

**AGENDA**  
**MEETING OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1**  
**\* 7:00 P.M., Tuesday, January 19, 2010 \***  
**Jefferson High School Library**

**A. Call to order-Chairperson**

1. *Pledge of Allegiance*

**B. Approval of Previous Minutes.**

**C. Approval of High School Claims and Accounts**

**D. Announcements and Public Comment.**

THE BOARD WELCOMES AND ENCOURAGES PUBLIC COMMENT. ANYONE WISHING TO ADDRESS THE BOARD IS ENCOURAGED TO DO SO WITH THESE STIPULATIONS:

1. The Board may limit the amount of time for comment if they become extensive.
2. If the speaker begins to infringe on the right to privacy of another, the Board may interrupt and end the comments on that issue.
3. Even if the comments are entirely appropriate, the Board will not take any action on them at this meeting. To insure that others who want to address the same issue have the opportunity to do so, the item may be placed on the agenda of a future meeting.

**E. Communication and Comments.**

1. Letters to the Board
  - a. BAT – negotiations
  - b. Fire Marshal – inspection
  - c. Board of Adjustments/Shapiro – Mt Internet Tower
  - d. Referees – Cheer section scatter
2. Student Council Report

**F. Commendations and Recognitions**

**G. Committee Reports.**

1. Negotiations/Personnel – D. Lorenzen, A. Erickson, L. Bryant
2. Policy/Handbook –P. Lewis, L. Lagerquist, A. Erickson
3. Budget/Insurance/Investments – S. Steketee, D. Lorenzen, K. Jackson
4. Building/Grounds/Transportation – K. Jackson, A. Erickson, P. Lewis
5. Curriculum/Technology/Public Relations – L. Lagerquist, L. Bryant, S. Steketee

**H. Clerk's Report**

1. Budget Management Report
2. Elementary Transition Status

**I. Superintendent's Report**

1. Teacher Evaluation report
2. AD Report – Mr. Sturdevant
3. Service Learning Report – Ms. Piccolo
4. Staff presentation - Brett Lutkehus, AYA teachers

**J. Unfinished Business**

1. Policy Discussion - 3145P Exchange Student diploma 1<sup>st</sup> reading
2. Fall Coaching Evaluations and Recommendations

**K. New Business.**

1. Internet Services – MT Internet Antennae Attachment
2. Personnel
  - a. Substitute application
  - b. Superintendent evaluation with possible executive session
  - c. Personnel Hearing – possible executive session

**L. Follow-up/Topics for Future Board Meetings**

**M. Adjournment**

**NEXT HIGH SCHOOL BOARD MEETING: 7:00 P.M. TUESDAY, February 16, 2009 – Clancy Elementary School**

BOARD CHAIR APPROVED AGENDA ITEMS ARE DUE IN THE DISTRICT OFFICE BY THE LAST FRIDAY OF THE MONTH PRIOR TO THE BOARD MEETING.

**Board Objectives**

Goals submitted by the board members are as follows:

- Foster community spirit.
- Build teacher relationships.
- Increase attendance of board members at teacher meetings.
- Finish meetings before 9:00 p.m.

School Goals:

1. Increase math scores
2. Increase reading scores
3. Design and implement a culture of academic excellence at Jefferson High School.

**SEPTEMBER**  
**OCTOBER**  
**NOVEMBER**  
**DECEMBER**  
**JANUARY**  
**FEBRUARY**  
**MARCH**  
**APRIL**  
**MAY**  
**JUNE**  
**JULY**  
**AUGUST**

**Jefferson High School Library**  
**Clancy Elementary Board Room**  
**Jefferson High School Library**  
**MT City School Library**  
**Jefferson High School Library**  
**Clancy Elementary Board Room**  
**Jefferson High School Library**  
**MT City School Library**  
**Jefferson High School Library**  
**Basin School**  
**Jefferson High School Library**  
**Jefferson High School Library**

01/08/10  
15:17:03

JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 1/10

Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
11654	4097 NORTHLAND FINANCIAL	2,494.75						
1	05 01/01/10 Jan 10 Bus Payment	1,279.25		210	100-2700	513		
2	05 01/01/10 Jan 10 2nd Bus Payment	1,215.50		210	100-2700	513		
11734	1183 HARLOW'S SCHOOL BUS SERVICE, INC.	10,682.47						
1	01/01/10 Bus Contract Payment	13,177.22		210	100-2700	513		
2	01/01/10 Less Lease Pymnt	-1,279.25		210	100-2700	513		
3	01/01/10 Less 2nd Lease Pymnt	-1,215.50		210	100-2700	513		
11909	2678 TROPHY CASE	50.00						
1	20383 12/01/09 bridge building contest	50.00	6259	201	390-1000	610		
11910	3460 HUGH O'BRIAN YOUTH LEADERSHIP	150.00						
1	30293 11/19/09 HOBY registration	150.00	6257	201	100-2100	582		
11911	2270 S.J. PERRY CO., INC.	45.40						
1	8494 12/01/09 2 toilet seats	45.40	6276	201	100-2600	440		
11912	3308 CDW-GOVERNMENT INC.	299.00						
1	RCS6807 12/10/09 sonicwall updates	299.00	6279	228	100-1000	320		
11913	3088 SHI	293.57						
1	78C87 12/08/09 license/media	293.57	6278	228	100-1000	680		
11914	3500 APPLE	5,452.00						
1	9829768981 12/07/09 warranty	760.00	6281	215	427-1000	610	534	
2	9829979507 12/09/09 server	4,393.00	6281	215	427-1000	660	534	
3	9829768981 12/07/09 software	299.00	6281	215	427-1000	680	534	
11915	1079 GAGNON'S DIGITAL IMAGING	298.19						
1	47975 12/15/09 copies	298.19		201	100-1000	440		
11916	1987 PACIFIC STEEL	1,035.56						
1	570261 12/07/09 coupon steel	1,034.06	6262	201	390-1000	610		
2	570261 12/28/09 tubing/ex-metal	1.50	5382	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-615-								
11917	386 BOULDER PARTS SUPPLY	47.98						
1	14378 12/02/09 Small Engines Supplies	47.98	4647	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-440-								
11918	4027 THE STUDENT PLANNER	31.56						
1	13707 12/18/09 Student Planners	30.75	4635	215	999		25	
PO Accounting (Org/Prog/Func/Obj/Proj: -420-1000-610-								
2	13707 12/18/09 Student Planners	0.81	6120	201	280-1000	610		

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11919		2090 PRESTWICK HOUSE	14.99					
1		118561 12/16/09 alternative reading		6.24	4637	201	999	
	PO Accounting	(Org/Prog/Func/Obj/Proj: -280-1000-610-						
2		118561 12/16/09 alternative reading		8.75		201	280-1000	610
11920		1683 MIDWEST TECHNOLOGY PRODUCTS	50.55					
1		2018818-00 12/16/09 small engines		24.00	4651	201	999	
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-1000-680-						
2		2018818-00 12/16/09 small engines		26.55		201	390-1000	610
11921		631 CRESCENT ELECTRIC SUPPLY CO.	84.84					
1		051-438256 12/08/09 clock relays		55.00	6252	201	100-2600	440
2		051-438256 12/08/09 clock relays		29.84		201	100-2600	440
11922		899 EMPIRE OFFICE MACHINES, INC.	259.89					
1		3471 12/03/09 teachers lounge coffee po		96.96	6264	201	100-2400	610
2		203568 12/18/09 teachers lounge coffee po		23.04	6264	201	100-2400	610
3		203568 12/18/09 supplies		139.89	6155	201	999	
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-1000-600-						
11923		734 DOOR AND HARDWARE UNLIMITED	55.00					
		20340 12/18/09 door frame		55.00		201	100-2600	440
11924		3308 CDW-GOVERNMENT INC.	4,200.00					
1		RFF1727 12/16/09 content filter software		4,200.00	6289	201	100-1000	680
11925		4160 DELPHI	182.94					
1		32153 12/18/09 art supplies		182.94	4998	201	999	
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-1000-610-						
11926		2152 QWEST	223.07					
1		2230704 12/13/09 Dec 09 service		223.07		201	100-2400	531
11927		4234 WELLS FARGO FINANCIAL LEASING	321.93					
1		6765348108 12/19/09 front office copier		321.93		201	100-1000	440
11928		3382 AMERICAN SCHOLASTIC PRESS	50.00					
1		12/28/09 registration fee		50.00	6293	201	710-3400	610
11929		1650 MEADOW GOLD DAIRY	178.41					
1		60201588 11/23/09 milk		20.50		201	910-3100	630
2		60201673 11/30/09 milk		41.23		201	910-3100	630
3		60201720 12/03/09 milk		32.06		201	910-3100	630
4		60201766 12/07/09 milk		20.69		201	910-3100	630
5		60201810 12/10/09 milk		10.75		201	910-3100	630
6		60201852 12/14/09 milk		32.06		201	910-3100	630
7		60201895 12/17/09 milk		21.12		201	910-3100	630



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Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
11932	2706 LOCK SHOPPE	48.75						
1	12/29/09 Rekey Cabinet locks	48.75	4641	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-440-							
11933	4256 NEOPOST LEASING	251.10						
1	N1256089 12/14/09 Lease Pymt	251.10		201	100-2400		532	
11934	3766 ACADIA HEALTHCARE	303.85						
1	3524642 01/04/10 altacare	303.85		215	280-1000		330 524	
11935	1183 HARLOW'S SCHOOL BUS SERVICE, INC.	2,926.48						
1	12/01/09 JHS athletic	2,829.14		201	720-3500		582	
2	12/01/09 JHS activity	97.34		201	710-3400		582	
11936	4297 COMDATA	2,770.89						
1	20113270 01/01/10 JHS Route	1,934.28		210	100-2700		624	
2	20113270 01/01/10 JHS Athletic	693.37		201	720-3500		582	
3	20113270 01/01/10 JHS Activity	25.15		201	710-3400		582	
4	20113270 01/01/10 JHS Custodial	41.99		201	100-2600		624	
5	20113270 01/01/10 JHS Admin	52.14		201	100-1000		582	
6	20113270 01/01/10 Drivers Ed	23.96		218	100-1000		624	
	631 CRESCENT ELECTRIC SUPPLY CO.	194.32						
	051-439714 12/17/09 mercury lamps	120.24	6272	201	100-2600		440	
2	051-439714 12/17/09 mercury lamps	8.34		201	100-2600		440	
3	051-440213 12/22/09 wiring in library	65.74	6298	201	100-2600		440	
11938	385 BOULDER MONITOR & JEFFERSON CO.	880.00						
1	10110 12/14/09 Panther Press	880.00	6073	201	100-1000		550	
11939	386 BOULDER PARTS SUPPLY	39.95						
1	14425 12/11/09 drivers ed car service	39.00	6287	218	100-1000		440	
2	14425 12/11/09 drivers ed car service	0.95		218	100-1000		440	
11940	899 EMPIRE OFFICE MACHINES, INC.	527.64						
1	3714 12/30/09 Dempsey Supplies	19.46	4948	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2100-610-							
2	3703 12/29/09 Dempsey Supplies	508.18	4948	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2100-610-							
11941	1823 MT BROOM & BRUSH COMPANY	205.52						
1	655494 01/04/10 white towels	205.52	6299	201	720-3500		610	

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Line #	Warrant	Vendor #/Name	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
11942		1451 L & P GROCERY		216.61					
1		2608461215	12/15/09 Ref PO# 23104 FCS Supplies	37.35		201	390-1000	610	
2		1267601215	12/15/09 Ref PO# 23104 FCS Supplies	23.57		201	390-1000	610	
3		1271051214	12/14/09 Ref PO# 23104 FCS Supplies	81.41		201	390-1000	610	
4		1470551207	12/07/09 Ref PO# 23104 FCS Supplies	74.28		201	390-1000	610	
11943		3922 LUTKEHUS, BRETT		41.59					
1		01/06/10	reimburse for manual	41.59	6301	215	427-1000	610	534
11944		3481 MT DOJ CRIMINAL RECORDS		83.75					
1		22192	12/07/09 Connole Fingerprints	25.25	6271	201	100-2300	610	
2		22192	12/07/09 Butler/Artha Fingerprints	58.50	6267	201	100-2300	610	
11945		1737 NORTHWESTERN ENERGY		10,779.08					
1		1077938	01/04/10 Dec 09 Electric	3,506.91		201	100-2600	412	
2		1077938	01/04/10 Dec 09 Gas	7,272.17		201	100-2600	411	
11946		157 ACE HARDWARE		430.13					
1		various	12/01/09 Ref PO# 23103	430.13		201	100-2600	615	
11947		612 AMSAN CUSTODIAL SUPPLY		1,440.02					
		215313818	12/28/09 Hand Sani/Disinfectant	1,440.00	6292	215	473-2130	610	473
		215313818	12/28/09 Hand Sani/Disinfectant	0.02		215	473-2130	610	473
11948		386 BOULDER PARTS SUPPLY		79.93					
1		14509	01/07/10 Small Engines Supplies	74.80	4647	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-440-							
2		14509	01/07/10 Small Engines Supplies	5.13		201	390-1000	610	
11949		3766 ACADIA HEALTHCARE		113.94					
1		4509958	12/21/09 altacare	113.94		215	280-1000	330	524
11950		3500 APPLE		1,927.00					
1		9831422768	12/24/09 software	328.00	6290	215	427-1000	680	534
2		9831389625	12/24/09 computer (imac)	1,599.00	6290	215	427-1000	660	534
11951		3186 TRI-COUNTY MECHANICAL &		3,183.64					
1		005886	12/16/09 Repair boiler seals/pumps	1,000.00	6275	201	100-2600	440	
2		005886	12/16/09 Repair boiler seals/pumps	3,351.10		215	100-2600	440	369
3		12/16/09	Credit/parts returned	-1,167.46		215	100-2600	440	369
11952		4064 MOUNTAIN CONTROLS, INC.		1,437.00					
1		3231	11/30/09 Shop/lab ventilator	1,437.00		215	100-2600	440	369

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Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
11953	1377 JOHNSON CONTROLS	364.00						
1	912112032 12/11/09 Heating repairs	364.00		215	100-2600	440	369	
	<b>Total:</b>	<b>54,747.29</b>						
		54,747.29						

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JEFFERSON HIGH SCHOOL  
Fund Summary for Claims  
For the Accounting Period: 1/10

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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND 101	\$25,685.52
210 HIGH SCHOOL TRANSPORTATION FUN 101	\$15,111.50
215 HIGH SCHOOL MISC PROGRAMS FUND 101	\$13,293.79
218 HIGH SCHOOL TRAFFIC EDUCATION 101	\$63.91
228 TECHNOLOGY FUND 101	\$592.57
<b>Total:</b>	<b>\$54,747.29</b>



01/19/10  
16:20:01

JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 1/10

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Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
11954	899 EMPIRE OFFICE MACHINES, INC.	99.62				
1	3722 01/11/10 Dempsey Supplies	99.62	4948	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj): -100-2100-610-					
11955	3766 ACADIA HEALTHCARE	189.90				
1	3531250 01/11/10 altacare	189.90		215	280-1000	330 524
11956	1086 GIULIO DISPOSAL SERVICES, INC.	141.00				
1	12/31/09 Dec 09 Service	141.00		201	100-2600	431
11957	2717 CITY OF BOULDER	1,605.35				
1	01/05/10 Jan 2010 Water/Sewer	1,605.35		201	100-2600	421
11958	321 BRUCO, INC	321.30				
1	270179 01/06/10 kaivac supplies	321.30	6297	201	100-2600	610
11959	2284 HUMPHREY, SAMANTHA	153.03				
1	01/19/10 BPA Mileage	113.13		201	710-3400	582
2	Survey Monkey 12/17,01/17	39.90		201	100-2400	610
0	375 MSHWP/BCBS OF MONTANA	2,372.93				
	01/01/10 Retirees Premiums	2,372.93		201	100-1000	260
	<b>Total:</b>	<b>4,883.13</b>				
		4,883.13				

01/19/10  
16:20:01

JEFFERSON HIGH SCHOOL  
Fund Summary for Claims  
For the Accounting Period: 1/10

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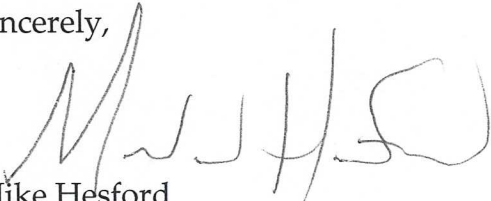
Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$4,693.23
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$189.90
Total:	\$4,883.13

Board of Trustees  
Jefferson High School  
PO Box 838  
Boulder, MT 59632

Dear Board Members,

In accordance with Section 9.1 of the Negotiated Agreement, the Boulder Association of Teachers is providing notification that we intend to open Articles 4, 6 and 8, Appendix A and the Memorandum of Understanding for renegotiation. Please contact the BAT negotiations committee prior to January 15, 2010 to set up a time for our first meeting. Committee members are: Mike Hesford, Samantha Humphrey, Fritz Bieler, Connie McCauley, Janice Crawley and Sam Heaton.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Hesford". The signature is written in a cursive style with a large initial "M" and a long horizontal stroke.

Mike Hesford  
BAT Negotiations Committee

**DIVISION OF CRIMINAL INVESTIGATION**  
**DEPARTMENT OF JUSTICE**  
**STATE OF MONTANA**

**Steve Bullock**  
**Attorney General**

December 28, 2009



**PO Box 201417**  
**2225 Eleventh Avenue**  
**Helena, MT 59620-1417**  
**(406) 444-3874**  
**FAX: (406) 444-2759**

Mr. Jim Whealon, Superintendent  
Jefferson County High School  
PO Box 838  
Boulder, MT 59632

Subject: FPIS inspection #I0912036

Mr. Whealon,

In addition to the violations noted on the letter of December 16, 2009; the following violation needs to be corrected:

Please repair or replace the faulty alarm horns that did not activate with the other alarms when the fire alarm system was tested this year. *10.1.1 Every new and existing building or structure shall be constructed, arranged, equipped, maintained, and operated in accordance with this Code so as to provide a reasonable level of life safety, property protection, and public welfare from the actual and potential hazards created by fire, explosion, and other hazardous conditions. 10.4.1 Whenever or wherever any device, equipment, system, condition, arrangement, level of protection, or any other feature is required for compliance with the provisions of this Code, such device, equipment, system, condition, arrangement, level of protection, or other feature shall thereafter be continuously maintained in accordance with applicable NFPA requirements or as directed by the AHJ.*

Please provide this office, within 30 days, your written plans to correct these violations.

Please do not hesitate to contact this office if we can be of further assistance or if you need clarification.

Sincerely,

A handwritten signature in blue ink, appearing to read "Pat Clinch".

Pat Clinch, Deputy State Fire Marshal  
Fire Prevention and Investigation Section  
Division of Criminal Investigation  
Montana Department of Justice  
P.O. Box 201415  
Helena, MT 59620  
(406) 444-1919

**From:** dan.sturdevant@jhs.k12.mt.us  
**To:** Eric Obrigewitch <obrigegolf@yahoo.com>  
**Date:** Mon 28 Dec 2009 12:05:35 PM -0700  
**Cc:**  
**Bcc:**  
**Subject:** Re: Saturdays Games

Thanks Eric,  
Several other schools have been doing this and we have allowed it but have not approved. Your letter hits the nail on the head and we will certainly do our best to put a stop to it.  
Thank you very much for your bringing this to our attention.  
Dan Sturdevant

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**From:** Eric Obrigewitch <obrigegolf@yahoo.com>  
**Sent:** Mon Dec 21 16:16:06 PST 2009  
**To:** Dan Sturdevant <dan.sturdevant@jhs.k12.mt.us>  
**Subject:** Saturdays Games


Dan,

Thanks for all your help Saturday. You were very helpful and the coaches were great to work for. The reason I am writing is an incident that happened in the second half of the boys games. During a timeout all the students in your section ran across the floor and sat in another section. They sat down among a bunch of Manhattan people. You could see some of the Manhattan people looking upset. Later at another timeout they ran again across the floor and sat in their section. I should of mentioned something that night but it escaped me. When they ran across the floor they ran right through the Manhattan Team on the bench. I know they were just having fun but they could have caused an incident. If they would have caused an incident we would have to penalize the home team. So if you could please keep the kids of the floor it might save something from happening.

Thanks  
Eric



From the desk of:

 *orie*

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January 2010

Split of clerk positions:

W-2's are done; 1099's should be printed the week of 18-22. We have begun working to get the balances in all of our accounts to their proper places. We will have to work the TFS info towards our current balances and then establish the clearing funds for the high school. In addition, we will have to change a fund number on each check we write once we have established the clearing funds. Our office aide can handle this with our supervision.

Day-to-day:

I contacted the auditor concerning any tax consequences concerning the possible buy-out of the retirees' insurance. Mr. Strom said that the school would be responsible for the employer share of FICA since this would turn the insurance incentive to a buyout. This would then resemble the buyout that Mr. Olsen and Ms. Taylor received. I realize that a deadline was set for Jan. 18, but Diane and Alan assured me that we could extend that deadline if necessary. Also, we are talking to MtSBA to see if there are any legal ramifications in just the high school offering this "buy-out" exclusive of the elementary school.

I've currently been "under the weather" so I apologize for anything I've missed lately.

Budget vs. Actual Report:

The report is included. Please note the following explanations:  
Some lines are in the negative – not a real concern. Our philosophy is to correctly account for items purchased (still keeping the bottom line in mind) for proper planning next year. We can't exactly project all expenditures when the budget lines are defined.

If you'll notice on page 2, 2500 business services, the 260 line is in the negative. The reason for that is that I've taken insurance rather than salary for compensation. Rather than change the budget to increase the insurance line and decrease the salary line, Mr. Whealon and I felt that the lines should be what was allowed for the position. This way, should someone else fill my shoes, the budget would be established properly.

Page 4 has some interesting numbers in the negative. These are established so that proper coding exists for the TFS (Trustees' Financial Summary) at yearend. Because ARRA funding only exists for a couple years (that we know), it doesn't seem proper for us to establish budget lines for them presently.

The last page shows us at 44% committed even though we are over half-way through the school year. Remember that teaching staff salaries are only 5/12 paid, so this percentage is about right.



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JEFFERSON HIGH SCHOOL  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 1 / 10

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01 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% ( 58) Committed
100 GENERAL						
100 GENERAL						
1000 GENERAL						
112 TEACHER SALARIES	44,196.75	248,965.79	622,453.00	622,453.00	373,487.21	39 %
120 SUBSTITUTES	524.93	3,684.52	15,030.52	15,030.52	11,346.00	24 %
210 SOCIAL SECURITY	0.00	0.00	2,082.57	2,082.57	2,082.57	0 %
220 TEACHERS RETIREMENT	0.00	0.00	1,784.96	1,784.96	1,784.96	0 %
240 UNEMPLOYMENT INSURANCE	6.45	33.36	264.17	264.17	230.81	12 %
250 WORKERS COMPENSATION	-2,422.85	4,769.67	5,082.00	5,082.00	312.33	93 %
260 HEALTH INSURANCE	6,427.44	51,926.01	100,047.00	100,047.00	48,120.99	51 %
321 CURRICULUM DEVELOPMENT	0.00	725.54	766.18	766.18	40.64	94 %
440 REPAIR/MAIN/PARTS	620.12	8,071.31	13,555.00	13,555.00	5,483.69	59 %
540 ADVERTISING	0.00	0.00	204.00	204.00	204.00	0 %
550 COPIES/PRINTING	0.00	3,100.00	3,095.00	3,095.00	-5.00	100 %
582 TRAVEL/INSERVICE	52.14	483.76	1,581.69	1,581.69	1,097.93	30 %
610 SUPPLIES	0.00	7,251.24	13,000.00	13,000.00	5,748.76	55 %
640 BOOKS	0.00	27.45	14,872.56	14,872.56	14,845.11	0 %
650 PERIODICALS	0.00	0.00	9.67	9.67	9.67	0 %
660 MINOR EQUIPMENT	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
680 COMPUTER SOFTWARE	0.00	7,701.75	4,654.43	4,654.43	-3,047.32	165 %
<b>Function Total:</b>	<b>49,404.98</b>	<b>336,740.40</b>	<b>799,982.75</b>	<b>799,982.75</b>	<b>463,242.35</b>	<b>42</b>
0 SUPPORT - GUIDANCE						
12 TEACHER SALARIES	-3,113.15	7,567.15	47,468.00	47,468.00	39,900.85	15 %
260 HEALTH INSURANCE	347.15	1,735.75	5,951.00	5,951.00	4,215.25	29 %
582 TRAVEL/INSERVICE	0.00	150.00	509.50	509.50	359.50	29 %
610 SUPPLIES	0.00	208.00	4,029.20	4,029.20	3,821.20	5 %
<b>Function Total:</b>	<b>-2,766.00</b>	<b>9,660.90</b>	<b>57,957.70</b>	<b>57,957.70</b>	<b>48,296.80</b>	<b>16</b>
2220 LIBRARY						
112 TEACHER SALARIES	1,947.17	9,735.85	23,366.00	23,366.00	13,630.15	41 %
260 HEALTH INSURANCE	495.93	2,479.65	5,951.00	5,951.00	3,471.35	41 %
440 REPAIR/MAIN/PARTS	0.00	0.00	400.00	400.00	400.00	0 %
582 TRAVEL/INSERVICE	0.00	0.00	250.00	250.00	250.00	0 %
610 SUPPLIES	0.00	0.00	500.00	500.00	500.00	0 %
640 BOOKS	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
650 PERIODICALS	0.00	105.53	535.13	535.13	429.60	19 %
682 MEDIA SOFTWARE	0.00	495.00	495.00	495.00	0.00	100 %
<b>Function Total:</b>	<b>2,443.10</b>	<b>12,816.03</b>	<b>34,497.13</b>	<b>34,497.13</b>	<b>21,681.10</b>	<b>37</b>
2225 OTHER CURRICULAR MATERIALS						
117 AIDES	649.68	7,199.63	9,775.00	9,775.00	2,575.37	73 %
<b>Function Total:</b>	<b>649.68</b>	<b>7,199.63</b>	<b>9,775.00</b>	<b>9,775.00</b>	<b>2,575.37</b>	<b>73</b>
2300 GENERAL ADMINISTRATION						
111 ADMINISTRATIVE SALARIES	-4,230.00	2,115.00	27,054.00	27,054.00	24,939.00	7 %
115 CLERICAL/TECHNOLOGY SALARIES	-1,085.62	453.44	7,755.00	7,755.00	7,301.56	5 %
260 HEALTH INSURANCE	510.50	3,916.00	5,931.00	5,931.00	2,015.00	66 %
520 INSURANCE	0.00	25,976.59	23,000.00	23,000.00	-2,976.59	112 %
531 TELEPHONE	0.00	0.00	1,135.40	1,135.40	1,135.40	0 %
540 ADVERTISING	0.00	147.20	2,000.00	2,000.00	1,852.80	7 %
582 TRAVEL/INSERVICE	0.00	774.60	1,988.59	1,988.59	1,213.99	38 %
610 SUPPLIES	-4.00	237.00	1,595.58	1,595.58	1,358.58	14 %

1 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% ( 58) Committed
100 GENERAL						
100 GENERAL						
2300 GENERAL ADMINISTRATION						
660 MINOR EQUIPMENT	0.00	560.00	0.00	0.00	-560.00	*** %
800 OTHER	0.00	1,736.41	4,038.36	4,038.36	2,301.95	42 %
810 DUES/FEES	0.00	2,002.00	2,000.00	2,000.00	-2.00	100 %
880 Travel	0.00	0.00	1,400.00	1,400.00	1,400.00	0 %
<b>Function Total:</b>	<b>-4,809.12</b>	<b>37,918.24</b>	<b>77,897.93</b>	<b>77,897.93</b>	<b>39,979.69</b>	<b>48</b>
2400 PRINCIPAL'S						
111 ADMINISTRATIVE SALARIES	-5,499.00	2,749.50	27,054.00	27,054.00	24,304.50	10 %
115 CLERICAL/TECHNOLOGY SALARIES	1,319.34	10,982.85	22,756.00	22,756.00	11,773.15	48 %
260 HEALTH INSURANCE	832.10	4,932.87	13,313.00	13,313.00	8,380.13	37 %
350 CONTRACTED SERVICES-OTHER DISTRICTS	0.00	0.00	1,522.50	1,522.50	1,522.50	0 %
531 TELEPHONE	223.07	1,913.80	2,089.05	2,089.05	175.25	91 %
532 POSTAGE	251.10	2,674.78	4,500.00	4,500.00	1,825.22	59 %
540 ADVERTISING	0.00	236.77	620.00	620.00	383.23	38 %
582 TRAVEL/INSERVICE	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
610 SUPPLIES	0.00	1,292.61	3,500.00	3,500.00	2,207.39	36 %
682 MEDIA SOFTWARE	0.00	115.00	91.56	91.56	-23.44	125 %
810 DUES/FEES	0.00	0.00	623.00	623.00	623.00	0 %
<b>Function Total:</b>	<b>-2,873.39</b>	<b>24,898.18</b>	<b>78,069.11</b>	<b>78,069.11</b>	<b>53,170.93</b>	<b>31</b>
0 BUSINESS SERVICES						
111 ADMINISTRATIVE SALARIES	1,826.06	12,782.42	27,315.00	27,315.00	14,532.58	46 %
250 WORKERS COMPENSATION	30.31	207.96	897.29	897.29	689.33	23 %
260 HEALTH INSURANCE	857.05	5,999.35	4,131.00	4,131.00	-1,868.35	145 %
310 ELECTION	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	2,250.00	2,250.00	2,250.00	0 %
540 ADVERTISING	0.00	44.00	80.00	80.00	36.00	55 %
582 TRAVEL/INSERVICE	0.00	328.60	1,000.00	1,000.00	671.40	32 %
610 SUPPLIES	0.00	517.65	1,000.00	1,000.00	482.35	51 %
660 MINOR EQUIPMENT	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
680 COMPUTER SOFTWARE	0.00	0.00	6,000.00	6,000.00	6,000.00	0 %
810 DUES/FEES	0.00	0.00	600.00	600.00	600.00	0 %
<b>Function Total:</b>	<b>2,713.42</b>	<b>19,879.98</b>	<b>46,273.29</b>	<b>46,273.29</b>	<b>26,393.31</b>	<b>42</b>
2600 OPERATION/MAINTENANCE						
114 TECHNICAL SALARIES	7,176.48	52,866.96	90,863.00	90,863.00	37,996.04	58 %
120 SUBSTITUTES	0.00	5,916.91	7,400.00	7,400.00	1,483.09	79 %
250 WORKERS COMPENSATION	3,624.57	3,624.57	6,213.56	6,213.56	2,588.99	58 %
260 HEALTH INSURANCE	1,487.79	10,414.53	17,793.00	17,793.00	7,378.47	58 %
330 OTHER PROFESSIONAL SERVICES	0.00	182.00	106.00	106.00	-76.00	171 %
411 Natural Gas	7,272.17	16,197.36	56,000.00	56,000.00	39,802.64	28 %
412 ELECTRICITY	3,506.91	19,119.81	48,000.00	48,000.00	28,880.19	39 %
421 WATER/SEWER	0.00	9,620.10	19,500.00	19,500.00	9,879.90	49 %
431 DISPOSAL	0.00	2,295.00	3,021.00	3,021.00	726.00	75 %
440 REPAIR/MAIN/PARTS	93.18	7,717.84	15,000.00	15,000.00	7,282.16	51 %
582 TRAVEL/INSERVICE	0.00	161.00	500.00	500.00	339.00	32 %
610 SUPPLIES	280.09	5,224.27	13,633.60	13,633.60	8,409.33	38 %
615 Replacement Parts	430.13	7,616.35	6,119.70	6,119.70	-1,496.65	124 %
624 GASOLINE	41.99	421.67	1,500.00	1,500.00	1,078.33	28 %

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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	% ( 58) Committed
100 GENERAL						
100 GENERAL						
2600 OPERATION/MAINTENANCE						
660 MINOR EQUIPMENT	0.00	366.58	5,000.00	5,000.00	4,633.42	7 %
<b>Function Total:</b>	<b>23,913.31</b>	<b>141,744.95</b>	<b>290,649.86</b>	<b>290,649.86</b>	<b>148,904.91</b>	<b>48</b>
<b>Program Total:</b>	<b>68,675.98</b>	<b>590,858.31</b>	<b>1,395,102.77</b>	<b>1,395,102.77</b>	<b>804,244.46</b>	<b>42 %</b>
<b>Program Group Total:</b>	<b>68,675.98</b>	<b>590,858.31</b>	<b>1,395,102.77</b>	<b>1,395,102.77</b>	<b>804,244.46</b>	<b>42 %</b>
200 SPECIAL PROGRAMS						
280 STATE ALLOWABLE SP/ED						
1000 GENERAL						
112 TEACHER SALARIES	7,210.92	48,191.80	68,840.00	68,840.00	20,648.20	70 %
113 PROFESSIONAL SALARIES	395.57	1,977.85	4,500.00	4,500.00	2,522.15	43 %
115 CLERICAL/TECHNOLOGY SALARIES	146.59	1,220.31	2,600.00	2,600.00	1,379.69	46 %
117 AIDES	2,775.53	22,983.43	51,671.00	51,671.00	28,687.57	44 %
250 WORKERS COMPENSATION	37.07	188.82	342.69	342.69	153.87	55 %
260 HEALTH INSURANCE	2,301.09	11,505.51	27,000.00	27,000.00	15,494.49	42 %
350 CONTRACTED SERVICES-OTHER DISTRICTS	0.00	0.00	2,851.00	2,851.00	2,851.00	0 %
582 TRAVEL/INSERVICE	0.00	0.00	1,050.00	1,050.00	1,050.00	0 %
610 SUPPLIES	-64.69	114.56	1,500.00	1,500.00	1,385.44	7 %
640 BOOKS	0.00	0.00	500.00	500.00	500.00	0 %
680 COMPUTER SOFTWARE	0.00	35.00	0.00	0.00	-35.00	*** %
<b>Function Total:</b>	<b>12,802.08</b>	<b>86,217.28</b>	<b>160,854.69</b>	<b>160,854.69</b>	<b>74,637.41</b>	<b>53</b>
<b>Program Total:</b>	<b>12,802.08</b>	<b>86,217.28</b>	<b>160,854.69</b>	<b>160,854.69</b>	<b>74,637.41</b>	<b>53 %</b>
<b>Program Group Total:</b>	<b>12,802.08</b>	<b>86,217.28</b>	<b>160,854.69</b>	<b>160,854.69</b>	<b>74,637.41</b>	<b>53 %</b>
300 GENERAL						
365 Indian Education for All						
1000 GENERAL						
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	969.35	969.35	969.35	0 %
<b>Function Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>969.35</b>	<b>969.35</b>	<b>969.35</b>	<b>0</b>
<b>Program Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>969.35</b>	<b>969.35</b>	<b>969.35</b>	<b>0 %</b>
390 CTE						
1000 GENERAL						
112 TEACHER SALARIES	7,673.87	38,369.39	107,837.00	107,837.00	69,467.61	35 %
260 HEALTH INSURANCE	1,091.04	5,455.24	17,853.00	17,853.00	12,397.76	30 %
440 REPAIR/MAIN/PARTS	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
582 TRAVEL/INSERVICE	0.00	165.00	0.00	0.00	-165.00	*** %
610 SUPPLIES	2,339.02	8,152.04	15,000.00	15,000.00	6,847.96	54 %
615 Replacement Parts	0.00	141.17	0.00	0.00	-141.17	*** %
640 BOOKS	0.00	406.82	1,000.00	1,000.00	593.18	40 %
650 PERIODICALS	0.00	40.43	200.00	200.00	159.57	20 %
660 MINOR EQUIPMENT	0.00	283.03	6,000.00	6,000.00	5,716.97	4 %
680 COMPUTER SOFTWARE	0.00	239.45	0.00	0.00	-239.45	*** %
<b>Function Total:</b>	<b>11,103.93</b>	<b>53,252.57</b>	<b>149,890.00</b>	<b>149,890.00</b>	<b>96,637.43</b>	<b>35</b>
<b>Program Total:</b>	<b>11,103.93</b>	<b>53,252.57</b>	<b>149,890.00</b>	<b>149,890.00</b>	<b>96,637.43</b>	<b>35 %</b>
<b>Program Group Total:</b>	<b>11,103.93</b>	<b>53,252.57</b>	<b>150,859.35</b>	<b>150,859.35</b>	<b>97,606.78</b>	<b>35 %</b>



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01 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% ( 58) Committed
700 EXTRACURRICULAR PROGRAMS						
710 SCHOOL SPONSORED EXTRACURRICUL						
3400 EXTRACURRICULAR ACTIVITIES						
150 STIPEND	3,069.22	12,328.02	37,000.00	37,000.00	24,671.98	33 %
260 HEALTH INSURANCE	17.64	88.67	1,099.16	1,099.16	1,010.49	8 %
582 TRAVEL/INSERVICE	122.49	3,443.70	16,000.00	16,000.00	12,556.30	21 %
610 SUPPLIES	0.00	130.00	600.00	600.00	470.00	21 %
<b>Function Total:</b>	<b>3,209.35</b>	<b>15,990.39</b>	<b>54,699.16</b>	<b>54,699.16</b>	<b>38,708.77</b>	<b>29</b>
<b>Program Total:</b>	<b>3,209.35</b>	<b>15,990.39</b>	<b>54,699.16</b>	<b>54,699.16</b>	<b>38,708.77</b>	<b>29 %</b>
720 ATHLETICS						
3500 EXTRACURRICULAR ATHLETICS						
120 SUBSTITUTES	179.85	179.85	490.00	490.00	310.15	36 %
150 STIPEND	2,670.33	26,222.67	65,000.00	65,000.00	38,777.33	40 %
260 HEALTH INSURANCE	84.80	84.80	277.36	277.36	192.56	30 %
540 ADVERTISING	0.00	0.00	50.80	50.80	50.80	0 %
582 TRAVEL/INSERVICE	3,522.51	15,351.00	57,500.00	57,500.00	42,149.00	26 %
610 SUPPLIES	205.52	1,678.74	3,500.00	3,500.00	1,821.26	47 %
660 MINOR EQUIPMENT	0.00	2,605.95	5,000.00	5,000.00	2,394.05	52 %
810 DUES/FEES	0.00	3,405.00	3,400.00	3,400.00	-5.00	100 %
<b>Function Total:</b>	<b>6,663.01</b>	<b>49,528.01</b>	<b>135,218.16</b>	<b>135,218.16</b>	<b>85,690.15</b>	<b>36</b>
<b>Program Total:</b>	<b>6,663.01</b>	<b>49,528.01</b>	<b>135,218.16</b>	<b>135,218.16</b>	<b>85,690.15</b>	<b>36 %</b>
ARRA State Fiscal Stabilization Fund						
00 GENERAL						
112 TEACHER SALARIES	5,896.99	10,512.86	0.00	0.00	-10,512.86	*** %
<b>Function Total:</b>	<b>5,896.99</b>	<b>10,512.86</b>	<b>0.00</b>	<b>0.00</b>	<b>-10,512.86</b>	<b>***</b>
2100 SUPPORT - GUIDANCE						
112 TEACHER SALARIES	6,673.25	10,233.35	0.00	0.00	-10,233.35	*** %
<b>Function Total:</b>	<b>6,673.25</b>	<b>10,233.35</b>	<b>0.00</b>	<b>0.00</b>	<b>-10,233.35</b>	<b>***</b>
2300 GENERAL ADMINISTRATION						
111 ADMINISTRATIVE SALARIES	7,884.06	15,805.09	0.00	0.00	-15,805.09	*** %
<b>Function Total:</b>	<b>7,884.06</b>	<b>15,805.09</b>	<b>0.00</b>	<b>0.00</b>	<b>-15,805.09</b>	<b>***</b>
2400 PRINCIPAL'S						
111 ADMINISTRATIVE SALARIES	8,248.50	16,497.00	0.00	0.00	-16,497.00	*** %
<b>Function Total:</b>	<b>8,248.50</b>	<b>16,497.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-16,497.00</b>	<b>***</b>
<b>Program Total:</b>	<b>28,702.80</b>	<b>53,048.30</b>	<b>0.00</b>	<b>0.00</b>	<b>-53,048.30</b>	<b>*** %</b>
<b>Program Group Total:</b>	<b>38,575.16</b>	<b>118,566.70</b>	<b>189,917.32</b>	<b>189,917.32</b>	<b>71,350.62</b>	<b>62 %</b>
900 ENTERPRISE PROGRAMS						
910 FOOD SERVICES						
3100 FOOD SERVICES						
116 COOKS/SERVICE WORK	0.00	0.00	5,177.87	5,177.87	5,177.87	0 %
250 WORKERS COMPENSATION	0.00	0.00	122.39	122.39	122.39	0 %
260 HEALTH INSURANCE	0.00	0.00	708.80	708.80	708.80	0 %
440 REPAIR/MAIN/PARTS	0.00	1,897.00	0.00	0.00	-1,897.00	*** %
630 FOOD	178.41	464.63	4,903.03	4,903.03	4,438.40	9 %
<b>Function Total:</b>	<b>178.41</b>	<b>2,361.63</b>	<b>10,912.09</b>	<b>10,912.09</b>	<b>8,550.46</b>	<b>21</b>
<b>Program Total:</b>	<b>178.41</b>	<b>2,361.63</b>	<b>10,912.09</b>	<b>10,912.09</b>	<b>8,550.46</b>	<b>21 %</b>
<b>Program Group Total:</b>	<b>178.41</b>	<b>2,361.63</b>	<b>10,912.09</b>	<b>10,912.09</b>	<b>8,550.46</b>	<b>21 %</b>
<b>Fund Total:</b>	<b>131,335.56</b>	<b>851,256.49</b>	<b>1,907,646.22</b>	<b>1,907,646.22</b>	<b>1,056,389.73</b>	<b>44 %</b>

Grand Total: 131,335.56 851,256.49 1,907,646.22 1,907,646.22 1,056,389.73 44 %

## Superintendent/Principal Report

The 4 inch water main coming into the building has been leaking for two weeks. The leak will be fixed on January 15 at a cost of about \$1600.00 for the leak. We will also put in a valve in the building so we can cut the water off if and when we get more leaks. The valve will cost about \$800.00 installed. All the work will be done on the 15<sup>th</sup>. The plumbers say that, given the condition of the pipe, it will likely spring more leaks at the joints. We got a curb stop key but it took three people a half hour to find the curb stop so a valve will make the system better.

Two grants have been written to the State for Automatic External Defibrillators for each gym. We are hopeful that we will get one or two such devices. This technology is becoming common in school gyms.

The four day committee, the math committee, the English committee, and the five year plan committees are meeting periodically. We should have this work done in time.

The music program has been working on developing a drum line and will present for the first time at the games on the 14<sup>th</sup>.

There is a half day PIR Day on the 15<sup>th</sup>. I will talk to the teachers about the preliminary budget that the budget committee looked at on the 12<sup>th</sup>.

The Montana High School Association will have its annual meeting in Helena on Monday the 18<sup>th</sup>. Dan and I will attend.

The District will have an asbestos inspection on January 29<sup>th</sup>. This is the required re-inspection.



1 **Jefferson High School District #1**

2  
3 **STUDENTS**

3145P  
page 1 of 2

4  
5 Foreign Exchange Students

6  
7 Admission Requirements

- 8  
9 1. Foreign exchange students must be eighteen (18) years of age or younger at the time of  
10 enrollment.
- 11  
12 2. Foreign exchange students must reside with a legal resident of the District. Limited  
13 exceptions may be granted at the discretion of the Board.
- 14  
15 3. Foreign exchange students must have sufficient knowledge of the English language to  
16 enable effective communication and to use instructional materials and textbooks printed  
17 in English.
- 18  
19 a. An English proficiency test of the District's own choosing may be administered  
20 and will supersede all other tests.
- 21  
22 b. If an organization places a student who, upon arrival, is deemed by the District to  
23 be deficient in English language proficiency, the organization will do one of the  
24 following:
- 25  
26 i. Terminate the student's placement.
- 27  
28 ii. Provide, and pay for, tutorial help until the student reaches proficiency, as  
29 determined by the District.

30 Academic Standards and Graduation

- 31  
32 1. Foreign exchange students will be expected to meet all appropriate standards required of  
33 any student enrolled in the District.
- 34  
35 2. Foreign exchange students (*will not*) **may** graduate from (*or*) **and** receive a diploma from  
36 the Jefferson High School, (*but*) **and** they may participate in the ceremonies (*and receive*  
37 *a certificate of attendance*).

38  
39 Student Opportunities/Responsibilities

- 40  
41 1. Foreign exchange students will be expected to enroll in the following academic classes  
42 while attending Jefferson High School:
- 43  
44 a. One (1) English class;
- 45  
46 b. One (1) United States history class or one (1) government class;
- c. Maintain enrollment in at least six (6) classes.

- 1  
3  
4 2. Foreign exchange students are eligible to participate in the High School Activities  
5 Program. Guidelines for participation are set by District policy and by the Montana High  
6 School Association, as follows:  
7  
8 a. RECOGNITION. The student must be a participant of an “official Foreign  
9 Exchange Program” as defined in the publication from the National Association  
10 of Secondary School Principals, entitled, “Advisory List of International  
11 Educational Travel and Exchange Programs”.  
12  
13 b. GRADUATION. The student cannot have graduated or received a diploma in  
14 his/her own country.  
15  
16 3. Foreign exchange students are expected to pay all yearbook fees, lab fees, prom tickets,  
17 yearbook costs, athletic fees, cap and gown fees, lunch prices, and all other school  
18 incurred expenses that are expected of other students enrolled in the High School.  
19  
20 4. Foreign exchange students must maintain passing grades in all classes, follow rules and  
21 regulations of District student policies, and show satisfactory discipline and attendance.  
22 Failure to comply with these expectations shall result in dismissal of the student from the  
23 District’s Foreign Exchange Program.  
24  
25 5. Jefferson High School will accept ~~a maximum of three~~ **(3)** individually sponsored  
26 exchange students, ~~on a first come, first serve basis.~~  
27 *based on administrative recommendations.*  
28  
29

30 Procedure History:

31 Promulgated on: February 2007

32 Revised on: January 10, 2010 1<sup>st</sup> reading on proposed changes in bold. Parenthesis  
33 and italics have original language.