

AGENDA for the *REGULAR MEETING*
OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1

Tuesday, January 17, 2023

Jefferson High School Library

(Board packet available upon request at the Central Office.)

This agenda is subject to changes until the Friday preceding the meeting. Please check the school website at www.jhs.k12.mt.us for the most current agenda and the packet of associated materials for the meeting.

A. Call to order-Chairperson

1. Pledge of Allegiance

B. Announcements and Public Comment. Please see information printed on the agenda and in the brochure at the entrance to the meeting about speaking to the board during this time.

C. Consent Agenda

1. Approval of Previous Minutes and High School Claims and Accounts – action

D. Student Report

E. Staff Report

F. Committee Reports

G. Administration Reports – The board briefly reviews the written reports provided in board packet. Some specific, anticipated items are listed below. The Board will not act on items in a report unless the item appears as an action item in the new or unfinished business sections of the agenda.

1. Clerk/Business Manager
2. Facility Manager
3. Principal/A.D.
4. Superintendent
 - a. Narcan Training
 - b. CPI Training
 - c. Department of Energy Grant

H. Unfinished Business- Action is always possible for Unfinished Business items.

I. New Business – Action is always possible for New Business items.

1. Policy – Committee Recommendations Weighted GPA
2. Personnel
 - a. New Hires – Nurse - K. Padmos, Custodial Sub.- R. Wilkinson
 - b. Superintendent Evaluation
3. Attendance Agreements – 3 YDI , 11 JHS students to Helena, 1 East Helena to JHS
4. 2023-24 School Calendar Approval
5. Construction/Renovation update
6. Receipt of Boulder Association of Teachers intent to negotiate
7. Receipt of Boulder Association of Classified Employees intent to negotiate
8. MOU with Boulder Elementary School for 21st Century Program
9. ARP ESSER review Safe Return to Schools Plan

J. Communication and Comments

1. Letters to the Board –

K. Commendations and Recognition

L. Follow-up/Adjournment – upcoming agenda items

NEXT REGULARLY SCHEDULED HIGH SCHOOL BOARD MEETING February 21, 6:30 P.M. Board chair-approved agenda items are due in the district office by the last Friday of the month prior to the board meeting.

All board meetings are held in the Jefferson High School Library, on the third Tuesday of each month at 6:30 p.m. (Exceptions often occur in May and August to follow legal requirements.) For updates, call the district office at 225-3740.

Jefferson High School Board Members

Buster Bullock, (Boulder area position)

Jenny Genger, (At-Large 2 position)

Lindsey Graham (Basin area position)

Dani Morris, Vice-Chair (At-Large 1 position)

Cami Robson, Chair (Clancy area position)

Justin Willcut (MT City area position)

Larry Rasch (At-Large 3 position)

Announcements and Public Comment. The board welcomes and encourages public comment and wishes the public comment process to be fair and orderly. Written comments may be submitted to the board through the District Clerk's office. Individuals wishing to address the board at the board meeting must sign in on the sheet provided. The clerk will collect the sheet when the meeting begins. Comments on topics that are on the agenda may be made when the meeting reaches that item's point on the agenda. Comments on non-agenda items may be made during the "Public Comment" agenda item. To avoid violations of individual rights of privacy, a member of the public wishing to address the Board during this time will not be allowed to make comments that would infringe upon the privacy rights of any student, staff member, or member of the public during his/her designated time to speak. Abusive or obscene comments will not be allowed. Time allowed for comments may be limited. Individuals will only be called upon twice for the same topic after all persons have been called upon and as time permits. The Board may not respond to and will not act on non-agenda topics at this meeting but may schedule the topic on the agenda of a subsequent meeting.

Mission Statement

The Jefferson High School District #1's mission is to provide the best possible education for our youth for whatever path of life they choose; to be the school of choice for students, teachers, and staff; and to be the heart of the communities we serve.

Our vision for the future:

Students:

- Achieve high test scores and graduation rates that are competitive nationally;
- Graduate with a plan for life that they feel well equipped to pursue;
- Choose our school over others because of our solid reputation;
- Feel happy, challenged, safe, and supported during their time here;

- Appreciate and fully engage in our activities that augment our core curriculum; and
- Have access to technology that enhances their learning opportunities.

Teachers:

- Actively support students with their time, attention and obvious commitment;
- Have the tools and resources necessary to do optimal work;
- Are proud to work here and of their contribution to the school;

- Are committed to continuing education and the use of best practices;
- Look at our District as a long-term career commitment; and
- Feel confident about the Board's decisions and plans.

Our Administration and Board

- Commit to be knowledgeable about best practices
- Establish, devote themselves to, and evaluate their priority goals on a regular basis; and
- Work as a collaborative team to make decisions that always focus on what is best for students, teachers, and our communities.

Our communities:

- Are knowledgeable of and highly respect our commitment to excellence; and
- Support our work in many ways – their time, funds, levy votes, ideas, and enthusiasm about our students and their activities.

COMMITTEE ASSIGNMENTS:

Negotiations/Personnel – B. Bullock, J. Willcut, J. Genger

Policy/Handbook – D. Morris, J. Genger, L. Graham

Budget/Insurance/Investments – J. Willcut, D. Morris, L. Graham

Building/Grounds/Transportation – C. Robson, B. Bullock, L. Rasch,

Technology – L. Rasch, J. Willcut, C. Robson

January 23

PAYROLL REPORT

Payroll warrants approved by the superintendent and paid.

CURRENT OFFICE ITEMS

Over the "break" I was able to get W-2's and 1099's printed and sent. Staff members seem to appreciate getting them early. I still must submit the files to the state and federal governments, but that usually doesn't take much time.

With Mr. Wilkerson's approval, Aubrie has started spending a few more hours this week and next working from home. This allows her to avoid contact with more people (pre-delivery) and to prepare for what returning to work will look like. So far, so good.

At the end of this month, Jan 29-31, I will be at a MASBO Board meeting at Fairmont. It is the first of the two winter meetings the board has each year. The next will be February 26-28 at Chico.

MASBO has contracted with a current and a former business manager to present a budget workshop that is 16 hours over the course of 8 weeks. It will cover budgets from top to bottom and at the end, each of us should have our budget publications ready for the March deadline.

January 25, I have a training for the "new" transportation data entry. Gripping material, I'm sure it is. Every other Friday, from tomorrow until elections, OPI will be conducting webinars for business managers.

I received notice today that our auditors will be here February 13.

Included in this packet are two financial documents: General Fund Budget-to-Actual and January gross payroll by employee.

JEFFERSON HIGH SCHOOL
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 23

201 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL						
100 GENERAL						
1000 GENERAL						
112 TEACHER SALARIES	69,463.18	345,622.94	720,853.00	720,853.00	375,230.06	47 %
120 SUBSTITUTES	1,086.25	8,393.63	15,000.00	15,000.00	6,606.37	55 %
250 WORKERS COMPENSATION	1,454.12	8,970.36	5,675.00	5,675.00	-3,295.36	158 %
260 HEALTH INSURANCE	10,543.07	55,196.84	141,000.00	141,000.00	85,803.16	39 %
261 Retiree Health Insurance	0.00	0.00	7,390.00	7,390.00	7,390.00	0 %
270 LIFE INSURANCE	86.80	453.84	4,300.00	4,300.00	3,846.16	10 %
320 PROF ED SERVICES	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
321 CURRICULUM DEVELOPMENT	0.00	75.38	2,000.00	2,000.00	1,924.62	3 %
440 REPAIR/MAIN/PARTS	83.63	812.90	5,300.00	5,300.00	4,487.10	15 %
582 TRAVEL/INSERVICE	0.00	669.38	4,000.00	4,000.00	3,330.62	16 %
600 OTHER SUPPLIES & EXPENSES	-0.80	2,638.40	1,500.00	1,500.00	-1,138.40	175 %
610 SUPPLIES	100.00	4,168.71	16,500.00	16,500.00	12,331.29	25 %
615 Replacement Parts	0.00	100.00	0.00	0.00	-100.00	*** %
640 BOOKS	0.00	3,407.63	5,000.00	5,000.00	1,592.37	68 %
650 PERIODICALS	0.00	516.07	0.00	0.00	-516.07	*** %
660 MINOR EQUIPMENT	0.00	1,587.03	4,600.00	4,600.00	3,012.97	34 %
680 COMPUTER SOFTWARE	0.00	4,906.50	6,000.00	6,000.00	1,093.50	81 %
Function Total:	82,816.25	437,519.61	941,118.00	941,118.00	503,598.39	46 %
1141 DRAMA - Hesford						
610 SUPPLIES	1,725.00	2,686.22	0.00	0.00	-2,686.22	*** %
660 MINOR EQUIPMENT	0.00	119.95	0.00	0.00	-119.95	*** %
Function Total:	1,725.00	2,806.17	0.00	0.00	-2,806.17	*** %
1243 ENGLISH S FERGUSON						
550 COPIES/PRINTING	0.00	200.00	0.00	0.00	-200.00	*** %
Function Total:	0.00	200.00	0.00	0.00	-200.00	*** %
2100 SUPPORT - GUIDANCE						
112 TEACHER SALARIES	6,042.83	30,214.15	68,144.00	68,144.00	37,929.85	44 %
250 WORKERS COMPENSATION	0.00	0.00	483.00	483.00	483.00	0 %
260 HEALTH INSURANCE	783.33	3,916.65	9,400.00	9,400.00	5,483.35	41 %
530 Communications	0.00	180.12	0.00	0.00	-180.12	*** %
610 SUPPLIES	0.00	130.99	600.00	600.00	469.01	21 %
Function Total:	6,826.16	34,441.91	78,627.00	78,627.00	44,185.09	43 %
2220 LIBRARY						
112 TEACHER SALARIES	5,257.50	26,287.50	63,090.00	63,090.00	36,802.50	41 %
250 WORKERS COMPENSATION	0.00	0.00	447.00	447.00	447.00	0 %
260 HEALTH INSURANCE	0.00	0.00	9,400.00	9,400.00	9,400.00	0 %
610 SUPPLIES	0.00	0.00	275.00	275.00	275.00	0 %
640 BOOKS	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
650 PERIODICALS	0.00	0.00	300.00	300.00	300.00	0 %
680 COMPUTER SOFTWARE	0.00	72.15	5,400.00	5,400.00	5,327.85	1 %
Function Total:	5,257.50	26,359.65	80,112.00	80,112.00	53,752.35	32 %
2300 GENERAL ADMINISTRATION						
111 ADMINISTRATIVE SALARIES	7,812.50	60,016.06	102,000.00	102,000.00	41,983.94	58 %
250 WORKERS COMPENSATION	0.00	0.00	1,041.00	1,041.00	1,041.00	0 %
260 HEALTH INSURANCE	739.83	5,638.54	9,400.00	9,400.00	3,761.46	59 %
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %

JEFFERSON HIGH SCHOOL
Statement of Expenditure - Budget vs. Actual Report
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201 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL						
100 GENERAL						
2300 GENERAL ADMINISTRATION						
520 INSURANCE	0.00	55,503.00	55,503.00	55,503.00	0.00	100 %
531 TELEPHONE	515.41	2,013.59	5,000.00	5,000.00	2,986.41	40 %
532 POSTAGE	0.00	214.62	4,000.00	4,000.00	3,785.38	5 %
540 ADVERTISING	91.60	625.30	1,500.00	1,500.00	874.70	41 %
582 TRAVEL/INSERVICE	0.00	668.92	1,000.00	1,000.00	331.08	66 %
610 SUPPLIES	0.00	149.47	300.00	300.00	150.53	49 %
660 MINOR EQUIPMENT	0.00	59.91	0.00	0.00	-59.91	*** %
800 OTHER	561.73	5,147.61	4,999.00	4,999.00	-148.61	102 %
810 DUES/FEES	0.00	1,165.42	4,280.00	4,280.00	3,114.58	27 %
Function Total:	9,721.07	131,202.44	193,023.00	193,023.00	61,820.56	67 %
2322 Community Relations Services						
115 CLERICAL/TECHNOLOGY SALARIES	1,493.28	9,244.87	17,070.00	17,070.00	7,825.13	54 %
Function Total:	1,493.28	9,244.87	17,070.00	17,070.00	7,825.13	54 %
2400 PRINCIPAL'S						
111 ADMINISTRATIVE SALARIES	7,892.38	54,808.27	83,071.00	83,071.00	28,262.73	65 %
115 CLERICAL/TECHNOLOGY SALARIES	2,607.59	14,702.56	28,688.00	28,688.00	13,985.44	51 %
250 WORKERS COMPENSATION	0.00	0.00	854.00	854.00	854.00	0 %
260 HEALTH INSURANCE	0.00	1,043.48	18,800.00	18,800.00	17,756.52	5 %
440 REPAIR/MAIN/PARTS	0.00	1,500.30	0.00	0.00	-1,500.30	*** %
531 TELEPHONE	0.00	1,520.58	0.00	0.00	-1,520.58	*** %
532 POSTAGE	0.00	234.22	0.00	0.00	-234.22	*** %
582 TRAVEL/INSERVICE	0.00	1,014.82	1,750.00	1,750.00	735.18	57 %
610 SUPPLIES	0.00	0.00	300.00	300.00	300.00	0 %
680 COMPUTER SOFTWARE	0.00	1,000.00	0.00	0.00	-1,000.00	*** %
810 DUES/FEES	0.00	500.00	480.00	480.00	-20.00	104 %
Function Total:	10,499.97	76,324.23	133,943.00	133,943.00	57,618.77	56 %
2500 BUSINESS SERVICES						
111 ADMINISTRATIVE SALARIES	5,688.92	39,822.44	48,707.00	48,707.00	8,884.56	81 %
250 WORKERS COMPENSATION	0.00	0.00	485.00	485.00	485.00	0 %
260 HEALTH INSURANCE	783.33	5,483.31	9,400.00	9,400.00	3,916.69	58 %
310 ELECTION	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
582 TRAVEL/INSERVICE	0.00	615.99	1,000.00	1,000.00	384.01	61 %
610 SUPPLIES	154.08	156.52	650.00	650.00	493.48	24 %
660 MINOR EQUIPMENT	0.00	198.99	500.00	500.00	301.01	39 %
680 COMPUTER SOFTWARE	8,759.00	11,251.00	9,500.00	9,500.00	-1,751.00	118 %
800 OTHER	0.00	104.00	0.00	0.00	-104.00	*** %
810 DUES/FEES	0.00	0.00	750.00	750.00	750.00	0 %
Function Total:	15,385.33	57,632.25	90,992.00	90,992.00	33,359.75	63 %
2580 Administrative Technology Services						
330 OTHER PROFESSIONAL SERVICES	4,157.33	28,934.98	48,000.00	48,000.00	19,065.02	60 %
Function Total:	4,157.33	28,934.98	48,000.00	48,000.00	19,065.02	60 %

JEFFERSON HIGH SCHOOL
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 23

201 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL						
100 GENERAL						
2600 OPERATION/MAINTENANCE						
114 TECHNICAL SALARIES	7,970.80	54,678.80	106,177.00	106,177.00	51,498.20	51 %
119 SUPERVISORY SALARIES	3,725.00	25,829.85	40,000.00	40,000.00	14,170.15	64 %
120 SUBSTITUTES	0.00	280.50	5,000.00	5,000.00	4,719.50	5 %
250 WORKERS COMPENSATION	0.00	0.00	9,754.00	9,754.00	9,754.00	0 %
260 HEALTH INSURANCE	1,398.95	7,935.96	37,600.00	37,600.00	29,664.04	21 %
340 TECHNICAL SERVICES	0.00	0.00	11,200.00	11,200.00	11,200.00	0 %
411 Natural Gas	4,720.51	12,920.87	41,808.00	41,808.00	28,887.13	30 %
412 ELECTRICITY	0.00	20,728.42	51,807.00	51,807.00	31,078.58	40 %
421 WATER/SEWER	1,415.97	9,875.79	18,000.00	18,000.00	8,124.21	54 %
431 DISPOSAL	159.00	2,927.50	4,000.00	4,000.00	1,072.50	73 %
440 REPAIR/MAIN/PARTS	1,973.00	31,704.49	34,000.00	34,000.00	2,295.51	93 %
610 SUPPLIES	179.20	11,278.22	13,500.00	13,500.00	2,221.78	83 %
615 Replacement Parts	525.87	4,373.83	13,000.00	13,000.00	8,626.17	33 %
624 GASOLINE	86.85	952.19	750.00	750.00	-202.19	126 %
660 MINOR EQUIPMENT	0.00	1,604.00	2,000.00	2,000.00	396.00	80 %
810 DUES/FEES	0.00	108.00	125.00	125.00	17.00	86 %
Function Total:	22,155.15	185,198.42	388,721.00	388,721.00	203,522.58	47 %
5200 BRD OF INVEST CAP LEASE OR LONG-TERM NOTE						
840 PRINCIPAL	1,115.30	5,904.52	16,800.00	16,800.00	10,895.48	35 %
Function Total:	1,115.30	5,904.52	16,800.00	16,800.00	10,895.48	35 %
Program Total:	161,152.34	995,769.05	1,988,406.00	1,988,406.00	992,636.95	50 %
Program Group Total:	161,152.34	995,769.05	1,988,406.00	1,988,406.00	992,636.95	50 %
200 SPECIAL PROGRAMS						
280 STATE ALLOWABLE SP/ED						
1000 GENERAL						
112 TEACHER SALARIES	4,674.00	23,370.00	56,088.00	56,088.00	32,718.00	41 %
117 AIDES	6,869.75	32,403.71	46,382.00	46,382.00	13,978.29	69 %
250 WORKERS COMPENSATION	0.00	0.00	697.00	697.00	697.00	0 %
260 HEALTH INSURANCE	1,566.66	12,161.67	47,000.00	47,000.00	34,838.33	25 %
350 CONTRACTED SERVICES-OTHER DISTRICTS	0.00	0.00	3,500.00	3,500.00	3,500.00	0 %
610 SUPPLIES	0.00	434.62	500.00	500.00	65.38	86 %
660 MINOR EQUIPMENT	0.00	219.99	0.00	0.00	-219.99	*** %
680 COMPUTER SOFTWARE	0.00	0.00	750.00	750.00	750.00	0 %
Function Total:	13,110.41	68,589.99	154,917.00	154,917.00	86,327.01	44 %
2400 PRINCIPAL'S						
115 CLERICAL/TECHNOLOGY SALARIES	289.73	1,633.41	3,188.00	3,188.00	1,554.59	51 %
Function Total:	289.73	1,633.41	3,188.00	3,188.00	1,554.59	51 %
Program Total:	13,400.14	70,223.40	158,105.00	158,105.00	87,881.60	44 %
Program Group Total:	13,400.14	70,223.40	158,105.00	158,105.00	87,881.60	44 %
300 GENERAL						
390 CTE						
1000 GENERAL						
112 TEACHER SALARIES	0.00	15,797.71	196,899.00	196,899.00	181,101.29	8 %
250 WORKERS COMPENSATION	0.00	0.00	1,397.00	1,397.00	1,397.00	0 %
260 HEALTH INSURANCE	0.00	1,507.93	37,600.00	37,600.00	36,092.07	4 %
440 REPAIR/MAIN/PARTS	0.00	0.00	780.00	780.00	780.00	0 %
Function Total:	0.00	17,305.64	236,676.00	236,676.00	219,370.36	7 %

JEFFERSON HIGH SCHOOL
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201 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
300 GENERAL						
390 CTE						
1170 Business - Smartnick						
112 TEACHER SALARIES	4,051.03	15,945.72	0.00	0.00	-15,945.72	*** %
610 SUPPLIES	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
680 COMPUTER SOFTWARE	0.00	0.00	700.00	700.00	700.00	0 %
Function Total:	4,051.03	15,945.72	1,700.00	1,700.00	-14,245.72	937 %
1640 Voc Trades - Heimann						
112 TEACHER SALARIES	4,942.84	19,771.36	0.00	0.00	-19,771.36	*** %
440 REPAIR/MAIN/PARTS	0.00	700.00	0.00	0.00	-700.00	*** %
610 SUPPLIES	0.00	4,100.00	5,000.00	5,000.00	900.00	82 %
615 Replacement Parts	0.00	700.00	1,000.00	1,000.00	300.00	70 %
660 MINOR EQUIPMENT	0.00	455.13	0.00	0.00	-455.13	*** %
680 COMPUTER SOFTWARE	0.00	0.00	750.00	750.00	750.00	0 %
Function Total:	4,942.84	25,726.49	6,750.00	6,750.00	-18,976.49	381 %
1641 Voc Trades - Robbins						
112 TEACHER SALARIES	3,735.63	15,796.38	0.00	0.00	-15,796.38	*** %
440 REPAIR/MAIN/PARTS	0.00	232.93	0.00	0.00	-232.93	*** %
610 SUPPLIES	0.00	5,000.00	5,000.00	5,000.00	0.00	100 %
615 Replacement Parts	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
Function Total:	3,735.63	21,029.31	6,000.00	6,000.00	-15,029.31	350 %
1710 FCS - C Parsons						
112 TEACHER SALARIES	4,565.92	18,239.68	0.00	0.00	-18,239.68	*** %
610 SUPPLIES	0.00	5,000.00	5,000.00	5,000.00	0.00	100 %
615 Replacement Parts	0.00	0.00	575.00	575.00	575.00	0 %
Function Total:	4,565.92	23,239.68	5,575.00	5,575.00	-17,664.68	416 %
Program Total:	17,295.42	103,246.84	256,701.00	256,701.00	153,454.16	40 %
Program Group Total:	17,295.42	103,246.84	256,701.00	256,701.00	153,454.16	40 %
700 EXTRACURRICULAR PROGRAMS						
710 SCHOOL SPONSORED EXTRACURRICUL						
3400 EXTRACURRICULAR ACTIVITIES						
150 STIPEND	6,118.83	25,436.53	48,069.00	48,069.00	22,632.47	52 %
250 WORKERS COMPENSATION	0.00	0.00	341.00	341.00	341.00	0 %
582 TRAVEL/INSERVICE	2,443.52	5,450.40	17,000.00	17,000.00	11,549.60	32 %
Function Total:	8,562.35	30,886.93	65,410.00	65,410.00	34,523.07	47 %
Program Total:	8,562.35	30,886.93	65,410.00	65,410.00	34,523.07	47 %
720 ATHLETICS						
3500 EXTRACURRICULAR ATHLETICS						
119 SUPERVISORY SALARIES	0.00	4,000.00	6,000.00	6,000.00	2,000.00	66 %
150 STIPEND	8,479.00	54,401.01	107,102.00	107,102.00	52,700.99	50 %
250 WORKERS COMPENSATION	0.00	0.00	804.00	804.00	804.00	0 %
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	2,500.00	2,500.00	2,500.00	0 %
582 TRAVEL/INSERVICE	8,768.75	45,413.28	80,000.00	80,000.00	34,586.72	56 %
610 SUPPLIES	35.29	106.97	450.00	450.00	343.03	23 %
660 MINOR EQUIPMENT	0.00	6,800.24	10,000.00	10,000.00	3,199.76	68 %
680 COMPUTER SOFTWARE	0.00	462.00	452.00	452.00	-10.00	102 %
810 DUES/FEES	0.00	4,894.00	5,000.00	5,000.00	106.00	97 %
Function Total:	17,283.04	116,077.50	212,308.00	212,308.00	96,230.50	54 %
Program Total:	17,283.04	116,077.50	212,308.00	212,308.00	96,230.50	54 %
Program Group Total:	25,845.39	146,964.43	277,718.00	277,718.00	130,753.57	52 %

JEFFERSON HIGH SCHOOL
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 1 / 23

201 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
900 ENTERPRISE PROGRAMS						
910 FOOD SERVICES						
3100 FOOD SERVICES						
116 COOKS/SERVICE WORK	1,538.21	8,395.19	24,000.00	24,000.00	15,604.81	34 %
250 WORKERS COMPENSATION	0.00	0.00	245.00	245.00	245.00	0 %
260 HEALTH INSURANCE	0.00	157.92	9,400.00	9,400.00	9,242.08	1 %
582 TRAVEL/INSERVICE	0.00	0.00	500.00	500.00	500.00	0 %
610 SUPPLIES	0.00	201.41	200.00	200.00	-1.41	100 %
615 Replacement Parts	0.00	644.00	0.00	0.00	-644.00	*** %
624 GASOLINE	0.00	61.61	250.00	250.00	188.39	24 %
630 FOOD	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
660 MINOR EQUIPMENT	0.00	50.06	0.00	0.00	-50.06	*** %
Function Total:	1,538.21	9,510.19	44,595.00	44,595.00	35,084.81	21 %
Program Total:	1,538.21	9,510.19	44,595.00	44,595.00	35,084.81	21 %
Program Group Total:	1,538.21	9,510.19	44,595.00	44,595.00	35,084.81	21 %
Fund Total:	219,231.50	1,325,713.91	2,725,525.00	2,725,525.00	1,399,811.09	48 %
Grand Total:	219,231.50	1,325,713.91	2,725,525.00	2,725,525.00	1,399,811.09	48 %

JEFFERSON HIGH SCHOOL
Employee Hours/Wage Listing by Month
For Payrolls from 01/01/23 to 01/31/23

Employee		Time Type	Hours	Amount
BIELER, ARTHUR	(17)	J006 - HS ACTIVITY STP	0.00	506.34
BIELER, ARTHUR	(17)	LV7 - DISCRETIONARY	7.00	241.65
BIELER, ARTHUR	(17)	REG - Regular Time	153.00	5,281.68
BINKOWSKI, CHRISTINA	(648)	J013 - HS TEACHER SUB	8.00	88.00
BOWMAN, MATTHEW	(612)	J006 - HS ACTIVITY STP	0.00	1,216.00
BOWMAN, MATTHEW	(612)	REG - Regular Time	105.60	2,882.25
BROWER, LOGAN	(683)	LV7 - DISCRETIONARY	14.00	417.66
BROWER, LOGAN	(683)	REG - Regular Time	160.00	4,773.26
BULLOCK, BRIAN	(712)	J002 - HS COACH STIP	0.00	982.66
CAREY, AUBRIE	(663)	HOL - Holiday Pay	8.00	165.92
CAREY, AUBRIE	(663)	J006 - HS ACTIVITY STP	0.00	1,043.16
CAREY, AUBRIE	(663)	REG - Regular Time	64.00	1,327.36
CAREY, LORIE J	(395)	REG - Regular Time	166.33	5,459.17
CAREY, LORIE J	(395)	VACA - Vacation Time Used	7.00	229.75
CONNOLE, ANTHONY	(558)	J002 - HS COACH STIP	0.00	1,586.00
CONWAY, FAY	(686)	HOL - Holiday Pay	16.00	296.48
CONWAY, FAY	(686)	REG - Regular Time	86.20	1,597.29
CONWAY, FAY	(686)	SICK - Sick Time	8.00	148.24
CONWAY, FAY	(686)	VACA - Vacation Time Used	16.00	296.48
DAY, CHRISTINA	(707)	HOL - Holiday Pay	16.00	271.04
DAY, CHRISTINA	(707)	J050 - INS OPT %	0.00	557.81
DAY, CHRISTINA	(707)	REG - Regular Time	87.53	1,482.76
DAY, CHRISTINA	(707)	SICK - Sick Time	8.00	135.52
DESKINS, DAVID	(471)	J067 - CUST STIPEND	0.00	200.00
DRYNAN, MARY	(578)	REG - Regular Time	160.00	4,674.00
FERGUSON, SCOTT	(706)	J006 - HS ACTIVITY STP	0.00	3,129.50
FERGUSON, SCOTT	(706)	REG - Regular Time	160.00	3,051.66
FOSTER, VICTORIA M	(91)	ADDL - ADDITIONAL PAY	0.00	0.00
GERST, REBECCA	(713)	J013 - HS TEACHER SUB	7.25	79.75
GUSTAFSON, ERIC	(694)	LV7 - DISCRETIONARY	14.00	453.26
GUSTAFSON, ERIC	(694)	REG - Regular Time	160.00	5,180.07
HEIMANN, DAVID	(588)	J050 - INS OPT %	0.00	391.67
HEIMANN, DAVID	(588)	REG - Regular Time	160.00	4,551.17
HEIMANN, EMMA EHRET	(604)	J006 - HS ACTIVITY STP	0.00	203.17
HEIMANN, EMMA EHRET	(604)	J050 - INS OPT %	0.00	391.67
HEIMANN, EMMA EHRET	(604)	LV7 - DISCRETIONARY	14.00	386.60
HEIMANN, EMMA EHRET	(604)	REG - Regular Time	146.00	4,031.65
HESFORD, MICHAEL T.	(121)	REG - Regular Time	160.00	5,826.33
JOHNSON, SARA	(608)	J013 - HS TEACHER SUB	50.25	552.75
KIRSCH, ESTER	(657)	HOL - Holiday Pay	16.00	301.44
KIRSCH, ESTER	(657)	REG - Regular Time	92.69	1,746.28
KIRSCH, ESTER	(657)	SICK - Sick Time	2.00	37.68
KLASS, KARSON	(569)	J064 - HS COACH STIP 3	0.00	100.00
LAYNG, CLINT	(561)	REG - Regular Time	160.00	4,549.50
LAYNG, SARAH	(587)	J002 - HS COACH STIP	0.00	2,529.00
LAYNG, SARAH	(587)	REG - Regular Time	160.00	5,257.50
LYON, KYLE	(645)	HOL - Holiday Pay	16.00	307.04
LYON, KYLE	(645)	OVER - Overtime	12.00	345.42
LYON, KYLE	(645)	REG - Regular Time	167.00	3,204.73
MCCAULEY, STEVEN W	(185)	REG - Regular Time	160.00	5,826.33
MCAHON, MARY ANNE	(682)	LV7 - DISCRETIONARY	7.00	253.83
MCAHON, MARY ANNE	(682)	REG - Regular Time	153.00	5,547.92
MICHAUD, AMY	(677)	J002 - HS COACH STIP	0.00	1,082.67
MICHAUD, JOSEPH	(613)	ADDL - ADDITIONAL PAY	0.00	364.16
MICHAUD, JOSEPH	(613)	J002 - HS COACH STIP	0.00	574.67
MICHAUD, JOSEPH	(613)	REG - Regular Time	160.00	5,678.67

MOODRY, STEPHEN M	(649)	J050 - INS OPT %	0.00	485.66
MOODRY, STEPHEN M	(649)	REG - Regular Time	160.00	7,431.00
OTTOMAN, CODY	(633)	LV7 - DISCRETIONARY	14.00	308.54
OTTOMAN, CODY	(633)	REG - Regular Time	160.00	3,526.21
PADMOS, JERED	(691)	J050 - INS OPT %	0.00	391.67
PADMOS, JERED	(691)	LV7 - DISCRETIONARY	7.00	132.20
PADMOS, JERED	(691)	REG - Regular Time	160.00	3,021.80
PARSONS, CASSIDY	(637)	J050 - INS OPT %	0.00	391.67
PARSONS, CASSIDY	(637)	J077 - PREP VOL HRS	1.00	12.00
PARSONS, CASSIDY	(637)	REG - Regular Time	160.00	4,162.25
REICHERT, MELISSA	(708)	HOL - Holiday Pay	10.00	140.70
REICHERT, MELISSA	(708)	HOL1 - Holiday addition	4.00	64.24
REICHERT, MELISSA	(708)	J050 - INS OPT %	0.00	557.81
REICHERT, MELISSA	(708)	J091 - LIBRARY AIDE	16.47	264.51
REICHERT, MELISSA	(708)	REG - Regular Time	51.68	727.14
REICHERT, MELISSA	(708)	SIC1 - Sick time addition	4.00	64.24
REICHERT, MELISSA	(708)	SICK - Sick Time	8.00	112.56
ROBBINS, MICHAEL	(624)	ADDL - ADDITIONAL PAY	0.00	-280.62
ROBBINS, MICHAEL	(624)	J006 - HS ACTIVITY STP	0.00	295.67
ROBBINS, MICHAEL	(624)	J050 - INS OPT %	0.00	391.67
ROBBINS, MICHAEL	(624)	REG - Regular Time	146.00	3,307.43
ROBBINS, MICHAEL	(624)	SICK - Sick Time	14.00	317.15
SCHULTE, TRAVIS	(678)	J002 - HS COACH STIP	0.00	1,624.00
SCHULTZ, WENDY	(672)	REG - Regular Time	160.00	4,551.17
SCOTT, JENNIFER	(671)	HOL - Holiday Pay	16.00	276.00
SCOTT, JENNIFER	(671)	J050 - INS OPT %	0.00	557.81
SCOTT, JENNIFER	(671)	REG - Regular Time	80.12	1,382.07
SCOTT, JENNIFER	(671)	SICK - Sick Time	16.00	276.00
SCOTT, JENNIFER	(671)	VACA - Vacation Time Used	24.00	414.00
SMARTNICK, DAWN	(260)	J006 - HS ACTIVITY STP	0.00	304.00
SMARTNICK, DAWN	(260)	J050 - INS OPT %	0.00	391.67
SMARTNICK, DAWN	(260)	REG - Regular Time	160.00	4,070.25
STEKETEE, SABRINA	(695)	J013 - HS TEACHER SUB	16.00	176.00
STROZEWSKI, NICOLE	(577)	J077 - PREP VOL HRS	1.00	12.00
STROZEWSKI, NICOLE	(577)	REG - Regular Time	160.00	4,674.00
STURDEVANT, DANIEL	(599)	J050 - INS OPT %	0.00	391.67
STURDEVANT, DANIEL	(599)	REG - Regular Time	173.33	3,333.33
TANAKA, BRANDIA	(704)	HOL - Holiday Pay	8.00	130.80
TANAKA, BRANDIA	(704)	REG - Regular Time	95.00	1,553.25
VOELLER, KELSEY	(650)	J077 - PREP VOL HRS	1.00	12.00
VOELLER, KELSEY	(650)	J078 - LIT 713 GRANT S	0.00	227.28
VOELLER, KELSEY	(650)	REG - Regular Time	160.00	4,162.25
WATTS, KATHRYN	(653)	HOL - Holiday Pay	16.00	280.64
WATTS, KATHRYN	(653)	J050 - INS OPT %	0.00	557.82
WATTS, KATHRYN	(653)	REG - Regular Time	89.95	1,577.72
WATTS, KATHRYN	(653)	SICK - Sick Time	3.00	52.62
WATTS, KATHRYN	(653)	VACA - Vacation Time Used	20.96	367.64
WILKERSON, ERIK	(705)	REG - Regular Time	173.33	10,416.67
Wilkinson, Robert	(439)	HOL - Holiday Pay	16.00	285.60
Wilkinson, Robert	(439)	OVER - Overtime	23.50	629.21
Wilkinson, Robert	(439)	REG - Regular Time	168.00	2,998.80
WILLIAMS, AMY	(685)	HOL - Holiday Pay	16.00	277.44
WILLIAMS, AMY	(685)	J050 - INS OPT %	0.00	557.81
WILLIAMS, AMY	(685)	REG - Regular Time	118.92	2,062.07
WILLIAMS, GRACE	(702)	J006 - HS ACTIVITY STP	0.00	434.50
WILLIAMS, GRACE	(702)	J013 - HS TEACHER SUB	17.25	189.75
WILLIAMS, LYNNSEY	(611)	J050 - INS OPT %	0.00	391.67
WILLIAMS, LYNNSEY	(611)	REG - Regular Time	160.00	3,166.00
WILLIAMS, MARY	(560)	REG - Regular Time	22.86	789.05



January 17, 2023
Principals Report--Mr. Mike Moody

Student Count w/AYA= 287

Academics

Quarter and semester grades have not been completed yet, a report on academic progress will be available at the meeting. The staff will be trained in Non-Violent Crisis Intervention on January 20th.

I will be attending the MASSP (Montana Association of Secondary School Principals) Conference on January 22-24.

Discipline and Attendance

The first semester report, compared to last year has shown improvement (see below).

Reason	2021-22 School Year	2022-23 School Year	Difference	Percentage
Unexcused Absence	3,602	1,414	-2,188	-61%
Unexcused Tardy	1,086	422	-664	-62%

We have had 60 discipline events thus far this year compared to 37 during the same time period last year. Again the majority of the increase is due to attendance violation, as you see in the attendance report we are holding students accountable.

I am working on a progressive discipline plan for vape use in our school (see attached). The focus is on education and prevention more that suspension.

Activities

We are half way through winter activites. The basketball teams are improving (boys 5-5 and girls 7-3).

The wrestler are coming off a 2nd place finish at the Cut Bank Invitational (behind first place Havre). Divisional wrestling is February 3-4 in Pablo.

The Speech and Drama is have a great season. They have brought home numerous trophies. Their season wraps up with divisional on January 20-21 in Columbus and state on January 27-28 in Manhattan.

The Thespians have been preparing for the State Thespian Festival on February 3-4 in Missoula. Local performances of "10,000 Hours" will be January 30 & 31 at 7:30PM in the South Gym.

A report on MHSA Meeting January 15-16 will be given at the meeting.

Progressive Discipline Chart

1st Offense

[My Life, My Quit: New Youth Quit Program](#) (When completed the tobacco infraction will be removed if no other infractions within the calendar year.)

Loss of Off Campus Lunch for 1 month

Activity Policy Rules Apply (½ season)

2nd Offense

[Vaping Prevention Online Course: Student Self-Paced Version](#)

And <https://nfhslearn.com/courses/understanding-vaping-and-e-cigarettes>

Loss of Off Campus Lunch for the for 75 school days.

Activity Policy Rules Apply (2nd offense: meeting with Activity Council)

3rd and Subsequent Offense

[Vape Educate](#) (expense \$20 charged to student account)

Loss of Off Campus Lunch for the for the year.

Activity Policy Rules Apply (2nd offense: meeting with Activity Council, recommendation for removal from all extracurricular activities the remainder of high school career).

**Jefferson High School District #1
Board of Trustees**

Superintendent's Report

Date: January 17, 2023

Agenda Item G-4

4a. Narcan Training- Our current policy allows us to administer Narcan for an overdose case if we are trained. We will have a core group trained initially, and all staff trained during an open PIR.

4b. CPI Training- We are doing a CPI (Crisis Prevention Intervention) training on January 20th. This will fulfill our training requirements for our policy dealing with restraining students. The best part of this training are the tools we get to prevent a situation before it escalates to restraining a student.

4c. Department of Energy Grant- We are working on a grant through the Department of Energy to hopefully pay for the replacement of our dust collection system in the shop and the air handling units in the locker rooms. This is a very extensive grant.

**Board Meeting
January 17, 2023
Informational**

New Business

Policy

Policy- The policy committee met on Friday, January 17, 2023.

Recommended Motion: Motion based on committee recommendation or board decision.

Personnel

Substitutes- Substitute Custodian Rachel Wilkinson. We have received her favorable fingerprints.

Recommended Motion: Move to approve the hire of Rachel Wilkinson as substitute for Jefferson High School.

Resignations- We have no resignation letters

Recommended Motion: Motion if necessary.

New Hires- Listed are the recommended new hires for the 2022-2023 school year.

Kaylee Padmos- School Nurse

Recommended Motion: Move to approve the hire of Kaylee Padmos as school nurse pending background check.

Superintendent Evaluation- for discussion with the Board. Possible closed session.

Recommended Motion: Move to approve the Superintendent Evaluation.

Approval of 2023-2024 School Calendar- Attached is the proposed calendar from the Boulder Association of Teachers.

Recommended Motion: Move to approve the 2023-2024 JHS School Calendar as presented.

Attendance Agreements- There will be 1 attendance agreement for approval for a student residing in the East Helena district but attending JHS, 3 AYA agreements to approve, and 11 agreements to acknowledge for students residing in the JHS district but attending a Helena school.

Recommended Motion: Move to approve 1 attendance agreement for a student residing in the East Helena district attending JHS, approve 3 AYA agreements, and acknowledge 11 agreements for students residing in the JHS district but attending a Helena school.

Construction/ Renovation Update- Dick Anderson Construction employees conducted a walk-through.

Recommended Motion: No motion recommended unless necessary.

Receipt of Boulder Association of Teachers Intent to Negotiate- This is generally the time that the teacher union requests to negotiate with the Board for the upcoming school year.

Recommended Motion: Move to approve negotiations with the Boulder Association of Teachers with the negotiations committee.

Receipt of Boulder Association of Classified Employees Intent to Negotiate- This is generally the time that the classified union requests to negotiate with the Board for the upcoming school year.

Recommended Motion: Move to approve negotiations with the Boulder Association of Classified Employees with the negotiations committee.

MOU with Boulder Elementary School for 21st Century Program- For the district to continue the 21st Century Program at the high school level we need to enter into a memorandum of understanding with Boulder Elementary, the LEA of the grant.

Recommended Motion: Move to approve the MOU with Boulder Elementary for the 21st Century Program.

ARP ESSER Review- We are required to review our “Safe Return to School and Continuity of Services Plan” every 6 months. This is especially important since we are reallocating ESSER funds for an air handling unit. This plan is for Board and public comment. The Board should also approve this plan.

Recommended Motion: Move to approve Jefferson High School’s “Safe Return to School and Continuity of Services Plan” as presented.

JEFFERSON HIGH SCHOOL 2023-2024 SCHOOL CALENDAR

Jefferson High School Staff

Mr. Erik Wilkerson	Superintendent
Mr. Mike Moody	Principal
Mr. Dan Sturdevant	Head of Maintenance
Mrs. Lorie Carey	Business Manager/Clerk
Mrs. Aubrie Carey	Assistant Business Clerk
SchoolHouse IT	Technology
Mrs. Amy Williams	School Secretary
Mr. Joe Michael	School Counselor
Mrs. Erin Ritchie	Nurse
Mr. Eric Gustafson	Instructional Coach
Mr. Jered Padmos	Math
Mrs. Mary Anne McMahon	Math
Mrs. Nicole Strozewski	Math
Mr. Matthew Bowman	Music/Band
Mr. Dave Heimann	Vocational Education
Mr. Mike Robbins	Vocational Education
Mrs. Sarah Layng	Library/AD
Mr. Scott Ferguson	English
Ms. Kelsey Voeller	English
Mrs. Wendy Schultz	Spanish
Mr. Mike Hesford	English
Mr. Cody Ottman	Social Studies
Mr. Fritz Beiler	Social Studies
Mr. Clint Layng	PE/Health, Dr. Ed
Mrs. Lynsey Williams	PE/Health
Mrs. Dawn Smartnick	Bus.Comp, Accounting, A & P
Mrs. Cassidy Parsons	Family Consumer Sciences
Mrs. Emma Ehret	Art
Mr. Steve McCauley	Science
Mr. Logan Brower	Science
Ms. Mary Drynan	Special Education
Ms. Brandia Tanaka	Paraprofessional
Mrs. Katie Watts	Paraprofessional
Mrs. Jennifer Scott	Paraprofessional
Mrs. Chris Day	Paraprofessional
Mrs. Ester Kirsch	Paraprofessional
Ms. Fay Conway	Instructional Aide
Mr. Kyle Lyon	Maintenance
Mr. Will Colletti	Maintenance
Semester Breakdown	
Semester 1:	Days: 71 Hours: 529.28
Semester 2:	Days: 76 Hours: 572.37
Year Total:	Days: 147 Hours: 1101.65

August

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

11 fall Sports Begin
17 Teacher PIR Day
21 Freshman Orientation
21 PIR (12-4)
22 First Day of School(11-4)
22 PIR (7:30-11)
7 days of Instructions+1 day freshman

September

S	M	T	W	TH	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

7 Open house 5-7
4 No School Labor Day
11-15? Homecoming week
15 Teacher PIR Day
13&27 Late Arrival(9:00am)
21 midterm Grade Check
15 Days of Instruction

October

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

18-5 Sept18 thru Oct5 MAPS
11 Late Arrival(10:30am)
19 No School MEA
26 End of First Quarter
17 Days of Instruction

November

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

13 Parent Teacher 2-6
17 Teacher PIR
22-23 No School Thanksgiving
16 Winter Sports Begin
30 Midterm Grade Check
16 Days of Instruction

December

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

21 2:00 Dismissal
25-4 No School Winter Break
12 Days of Instruction

January

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

8-11 Semester Finals
11 Semester Ends
19 Teacher PIR Day
14 Days of Instruction

February

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

15 Midterm Grade Check
7&21 Late Arrival(9:00am)
17 Days of Instruction

March

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4 JHS Day/Night 5-7pm
11 First day of spring sports
13 Late Arrival(10:30am)
14 End of Third Quarter
25-28 Spring Break
12 Days of Instruction

April

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

18 Midterm Grade Check
10&24 Late Arrival(9:00am)
18 Days of Instruction

May/June

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

29-17 April thru May 17 MAPS
26 Graduation
31 last day(noon dismissal)
18 Days of Instruction

**Boulder Association of Teachers
P.O. Box 838
Boulder, MT 59632**

January 12, 2023

Jefferson High School Dist. #1
P.O. Box 848
Boulder, MT 59632

Dear Mr. Wilkerson and Members of the Board of Trustees,

This letter serves as notification that the Boulder Association of Teachers, in accordance with sections 9.1 and 9.2 of the Negotiated Agreement, intend to open contract negotiations. All sections of the Negotiated Agreement shall be considered, with specific items delineated during the negotiation process.

The Association members serving on the negotiations committee are **Matt Bowman, Mary Drynan, Mary Anne McMahon, Sarah Layng and Logan Brower.**

Please contact the JHS negotiations committee members with some proposed dates and times for our initial negotiations' session.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Bowman", with a large, sweeping flourish extending to the right.

Matthew Bowman
President, BAT
High School Representative

Cc: Logan Brower
Mary Drynan
Mary Anne McMahon
Sarah Layng

Boulder Association of Classified Employees

P.O. Box 838

Boulder, MT 59632

January 12, 2023

Jefferson High School Dist. #1

P.O. Box 848

Boulder, MT 59632

Dear Mr. Wilkerson and Members of the Board of Trustees,

This letter serves as notification that the Boulder Association of Classified Employees, in accordance with sections 9.1 and 9.2 of the Negotiated Agreement, intends to open contract negotiations. All sections of the Negotiated Agreement shall be considered, with specific items delineated during the negotiation process.

The Association members serving on the negotiations committee are **Matt Bowman, Jenifer Scott, and Brandia Tanaka.**

Please contact the JHS negotiations committee members with some proposed dates and times for our initial negotiations session.

Sincerely,

A handwritten signature in black ink, appearing to read 'Matthew Bowman', written over a large, horizontal, oval-shaped scribble or flourish.

Matthew Bowman

President, BAT

MOU

MEMORANDUM OF UNDERSTANDING BETWEEN Jefferson High School AND Boulder Elementary School

1. **Parties.** This Memorandum of Understanding (hereinafter referred to as "MOU") is made and entered into by and between the Boulder Elementary School District #7, whose address is 205 South Washington Boulder MT 59632, and Jefferson High School District #1, whose address is 312 South Main Boulder MT 59632.

2. **Purpose.** The purpose of this MOU is to establish the terms and conditions under which the Title IV, Part B, 21st Century Community Learning Center Grant will be administered between Boulder Elementary and Jefferson High School.

3. **Term of MOU.** This MOU is effective upon the day and date when notification of the grant is given by The Office of Public Instruction. This MOU shall remain in full force and effect for 12 months from July 1, 2023 to June 31st 2024. This MOU may be terminated by either party.

4. **Personal Identifiable Information (PII).** Jefferson High School will share data with Boulder Elementary School in accordance with the Family Education Rights and Privacy act (FERPA) Law in order to carry out an audit and evaluation of Federal or State supported education programs, and to enforce or comply with Federal legal requirements that relate to the federally funded and state mandated educational 21st Century Community Learning Center Programs, whose main focus is to work in alignment with schools to assist in increasing achievement in English and Math for participating students. This information is needed for the grantee to be in compliance with the state reporting activity, while the state needs the data to be in compliance with the federal reporting activity. The authorized representative will destroy the PII from education records when the information is no longer needed for the purpose specified by deleting off any electronic device or shredded.

5. **Responsibilities of Jefferson High School.**

- Jefferson High School is responsible to ensure that safety protocols are followed during programming.
- Daily attendance data is kept.
- Student data is shared with Boulder Elementary in accordance of all OPI data collection and reporting requirements. This includes State ID Number, first name, last name, date of birth, race/ethnicity, gender, English Language Learner, Free/Reduced Lunch eligibility status, IEP or 504 status, and grade/teacher name.

- Staff and volunteers will be hired in partnership with Jefferson High School and follow all school policies including fingerprinting and background checks. No adult will be left alone with students that have not gone through the background check policies.
- No underage student may be left alone in charge of other students.
- Jefferson High School will follow all guidelines of the 21st Century grant's evaluation protocols including collecting local surveys.
- Snack must be served each day that the Afterschool Program is in session.
- Programming will be offered as outlined in the grant for students and families.
- One staff member must attend two regional trainings and one state conference each year.
- Jefferson High School must offer the program free of charge.
- Employees will submit a timecard on the 10th of each month.
- Must ensure programming is within the grant guidelines and will include service-learning, parental engagement, and career development.
- Students with disabilities will be supported in order to attend programming.
- Requests for purchases will go through the director and Boulder Elementary School's clerk.
- Allow the use of facilities and a custodian.
- Principal agrees to regular meetings with 21st Century Program Director.

6. Responsibilities of Boulder Elementary School

- Boulder Elementary School will be the local education agency (LEA) for the 21st Century grant.
- Accurate and timely grant management including data entry for attendance, snack numbers, and evaluation.
- Ensure that Jefferson High School is conducting grant activities as outlined in the grant.
- Boulder Elementary will pay each staff member on the 14th of each month.
- Boulder Elementary School's Central Kitchen will provide food for snack.
- Communication with media, training of staff, and professional development.
- Boulder Elementary will offer a six-week summer program four days a week serving free breakfast and lunch for all students 18 and under.

7. General Provisions

A. Amendments. Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

B. Applicable Law. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Montana.

D. Entirety of Agreement. This MOU, consisting of 3 pages plus the signature page, represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.

E. Severability. Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

G. Third Party Beneficiary Rights. The parties do not intend to create in any other individual or entity the status of a third-party beneficiary. The parties to this MOU intend and expressly agree that only party's signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

H. Legal Compliance/Re-Disclosure. The parties agree and acknowledge that each and all of them remain individually responsible for complying with the laws, rules, and/or regulations that pertain to their specific operations, and that neither this MOU nor any of its specific terms relieves them of those legal obligations. The parties further agree and acknowledge that they will not, except as may otherwise be permitted by law, re-disclose any specific client or specific student information that has been provided to them.

8. **Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

[Jefferson High School District #1]

[Erik Wilkerson, Superintendent] Date

[Mike Moodry, Principal] Date

[Boulder Elementary School District #7]

[Jeff Elliott, Superintendent] Date

[Rochelle Hesford, Grant Director] Date

Jefferson High School District
Safe Return to School and Continuity of Services Plan
Date of Original Adoption April 21, 2020
Date Plan was Last Revised: March 16, 2021
Next Regularly Scheduled Month for Consideration (At least quarterly): July 2021
Dates Reviewed: June 8, 2021, August 17, 2021 and
January 17, 2022

March 2020 - June 2021

1. The Jefferson High School District was ordered to close to in person instruction on March 15, 2020, under an executive order issued by then-Governor Bullock. Districts were provided a two-week period of time during which they could remain fully closed to instruction of any kind while developing a plan for remote instruction required by the Governor.

Although our district was authorized to remain closed, we quickly mobilized and began remote instruction during the timeframe when we were authorized to remain closed. Thereafter, our district continued pursuant to a reopening plan approved by the Governor beginning March 30, 2020.

2. On April 22, 2020, then-Governor Bullock lifted his Stay-at-Home Order, and Announced a Plan to Begin Phased Reopening of Montana. As part of that plan, effective May 7, 2020, all schools were provided the option to return to in-classroom teaching at the discretion of local school boards.

Our school district finished the 2019-20 school year through remote instruction. During the 2020-21 school year, our means of operation have included:

- i. In person
- ii. Offsite for compromised and quarantined individuals or staff.

3. Our district developed a plan for reopening to in person instruction, with contingencies, and we implemented that plan for the 2020-21 school year. The reopening plan, details regarding which are provided below, included adoption of various model policies provided by the Montana School Boards Association under its 1900 Series, including model policies aligned with CDC guidance regarding mitigation strategies to limit exposure to and transmission of COVID-19 in school settings.

4. Our district is finishing the 2020-21 school year strong, having provided high quality learning opportunities to the students in our community in safe and effective learning environments.

5. We embraced a fundamental principle of providing extensive transparency to our community throughout the above timeframe. We publicly noticed, held meetings regarding, and provided extensive opportunities for our community to provide us with feedback regarding the School District's plans and we carefully considered such feedback in developing and refining the School District's plans throughout the last 14-15 months.

Safe Return to Schools and Continuity of Services Plan Contents:

March 2020-June 2021

Part I: Documentation of Meaningful Consultation in Developing and Refining the School District's plan from March 2020 Through June 2021:

We noticed, held, and invited public comment on our evolving plans for a safe return to school and continuity of services on the following dates since March 2020:

1. April 21, 2020
2. May 19, 2020
3. June 16, 2020
4. July 21, 2020
5. August 18, 2020
6. September 15, 2020
7. October 20, 2020
8. November 17, 2020
9. December 15, 2020
10. January 19, 2021
11. February 16, 2021
12. March 16, 2021
13. April 20, 2021
14. May 11, 2021
15. June 8, 2021
16. October 19, 2021

Our invitation for public input included a general opportunity for the public to provide input and was provided to everyone interested, including:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Stakeholders representing the interests of children with disabilities, children experiencing homelessness, children in foster care, children who are incarcerated and treatment facility, and other underserved students.

Part II: Contents of The School District's plan for Safe Return to In-Person Instruction and Continuity of Services:

1. A description of how the district will maintain the health and safety of students, educators, and other staff:

Following the lifting of the Stay-at-Home Order and subsequent reopening of the state on April 22, 2020, Jefferson High School District utilized the Montana Public Education Center Roadmap for Safely Reopening Montana's Public Schools Using Emergency School District Policies and accompanying MTSBA Model Emergency Policies. Utilizing

these resources supported our district's continued service to students with transparency and accountability while ensuring the operations of the school district reflected the circumstances in our community.

The policies ensured our Board of Trustees and school leaders honored the following priorities: quality instruction to students; a healthy and safe setting for students, staff, and the community; needed support of teachers and staff; and responsible financial and operational procedures. The policies provided an actionable plan for completing the 2020-2021 school fiscal year in a manner that met these priorities and secured district funding while providing an operational platform for considering long term innovations in the delivery of education services.

Jefferson High School District implemented policy options that facilitated collaboration between the Board of Trustees, administrative team, employees, parents, students, health officials, and community as we established protocols aligned with CDC guidance addressing how instruction was to be delivered to students; how gatherings and events would take place on school property; how the health and safety of staff and students would be protected and preserved while schools were open; and how financial and operational functions of the school district would continue during the period of public health emergency.

Jefferson High School District reviewed, considered, and addressed numerous areas of operation in our reopening process. On the topic of school district policy and procedures, the district considered emergency policies and procedures, adoption and amendment of policies, suspension of policies, and administrative procedures. To support students' academic, mental, social and emotional success, the district considered alternative grading, counseling, extended school year, student instruction proficiency determinations and declarations, support for particularly vulnerable students, transportation services, access to internet for students, food preparation and service, summer school and additional student instruction resources. To ensure the health and safety of students, teachers, and staff, the district considered cleaning and disinfection, community use of facilities, county board of health orders, diagnosis, and confidentiality, hand washing and related hygiene protocols, telework, school closure orders, stay at home orders, symptom monitoring and isolation, travel quarantines, visitors, volunteers, vulnerable individuals, masks and personal protective equipment, and physical distancing.

Following the Roadmap for Safely Reopening Montana's Public Schools Using Emergency School District Policies ensured Jefferson School District has remained in compliance with guidance and best practices provided by federal, state, or local health officials. Our school district has continued to adapt and adjust our policies as new and updated guidance and best practices have become available.

Further, the policies provide options for consideration through input from our board of trustees, administrative team, employees, parents, students' health officials, and community as collaborative partners as we have worked our way through ever evolving changes due to the pandemic. By considering all possible perspectives and factors when making the decisions to adopt or adjust a policy, or to implement a policy, we

focused on the health and safety of our students, staff, and community for delivery of learning and services to our students. The policies have enabled us to adjust our procedures and practices during different phases in compliance with guidance and best practices provided by federal, state, and local agencies.

Jefferson High School District will continue to follow the policies noted below while engaging in a quarterly reevaluation process to continue to ensure the health, safety and wellbeing of our students, teachers, staff, and community through 2024.

2. The extent to which the district has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the CDC:

Topic	School District Policy Reference	Description of Policy	Policy Adopted and Revised or Rescinded. Date(s)
Universal of Wearing Masks	1905	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent, or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations required face coverings as personal protective equipment.	Adopted: April 21, 2020 Reviewed: August 17, 2021
Modifying Facilities to allow for physical distancing.	1905 1905P	1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent, or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding physical distancing by requiring students, staff, volunteers, and visitors	April 21, 2020 Reviewed: August 17, 2021

		<p>will maintain a three-foot distance between themselves and their colleagues and peers throughout the school day inside any school building, on school provided transportation, and on school property before and after school. Staff members will 2. April 21, 2020 Safe Return to Schools and Continuity of Services Plan 5 arrange classrooms and restructure courses, transportation services, and food service to meet this standard.</p> <p>1905P: The administrative team of the School District has adopted these procedures regarding symptoms of illness, physical distancing and work areas, physical barriers and guides, and ventilation in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	
Handwashing and respiratory etiquette.	1905 1905P	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding healthy hand hygiene behavior and symptoms of illness.</p> <p>1905P: The administrative team of the School District has adopted these procedures regarding personnel cleaning and disinfecting, symptoms of illness, and water systems in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest</p>	April 21, 2020 Reviewed: August 17, 2021

		available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.	
Cleaning and maintaining healthy facilities, including improving ventilation	1905 1905P	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent, or designated personnel are authorized to implement the protocols in coordination with state and local health officials. Safe Return to Schools and Continuity of Services Plan 6 The policy establishes regulations regarding symptoms of illness, cleaning and disinfecting, temperature screening, vulnerable individuals, food preparation and meal service, and transportation services.</p> <p>1905P: The administrative team of the School District has adopted these procedures regarding personnel cleaning and disinfecting, symptoms of illness, and ventilation in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	April 21, 2020 Reviewed: August 17, 2021
Contact Tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health	1905 3417	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local</p>	- April 21, 2020 - First Reading June 8, 2021 1905 Reviewed August 17, 2021

<p>Departments</p>		<p>health officials. The policy establishes regulations regarding symptoms of illness, temperature screening, public awareness, and confidentiality.</p> <p>3417: In all proceedings related to this policy, the District will respect a student’s right to privacy. Although the District is required to provide educational services to all school-age children who reside within its boundaries, it may deny attendance at school to any child diagnosed as having a communicable disease that could make a child’s attendance harmful to the welfare of other students. The District will rely on advice of the public health and medical communities in assessing the risk of transmission of various communicable diseases to determine how best to protect the health of both students and staff. The District will manage common communicable diseases in accordance with Montana Department of Public Health and Human Services guidelines and communicable diseases control rules. The District may temporarily exclude from school attendance a student who exhibits symptoms of a communicable disease that is readily transmitted in a school setting. The District may notify parents of other children attending a school that their children have been exposed to a communicable disease 1. April 21, 2020 2. First Reading June 8, 2021 Safe Return to Schools and Continuity of Services Plan 7 without identifying the particular student who has the disease.</p>	
<p>Diagnostic and Screening Testing.</p>	<p>1905</p>	<p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, and temperature screening.</p>	<p>-First Reading June 8, 2022 - Reviewed: August 17, 2021</p>

<p>Efforts to provide vaccinations to school communities</p>	<p>3413</p>	<p>Please note that House Bill 702 passed the 2021 Legislature and was signed into law effective May 14, 2021. New Section 1 of that law provides that it is an unlawful discriminatory practice for a governmental entity to refuse, withhold from, or deny to a person any local or state services, goods, facilities, advantages, privileges, licensing, educational opportunities, health care access, or employment opportunities based on the person's vaccination status. The law also provides it is unlawful for an employer to refuse employment to a person, to bar a person from employment, or to discriminate against a person in compensation or in a term, condition, or privilege of employment based on the person's vaccination status. Finally, House Bill 702 provides it is unlawful for a public accommodation to exclude, limit, segregate, refuse to serve, or otherwise discriminate against a person based on the person's vaccination status.</p> <p>3413: Upon initial enrollment, an immunization status form shall be completed by the student's parent or guardian. The certificate shall be made a part of the student's permanent record.</p>	<p>-First reading June 8, 2021</p>
<p>Appropriate accommodations for children with disabilities with respect to health and safety policies.</p>	<p>1908 2162 2162P</p>	<p>1908: The Board of Trustees authorizes the supervising teacher or district administrator to provide Policy 1908F to families requesting to opt-out of onsite instruction at the school facility for the duration of the declared public health emergency. Students of families opting out of onsite instruction at the school facility shall receive offsite, online, and proficiency-based instruction, or any combination of the foregoing at the discretion of the School District in accordance with District Policy 1906. Students of families opting out of onsite delivery shall be treated the same as students instructed at the school facility for purposes of grading, discipline, and other educational rights. 1. July 21, 2020 Safe Return to Schools and Continuity of Services Plan 8</p> <p>2162: It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. For those students who need or are believed to need special instruction and/or related services under</p>	<p>-July 21, 2020 1908 Reviewed: August 17, 2021</p>

		<p>Section 504 of the Rehabilitation Act of 1973, the District shall establish and implement a system of procedural safeguards.</p> <p>2162P: If the parent or legal guardian of a student who qualifies under Section 504 for special instruction or related services disagrees with a decision of the District with respect to: (1) the identification of the child as qualifying for Section 504; (2) the District's evaluation of the child; and/or (3) the educational placement of the child, the parents of the student are entitled to certain procedural safeguards. The student shall remain in his/her current placement until the matter has been resolved through the process set in the policy</p>	
<p>Coordination with State and local health officials.</p>	<p>1900 1905 1907 3417</p>	<p>1900: In light of the COVID-19 pandemic, the Board of Trustees has found it necessary to adopt temporary policies related to emergency school closures, the ongoing provision of educational services to students, meetings of the Board, gatherings on school property, health and safety of students, staff and community members, human resource matters and budgetary matters. To ensure clarity and transparency, the board has organized all emergency school policies into a temporary chapter. School District Policies Numbered 1900-1999 are intended to govern during any emergency related to COVID-19 declared by the President, Congress, Montana Legislature, Governor, Montana Department of Public Health and Human Services, County Health Department or the Board of Trustees.</p> <p>1905: The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials.</p> <p>1907: The Board of Trustees is authorized to declare that a state of emergency exists within</p>	<p>1900- March 17, 2020 1905- April 21, 2020 1907- April 21, 2020 3417- First Reading June 8, 2021 1900, 1905, and 1907 Reviewed August 17, 2021</p>

		<p>the community. A declaration issued by the Board of Trustees is distinct from any declaration in effect or 1900: March 17, 2020 1905: April, 21 2020 1907: April, 21 2020 3417: First Reading June 8, 2021 Safe Return to Schools and Continuity of Services Plan 9 previously issued by local, state or federal authorities.</p> <p>3417: The District will manage common communicable diseases in accordance with Montana Department of Public Health and Human Services guidelines and communicable diseases control rules. When information is received by a staff member or a volunteer that a student is afflicted with a serious communicable disease, the staff member or volunteer will promptly notify a school nurse or other responsible person designated by the Board to determine appropriate measures to be taken to protect student and staff health and safety. A school nurse or other responsible person designated by the Board, after consultation with and on advice of public health officials, will determine which additional staff members, if any, have need to know of the affected student's condition.</p>	
<p>How the district will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.</p>	<p>1906 1906P 2050</p>	<p>1906: The School District has adopted the protocols outlined in this policy to govern during the term of the declared public health emergency to ensure the delivery of education services to students onsite at the school, offsite at other locations using available resources including but not limited to online methods. The supervising teacher, principal, superintendent or designated personnel are authorized to implement this policy. The Board of Trustees may revise the school calendar to adjust the completion of the school year for particular grade levels and groups once students have satisfied the required number of applicable aggregate hours. The Board of Trustees authorizes offsite and online instruction of students in a manner that satisfies the aggregate number of instructional hours outlined in the School District's adopted or revised calendar for a school year affected by a public health emergency. Offsite and online delivery methods shall include a complete range of educational services offered by the School District and shall comply with the requirements</p>	<p>April 21, 2020 1906 and 1906P Reviewed: August 17, 2021</p>

		<p>of applicable statutes. Students completing course work through an offsite or online instructional setting shall be treated in and have their hours of instruction calculated in the same manner as students attending an onsite institutional setting. The Board of Trustees authorizes proficiency-based ANB calculation in situations when a student demonstrates proficiency in a course area as determined by the Board of Trustees using district assessments consistent with the School District's adopted Plan of Action, District Policy 1005FE, or other measures approved by the Board of Trustees during the course of a school year affected by a public health emergency. 1. April 21, 2020 Safe Return to Schools and Continuity of Services Plan 10 The Board of Trustees authorizes a summer program of instructional offerings for the purpose of remediation of credit, maintenance of skills, and enrichment. All classes offered for credit must meet minimum state requirements for accreditation and may be delivered at the school or at another offsite location. Remediation credit courses shall be offered, grades 9-12, in accordance with District advancement requirements. Credit course offerings must be approved by the Board of Trustees Students shall receive services in accordance with the applicable Individualized Education Plan or Section 504 Plan based on methods and locations agreed upon and documented by the applicable team to meet the student's needs and goals. Students shall have access to regular school counseling services whether their instruction is provided in an onsite, offsite or online setting. Staff shall promptly report any suspected student distress or concern to their supervisor for review and referral. Students receiving instruction in an offsite setting are governed by the staff obligation to report suspected child abuse or neglect. This policy in no way limits or adjusts the School District's obligations to homeless students or students in foster care. Applicable District policies serving these students, or this population of students remain in full effect.</p> <p>1906P: Proficiency or satisfying aggregate hours of instruction can be achieved through an on-site, offsite, or blended learning model as</p>	
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		<p>outlined in Policy 1906. Best practices will assist districts in facilitating quality learning for each student regardless of background or circumstance. Best practices include but are not limited to, planning and communication, clear expectations, differentiated instruction and learning models, and flexible demonstrations of learning.</p> <p>2050: The School District has adopted the protocols outlined in this policy to ensure the delivery of education services to students onsite at the school, offsite at other locations using available resources. The District administration or designated personnel are authorized to implement this policy</p>	
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June 2021

Part III – Updated Compliance for the District’s Previously Adopted Plan for the Safe Return to In-person Instruction and Continuity of Services:

Section 2001(i)(3) of the ARP Act states that a school district that developed a plan for the safe return to in-person instruction and continuity of services prior to the date of enactment of the ARP Act will be deemed to have met the requirement to develop a plan under section 2001(i)(1) as long as the plan meets the statutory requirements (i.e., is publicly available on the LEA's website and was developed after the LEA sought and took into account public comment).

The School District’s plan meets the requirements of Section 2001(i)(1) and (i)(2) of the ARP Act. The School District’s plan is available on our website and, as noted above, was developed through a process that included extensive public comment. Further, we have, as part of the organization of the School District’s plan for purposes of the ARP Act, revised the School District’s plan at a meeting held on June 8, 2021 that included not just a notice of opportunity for public input but which specifically invited meaningful consultation with and input from:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Stakeholders representing the interests of children with disabilities, children experiencing homelessness, children in foster care, children who are incarcerated and treatment facility, and other underserved students.

We have considered the input of all affected parties and have carefully deliberated regarding the best possible means by which our district can provide safe effective learning environments for each of our students.

January 17, 2023 – June 20, 2023

Part IV – Schedule for Future Review and Updates:

Consideration of this Safe Return to Schools and Continuity of Services Plan shall be added as a standing agenda item on each regular and special meeting of the board of trustees throughout the 2021-24 school years. The agenda item shall, at a minimum, include notice of any changes to the plan recommended by the administration with an invitation for input, notice of opportunity for public input, and consultation with:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Stakeholders representing the interests of children with disabilities, children experiencing homelessness, children in foster care, children who are incarcerated and treatment facility, and other underserved students.
3. experiencing homelessness, children in foster care, migratory students, children who are incarcerated, and other underserved students.

Appendix – <https://www.jhs.k12.mt.us/SchoolDistrictPolicies.aspx>

MT-PEC A Roadmap for Safely Reopening Montana’s Public Schools Using Emergency School District Policies.