

**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.
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 - 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. 1<sup>st</sup> Reading of Policies
4. 2<sup>nd</sup> 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
5. 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.***

09/14/10  
11:41:20

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

Page: 1 of 5  
Report ID: AP100

Claim Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
12519 1	4367 LAYTON TECHNOLOGY, INC 193207 04/22/10 device shield license	295.00 295.00*	6644	228	100-1000	680		
12520 1	1086 GIULIO DISPOSAL SERVICES, INC. 60458 08/31/10 August 10 Service	141.00 141.00		201	100-2600	431		
12521 1	3933 TIGER DIRECT p253549301 08/26/10 ACER 183H 19"	573.35 573.35*	6680	215	451-1000	660	61	
12522 1	3548 NICO ELECTRONIC SYSTEMS, INC. 21024 08/26/10 Lockdown key switch insta	3,366.00 2,130.00	6665	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-440- 2	20546 08/26/10 Mag locks	1,236.00		201	100-2600	440		
12523 1	321 BRUCO, INC 278391 08/26/10 Scrubber and pads	52.83 52.83	6632	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-730-								
12524 1	3308 CDW-GOVERNMENT INC. TQR0110 08/26/10 toner Q2613A	405.26 77.59	6678	201	100-2500	610		
	TRP4850 08/25/10 APC network card	327.67*	6681	228	100-1000	610		
12525 1	2270 S.J. PERRY CO., INC. 3982 08/03/10 sprinkler panel/transform	229.00 181.00	6675	201	100-2600	440		
2	3845 08/03/10 sprinkler panel/transform	30.00	6675	201	100-2600	440		
3	3845 08/03/10 sprinkler panel/transform	18.00		201	100-2600	440		
12526 1	2706 LOCK SHOPPE 09/03/10 Rekey Cabinet locks	49.00 39.75	4641	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-440- 2	09/03/10 Rekey Cabinet locks	9.25		201	100-1000	440		
12527 1	3936 BOULDER TECH SERVICE 1074 09/02/10 memory upgrades for serve	6,830.00 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 1	5000 COSTCO 2441274400 09/01/10 fcs supplies	195.54 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 1	1183 HARLOW'S SCHOOL BUS SERVICE, INC. 08/30/10 Athletic Bus pre-season	1,758.40 1,758.40		201	720-3500	582		

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
12531	899 EMPIRE OFFICE MACHINES, INC.	13.17						
1	6191 08/02/10 File Folders	27.45	6674	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2500-610-							
2	6192 08/02/10 Credit	-14.28		201	0			
12532	1079 GAGNON'S DIGITAL IMAGING	58.52						
1	49860 08/18/10 copies	58.52		201	100-1000		440	
12533	3547 BELGRADE EQUIPMENT, LLC	2,400.85						
1	63585 08/16/10 lawn tractor overhaul	2,700.85		201	100-2600		440	
2	08/16/10 Credit	-300.00		201	100-2600		440	
12534	4234 WELLS FARGO FINANCIAL LEASING	168.75						
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	307.90	6503	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-							
12537	899 EMPIRE OFFICE MACHINES, INC.	12.50						
	6452 08/20/10 District office supplies	11.24	6060	201	999			
	Accounting (Org/Prog/Func/Obj/Proj: -100-2500-610-							
	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	12.04*		228	100-1000		610	
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		201	100-2600		440	
12541	386 BOULDER PARTS SUPPLY	39.95						
1	245 09/03/10 Staff car oil change	39.95		201	100-2600		440	
12542	4433 OCLC	198.00						
1	0000086604 07/31/10 On-lines service oclc	198.00	6440	201	999			
	PO Accounting (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	201	390-1000		610	
3	09/08/10 wood- po 6699	14.40		201	390-1000		610	

09/14/10

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
12546	157 ACE HARDWARE	951.14						
1	32527 08/27/10 shop supplies	17.34		201	390-1000	610		
2	32522 08/27/10 shop supplies	26.20		201	390-1000	610		
3	32470 08/25/10 fencing supplies	34.47	6634	215	999		334	
	PO Accounting (Org/Prog/Func/Obj/Proj: -465-1000-610-334							
4	various 08/01/10 Ref PO# 23183 maint	873.13		201	100-2600	615		
12547	1650 MEADOW GOLD DAIRY	48.00						
1	60204763 09/23/10 milk	48.00		201	910-3100	630		
12548	2366 SIMPLEXGRINNELL	12,904.00						
1	40248361 08/27/10 phone system	12,904.00	6660	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-730-							
12549	4169 PACIFICAD, INC	2,460.00						
1	0021919 08/31/10 autocadd subscriptions	540.00	6615	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-680-							
2	0021920 08/31/10 autocadd subscriptions	1,920.00*	6687	215	451-1000	680	61	
12550	1737 NORTHWESTERN ENERGY	2,772.48						
	277248 09/01/10 August 10 electric	2,440.96		201	100-2600	412		
	277248 09/01/10 August 10 gas	331.52		201	100-2600	411		
12551	859 EPES SOFTWARE, INC.	115.00						
1	10/01/10 support renewal	115.00		201	100-2400	682		
12552	1211 INNOVATIONS ASSOCIATES	130.00						
1	2331 09/01/10 current events sub	130.00	6551	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-650-							
12553	4449 EARTHWALK	4,000.00						
1	20100556 08/30/10 laptop cart for netbooks	4,000.00	6614	215	999		535	
	PO Accounting (Org/Prog/Func/Obj/Proj: -752-1000-660-535							
12554	4044 CVS	300.00						
1	09/13/10 annual supplies	300.00	6593	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-							
12555	3739 JOANNS FABRIC	325.00						
1	09/13/10 drama supplies	325.00	6590	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-							
12556	3583 HOME DEPOT CREDIT SERVICES	200.00						
1	09/13/10 drama supplies	200.00	6592	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-							

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For the Accounting Period: 9/10

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Report ID: AP100

Claim Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
12557	2717 CITY OF BOULDER	1,603.35						
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	13,847.17	6632	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-730-							
2	276514 08/17/10 Scrubber and pads	52.83		201	100-2600	731		
3	278133 08/17/10 taski parts	10.80		201	100-2600	440		
12560	4443 PRO-BUILD	75.03						
1	422-010997 07/01/10 posts	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		201	100-2600	615		
3	08/21/10 late fee/finance charge	63.06		201	100-2600	615		
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	6561	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-650-							
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	495.00						
1	910360 09/01/10 spectrum renewal	495.00	6489	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-682-							
12566	3583 HOME DEPOT CREDIT SERVICES	587.56						
1	09/02/10 woods supplies	110.62	6700	201	390-1000	610		
2	09/02/10 worm drive saw/belt	213.98	6690	201	390-1000	660		
3	09/02/10 maintenance	262.96		201	100-2600	615		
12567	4297 COMDATA	1,161.12						
1	20121815 09/01/10 Total Route	932.44		210	100-2700	624		
2	20121815 09/01/10 custodial	228.68		201	100-2600	624		
	<b>Total:</b>	<b>60,487.51</b>						
		60,487.51						

09/14/10  
11:41:21

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

Page: 5 of 5  
Report ID: AP110

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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$44,763.51
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$932.44
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$7,326.85
228 TECHNOLOGY FUND	
101	\$7,464.71
<b>Total:</b>	<b>\$60,487.51</b>

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# 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

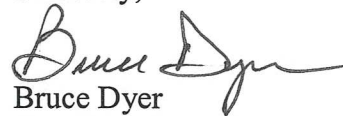
Dear Board Members,

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,

A handwritten signature in cursive script that reads "Beth Riitano".

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 <sup>st</sup> Reading and/or action	2 <sup>nd</sup> Reading and/or action	3 <sup>rd</sup> 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 <sup>st</sup> Reading and/or action	2 <sup>nd</sup> Reading and/or action	3 <sup>rd</sup> 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](http://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

### **BP 1420. School Board Meeting Procedure.**

**(REC)** Rescinding a motion seems to be 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 purchases. 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 encourage trustees to review and understand this process prior to rescinding a motion.

**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.

**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 MHS. 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, [www.mtsba.org](http://www.mtsba.org), 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](mailto:jbrott@mtsba.org)

Montana School Boards Association

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

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



**Home of the Panthers**  
Phone: (406) 225-3317  
Fax: (406) 225-3289  
Web Site: [www.jhs.k12.mt.us](http://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 Bookkeeper



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 is 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.







Holiday Inn Grand Montana												
Billings Hotel and Convention Center												
Meeting Room...	Misour/Stilwater 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
	<b>EFFECTIVE AND EFFECTIVENESS TRACK</b>	<b>SCHOOL LAW / BEST PRACTICES TRACK</b>	<b>RURAL GOVERNANCE TRACK</b>		<b>ADMINISTRATIVE ISSUES TRACK</b>	<b>ADMINISTRATIVE ISSUES TRACK</b>	<b>STRIVING TO ACHIEVE - HELPING OUR AMERICAN INDIAN STUDENTS TRACK</b>	<b>SCHOOL FINANCE TRACK</b>	<b>CLERK / BUSINESS OFFICIAL TRACK</b>			
<b>FRIDAY, OCTOBER 22, 2010</b>												
Association Membership Meeting	MLUP and WCRPP Membership Mtg Breakfast 7:30-7:45 AM / Gallatin Room											
7:30 - 9:35 AM	Coffee and Donuts/Muffins - Montana Convention Center											
8:00 - 9:35 AM	Coffee and Donuts/Muffins - Montana Convention Center											
<b>General Session with National Affiliate Leadership Panel - - - Montana Convention Center</b>												
9:45 - 11:20 AM	Public School District Efficiencies vs. Community Ownership Facilitated By: Lance Vasegele, MTSBA President and Kris Kuehn, MREA President	The Laws, Rules and Regulations that Impact Montana's Public Education MTSBA Legal Staff and Rich Barterman, MREA	Enhancing School Improvement Efforts Through Influence Relationships Dr. Bill McCow, U of M	NCE Planner's Meeting Closed Meeting - For Committee Members Only	Memoring Claudia Morley and Dale Ahrens	Opening the Dialogue: Achieving Common Purposes Steve Juras and Denise Juras and Commissioner of Higher Education Sheila Stearns	Planning Strategically for Future Success Lance Nelson, MTSBA Closing Keynote Presentations: Lessons Learned Jan Reighner, Professor of Education, MSU	What Are the Options to Allow District to Stay in Compliance with 20-9- 309, MCA Facilitated by: Jan Cahill and Debra Silk, MTSBA	Round Table Topics (Transportation, Balancing Tips, Meeting Notices, etc.) MASBO Membership	Project 2030 Dr. Miles Worts, Montana State University	The Learning Connection Katie Bank, MT7 Team Nutrition	
11:30 - 12:30 PM	Name badges will be collect for four \$300 prizes											
<b>CLOSING GENERAL SESSION - - - FEATURING KEVIN MICHAEL CONNOLLY</b>												

20 September 2010

Report to JHS School Board

Most things are going very well at Jefferson High School with lots of positives and good spirit. 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 4<sup>th</sup> 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





June 29, 2010  
Code: 270090

PRINCIPAL  
JEFFERSON HIGH SCHOOL  
312 S MAIN ST  
PO BOX 838  
BOULDER, MT 59632  
011061110



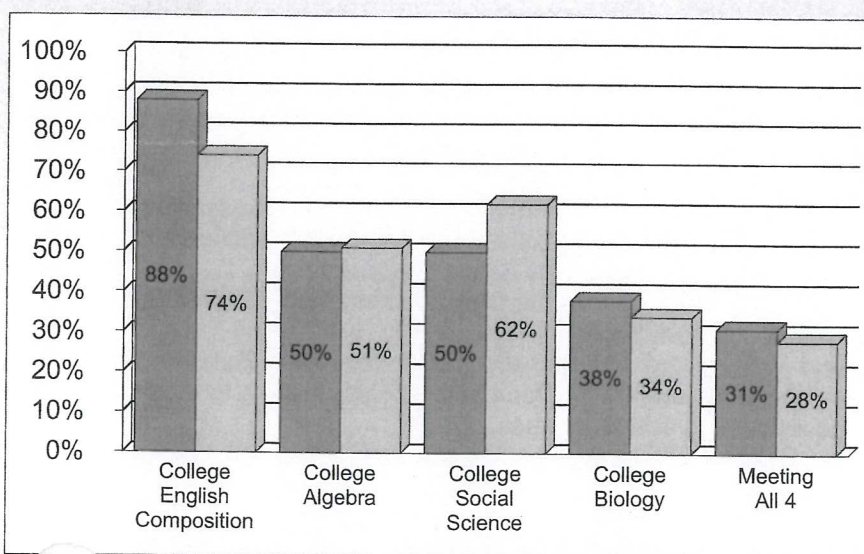
This report reflects the achievement of your graduates on the ACT over time and an indication of the extent to which they are prepared for college-level work. The ACT consists of curriculum-based tests of educational development in English, mathematics, reading, and science designed to measure the skills 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**

Graduation Year	Total Tested		English		Mathematics		Reading		Science		Composite	
	School	State	School	State	School	State	School	State	School	State	School	State
2007	18	6,033	19.9	21.0	23.1	21.7	23.0	22.5	22.1	21.8	22.2	21.9
2008	21	6,066	20.3	21.2	22.1	21.7	23.1	22.5	21.6	21.8	22.0	21.9
2009	20	6,286	21.6	21.3	21.1	21.8	23.8	22.7	22.4	21.8	22.4	22.0
2010	25	5,960	21.5	21.2	20.9	21.7	23.6	22.7	21.8	21.7	22.1	22.0
<b>2010</b>	<b>16</b>	<b>6,222</b>	<b>21.4</b>	<b>21.3</b>	<b>21.8</b>	<b>21.7</b>	<b>22.1</b>	<b>22.7</b>	<b>22.7</b>	<b>21.9</b>	<b>22.0</b>	<b>22.0</b>

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



**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

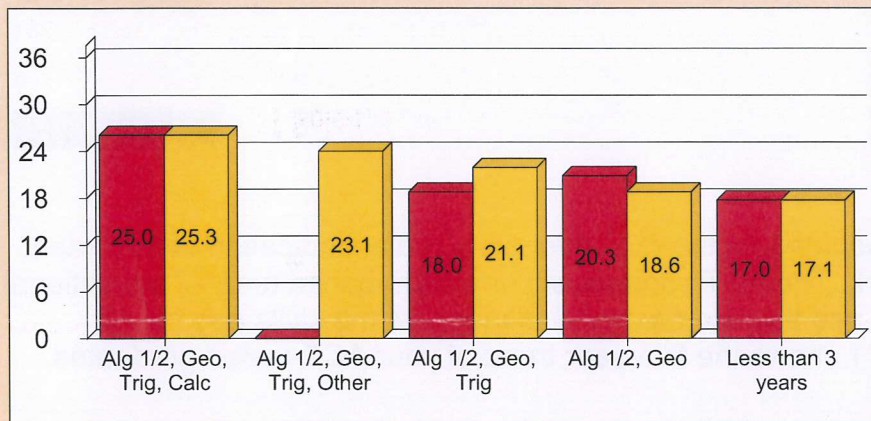
A benchmark score is the minimum score needed on an ACT subject-area test to indicate a 50% chance of obtaining a B or higher or about a 75% chance of obtaining a C or higher in the corresponding credit-bearing college courses.

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 impact on ACT performance and college readiness. Figures 2 and 3 report the value added by increasingly rigorous coursework in mathematics and science respectively.

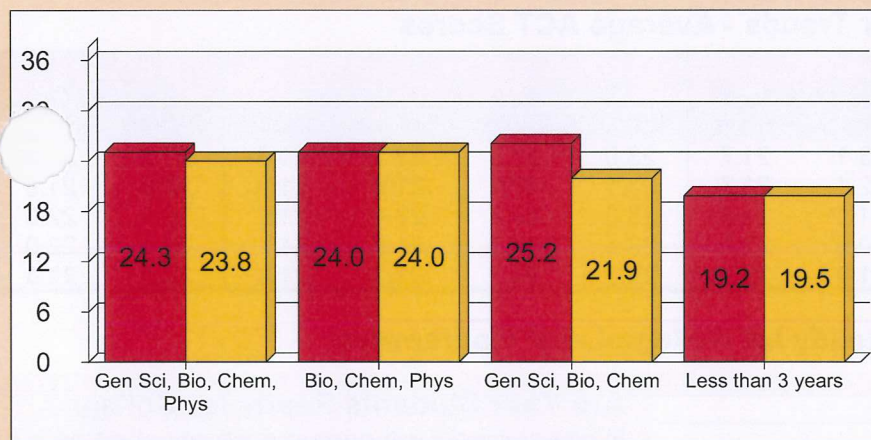
**Figure 2. Average ACT Mathematics Scores by Course Sequence**



### 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.

**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.

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](mailto:denver@act.org).