AGENDA

REGULAR MEETING OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1 * 6:00 p.m. September 21, 2010 *

Jefferson High School Library

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

- 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.
- If the speaker begins to infringe on the right to privacy of another, the Board may interrupt and end the comments on that issue.
- 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 BAT
- 2. Student Council Report
- 3. Staff Presentations Ms. Piccolo Service Learning

F. New Business.

- 1. Personnel
 - a. Substitute Applications
 - b. Staff Vacancies
 - c. Coaching Vacancies
- 2. Strategic Planning Session Preparation
- 3. 1st Reading of Policies
- 4. 2nd Reading of Policies
 - 1420 Board meeting procedure
 - 1512 Conflict of Interest
 - 5226 Drug-Free Workplace (regarding Marijuana cards)
 - 5255 Disciplinary Action (regarding Marijuana cards)
 - 8123 Driver Training and Responsibility (regarding Marijuana cards)
 - 8450 AED's
 - 8421 Lead Renovation
 - 1630 Utilization of MtSBA
 - 2170 & 2170P Digital Academy Classes and Procedure
- 5. Possible Renewal of School Foods MOU with Boulder Elementary School
- 6. Meat for BBQ Booster/Board sponsored
- 7. New Activities Accounts Film, Construction

G. Commendations and Recognitions

H. Committee Reports.

- 1. Negotiations/Personnel A. Erickson, P. Lewis, S. Senechal
- 2. Policy/Handbook P. Lewis, S. Steketee, L. Bryant
- 3. Budget/Insurance/Investments D. Lorenzen, S. Senechal, K. Jackson
- 4. Building/Grounds/Transportation K. Jackson, A. Erickson
- Teaching/Learning S. Steketee, D. Lorenzen, L. Bryant Math & English

I. Clerk's Report

- 1. Budget Management Report
- 2. Trustees' Financial Summary

- J. Superintendent's Report
 - 1. PIR Day Plans
 - 2. County to school payment issues
- K. Unfinished Business
- L. Follow-up/Adjournment

NEXT HIGH SCHOOL BOARD MEETING: 6:00 P.M. TUESDAY, October 19, 2010 – Jefferson High 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.

All board meetings are generally held in the Jefferson High School Library, on the third Tuesday of each month at 6:00 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 Claim Approval List For the Accounting Period: 9/10

Page: 1 of 5 Report ID: AP100

Line # Invoice #/Inv Date/Description Line Amount Do # Pund Org Prog-Funce Obj Proj	Claim	Warrant Vendor #/Name	Amount						
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1 1074 09/02/10 memory upgrades for serve 2,400.00* 6683 228 100-1000 680 2 1074 09/02/10 projector 750.00* 6684 228 100-1000 660 3 1074 09/02/10 printer/ink/ram cards 3,680.00* 6694 228 100-1000 660 12529 5000 COSTCO 195.54 1 2441274400 09/01/10 fcs supplies 35.56 6576 201 999 PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-2 2441274400 09/01/10 Shredder, chair 159.98 6691 201 100-1000 610 12530 1183 HARLOW'S SCHOOL BUS SERVICE, INC. 1,758.40 1 08/30/10 Athletic Bus pre-season 1,758.40				9.25		201	100-1000	440	
2 1074 09/02/10 memory upgrades for serve 2,400.00* 6683 228 100-1000 680 1074 09/02/10 projector 750.00* 6684 228 100-1000 660 1074 09/02/10 printer/ink/ram cards 3,680.00* 6694 228 100-1000 660 12529 5000 COSTCO 195.54 1 2441274400 09/01/10 fcs supplies 35.56 6576 201 999 PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-2 2441274400 09/01/10 Shredder, chair 159.98 6691 201 100-1000 610 12530 1183 HARLOW'S SCHOOL BUS SERVICE, INC. 1,758.40 1 08/30/10 Athletic Bus pre-season 1,758.40			6,830.00						
2 1074 09/02/10 projector 750.00* 6684 228 100-1000 660 1074 09/02/10 printer/ink/ram cards 3,680.00* 6694 228 100-1000 660 12529 5000 COSTCO 195.54 1 2441274400 09/01/10 fcs supplies 35.56 6576 201 999 PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-2 2441274400 09/01/10 Shredder, chair 159.98 6691 201 100-1000 610 12530 1183 HARLOW'S SCHOOL BUS SERVICE, INC. 1,758.40 1 08/30/10 Athletic Bus pre-season 1 758.40		1074 09/02/10 memory upgrades for serve		2,400.00*	6683	228	100-1000	680	
1074 09702/10 printer/ink/ram cards 3,680.00* 6694 228 100-1000 660 12529 5000 COSTCO 195.54 1 2441274400 09/01/10 fcs supplies 35.56 6576 201 999 PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-2 2441274400 09/01/10 Shredder, chair 159.98 6691 201 100-1000 610 12530 1183 HARLOW'S SCHOOL BUS SERVICE, INC. 1,758.40 1 08/30/10 Athletic Bus pre-season 1,758.40		1074 09/02/10 projector		750.00*	6684	200			
1 2441274400 09/01/10 fcs supplies 35.56 6576 201 999 PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610- 2 2441274400 09/01/10 Shredder, chair 159.98 6691 201 100-1000 610 12530 1183 HARLOW'S SCHOOL BUS SERVICE, INC. 1,758.40 1 08/30/10 Athletic Bus pre-season 1,758.40	3	1074 09/02/10 printer/ink/ram cards		3,680.00*	6694				
1 2441274400 09/01/10 fcs supplies 35.56 6576 201 999 PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610- 2 2441274400 09/01/10 Shredder, chair 159.98 6691 201 100-1000 610 12530 1183 HARLOW'S SCHOOL BUS SERVICE, INC. 1,758.40 1 08/30/10 Athletic Bus pre-season 1,758.40	12529	5000 COSTCO	10=						
PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610- 2 2441274400 09/01/10 Shredder, chair 159.98 6691 201 100-1000 610 12530 1183 HARLOW'S SCHOOL BUS SERVICE, INC. 1,758.40 1 08/30/10 Athletic Bus pre-season 1,758.40	1	5. EX-5.	195.54						
2 2441274400 09/01/10 Shredder, chair 159.98 6691 201 100-1000 610 12530 1183 HARLOW'S SCHOOL BUS SERVICE, INC. 1,758.40 1 08/30/10 Athletic Bus pre-season 1,758.40	PO A			35.56	6576	201	999		
1 08/30/10 Athletic Bus pre-season 1 759 40	2			159.98	6691	201 1	.00-1000	610	
1 08/30/10 Athletic Bus pre-season 1 759 40	12530	1183 HARLOW'S SCHOOL BUS SERVICE. INC	1 750 40						
	1	08/30/10 Athletic Bus pre-season	1,700.40	1,758.40		201 7	20-3500	582	

JEFFERSON HIGH SCHOOL Claim Approval List For the Accounting Period: 9/10

Page: 2 of 5 Report ID: AP100

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/	
Line #		Invoice #/Inv Date/Description		ine Amount	PO #	Fund Org		Obj Proj
12531		899 EMPIRE OFFICE MACHINES, INC.	13.17					
1 PO	Accounti	6191 08/02/10 File Folders ng (Org/Prog/Func/Obj/Proj: -100-2500-610-	<u>-</u>	27.45	6674	201	999	
2		6192 08/02/10 Credit		-14.28		201	0	
12532		1079 GAGNON'S DIGITAL IMAGING	58.52					
1		49860 08/18/10 copies	30.02	58.52		201	100-1000	440
12533		3547 BELGRADE EQUIPMENT, LLC	2,400.85					
1		63585 08/16/10 lawn tractor overhaul	_, 100.00	2,700.85		201	100-2600	440
2		08/16/10 Credit		-300.00		201	100-2600	440
				300.00		201	100-2000	440
12534		4234 WELLS FARGO FINANCIAL LEASING	168.75					9
1		6765469118 08/19/10 Front Office Copier		168.75*		201	100-1000	840
12535		3374 J.W.PEPPER & SON, INC.	307.90					
1		3263764 08/13/10 music selections	1010 0 5 515	307.90	6503	201	999	
PO	Accountin	ng (Org/Prog/Func/Obj/Proj: -100-1000-610-		307.30	0303	201	999	
12537		899 EMPIRE OFFICE MACHINES, INC.	12.50					
		6452 08/20/10 District office supplies	22.00	11.24	6060	201	999	
	Accountin	g (Org/Prog/Func/Obj/Proj: -100-2500-610-			0000	201	555	
		6452 08/20/10 District office supplies		1.26		201	100-2500	610
12538		3959 AMERICAN EXPRESS	12.04					
1		08/26/10 shipping charges	12.01	12.04*		228	100-1000	610
				12.01		220	100-1000	910
12539		3135 USABLE LIFE	5.31					
1		2275005292 09/01/10 ret. prem		5.31		201	100-1000	260
12540		2706 LOCK SHOPPE	31.00					
1		09/07/10 Keys, Lock repair	31.00	31.00		201	100-2600	440
12541		386 BOULDER PARTS SUPPLY	39.95					
1		245 09/03/10 Staff car oil change	39.95	39.95		201	100-2600	440
				33.33		201	100-2600	440
12542		4433 OCLC	198.00					
1		0000086604 07/31/10 On-lines service oclc		198.00	6440	201	999	
PO	Accountin	g (Org/Prog/Func/Obj/Proj: -100-2220-682-						
12543		4459 BMC	116.68					
1		09/01/10 lumber		54.26	6689	201	390-1000	610
2		09/08/10 wood		48.02	6699		390-1000	610
3		09/08/10 wood- po 6699		14.40			390-1000	610

JEFFERSON HIGH SCHOOL Claim Approval List For the Accounting Period: 9/10

Page: 3 of 5 Report ID: AP100

Claim	Warrant	Vendor #/Name		Amount						
Line #	· · · · · · · · · · · · · · · · · · ·	Invoice #/Inv Dat			Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
12546		157 ACE HARDWARE		951.14						
1		32527 08/27/10 shop suppl			17.34		201	390-1000	610	
2		32522 08/27/10 shop suppl			26.20		201	390-1000	610	
3	7.555	32470 08/25/10 fencing su			34.47	6634	215	999		334
4	Accounting		-465-1000-610	-334						
4		various 08/01/10 Ref PO# :	23183 maint		873.13		201	100-2600	615	
12547	1	.650 MEADOW GOLD DAIRY		48.00						
1		60204763 09/23/10 milk		40.00	48.00		201	910-3100	620	
					40.00		201	910-3100	630	
12548	2	366 SIMPLEXGRINNELL		12,904.00						
1		40248361 08/27/10 phone sy	rstem		12,904.00	6660	201	999		
PO	Accounting	(Org/Prog/Func/Obj/Proj:	-100-2600-730-	-						
12549	4	160 DACTETCAD THE								
1	4	169 PACIFICAD, INC 0021919 08/31/10 autocadd		2,460.00						
PO	Accounting	(Org/Prog/Func/Obj/Proj:	-390-1000-680-		540.00	6615	201	999		
2	,	0021920 08/31/10 autocadd		-	1,920.00*	6607	015			EC.10
			5455CIIPCIONS		1,920.00^	6687	215	451-1000	680	61
12550	1	737 NORTHWESTERN ENERGY		2,772.48						
		277248 09/01/10 August 10			2,440.96		201	100-2600	412	
		277248 09/01/10 August 10	gas		331.52			100-2600	411	
12551		050								
12331		859 EPES SOFTWARE, INC.		115.00						
_		10/01/10 support renewal			115.00		201	100-2400	682	
12552	1:	211 INNOVATIONS ASSOCIATES		130.00						
1		2331 09/01/10 current even	ts sub	130.00	130.00	6551	201	999		
PO .	Accounting	(Org/Prog/Func/Obj/Proj:	-100-1000-650-		130.00	0331	201	999		
12553	4	449 EARTHWALK		4,000.00						
1	7	20100556 08/30/10 laptop c			4,000.00	6614	215	999		535
PO .	Accounting	(Org/Prog/Func/Obj/Proj:	-752-1000-660-	535						
12554	4(044 CVS		200 00						
1		09/13/10 annual supplies		300.00	200 00					
PO I	Accounting	(Org/Prog/Func/Obj/Proj:	-100-1000-610-		300.00	6593	201 9	199		
		3,3								
12555	37	39 JOANNS FABRIC		325.00						
1		09/13/10 drama supplies			325.00	6590	201 9	99		
PO I	Accounting (Org/Prog/Func/Obj/Proj:	-100-1000-610-							
12556	0.5	02 1015 2222								
12556	35	83 HOME DEPOT CREDIT SERVIO	CES	200.00						
	Accounting /	09/13/10 drama supplies Org/Prog/Func/Obj/Proj:	100 1000 55		200.00	6592	201 9	99		
101	Journality (org/frog/func/Obj/Proj:	-100-1000-610-							

JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 9/10

Page: 4 of 5 Report ID: AP100

Claim	Warrant	Vendor #/Name	Amount					-	
Line #		Invoice #/Inv Date/Description		Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	o1 ·	
		•			20 11	rana org	Prog-Fune	0.63	Proj
12557		2717 CITY OF BOULDER	1,603.35	5					
1		09/25/10 Oct 10 water/sewer		1,603.35		201	100-2600	421	
12559		321 BRUCO, INC	13,910.80						
1		276514 08/17/10 Scrubber and pads	13,910.00		6620				
PO	Accountin	g (Org/Prog/Func/Obj/Proj: -100-2600-73	n_	13,847.17	6632	201	999		
2		276514 08/17/10 Scrubber and pads	0-			22 11			
3		278133 08/17/10 taski parts		52.83		201	100-2600	731	
		2,0133 00/1//10 taski parts		10.80		201	100-2600	440	
12560		4443 PRO-BUILD	75.03						
1		422-010997 07/01/10 posts	70.00	75.03*		215	465-1000	610	65
12561		3583 HOME DEPOT CREDIT SERVICES	274.98						
1		9041517 08/19/10 fire escape lumber		185.28		201	100-2600	615	
2		7032291 08/21/10 fire escape lumber		26.64			100-2600	615	
3		08/21/10 late fee/finance charge		63.06			100-2600	615	
								010	
12562		4460 ANDERSON, HENRY	100.00						
1		32495-13 honorarium speaking		100.00*	6702	215	465-1000	582	65
3		1049 GREAT FALLS TRIBUNE	190.00						
		09/22/10 year subscription	190.00		65.61	001			
PO .	Accounting	(Org/Prog/Func/Obj/Proj: -100-2220-650	_	190.00	6561	201	999		
		100 2220 000	_						
12564		3088 SHI INTERNATIONAL CORP.	624.00						
1		B00132282 09/08/10 cadd updates win 7		624.00*	6693	215	451-1000	680	61
12565		4065 FOLLET SOFTWARE COMPANY	105.00						
1		910360 09/01/10 spectrum renewal	495.00						
PO I	Accounting	(Org/Prog/Func/Obj/Proj: -100-2220-682		495.00	6489	201 9	999		
		(01g/110g/1mlc/0b]/f10]: -100-2220-682	-						
12566		3583 HOME DEPOT CREDIT SERVICES	587.56						
1		09/02/10 woods supplies	307.30	110 60	6700	001			
2		09/02/10 worm drive saw/belt		110.62	6700		390-1000	610	
3		09/02/10 maintenance		213.98	6690		390-1000	660	
		37, 32, 10 maintenance		262.96		201 1	.00-2600	615	
12567		4297 COMDATA	1,161.12						
1		20121815 09/01/10 Total Route		932.44		210 1	00-2700	C0.4	
2		20121815 09/01/10 custodial		228.68			00-2600	624	
				220.00		201 1	.00-2000	624	

Total: 60,487.51

JEFFERSON HIGH SCHOOL Fund Summary for Claims For the Accounting Period: 9/10

Page: 5 of 5
Report ID: AP110

Fund/Account	Amount	
201 HIGH SCHOOL GENERAL FUND		
101	\$44,763.51	
210 HIGH SCHOOL TRANSPORTATION FUN	111,700.01	
101	\$932.44	
215 HIGH SCHOOL MISC PROGRAMS FUND	4702.44	
101	\$7,326.85	
228 TECHNOLOGY FUND	47,320.03	
101	\$7,464.71	
	7,7102.71	
	Total: \$60,487.51	

Boulder Association of Teachers

P.O. Box 1346 Boulder, MT 59632

September 9, 2010

Board of Trustees Jefferson High School P.O. Box 838 Boulder, MT 59632

Dear Board Members,

The Boulder Association of Teachers has elected new officers for the 2010-2011 school year. I, Bruce Dyer, will serve as President, Jesse Collins as Vice-president, and Melody Grant as Secretary / Treasurer. Your clerk and administrator have received copies of the various committee assignments for the year.

It is my goal as leader of this union to work with the board and administration of both Boulder Elementary and Jefferson High to create the best possible educational environment for students and staff alike. I welcome a dialogue on any concerns, issues, or ideas you might have. To make positive changes, we must work to eliminate the unfortunate conflict which often occurs between the union and management, as I believe we all have the same basic interests.

In a recent union meeting, the untimely death of JHS librarian Diane Thompson was brought up. It is the desire of the membership to honor Diane's memory by naming the JHS library after her and putting up a memorial plaque. If this proposal meets with Board approval, BAT will cover the costs. Please let me know if this is acceptable.

Sincerely,

Bruce Dyer BAT President

DEPARTMENT OF ADMINISTRATION STATE ACCOUNTING DIVISION



BRIAN SCHWEITZER GOVERNOR

MITCHELL BUILDING HELENA, MT 59620-0102

STATE OF MONTANA

Accounting Bureau Rm. 255 (406) 444-3092 PO Box 200102

Management Support Bureau Rm. 176 (406) 444-3414 PO Box 200107

SABHRS Services Bureau Rm. 270 (406) 444-5700 PO Box 200102

Local Government Services Bureau (406) 841-2909 301 S. Park, Rm 340 PO Box 200547

September 16, 2010

Board of Trustees Boulder School District No. 7&1 Jefferson County PO Box 176 Boulder, MT 59632

RE: FYE June 30, 2009 Audit Report

Thank you for notifying us of the actions you plan to take regarding the findings and recommendations contained in the Audit Report of Boulder School District No. 7&1, Jefferson County, for the fiscal year ended **June 30, 2009**.

The Office of Public Instruction recently notified us that they found your corrective actions to be acceptable. Pursuant to Section 2-7-515, MCA, we also reviewed your response to the audit findings and recommendations, and are notifying you of our acceptance of this response and your proposed corrective actions.

Sincerely,

BETH RIITANO, Accounting Tech. Local Government Services Bureau

cc: Robert Klien, Superintendent

Entity #: 032204 Log #: 09-305 Student council has had two meetings so far as we only just got an advisor. So far we've been discussing Homecoming themes and ideas.

APPLICATIONS

Assistant Football Coach

Hunter Nance

Substitute Custodian

Edward H. Green Jr.

Paul H. Petroff

Substitute Teaching

Frankie Cansler **Hunter Nance** Brenda K. Senne

IN-HOUSE VACANCIES

Student Council

Jennifer Nardiello

Matt Allen

Samantha Humphrey

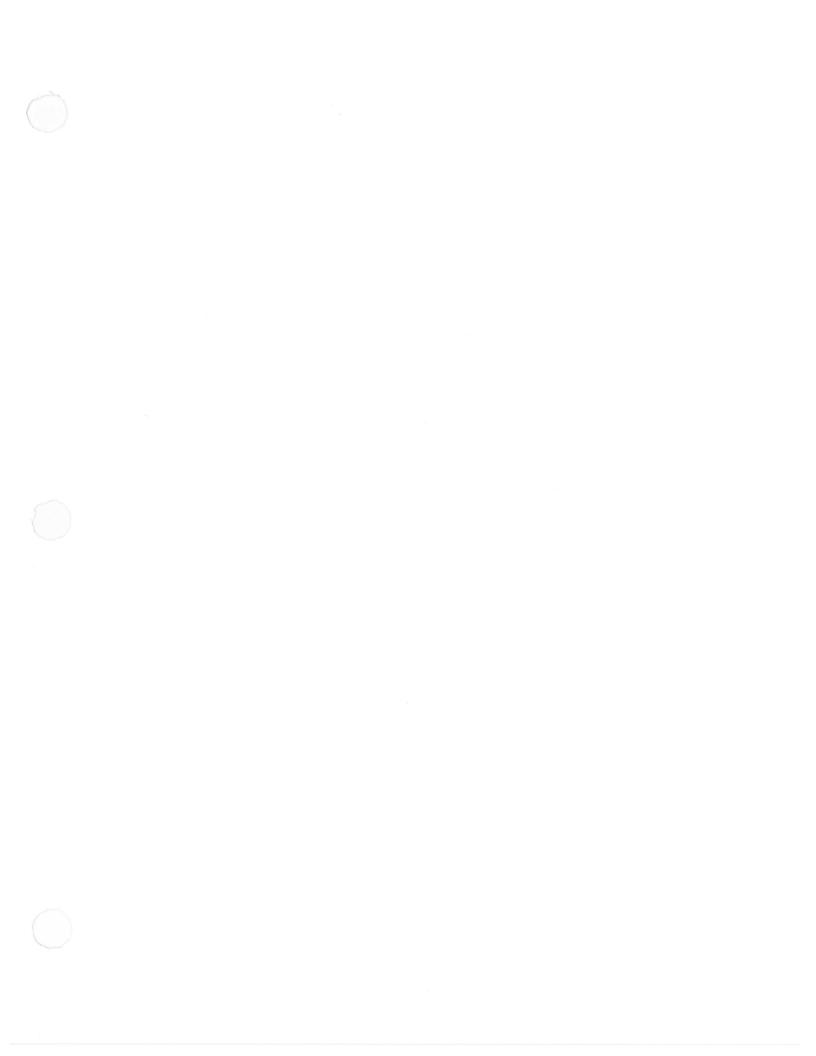
Victoria Foster RaeCille Dawson Laura Butler

VACANCIES

Advertisement will go in paper(s) Monday, Sept. 20.

Custodian

Journalism



MTSBA Policies

POLICY REVISIONS

No.	Title	1 st Reading and/or action	2 nd Reading and/or action	3 rd Reading and/or action
1420	School Board Meeting Procedure (Rec) Line 12: add "10" days as is reflected in current JHS policy that is on file. Committee recommends accepting revisions.	8/10/10 board approves revisions		
1512	Conflict of Interest (Rec) Clarifies the nepotism and consanguinity rules; replaces some terms used. Committee recommends accepting entire policy as revised.	8/10/10 board approves revisions		
5226	Drug-Free Workplace (Rec) Clarifies that a medical marijuana card does not constitute a defense against use, possession etc. of marijuana on school grounds. Committee recommends accepting policy revisions.	8/10/10 board approves revisions		
5255	Disciplinary Action (Rec) Clarifies that a medical marijuana card does not protect from discipline for use, possession etc. of marijuana on school grounds. Committee recommends accepting policy revisions.	8/10/10 board approves revisions		
8123	Driver Training and Responsibility (Rec) Adds the legal reference to the Medical Marijuana Act. Committee recommends accepting policy revisions.	8/10/10 board approves revisions		
8450	Automated External Defibrillators (Rec) This policy was previously adopted by the JHS Board; committee recommends accepting the revision suggested that clarifies that the person providing medical oversight does not need to be a physician. Committee recommends acceptance of revisions; however policy was not on JHS website as of .	8/10/10 board approves revisions		

NEW POLICIES:

	Title	1 st Reading and/or action	2 nd Reading and/or action	3 rd Reading and/or action
8421	Lead Rennovation (Rec) A recommended policy; however Committee rejects accepting this policy at this time.	8/10/10 board approves rejection		
1630	Utilization of Montana Schools Boards Association (Optl) An optional policy; Committee rejects accepting this policy.	8/10/10 board approves rejection		
2170 2170P	Digital Academy Classes (Rec) Digital Academy Classes - Procedure A recommended policy; Committee recommends acceptance of this policy with this revision/addition Line 11: Fill in information regarding school grades with: "9-12"	8/10/10 board approves acceptance		

PENDING POLICIES:

4330 - Community Use of School Facilities
 4330P - Community Use of School Facilities - Procedure
 4330F - Community Use of School Facilities - Form

Keep current policy until that policy can be reviewed by administration.

Policy Notes and policies are available at the website:

www.mstba.org under MTSBA's Model Policies - sign in for access.



Policy Notes

JULY 2010

A PUBLICATION OF THE MONTANA SCHOOL BOARDS
ASSOCIATION POLICY SERVICES – JOE BROTT, DIRECTOR

This edition of **Policy Notes** provides an explanation of the changes to mandatory, recommended, and optional policies contained in the *MTSBA Master Policy Manual*. A summary of the changes to affected policies is listed below.

Revised Policies

REC) Rescinding a motion seems to becoming a trend with many school districts, especially at the meeting immediately following the trustee election. Boards are dealing with situations of new trustees wanting to rescind a motion made by the previous board regarding hiring or approving certain burchases. MTSBA receives numerous calls during the month of May asking how these occurrences should be handled. I have added language on the last page of this policy clarifying the process to "Rescind a Motion". This language comes from *Roberts Rules of Order*. Our attorney staff has recommended the addition of this language as a guide for school boards. We

BP 1512. Conflict of Interest. (REC) This is not a major change, but one that MTSBA feels helps clarify some of the nepotism questions. On the "Degrees of Consanguinity" chart the term "Appointing Power" was replaced with "Trustee". On the "Degrees of Affinity" chart, "Spouse of Appointing Power" was replaced with "Trustee" and MTSBA also added "Spouse" in the first step.

encourage trustees to review and understand this

process prior to rescinding a motion.

BP 5226. Drug-Free Workplace. (REC) Under federal law, marijuana is an illegal substance and, therefore, cannot be possessed, used, dispensed, sold, etc. while on school district premises at any time. We have not (nor has any other state with

legalized marijuana) developed a specific medical marijuana policy. On line 11 of this policy we added language for employees to understand that having a medical marijuana card does not give them the right to use it as a defense. I have also cited the Medical Marijuana Act under the legal reference.

BP 5255. Disciplinary Action. (REC) The decision from the Johnson v. Columbia Falls Aluminum Company LLC case of 2009 allowed employers to discipline (up to termination) an employee who comes to work under the influence of marijuana, even if they have a medical marijuana card. This decision also pertains to school districts. The only addition to this policy is the legal reference of the case.

BP 8123. Driver Training and Responsibility. (REC) The only addition to this policy is the legal reference to the Medical Marijuana Act. There is specific language in the Act regarding buses and bus driving. As a point of concern: School Districts need to be aware of the mandatory drug testing policy for bus drivers and how this may or may not affect the bus driver who has a medical marijuana card.

BP 8450. Automated External Defibrillators.

(R) Line 25 of page 2 was revised according to the new language on AED's. The old language stated: "The physician supervising the AED program or the person designated by a physician to supervise the program, ... has been changed to read "A person providing medical oversight of the AED program, as designated in the plan. There are individuals

other than just physicians qualified to oversee the AED program. Districts with AED's must make sure they stipulate in their plan the positions of these individuals.

New Policies

BP 8421. Lead Renovation. (REC) This policy was developed in accordance with the requirements of the Environmental Protection Agency (EPA). If a District has any buildings pre 1978 they should adopt this policy. The policy discusses the process needed to be followed for renovating any school district building (pre 1978) that has lead.

BP 1630. Utilization of Montana Schools Boards Association. (OP) A number of years ago the MTSBA had a policy titled "Liaison with MTSBA". which allowed Districts to be members of MTSBA. As turnover of trustees has become more frequent MTSBA has been asked (by many trustees) what do the districts get for their dues. Many times trustees have expressed confusion and frustration when it has come to their attention that the District is paying for services that could have been provided by MTSBA through dues. In developing this policy MTSBA feels it has given local Boards the information and direction for the District. Again, this is an Optional policy. Language can be changed or deleted to meet the needs of individual Districts.

BP 2170 and 2170P. Digital Academy Classes. (REC)This policy and procedure are recommended for Districts intending to offer Montana Digital Academy Classes beginning this fall. Policy 2170 has been developed according to the standards set by OPI and the Academy. This policy should remain as written. The procedural policy (2170P) has been developed as a guide for Districts when discussing how this program will be run in their school. I added as many conditions as I felt were basic to this program. Condition number 1 is a requirement of the program. Conditions number 3 and 8 are requirements of the MHSA. Each District can change, add, or delete conditions. It is

extremely important for Districts to have these two policies in place prior to the 2010-2011 school year.

Point of Policy

Montana Medical Marijuana Act: Aaron Bouschor, MTSBA staff attorney, has been involved with the subcommittee, of the interim committee on medical marijuana, on working through possible changes to recommend to the 2011 Legislature. Of the many recommendations, one specific to schools would include language such as: "the possession or medical use of marijuana in any school building or on any property (such as a recreation center from a community for school use) owned or leased by a school district, including but not limited to vehicles...

Any time you see an article in your local paper regarding the medical marijuana act you should read it. It may have discussion on the work of the subcommittee.

Is there any topic you would like to see addressed in future editions of **Policy Notes?** If you have a topic of interest, please call or email Joe Brott at MTSBA. **Policy Notes** will attempt to cover as many requested topics as possible.

Policies mentioned in **Policy Notes** are available for viewing on our website, <u>www.mstba.org</u>, under MTSBA's Model Policies. F.Y.I.: Because the updated policies are available on our website, the policies ARE NOT sent to each school district. If you wish a hard copy of a particular policy, please

contact MTSBA.

FOR MORE INFORMATION, PLEASE CONTACT:
Joe Brott, Director of Policy Services
Montana School Boards Association
The Compass Block
863 Great Northern Blvd., Suite 301
Helena, MT 59601
Phone: (406) 442-2180

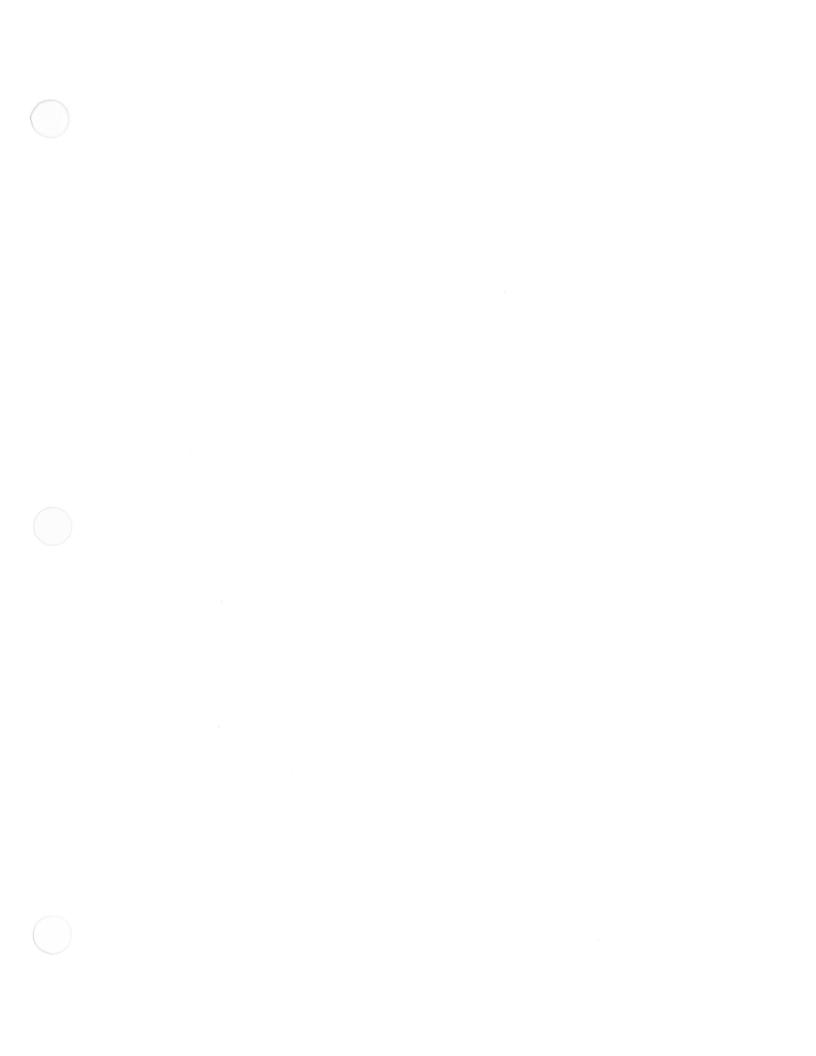
Fax: (406) 442-2194 Email: jbrott@mtsba.org

Montana School Boards Association

The Compass Block, 863 Great Northern Blvd., Ste. 301 Helena, MT 59601

Non-Profit Organization U.S. Postage PAID Permit No. 24 HELENA,

MONTANA



Jefferson High School

School District #1 P.O. Box 838 pulder, Montana 59632



Home of the Panthers

Phone: (406) 225-3317 Fax: (406) 225-3289

Web Site: www.jhs.k12.mt.us

To the Jefferson High School Board of Trustees:

This letter is to ask that Film and Construction be added into the Activities Accounts at Jefferson High School.

Thank you,

Linda Allen

Activities Bookeeper

From the desk of:



September 2010

Split of clerk positions:

The split has not been easy concerning the TFS. We had to force a number in fund 115 (BES) that we'll need to correct before the first of December. I also had to enter numbers in the high school clearing funds that were correct but weren't from our system. Now I have to correct the system and all will be well. These items will be corrected starting the end of this month and on into October. Other things like payroll and budget things have to be taken care of as well so we'll be working around those.

Budget Report

A copy of the Budget for the 2010-11 year will be available.

A copy of the TFS for 2009-10 will also be available.

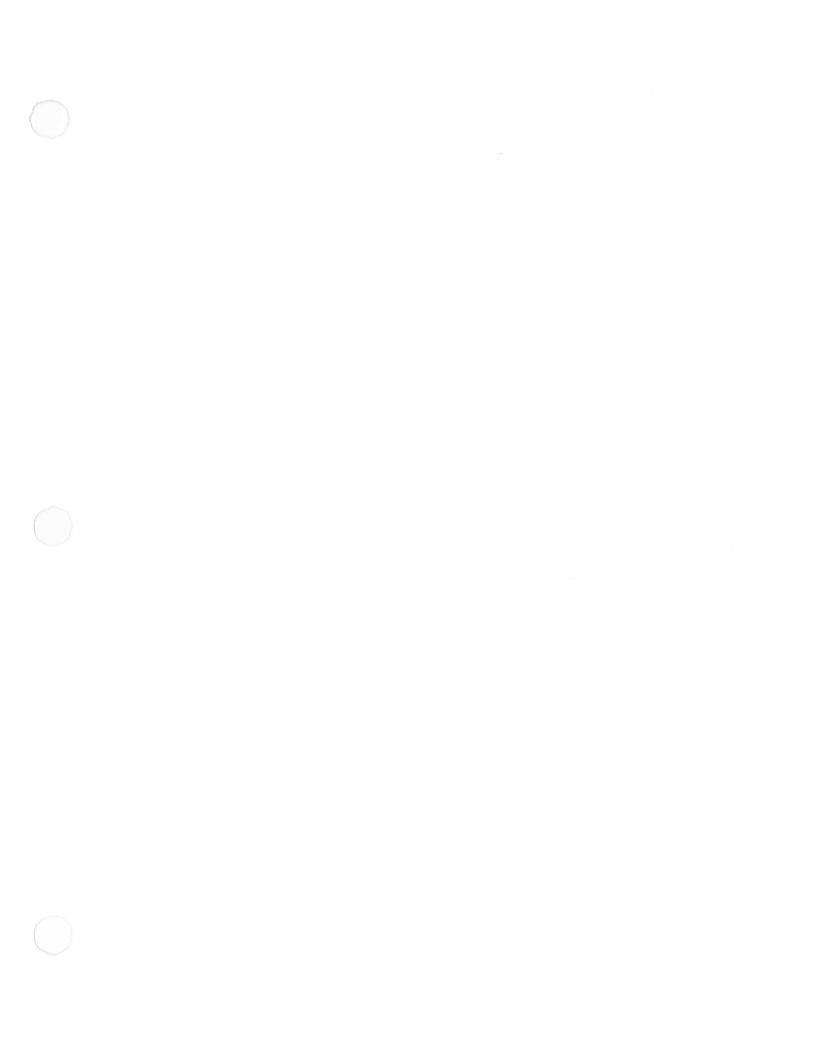
Education

MCEL (Montana Conference on Educational Leadership) will be October 20 - 22, 2010. A schedule in enclosed for your information.

Day-to-day

Adult Ed classes have been organized by Heather. We have pickle ball, quilting, crafts, and foods classes. They will begin October 4 and run for roughly 6 weeks – pickle ball will be longer. Traditionally participation in classes has been so low that we had to cancel. We're trying to get the word out so that won't happen again.

Transportation reporting and fall count are coming up.



ON DESCRIPTION OF THE PROPERTY	Meeting Rooms - Holiday Inn	Meeting Rooms - Holiday Inn
y was designed for:	Spruce:	Wednesday, 7:00-9:00 Pt
PERINTENDENTS	Cottonwood:	Wednesday, 10:15-12:30 Friday, 12:30 PM
PRINCIPALS	Madison:	Wednesday, 2:00-4:00 PI
/ BUSINESS OFFICIALS	Poolside:	Poolside: Thursday, 7:00- approx. 7 Meeting Rooms - Billings Hotel and Conver
S / LEADERSHIP TEAM	Parlor Room 109	Parlor Room 109: Wednesday, 10:00-12:30
nbership Meetings *	Parlor Room 110	Parlor Room 110: Wednesday, 10:00-12:30
ents * (Note: \$5 fee Awards Breakfast)	CONFERENCE	CONFERENCE HEADQUARTERS:

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Holiday I	Holiday Inn Grand Montana	ıtana			Billings Hotel	Ilings Hotel and Convention Center	on Center					
Meeting Rooms	Missouri/Stillwater 250 Rounds	Bitterroot/Gallatin 250 Rounds	Bighorn Center 80 Classroom	Poolside 48 Rounds	Trapper/Scout 200 Half Rounds	Prospector/ Homesteader 200 Half Rounds	Explorer 80 Classroom	No 40/Rancher/ So 40 120 Classroom	Ballroom 120 Half Rounds	Parlor Room 109 40 Theater	Parlor Room 110 40 Theater	Parlor Room 118 40 Theater
	EFFICIENCY AND EFFECTIVENESS TRACK	SCHOOL LAW / BEST PRACTICES TRACK	RURAL GOVERNANCE TRACK	Miscellaneous Open Training	ADMINISTRATIVE ISSUES TRACK	ADMINISTRATIVE ISSUES TRACK	STRIVING TO ACHIEVE - Helping our American Indian Students TRACK	School Finance	CLERK / BUSINESS OFFICIAL TRACK	Mise	Miscellaneous Open Training Sessions	ons
WEDNESDAY, C	WEDNESDAY, October 20, 2010		The Real Property lies	は からまった かん								
1:00 - 1:55PM	Overview of Forced Consolidation - National Leaslation. Marty Strance	The Nuts and Bolts of Montana's Open Meetings Act Debra Silk & Rich Battermon					What We Can Learn From Montana's Facts and Figures Mandy Smoker Broadus, OP!	Historic Trends in School Finance / 2011 Legislative Session, Lance Melton, MTSBA	Don't Gimme No SAS Denise Ulberg, OPI			
2:00 - 2:55 PM	A Recap of the Legislative	Special Education / 504 Do's and Don'ts MTSBA Legal Staff	2		Building Opportunities for Student Success	Superintendent / Clerk / Board Relations	Analyzing Montana's Indian Reservations' Economies Susan Ockert, Dept of Commerce	Developing Model	GASB 45 Accounting and Reporting (OPEB) Ross Stokup, CPA			
3:00 - 3:10 Break 3:10 - 3:55 PM	Consolidation in Pennsylvania	School Records: Legal Regulrements and Bast Practices	Planning in Montana The Council of Educational Facility Planners		McLaughlin, and Will Deschamps,	Lewistown School District's Management Team	Keynote Presentation: Jon Reyhner, Professor	Schools to Meet Today's Needs Facilitated by:	The Newest GASB Denise Ulberg, OP!			
4:00 - 4:50 PM	Research, Pennsylvania School Boards Assoc.	School Athletics and Extra- Curricular Activities MTSBA Legal Staff	international (CEFFI)				Education, Northern Arizona University	Black, MTSBA	Student Activity Accounting Kathy Preesh!, North Star Schools			
Association Membership Meetings					SAM's MASSP Network Social 6:00-7:00 PM Trapper/Scout	SAM's MAEMSP Network Social 6:00-7:00 PM Prospector/Homesteader	MTSBA Indian School Board Caucus 5:00-7:00 PM Explorer Room	MTSBA AA Caucus Meeting 6:00-7:00 PM No 40/Rancher/So 40				
7:00 - 9:30 PM	WEL	WELCOME RECEPTION Montana Convention Center	dontana Convention Cent		WELCOME RECEPTION Montana Convention Center	tana Convention Center	WELCOME RECEPT	WELCOME RECEPTION Montana Convention Center		COME RECEPTION	WELCOME RECEPTION Montana Convention Center	iter
THURSDAY, October 21, 2010	tober 21, 2010			METE Manhashin Collea	AWARDS Breakf	AWARDS Breakfast 7:30-9:00 AM						
1000000			INGOVA	Starting at 7.00 AM	Passing the G.V. (retton, MASS shoot beauty, by tritle Memory Streed/Core-cutty Service, stands resent, Galden Cartes, and MASSA (2014) TATIBLE MANAGEMENT CONTRACTORY OF THE STANDS	ing by trefs Memorial, Siet. Of the Year, MTRSA in Town, and MARBO Dublishing Bushoos Offschill serie)	MORNING PICK.M	- SAOTHERY HE EXHIBITORS	MOBNING BITY, ME. ID WITH THE FYHRITORS Montana Convention Center			
9:15 - 11:15 AM			MO	OPENING GENERAL SESSION	ON FEATURING DR.	IG ZHAO,	Catching Up or Leading the Way	1	MONTANA CONVENTION CENTER	ER		
11:25 - 12:20 PM	Put Flexibility into Your School District Funds (Transfers, Investment, etc.) Presenter Panel	Balancing First Amendment Rights with Public Schook MTSBA Legal Staff	Superintendent/ Administrator Search Process Rich Shoffer, MSU	Montana Big Sky Pathways T.J. Eyer, OP!	Assessing Leadership Performance Rob Larson, CCTLEN	CSI for School Administrators - Part 1	MTSBA's "Big 8": Issues Every Trustee will Face Bob Vogel and Kerri Langoni, MTSBA	Building a General Fund Budget Joe Brott, MTSBA	The Inside Skinny on the Legislative Process Jacki Young, Fairview	RTI Lori Brown-Chauvet, Office of Public Instruction	Quality Schools Kali Wicks, Quality Schools	Transitional Tools Barb Schiedermayer, Montana Vocational Rehab
12:30 - 2:00 PM	STROLLING	STROLLING LUNCH with the Exhibitors - MT Convention Center (OR lunch on your own)	rs - MT Convention Cent	er (OR lunch on your own		Exhibitor Drawings 1:45-2:00	STROLLING LUNCH W	ith the Exhibitors - MT	STROLLING LUNCH with the Exhibitors - MT Convention Center (OR lunch on your own)	funch on your own)	Exhibitor Drawings 1:45-2:00	gs 1:45-2:00
Business Mtg					ALL TRUSTEES * * MTSBA A	ALL TRUSTEES * * MTSBA Annual Business Meeting - 2.15-5.15 - Montana Convention Center * * ALL TRUSTEES	5-5:15 - Montana Convention	Center * * ALL TRUSTEES				
2:15 - 3:05 PM	Locally-Driven Consolidation Presenter Panel	Discrimination Claims MTSBA Legal Staff	The Selection of Gifted Students in Montana Dr. John Matt and Dr. Frances O'Relily, U of M	Bullying Prevention Marlene Snyder,	Effective Leadership Through Improving Time Management	CSI for School	Get the Lead Out Annette Satterly and Steve Halferty,	ESEA Reauthorization	Internal Controls Tommy Tulberg and Betty Brumwell		MT Statewide Longitudinal Data System	Optimizing Learning Environments
3:15 - 4:05 PM	Optimizing Your District Resources Gary Lusin and Kirk Miller, Research Cappal District	Employment Contracts MTSBA Legal Staff	The Effect of Superintendent Leadership on Student Achievement Dr. Jognne Erkisson, MSU	Olweus - Hazeldon Publishing 2:15-3:45	Techniques John Fero 2:15 - 3:45 PM	Administrators Tammy Lacey, HR Director, Great Falls	MTSBA/MSGIA Disaster Recovery	Kris Goss, MTSBA	The New Taxable Values Mike Waterman, Lewistown School District	MHSA Equality and Eligibility Mark Beckman and Jo	Jamey Erem, UPI 2:15-3:40	2:15-3:40
	Off-Site Instructional	Pitfalls to Avoid - Hrine/Frine/Evaluation/	Educator and Administrator Effectiveness		Improving Your School through Indian Education for All Implementation	- Part 2	Solutions Shawn Bubb and	Analysis of Findings 119-121 of Judge Sherlock's Decision on	Tic-Tax-Dough	Austriy mirran	Empowering Students Matt Clausen, Missoula	Accreditation Updates Kelly Glass, OPI

Accreditation Updates Kelly Gloss, OPI 3:50-5:15

Empowering Students
Matt Clausen, Missoula
Co Public Schools
3:50-5:15

Tic-Tax-Dough Denise Ulberg, OPI and Mike Waterman, Lewistown

Analysts of Findings 119-121 of Judge Sherlock's Decision on Public School Funding Aaron Bouschor, MTSBA

Disaster Recovery
Solutions
Shawn Bubb and
David Warters

Improving Your School through Indian Education for All Implementation Dr. Tommy Eker, OP! 3:50-5:15

Educator and Administrator
Effectiveness
Julie Espinoso, Patty Kero,
and Rosalie Lundby

MSU and U of M Alumni Receptions

MSU and U of M Alumni Receptions

MSU and U of M Alumni Receptions

Association Business Meeting 8:00 - 10:00 PM

1:15 - 5:05 PM

SAM Annual Business Mtg 5:30-6:30 PM

20 September 2010

Report to JHS School Board

Most things are going very well at Jefferson High School with lots of positives and good sprit. We have also had a few negative problems in the last week. Most have been dealt with and I am working on others.

Someone decided to take their anger out on one of the bathroom stall doors in the boy's room by the North gym, kicking it off the hinges and bending the door beyond repair. This is the most recent damage that has occurred at JHS and we need to put a stop to it.

Last Monday night some of our JV football members used poor judgment with their language at the game in Whitehall. This was reported to me by their AD and is very upsetting to me. It makes our school, our kids and all of Boulder look very bad. This type of thing will not be tolerated. After talking with the Whitehall coaches, the referees, the JHS coaches, the players and Mr. Whealon, the decision to cancel our JV game with Townsend on October 4th was made. Some of the boys have written letters to Whitehall and I am very proud of those who did. They are all good kids who made a bad judgment call. This is the only action that will be taken and I feel this should, and will, be the end of this. Feel free to contact me if you have further questions.

At Thursday's volleyball game some of our students acted inappropriately towards the cheer leaders. I pulled those involved into Mr. Whealons office and really laid the law down. I hope this stops with this, if not some may be asked to leave.

Friday night the Darby bus parked in the lot by the swimming pool. Someone in a white Dodge extended cab spun a donut and covered their bus with flying rocks. Not good for JHS. Was there a full moon all week?

My point with the above is to assure you that we try our best to take care of these problems as fast as possible. I would hope the board will stand behind our decisions and give us time to determine their effectiveness.

I am in the process of interviewing assistant coaches for volleyball and football. Various reasons have put this behind schedule. I will have the interviews completed this week. Is there a committee that I can contact for approval so we don't have to wait another month? Mr. Whealon has the authority to hire temporary so maybe this is the way to go.

Overall I feel we are in good shape and I look forward to the second half of fall sports.

Dan Sturdevant AD



TO:

Principal

FROM:

Robert L. Ziomek, Ph.D.

Director, Education & Workforce Research Services

DATE:

August 2010

RE:

2010 ACT Profile Report – High School

We are pleased to provide you with your 2010 Graduating Class ACT Profile Report – High School. This report summarizes the preparation and performance of your school's 2010 graduates who took the ACT under standard time conditions during the 2007-08, 2008-09, or 2009-10 academic years. The most recent set of test information is used in your report for students testing more than once.

New this year, the ACT Profile Report now includes ACT College Readiness Standards data in Table 1.6.

National and state 2010 Graduating Class ACT Profile Reports are available August 18, 2010 on ACT's website at: http://www.act.org/news/data/10.

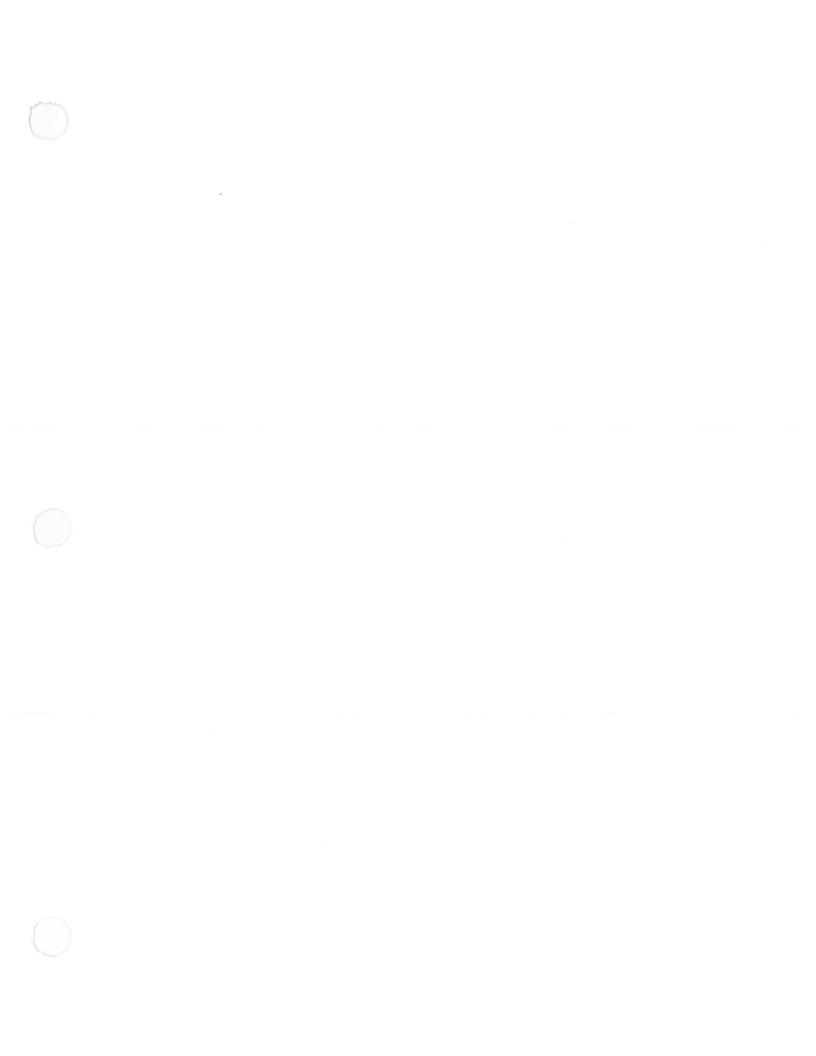
If you have a need for student level information, a student level data file is available. You can order this file by completing the enclosed order form. The data file contains student level cognitive and non-cognitive information for all of the 2010 graduates included in your report.

The student level data files will be delivered on an encrypted, password-protected CD. The password will be provided via e-mail to the contact person listed on the order form. Please note that the CD can only be opened on a Windows-based personal computer (not a Mac). If a PC is not available, please note this on the order form so that other secure delivery methods can be arranged.

Please call Barb White at 319-337-1111 if you have any questions regarding the enclosed report or order form.

Enclosures







College Readiness Letter for: JEFFERSON HIGH SCHOOL

June 29, 2010 Code: 270090

PRINCIPAL
JEFFERSON HIGH SCHOOL
312 S MAIN ST
PO BOX 838
BOULDER, MT 59632



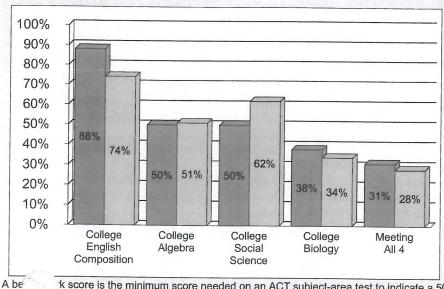
This report reflects the achievement of your graduates on the ACT over time and an indication of the extent to which they are prepared for college-level work. The ACT consists of curriculum-based tests of educational development in English, mathematics, reading, and science designed to measure the skills needed for success in first year college coursework. Table 1 shows the five-year trend of your ACT-tested graduates. From this table you can determine:

- Changes in the number and percentage of participants
- Score changes in subject areas and the ACT composite
- How your graduates compare with state averages

Table 1: Five Year Trends - Average ACT Scores

		Total Tested		English		Mather	natics	Read	ding	Scie	nce	Comp	osite
Gra	ar	School	State	School	State	School	State	School	State	School	State	School	State
	100	18	6,033	19.9	21.0	23.1	21.7	23.0	22.5	22.1	21.8	22.2	21.9
200	1	21	6,066	20.3	21.2	22.1	21.7	23.1	22.5	21.6	21.8	22.0	21.9
200	8	20	6,286	21.6	21.3	21.1	21.8	23.8	22.7	22.4	21.8	22.4	22.0
200		25	5,960	21.5	21.2	20.9	21.7	23.6	22.7	21.8	21.7	22.1	22.0
201	0	16	6,222	21.4	21.3	21.8	21.7	22.1	22.7	22.7	21.9	22.0	22.0

Figure 1. Percent of ACT-Tested Students Ready for College-Level Coursework



obta

Are Your Students Ready for College? While students will pursue a variety of paths after high school, all students should be prepared for college and work. Through collaborative research with postsecondary institutions nationwide, ACT has established the following as college readiness benchmark scores for designated college courses:

- * English Composition: 18 on ACT English Test
- * Algebra: 22 on ACT Mathematics Test
- * Social Science: 21 on ACT Reading Test
- * Biology: 24 on ACT Science Test
 - Your School
 State

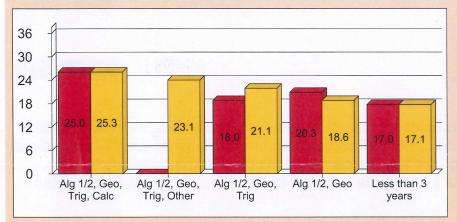
k score is the minimum score needed on an ACT subject-area test to indicate a 50% chance of obtaining a B or higher or about a 75% chance of C or higher in the corresponding credit-bearing college courses.

A District College Readiness Letter has been sent to the Superintendent of the district.

College Readiness Letter for: JEFFERSON HIGH SCHOOL

ACT Research has shown that it is the rigor of coursework - rather than simply the number of core courses - that has the greatest ton ACT performance and college readiness. Figures 2 and 3 report the value added by increasingly rigorous coursework hematics and science respectively.

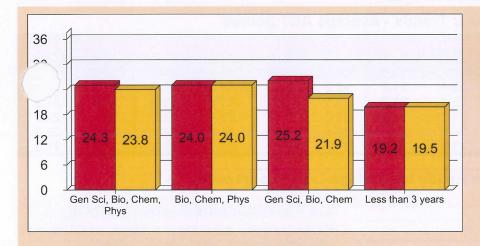
Figure 2. Average ACT Mathematics Scores by Course Sequence



Value Added by Mathematics Courses Students who take a minimum of Algebra 1, Algebra 2, and Geometry typically achieve higher ACT Mathematics scores than students who take less than three years of mathematics. In addition, students who take more advanced mathematics courses substantially increase their ACT Mathematics score.

Your School
State

Figure 3. Average ACT Science Scores by Course Sequence



Value Added by Science Courses

Students taking Biology and Chemistry in combination with Physics typically achieve higher ACT Science scores than students taking less than three years of science courses.

Your School
State

In order to ensure that all students are ready for college and work, an overview of vital action steps is provided.

College Readiness for All: An Action Plan for Schools and Districts

- 1. Create a Common Focus. Establish collaborative partnerships with local and state postsecondary institutions to come to a shared understanding of what students need to know for college and workplace readiness. Use ACT's College Readiness Standards and the ACT as a common language to define readiness.
- 2. Establish High Expectations for All. Create a school culture that identifies and communicates the need for all students to meet or exceed College Readiness Benchmark Scores.
- 3. Require a Rigorous Curriculum. Review and evaluate the rigor and alignment of courses offered and required in your school in English, mathematics, and science to ensure that the foundational skills leading to readiness for college-level work are taught, reaffirmed, and articulated across courses.
- **4. Provide Student Counseling**. Engage all students in early college and career awareness, help them to set high aspirations, and ensure that they plan a rigorous high school coursework program.
- 5. Measure and Evaluate Progress. Monitor and measure every student's progress early and often using college readiness assessments like EXPLORE, PLAN and the ACT. Make timely interventions with those students who are not making adequate progress in meeting college readiness standards.

To learn more about these recommended action steps and ACT programs that will help improve college readiness for your students, contact your ACT Regional Director at 303-337-3273 or email denver@act.org.