

AGENDA  
REGULAR MEETING OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1  
\* 6:00 p.m. October 13, 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. New Business.**

1. Strategic planning session

**F. Follow-up/Adjournment**

**NEXT HIGH SCHOOL BOARD MEETING: 6:00 P.M. TUESDAY, November 16, 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.*

09/28/10  
11:24:01

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

Page: 1 of 3  
Report ID: AP100

Warrant	Vendor #/Name	Amount	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
12570	139 ASSOCIATION FOR CAREER/TECH ED	385.00					
1	09/28/10 memberships	385.00*	6729	215	451-1000	582	61
12571	1711 MT ACTE	375.00					
1	09/28/10 MEA registration	375.00*	6728	215	451-1000	582	61
12572	3583 HOME DEPOT CREDIT SERVICES	576.02					
1	09/28/10 woods supplies/belt sander	338.00	6718	201	390-1000	660	
2	09/28/10 woods supplies/belt sander	237.93	6718	201	390-1000	610	
3	09/28/10 woods supplies/belt sander	0.09		201	390-1000	660	
12573	3936 BOULDER TECH SERVICE	120.00					
1	1075 09/27/10 8gb flash drive	40.00*	6713	228	100-1000	610	
2	1075 09/27/10 bluetooth adapter	60.00*	6716	228	100-1000	610	
3	1075 09/27/10 rca cable 3ft	20.00*	6722	228	100-1000	610	
12574	375 MSHWP/BCBS OF MONTANA	2,643.04					
1	09/28/10 Ret Prem	2,120.48		201	100-1000	260	
2	09/28/10 Reg Prem	522.56		201	100-1000	260	
12575	4234 WELLS FARGO FINANCIAL LEASING	168.75					
	6765483269 09/18/10 front office copier	168.75*		201	100-1000	840	
12576	3340 HIDDEN RIVERS SPRINKLERS	180.00					
1	09/24/10 winterization	180.00		201	100-2600	440	
12577	3959 AMERICAN EXPRESS	20.68					
1	09/27/10 shipping spanish books	20.68		201	100-1000	610	
12578	1823 MT BROOM & BRUSH COMPANY	189.00					
1	707097 09/27/10 air freshner for bathrooms	189.00		201	100-2600	610	
12579	3766 ACADIA HEALTHCARE	384.00					
1	4228473 09/27/10 altacare	384.00*		215	280-1000	330	524
12580	3766 ACADIA HEALTHCARE	921.61					
1	4218072 09/21/10 altacare	921.61*		215	280-1000	330	524
12581	4404 BOULDER ADMINISTRATION SERVICE	45.00					
1	10/01/10 Oct 10 admin fees	45.00		201	100-1000	260	
12582	4062 AMERICAN RED CROSS	170.00					
1	11003553 09/16/10 FA/CPR/AED training	170.00		201	100-2300	800	

09/28/10  
11:24:02

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

Page: 2 of 3  
Report ID: AP100

Warrant	Vendor #/Name	Amount	Acct./Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
12583	2129 PICCOLO'S MUSIC	154.57				
1	64952 09/17/10 Instrument repair	154.57	4932	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj): -100-1000-440-					
12584	1645 VERIZON BUSINESS	81.62				
1	5327003 08/25/10 jhs service	81.62		201	100-2400	531
12585	4256 NEOPOST LEASING	251.10				
1	N1909462 09/14/10 lease payment	251.10		201	100-2400	532
12586	1079 GAGNON'S DIGITAL IMAGING	463.38				
1	50085 09/16/10 copies	463.38		201	100-1000	440
12587	4401 PICKLEBALL STUFF, LLC	39.00				
1	11691 09/13/10 2 doz red pickleballs	39.00	6701	217	600-1000	610
12588	5000 COSTCO	26.98				
1	50966 09/17/10 batteries for clocks/ther	10.97	6692	201	100-2600	610
2	50966 09/17/10 batteries for clocks/ther	16.01		201	100-2600	610
12589	3402 CAREY, LORIE	15.00				
	525306 09/17/10 3 laundry baskets	15.00		201	720-3500	610
12590	3959 AMERICAN EXPRESS	138.99				
1	09/17/10 anatomy book return	138.99		201	100-1000	640
12591	4097 NORTHLAND FINANCIAL	2,494.75				
1	10 09/01/10 Sept 10 Bus Payment	1,279.25		210	100-2700	513
2	10 09/01/10 Sept 10 2nd	1,215.50		210	100-2700	513
	<b>Total:</b>	<b>9,843.49</b>				
		9,843.49				

09/28/10  
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JEFFERSON HIGH SCHOOL  
Fund Summary for Claims  
For the Accounting Period: 9/10

Page: 3 of 3  
Report ID: AP110

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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$5,124.13
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$2,494.75
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$2,065.61
217 ADULT EDUCATION	
101	\$39.00
228 TECHNOLOGY FUND	
101	\$120.00
<b>Total:</b>	<b>\$9,843.49</b>

10/12/10  
11:20:26

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

Line #	Warrant	Vendor #/Name	Amount	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj
12592		1183 HARLOW'S SCHOOL BUS SERVICE, INC.	2,909.21					
1		09/01/10 athletic		2,749.07		201	720-3500	582
2		09/01/10 activity		160.14		201	710-3400	582
12593		2284 HUMPHREY, SAMANTHA	29.99					
1		09/09/10 quick time pro		29.99		201	100-1000	610
12594		3866 BLICK ART MATERIALS	450.54					
1		8851297 09/20/10 Easels/supplies		450.38	6434	215	999	114
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-114						
2		8851297 09/20/10 Easels/supplies		0.16	6434	201	999	
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-						
12595		4374 UNITED STATES POSTAL SERVICE	2,000.00					
1		09/29/10 postage		2,000.00	6732	201	100-2400	532
12596		11 A & M FIRE AND SAFETY	187.00					
1		82453 09/29/10 ext. service		187.00		201	100-2600	440
12597		4451 PIERCE FLOORING	183.68					
1		H-42084 07/14/10 tile		183.68		201	100-2600	615
3		1183 HARLOW'S SCHOOL BUS SERVICE, INC.	12,466.30					
		09/01/10 bus contract		12,466.30		210	100-2700	513
12599		4344 PEARSON SCHOOL	1,560.52					
1		BK62362333 09/22/10 anatomy		1,368.00	6688	201	999	
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-680-						
2		BK62362333 09/22/10 anatomy books		163.25	6682	201	100-1000	640
3		BK62362333 09/22/10 anatomy		29.27		201	100-1000	640
12600		131 ARI NETWORK SERVICES	209.45					
1		417721 09/15/10 B&S software updates		190.00	6587	201	999	
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-680-						
2		417721 09/15/10 B&S software updates		19.45		201	390-1000	680
12601		4180 TYLER TECHNOLOGIES	600.00					
1		35750 09/16/10 guidance training		600.00*	6685	201	100-2100	582
12602		3548 NICO ELECTRONIC SYSTEMS, INC.	487.00					
1		20617 09/17/10 access control system		487.00		201	100-2600	440
12603		4062 AMERICAN RED CROSS	10.00					
1		11003674 08/24/10 FA/CPR/AED training		10.00		201	100-2300	800

10/12/10  
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JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 10/10

Line #	Warrant	Vendor #/Name	Amount	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
12604		1645 VERIZON BUSINESS	119.74						
1		5505260 09/25/10 jhs service		119.74		201	100-2400	531	
12605		4097 NORTHLAND FINANCIAL	2,494.75						
1		10/01/10 Oct. 10 Bus payment		1,279.25		210	100-2700	840	
2		11 10/01/10 Oct . 10 2nd Bus Pymt		1,215.50		210	100-2700	840	
12606		1183 HARLOW'S SCHOOL BUS SERVICE, INC.	9,971.55						
1		10/01/10 bus contract		12,466.30		210	100-2700	513	
2		10/01/10 lease pymt		-1,279.25		210	100-2700	513	
3		10/01/10 2nd lease pymt		-1,215.50		210	100-2700	513	
12608		2276 SAFEWAY-HELENA	68.62						
1		4335 09/20/10 fcs supplies		68.62	6577	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
12609		1451 L & P GROCERY	230.47						
1		2410580825 08/25/10 fcs supplies		35.66	6574	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
2		1469670908 09/08/10 fcs supplies		22.96	6574	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
3		2388709091 09/14/10 fcs supplies		23.04	6574	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
4		2466020920 09/20/10 fcs supplies		82.28	6574	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
5		1469690929 09/29/10 fcs supplies		51.29	6574	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
6		2594760092 09/22/10 fcs supplies		9.27	6574	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
7		1475000927 09/27/10 fcs supplies		5.97	6574	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
12610		899 EMPIRE OFFICE MACHINES, INC.	44.84						
1		6974 09/27/10 fcs misc paper		30.28	6467	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
2		6974 09/27/10 business supplies		14.56	6549	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-							
12611		385 BOULDER MONITOR & JEFFERSON CO.	117.00						
1		11404 09/23/10 adult ed		84.00*		217	610-1000	540	
2		11404 09/23/10 vacancy		33.00		201	100-2400	540	
12612		613 CAREY, CATHY	103.40						
1		10/05/10 paint stripper		32.94	6731	201	390-1000	610	
2		10/05/10 paint stripper		30.48	6735	201	390-1000	610	
3		10/05/10 handles for tools		39.98	6725	201	390-1000	610	

10/12/10  
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Claim Approval List  
For the Accounting Period: 10/10

Line #	Warrant	Vendor #/Name	Amount	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
12613		3219 LIFE TRACK SERVICES INC.	196.25						
1		21536 09/29/10 Senior Followup		66.25	4950	201	999		
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-2100-610-							
2		21536 09/29/10 Senior Followup		130.00		201	100-2100	610	
12614		4297 COMDATA	2,793.05						
1		20123264 10/01/10 total route		1,973.66		210	100-2700	624	
2		20123264 10/01/10 custodial		47.01		201	100-2600	624	
3		20123264 10/01/10 jhs ad		36.47		201	720-3500	582	
4		20123264 10/01/10 athletic		695.40		201	720-3500	582	
5		20123264 10/01/10 activity		40.51		201	710-3400	582	
12615		1451 L & P GROCERY	8.85						
1		1441030930 09/30/10 chemistry/science supplie		8.85	6589	201	999		
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-1000-610-							
12616		157 ACE HARDWARE	2,619.66						
1		32865 09/08/10 fencing supplies		82.47	6634	215	999		334
	PO Accounting	(Org/Prog/Func/Obj/Proj: -465-1000-610-334							
2		32722 09/03/10 fencing supplies		8.49	6634	215	999		334
	PO Accounting	(Org/Prog/Func/Obj/Proj: -465-1000-610-334							
3		32685 09/01/10 fencing supplies		22.96	6634	215	999		334
	PO Accounting	(Org/Prog/Func/Obj/Proj: -465-1000-610-334							
4		33349 09/22/10 fencing supplies		64.78	6634	215	999		334
	PO Accounting	(Org/Prog/Func/Obj/Proj: -465-1000-610-334							
5		33349 09/22/10 service learning supplies		70.67*	6721	215	465-1000	610	65
6		33031 09/13/10 cordless drill		199.99*	6703	215	465-1000	660	65
7		various 09/01/10 Ref PO# 23184 Maintenance		1,362.73		201	100-2600	615	
8		33129 09/16/10 portable dishwasher/ fcs		589.00	6478	201	999		
	PO Accounting	(Org/Prog/Func/Obj/Proj: -390-1000-660-							
9		33532 09/28/10 service learning supplies		180.00*	6721	215	465-1000	610	65
10		32866 09/08/10 science olympiad supplies		23.96	6496	201	999		
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-1000-610-							
11		33229 09/19/10 Ref PO# 23184 Maintenance		32.59		201	100-2600	615	
12		33410 09/24/10 credit		-17.98		201	100-2600	615	
12617		4461 SPOKANE POWER TOOL	710.95						
1		468845 09/14/10 mitre saw/shadow		710.95*	6707	215	451-1000	660	61
12618		1002 GENERAL DISTRIBUTING	13.38						
1		681091 09/30/10 anti spatter spray		13.38	6720	201	390-1000	610	
12619		3481 MT DOJ CRIMINAL RECORDS	117.00						
1		23795 09/08/10 sonsteng/rieder/mundanioh		29.25	6697	201	100-2300	610	
2		23865 09/16/10 ramey fingerprints		29.25	6705	201	100-2300	610	
3		23865 09/16/10 petroff prints		29.25	6704	201	100-2300	610	
4		24001 09/29/10 Brunett Fingerprints		29.25	6733	201	100-2300	610	

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

Page: 4 of 5  
Report ID: AP100

Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
12620	1377 JOHNSON CONTROLS	376.23				
1	1-16535227 09/29/10 ring packing kit	376.23		201	100-2600	440
12621	4464 JEFFERSON COUNTY HEALTH DEPARTMENT	140.00				
1	501 09/30/10 TB Test	140.00		201	100-2300	800
12622	375 MSHWP/BCBS OF MONTANA	1,251.99				
1	09/27/10 Ret. Prem. October	1,251.99		201	100-1000	260
12623	2366 SIMPLEXGRINNELL	13,550.80				
1	40257353 09/23/10 fire alarm system	5,081.23	6659	215	999	369
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-725-369					
2	40257353 09/23/10 fire alarm system -	8,469.57	6659	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-725-					
12624	1823 MT BROOM & BRUSH COMPANY	229.00				
1	701458 08/30/10 carpet dryer	229.00		201	100-2600	660
12625	1650 MEADOW GOLD DAIRY	165.31				
1	60205167 09/27/10 milk	12.00		201	910-3100	630
2	60205125 09/23/10 milk	36.00		201	910-3100	630
	60205086 09/20/10 milk	23.33		201	910-3100	630
	60204877 09/02/10 milk	57.98		201	910-3100	630
5	60205002 09/13/10 milk	36.00		201	910-3100	630
12626	4442 H2O LABS	209.90				
1	2067 07/21/10 water distiller/charcoal	209.90	6526	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-660-					
12627	3766 ACADIA HEALTHCARE	7,238.77				
1	4261486 10/11/10 altacare	7,238.77*		215	280-1000	330 524
12628	2793 VALLEY WELDER SUPPLY, INC.	55.88				
1	01001774 09/30/10 gas/welding supplies	55.88	6572	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-					
12629	1737 NORTHWESTERN ENERGY	4,874.54				
1	487454 10/01/10 Sept. 10 electric	3,393.36		201	100-2600	412
2	487454 10/01/10 Sept. 10 gas	1,481.18		201	100-2600	411
12630	2717 CITY OF BOULDER	1,603.35				
1	10/05/10 Nov. 10 water/sewer	1,603.35		201	100-2600	421
<b>Total:</b>		<b>70,398.97</b>				

70,398.97



10/12/10  
11:20:27

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

Page: 5 of 5  
Report ID: AP110

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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$29,298.02
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$26,906.26
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$14,110.69
217 ADULT EDUCATION	
101	\$84.00
Total:	\$70,398.97

10/12/10  
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JEFFERSON HIGH SCHOOL  
Claim Approval List  
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Page: 4 of 5  
Report ID: AP100

Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
12620	1377 JOHNSON CONTROLS	376.23						
1	1-16535227 09/29/10 ring packing kit	376.23		201	100-2600		440	
12621	4464 JEFFERSON COUNTY HEALTH DEPARTMENT	140.00						
1	501 09/30/10 TB Test	140.00		201	100-2300		800	
12622	375 MSHWP/BCBS OF MONTANA	1,251.99						
1	09/27/10 Ret. Prem. October	1,251.99		201	100-1000		260	
12623	2366 SIMPLEXGRINNELL	13,550.80						
1	40257353 09/23/10 fire alarm system	5,081.23	6659	215	999			369
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-725-369							
2	40257353 09/23/10 fire alarm system	8,469.57	6659	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-725-							
12624	1823 MT BROOM & BRUSH COMPANY	229.00						
1	701458 08/30/10 carpet dryer	229.00		201	100-2600		660	
12625	1650 MEADOW GOLD DAIRY	165.31						
1	60205167 09/27/10 milk	12.00		201	910-3100		630	
2	60205125 09/23/10 milk	36.00		201	910-3100		630	
3	60205086 09/20/10 milk	23.33		201	910-3100		630	
	60204877 09/02/10 milk	57.98		201	910-3100		630	
	60205002 09/13/10 milk	36.00		201	910-3100		630	
12626	4442 H2O LABS	209.90						
1	2067 07/21/10 water distiller/charcoal	209.90	6526	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-660-							
12627	3766 ACADIA HEALTHCARE	7,238.77						
1	4261486 10/11/10 altacare	7,238.77*		215	280-1000		330 524	
12628	2793 VALLEY WELDER SUPPLY, INC.	55.88						
1	01001774 09/30/10 gas/welding supplies	55.88	6572	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
12629	1737 NORTHWESTERN ENERGY	4,874.54						
1	487454 10/01/10 Sept. 10 electric	3,393.36		201	100-2600		412	
2	487454 10/01/10 Sept. 10 gas	1,481.18		201	100-2600		411	
12630	2717 CITY OF BOULDER	1,603.35						
1	10/05/10 Nov. 10 water/sewer	1,603.35		201	100-2600		421	
	<b>Total:</b>	<b>70,398.97</b>						

70,398.97

13 October 2010

Report to JHS Board

After a week of painted fields and homecoming activities, we have settled down. Don't know if all of you know but our field and other areas were painted with not so nice words last Thursday night. The culprits were caught, Whitehall kids. The people who did this will be traveling to JHS in the near future to sandblast the cement wall and do some painting. Fortunately they did not paint the building or break any glass. We have decided not to press charges on them as the damage was not that severe. I am working with the Whitehall school to set a time to take care of the damage.

Just for your information, the week before we played Townsend. We did not announce the starters for Townsend and that made the Townsend fans mad. I did not know this had happened until later in the game. After the game I found out the reason we did not announce their starters was because their coach would not give us the names. Sad, that the Townsend folks did not know this. I did contact their AD and talked to their Superintendent.

I am working with both schools to try to end any future problems, we all need to get along and I am sure we can work it out.

The 4 ½ week report cards show the kids are doing great; we only had one child that did not make the required GPA. That's out of all the football, volleyball and cross country athletes. I am compiling the average GPA for each sport and so far it looks great. I remember not so long ago when we went from 1.5 to the 2.0 and had some who thought it would really hurt our programs. Really proud of our staff and our kids.

We are winding down on fall sports. The regular season will be over next week. Hopefully we will extend our seasons further.

Dan Sturdevant, AD

# Legal Services by Debra Silk, Associate Executive Director

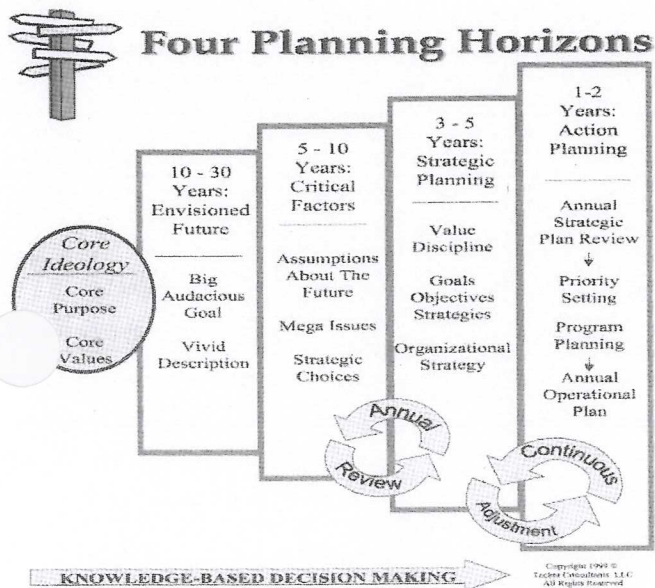


## Strategic Planning and Successful Governance

The MTSBA Board of Directors and staff recently spent two days with Glenn Tecker of Tecker and Associates. Glenn Tecker is a renowned expert in governance, leadership and strategic planning. The session with Glenn Tecker was both eye-opening and very refreshing. Our training session focused in large part on outcome-oriented goals, objectives and strategies, and was a continuation of MTSBA's strategic planning and thinking process that began several years ago. This has been a work in progress and will continue as MTSBA moves into the future in pursuit of its vision.

## MTSBA's Strategic Planning Framework

The framework used by MTSBA for its strategic planning process was adapted from a model developed by Tecker and Associates, which was in turn adapted from the work of Jim Collins, author of "Built to Last" and "Good to Great." This framework was put in place by the Association starting in 2004 when the Association underwent a review by the National School Boards Association of the programs and services offered by MTSBA. We continually review and make periodic adjustments to our strategic planning. The following graph depicts the planning horizons from which MTSBA's Strategic Plan is developed.



Using the framework pictured to the left, the following is MTSBA's core ideology (comprised of the core purpose and core values), envisioned future of the Association (big audacious goal), our vivid description of the desired future, and our goals.

**Core Purpose of the Montana School Boards Association:**  
**"To maximize the potential of every child through school board leadership"**

**Core Values of the Montana School Boards Association:**

- **Commitment to Preserving Local Control:** MTSBA commits to the preservation of supervision and control of public schools by elected school boards.
- **Rational, Adequate Funding:** MTSBA commits to funding that is rationally related to standards, mandates, values and all other necessary operational costs.
- **Cultural Integrity:** MTSBA commits to the preservation of and education regarding the cultural integrity of our American Indian populations.

- **Visionary Leadership:** MTSBA will provide services that strengthen the effectiveness of local school boards as governors of public education. MTSBA will be visionary, dynamic and solution-oriented in all programs and services.
- **Advocacy Focused on Children:** MTSBA will lead advocacy efforts on behalf of our membership to ensure that Montana's system of public education is focused on high student achievement, full development of the potential of all children, and development of the whole child through a system of education that includes music and the arts, healthy habits and early childhood education.

## Big Audacious Goal:

Montana's elected school boards are community leaders, informed through regular interaction and collaboration with parents and other stakeholders, visionary champions for developing the full potential of children served by K-12 public education.

School boards have a specific role in educating children throughout the K-12 public education system and understand that role in the greater context of education and public policy decisions made throughout the P-20 (Preschool through College) system. School boards are actively involved in positively preparing children for school readiness and success in the K-12 public education system and for post-secondary education success and career readiness.

Elected school boards are progressive, innovative and relentless in the pursuit of quality and integrity in public education. All stakeholders at the federal, state and local level work collaboratively to develop excellence throughout

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# Insurance Services by Shawn Bubb, Director of Insurance Services



## WCRRP Launching New E-Learning System

A skilled craftsman always has a wide range of tools in their toolbox to offer them some choices about how to proceed with the task at hand. WCRRP realizes that our members function best, when they can choose the tools that work best for them. To that end we are creating new tools to help our members complete required and optional trainings for their employees. One of these tools is an on-line learning management system which will allow our member school districts to sign in to the insurance portion of the MTSBA website, preview the listing of available on-line classes, register individual employees for a class or classes, and then periodically sign back in to the website to check employee progress. This system will effectively enhance the number of trainings offered and increase the availability of required and

optional training topics, placing school district administration more in control of the training system and creating another useful tool for meeting the ongoing educational needs of our members. This will not replace the high level of service you currently receive but will instead complement our in-district work.

As our program is member governed and member directed, here's your chance to do some directing. As we are presently developing the course offerings, we would like to know: If you could select the four most important training topics which would impact your district in regards to insurance exposures and losses, what would they be? Drop us an email and provide educational ideas you would like to see, and we'll work to meet the need.

[insuranceservices@mtsba.org](mailto:insuranceservices@mtsba.org)

Steven Covey, author of the very influential book, *The 7 Habits of Highly Effective People*, remarks about the "7th Habit: Sharpen the Saw." This gentle reminder that we need to work to stay sharp and in good time in improving our skills highlights the need to use the best tool for the job. Help us select the tools you need; we look forward to hearing from you.

Also, here is a reminder to check out the upcoming regional trainings focusing on body mechanics. The Physical Therapy instructors we are working with to provide these trainings are excellent!

Be Well, and Be Safe!

### Regional Safety Training

1:00pm - 4:00pm

April 24th	Kalispell	West Coast Outlaw Inn
April 25th	Missoula	Best Western Grant Creek Inn
April 26th	Bozeman	Holiday Inn

To register go to our website @ [www.mtsba.org](http://www.mtsba.org) and look for Regional Safety Training, or contact us @ 1-877-667-7392.

## Strategic Planning - continued from page 4...

Montana's K-12 public education system. Children served by Montana's public education learn at high levels and develop into capable well-informed citizens.

### MTSBA Goals

*The following are the strategic goals that have been established by the Association. During the recent session with Glenn Tecker, the focus of the Board and the staff were on specific goal areas and the strategic objectives in order to meet the goals established by the Association in moving toward realization of our vision. To review MTSBA's newly revised Strategic Plan in its entirety, visit our website at [www.mtsba.org](http://www.mtsba.org).*

#### **Goal Area 1: Legislative Advocacy:**

**Statement of Intended Outcome, 2 Years:** MTSBA has refined its process for developing advocacy positions to more completely describe the range of opinions among its members. School finance laws are brought into compliance with constitutional responsibilities without denigrating constitutional supervision and control by elected trustees.

#### **Goal Area 2: Services to Foster Member Professional Growth:**

**Statement of Intended Outcome, 2 Years:** MTSBA's services and other resources have become increasingly focused on improving the knowledge, skills and performance of member school boards.

Continued on page 6...

# Policy Services by Joe Brott, Director of Policy Services



## ELECTING YOUR BOARD CHAIR

At your reorganizational meeting in May, you will be electing a board chair. This position is not only an honor but also an important responsibility and challenge. Not every board member has a desire to serve in this visible role. A person must possess both the skills and the willingness to take on the role of chair of

the school board.

Susan Humiston, past president of the Associated School Boards of South Dakota, put it this way: "A board chair needs to have the ability to facilitate and motivate rather than dominate, be courteous and gracious, listen to and deal with people, maintain composure and a calm demeanor, keep things moving in an orderly fashion, be in charge, and serve as both the contact person and the spokesperson for the board. Length of service should only be considered if an individual possesses the leadership qualities to be a good chair. Rotation of the chair and individual ego are not appropriate reasons to select an individual as the board chair. You should be looking for the most qualified person to serve, and that person should genuinely care about what is best for the students."

Humiston goes on to hit the nail on the head, when she describes the most crucial role of the chair. "The board chair is the guiding hand in assuring that the vision, goals, strategic plan, board policies, staffing, and community communication system are all sufficiently synchronized to provide appropriate educational opportunities for children with the support of the community." A board can get so bogged down in endless meetings on bus routes, personnel complaints, sports, hot lunch, and other administrative

management issues that it doesn't get around to the primary function of the board, which should be to establish the vision and long-range plan for the district. Student opportunity and achievement should always be the overriding goal. Remember the old saying, "If you don't know where you are going, any road will take you there!"

Effective board chairs lead their trustees in developing the board as a human resource, focus the board on its governing work, take accountability for the governing performance of the board, and support the superintendent's efforts to enhance the board's governing capacity. The primary responsibility of the board chair in leading is to play the leading role – in partnership with the superintendent – in driving the board to remain focused on leadership's mission.

The chair is responsible for proper and efficient board meetings. A working knowledge of parliamentary procedure should be a requisite. The chair of any board must be capable of following proper procedure and keeping both board members and the audience on track. This is not always fun, but it's the job of the chair to accomplish this.

Humiston appropriately concluded her comments, "Most of the excellent board chairs did not come into the position with all of the knowledge. They were the kind of people who had what is best for children as their primary goal and were willing to learn, grow, and accept the challenge."

So, as you take this month to think who would fill the role of chair in your district, think about leadership skills, knowledge, and, most of all, what is best for the children of your district. Remember that the MTSBA staff is always available to assist you. Numerous training opportunities are offered by the association over the course of the year. Please avail yourself of these educational workshops.

## Strategic Planning - continued from page 5...

### Goal Area 3: Public Education and Awareness:

**Statement of Intended Outcome, 2 Years:** MTSBA has fostered a greater public understanding of and appreciation for the role of elected school boards in Montana public education.

### Goal Area 4: Member Engagement and Loyalty:

**Statement of Intended Outcome, 2 Years:** MTSBA Directors and Staff have successfully motivated trustee members and directors to increase their commitment to, support of, and identity with MTSBA.

### Goal Area 5: Member Unification and Leadership:

**Statement of Intended Outcome, 2 Years:** MTSBA Directors and Staff have increased the unity of its diverse membership behind the common cause of developing and educating all children in our public schools.

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Strategic Planning - continued from page 6...

Much of the training that Glenn Tecker provided to MTSBA applies equally to public school boards. Although the core policy, core purpose and core values will be framed around the education of students, school boards should consider undergoing this process to set the stage for your school's vision into the future and the framework for achieving your goals and objectives – your Strategic Plan. If your District is interested in developing a Strategic Plan, give us a call. We can assist your district with the process.

*Montana Education Law Reporter (MELR)*

*MTSBA's Subscription Service*

**What is the MELR and why do you need it?** The MELR is a comprehensive compilation of articles, forms and legal references to assist your District. The MELR currently contains articles on **Trustee and School Board Meetings, Negotiations, Student Discipline, Fair Labor Standards Act, FERPA, Employment Contracts.** MELR contains sample forms referenced through the articles, including sample letters, resolutions, agreements, etc. MELR also contains legal references and cross-references to MTSBA's model policy manual. This premier subscription service is a "must have" for trustees, administrators and clerks in conducting the day-to-day operations of a school district. Subscribing to this service will enable you to access articles, forms and legal reference through the hard copy binder provided to each subscriber and electronic access through MTSBA's website. Once you subscribe to this service, you will receive a user name and password to the electronic database. The MELR database is fully searchable by word and can be found on the MTSBA website at [www.mtsba.org](http://www.mtsba.org).

If you would like to find out more about this subscription service, email Karla at [ksmerker@mtsba.org](mailto:ksmerker@mtsba.org) or call her at 442-2180.

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