the resident district is responsible for transportation to and from the Program, with the form of transportation being agreed upon at the initial IEP meeting following admission to the Program.

B. Age Restrictions: Students must be at least five (5) years old and no more than 14 years old on September 10 in order to be enrolled in the Program. Students turning 15 years old while enrolled in the Program may complete the school year but must obtain a different placement at the conclusion of the school year. Students completing the 8<sup>th</sup> grade must obtain a different placement for the following school year.

C. IDEA Status: To be referred to the Program, students must be identified under the Individuals with Disabilities Education Act and display chronic emotional and behavioral needs as described in the attached appendix. The process of establishing eligibility must include a complete special education file.

D. Least Restrictive Environment (LRE) Criteria: Placement of a student in the Program must meet the LRE criteria of the IDEA.

E. Placement decisions are the basis of shared/joint IEP team meetings including the school district of residence and the Flathead Crossroads Program. Individual student needs, program capacity, and risk assessment will be considered when making individual placement decisions.

### **VIII. INSURANCE AND INDEMNIFICATION**

The Evergreen School District shall indemnify, hold harmless, and defend all Participating Districts against any and all future liability arising from operations of the Flathead Crossroads Program, including, but not limited to, any and all claims, suits, actions at law, or administrative proceeding initiated by current Program employees arising from or related in any way to their employment with the Program, any claim, suit, action at law or administrative proceeding initiated by any person in relation to or arising from the services provided by the Program; and any claim suit, action at law or administrative proceeding initiated by any person in relation to actions or omissions of Program employees or agents. However, this indemnification shall not apply to damages caused by the negligent or willful act or omissions of any employee or agent of a Participating District.

The Evergreen School District shall purchase and maintain general liability and errors and omissions insurance policies to cover all potential claims, suits, actions, or proceedings referenced above.

### **IX. CONTRACT TERMS**

Participating Districts agree to use the signature medium determined by the Evergreen School District, whether it be physical or electronic, for both the Interlocal Agreement and Out of District Attendance Agreements.

A. Term of Agreement: The term of this agreement shall continue through June 30, 2027 and shall be renewed automatically year-to-year. Participating Districts must participate for a minimum term of one school fiscal year.

B. Termination of Membership: Any Participating District may terminate participation at the end of a fiscal year by providing written notification to the Evergreen School District Superintendent no later than April 1 of that year. Participating Districts who fail to give the requisite notice prior to withdrawal will be held accountable for their financial obligations arising under the terms of this agreement.

C. Addition of a District to Agreement: Any elementary school district located within the geographic boundaries of Flathead County may elect to participate in the Interlocal Agreement for the purposes set forth in this agreement. Any such district must agree to the terms and conditions of this agreement and participate in the Interlocal Agreement for a period of at least one school fiscal year. Application to join the Interlocal Agreement must be made in writing to the Evergreen School District Superintendent and must be submitted prior to April 1 for participation in the Program the following fiscal year.

D. Modification of Agreement: This Agreement may be modified if so approved by the Evergreen School Board and a majority of the Participating Districts.

E. Termination of Agreement: In the event Evergreen School District cannot continue to provide the Crossroads Program, the Advisory Board will be notified. Termination will be effective at the end of the fiscal year. All property in the possession of the Program and owned by any Participating District shall be returned to the District. Any property owned by the Flathead Crossroads Program shall be liquidated. All monies in the possession of the Evergreen School due to the Interlocal Agreement, including monies generated by liquidation of Flathead Crossroads property, shall be distributed to member districts on a prorated basis based on the most current October 1 OPI enrollment report.

**FILING OF THE AGREEMENT**

This agreement shall be filed with the Flathead County Clerk and Recorder and the Secretary of State in accordance with §7-11-107, MCA.

**IN WITNESS WHEREOF:** District Clerk: Lacey Porrovecchio

**Name of Participating District:** Bigfork

Name of Authorized Representative:

\_\_\_\_\_  
Authorized Representative, Participating District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chairperson, Participating District

\_\_\_\_\_  
Date

Revised 04/17/2026

## APPENDIX A TO EVERGREEN FLATHEAD CROSSROADS INTERLOCAL AGREEMENT

### Crossroads Placement Criteria

The Evergreen Flathead Crossroads Program is an educational setting that is designed to provide structure and support to students with IDEA eligibility displaying chronic emotional and behavioral needs that significantly interfere with the student's and/or other students' abilities to access and benefit from educational opportunities. Typical student's emotions and behavior negatively impact the student's academic and social performance in lesser restrictive settings. Staffing density, configuration, and training result in the Evergreen Flathead Crossroads functioning as a highly structured setting, where increased supervision and behavior accountability occurs. Also, specific reinforcement for appropriate behavior can be administered with more frequency, more intensity, and more consistency than in a typical school setting.

Students who are referred to Crossroads and respond positively to the Crossroad program setting, instructional, and behavioral components are students with typical cognitive skills who demonstrate the ability to learn that there is a connection between behavior and consequences and have parents who will work with the staff as a team in establishing student accountability for behavior.

\*It is important to note that students with significant cognitive, communication, and sensory differences generally do not benefit from the structural design of the Crossroads program. Students with severe delays and challenges in these areas may not be admitted to the program as the student may not benefit from a cognitive behavioral program and interventions. The Evergreen Flathead Crossroads Program is designed specifically for students with emotional and behavioral needs.

#### Referring District

In order for a student to receive services through Flathead Crossroads Program:

- The student must be enrolled in a district within the boundaries of Flathead County.
- The district must have elected to participate in Crossroads and signed the Interlocal Agreement.

#### Procedural/Required Information

Placement/Referral Request Form must be submitted by the Special Education Director prior to placement or the initial intake meeting (see procedural steps).

Referral information will include the following:

1. Student age documentation. Per the Interlocal Agreement, the student must be at least 5 years old and no older than 14 on September 10<sup>th</sup>, of the coming school year(s). Students who turn 15 years of age while enrolled in Crossroads may complete the school year.
2. IDEA Evaluation Report (ER)/IEP documentation. The student must be receiving Special Education services PRIOR to referral to Crossroads. Documentation must include:
  - a. A Functional Behavior Assessment (FBA) that defines student behavior concerns, explores the nature of the problematic behavior, antecedents, and suspected consequences, maintaining behaviors that interfere with learning is necessary.
  - b. Summary data results documenting two less restrictive, positive behavior interventions, per the application process, PRIOR to student referral to Crossroads.

- c. An educational impact statement indicating that the student, although disabled, demonstrates the capacity to understand both the individual and group therapeutic interventions utilized at Crossroads and apply learned skills to their treatment plan at Crossroads.
- d. Additional specific assessment information:
  - 1) The student must demonstrate adaptive behavior/life skills measured to fall in the low to above average range. Students must possess the ability to care for their personal hygiene and care needs (independent toilet use).
  - 2) Demonstration of measured cognitive ability to understand and adapt to the Crossroad's Behavioral Management Program. In general, a full-scale IQ score of 79 or more on an accepted measure of cognitive ability (such as the WISC IV, SB:5 or other norm-referenced intellectual assessment including verbal processing information) is an indication that the student is likely to benefit from cognitive/behavioral interventions consistent with a cognitive behavioral model and Crossroads programming.
  - 3) Normative behavior ratings (such as the Conner's, Achenbach Behavior Checklist, or Behavior Assessment System for Children Second Edition) are to be included in the documentation.
  - 4) Other assessment information that may assist the team in determining appropriate placement should be submitted for consideration. Information should include academic skill levels, medical or mental health diagnosis, and descriptions of behavior. Continuous progress monitoring data could be included along with the application. This information will contribute to determining the least restrictive placement and may assist in coordinating or establishing Interlocal work to address the presenting needs of the student.

Consultation/Placement Procedure

- Consultation will occur between the referring district and Crossroads. Notice will be provided to the parents or guardian regarding the need for consultation due to a student's behavioral concerns.
- Observation, record review, and analysis of data may result in further attempted interventions.
- The resident district's IEP team will collect data to determine if a more restrictive placement is needed in consultation with the Special Education Director of the district. If the resident district director determines to pursue Crossroads placement, then a placement/referral form will be completed and he/she will meet with the Crossroads Principal and review the Crossroads checklist to determine if all information has been provided.
- The Crossroads Principal will meet with Crossroads staff to review placement request documents.
- An IEP team meeting will be convened by the resident district with a minimum of a Crossroads administrative representative present and a collaborative IEP or IEP amendment written. The IEP team must determine that Evergreen Flathead Crossroads is the least restrictive setting in which the student's needs can be met.
- Before placement can begin at Crossroads, a Guided Record Review (GRR) of the student must be completed by the home school district. The GRR must accompany the file. All non-essential material must be removed and placed in their cumulative folder or proper file.

- If there are concerns after initial placement at Crossroads, the IEP team, including both the resident district representatives and Crossroads staff, the teams will convene as soon as needed to discuss whether the placement in Crossroads is appropriate and the least restrictive environment in which FAPE can be addressed.
- Crossroads quantitative and qualitative data will be used for final placement determination in collaboration with the IEP team, i.e. behavioral point sheets (ARs, PRs), classroom observations, behavioral specialist observations, interventions, etc.
- The Interlocal Agreement defines the enrollment, FAPE, and assessment requirements. Also, the agreement specifies that it is the responsibility of the resident district to ensure that students are transported to Crossroads if necessary.
- In the event that multiple students are seeking Crossroads placement and are identified on a wait list, the following factors will be considered in order to establish priority for placement.
  1. Release from an institutional or residential setting with the last placement in the Crossroads setting.
  2. Release from an institutional or residential setting.
  3. Duration of time while waiting for pending placement at Crossroads.
  4. Grade and age range classroom placement openings.

**APPENDIX B TO EVERGREEN EVERGREEN CROSSROADS INTERLOCAL AGREEMENT**

**Consent for Observation and Placement Considerations**

**Consent for Observation, Consultation and Records Review**

Date: \_\_\_\_\_

I (We), \_\_\_\_\_ and \_\_\_\_\_  
(name) (name)

do hereby state that I am (we are) the parent(s) or legal guardian(s) of:

\_\_\_\_\_  
(Please print name of student)

School: \_\_\_\_\_ Grade: \_\_\_\_\_

I (we) consent for a Flathead Crossroads Specialist or Teacher to do the following:

(Initial for consent)

- \_\_\_\_\_ Review Records
- \_\_\_\_\_ Observation of student
- \_\_\_\_\_ Consultation with student
- \_\_\_\_\_ Consultation with school staff

Signature(s) of parent(s) or guardian(s):

\_\_\_\_\_  
Date: \_\_\_\_\_

**For School use only:**

Classroom Teacher: \_\_\_\_\_ Phone #: \_\_\_\_\_

Special Education Teacher \_\_\_\_\_ Phone # \_\_\_\_\_



## Evergreen Crossroads Program

DISTRICT ADMINISTRATIVE OFFICE \* 18 West Evergreen Drive \* Kalispell, Montana 59901

[www.evergreensd50.com](http://www.evergreensd50.com)

TELEPHONE: 406.751.1141

FAX: 406.751.1142

Melissa Hardman, Special Services Director

E-MAIL: [mhardman@evergreensd50.com](mailto:mhardman@evergreensd50.com)

Sherry Odegard, Principal

E-Mail: [sodegard@evergreensd50.com](mailto:sodegard@evergreensd50.com)

### PLACEMENT REQUEST FORM

---

Students Name: \_\_\_\_\_

Parent / Guardian Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Age: \_\_\_\_\_ Grade: \_\_\_\_\_ Male / Female

Date: \_\_\_\_\_

Home School District : \_\_\_\_\_

Home School: \_\_\_\_\_

AIM Number: \_\_\_\_\_

*In order to be placed at Crossroads, the following items need to be in order and dated:*

1. **IDEA Eligibility identification** \_\_\_\_\_ *date of identification*

2. **Current IEP** \_\_\_\_\_ *due date*

3. **Current Evaluation Report:** \_\_\_\_\_ *due date*

a) **Functional Behavioral Assessment** \_\_\_\_\_ *date when done last*

b) **Positive Behavior Support Plan (including Behavior Data)**

*Must have at least two Positive Behavior Plans with behavior data*

c) **Academic assessments (including MAST, aimswebPlus, MAP, progress monitoring data, etc)**

*d) Intellectual*

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

*e) Adaptive Behavior*

\_\_\_\_\_

4. *Immunization record*

\_\_\_\_\_

5. *Relevant medical reports*

\_\_\_\_\_

6. *Discipline Records*

=====

7. *Outside agency contacts:*

\_\_\_\_\_

Typical behaviors consistent with Crossroad placement:

- The student generally needs more structure in what are typically less structured situations in a public school setting such as lunch, passing or exploratory classes/activities.
- A student may be argumentative and unresponsive to adults or to adult requests.
- Task avoidance is established behavior response to school demands.
- Rewards and motivators have not been effective in a large group setting in spite of intensity and consistency.

**Student Narrative:**

Current Behaviors: (Please note attached traits as examples):

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

Positive Attributes:

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

Concerns:

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

**Information provided to Flathead Crossroads should include a narrative identifying the emotional, behavioral, and academic traits of the referred student. Examples of traits which are often identified among students attending Crossroads follow.**

**Emotional Traits:**

- Difficulty in letting issues go, tends to persevere
- Rejects constructive feedback
- Detached from the school community
- Façade of tough exterior covering up personal pain
- Frequent interpersonal/relationship problems
- Perceives self as a victim
- Unable to be redirected when frustrated or sad
- Protects, guards, negative family and life situations
- Appears to bury feelings and underlying issues
- Demonstrates perception/reality difficulties
- Has difficulty in grasping social cues

**Behavioral Traits:**

- Attempts to triangulate staff/parents/ adults
- Often fails to demonstrate social skills
- Exploits/manipulates established limits and boundaries
- Attempts to negotiate at all levels
- Behaves poorly in competitive situations
- History of emotional/ behavioral neglect or abuse including possible sexual abuse
- Demonstrates frequent mini-tantrums (such as disdain, exaggerated eye rolling and refusing requests)
- Elicits negative attention
- Demonstrates extreme avoidance of academic tasks and accountability

**Academic Traits:**

- Typically not on grade level
- Demonstrates difficulty sequencing
- Has difficulty generalizing learning
- Achieves through kinesthetic instead of visual or verbal processing
- Demonstrates splinter skills in academic areas
- Difficulties with sustaining effort on new academic tasks
- May omit steps or confuse steps in multistep directions or problem solving process

Contract Number: 26E252

Between

Montana Medical Billing, LLC

And

Bigfork School District

For

Enhanced Services Package

Effective: July 1, 2026 through June 30, 2027

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CONTRACT FROM MONTANA MEDICAL BILLING

CONTRACT NUMBER 26E252

SECTION 1 PARTIES

THIS CONTRACT, is entered into by and between Montana Medical Billing, whose mailing address is PO Box 3230, Columbia Falls, MT 59912, and whose physical address and phone number are 3200 Trumble Creek Rd, Columbia Falls MT 59912 (406) 227-7065, and Bigfork School District (hereinafter referred to as the "Client"), whose address is PO Box 188, Bigfork, MT 59911.

THE PARTIES AGREE AS FOLLOWS:

SECTION 2 PURPOSE

The purpose of this contract is to provide an arrangement between the parties whereby Montana Medical Billing, LLC will provide medical billing services for the Client in exchange for the following:

- 7% of the amount paid to the Client by Medicaid or other insurers,
- \$10 for each physician signature request

Medical services are defined as services provided by a medical professional licensed to practice in the state in which services are provided, and for which Medicaid or any third party payor will reimburse.

SECTION 3 TERM OF CONTRACT AND COMPLETION DATE

1. The term of this contract for the purpose of delivery of services is from July 1, 2026 through June 30, 2027.

## SECTION 1 SERVICES TO BE PROVIDED

- A. The Client shall provide the following information to Montana Medical Billing:
1. An initial listing shall be provided of the full legal name and date of birth or Social Security number of each student for whom the client wishes Montana Medical Billing to check Medicaid eligibility or bill medical services,
  2. As medical services are rendered, a data sheet containing the date of service, the duration of service in minutes, the procedure performed, the diagnosis, the patient name, and the provider of service shall be provided on the form specified by Montana Medical Billing.
  3. Personal Care Paraprofessional services require a physician signature. **Services cannot be billed for any dates of service prior to the physician signature.** If the client wishes Montana Medical Billing to obtain the physician signature, the Child Profile Form must be sent to us as soon as practical. Montana Medical Billing is not responsible for any dates of service which are not billable because the Profile Form was not submitted to Montana Medical Billing in a timely fashion.
- B. Montana Medical Billing shall provide the following services for the Client:
1. Check Medicaid eligibility for all students submitted on the initial listing, and additionally as requested.
  2. Complete and submit all necessary claim forms to insurers and/or Medicaid.
  3. Upon receipt of payment and Explanation of Benefits forms, Montana Medical Billing forwards any payment checks or electronic transfer information to the Client.
  4. Post payment information, determine denial reason for any denied claims, and resubmit any improperly denied claims.
  5. Produce a standard claim summary of monthly activity to report results back to the Client.
  6. Send the standard monthly claim summary with our statement of charges to the Client.
  7. If a physician signature is required, Montana Medical Billing sends the physician a request.
  8. If the physician does not respond, Montana Medical Billing contacts the physician

for clarification of intent. If the physician refuses the signature request, Montana Medical Billing contacts the client to allow the Client opportunity to follow up with the local physician to pursue signature. Montana Medical Billing does not further pursue physician signatures.

C. General services and provisions:

1. Montana Medical Billing may be considered a resource to the Client about the interaction of IDEA and Medicaid regulations, but in no way should Montana Medical Billing services be considered to replace legal advice.
2. Montana Medical Billing is HIPAA and FERPA compliant. Discussion of HIPAA issues is limited to the transactions between the Client and Montana Medical Billing, and in no way represents the full extent of the Client's obligations under HIPAA. **It is the responsibility of the Client to determine HIPAA requirements in all other areas.**
3. Montana Medical Billing represents that it is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this contract by any governmental department or agency.

SECTION 5 CONSIDERATION AND PAYMENTS

In consideration of services provided under this contract, the Client shall reimburse Montana Medical Billing, LLC as follows:

7% of the amount paid to the Client by Medicaid or other insurers for services billed by Montana Medical Billing shall be reimbursed to Montana Medical Billing

\$10.00 shall be reimbursed by the Client for each physician signature requested on behalf of the Client

Each monthly invoice is payable in full within 30 days of receipt.

## SECTION 6 RECORDS

- A. The Client shall develop and keep such medical records as are required to support the provision of all medical services by licensed medical professionals when such services are submitted to Montana Medical Billing to be billed to Medicaid or other payors. Such medical records shall include chart notes or progress notes made by the licensed medical professional who provides the medical service. These records are solely to protect the Client from being subject to any recapture of funds by payors due to an audit determination of insufficient medical documentation.

Montana Medical Billing is not responsible for keeping these records, supplying these records to any third party payors including Medicaid, or for ensuring that adequate records are being kept by the client.

Should recapture of funds occur due to insufficient documentation of treatment by licensed treatment staff, Montana Medical Billing shall not be liable for repayment of any claim billing charges associated with the claims or the recaptured funds, nor shall the Client be entitled to any credit or refund of amounts previously billed by Montana Medical Billing.

- B. The Client shall submit sufficient information to enable Montana Medical Billing to prepare a medical claim within 120 days after the service is rendered. Failure to submit the appropriate information in a timely fashion can cause claims to be non-payable, as most payors require a "clean claim" to be submitted within 365 days of the date of service or the provider forfeits payment. Montana Medical Billing shall not be liable for any claim which is not payable due to failure to file the claim in a timely fashion unless all required claim information was received by Montana Medical Billing within 120 days of the date of service.

## SECTION 7     AUDIT AND RETENTION OF RECORDS

- A.     Audit:  
Montana Medical Billing, for purposes of audit, shall provide the State of Montana and any other legally authorized governmental entity or their authorized agents access to materials and information pertinent to the services provided under this contract, upon request of such authorized agency, until the expiration of three (3) years from the completion date of this contract.
  
- B.     Retention of Records:  
The Contractor shall retain financial records, supporting documents, statistical records and all other records supporting the services provided under this contract for a period of seven (7) years from the completion date of this contract. The Contractor shall make the records available at all reasonable times at the Contractor's general offices. If any litigation, claim or audit is started before the expiration of the seven year period, the records must be retained until all litigation, claims or audit findings involving the records have been resolved.
  
- C.     Upon nonrenewal or termination of this contract, the Contractor shall provide copies to the Client or to a designee of the Client all documents, files and records relating to persons receiving services and to the administration of this contract that the Client may request. A photocopying charge of \$.10 (ten cents) per page may be assessed to the Client at the discretion of Montana Medical Billing.

## SECTION 8     COMPLIANCE WITH APPLICABLE LAWS, RULES AND POLICIES

The Client, in submitting services to be billed by Montana Medical Billing, certifies itself to be in compliance with all applicable Medicaid and state laws, regulations and written policies, including those pertaining to licensing of medical personnel. Medical services cannot be billed to Medicaid (or most third party payors) unless the services are provided by a medical professional licensed to practice in the state in which services are provided.

## SECTION 9 CONFIDENTIALITY

Montana Medical Billing shall, in accordance with relevant laws, regulations and policies, including the 1988 Department of Social and Rehabilitation Services Policy on Confidentiality of Client Information, HIPAA, and the Family Educational Rights Privacy Act (FERPA), protect the confidentiality of any material and information concerning an applicant for or recipient of services funded by the Department of Social and Rehabilitation Services. In conjunction with this statement regarding confidentiality, the Client agrees that Montana Medical Billing has authority to send all relevant information to Medicaid and other third party payors as may be necessary or required by the payors to process claims. Montana Medical Billing will comply with HIPAA and FERPA regulations.

The Client shall consider the employees assigned by Montana Medical Billing to provide billing services "school officials" within the meaning of FERPA, 20 U.S.C. § 1232g, and the Client's own policies adopted pursuant to the Act. Montana Medical Billing's employees assigned to provide billing services may be deemed at the Client's discretion to have a "legitimate educational interest" in personal information contained within education records of students for which billing services are provided under this Agreement. Accordingly, the Client may provide Montana Medical Billing's employees assigned to provide billing services with those portions of any educational records pertaining to students for whom services are billed, including information relating to the identification of such students and information relating to medical services provided, which are necessary to the provision of services required under this agreement. Except as necessary to provide the billing services, Montana Medical Billing and its employees assigned to provide billing services shall not disclose any information from a student's education records to any other individual or party. If Montana Medical Billing receives any other request for any information contained within a student's education record which is disclosed to Montana Medical Billing, Montana Medical Billing shall notify the Client of such request. Montana Medical Billing shall not use information contained within a student's education records disclosed to it for any other purposes than providing billing services under this agreement. Montana Medical Billing acknowledges that the Client has informed it that the disclosure of any information from a student's education record is subject to the disclosure limitations of 34 C.F.R. 99.33(a).

## SECTION 10 TECHNICAL ASSISTANCE

Montana Medical Billing may furnish within a reasonable time technical administrative or program assistance that is requested in writing by the Client and that the parties agree is necessary to Client's performance. This assistance may include providing copies of regulations, statutes, standards and policies which must be complied with under regulations of payor agencies. The Client shall not be relieved by a request for technical assistance of any obligation to meet the requirements of this contract. **LEGAL SERVICES WILL NOT BE PROVIDED BY MONTANA MEDICAL BILLING TO THE CLIENT IN ANY MATTERS RELATING TO THIS CONTRACT.**

## SECTION 11 LIMITATION OF LIABILITY

Montana Medical Billing shall not be responsible or bear any liability for the following: obtaining of consent forms for individual students; accuracy of charge statements of medical service providers; licensure verification of medical professionals; medical record documentation of treatment provided; auditing progress notes for non-billable services; compliance of the Client with HIPAA regulations; or the accuracy of any information provided to Montana Medical Billing by the Client.

## SECTION 12 CONTRACT TERMINATION

- A. DEFINITION: Contract termination is defined as the Client formally ceasing to send medical billing information to Montana Medical Billing. At the time of contract termination, Montana Medical Billing will follow any claims already submitted for payment, with the usual reports and statements of charges, until such claims are through the payment cycle. At that time, a final statement of charges will be sent to the Client due and payable within 30 days.
- B. Either party may terminate this contract upon 60 days written notice to the other party.
- C. Montana Medical Billing, by written notice to the Client, may at any time immediately terminate the whole or any part of this contract if the Client fails to:
  - 1. perform any requirement of this contract;
  - 2. perform its contractual duties or responsibilities specified in the standards of client performance defined in the contract; or
  - 3. comply with any law, regulation or licensure and certification requirement.



**BIGFORK PUBLIC SCHOOLS, SCHOOL DISTRICT NO. 38  
FLATHEAD AND LAKE COUNTIES, BIGFORK, MONTANA**

**THIS AGREEMENT, made and entered into on May 20, 2026** between the SCHOOL DISTRICT NO. 38 of Flathead and Lake Counties, Bigfork, Montana, hereinafter referred to as the SCHOOL DISTRICT, and **ANGELA F. HANSEN** hereinafter referred to as the SPEECH THERAPIST.

WITNESSETH:

1. That the SCHOOL DISTRICT hereby agrees to employ the SPEECH THERAPIST to provide school SPEECH THERAPIST services **0.8 FTE** to the school district for the school year **2026-27** for a period of 149 days' service. Services to be provided will include, but not be limited to:

- a. Participation upon request in the pre-referral process using the procedures established by the SCHOOL DISTRICT.
- b. In compliance with the rules governing IDEA, evaluate children to determine if the child is eligible under the criteria set forth in IDEA and all applicable state laws.
- c. Upon request attend CST and IEP meetings for students eligible or being determined eligible for services under IDEA
- d. Provide consultation to educational staff or families based on information such as learning styles, best practices in classroom management and behavior modification.
- e. Commitment to continued professional growth and development.
- f. Demonstrate sound judgment regarding administrative "need to know" and communicate information that may impact individuals, classrooms, schools or the district.
- g. Participate in and lead multidisciplinary teams to review referrals, determine the necessity of evaluation, and assemble a comprehensive evaluation team.
- h. Refer to appropriate outside agencies.
- i. Contribute to district initiatives, such as MBI.
- j. Participate in collaborative efforts with other social service staff and agencies.
- k. Facilitate and provide direct services related to social skill development.
- l. Assist with development/implementation of transition of students to the new grade levels.
- m. Provide a written report of the evaluation results with recommendations for school interventions the student needs in order to benefit from his/her educational program.
- n. In consultation with the school district IEP team, develop an intervention plan in the area of speech/language skills.
- o. Provide training of assigned individuals and other teaching staff in incorporating speech/language activities into the child's school routine. These activities will be monitored, reviewed, and re-evaluated on a regular basis and changed as appropriate based on the needs of the child.
- p. Submit detailed and accurate documentation for the purposes of Medicaid billing.
- q. Comply with all DISTRICT School Board policies, Montana statutes, and Montana administrative regulations.

2. That the SCHOOL DISTRICT shall pay the SPEECH THERAPIST the sum of **\$77,308.29**, payable in 12 installments, the installments to be paid to the SPEECH THERAPIST on the 10th day of each calendar month. The SPEECH THERAPIST salary will be paid at the rate stated above, less deductions required under federal and state laws, and less additional deductions as shall be mutually agreed to in writing.

The terms of the contract shall be prorated if the assignment is designed to cover a period of less than a school year or less than full-time. In addition to the foregoing compensation, the SPEECH THERAPIST shall be entitled to a 1-time four hundred eighty dollar (\$480) employee compensation payment, which shall be made in equal installments on or before December 10, 2026 and April 10, 2027.

3. a. Personal Leave:

Five (5) days of personal leave will be granted each contract year without loss of pay or other benefits.

b. Sick Leave:

Eleven (11) days of sick leave will be granted each contract year and may be carried over and accumulated from year to year, not exceeding 125 days of sick leave. The full amount of accumulated sick leave will be in effect from the starting date of this contract.

c. Professional Leave:

Professional Leave shown to be beneficial to the School District may be granted by the Special Education Director.

3. SPEECH THERAPIST is considered a school district employee and is eligible for health insurance benefits per single employee health benefit coverage.

4. SPEECH THERAPIST is considered exempt from the certified staff BAEA Collective Bargaining Agreement under Article II , Sections 1 and 2, and not bound by or eligible for the terms of that agreement.

5. In the event this contract is terminated by mutual agreement or in accordance with state law, the SCHOOL DISTRICT shall be obligated to pay that portion of the contracted salary that has been earned, up to and including the last day of service.

6. It is understood that the SPEECH THERAPIST holds a state of Montana Speech-Language Pathologist license or will meet the requirements of such by the first employment day of the school year.

7. The SPEECH THERAPIST shall accept, sign, and return this contract to the office of the Clerk of the District within twenty (20) calendar days from the date of receipt or this contract shall be without legal effect.

IN WITNESS WHEREOF, the parties hereto cause this contract to be duly signed in triplicate originals, each of which shall be entitled to full faith and credit.

SCHOOL DISTRICT NO. 38 OF  
FLATHEAD AND LAKE COUNTIES

Paul Sandry, Board Chairman

\_\_\_\_\_ / /

Speech Therapist

Date

Lacey Porrovecchio, District Clerk

SURPLUS PROPERTY RESOLUTION  
May 20, 2026

SURPLUS PROPERTY DISPOSAL

Bigfork Elementary School District No. 38  
Bigfork High School District No. 38  
Flathead and Lake Counties  
Bigfork, Montana 59911

WHEREAS, the trustees of Bigfork Elementary & High School District No. 38 declared surplus property at a business meeting on May 20, 2026;

WHEREAS, the surplus property includes various items, list available upon request;

WHEREAS, the items have been replaced and are no longer needed by the district;

WHEREAS, the District would like to dispose of the items;

THEREFORE, BE IT RESOLVED, the items will be sold and or disposed of after Monday, June 8, 2026.

Approved by the Board of Trustees of Bigfork Elementary and High School District No. 38, Flathead and Lake Counties, on May 20, 2026 at a regular meeting held in the Bigfork High School library. Call 406-837-7400 or visit [www.bigforkschools.org](http://www.bigforkschools.org) for more information.

ATTEST:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Clerk

SURPLUS PROPERTY DISPOSAL LIST  
May 20, 2026

High School Woodshop

JET table saw (works but makes a concerning noise)

Delta table saw (broken motor mount)

JET bandsaw

Small chop saw

Elementary School

9 Lucy Calkins writing texts

1 Everyday Math text

1 Reading Assessment text

10 Arts & Letters sample texts

15' Gaga Pit in fair condition

IT Department

100 Chromebooks (used by students, either out of date or broken)

Maintenance Department

120 2'X4' T-8 flat panel lights

Call Bigfork School District for more information, 406-837-7400.



## BIGFORK PUBLIC SCHOOL DISTRICT 38

P.O. Box 188,600 Commerce Street  
Bigfork, Montana 59911  
Phone: 406.837.7400 Fax: 406.837.7407

Home of the  
**VIKES**  
and  
**VALS**

### 2026-27 School Year

May 20, 2026

Administrative Recommendation:

Approve Out of District Attendance Agreements for the Following Students for the 2026-27 School Year:

2487	2453	2443	2463	2421
2490	2611	2444	2469	2427
2480	24132	2445	2470	2486
2496	2431	2446	2624	2610
2498	2404	2447	2471	24169
2499	2405	2450	2476	2501
24103	24144	2451	2477	2503
24105	2608	2452	24159	24171
24112	2618	24149	2481	2482
24114	2609	2415	24127	2483
2403	2426	24163	24130	2622
2475	2472	2612	24170	2401
24121	2473	2613	24135	2402
24128	2502	2623	2478	2407
24146	2422	2626	2481	24125
2464	2617	2627	2625	24136
2467	2480	2601	2408	2442
2484	2413	2609	2409	24138
2418	2614	2479	2410	24140
2419	2615	2454	2411	24120
2468	2432	2455	2412	2616
2504	2434	2456	2413	2620
2448	2440	2461	2414	2621
2420	2441	2462	2415	2619
24172	24160	2485	2416	2612
24171	24173	24141		

Tannar Cummings  
700 Electric Ave Unit B  
Bigfork, MT 59911  
tannarcummings@hotmail.com  
(406) 868-3557

Tuesday, May 5, 2026

To the Bigfork Public Schools Administration and School Board,

Please accept this letter as my formal resignation from my position as Science Teacher at Bigfork Public Schools, effective at the conclusion of the current school year.

After four years of teaching in Bigfork, this decision has not come lightly. My time here has provided me with valuable experiences, meaningful relationships, and many opportunities for growth as an educator.

The greatest highlight of my time at Bigfork has been working with the students. Their enthusiasm, curiosity, and unique perspectives have made teaching incredibly rewarding. I am grateful for the chance to be part of their academic journey and personal development.

I am also especially thankful for my teaching partner, Vicki Heupel, whose collaboration, support, and professionalism have made a lasting impact on my experience here. In addition, I have appreciated being part of a teaching staff that is welcoming, inclusive, and deeply committed to student success.

As I reflect on my professional goals and the next stage of my career, I have decided to pursue an opportunity that is more closely aligned with my long-term aspirations as an educator. Next year, I will be joining Glacier High School, and I look forward to contributing to a school community recognized for its strong culture, high standards, and commitment to both students and staff.

I will always value the experiences I gained during my time at Bigfork and the relationships I have built here. I sincerely wish the students, staff, and community continued success in the future.

Thank you for the opportunity to serve the students and families of Bigfork Public Schools.

Sincerely,

Tannar Cummings





Lacey Porrovecchio <lporrovecchio@bfd38.org>

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## **Fw: Recommendation For hire**

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Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>  
To: Lacey Porrovecchio <lporrovecchio@bfd38.org>

Tue, May 12, 2026 at 8:41 AM

Lacey Porrovecchio  
Business Manager  
Bigfork School District 38  
406.837.7400

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**From:** Charlie Appleby <charliea@bigfork.k12.mt.us>  
**Sent:** Tuesday, May 12, 2026 7:48 AM  
**To:** Alison Wallen <awallen@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>; Tom Stack <tstack@bigfork.k12.mt.us>  
**Cc:** Mark Hansen <mhansen@bigfork.k12.mt.us>  
**Subject:** Recommendation For hire

Board of Trustees:

I would like to take this opportunity to recommend Mr. Chase Breitbach for hire as the middle school band and choir teacher at Bigfork Middle School. Mr. Breitbach has spent the last 6 years as the 5-12 music instructor in Miles City, where he taught 5th grade general music, 6-12 band, and conducted both concert and pep band. Chase has all of the skills needed for a move to Bigfork, and to work closely with Mr. Phillips and Mrs. Epperly in growing our music program from Kindergarten through 12th grade.

Mr. Breitbach holds a Bachelor of Arts in Music Education from Montana State University.

I appreciate your consideration,  
Charles Appleby

Principal  
Bigfork Middle School

**Charles Appleby** | Middle School Principal  
600 Commerce St. | P.O. Box 188 | Bigfork, MT 59911  
phone: (406) 837-7412 | fax: (406)-837-7407  
[www.bigforkschools.org/our-schools/middle-school/](http://www.bigforkschools.org/our-schools/middle-school/)

***Bigfork Middle School: Be Kind, Be Cool, and Be Compassionate***

5/12/26

Mr. Stack and School Board Members,

I am pleased to recommend Mr. Collin Buck for a High School Science teaching position. Mr. Buck earned his Master's Degree in Science Broadfield Education from Montana State University and has teaching experience at Flathead High School as well as experience as an online instructor with Idaho Home Learning Academy.

Collin is a knowledgeable and dedicated educator who works well with students and colleagues alike. He demonstrates strong communication skills, professionalism, and a commitment to creating engaging learning experiences for students. His ability to adapt instruction to meet the needs of diverse learners has been evident in both traditional and online classroom settings.

I am confident Mr. Buck would be an asset to any science department and recommend him without reservation for a High School Science teaching position.

Respectfully,

Mark Hansen



Lacey Porrovecchio <lporrovecchio@bfsd38.org>

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## Fw: Recommendations for hire

Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>  
To: Lacey Porrovecchio <lporrovecchio@bfsd38.org>

Thu, May 7, 2026 at 8:46 AM

Lacey Porrovecchio  
Business Manager  
Bigfork School District 38  
406.837.7400

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**From:** Charlie Appleby <charliea@bigfork.k12.mt.us>  
**Sent:** Thursday, May 7, 2026 8:37 AM  
**To:** Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>; Tom Stack <tstack@bigfork.k12.mt.us>; Alison Wallen <awallen@bigfork.k12.mt.us>  
**Subject:** Recommendations for hire

Here are two recommendations. I am still waiting, figuring out band/music.

Board of Trustees:

I would like to take this opportunity to recommend Miss Hannah Holderbaum for hire as the 7th grade English Teacher at Bigfork Middle School. Miss Holderbaum has spent four years teaching English at Flathead and Columbia Falls High Schools and is interested in moving down to the middle school level. Hannah has a BA in English from Pacific Lutheran University and her certificate in secondary education from the University of Montana Western, which she earned while teaching at Flathead High School. Miss Holderbaum has also acted as an assistant speech and debate coach under Shannon O'Donnell at Flathead High School and was part of the faculty that was moved off campus during the restoration of Columbia Falls High School two years ago. Having had a lot thrown at her in her first few years of teaching, I am excited to have her come to our school with a settled culture and curriculum to give Hannah her best chance to succeed and learn and grow as an educator.

I appreciate your consideration,  
Charles Appleby

Principal  
Bigfork Middle School

Board of Trustees:

I would like to take this opportunity to recommend Ms. Kristin Lavelle for hire as the 7th/8th grade math teacher at Bigfork Middle School. Ms. Lavelle has most recently spent the last 3 years teaching at Issaquah Middle School in Washington, before that she spent 6 years teaching between the middle and high school in Lakewood School district. Ms. Lavelle impressed us with her knowledge of middle and high school math, her experience teaching middle school and her passion and excitement for Bigfork Schools. She will be moving to Bigfork this summer and was very hopeful to find a spot in her home district.

Ms. Lavelle holds a Bachelor of Arts in recreation from Western Washington, a Masters of Education from the University of Washington-Bothell and her administrative degree from Western Washington.

I appreciate your consideration,  
Charles Appleby

Principal  
Bigfork Middle School

Charles Appleby | Middle School Principal  
600 Commerce St. | P.O. Box 188 | Bigfork, MT 59911  
phone: (406) 837-7412 | fax: (406)-837-7407

[www.bigforkschools.org/our-schools/middle-school/](http://www.bigforkschools.org/our-schools/middle-school/)

***Bigfork Middle School: Be Kind, Be Cool, and Be Compassionate***

5/15/26

Dear Mr. Stack and School Board Members,

It is with great pleasure that I recommend Mary Heinert for the position of high school science teacher. Mrs. Heinert holds a Bachelor of Arts degree from Lake Forest College with a double major in Secondary Education and History, along with a Science endorsement.

Mrs. Heinert has teaching experience in Texas, California, Oregon, and most recently in Billings, Montana. The majority of her assignments have been in science education, where she has demonstrated a strong commitment to student learning and academic excellence.

In her cover letter, Mrs. Heinert states: "My goal is to work in a district that focuses on having administrators, teachers, parents, and the surrounding community work together to prepare students for the future. These students will attain high levels of achievement and self-reflection in all areas of their education through continual challenges, as well as respect and support that allows for individual expression. Your district mission statement supports these goals."

Mrs. Heinert's philosophy and goals clearly align with the values of our district. I am confident that her experience, dedication, and collaborative mindset will make her an outstanding addition to our science department.

Thank you for taking the time to consider my recommendation.

Mark Hansen, Principal

Bigfork High School

5/6/26

Dear Mr. Stack and Board Members,

I recommend Christina Nadeau to Summer School Instructor. Christina, as a certified 5-12 English teacher, will be supporting students deficient in English during this time. We are grateful that Ms. Nadeau is willing to help students stay on track.

Thank you for your consideration,

Mark L. Hansen



Lacey Porrovecchio <lporrovecchio@bfd38.org>

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## Fw: Board Recs

Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>  
To: Lacey Porrovecchio <lporrovecchio@bfd38.org>

Thu, May 14, 2026 at 9:34 AM

Lacey Porrovecchio  
Business Manager  
Bigfork School District 38  
406.837.7400

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**From:** Brenda Clarke <bclarke@bigfork.k12.mt.us>  
**Sent:** Thursday, May 14, 2026 9:33 AM  
**To:** Tom Stack <tstack@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>; Alison Wallen <awallen@bigfork.k12.mt.us>  
**Subject:** Board Recs

Please add the following to the next Board agenda:

Board of Trustees:

I am pleased to recommend Jennifer Gustavson and Aubrie Kallenberger as summer school teachers for Bigfork Elementary School. Jennifer is currently a second grade teacher with thirteen years experience with us and Aubrie is our intervention specialist with nine years experience with us.

Thank you,  
Brenda Clarke



Lacey Porrovecchio <lporrovecchio@bfd38.org>

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**Fw: John Gaglione**

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Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>  
To: Lacey Porrovecchio <lporrovecchio@bfd38.org>

Wed, May 13, 2026 at 11:42 AM

Lacey Porrovecchio  
Business Manager  
Bigfork School District 38  
406.837.7400

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**From:** Mike McGill <mmcgill@bigfork.k12.mt.us>  
**Sent:** Wednesday, May 13, 2026 11:38 AM  
**To:** Tom Stack <tstack@bigfork.k12.mt.us>; Lacey Porrovecchio <lporrovecchio@bigfork.k12.mt.us>  
**Cc:** Alison Wallen <awallen@bigfork.k12.mt.us>; Mike McGill <mmcgill@bigfork.k12.mt.us>  
**Subject:** John Gaglione

I would like to recommend John Gaglione to fill the Full-Time Temporary Custodian position. John currently is a sub for the district, knows our chemicals and procedures. John is reliable and a team player.  
Thanks.



## BIGFORK PUBLIC SCHOOL DISTRICT 38

*P.O. Box 188, 600 Commerce Street*

*Bigfork, MT 59911*

*Phone: 406.837.7400 Fax: 406.837.7407*

*Home of the*

**VIKES**

*and*

**VALS**

May 11, 2026

To: Bigfork Board of Trustees  
From: Danny Walker  
Subject: Ginnie Assenza Substitute Bus Aid

I am recommending Ginnie Assenza substitute bus monitor. Ginnie Assenza is currently working as a custodian and is interested in helping out with the bus monitoring when needed. We could use her in the afternoons. By riding on the bus in the afternoons it will not conflict with her normal duties as a custodian. Ginnie will be a great fit on the bus as she already knows the students and they know her.

Sincerely:

Danny Walker  
Transportation Director