

AGENDA
REGULAR MEETING OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1
*** 6:00 p.m. January 18, 2011 ***

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
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. Memorial – Diane Thompson
3. Credit for Service Learning
4. Roof repair update/bids
5. Hard Rock Fund use
6. Facility use clarification
7. Superintendent Evaluation
8. Fall Sports Coach Recommendations
9. Question on annual auditing at \$4400/year - have we considered going every other year as allowed?
10. Add planning as standard agenda item and place at top of agenda
11. Discuss/consider using consent agenda
12. Responsibilities in policy without a date:
 - annual review Superintendents in-service development program
 - annual set rate of pay for subs
 - quarterly board recognition of students with no absences or only one
 - annual formulation/adoption of board objectives/goals
 - annual presentation by superintendent to board of plan to achieve board objectives
 - annual presentation by superintendent to board of results of plan to achieve board objectives
 - annual supt. presents report to board on progress in educational program
 - annual review of accreditation standards by board
 - annual approval by board of superintendents annually written plan for special education----- annual evaluation by board of superintendent
 - annual establishment by board of tuition rates
13. Need to review the approximately seven different pages of board goals in policy and see how we are working on them

G. Commendations and Recognition

H. Committee Reports.

1. Negotiations/Personnel – A. Erickson, P. Lewis, S. Senechal
----- process for recruiting/selection fully outlined including consideration of incorporating behavioral/situational questions, references for leadership positions, updated job descriptions
2. Policy/Handbook – P. Lewis, S. Steketee, L. Bryant
----- updating/synchronizing policies
----- sports/extra-curricular program eval process
----- coaching evaluation process
----- review policy concerning fingerprint and background checks and the timing of these in the hiring process
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. AD Report

K. Unfinished Business

Follow-up from previous minutes:

1. Is chemical disposal complete?
2. Did Math program implement Glencoe Placement Test? (from Nov 09)
3. Did student council move forward with dance classes or other things to address "bump and grind" issues?
4. Did student council move forward with recognition program
5. What was resolution of rodeo insurance and program in general
6. Committee to establish Schoolwide Title 1 - needs to be established per Mr. Whealon but did this require board involvement or where is this at?
7. Instructional leadership - continued review/analysis of adding administration
8. Synopsis of correlates will be published in paper and calling for community involvement
9. Anti-bullying practices review

L. Follow-up/Adjournment

January - vacation payouts if any, policy 5334p

Mar/April - deadlines for applying for trustee election, policy 1111

NEXT HIGH SCHOOL BOARD MEETING: 6:00 P.M. TUESDAY, February 15, 2011 – 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.

Seven Correlates of Effective Schools

1. **Instructional Leadership**
 - Administrative Structure
 - Best practices
2. **Clear and Focused Mission**
 - Plan the Work and Work the Plan
 - Recruiting and staff development strategies
 - Maximize the potential of each student
 - Comprehensive individualized student school and career planning
3. **Safe and Orderly Environment**
 - Buildings and Grounds
 - Anti-Bullying
4. **Climate of High Expectations**
 - High Student Activity participation
 - Every student can and will learn if given the resources
5. **Frequent Monitoring of Student Progress**
 - Student Performance (in math and in reading)
6. **Positive Community-School Relations**
 - District Enrollment
 - Serviced Learning
7. **Opportunity to Learn and Student Time on Task**
 - Technology (already done)
 - Bell-to-bell instruction
 - Monitoring attendance

*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.*

From: 12/01/2010

General Ledger Report

From Account: 200

To : 12/31/2010

To Account: 300

DECEMBER 2010

AccountName	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	Payables	Workin
000200 STUDENT COUNCIL	3980.07	318.10	-306.20	0.00	3991.97	0.00	3991.97
000201 REVOLVING ACCOUNT	1704.12	3.00	0.00	0.00	1707.12	0.00	1707.12
000202 HOMECOMING ACCT	72.18	7.69	0.00	0.00	79.87	0.00	79.87
000203 JHS StCouncil	2850.00	0.00	0.00	0.00	2850.00	0.00	2850.00
000205 CLASS OF 2012	990.31	473.06	-31.93	0.00	1431.44	0.00	1431.44
000206 JHS SPIRIT FUND	92.01	0.00	0.00	0.00	92.01	0.00	92.01
000207 CLASS OF 2014	536.00	115.00	-332.00	0.00	319.00	0.00	319.00
000209 CLASS OF 2010	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000210 THESPIANS	289.44	0.00	0.00	0.00	289.44	0.00	289.44
000211 DRAMA	7697.79	478.00	-307.41	0.00	7868.38	0.00	7868.38
000212 SPEECH	451.66	0.00	0.00	0.00	451.66	0.00	451.66
000215 ANNUAL	9106.15	182.25	-17.49	0.00	9270.91	0.00	9270.91
000217 PANTHER PRESS	1287.89	0.00	0.00	0.00	1287.89	0.00	1287.89
000220 SCIENCE OLYMPIAD	627.40	0.00	-49.72	0.00	577.68	0.00	577.68
000221 Class of 2011	4847.69	0.00	0.00	0.00	4847.69	0.00	4847.69
000228 FILM MAKING	984.63	0.00	-99.99	0.00	884.64	0.00	884.64
000230 DIST XI FCCLA	408.35	0.00	0.00	0.00	408.35	0.00	408.35
000231 F.C.C.L.A.	2131.07	115.50	-69.00	0.00	2177.57	0.00	2177.57
000231 Culinary Arts	3873.43	0.00	0.00	0.00	3873.43	0.00	3873.43
000232 DRAFTING	855.31	0.00	-21.99	0.00	833.32	0.00	833.32
000233 CONSTRUCTION	174.51	0.00	0.00	0.00	174.51	0.00	174.51
000234 SMALL ENGINES--A	1317.32	33.00	-812.29	0.00	538.03	0.00	538.03
000235 SKILLS USA	4531.05	0.00	0.00	0.00	4531.05	0.00	4531.05
000236 WELDING	2668.40	14.00	-75.67	0.00	2606.73	0.00	2606.73
000237 WOODS	1460.49	15.00	-438.55	0.00	1036.94	0.00	1036.94
000238 BUSINESS PROF OF	782.23	0.00	-645.98	0.00	136.25	0.00	136.25
000239 TECHNOLOGY	0.89	0.00	0.00	0.00	0.89	0.00	0.89
000240 FB--SPECIAL	8521.23	13.19	0.00	0.00	8534.42	0.00	8534.42
000243 Sign Acct	423.13	0.00	0.00	0.00	423.13	0.00	423.13
000245 GENERAL ATHLETICS	13899.61	744.25	-1253.26	0.00	13390.60	0.00	13390.60
000247 RODEO CLUB	988.89	0.00	0.00	0.00	988.89	0.00	988.89
000250 HONOR SOCIETY	1410.96	0.00	-458.00	0.00	952.96	0.00	952.96
000259 DANCE CLUB	0.00	896.00	-407.15	0.00	488.85	0.00	488.85
000260 PEP CLUB	368.54	352.00	-641.50	0.00	79.04	0.00	79.04
000261 ART CLASS	1593.18	0.00	-269.73	0.00	1323.45	0.00	1323.45
000262 ART CLUB	714.03	0.00	0.00	0.00	714.03	0.00	714.03
000263 PHOTOGRAPHY	1206.87	0.00	0.00	0.00	1206.87	0.00	1206.87
000265 BAND CLUB	1658.09	0.00	0.00	0.00	1658.09	0.00	1658.09

From: 12/01/2010
 To : 12/31/2010

General Ledger Report
 DECEMBER 2010

From Account: 200
 To Account: 300

Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	Payables	Workin
000266 CHORAL CLUB	61.78	0.00	0.00	0.00	61.78	0.00	61.78
000275 CONCESSIONS	5685.51	288.54	-86.94	0.00	5887.11	0.00	5887.11
000280 OUTDOOR CLASSROOM	114.75	0.00	0.00	0.00	114.75	0.00	114.75
000285 PANTHER PATROL	92.40	0.00	-5.00	0.00	87.40	0.00	87.40
000290 ACADEMIC ALL STARTS	297.35	0.00	0.00	0.00	297.35	0.00	297.35
000295 HAMS	0.00	100.00	0.00	0.00	100.00	0.00	100.00
000296 MMMS FUND	3610.00	0.00	0.00	0.00	3610.00	0.00	3610.00
000299 TOWN PUMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000300 NSF	-77.50	0.00	0.00	0.00	-77.50	0.00	-77.50
Group Total	94289.21	4148.58	-6329.80	0.00	92107.99	0.00	92107.99
Grand Total	94289.21	4148.58	-6329.80	0.00	92107.99	0.00	92107.99

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: Linda L. Allen Date: 1/11/11

Principal: _____ Date: ___/___/___

Bank 92433.88
 School 92107.99
 + 325.89 off

12/07/10
10:04:06

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

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Report ID: AP100

. Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
12701		4201 BRUCE, BECKY	340.34						
1		mileage to kalispell/pathways	223.00		215	329-1000	582	70	
2		meals	23.00		215	329-1000	582	70	
3		lodging	94.34		215	329-1000	582	70	
12703		1451 L & P GROCERY	3.09						
1		1678151102 11/02/10 biology/ecology supplies	3.09	6495	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-							
12704		1079 GAGNON'S DIGITAL IMAGING	271.97						
1		50573 11/17/10 copies	271.97		201	100-1000	440		
12705		1826 MCEL - MT CONFERENCE OF ED.	5.00						
1		3775 11/01/10 mcel registration correction	5.00		201	100-2300	582		
12706		3308 CDW-GOVERNMENT INC.	340.56						
1		VLS8572 11/03/10 screws,caster,rail kit	58.04	6761	228	100-1000	660		
2		VMB4999 11/04/10 screws,caster,rail kit	282.52	6761	228	100-1000	660		
12707		1074 GTM SPORTSWEAR	320.00						
		6236913 10/21/10 cheer pants	320.00	6737	201	720-3500	660		
12708		3308 CDW-GOVERNMENT INC.	187.64						
1		VND3801 11/10/10 screws,caster,rail kit	187.64	6761	228	100-1000	660		
12709		899 EMPIRE OFFICE MACHINES, INC.	34.30						
1		5670 06/21/10 District Office Supplies	14.28	6674	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2500-610-							
2		7672 11/17/10 light bulbs for microfisc	20.02	6777	201	390-1000	610		
12710		4473 FARMPLAN	91.96						
1		11/23/10 gate hinges	91.96*	6771	215	465-1000	610	65	
12711		4469 RAMEY, DAVID	783.00						
1		11/11/10 tile saw/stand	748.00*	6778	215	451-1000	660	61	
2		11/11/10 tile saw/stand	35.00*		215	451-1000	660	61	
12712		4344 PEARSON SCHOOL	134.24						
1		09/01/10 \$ owed after credit applied	134.24		201	100-1000	640		
12713		3766 ACADIA HEALTHCARE	2,976.16						
1		4335611 11/22/10 altacare	2,976.16*		215	280-1000	330	524	

12/07/10
10:04:06

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

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Report ID: AP100

Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj		
12714		1451 L & P GROCERY	257.09						
1		1404711108 11/03/10 fcs supplies	11.34	6574	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
2		1276811108 11/08/10 fcs supplies	40.03	6574	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
3		1471201118 11/18/10 fcs supplies	67.64	6574	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
4		1421611122 11/22/10 fcs supplies	47.46	6574	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
5		1465341110 11/10/10 advisory board food	90.62*		215	451-1000	610	61	
12715		5000 COSTCO	31.54						
1		11/19/10 fcs supplies	21.79	6576	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
2		12/01/10 fcs supplies	9.75	6576	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
12716		3766 ACADIA HEALTHCARE	3,072.16						
1		4357276 12/01/10 altacare	3,072.16*		215	280-1000	330	524	
		4097 NORTHLAND FINANCIAL	2,494.75						
		13 12/01/10 Dec. 10 Bus Pymt	1,279.25		210	100-2700	840		
2		13 12/01/10 Dec. 10 2nd Bus Pymt	1,215.50		210	100-2700	840		
12718		1183 HARLOW'S SCHOOL BUS SERVICE, INC.	9,971.55						
1		12/01/10 Bus Contract	12,466.30		210	100-2700	513		
2		12/01/10 Lease Pymt	-1,279.25		210	100-2700	513		
3		12/01/10 2nd Lease Pymt	-1,215.50		210	100-2700	513		
12719		4234 WELLS FARGO FINANCIAL LEASING	168.75						
1		6765511328 11/18/10 Front Office Copier	168.75*		201	100-1000	840		
12720		2152 QWEST	229.25						
1		11/13/10 Oct 10 Service	229.25		201	100-2400	531		
12721		1377 JOHNSON CONTROLS	292.50						
1		1820783543 10/29/10 gym heater repair	292.50		201	100-2600	440		
12722		1377 JOHNSON CONTROLS	156.50						
1		1988544967 11/30/10 shop heater repair	156.50		201	100-2600	440		
12723		4475 BROX, PAUL	300.00						
1		11/22/10 lab ventilation	300.00		201	100-2600	440		

12/07/10
10:04:06

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

Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
12724		1609 MASS/SAM	165.00						
1		07/13/10 conf. registration		6645	201	100-2300	582		
12725		3766 ACADIA HEALTHCARE	1,843.30						
1		4326447 11/16/10 altacare			215	280-1000	330	524	
12726		4476 PESI LLC	179.00						
1		1108370 11/11/10 Registration PO 4657/23187			201	999			
12727		1608 MASBO	200.00						
1		9786 11/15/10 Heather Training		6780	201	100-2500	582		
12728		3959 AMERICAN EXPRESS	10.27						
1		11/22/10 return shipping			228	100-1000	610		
12729		4041 HISTORY EDUCATION	291.95						
1		10/08/10 history dvd's		6786	201	100-1000	610		
2		10/08/10 Ref PO#4657			201	999			
12730		4376 WHEALON, JAMES	23.50						
		12/01/10 4 Rivers travel			201	100-2300	582		
12,31		4471 ROOFING SOLUTIONS INC.	244.00						
1		11/10/10 sealant/tape/plans		6781	201	100-2600	615		
12732		612 AMSAN CUSTODIAL SUPPLY	164.00						
1		020742 11/01/10 access control service			201	100-2600	440		
12733		4064 MOUNTAIN CONTROLS, INC.	695.00						
1		3501 11/23/10 ignitors/classrom furnances			201	100-2600	440		
2		3514 11/22/10 furnace review			201	100-2600	440		
12734		385 BOULDER MONITOR & JEFFERSON CO.	32.30						
1		11586 11/02/10 coach vacancy			201	720-3500	540		
2		11586 11/02/10 surplus equip			201	100-2300	540		
12735		1645 VERIZON BUSINESS	107.96						
1		5857130 11/25/10 jhs service			201	100-2400	531		
12736		3959 AMERICAN EXPRESS	26.42						
1		11/19/10 fees			201	100-1000	610		
2		11/19/10 shipping			228	100-1000	610		

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10:04:06

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

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... Over spent expenditure

Line #	Warrant	Vendor #/Name	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
12737		1183 HARLOW'S SCHOOL BUS SERVICE, INC.		2,420.94					
1		11/01/10 athletic		580.90		201	720-3500	582	
2		11/01/10 activity		1,840.04		201	710-3400	582	
12738		375 MSHWP/BCBS OF MONTANA		3,137.24					
1		Ret. Prem		2,582.30		201	100-1000	260	
2		Employee Prem		554.94		201	100-1000	260	
12739		2717 CITY OF BOULDER		1,603.35					
1		12/02/10 water/sewer		1,603.35		201	100-2600	421	
12740		3766 ACADIA HEALTHCARE		2,265.70					
1		4366790 12/06/10 altacare		2,265.70*		215	280-1000	330	524
12741		738 DOUBLETREE HOTEL		556.40					
1		39736 11/29/10 MUN lodging		278.20	6758	201	710-3400	582	
2		39736 11/29/10 MUN lodging		278.20		201	710-3400	582	
12742		157 ACE HARDWARE		1,629.04					
1		34630 11/02/10 service learning supplies		13.77*	6721	215	465-1000	610	65
2		34844 11/09/10 chisels, tape measures et		119.51*	6752	215	451-1000	660	61
		34844 11/09/10 chisels, tape measures et		55.49*		215	451-1000	660	61
		35159 11/19/10 woods materials		639.50	6772	201	390-1000	610	
		35156 11/19/10 woods materials		35.00	6772	201	390-1000	610	
		35156 11/19/10 paint brushes/sanding bel		102.85	6773	201	390-1000	610	
		35160 11/19/10 paint brushes/sanding bel		30.05	6773	201	390-1000	610	
		35160 11/19/10 fasteners		61.69	6774	201	390-1000	610	
		various 11/01/10 Ref PO# 23186 Maint.		571.18		201	100-2600	615	
12743		4049 AMAZON.COM		14.12					
1		12/02/10 cables/adapter		14.12*	6789	215	451-1000	610	61
12744		1987 PACIFIC STEEL		148.49					
1		586581 11/10/10 rebar and angle iron		2.80	6439	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-440-							
2		586581 11/10/10 tubing for ladder to roof		145.69	6764	201	100-2600	615	
12745		1088 GOODHEART-WILCOX PUBLISHING		341.98					
1		1227468 11/23/10 autocad books		330.50*	6779	215	397-1000	640	64
2		1227468 11/23/10 autocad books		11.48*		215	397-1000	640	64
12746		3308 CDW-GOVERNMENT INC.		543.11					
1		VRM3803 11/29/10 wasp battery/docking		183.83	6784	228	100-1000	660	
2		VRZ2762 12/01/10 hard drives		359.28	6785	228	100-1000	660	

12/07/10
10:04:06

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

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.. Over spent expenditure

Line #	Warrant	Vendor #/Name	Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj
12747		1737 NORTHWESTERN ENERGY	7,811.59				
1		781159 12/01/10 Nov 10 Electric	3,574.10		201	100-2600	412
2		781159 12/01/10 Nov 10 Gas	4,237.49		201	100-2600	411
12748		1074 GTM SPORTSWEAR	7.96				
1		10/27/10 cheer pants fees	7.96		201	720-3500	610
12749		4297 COMDATA	2,997.76				
1		20125586 12/01/10 JHS Route	2,144.70		210	100-2700	624
2		20125586 12/01/10 Athletic	172.31		201	720-3500	582
3		20125586 12/01/10 Activities	545.82		201	710-3400	582
4		20125586 12/01/10 Custodial	60.92		201	100-2600	624
5		20125586 12/01/10 School Food	52.00		201	910-3100	630
6		20125586 12/01/10 Admin	22.01		201	100-2500	582
Total:			49,922.73				

49,922.73

12/07/10
10:04:07

JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 12/10

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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND 101	\$22,210.64
210 HIGH SCHOOL TRANSPORTATION FUN 101	\$14,611.00
215 HIGH SCHOOL MISC PROGRAMS FUND 101	\$12,008.11
228 TECHNOLOGY FUND 101	\$1,092.98
Total:	\$49,922.73

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JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 1/11

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Over spent expenditure

Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
12781	3766 ACADIA HEALTHCARE	3,840.27						
1	4396912 01/03/11 altacare	3,840.23*		215	280-1000	330	524	
2	4315346 11/08/10 altacare	0.04*		215	280-1000	330	524	
12782	1002 GENERAL DISTRIBUTING	196.50						
1	702559 12/20/10 contact tubes	62.50	6799	201	390-1000	610		
2	702558 12/20/10 wire/trigger switch	134.00	6802	201	390-1000	610		
12783	386 BOULDER AUTO DIESEL & WELDING	27.18						
1	16134 12/13/10 gate belts	27.18		201	100-2600	615		
12784	4234 WELLS FARGO FINANCIAL LEASING	321.93						
1	6765525541 12/19/10 copier/tax	321.93		201	100-1000	440		
12785	1304 JEFFERSON COUNTY SOLID WASTE	20.00						
1	11218 12/30/10 construction waste	20.00		201	100-2600	431		
12786	826 ELECTRO CONTROLS, INC.	545.00						
1	22262 12/22/10 boiler maintenance	545.00		201	100-2600	440		
12787	3548 NICO ELECTRONIC SYSTEMS, INC.	164.00						
	270742 11/01/10 access/cctv service	164.00		201	100-2600	440		
12788	1645 VERIZON BUSINESS	111.46						
1	6032328 12/25/10 jhs service	111.46		201	100-2400	531		
12789	3766 ACADIA HEALTHCARE	1,228.86						
1	4416714 01/04/11 altacare	1,228.86*		215	280-1000	330	524	
12790	2717 CITY OF BOULDER	1,605.35						
1	01/04/10 Feb. 11 water/sewer	1,605.35		201	100-2600	421		
12791	3583 HOME DEPOT CREDIT SERVICES	114.03						
1	4024064 12/22/10 lumber for shelves	114.03		201	100-2600	615		
12792	157 ACE HARDWARE	1,050.45						
1	various 12/01/10 Ref PO# 23194 maintenance	1,050.45		201	100-2600	615		
12793	1142 HELENA MOTOR REPAIR INC	266.50						
1	7495 12/10/10 repair band saw motor	50.50	6769	201	390-1000	440		
2	7487 12/07/10 repair heater motor	216.00		201	100-2600	440		

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Over spent expenditure

Warrant	Vendor #/Name	Amount			Acct/Source/	
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
12794	3012 BLACK MOUNTAIN SOFTWARE	2,477.00				
1	14037 01/01/11 accounting/payroll	2,477.00*		201	100-2500	680
12795	385 BOULDER MONITOR & JEFFERSON CO.	1,115.00				
1	11707 12/02/10 panther press	875.00*	6661	201	100-1000	550
2	11707 12/02/10 adult ed	240.00*		217	610-1000	540
12796	375 MSHWP/BCBS OF MONTANA	2,027.36				
1	01-11 12/22/10 Ret. Prem	2,027.36		201	100-1000	260
12797	3959 AMERICAN EXPRESS	8.86				
1	01/04/10 return cheer shoes	8.86		201	720-3500	610
12798	1183 HARLOW'S SCHOOL BUS SERVICE, INC.	2,995.56				
1	12/02/10 play	144.44		201	100-2300	800
2	12/02/10 athletic	2,851.12		201	720-3500	582
12799	1451 L & P GROCERY	23.95				
1	1599580103 01/03/11 chemistry/science supplie	23.95	6589	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-					
	2259 EKBLOM, ROBERT	44.26				
	01/06/11 mileage for AYA	44.26*		201	280-1000	582
12801	2793 VALLEY WELDER SUPPLY, INC.	140.48				
1	1096726 12/08/10 gas/welding supplies	140.48	6572	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-					
12802	1650 MEADOW GOLD DAIRY	120.00				
1	60205964 12/06/10 milk	48.00		201	910-3100	630
2	60206041 12/13/10 milk	60.00		201	910-3100	630
3	60206003 12/09/10 milk	12.00		201	910-3100	630
12803	1737 NORTHWESTERN ENERGY	9,770.62				
1	977062 01/03/10 Dec. 10 electric	3,544.60		201	100-2600	412
2	977062 01/03/10 Dec. 10 gas	6,226.02		201	100-2600	411
12804	2276 SAFEWAY	92.32				
1	1872077 12/12/10 fcs supplies	92.32	6577	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-					
12805	4064 MOUNTAIN CONTROLS, INC.	615.00				
1	6547 12/23/10 furnace board	615.00		201	100-2600	440

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JEFFERSON HIGH SCHOOL
Claim Approval List
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* ... Over spent expenditure

Line #	Warrant	Vendor #/Name	Amount	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj
12806		1451 L & P GROCERY	160.11					
1		2466521206 12/06/10 fcs supplies		51.30	6574	201	999	
	PO Accounting	(Org/Prog/Func/Obj/Proj: -390-1000-610-						
2		1472971213 12/13/10 fcs supplies		33.94	6574	201	999	
	PO Accounting	(Org/Prog/Func/Obj/Proj: -390-1000-610-						
3		1421331215 12/15/10 fcs supplies		28.86	6574	201	999	
	PO Accounting	(Org/Prog/Func/Obj/Proj: -390-1000-610-						
4		1266151216 12/16/10 fcs supplies		30.75	6574	201	999	
	PO Accounting	(Org/Prog/Func/Obj/Proj: -390-1000-610-						
5		1473971220 12/20/10 fcs supplies		5.29	6574	201	999	
	PO Accounting	(Org/Prog/Func/Obj/Proj: -390-1000-610-						
6		1270461221 12/21/10 fcs supplies		9.97	6574	201	999	
	PO Accounting	(Org/Prog/Func/Obj/Proj: -390-1000-610-						
12807		4478 GETTEN, TANYA	1,258.00					
1		01/06/11 tuition		1,258.00		215	420-1000	582 66
12808		1183 HARLOW'S SCHOOL BUS SERVICE, INC.	9,971.55					
1		01/01/11 Bus Contract		12,466.30		210	100-2700	513
2		01/01/11 Lease Pymt		-1,279.25		210	100-2700	513
3		01/01/11 2nd Lease Pymt		-1,215.50		210	100-2700	513
		4097 NORTHLAND FINANCIAL	2,494.75					
1		01/01/11 Jan. 11 Bus Pymt		1,279.25		210	100-2700	840
2		01/01/11 Jan. 11 2nd Bus Pymt		1,215.50		210	100-2700	840
12810		4297 COMDATA	3,472.90					
1		20136713 01/01/11 total route		2,371.85		210	100-2700	624
2		20136713 01/01/11 athletic		915.78		201	720-3500	582
3		20136713 01/01/11 play		46.39		201	100-2300	800
4		20136713 01/01/11 custodial		62.35*		201	100-2600	624
5		20136713 01/01/11 drivers ed		33.41*		218	100-1000	624
6		20136713 01/01/11 jhs ad		14.94		201	100-2300	582
7		20136713 01/01/11 jhs admin		28.18		201	100-1000	582
12811		4404 BOULDER ADMINISTRATION SERVICE	95.00					
1		11/26/10 Dec. 10 admin fees		45.00		201	100-1000	260
2		12/26/10 Jan. 11 admin fees		50.00		201	100-1000	260
12812		3211 BUSINESS PRO OF AMERICA	63.00					
1		S112306 11/30/10 registration		63.00*	6809	215	396-1000	582 62

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JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 1/11

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* ... Over spent expenditure

Line #	Warrant	Vendor #/Name	Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount						
12813	4478 GETTEN, TANYA	112.20						
1	01/06/11 books for class	112.20			215	420-1000	582	66
12814	1796 KOSOLA, MATT	38.58						
1	01/06/11 mileage	30.60			201	100-2600	582	
2	01/06/11 score clock parts	7.98			201	100-2600	610	
12815	3766 ACADIA HEALTHCARE	886.20						
1	4428214 01/10/11 altacare	886.20*			215	280-1000	330	524
12816	2749 UNIVERSAL ATHLETICS	5,058.96						
1	104-001389 11/05/10 uniforms BBall	1,143.68		6623	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-660-							
2	104-001389 10/18/10 uniforms BBall	1,597.10		6623	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-660-							
3	104-001389 08/26/10 uniforms BBall	1,140.10		6623	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-660-							
4	104-001542 10/13/10 FB field paint	604.30		6663	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-660-							
5	104-001431 08/13/10 FB field paint	573.78		6663	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-660-							
	Total:	52,533.19						

52,533.19

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JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 1/11

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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$30,033.10
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$14,838.15
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$7,388.53
217 ADULT EDUCATION	
101	\$240.00
218 HIGH SCHOOL TRAFFIC EDUCATION	
101	\$33.41
Total:	\$52,533.19

Currently, student council is planning for the eighth grade visit day. We are in the process of creating a committee. Today, the 18th of January, we helped reward the sophomore class with an ice cream social for bringing the most canned goods for the food drive.

Service Learning JHS 2010-11

Totals

2010-11

Brisbee, Tyler	14	30		44
Bryant, Chelsea	14	30		44
Canzona, Joe	14	30		44
Early, Cody	14	30		44
Grant, Kaley	14	30		44
Listoe, Stephanie	14	30		44
Mahlum, Kellen	14			14
Mundaniohl, Austin	14			14
Rocha, Carley	14	30		44
Tuten, Eic	14	30		44
Wacker, Reba	14	30		44
Wiefrich, Jake	14			14
Piccolo, Linda	20			20

2010-11

Totals

Barnes, amber	12	33		45
beaupre, marcus	12	12		24
Brunnett, Alex	12			12
Calnan, Morgan	12			12
Coover, Alex	12			12
Drake, Nick	12			12
Hick, Marqui	12			12
Jones, Jonothan	12	27		39
Zincke, Michael	12			12
Zipperian, Drew	12			12
Lefler, Rayce	12			12
LeTexier, Wyatt	12			12
Listoe, Kyle	12			12
Mundaniohl, Scott	12	33	100	145 2
Mundaniohl, Tim	12	33	100	145 2
Schnoeck, Emily	12	63		75 1
Sexton, David	12			12
Smartnick, Robbie	12	47		59
Tuttle, Aaron	12			12
Wrzeneski, Cavan	12			12
Biehler, Fritz	15			15

2009-10

2010-11

Totals

Carry over from 2009-10

	2009-10	2010-11	Totals
			0
Mass, Kolter 15	15		15
McKelligot 12	12		12
Palmer Chantel 38	38		38
Carey, Mariah 40	40	116	156
Wing, Abby 48	64	54	118
Sorheim 47	47		47
Spado 64	64	100	164
Lake, Laci 42	42		42
Flathers, Emily 58	58		58
Pallister, Lance 33	33		33
Vossler, Lacce 25	25		25
Newman, Jessica 36	36		36
Connole Shelby 38	38		38
Smartnick, Rob 33	33		33
Schaub, Ginger 36	36		36
Rausch, Cristian 33	33		33
Jackson, Kendra 66	66	100	166
Lachenbruch, Connor 36	36		36
Rocha, Carley 51	51		51
Martinez, Kat 58	58		58
Druce, Will 38	38		38
Morning, Lindsey 35	35		35
Forrette, clint 28	28		28
St. George, Kyle 33	33	100	133
Wood, Ashley 49	49		49
Rausenbaum, Nathan 35	35		35
Wood, Shaina 38	38		38
Wheeler, Veronica		36	36

16

2
1 1/2

2

2

1 1/2

NEW BUSINESS

A brief comment for an item is in purple.

1. Personnel
 - a. Substitute Applications – none presently
 - b. Staff Vacancies - paraprofessional aide at AYA – Hunter Nance
 - c. Coaching Vacancies - Dance Assistant
2. Memorial – Diane Thompson
3. Credit for Service Learning – Ms. Piccolo will have info to present
4. Roof repair update/bids (papers included)
5. Hard Rock Fund use – open for discussion
6. Facility use clarification – has currently been a bit of contention. Schools around the state responded to the request for suggestions. A report about facility use is included as well.
7. Superintendent Evaluation
8. Fall Sports Coach Recommendations – Mr. Sturdevant should have these
9. Question on annual auditing at \$4400/year - have we considered going every other year as allowed? – see clerk report
10. Add planning as standard agenda item and place at top of agenda – for discussion
11. Discuss/consider using consent agenda
12. Responsibilities in policy without a date:
 - annual review Superintendents in-service development program
 - annual set rate of pay for subs
 - quarterly board recognition of students with no absences or only one
 - annual formulation/adoption of board objectives/goals
 - annual presentation by superintendent to board of plan to achieve board objectives
 - annual presentation by superintendent to board of results of plan to achieve board objectives
 - annual supt. presents report to board on progress in educational program
 - annual review of accreditation standards by board
 - annual approval by board of superintendents annually written plan for special education-----annual evaluation by board of superintendent
 - annual establishment by board of tuition rates
13. Need to review the approximately seven different pages of board goals in policy and see how we are working on them

Project:
CWG Architects

JEFFERSON HIGH SCHOOL REROOF - Option 2A - Asphalt Shingles

add 5,500 for steel

Location 312 South Main St. Boulder, MT 59632 (406) 225-3317

Construction cost estimate - (From RSMMeans Building Construction Cost Data, 2009)

Summary Totals		UNIT COST	QUANTITY	TOTAL
Division 1 - General Requirements (est.)				\$0.00
Division 2 - Demolition				\$8,170.50
02 41 13.33 1000	Masonry walls, block, solid	2.38 CF	102	\$242.76
02 41 19.23 3000	Loading & Trucking inc. 2 mi. haul	48.50 CY	50	\$2,425.00
02 41 19.23 0400	Chute 30" dia.	93.50 LF	20	\$1,870.00
02 41 19.25 1220	Swa cut block walls, solid, per in depth	6.85 LF	102	\$698.70
02 85 16.50 0100 w/(0590)	Prep mold containment area, pre clean	.35 SF	2824	\$988.40
02 85 16.50 0550 w/(0590)	Prep mold containment area, protect floors	.59 SF	1180	\$696.20
02 85 16.50 0560 w/(0590)	Prep mold containment area, protect walls	.76 SF	1644	\$1,249.44
Division 5 -Metals				\$12,380.00
	Structural steel Seismic			\$5,680.00
	Steel Beam Strengthening			\$6,700.00
Division 6 - Wood and Plastics				\$9,703.35
06 05 05.10 5660	Demo T&G roof decking	390 MBF	2.5	\$975.00
06 05 05.10 5780	Demo 2x12 roof rafters	.97 SF	1180	\$1,144.60
06 05 05.10 5871	Demo 2x6 sill plate	.50 LF	102	\$51.00
06 11 10.30 6070	Wood Sub Fascia	3,875 MBF	0.1	\$387.50
06 11 10.32 4520	2x6 Wood sill plate	2,375 MBF	0.11	\$261.25
	Wood Trusses			\$4,041.00
06 16 36.10 0200	5/8" OSB roof sheathing	1.25 SF	1404	\$1,755.00
06 16 36.10 0500	1/2 plywood sheathing	1.16 SF	550	\$638.00
	Gables (Front and Back)	LS	450	\$450.00
	Suspended Ceiling & Grid	4.05	1120	\$4,536.00
Division 7 - Thermal and Moisture Protection				\$12,720.50
07 05 05.10 0120	Demo Existing down spouts	1.12 LF	24	\$26.88
07 05 05.10 2520	Demo Polyiso rigid roof insulation	.51 SF	1180	\$601.80
07 05 05.10 2870	Demo cant strip	.99 LF	132	\$130.68
07 05 05.10 4320	Demo single ply roofing	24.50 SQ	12	\$294.00
07 21 26.10 1500	R-49 Blown in ins	2.35 SF	1050	\$2,467.50
07 31 13.10 0800	15# Felt paper	12.45 SQ	11	\$136.95
07 31 13.10 0850	Ice & Water shield	82 SQ	5	\$410.00
07 31 13.10 0505	Shingles - Class C 300-385 lb/ sq.	268 SQ	15	\$4,020.00
07 46 46.10 0030	Fiber cement lap siding 6.25" exp.	3.83 SF	550	\$2,106.50
07 46 73.10 0012	Vented aluminum soffit	4.14 SF	204	\$844.56
07 65 10.10 0060	Aluminum Flexible metal flashing	4.30 SF	51	\$219.30
07 71 23.10 0300	.024" 2x3 Aluminum enameled downspouts	5.25 LF	100	\$525.00

07 71 23.20	2x3 Aluminum enameled elbows	7.10 EA	12	\$85.20
07 71 23.30 0100	.027" Aluminum 5" Gutters	7.55 LF	57	\$430.35
07 71 43.10 0400	Drip edge	1.83 LF	102	\$186.66
07 72 23.10 0010	Roof vents (penetrations)	47 EA	2	\$94.00
07 72 26.10 0450	Ridge Vent	5.60 LF	30	\$168.00
Sub Total				\$42,974.35
Contingency @ 20%				\$8,594.87
Sub Total				\$51,569.22
G.C. OH&P (15%)				\$6,446.15

Total Construcion Cost	\$58,015.37
A/E fees	\$17,480.00
Subtotal	\$17,480.00
Total Project Cost	\$75,495.37

Fire - sheet rock?

16 or 24 Centers?

OSB + Plywood?

Large Screws

Project:
CWG Architects

JEFFERSON HIGH SCHOOL REROOF - Option 1 - Flat Roof

Location 312 South Main St. Boulder, MT 59632 (406) 225-3317

Construction cost estimate - (From RSMeans Building Construction Cost Data, 2009)

Summary Totals		UNIT COST	QUANTITY	TOTAL
Division 1 - General Requirements (est.)				\$0.00
Division 2 - Demolition				\$8,070.54
02 41 13.33 4100	Concrete cap	2.38 CF	60	\$142.80
02 41 19.23 3000	Loading & Trucking inc. 2 mi. haul	48.50 CY	50	\$2,425.00
02 41 19.23 0400	Chute 30" dia.	93.50 LF	20	\$1,870.00
02 41 19.25 1220	Saw cut block walls, solid, per in depth (at cap)	6.85 LF	102	\$698.70
02 85 16.50 0100 w/(0590)	Prep mold containment area, pre clean	.35 SF	2824	\$988.40
02 85 16.50 0550 w/(0590)	Prep mold containment area, protect floors	.59 SF	1180	\$696.20
02 85 16.50 0560 w/(0590)	Prep mold containment area, protect walls	.76 SF	1644	\$1,249.44
Division 5 -Metals				\$13,760.00
05 05 23.20 1600	Self Drilling Expansion bolts (for new sill)	23\$ EA	60	\$1,380.00
	Seismic Connections to walls			\$5,680.00
	Structural steel reinforcement			\$6,700.00
Division 6 - Wood and Plastics				\$9,351.85
06 05 05.10 5660	Demo T&G roof decking	390 MBF	2.5	\$975.00
06 05 05.10 5780	Demo 2x12 roof rafters	.97 SF	1180	\$1,144.60
06 05 05.10 5871	Demo 2x6 sill plate	.50 LF	102	\$51.00
06 11 10.32 4520	2x6 Wood sill plate	2,375 MBF	0.11	\$261.25
	Wood Joists 11 7/8 I Joist			\$5,040.00
06 16 36.10 0300	3/4" T&G nailed roof sheathing	1.5	1120	\$1,680.00
	Fasteners	LS	200	\$200.00
	Suspended Ceiling & Grid	4.05	1120	\$4,536.00
Division 7 - Thermal and Moisture Protection				\$15,283.28
07 05 05.10 0120	Demo Existing down spouts	1.12 LF	24	\$26.88
07 05 05.10 2520	Demo Polyiso rigid roof insulation	.51 SF	1180	\$601.80
07 05 05.10 2870	Demo cant strip	.99 LF	132	\$130.68
07 05 05.10 4320	Demo single ply roofing	24.50 SQ	12	\$294.00
07 53 23.20 3800	EPDM roofing (45 mil fully adhered)	220 SQ	18.5	\$4,070.00
07 51 13.30 0012	4"x4" Cant strip	3.09 LF	140	\$432.60
07 71 26.10 0020	Reglet (along gym parapet)	3.60 LF	40	\$144.00
07 92 10.10 1800	Butyl based sealant	3.10 LF	140	\$434.00
07 22 16.10 1755	Polyiso rigid bd ins (2 layers 7" tot = R-50)	2.58 SF	2360	\$6,088.80
	Layer of 5/8" GWB Slip Sheet	.92 SF	1120	\$1,030.40

07 72 33.10 0500	Roof access hatch	1275 EA	1	\$1,275.00
07 65 10.10 0060	Aluminum Flexible metal flashing	4.30 SF	160	\$688.00
07 72 23.10 0010	Roof vents (penetrations)	47 EA	2	\$94.00
	New Metal flash capping	LS	1150	\$1,150.00
	Division 22 - Plumbing			\$4,056.00
22 14 26.13 3920	Roof Drain 6" flat roof	780 EA	2	\$1,560.00
22 13 16.20 2200	6" Cast Iron drain pipe	48 LF	52	\$2,496.00
	Sub Total			\$46,465.67
	Contingency @ 20%			\$9,293.13
	Sub Total			\$55,758.80
	G.C. OH&P (15%)			\$6,969.85

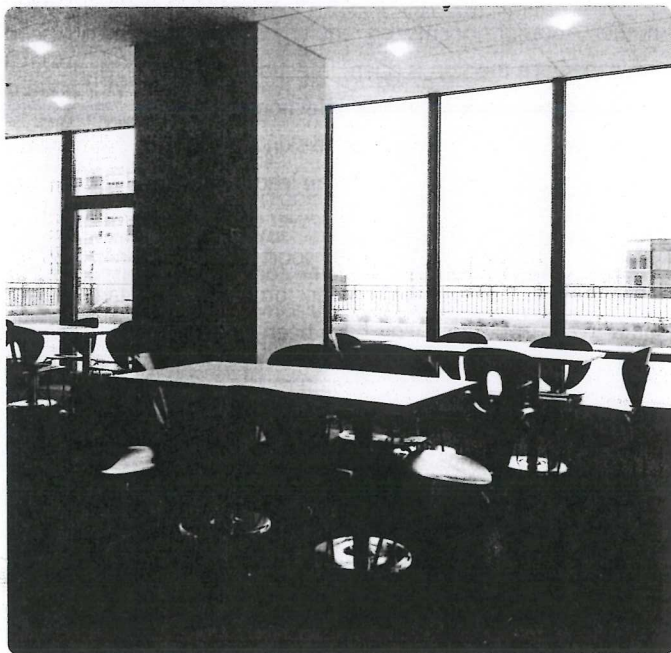
Total Construciton Cost	\$62,728.65
A/E fees	\$17,480.00
Subtotal	\$17,480.00
Total Project Cost	\$80,208.65

Use of Facilities Rental Plan Should be Clearly Defined

BY DR. DARRELL G. FLOYD

School districts are funded by a combination of local, state and federal dollars. They are charged with the responsibility of educating students, but in accomplishing that task, they operate like a business. They must be good fiscal stewards of the taxpayers' money.

School districts attempt to be good partners with the community, but they also have to be aware of the bottom line. As such, devising a workable "Use of School Facilities Rental Fee Plan" is often a touchy subject, but one that needs to be clearly defined (ahead of time) and consistently followed.



Sometimes there is a misconception among various groups and organizations about this issue. Some people believe that their tax dollars are used to pay for school facilities and that they should be able to use those facilities free of charge. But they often don't make the distinction between "school/student" use and "public" use, nor do they take into consideration the operational expenses associated with each facility.

In developing a proper "Use of Facilities" rental plan, school district personnel should spend time determining the actual operational costs of each facility, including custodial, utility and personnel costs. Those costs need to be appropriately incorporated into a procedural plan that is clearly delineated.

In the Stephenville (Texas) Independent School District, a three-tiered system has been developed that seems to work well. Groups requesting use of campus facilities such as cafeterias, gyms, auditoriums, libraries, etc., are categorized into one of three areas as follows:

User Group "A" – Includes all non-local organizations, other school districts, churches and individuals.

- The cost for these groups, depending on the size and complexity of the facility being requested, ranges from \$75/hour to \$350/hour (three-hour minimum), with an additional fee range of \$25/hour to \$85/hour for each additional hour.

User Group "B" – Includes all nonprofit local organizations, civic organizations and youth groups as defined below:

- Must certify that at least 50 percent of the children participating are residents of Stephenville ISD; and
- Must demonstrate nonprofit status as defined by Section 501(c) of the Internal Revenue Code; and/or
- Must be parallel to the purpose of enriching the lives and education of children. The cost for these groups is one-half of the "User A" rate.

User Group "C" – Includes Stephenville ISD events/programs, educational meetings (including all staff and/or student meetings) and affiliated Stephenville ISD support organizations (such as PTOs, booster clubs, etc.)

- There is no charge to these groups.

School district athletic field rental fees are slightly different. Depending upon the size and use of the field, and whether or not



lighting is required, rental fees range from \$60/hour to \$200/hour (with a three-hour or four-hour minimum).

In addition to these fees is the cost of custodial workers, child nutrition workers, and/or security workers, which are \$25/hour for each worker with a three-hour minimum for each. Any exception to the above fees must have prior approval of the campus principal, maintenance department and/or central office administration.

Facility Use Procedures

1. Requests for the use of a school facility shall be approved in accordance with the administrative procedures of the district.
2. Charges will be calculated from the time the facility is opened to the time it is closed.
3. Requests for the use of a facility shall be presented to the building principal for approval.
4. Any changes in a scheduled event shall be approved in advance by the building principal.
5. On nights prior to school days, the building/facility may not be used after 10 p.m. without the prior approval of the building principal.
6. The activity shall not interfere with the normal use of the building/facility by school personnel or students, nor shall the use of the facility cause undue wear judged harmful to the facility.
7. No areas will be rented where personal property is not properly secured.
8. Kitchen facilities shall not be used unless specifically requested. When kitchen use is required, a member of the school cafeteria staff must be present at all times – and the kitchen must be left in a clean and orderly condition. School breakfast/lunch supplies shall not be used.
9. Permission shall be obtained if furniture or equipment is to be moved, or if decorations or signs will be attached to walls, ceilings or fixtures. No alterations to the facilities are allowed.
10. The sponsor of an activity has direct responsibility for the safety, welfare and actions of the persons participating in the activity; for seeing that building regulations concerning the use of food, drinks and tobacco are observed; and for damages to the building or equipment. The sponsor or a qualified representative shall be present when the first participants are expected to arrive and shall remain until all have departed.
11. Economical use of utilities is required.
12. All fire safety codes and regulations shall be strictly followed and adhered to at all times.
13. Failure to leave the facilities in good condition or failure to use the facility in adherence to this policy shall result in denial of future requests by the individual or group for a period of one year. Requests by a violating party after one year shall be considered on a case-by-case basis by the principal of the campus or a central office administrator.
14. The district shall not be responsible for props, non-school equipment and/or personal items belonging to persons using school facilities.
15. No food, drinks or gum will be allowed without prior approval.
16. The use of any type of tobacco or alcohol is prohibited in all school buildings and on all school property. ©

Dr. Darrell G. Floyd is superintendent of schools in Stephenville (Texas) ISD and is a member of the High School Today Publications Committee. He may be reached at darrell.floyd@sville.us.

From the desk of:



January 2011

Auditors

The auditors will be here February 1. We are getting the information to them that they need before they come. There are also items that we copy for them to have when they are here.

We do have an audit every year and it is presently \$4,400 / year. I have talked to OPI about doing an audit every other year. We do qualify but would have to petition the Department of Administration to do so.

There are several things to consider:

The \$4,400/year fee would not decrease dramatically. Both years would still need to be audited and would take nearly the same number of hours.

If a mistake was made the first year, it wouldn't be caught until the next. Auditing books within 6 months is preferable to auditing books 18 months later.

When compared to other school districts, our audit fee doesn't appear to be unreasonable. <http://doa.mt.gov/lgsb/default.mcp>

Budget Report

A copy of the expenditures, budget vs. actual is included.

Day-to-day

W-2's were completed by December 29. They have been distributed.

1099's are next on the list. We only have a couple so it doesn't take long.

Changed routing numbers for all ACH transactions because the changes made at the bank.

----- Forwarded message -----

From: jim whealon <jim.whealon@jhs.k12.mt.us>

Date: Fri, Jan 14, 2011 at 3:54 PM

Subject: Friday Notes/ Superintendent Report

To: Alan Erickson <aerickson@m-m.net>, Diane Lorenzen <lorenzen@jeffbb.net>, Kathy Jackson <Katjack_5@msn.com>, Lynne Bryant <Lynlab3@yahoo.com>, Pat Lewis <lewis@radonmine.com>, Sabrina Steketee <sabrina@gopantherz.com>, Stan Senechal <ssenechal@simplexgrinnell.com>

Tonight we play Deer Lodge. The first game starts at 3:00 pm. It is pack the gym night and those dressed in purple and gold get in free.

The insurance company has sent us a check for just over \$15,000 as the first and largest installment on the art room roof project.

We have some old lockers that we have tried to sell for the past two years without any luck. The Elkhorn Fire Department would like them so we have donated these lockers to them because we need to clean out that room for a health class.

This week we had a gas smell reported by Alan and Stan. We had the gas company in to check the boiler room. They discovered that we have some issues during the boiler purge process just before it fires up. We will be making some adjustments in the stack system to correct this. Also, we are having some boiler control problems. Lance has the control people looking at this issue.

Dan and I will be in Billings this weekend and Monday for the Montana High School annual meeting. Monday is Martin Luther Day and there is no school that day. This will be a short week for the students because the 21 of January is a PIR day and there will be no school that day and no detention that day.

With negotiations on the agenda there is a man in Wyoming who develops comparative budget data for Montana schools. He also does this for several other states. He has done this for JHS as compared to other schools in Montana. He shows us as 121 in the state at 8.6% below the Montana average. He has lots of various data to look at such as our teachers life time earning potential is \$1,410,000 and much more. He does this as a business and the report would cost us \$550.00. If the Board would like his data, me know.

It looks like the first negotiations session will be January 20th at 6:30. This will be at Boulder Elementary.

This week I went to Helena to testify on Senate Bill 73. It is a Bill Senator Terry Murphy is carried for MDC. It was intended to give them the same coverage for special education as state law gives school districts. However, in the drafting of the bill it made local schools responsible for the special education costs of those in a state institution located in their school district. This would be a great problem for us. Senator Murphy did not intend the bill to do that. Years ago Bob Marks had a law written to ensure that JHS would not get stuck with special education costs at MDC and as written this bill would have changed that law. OPI wrote an amendment to SB 73 and I testified in support of the amendment. As amended the bill will reduce MDC's special education responsibility under IDEA to age 19 rather than

age 22. This is the same as Montana High Schools. The federal IDEA law requires services for special education students to age 22 unless the state legislature, by statute, reduces the age. They have for public schools but not yet for MDC.

As a followup to past board meetings and remaining questions raised, the chemical disposal is complete. Also, the Glencoe placement test is being used. I am not sure how well it is working. We just had a student return from Montana Youth Challenge and the math teachers had to test him to measure his math skills to award credit from that program. The student council tells me that they plan on looking at this for the prom this march and will discuss this at their next meeting. They also said they will talk about the recognitions program at that meeting. Rodeo is not covered under our insurance plan according to our agent. There was a rodeo last fall and they had their own insurance. However, we own the trust account that helps fund the rodeo and Mrs Dawson oversaw the rodeo as rodeo club advisor. The Title I school wide is on hold because to go school wide we have to use Title I standards for our special education aides. Currently none meet that standard and none of the applicants we have had for aide openings have met those requirements. The committee should include board members. It is my understanding that the Board is still interested in the assistant principal position and it would be helpful. Anti-bullying is a hot topic nation wide and there is reported to be a new bill in the legislature on the subject. There are several programs and student assemblies out there on this subject. These are costly. We can give credit for service learning. We could do 1/4 credit if we want.

Jim Whealon
Superintendent/Principal
Jefferson High School



Montana
Office of Public Instruction
Denise Juneau, State Superintendent

Office of Public Instruction
P.O. Box 202501
Helena, MT, 59620-2501
(406) 444-3095
(888) 231-9393
(406) 444-0169 (TTY)
opi.mt.gov

November 3, 2010

TO: James Whealon, Superintendent
Jefferson H S

FROM: Tim Harris, Division Administrator
Division of Special Education

Re: Level of Determination Under the Individual with Disabilities Education Act (IDEA) Requirements

Thank you for supporting Montana's efforts in meeting the federal requirements established by the Individuals with Disabilities Education Improvement Act of 2004 (IDEA). We appreciate your commitment and continued efforts to improve outcomes for students with disabilities.

As required by the IDEA, each state must have in place a State Performance Plan (SPP) that identifies the state's efforts to improve outcomes for students with disabilities. The SPP consists of 20 required IDEA *compliance* and *performance* indicators, and their subparts, as established by the U.S. Department of Education, Office of Special Education Programs (OSEP).

In February 2010, the Office of Public Instruction (OPI) submitted its Annual Performance Report (APR) for Federal Fiscal Year 2008 (school year 2008-2009) to the U.S. Department of Education, Office of Special Education Programs. Following review of each state's Annual Performance Report and State Performance Plan, and consistent with requirements under IDEA, the OSEP was required to make a "determination" regarding each state's status with the requirements of the IDEA. The four determination categories, as established by the IDEA, are:

- Meets Requirements
- Needs Assistance
- Needs Intervention
- Needs Substantial Intervention

State-Level Determination

In its letter of June 3, 2010, to the Office of Public Instruction, the OSEP reported that Montana was placed in the **Needs Assistance** category. The specific factor affecting OSEP's decision included "the State's FFY 2008 data reflect 70.5% compliance for Indicator 12."

Local Education Agency: Determination Requirements

According with 616(a)(1)(C)(i) and 34 CFR 300.600 of IDEA and its implementing regulations, states are required to make "determinations" annually under Section 616(d) on the performance of local education agencies (LEAs). In making its determinations, the state must use the same four determination categories as used by the Office of Special Education Programs.

For the 2008-2009 school year, states are required to make determinations of each school district's performance based on the following:

- Performance on compliance indicators
 - Indicator 9: Disproportionate Representation in Special Education
 - Indicator 10: Disproportionate Representation in Specific Disability Categories
 - Indicator 11: Child Find (% of children evaluated within 60-day timeline)
 - Indicator 12: Part C to Part B Transition
 - Indicator 13: Secondary Transition with IEP Goals
 - Indicator 16: Written Complaints
 - Indicator 17: Due Process Hearings
- Data is Timely, Valid, and Reliable (Indicator 20)
 - Child Count, Exiting, Discipline, Personnel FTE, Part C to Part B Transition, and Post-School Survey
- Timely Correction of Findings of Noncompliance (Indicator 15)
- Audit Findings

In addition, a state may also consider performance on other SPP performance indicators and other information. The OPI is not including any additional indicators at this time. Districts are not required to publicly report their level of determination.

Based on a review of your district's **2008-2009** data, the OPI has determined that the district met the criteria for placement in the category of:

Meets Requirements (MR)

Area of Finding:	Not Applicable
Performance Indicator(s):	Not Applicable

- Districts which have been determined to be in the "Meets Requirements" category do not need to take any action.
- Districts which have been determined to be in the "Needs Assistance" category should review their performance and ensure the deficiency is corrected. The OPI will be contacting you to discuss what technical assistance, if any, the district needs to address the above finding. **Section 300.608 of the IDEA Regulations requires that any district found to be in this category must be prohibited from reducing its maintenance of effort for the ensuing fiscal year.**

- Districts which have been determined to be in the "Needs Intervention" category should review their performance and develop a specific improvement plan to address any noted deficiencies. The OPI will be contacting you to discuss what technical assistance, if any, the district needs to address the above finding. **Section 300.608 of the IDEA Regulations requires that any district found to be in this category must be prohibited from reducing its maintenance of effort for the ensuing fiscal year.**
- Districts which have been determined to be in the "Needs Substantial Intervention" category will be contacted by the OPI regarding what additional enforcement actions will be taken. Those actions may include recovering funds; withholding, in whole or in part, any further payments to the district of IDEA Part B funds; or referring the matter for appropriate enforcement action consistent with state administrative rules and IDEA requirements. **Section 300.608 of the IDEA Regulations requires that any district found to be in this category must be prohibited from reducing its maintenance of effort for the ensuing fiscal year.**

All districts should continue to implement procedures to help ensure the district submits all required data to the OPI within required timelines, that all findings of noncompliance are corrected within a one-year timeline and that accounting of funds and expenditures for special education are made consistent with the OPI accounting requirements and federal and state rules.

Please be aware that consistent with the requirements under IDEA, review of school district data and determinations must be made annually. The OPI will be conducting a review of your district's **2009-2010 data** and reporting the results of that review to you in the summer of 2011.

If you have questions regarding your level of determination or the determination process, please contact Mark Podobnik, Part B/Data and Accountability Unit Manager, at (406) 444-4428.



Boulder Association of Teachers
PO Box 1346
Boulder, MT 59632

November 29, 2010

Sabrina Steketee, School Board Chair Dist. 1
James Whealon, Superintendent Dist. 1
PO Box 838
Boulder, MT 59632

Dear Board Chairperson and Superintendent:

We write on behalf of the Boulder Association of Teachers (BAT) and in compliance with Article 9, Section 1 of the negotiated agreement between District 1 and District 7 and BAT, to commence the bargaining process for a successor agreement.

BAT has selected a bargaining team (Bob Ekblom, Melody Grant, Sam Heaton, Rex Sonsteng, Fritz Bieler, Anika McCauley) and would be available to meet on Wednesday, January 12, 2011 at the Boulder Elementary School library at 7:00 p.m.

The Association will undoubtedly have other information requests as we proceed; but, preliminarily, we request the following information from the District(s):

- A. Current teacher placements on the salary schedule (scatter gram or TEG).
- B. Total employee salary costs, not including fringes
- C. District budgets for the 2010-2011 school year
- D. District expenditure report summaries for the last three (3) school years (from General and all funds).
- E. Information regarding survey of the four (4) day workweek.

If we could receive this information by Monday, January 3, 2011, it would help a great deal.

We anticipate a positive and productive process for us all. Please respond at the address above and we will contact the rest of the team.

Thanks for your attention to this important matter.

Sincerely,

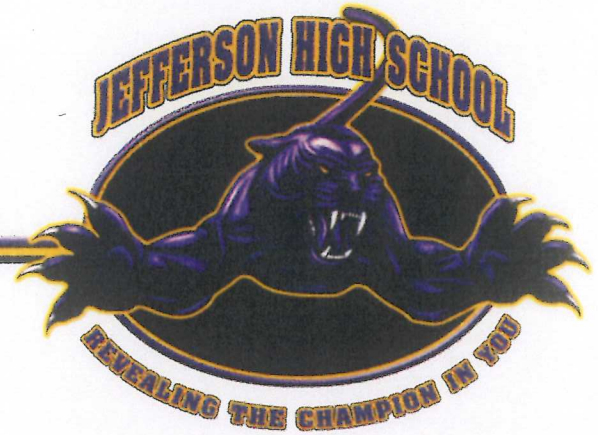
Bob Ekblom
BAT Bargaining Chair

Bruce Dyer
BAT President

Xc: Brian R. Ehli, MEA-MFT Field Consultant

Jefferson High School

SCHOOL DISTRICT #1
Box 838
BOULDER, MT 59632



December 3, 2010

Ms. Jesse Collins
BAT Representative
Jefferson High School

Dear Jesse:

Jefferson High School has just started a Jefferson High School Dance Team. There are 23 girls signed up for this team. A dance team is not listed in the CBA. Because we have 23 girls signed up for the Dance Team, the Jefferson High School Board decided to hire an assistant dance coach. Since there are no agreed upon stipends, JHS plans to follow the CBA's established pattern that an assistant coaches starts out at 60 per cent of what the head coach, in that activity, starts out for. Since there is no reference to a Head Dance Coach in the CBA, JHS has selected the Winter Cheer Coach stipend as the comparable position. Both Dance and Cheer practice only a few times per week and both have the same season in all respects. Therefore, the stipend to start for Head Dance Coach will be \$1,978.00 and the Assistant Dance Coach will be \$1,187.00.

Sincerely,

A handwritten signature in blue ink that reads "Jim Whealon".

Jim Whealon
Superintendent



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Denise Juneau, State Superintendent

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The State Educational Agency (SEA) will allocate a specified amount of its ESEA Title I, Part A section 1003(a) regular grant funds separately from the 1003(a) funds which have already been allocated for the school year 2010-11. Funds will be available after February 25, 2011.

Which Local Educational Agencies (LEAs) are eligible to apply?

LEAs with one or more Tier I and/or Tier III schools ranked number 1 to number 50, but not currently receiving a Tier I SIG grant are eligible. Individual school rankings may be found on the Title I, Part A page of the Montana Office of Public Instruction's (OPI) web site.

What criteria will be used to determine grant award recipients?

The LEA's commitment to the school improvement process, as evidenced by a narrative accompanying this application, and their implementation of the Continuous School Improvement Plan (CSIP) at both the district and school levels will be used to determine grant award recipients.

What is the process?

- 1) The LEA will submit a completed application to the SEA by January 31, 2011.
 - a) This application will include a description of how the LEA will implement one, but not more than two of the five improvement strategies listed in this document, and explain how the decisions about using each strategy are based on data.
 - b) This description must include how these strategies specifically contribute to achieving the annual measurable objectives in the CSIP, OR how these strategies will help the schools achieve the goals necessary to exit improvement status.
 - c) The LEA will assure the SEA that they will carry out all of the required components of the grant.

- 2) The SEA will review the past performance of each eligible LEA applying for funds to determine whether the LEA conducted a prompt review of its CSIP to incorporate needed changes into the School Improvement Plan, and if all of the required state reports have been completed properly and turned in on time.
 - a) How effectively and efficiently the LEA has expended funds for improvement in the past including previous 1003(a) and 1003(g) grant funds.
 - b) Past conduct on the part of the LEA officials with regard to embracing school improvement or displaying resistant attitudes/actions will be taken into account.

How are the grant award amounts determined?

To determine grant award amounts to ensure sufficient size and scope to support improvement activities:



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- a) The application will be reviewed for the appropriate match between planned activities with resources requested. No grant will be less than \$10,000 or more than \$20,000 for each participating school.
- b) The LEA must show how these funds will be integrated with other funds awarded by the SEA under the ESEA/NCLB.

Monitoring

The SEA will require an interim report, due no later than June 30, 2011, for each LEA that receives funds that will contain information on how implementation of the selected strategy or strategies has been successful. A final monitoring report will consist of a written final report along with the Adequate Yearly Progress (AYP) determination or other documentation of academic improvement for the LEA receiving the funds. This report is due to the Office of Public Instruction no later than November 1, 2011. Failure to abide by the terms of the grant requirements and assurances will result in the loss of or repayment of all 1003(a) regular grant monies.

These funds, along with funds reserved under section 1003(a), are intended to support high-quality, sustainable school improvement activities that increase the likelihood that students learn challenging academic content and achieve proficiency.

The measurable outcomes for this grant are:

- a) The number and percentage of students who score proficient in reading/language arts and mathematics, as measured by the MontCAS or other indicators of academic improvement will increase in the LEA.
- b) The LEA receiving school improvement funds will make AYP and move out of improvement status.
- c) The LEA will make decisions regarding the use of these funds based on data and create systems of continuous feedback and improvement.

School Improvement Strategies: (Required)

The LEA must assure the SEA that the following strategies will be performed to improve student learning to move the school/district out of improvement.

- a) The school will use research-based school improvement strategies to guide the school improvement process. Fidelity to the strategies must be maintained.
- b) A district or school improvement team consisting of the school administrative team, teacher leaders (3), and parents/community members (1) will be established. This team will be responsible for developing, implementing, and monitoring the action plans.
- c) The school will develop or enhance its data analysis processes to guide the school improvement process.



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School Improvement Strategies: (Select at least one, but no more than two.)

The LEA will choose the most effective strategies from the following list, based on the data that reflect individual circumstances, in building the LEA and school capacity to improve student achievement and move schools out of improvement.

- 1.) Provide customized technical assistance and/or professional development that is designed to build the capacity of the LEA and school staff to improve schools which is informed by student achievement data and other outcome-related measures.
- 2.) Utilize research-based strategies or practices to change instructional practice that address the academic achievement problems which caused the school to be identified for improvement.
- 3.) Create partnerships among the SEA, LEAs and other entities for the purpose of delivering technical assistance, professional development, and management advice.
- 4.) Provide professional development to enhance the capacity of the school improvement team members and district and school stakeholders to improve student learning.
- 5.) Implement other strategies determined by the SEA or LEA, as appropriate, for which data indicate the strategy is likely to result in improved teaching and learning in schools identified for improvement.

Directions: Complete this form and submit to the SEA.

This form must be completed and received by the OPI by January 31, 2011, to be eligible for these additional funds.

District Name _____ LEA _____

School Name _____ SC _____ Amount requested _____

School Name _____ SC _____ Amount requested _____

School Name _____ SC _____ Amount requested _____

School Name _____ SC _____ Amount requested _____

Please sign each of the required assurances based upon the required strategies of the grant. To be signed by the school board chairperson or designee.



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1. The school will use research-based school improvement strategies to guide the school improvement process. Fidelity to the strategies must be maintained.

Signature: _____ Date: _____

2. A school improvement team consisting of the school administrative team, teacher leaders, and parents/community members will be established. This team will be responsible for developing, implementing, and monitoring the action plans.

Signature: _____ Date: _____

3. The school will develop or enhance its data analysis processes to guide the school improvement process.

Signature: _____ Date: _____

Please indicate the school improvement strategy/strategies that you will target with this grant and explain how the decisions about using each strategy are based on data. Include a description of the school improvement model that has been adopted by the district/school.

I understand that failure to follow the requirements of the grant will result in the loss of or repayment of all remaining 1003(a) regular grant monies authorized in this grant.

Signature of Authorized Representative

Date

Return to: Montana Office of Public Instruction
ATTN: Clare Bridge
P O Box 202501
Helena, MT 59620-2501

FAX: (406) 444-3924



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Office of Public Instruction**
Denise Juneau, State Superintendent

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School Improvement programs are required to describe:

- How ESEA Title I-A School Improvement funds, ESEA Title I-A building funds and funds from other sources will be used to implement the School Improvement Plan; and
- How ESEA Title I-A funding will supplement state and local funding.

Funding Sources

List all federal and state sources of funds allocated to this school. The estimated general education (building) funds and federal funds allocated to this school should be recorded on the chart below.

General Education:	(see attached budget)
ESEA Title I-A School Improvement	
ESEA Title I-A Building Allocation	
ESEA Title II-A	
ESEA Title II-D	
ESEA Title III	

Uses of Funds

Budget Narrative

Provide a brief budget narrative explaining how funds listed in the table above will be combined and used to support the School Improvement Plan. Include in this narrative the costs associated with travel expenses for any professional development needed for plan implementation.