

**AGENDA**  
**REGULAR MEETING OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1**  
**\* 6:30 p.m. February 21, 2012 \***

**Jefferson High School Library**

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

As established by past practice, this agenda is subject to changes until  
the Friday preceding the meeting.

**A. Call to order-Chairperson**

1. Pledge of Allegiance

**B. 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.

**C. Student Report**

**D. New Business.**

1. Reaffirmation of Policies 2309, 2310, 2310P, 2312, 2312P, and 2314 (Library materials)
2. Review of Policies 3226 (bullying), 3225F (reporting form) and 8225 (tobacco-free)
3. Western States Insurance – contract proposal
4. Student Attendance – possible denial of credit – 2 students
5. Spanish Trip update
6. Personnel
  - a. Substitute Applications – R. Chance
  - b. Vacancies Accept resignations – volleyball, cheer
  - c. Coaching Vacancies – Head & Asst. Tennis,
  - d. Fall sports recommendations

**E. Unfinished Business**

1. Strategic Planning
2. Multi-district Natural Gas Agreement

**F. Communication and Comments.**

1. Letters to the Board
  - a. Retirement proposal/insurance renewal information

**G. Committee Reports.**

1. Negotiations/Personnel – P. Lewis, S. Senechal, T. Lloyd
2. Policy/Handbook – P. Lewis, S. Steketee, L. Bryant
3. Budget/Insurance/Investments – S. Senechal, K. Jackson, K. Eckmann.
4. Building/Grounds/Transportation – K. Jackson, K. Eckmann, T. Lloyd
5. Teaching/Learning – S. Steketee, L. Bryant
6. Ad Hoc committee

**H. Consent Agenda Approval of Previous Minutes and High School Claims and Accounts**

**I. Commendations and Recognition**

**J. Clerk's Report**

- a. Spring count

**K. Superintendent's Report**

- a. AD Report
- b. Letters to former coach and player
- c. Grievance update
- d. Grievance/Complaint form
- e. Human Rights update
- f. Insurance endorsement 15

**L. Follow-up/Adjournment**

**NEXT HIGH SCHOOL BOARD MEETING: 6:30 P.M. March 20, 2012 – 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**

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>1. <b>Instructional Leadership</b><br/>Administrative Structure<br/>Best practices</li><li>2. <b>Clear and Focused Mission</b><br/>Plan the Work and Work the Plan<br/>Recruiting and staff development strategies<br/>Maximize the potential of each student<br/>Comprehensive individualized student school and career planning</li><li>3. <b>Safe and Orderly Environment</b><br/>Buildings and Grounds<br/>Anti-Bullying</li></ul> | <ul style="list-style-type: none"><li>4. <b>Climate of High Expectations</b><br/>High Student Activity participation<br/>Every student can and will learn if given the resources</li><li>5. <b>Frequent Monitoring of Student Progress</b><br/>Student Performance (in math and in reading)</li><li>6. <b>Positive Community-School Relations</b><br/>District Enrollment<br/>Serviced Learning</li><li>7. <b>Opportunity to Learn and Student Time on Task</b><br/>Technology (already done)<br/>Bell-to-bell instruction<br/>Monitoring attendance</li></ul> |
|--|--|

*All board meetings are generally held in the Jefferson High School Library, on the third Tuesday of each month at 6:30 p.m. (Exceptions often occur in May and August to follow legal requirements.) For updates, call the district office at 225-3740.*

## Montana Shared Catalog (MSC)

Jefferson High School Library is in need of updating its library automation system. We currently are using Spectrum Winnebago, which is highly outdated and our server will eventually not support. We want to join Montana Shared Catalog to not only solve the problem of what automation system to switch to, but also, stay current and updated with the most cost effective and efficient system available. The support staff and the collaboration between librarians on the MSC, is very appealing along with its affordability.

The Montana Shared Catalog is a voluntary consortium comprised, as of Jan 1, 2012, of 140 libraries and branches. MSC libraries are found in 86 Montana communities, serving a combined population of approximately 550,000 and over 350,000 registered users.

The MSC currently includes five academic libraries, 78 public libraries or public library branches, 45 school libraries, and twelve special library members, stretching across the state from Troy to Ekalaka and Darby to Plentywood.

This is the cost estimate of vendor costs for the Jefferson High School Library to join the Montana Shared Catalog plus an estimate of the ongoing annual cost of maintaining MSC membership. This estimate is based upon projected vendor and MSC costs for FY2013 and formulated using Jefferson HS Library totals of 8,600 titles, 215 students/staff and approx. 700 annual circulation.

I am applying for a grant (LSTA) to cover most of the start-up costs. Leaving Jefferson High School to budget for the cost of the MSC along with a 5% increase every year and the cost of the OCLC annual enrollment for a school our size. OCLC cost is between \$189-382 annually. This cost is cheaper than purchasing other automation software that we have checked into, and they lack the support and networking that MSC has to offer.

Vendor start-up costs (LSTA eligible): \$9,867. This includes creating and configuring the library profile, software license and service for the Symphony Integrated Library System, e-Library + enriched content (patron interface), Directors Station (for statistics), data mapping and migration of bibliographic, item, and patron/student records from your current, Winnebago system, 1st year institution fee, and project management. This amount is eligible to paid for by federal grant funds (LSTA) awarded for new library, vendor start-up costs.

MSC startup membership costs (NOT LSTA eligible): \$967. This includes MSC startup cost: \$442 (share of authority record maintenance + new library training). Library peripherals costs: \$525 for 9,000 barcodes and 1 barcode scanner. This total will vary depending on the actual number of barcodes purchased and number of records loaded into the MSC database. These costs are not eligible for grant funds and must be paid for by the school.

Projected, estimated annual MSC membership cost for Jefferson HS Library, for the first, full year of membership (FY2013): \$850. This estimate includes annual MSC shared operational costs. The MSC annual cost does not include annual OCLC enrollment cost. This cost is separate from the MSC and is



determined by the State Library, but OCLC enrollment is required to be eligible for MSC membership. OCLC cost is between \$189-382 annually.

One of the eligibility requirements for the grant is that Jefferson High School's Collection Management Policies must have been approved/adopted by the board within the past three years. The last time the policies that pertain to the library were adopted/promulgated was February 2007. These policies will need to be reapproved before February 24, 2012, which is the deadline for both the grant and the MSC application. The policies include: 2309, 2310, 2310P, 2312P, 2312, and 2314. I have perused these policies and see no necessary changes at this time, so they just need to be approved with the new current date.

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Thank you for your time,

Tanya Getten

JHS Librarian



1 Jefferson High School District #1

R

2  
3 INSTRUCTION

2309

4  
5 Library Materials

6  
7 School library and classroom library books are primarily for use by District students and staff.  
8 Library books may be checked out by either students or staff. Individuals who check out books  
9 are responsible for the care and timely return of those materials. The building principal may  
10 assess fines for damaged or unreturned books.

11  
12 District residents and parents or guardians of non-resident students attending the District may be  
13 allowed use of library books, at the discretion of the building principal. However, such access  
14 shall not interfere with regular school use of those books. Use of library books outside of the  
15 District is prohibited except for inter-library loan agreements with other libraries.

16  
17 Any individual may challenge the selection of materials for the library/media center. The  
18 Uniform Complaint Procedure will be utilized to determine if challenged material is properly  
19 located in the library.

20  
21  
22  
23 Cross Reference: 1700 Uniform Complaint Procedure  
24 2314 Learning Materials Review

25  
26 Legal Reference: § 20-4-402(5), MCA Duties of district superintendent or county high  
27 school principal  
28 § 20-7-203, MCA Trustees' policies for school library  
29 § 20-7-204, MCA School library book selection  
30

31 Policy History:

32 Adopted on: February 2007

33 Revised on:



1 Jefferson High School District #1

R

2  
3 INSTRUCTION

2310P

4  
5 Selection of Library Materials

6  
7 Selection of library materials is a professional task conducted by the librarian with advice from  
8 the appropriate staff members. In selecting library materials, the librarian will evaluate the  
9 existing collection; assess curricula needs; examine materials, and consult reputable,  
10 professionally prepared selection aids.

11  
12 Weeding

13  
14 When materials no longer meet criteria for selection, they will be weeded. Weeding is a  
15 necessary aspect of selection, since every library will contain works which may have answered a  
16 need at the time of acquisition, but which, with the passage of time, have become obsolete,  
17 dated, unappealing, or worn out.

18  
19 Discarded materials will be clearly stamped:

20  
21 "WITHDRAWAL FROM JEFFERSON SCHOOL PUBLIC SCHOOL LIBRARY"

22  
23 Materials will be discarded in compliance with § 20-6-604, MCA. When the decision to sell or  
24 dispose of library materials is made, the Board will adopt a resolution to sell or otherwise  
25 dispose of the material because it is or is about to become abandoned, obsolete, undesirable, or  
26 unsuitable for the school purposes of the District. The Board will publish a notice of the  
27 resolution in the Boulder Monitor and Jefferson Courier. The resolution may not become  
28 effective for fourteen (14) days after notice is published.

29  
30 Gifts

31  
32 Gift materials may be accepted with the understanding they must meet criteria set for book  
33 selection.

34  
35  
36  
37 Procedure History:

38 Promulgated on: February 2007

39 Revised on:



1 **Jefferson High School District #1**

R

2  
3 **INSTRUCTION**

2312

4  
5 Copyright

6  
7 The District recognizes that federal law makes it illegal to duplicate copyrighted materials  
8 without authorization of the holder of the copyright, except for certain exempt purposes. Severe  
9 penalties may be imposed for unauthorized copying or use of audio, visual, or printed materials  
10 and computer software, unless the copying or use conforms to the "fair use" doctrine.

11  
12 Under the "fair use" doctrine, unauthorized reproduction of copyrighted materials is permissible  
13 for such purposes as criticism, comment, news reporting, teaching, scholarship, or research.

14  
15 While the District encourages its staff to enrich learning programs by making proper use of  
16 supplementary materials, it is the responsibility of staff to abide by District copying procedures  
17 and obey requirements of law. Under no circumstances will it be necessary for staff to violate  
18 copyright requirements in order to properly perform their duties. The District cannot be  
19 responsible for any violations of the copyright law by its staff.

20  
21 Any staff member who is uncertain as to whether reproducing or using copyrighted material  
22 complies with District procedures or is permissible under the law should consult the  
23 Superintendent. The Superintendent will assist staff in obtaining proper authorization to copy or  
24 use protected materials, when such authorization is required.

25  
26  
27  
28 Legal Reference: 17 USC 101 - 1010 Federal Copyright Law of 1976

29  
30 Policy History:

31 Adopted on: February 2007

32 Revised on:

2  
3 INSTRUCTION

4  
5 Copyright Compliance

6  
7 Authorized Reproduction and Use of Copyrighted Material in Print

8  
9 In preparing for instruction, a teacher may make or have made a single copy of a chapter from a  
10 book; an article from a newspaper or periodical; a short story, short essay, or short poem; or a  
11 chart, graph, diagram, drawing, cartoon, or picture from a book, periodical, or newspaper. A  
12 teacher may make multiple copies, not exceeding more than one (1) per pupil, for classroom use  
13 if the copying meets the tests of "brevity, spontaneity and cumulative effect" set by the following  
14 guidelines. Each copy must include a notice of copyright.

15  
16 1. Brevity

- 17  
18 a. A complete poem, if less than 250 words and two pages long, may be copied;  
19 excerpts from longer poems cannot exceed 250 words.  
20 b. Complete articles, stories or essays of less than 2500 words or excerpts from  
21 prose works less than 1000 words or 10% of the work, whichever is less, may be  
22 copied; in any event, the minimum is 500 words. (Each numerical limit may be  
23 expanded to permit the completion of an unfinished line of a poem or prose  
24 paragraph.)  
25 c. One chart, graph, diagram, drawing, cartoon, or picture per book or periodical  
26 issue may be copied. "Special" works cannot be reproduced in full; this includes  
27 children's books combining poetry, prose, or poetic prose.

28  
29 2. Spontaneity. Should be at the "instance and inspiration" of the individual teacher.

30  
31 3. Cumulative Effect. Teachers are limited to using copied material for only one (1) course  
32 in the school in which copies are made. No more than one (1) short poem, article, story  
33 or two (2) excerpts from the same author may be copied, and no more than three (3)  
34 works can be copied from a collective work or periodical issue during one (1) class term.  
35 Teachers are limited to nine (9) instances of multiple copying for one (1) course during  
36 one (1) class term. Limitations do not apply to current news periodicals, newspapers, and  
37 current news sections of other periodicals.

38  
39 Performances by teachers or students of copyrighted dramatic works without authorization from  
40 the copyright owner are permitted as part of a teaching activity in a classroom or instructional  
41 setting. All other performances require permission from the copyright owner.

42  
43 The copyright law prohibits using copies to replace or substitute for anthologies, consumable  
44 works, compilations, or collective works. "Consumable" works include: workbooks, exercises,  
45 standardized tests, test booklets, and answer sheets. Teachers cannot substitute copies for the  
46 purchase of books, publishers' reprints or periodicals, nor can they repeatedly copy the same

1  
2  
3  
4 item from term-to-term. Copying cannot be directed by a “higher authority,” and students cannot  
5 be charged more than actual cost of photocopying. Teachers may use copyrighted materials in  
6 overhead or opaque projectors for instructional purposes.

7  
8 Authorized Reproduction and Use of Copyrighted Materials in the Library  
9

10 A library may make a single copy of an unpublished work which is in its collection; and a  
11 published work in order to replace it because it is damaged, deteriorated, lost or stolen, provided  
12 the unused replacement cannot be obtained at a fair price.

13  
14 A library may provide a single copy of copyrighted material to a student or staff member at no  
15 more than the actual cost of photocopying. The copy must be limited to one (1) article of a  
16 periodical issue or a small part of other material, unless the library finds that the copyrighted  
17 work cannot be obtained elsewhere at a fair price. In the latter circumstance, the entire work  
18 may be copied. In any case, the copy shall contain the notice of copyright, and the student or  
19 staff member shall be notified that the copy is to be used only for private study, scholarship, or  
20 research. Any other use may subject the person to liability for copyright infringement.

21  
22 At the request of a teacher, copies may be made for reserve use. The same limits apply as for  
23 single or multiple copies designated in “Authorized Reproduction and Use of Copyrighted  
24 Material in Print.”

25  
26 Authorized Reproduction and Use of Copyrighted Music  
27

28 A teacher may make a single copy of a song, movement, or short section from a printed musical  
29 work that is unavailable except in a larger work, for purposes of preparing for instruction.

30  
31 A teacher may make multiple copies for classroom use of an excerpt of not more than 10% of a  
32 printed musical work if it is to be used for academic purposes other than performance, provided  
33 that the excerpt does not comprise a part of the whole musical work which would constitute a  
34 performable unit such as a complete section, movement, or song.

35  
36 In an emergency, a teacher may make and use replacement copies of printed music for an  
37 imminent musical performance, when the purchased copies have been lost, destroyed, or are  
38 otherwise not available.

39  
40  
41  
42 Procedure History:

43 Promulgated on: February 2007

44 Revised on:



2  
3 INSTRUCTION

4  
5 Learning Materials Review

6  
7 Citizens objecting to specific materials used in the District are encouraged to submit a complaint  
8 in writing and discuss the complaint with the building principal prior to pursuing a formal  
9 complaint.

10  
11 A formal request to remove an item from the school or limit its use must be in writing and will  
12 be acted upon by the Superintendent. A spokesperson for each side of the issue will be heard by  
13 the Superintendent, if requested. A written decision will be delivered to the complainant within  
14 forty (40) school days. Any appeal of this decision must be delivered in writing to the Board  
15 within fourteen (14) calendar days. The Board will make final decisions on appeals.

16  
17 Learning materials, for the purposes of this policy, are considered to be any material used in  
18 classroom instruction, library materials, or any materials to which a teacher might refer a student  
19 as part of the course of instruction.

20  
21 If a complaint is made (a complaint is defined as a written statement of opposition to a resource,  
22 requesting that it be removed or restricted), the procedures are as follows:

- 23  
24 1. Treat each complainant courteously and confidentially but make no commitments.  
25  
26 2. Each complainant should be directed to the building principal.  
27  
28 3. The building principal will invite the complainant to complete and return a prepared  
29 questionnaire.  
30  
31 4. The completed questionnaire will be submitted by the principal to the chairperson of the  
32 review committee.  
33  
34 5. The review committee shall be a committee consisting of two (2) teachers selected by the  
35 Superintendent; the librarian; the principal; and a parent selected by the Superintendent.  
36 The principal, the Superintendent, and the librarian or teacher involved will be promptly  
37 informed of the completed questionnaire.  
38  
39 6. Use of challenged resources shall not be restricted during reevaluation proceedings.  
40  
41 7. The chairperson of the review committee will:  
42  
43 a. Notify committee members of the challenge and set up a meeting.  
44  
45 b. Discuss the questionnaire with the librarian or teacher involved.  
46

1  
2  
3  
4 c. Inform the complainant and librarian or teacher involved of the time and place of  
5 the committee meeting.  
6

7 8. The review committee will:  
8

9 a. Examine resources referred to it.  
10

11 b. Check general acceptance of the resources through reviews.  
12

13 c. Weigh values and faults against each other and form opinions based on the  
14 resource as a whole.  
15

16 d. Meet to discuss the resource, to review the complainant's objections, to make a  
17 decision by public vote, and to prepare a report on it.  
18

19 e. Send copies of the report to the complainant, the building principal, the  
20 Superintendent, and the librarian or teacher involved. This report will reflect the  
21 committee's decision.  
22

23 9. Should the complainant not be satisfied with the committee's decision, the complainant  
24 may request a review by the Board. The complaint and committee report shall be made  
25 available to the Board. The matter will be discussed at the next regularly scheduled Board  
26 meeting and a decision given to the complainant.  
27

28  
29  
30 Policy History:

31 Adopted on: February 2007

32 Revised on:



2  
3 **STUDENTS**

4  
5 Bullying/Harassment/Intimidation/Hazing

6  
7 The Board will strive to provide a positive and productive learning and working environment. Bullying,  
8 harassment, intimidation, or hazing, by students, staff, or third parties, is strictly prohibited and shall not  
9 be tolerated. This includes bullying, harassment, or intimidation via electronic communication devices  
10 (“cyberbullying”).

11  
12 Definitions

- 13  
14 1. “Third parties” include but are not limited to coaches, school volunteers, parents, school visitors,  
15 service contractors or others engaged in District business, such as employees of businesses or  
16 organizations participating in cooperative work programs with the District, and others not directly  
17 subject to District control at inter-district and intra-District athletic competitions or other school  
18 events.  
19  
20 2. “District” includes District facilities, District premises, and non-District property if the student or  
21 employee is at any District-sponsored, District-approved, or District-related activity or function,  
22 such as field trips or athletic events, where students are under the control of the District or where  
23 the employee is engaged in District business.  
24  
25 3. “Hazing” includes but is not limited to any act that recklessly or intentionally endangers the  
26 mental or physical health or safety of a student for the purpose of initiation or as a condition or  
27 precondition of attaining membership in or affiliation with any District-sponsored activity or  
28 grade-level attainment, including but not limited to forced consumption of any drink, alcoholic  
29 beverage, drug, or controlled substance, forced exposure to the elements, forced prolonged  
30 exclusion from social contact, sleep deprivation, or any other forced activity that could adversely  
31 affect the mental or physical health or safety of a student; requires, encourages, authorizes, or  
32 permits another to be subject to wearing or carrying any obscene or physically burdensome  
33 article, assignment of pranks to be performed, or other such activities intended to degrade or  
34 humiliate.  
35  
36 4. “Harassment, intimidation, or bullying” means any act that substantially interferes with a  
37 student’s educational benefits, opportunities, or performance, that takes place on or immediately  
38 adjacent to school grounds, at any school-sponsored activity, on school-provided transportation,  
39 at any official school bus stop, or anywhere conduct may reasonably be considered to be a threat  
40 or an attempted intimidation of a student or staff member or an interference with school purposes  
41 or an educational function, and that has the effect of:  
42 a. Physically harming a student or damaging a student’s property;  
43 b. Knowingly placing a student in reasonable fear of physical harm to the student or  
44 damage to the student’s property.  
45 c. Creating a hostile educational environment.  
46  
47 5. “Electronic communication device” means any mode of electronic communication,  
48 including, but not limited to, computers, cell phones, PDAs, or the internet.



1  
2  
3  
4 Reporting  
5

6 All complaints about behavior that may violate this policy shall be promptly investigated. Any  
7 student, employee, or third party who has knowledge of conduct in violation of this policy or feels he/she  
8 has been a victim of hazing, harassment, intimidation, or bullying in violation of this policy is encouraged  
9 to immediately report his/her concerns to the building principal or the District Administrator, who have  
10 overall responsibility for such investigations. A student may also report concerns to a teacher or  
11 counselor, who will be responsible for notifying the appropriate District official. Complaints against the  
12 building principal shall be filed with the Superintendent. Complaints against the Superintendent or  
13 District Administrator shall be filed with the Board.  
14

15 The complainant shall be notified of the findings of the investigation and, as appropriate, that remedial  
16 action has been taken.  
17

18 Responsibilities  
19

20 The District Administrator shall be responsible for ensuring notice of this policy is provided to students,  
21 staff, and third parties and for the development of administrative regulations, including reporting and  
22 investigative procedures, as needed.  
23

24 Consequences  
25

26 Students whose behavior is found to be in violation of this policy will be subject to discipline up to and  
27 including expulsion. Staff whose behavior is found to be in violation of this policy will be subject to  
28 discipline up to and including dismissal. Third parties whose behavior is found to be in violation of this  
29 policy shall be subject to appropriate sanctions as determined and imposed by the District Administrator  
30 or the Board. Individuals may also be referred to law enforcement officials.  
31

32 Retaliation and Reprisal  
33

34 Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a  
35 complaint, or otherwise participates in an investigation or inquiry. Such retaliation shall be considered a  
36 serious violation of Board policy, whether or not a complaint is substantiated. False charges shall also be  
37 regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.  
38

39 Cross Reference: 3225F Harassment Reporting Form for Students  
40 Legal Reference: 10.55.701(1)(g), ARM Board of Trustees  
41 10.55.801(1)(d), ARM School Climate  
42

43 Policy History:

44 Adopted on: February 2007  
45 Revised on: April 21, 2009  
46

47 *Note: The revisions included the addition of lines 9-10 and #5 of page 1.*

2  
3 **Harassment Reporting Form for Students**

4  
5 School \_\_\_\_\_ Date \_\_\_\_\_

6  
7 Student's name \_\_\_\_\_

8 *(If you feel uncomfortable leaving your name, you may submit an anonymous report, but*  
9 *please understand that an anonymous report will be much more difficult to investigate.*  
10 *We assure you that we'll use our best efforts to keep your report confidential.)*

11  
12 ● Who was responsible for the harassment or incident(s)? \_\_\_\_\_

13  
14  
15 ● Describe the incident(s). \_\_\_\_\_

16  
17  
18  
19 ● Date(s), time(s), and place(s) the incident(s) occurred. \_\_\_\_\_

20  
21  
22  
23 ● Were other individuals involved in the incident(s)?  yes  no  
24 If so, name the individual(s) and explain their roles. \_\_\_\_\_

25  
26  
27  
28  
29 ● Did anyone witness the incident(s)?  yes  no  
30 If so, name the witnesses. \_\_\_\_\_

31  
32  
33  
34  
35 ● Did you take any action in response to the incident?  yes  no  
36 If yes, what action did you take? \_\_\_\_\_

37  
38  
39  
40  
41 ● Were there any prior incidents?  yes  no  
42 If so, describe any prior incidents. \_\_\_\_\_

43  
44  
45  
46 Signature of complainant \_\_\_\_\_

47  
48 Signatures of parents/legal guardians \_\_\_\_\_









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

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## MSPLIP Three Year Commitment Offer

1 message

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Jackie Nelson <JNelson@wsi-insurance.com>

Wed, Feb 1, 2012 at 12:44 PM

**On behalf of your agent and program manager, Dave Pillatzke:**

The economy in Montana remains uncertain for the financial future of school districts and other businesses. With the escalation of insurance claims, many in our society now view insurance as their new "lottery". There also were several large catastrophic losses in the US in 2011 which lead many to believe this will create uncertainty in the insurance industry for years to come.

We will continue to maintain a financially stable program which in the long term benefits the pool and members like you. Our hope is this will allow you to project with confidence your future insurance costs.

With this in mind, the Board of Directors of the Montana Schools Property and Liability Insurance Plan has authorized a long range insurance plan to you as a member. We are offering a three year option with stable future pricing if you want to commit to our program thru July 1, 2016. In exchange for your commitment, we offer a maximum annual base rate increase of 6% in each of the next three years. If the actual increase is less, you would receive the lower of the two numbers.

We do have certain criteria for this option. This would be conditional upon the following which has always applied to any previous three year offer. Your rate for the three-year period beginning July 1, 2013 and ending June 30, 2016 may be adjusted should one of the following events occur:

- 1) An increase in your property values, addition of vehicles or other coverage increases.
- 2) A loss ratio of in excess of 50%; or a claim in excess of \$200,000 or three times your annual premium, whichever is less.
- 3) The inability of the insurance carrier to obtain reinsurance due to a national catastrophe.

If you are already in a three year commitment expiring in 2013, this option is available to you as an extension of your current commitment.

If interested, please notify me prior to March 15, 2012. The offer for this three year commitment is not available after that date.

Thank you for your continued support of the program.

Regards,

Dave Pillatzke

Program Manager

(406) 457-4531



 **3 Year Rate Lock .pdf**  
252K



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

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## School Pool Claims for December and January

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Dave Pillatzke <DPillatzke@wsi-insurance.com>

Fri, Feb 3, 2012 at 10:56 AM

Listed below please find the list of claims and complaints filed against members school in the past two months. This is the time of the year when the weather will start to get better and days are longer. It is the time of the year when kids are outdoors more and we start seeing more vandalism incidents against our members. More vigilance ( if possible) is the key to these situations.

Here is the list of claims.

- SD did not renew teacher's contract and he is fighting the decision
- Water dispenser leaked & tile is now lifting off the floor & has asbestos in it
- Bus caught on fire due to a short in battery cable. Damaged bus barn and totaled bus. Other buses smoke damaged & building is smoke damaged
- Parent filed discrimination complaint regarding handicapped son not being picked for basketball team and then newspaper filed open meeting violation complaint
- Food van driver did not yield right of way and hit another car entering intersection
- School was vandalized - Damage to satellite dish, plumbing vent, press box broken into, storage room, antenna, vent stack on shop roof torn off, etc..
- Student broke ankle in gym class while playing basketball - parents want school to pay
- Bus rear ended claimant's vehicle
- Student helping to move volleyball standards, base came off & broke her foot in 3 places – will need surgery
- Student fell on playground & broke arm – parents want school to pay
- Wind damage to shop building roof
- Lady slipped on ice & broke fibula
- Teacher & student got into a verbal altercation – teacher sprayed student with fire extinguisher when he felt threatened
- Young driver with a permit only (no licensed driver in car-parents in Mexico) lost control on icy roads & drove into the front entry of the school building.
  - Car insurer denies coverage saying car was not used with the permission of the parents.
- Two employees bought wine & drove the school car – school terminated them & they have filed a



complaint

- Unruly student having a “behavioral crisis” and threw a wastebasket hitting another student in the head & lacerating his scalp
- Parent filed complaint again teacher for verbal abuse to their child
- Hazing incident in locker room – student arrested for assault
- Superintendent filed claim of marital discrimination against the district
- Superintendent’s wife (the principal) filed claim of marital discrimination against the school district

**Be safe and claims free!**

**Dave Pillatzke CIC**  
Program Manager

direct line [406-457-4531](tel:406-457-4531)  
fax : [406-442-8353](tel:406-442-8353)

12 January 2012

Report to JHS Board

Fall Coaches.

Football: I think the football coaches did an outstanding job with the program. They were 4-4 this year and just missed the post season. The coaches were all new to JHS and it took some time to settle into a new system but I thought everything went well. I had many compliments and a couple of parents that were not happy. I recommend rehiring all three coaches. Head coach Clint Layng, and assistants Daryl Mikesell and Josh Armstrong. We may need to look at adding another coach if the numbers are up as much as I think they will be.

Volleyball: Head coach RoyAnn Wolfe has resigned and assistant coach Harmony Ellwein has also resigned. At this point I have not contacted Ashley Mathis but I would prefer to not hire assistants until a head coach has been hired.

Cross Country: I have nothing but good to say about coach Bob Ekblom. He works well with the kids and the parents all have good things to say about him. I recommend rehiring Bob Ekblom as the head cross country coach.

Cheer: Coach Laura Butler has resigned effective at the end of this season.

Spring Coaches.

Golf: We had two apply for this position, Scott Connole and a man in Helena. The one from Helena has withdrawn his name saying he had a change of mind. I have offered the position to Scott Connole pending board approval.

As of this date we are looking for head and assistant tennis, head and assistant volleyball, assistant track and head cheer coach. We have advertised the tennis and track positions several times with no applications.

Dan Sturdevant AD



## Multidistrict Natural Gas Agreement

This Multidistrict Agreement (hereinafter "Agreement") is entered into this 7th day of November, 2011 by and between Amsterdam Elementary School District No. 75 (hereinafter "Amsterdam"), Anderson Elementary School District No. 41 (hereinafter "Anderson School"), Belgrade Elementary and High School District No. 44 (hereinafter "Belgrade"), Bozeman Elementary and High School District No. 7 (hereinafter "Bozeman"), Clancy Elementary School District No. 1 (hereinafter "Clancy"), Gallatin Gateway Elementary School District No. 35 (hereinafter "Gallatin Gateway"), Jefferson High School District No. 1 (hereinafter "JHS"), Manhattan Elementary and High School District No. 3 (hereinafter "Manhattan"), Monforton Elementary School District No. 27 (hereinafter "Monforton"), Montana City Elementary School District No. 27 (hereinafter "Montana City"), Sheridan Elementary and High School District No. 5 (hereinafter "Sheridan, and East Helena Elementary School District No. 9 ((hereinafter "East Helena") and collectively hereinafter "Districts").

WHEREAS, the rising cost of heating and supplies has impacted the Districts;

WHEREAS, the Districts have an opportunity to join and collective purchase natural gas to meet all Districts' needs;

WHEREAS, pursuant to section 20-3-363, MCA, the boards of trustees of any two or more school districts may enter into an Multidistrict Agreement to create a multidistrict cooperative to perform any services, activities, and undertakings of the participating districts and to provide for the joint funding and operation and maintenance of all participating districts upon the terms and conditions as may be mutually agreed to by the districts subject to the conditions of section 20-3-363, MCA;

WHEREAS, an agreement made pursuant to section 20-3-363, MCA, must be approved by the board of trustees of all participating districts by April 1 of the current fiscal year in which the agreement is executed and by April 1 in any subsequent year to which the agreement applies;

WHEREAS, all expenditures in support of the Multidistrict Agreement may be made from the interlocal cooperative fund in accordance with sections 20-9-703 and 20-9-704, MCA. Each participating district of the multidistrict cooperative may transfer funds into the interlocal cooperative fund from the general fund or any other budgeted fund of the district. Transfers to the interlocal cooperative fund from each participating school district's general fund are limited to an amount not to exceed the direct state aid in support of the respective school district's general fund. All transfers must be completed by April 1 of the current fiscal year in which the agreement is executed and by April 1 in any subsequent year to which the agreement applies;

WHEREAS, in accordance with section 20-9-703, East Helena School District #9 shall be designated as the prime agency. All other participating districts shall be designated as cooperating agencies;



WHEREAS, each participating district may transfer funds into the interlocal cooperative fund from the general fund or any other budgeted fund of the respective school district. Transfers to the interlocal cooperative fund from each participating school district's general fund are limited to an amount not to exceed the direct state aid in support of the respective school district's general fund;

WHEREAS, expenditures from the interlocal cooperative fund are limited to those expenditures that are permitted by law and that are within the final budget for the budgeted fund from which the transfer was made.

NOW THEREFORE, the districts hereby agree as follows:

1. To create a multidistrict cooperative for the purpose of jointly purchasing natural gas for the participating Districts;
2. To create an interlocal cooperative fund for the purpose of transferring funds from the participating districts for the purpose(s) stated herein;
3. The East Helena School District #9 is designated as the prime agency and as such shall establish a nonbudgeted interlocal cooperative fund for the purpose of the financial administration of this interlocal cooperative agreement.
4. All other participating districts are designated as the cooperating agencies and in accordance with section 20-9-704, shall transfer its financial support under this agreement to the prime agency by district warrant.
5. Any and all amounts transferred into the interlocal cooperative fund by any participating district shall come from: (1) the respective district's general fund in an amount not to exceed the direct state aid in support of the respective school district's general fund; or (2) any other budgeted fund of a participating district.
6. Any and all amounts transferred into the interlocal cooperative fund by each participating district must be transferred before April 1, for contract purchases for the 2011 – 2012 School Year in any subsequent year to which the agreement applies. Further amounts transferred into the interlocal cooperative fund by each participating district must be transferred before April 1 of the current fiscal year in which the agreement is executed and by April 1 in any subsequent year to which the agreement applies.
7. Any and all amounts transferred into the interlocal cooperative fund by each participating district must be for the purpose stated herein.
8. The term of this agreement shall be from November 7, 2011 to June 30, 2013.
9. This Agreement shall be interpreted according to and governed by the laws of the State of Montana.

As agreed on this \_\_\_\_ day of \_\_\_\_\_, 2012.

Board Chair, Amsterdam Elem Dist. No. 75 Clerk, Amsterdam Elem District No. 75

Board Chair, Anderson Elem Dist. No. 41 Clerk, Anderson Elem District No. 41

Board Chair, Belgrade District No. 44 Clerk, Belgrade District No. 35

Board Chair, Bozeman School District #7 Clerk, Bozeman School District #7

Board Chair, Clancy Elem. Dist. No. 1 Clerk, Clancy Elem. Dist. No. 1

Board Chair, Gallatin Gateway Dist. No. 35 Clerk, Gallatin Gateway District No. 35

Board Chair, JHS Dist. No. 1 Clerk, JHS District No.1

Board Chair, Manhattan School Dist. No. 3 Clerk, Manhattan School District No. 3

Board Chair, Monforton Elem. Dist. No. 27 Clerk, Manhattan School District No. 27

Board Chair, Montana City Elem Dist. No. 27 Clerk, Montana City Elem District No. 27

Board Chair, Sheridan Dist. No. 5 Clerk, Sheridan District No. 5

Board Chair, East Helena School District #9 Clerk, East Helena School District #9





jim whealon &lt;jim.whealon@jhs.k12.mt.us&gt;

## 4 Rivers Natural Gas Coop Agreement

1 message

**Ron Whitmoyer** <RWhitmoyer@ehps.k12.mt.us>

Thu, Jan 19, 2012 at 4:42 PM

To: Kim Aarstad <KAarstad@ehps.k12.mt.us>, Kim Harding <kimh@sheridan.k12.mt.us>, Lynne <lscalia@monfortonschool.org>, "Tony A. Kloker" <tonykl@metnet.mt.gov>, Bruce Dunkle <bdunkle@clancy.k12.mt.us>, Kirk <kirk.miller@bsd7.org>, jim.whealon@jhs.k12.mt.us, Ann Cowan <acowan@manhattan.k12.mt.us>, Kimberly DeBruycker <debruycker@gallatingatewayschool.com>, Candy Lubansky <clubansky@belgradeschools.com>, Jay Bates <jbates@belgrade.k12.mt.us>, Jim Notaro <jnotaro@manhattan.k12.mt.us>, Steve <steve.johnson@bsd7.org>, jblessum@andersonmt.org, marilyn.king@bsd7.org, mfitzgerald@metnet.mt.gov  
Cc: cayusemtn@aol.com, markdiehl@yahoo.com, Scott Walter <sw4ehschools@hotmail.com>, kitvijohnson@yahoo.com, Debbie <dhunsaker@mt.gov>, bnscheet@bresnan.net, athompson@mtw.aaa.com, "Montana.net" <bozpt@montana.net>

Dear Superintendents and Clerks,

As you can read below, according to this January 18 email from OPI, our Natural Gas Coop Agreement currently would not qualify for the OPI disbursement because it terminates on June 30, **2012**. That issue, in conjunction with the fact that several districts joined us after our initial agreement, would make it prudent for us to simply consider extending our Coop agreement into 2013. I would like to request each district consider the attached agreement/resolution at their February or March Board Meeting to certify their continued participation in a Natural Gas Coop into 2013. This request more specifically aligns our agreement with the RESA4U work as well as the SB329 guidelines as interpreted by OPI. We should continue with our current arrangement to estimate our bills and send those funds to East Helena to work through the remainder of the 2011 - 2012 school year as planned. We will then need to meet again as a group maybe as early as March or April to discuss the terms and conditions of our ongoing membership, reflect on how to improve our Coop system, and decide how to finish complying with the Commercial Energy contract ending November 2012. As always, if you have questions about the necessity of taking this back to your Board or the terms that you are agreeing to, please feel free to call or contact me. When you have had the time to finish this agreement, would you please forward me a copy of the appropriate signatures (again) for the record and submittal to OPI by East Helena prior to our April 1, 2012 deadline.

### **Payment of One-Time Incentive Funds for Districts Participating in Multidistrict Cooperatives**

Senate Bill 329 and House Bill 2 appropriated \$2 million for the biennium for one-time payments to school districts participating in multidistrict cooperatives as of December 31, 2012. The purpose is to contribute to interlocal cooperative funds provided for in 20-3-363, MCA. Payments will be allocated to districts based on the proration of each district's FY2013 general fund BASE budget to the total BASE budgets for all districts participating in multidistrict cooperatives.

A district must be participating in a multidistrict cooperative in FY2013 in order to be eligible for a portion of the \$2 million appropriation. The prime applicant (prime agency) of the cooperative must send a copy of the finalized multidistrict agreement and the name of each participating district to the Office of Public Instruction (OPI). Please send this information to Denise Ulberg, OPI School



Finance Division, P.O. Box 202501, Helena, MT 59620-2501. School districts have until December 31, 2012 to submit the required paperwork.

However, the OPI will make a partial preliminary payment to school districts in mid to late August 2012 based on the written agreements it receives as of July 31, 2012.

After the December 31, 2012 deadline, OPI will recalculate the final distribution and send final payments to all school districts eligible for the incentive funding.

For more information, please contact Denise Ulberg, (406) 444-1960 or [dulberg@mt.gov](mailto:dulberg@mt.gov).

As I state above, never hesitate to contact me regarding questions or concerns. I appreciate your assistance with this compliance issue.

Thanks.

Ron Whitmoyer  
Superintendent  
East Helena Public Schools  
P.O. Box 1280  
East Helena, MT 59635  
406 227-7700  
[rwhitmoyer@ehps.k12.mt.us](mailto:rwhitmoyer@ehps.k12.mt.us)

Children have more need of models than of critics. – Carolyn Coats, author

East Helena Public Schools  
Success for All Students

 **MULTIDISTRICT Natural Gas PURCHASING AGREEMENT 2011 1\_18\_12.doc**  
37K



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

## Fwd: retirement incentives

1 message

**matt allen** <matt.allen@jhs.k12.mt.us>  
To: "Mr. Jim Whealon" <jim.whealon@jhs.k12.mt.us>

Tue, Feb 7, 2012 at 4:02 PM

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

From: **matt allen** <matt.allen@jhs.k12.mt.us>  
Date: Tue, Feb 7, 2012 at 4:01 PM  
Subject: Fwd: retirement incentives  
To: Pat Lewis <lewis@radonemine.com>

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

From: **matt allen** <matt.allen@jhs.k12.mt.us>  
Date: Tue, Feb 7, 2012 at 3:59 PM  
Subject: retirement incentives  
To: Sabrina Sketetee <sabrina@gopantherz.com>, "Stan Senechal" <Stan Senechal" <ssenechal@simplexgrinnell.com>, Kathy Jackson <katjack\_5@msn.com>, Kyle Eckmann <kmeckmann@msn.com>, Lynne Bryant <lynlab3@yahoo.com>, Pat Lewis <lewis@radonemine.com>, Tim Lloyd <tllloyd@jeffbb.net>

Suggested retirement incentives for Jefferson high school from 2012 – 2015.

Last year the boulder elementary offered a teacher retirement incentive and the high school did not, and I really do not have a problem with that, and with the short falls in funding we are facing at Jefferson high school along with a need for a full time principal, I propose the following possible scenarios for teacher retirement incentives.

Option 1

One time severance pay of \$25,000, NO INSURANCE.

Option 2

One time severance pay of \$20,000, 50% INSURANCE until age 65.

Option 3

One time severance pay of \$15,000, 75% INSURANCE until age 65.

We have 7 - 9 teachers that would be willing to seriously consider retiring either this year or in the next 3 years if properly motivated to do so. I have attached some additional information that may help in determining if this is something the board would be interested in offering. The info I have added does not take every little

nuisance into account but is intended to give you a reasonable look into the savings and costs you may incur by offering an incentive. the following is a possible scenario of teachers retiring and the savings if new young teachers were hired to replace them. it does not include the retirement pay out, just the total savings that year after hiring a 1st year teacher right out of college. this would be a definite advantage if you go to a 1:1 computer teaching environment. the amounts figured are at the current years contract amounts. this is a place to start if you are interested in the savings that are possible. the key to this working is making the offer to good to pass up.

2011-12

teacher name	current salary
--------------	----------------

matt allen	\$ 54665
------------	----------

raecille dawson	\$ 45841
-----------------	----------

linda piccolo	\$ 52665
---------------	----------

-----

\$ 153171

- \$ 88762 3 new teachers ba/0

**savings of \$89192**

2012-13

bob ekblom	\$ 52665
------------	----------

- \$ 29587 new teacher

**savings \$ 31599**

2013-14

victoria foster	\$ 54665 upon completion of nat. cert.
-----------------	--

- \$ 29587 new teacher

**savings \$ 33922**

2014-15

dave ternes	\$ 52665
-------------	----------

charles garnas	\$ 35285 shared with elementry.
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\$ 102180

- \$ 59174 2 new teachers

-----

**\$ 43006 savings**

the total savings over the past 4 years, (not including retirement incentive payouts), would be **\$ 562,415**

**savings 2012-13 \$ 89192**

**savings 2013-14 \$ 120791**

**savings 2014-15 \$ 154713**

**savings 2015-16 \$ 197719**

**total savings \$562,415**

length of time teachers would need insurance approx.

matt allen 12 years

raecille dawson n/a

bob ekblom 1 year

victoria foster 10 years

dave ternes 10 years

charles garnas 4 years

linda piccolo 2 years

--

Thank you!



Matt Allen B.S., M.ED. VOC. ED.  
Voc. Ed. dept. head / I.T. Teacher  
AWS Certified Welding Educator  
4A & 1A, Welding and Ind. Arts certified  
Jefferson High School  
po box 838  
Boulder, Mt. 59632  
[\(406\) 225-3317](tel:(406)225-3317)

--

Thank you!  
Matt Allen B.S., M.ED. VOC. ED.  
Voc. Ed. dept. head / I.T. Teacher  
AWS Certified Welding Educator  
4A & 1A, Welding and Ind. Arts certified  
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Boulder, Mt. 59632  
[\(406\) 225-3317](tel:(406)225-3317)

\*\*\* This Email was sent by a staff member at Jefferson High School.

RETIREMENT INCENTIVE PROPOSAL  
JANUARY 10, 2011  
BOULDER ELEMENATRY SCHOOL DISTRICT NO 7

The Boulder Elementary School District #7 will offer a “**Retirement Incentive**” to qualified staff who meets the following criteria:

1. The District will pay the negotiated amount in the 2010-2011 Master Agreement (\$6659.28) towards insurance coverage for participants that meet the following eligibility standards:
  - The Teacher must be currently contracted with the Boulder Elementary District.
  - The Teacher must have a minimum of Twenty-Five years enrollment in the Montana Teachers Retirement System.
  
2. The District will pay to the qualified participants this contribution towards their insurance coverage until:
  - The participant reaches the age of 65.
  - The participant qualifies for any other Insurance coverage.
  - The participant opts out of the program.
  
3. Once a participant opts out of this Retirement Incentive program they will not be allowed to reenroll.

This Retirement Incentive Program is offered for only the 2010-2011 School Year. The Board of Trustees reserves the right to limit the offer or extend the offer at anytime.

RETIREMENT INCENTIVE CONTRACT  
JANUARY 10, 2011  
BOULDER ELEMENATRY SCHOOL DISTRICT NO 7

The Boulder Elementary School District #7 (**Contractor**) will offer a “**Retirement Incentive**” to qualified staff (**Contractee**) who meets the following criteria:

1. **Contractor** will pay the negotiated amount in the 2010-2011 Master Agreement (\$6659.28) towards insurance coverage for participants that meet the following eligibility standards:
  - The Teacher must be currently contracted with the Boulder Elementary District.
  - The Teacher must have a minimum of Twenty-Five years enrollment in the Montana Teachers Retirement System.
  
2. **Contractor** will pay to the **Contractee** this contribution towards their insurance coverage until:
  - The participant reaches the age of 65.
  - The participant qualifies for any other Insurance coverage.
  - The participant opts out of the program.
  
3. **Contractee** will have payment to the District Clerk 30 days prior to the due date of Insurance bill, if applicable.

I have read and agree to the Incentive Proposal/Contract.

\_\_\_\_\_  
NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
BOARD CHAIR, BOULDER ELEMENTARY DIST 7

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ATTEST: CLERK

\_\_\_\_\_  
DATE

Please sign and return to Britton Mann by March 1, 2011



9 February 2012

JHS School Board

I know its early but we need to look ahead to the 2012-2013 year.

The football team is in need of several items.

Some of the shoulder pads are worn out and can not be used. I don't think we have replaced any of them for many years. There are 21 of these that have to be thrown away. Cost is \$123.00 each plus 6% freight. If we buy 18 they will give us three free. Cost for the 18 is \$2,214.00 plus \$132.84 freight, \$2,346.84. We also need 12 helmets, last year we borrowed some from Sheridan but we don't want to get in that habit as we will end up replacing theirs. If we buy 11 they will give us one free. They are \$252.00 each, \$2,772.00 plus freight of \$166.32 for a total of \$2,938.32. Total for the above is \$5,285.16. We will need to replace more shoulder pads next year.

We need to order very soon in order to get these prices, they will give us July billing if needed.

Our White away uniforms are over nine years old and they are in bad shape. I priced them and for a mid line top they are \$55.00 each We can use our dark pants with the white tops. These should have been ordered when we ordered the dark uniforms as we try to order complete sets when that sport is due, every six years. Somehow we need to cut this six year cycle down, the basketball and volleyball uniforms end up being used 18 years before they are replaced. We would need to order 50 of the tops, \$2,750.00 plus freight. We only have 40 of the dark uniforms and really need to order more as I expect we will have 45-50 kids out this next year. Minimum order is 12 sets at a cost of of around \$3,000.00.

We have let things go down for too long and now we are faced with a big bill.

What can we do to fund these needed items?

Dan Sturdevant AD

From the desk of:



---

February 12

### Spring Count

Our spring count was 207, which was down 8 from fall. However, the count we will use for ANB is 220.

This is calculated in the following way:

$$(207 + 215)/2 = 211$$

$$(211 * 187)/180 = 220$$

Last year's ANB number was 221 using the 3-year averaging method. The 220 ANB number doesn't use 3-year averaging because that number would be less than 220.

I've begun estimating our budget for next year using the spreadsheet from OPI. According to this sheet with an estimate of \$25,000 in tuition revenue for YDI students, our budget will be around \$10,000 less than last year. A copy of the spring report is included.



## Spring Student Count For ANB Summary By District February 1, 2012 Enrollment

County: 22 Jefferson  
District: 0457 Jefferson H S

School Year: 2011-2012  
Budget Unit: H1

### SCHOOLS IN THIS DISTRICT

0611 Jefferson High School

### TOTAL STUDENT COUNT FOR ANB BY GRADE - DISTRICT

Grade	Fall	Spring
9th Grade H1	55	56
10th Grade H1	65	61
11th Grade H1	47	40
12th Grade H1	48	46
<b>H1 Total</b>	<b>215</b>	<b>203</b>
<b>District Total:</b>	<b>215</b>	<b>203</b>

Students who turned 19 on or before September 10, 2011 are included in total student count for ANB by grade.

### OTHER STUDENT COUNTS FOR ANB - DISTRICT

Student Count Type	Fall	Spring
Early Graduates H1	N/A	4

### FY2012-13 BASIC & PER-STUDENT ENTITLEMENTS

Budget Unit	Based on Current Year ANB			Based on 3-Year Avg ANB		
	Basic		Per ANB	Basic		Per ANB
	ANB	Entitlement	Entitlement	ANB	Entitlement	Entitlement
H1	220	260,099.00	1,405,635.00 *	215	260,099.00	1,373,957.50

### FY2012-13 INDIAN EDUCATION FOR ALL(\$20.40/ANB)

Level	Based On Current Year ANB		Based On 3-Year Avg ANB	
	ANB	Entitlement	ANB	Entitlement
HS	220	4,488.00 *	215	4,386.00

### DETERMINING ANB USED TO CALCULATE FY2012-13 BUDGET LIMITS

Below is the calculation used to determine whether the FY2012-13 budget limits are based on the current year ANB or the 3-year average ANB. The ANB that generates the highest ANB-based funding will be used for most FY2012-13 budgeting purposes.

	ANB-Based Funding - Current Year ANB				ANB-Based Funding - 3-Year Avg ANB			
	Basic	Per ANB	Ind Ed	Total	Basic	Per ANB	Ind Ed	Total
	Entitlement	Entitlement	For All		Entitlement	Entitlement	For All	
HS	260,099.00	1,405,635.00	4,488.00	1,670,222.00 *	260,099.00	1,373,957.50	4,386.00	1,638,442.50

**Highest ANB-Based Funding** 1,670,222.00





## Spring Student Count For ANB Summary By District February 1, 2012 Enrollment

**County:** 22 Jefferson **School Year:** 2011-2012  
**District:** 0457 Jefferson H S **Budget Unit:** H1

ANB for FY2013 budget H1 220

### FY2012-13 PAYMENTS

DSA 744,583.10

Indian Education For All 4,488.00

### Student Achievement Gap

American Indian Students Counted For The FY2013 Student Achievement Gap Payment 6

\* Used to calculate FY2012-2013 budget limits

## Jefferson High School

SCHOOL DISTRICT #1  
Box 838  
BOULDER, MT 59632



January 18, 2012

Robert Smartnick  
Jefferson High School Student

Dear Robert:

As the Board Chair of Jefferson High School District #1, I am offering you this letter of apology from the Board of Trustees for the personal abuse you unfortunately were victim of as a result of the on-line football program evaluation instrument. We would like to commend you for how well you handled the unwarranted comments made by some people who filled out an evaluation of last year's football program. The instrument was never intended to be abused in the manner it was. Again, we are very sorry for the comments leveled at you by some community evaluators. Please rest assured that the Board does not condone or support the use of that instrument in the way it unfortunately was used by some. The Board recognizes the problem inherent in the evaluation system and is currently reviewing this evaluation system.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kathy Jackson", is written over a horizontal line.

Kathy Jackson  
Chair, Jefferson High School Board of Trustees

## Jefferson High School

SCHOOL DISTRICT #1  
Box 838  
BOULDER, MT 59632



January 18, 2012

Ron and Joyce Smartnick  
P.O. Box 623  
Boulder, Montana 59632

Dear Ron and Joyce:

As the Board Chair of Jefferson High School District #1, I am offering you this letter of apology from the Board of Trustees for the abuse your son Robert unfortunately received as a result of the on-line football program evaluation instrument. We would like to commend him for how well he handled the unwarranted comments made by some people who filled out an evaluation of last year's football program. The instrument was never intended to be abused in the manner it was. Again, we are very sorry for the comments leveled at him and other team members by some community evaluators. Please rest assured that the Board does not condone or support the use of that instrument in the way it unfortunately was used. The Board recognizes the problem inherent in the evaluation system and is currently reviewing this evaluation system.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kathy Jackson", is written over a horizontal line.

Kathy Jackson  
Chair, Jefferson High School Board of Trustees





# JEFFERSON HIGH SCHOOL DISTRICT #1 COMPLAINT/GRIEVANCE PROCESS



Complaints by parents/guardians or students involving school employees may follow this procedure:

- a. Go to employee first
- b. Go to the building principal next if not resolved
- c. Go to the superintendent next if not resolved
- d. Go to the trustees next if not resolve.

Anytime a person has a complaint with personnel, that is brought before the principal or the superintendent, a written record of the complaint will be made and kept in the personnel file. Documentation will include the action taken and the employee's signature along with the employee's written response to the complaint. The issue will be discussed with the parties involved prior to any written documentation entering the file.

Retaliation against any person who reports or is thought to have reported a violation, files a complaint, or otherwise participates in an investigation or inquiry is prohibited. Any retaliation shall be considered a serious violation of Board policy, whether or not a complaint is substantiated. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

Complainant's Name:	Mailing Address:	Phone Number:

Status in relation to the school: (please circle)

- Student     
  Parent     
  Faculty     
  Other

### Complaint Information

A. State the nature of the complaint (1 – 2 sentences)

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B. Briefly describe the details of the complaint (attach additional sheets if necessary).

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C. Describe steps taken to exhaust the school's complaint process:

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For review of this complaint, all items must be checked below:

I have read Jefferson High School's complaint process and agree this form constitutes my formal complaint.

I understand that my complaint and/or any document(s) concerning my complaint will be shared with the person against whom the complaint is filed.

I certify that all of the information I have given above is true and complete to the best of my knowledge.

Complainant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date complaint received by administration: \_\_\_\_\_

Administration signature: \_\_\_\_\_

Signature of person against whom the complaint is filed: \_\_\_\_\_

Date: \_\_\_\_\_

Copy: Personnel File



**Princeton E&S**

The Princeton Excess and Surplus Lines Insurance Company

Insured: Montana Schools Property and Liability Insurance Plan  
Policy No. 64-A3-EX-0000007-05 Issue Date: 7/11/2011  
Endorsement Effective Date: 7/1/2011  
Authorized Representative: *Helen C. Moore*

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ENDORSEMENT – ROLE OF THE SERVICE ORGANIZATION**

This endorsement modifies insurance under the following:

**ALL LINES AGGREGATE COVERAGE FORM**

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated above.

It is agreed General Provisions, II, IF YOU HAVE AN "EVENT," "CLAIM" OR "SUIT" AND ROLE OF THE SERVICE ORGANIZATION, B. is replaced with the following:

- B. You, or the Service Organization you have hired to act on your behalf, must:
1. Investigate any "event";
  2. Immediately record the specifics of the "claim" or "suit" and the date received;
  3. Settle or defend all "claims" or "suits" that are within the applicable Self-Insured Retention; **the Service Organization shall have the right and duty to select counsel to defend applicable "claims" or "suits" within the applicable Self-Insured Retention;**
  4. Afford us the right to associate (at our own expense) in the defense of any "claim" or "suit";
  5. Cooperate with our investigation, settlement or defense of any "claim" or "suit";
  6. Maintain accurate records of all details regarding payments made by you for "claims," and estimated damages, including all expenses;
  7. Furnish quarterly claims records to us, on an approved form.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.



02/02/12  
00:32:12

JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 2/12

Page: 1 of 4  
Report ID: AP100

Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
13514		1183 HARLOW'S SCHOOL BUS SERVICE, INC.	9,937.52						
1		02/01/12 6th contract pymnt	12,872.52		210	100-2700	513		
2		02/01/12 lease pymnt	-1,505.00		210	100-2700	513		
3		02/01/12 2nd lease pymnt	-1,430.00		210	100-2700	513		
13515		4097 NORTHLAND FINANCIAL	2,935.00						
1		23 02/01/12 Feb. 12 bus pymnt	1,505.00		210	100-2700	840		
2		23 02/01/12 Feb. 12 2nd bus pymnt	1,430.00		210	100-2700	840		
13760		3959 AMERICAN EXPRESS	14.96						
1		01/11/12 tech shipping	14.96*		228	100-1000	610		
13761		1830 MT SCHOOL BOARDS ASSOCIATION	5,561.09						
1		26105 12/31/11 coach investigation	5,561.09*		201	100-2300	800		
13762		734 DOOR AND HARDWARE UNLIMITED	246.00						
1		23988 01/09/12 rim cy's/lock cy's	246.00	7309	201	100-2600	615		
13763		3959 AMERICAN EXPRESS	25.89						
1		01/03/12 roll of plastic for painting	25.89		201	100-2600	615		
		3374 J.W.PEPPER & SON, INC.	21.00						
		3303978 01/12/12 music selections	21.00	6942	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-							
13765		4370 STURDEVANT, DANIEL	340.65						
1		211656 01/16/12 MHSA lodging	77.58		201	720-3500	582		
2		01/17/12 MHSA mileage	263.07		201	720-3500	582		
13766		4376 WHEALON, JAMES	10.00						
1		01/10/12 MHASP Dues	10.00		201	100-2300	810		
13767		1933 NEWAY MANUFACTURING, INC.	157.57						
1		164901 01/18/12 pilot/tungsten blades	145.50	7293	201	390-1000	610		
2		164901 01/18/12 pilot/tungsten blades	12.07		201	390-1000	610		
13768		4571 COMBUSTION SERVICE COMPANY	271.60						
1		27835 12/31/11 trouble shoot boiler	271.60		201	100-2600	440		
13770		4225 PSAT/NMSQT	479.00						
1		10/12/11 PSAT testing	479.00	7151	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2100-610-							

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JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 2/12

Page: 2 of 4  
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
13771		4404 BOULDER ADMINISTRATION SERVICE	40.00					
1		02/01/12 Feb. 12 admin fees	40.00		201	100-1000	260	
13772		4374 UNITED STATES POSTAL SERVICE	2,000.00					
1		01/31/12 postage	2,000.00*	7316	201	100-2400	532	
13773		1079 GAGNON'S DIGITAL IMAGING	247.39					
1		53349 11/17/12 copies	247.39		201	100-1000	440	
13774		3088 SHI INTERNATIONAL CORP.	60.00					
1		B00498202 01/09/12 adobe 10 license	60.00	7307	201	100-2500	680	
13775		1002 GENERAL DISTRIBUTING	1,215.00					
1		809026 01/20/12 1/8" smaw rods 300lbs	1,215.00	7308	201	390-1000	660	
13776		631 CRESCENT ELECTRIC SUPPLY CO.	182.08					
1		51-475580 01/16/12 batteries	182.08		201	100-2600	615	
13777		4234 WELLS FARGO FINANCIAL LEASING	168.75					
1		6765687648 01/19/12 front office copier	168.75		201	100-1000	840	
		1645 VERIZON BUSINESS	115.86					
		05814705 01/25/12 Jan 12 service	115.86		201	100-2400	531	
13779		157 ACE HARDWARE	99.99					
1		47297 01/27/12 woods supplies	87.03	6948	201	999		
2		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-660-47297 01/27/12 woods supplies	1.01	6954	201	999		
3		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-47297 01/27/12 woods supplies	11.95		201	390-1000	610	
13780		375 MSHWP/BCBS OF MONTANA	2,188.34					
1		01/10/12 Ret. Prem	2,188.34		201	100-1000	260	
13781		4572 FIRST BOULDER VALLEY BANK	757.12					
1		Quinn Scholarship Fund	757.12*		215	100-1000	800	169
13782		3366 JHS ACTIVITIES	378.56					
1		Quinn Trust/activities	378.56*		215	100-1000	800	169
13783		631 CRESCENT ELECTRIC SUPPLY CO.	292.68					
1		51-475069 01/05/12 plate covers	47.20		201	100-2600	615	
2		2 breakers	33.20		201	100-2600	615	
3		51-475580 01/05/12 6v emerg. light/fluor lamp	212.28		201	100-2600	615	

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JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 2/12

Page: 3 of 4  
Report ID: AP100

.. Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
13784		3959 AMERICAN EXPRESS	330.65						
1		01/04/12 fcs supplies	182.98	6999	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
2		01/25/12 fcs supplies	42.70	6999	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
3		01/25/12 fcs supplies	104.97	6999	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
13785		3959 AMERICAN EXPRESS	111.68						
1		01/31/12 fcs supplies	111.68	6999	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1000-610-							
13786		734 DOOR AND HARDWARE UNLIMITED	149.00						
1		24043 01/27/12 lockset	149.00		201	100-2600		615	
13787		3766 MONTANA ACADIA	146.45						
1		5402988 01/31/12 altacare	146.45*		215	280-1000		330 524	
		<b>Total:</b>	<b>28,483.83</b>						
			28,483.83						



02/02/12  
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JEFFERSON HIGH SCHOOL  
Fund Summary for Claims  
For the Accounting Period: 2/12

Page: 4 of 4  
Report ID: AP110

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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$14,314.22
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$12,872.52
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$1,282.13
228 TECHNOLOGY FUND	
101	\$14.96
<b>Total:</b>	<b>\$28,483.83</b>

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Suggested retirement incentives for Jefferson high school from 2012 – 2015.

Last year the boulder elementary offered a teacher retirement incentive and the high school did not, and I really do not have a problem with that, and with the short falls in funding we are facing at Jefferson high school along with a need for a full time principal, I propose the following possible scenarios for teacher retirement incentives.

Option 1

One time severance pay of \$25000, NO INSURANCE.

Option 2

One time severance pay of \$20000, 50% INSURANCE until age 65.

Option 3

One time severance pay of \$15000, 75% INSURANCE until age 65.

We have 7 - 9 teachers that would be willing to seriously consider retiring either this year or in the next 3 years if properly motivated to do so. I have attached some additional information that may help in determining if this is something the board would be interested in offering. The info I have added does not take every little nuisance into account but is intended to give you a reasonable look into the savings and costs you may incur by offering an incentive.



All figures do not include Insurance.

(RY) 2011-12  
 Matt Allen salary \$54,665  
 Raecille Dawson \$45,841  
 Linda Piccolo \$52,665  
\$153,171

(Approximations - not including Incentive payouts)

Schools Total Cost x 1.1618 - Taxes etc.  
 \$177,954<sup>00</sup>  
 Cost of 3-BA/O Teachers \$88,762<sup>00</sup> Tax etc. (Replacements)  
 District Savings - \$89,192<sup>00</sup>

RY 2012-13  
 Bob Eckblom \$52,665<sup>00</sup>  
 School Total cost \$61,866<sup>00</sup> Taxes ETC  
 Cost of 1 BA/O \$29,587<sup>00</sup> Taxes etc. Replacements  
 District Savings \$31,599

RY 2013-2014  
 Victoria Foster \$54,665 - upon completion of Nat. Cert.  
 School Total Cost \$63,509 Taxes etc  
 Cost of 1 BA/O \$29,587 Taxes etc Replacements  
 District Savings \$33,922

RY 2014-2015  
 Dave Ternes \$52,665  
 Charle Garnaas \$35,285  
 School total Cost \$102,180 Taxes etc.  
 Cost of 2 BA/O \$59,174 Tax etc.  
 District Savings \$43,006

not including negotiat



# Spearfish High School 1:1 Ratio Computer Program Observations

From 2-17-2012 visit (By Dave Hohenthal)

Spearfish H.S., located in Spearfish, SD has had their 1:1 computer ratio program in place for the last 6 years. Their high school has approximately 650 - 675 students enrolled so they are a little over three times our size. I visited the school Friday 2/16/2012 and spent a considerable amount of time with their lead principal, IT Administrator, "Integrationist", a classroom teacher, and their Assistant Principal in charge of student discipline. Below, in a semi-organized manner, are many of the observations I made while there. They include redundancy as some observations fell into multiple of the categories I created for this report.

## IMPLEMENTATION:

- ~Plenty of school board and community meetings prior to adoption of program are recommended
- ~Adequate funding a *must!*
  - \*For both implementation *and* maintaining the program
- ~All-school implementation rather than 1 or 2 grades at a time recommended
  - \*One "image" (what's put on the computers by the school) easier to manage than multiple images (which will be slightly different by year as computers are manufactured)
  - \*Students are not all in the same classes throughout the day by grade level
- ~Must plan on *significant* administrative time spent on discipline the first couple of years, and a lesser, but continuing amount in subsequent years
- ~Recommend HP machines and Microsoft software
  - \*HP cooperative with school(s)
  - \*Microsoft in use by most of education and business world, licenses cheaper than just a few years ago
- ~Adequate training important
  - \*Spearfish spent \$120 per teacher per day for 1 full week of training at Dakota State (technical college) and 2 additional days at Spearfish High School prior to first year of implementation
- ~Also recommend teacher visits to schools utilizing 1:1 ratio program currently
- ~Spearfish principal & IT administrator suggest chaos and frustration will result unless adequate preparation and planning is made prior to implementation

## CURRICULAR:

- ~Teachers are *not forced* to do anything with computers not already expected
  - \*i.e. syllabi, grades, and lesson plans on the web
  - \*Tech-savvy teachers will jump in feet first, partially adept teachers will add technology as they master it, and a couple of teachers will drag their feet (till the light bulb goes on...)
- ~Teacher desks usually gravitate to back of room to better see screens and manage use
- ~Some e-text books are purchased, while a hard-copy class set are usually kept in the classroom - with a few checked out to students
- ~Synchronization of classroom monitors (for management purposes) can be, and is, used by teachers, though its use declines with time
- ~Homework completion rate is similar to current rates - don't expect a huge increase here
- ~Teachers can expect more out-of-class time initially as new methods are incorporated
- ~Expect a percentage of students to come unprepared for class (as they do now)



- \*Ex. Uncharged batteries - power strips available in each class a help here
- ~No BYOC should be allowed as they won't be filtered or imaged the same as school-issued computers
- ~Must watch for digital cheating
- ~All games will *not* be blocked
  - \*Flash player needed for many programs and it hosts games!
- ~Teacher machines not "re-imaged" during summer as they might have added curriculum-related stuff to those machines that isn't on student machines

## FUNDING:

- ~Spearfish benefited by the State of South Dakota funding fully 1/3 of implementation costs: infrastructure, hardware, licenses, training, etc.!
- ~Spearfish has \$1 million every 3 years to replace all of their machines!
  - \*3 year rotation of machines recommended over 4 years as batteries and other issues increase in the 4<sup>th</sup> year
  - \*Only a 3-year warranty available?
- ~Will e-text books be funded and licensing for software (like Geometry Sketch Pad as an example)?
- ~Insurance policy paid by families does cover their claims, with additional money helping with warranty pulls (malfunctioning machines) outside of regular replacement schedule
- ~Company provided 3% extra machines for warranty pulls with initial purchase but 10% more likely needed
- ~75% (approximately) of families purchase school insurance
  - \*Our percentage of free & reduced lunch students (that the school must fund)?
  - \*Can use homeowners insurance, but deductible too high to be practicable
- ~After replacement rotation some machines are kept for warranty pulls and some are sold (by company that does school's repair work)
- ~HP machines & Microsoft software recommended
  - \*Tablets used by Spearfish H.S. cost \$1,100 each
  - \*Cheaper than Apple?
  - \*Microsoft used in the business or 'real' world
  - \*Apple doesn't support Flash..?
- ~Need to establish process for repair work & local company (or shipping) to do it
- ~Funding needs:
  - \*Infrastructure – at least 1 wireless access point in each room \*Also: library, cafeteria, foyer, gyms, etc.?
  - \*Student & teacher machines
    - All teachers were initially provided with an external mouse and monitor
  - \*Licensing – client list & software
    - Teachers home machines?
  - \*Filters – within school & *externall*
  - \*Site survey? (computer company vendor performed one for Spearfish)
- ~Adequate tech support
  - \*Help desk for students – *will* see heavy use early on (Spearfish H.S. saw heavy use first 3 years and still sees it utilized now in their 6<sup>th</sup> year)
  - \*IT administrator & staff
  - \*"Integrationist" for staff - to facilitate their use of technology in the classroom
- ~Discipline support
  - \*Administrative time *will* be spent due to students:
    - Abusing machines

- Trying to hack system
- Trying to upload inappropriate programs
- Trying to enter chat rooms

\*Recommended:

- Database kept of problems
- Form for abuse of machines created to use with provider company to sort accidental from intentional abuse
- Possible discipline includes:
  - >Incrementally steeper fines
  - >Individual contracts for repeat offenders
  - >Possibly keeping machines of worst case scenarios overnight rather than students taking them home

~Administration may also hear family issues – usually lack of internet access

\*Wireless areas away from school in Boulder & Jefferson County vs the larger business community of Spearfish?

**TRAINING:**

- ~1 whole week spent at a Tech college prior to implementation
- ~2 days on site prior to implementation
- ~For the first three years PIR time was dominated by 1:1 related content
- ~Round Tables with best practices teachers sharing ideas – with time to practice or experiment with those ideas and programs – were really helpful
- ~Teachers encouraged to seek training for professional growth, including simply observing best practices teachers
- ~Student orientation held prior to first day with the following content:
  - \*Hardware – machine, charger, case, etc.
  - \*Expectations/policies/discipline
  - \*Software available on the machines

**MAINTAINING THE PROGRAM:**

- ~Community meetings for on-going policy issues and recommendations which included:
  - \*Teachers
  - \*Administrator
  - \*IT Staff
  - \*Board members
  - \*Parent reps
  - \*Class presidents
  - \*Open to public
  - >Initially they were well attended and produced good discussions – eventually less so...
- ~On-going Funding?!
- ~Teacher training support

**TECHNOLOGY:**

- ~HP & Microsoft recommended over Apple
  - \*Use in business world
  - \*Need Flash player
- ~At least 1 access point in each room recommended as well as common areas
- ~Site survey from vendor?
- ~Moodle & e-mail hosted internally for constant access



- ~Novelle Program?
- ~Client list limits access to school machines/programs (as you know)
- ~Need a help desk for students
- ~Integrationist for staff?
- ~Recommended *against* students doing help desk work
- ~Off site filter
- ~Auto cad machines are stand alone or separate from the 1:1 computers
- ~Zinworks to move stuff to teacher machines!
- ~Every effort to get "image" right before handing out machines
  
- ~Biggest tech issue with initial implementation was with Firmware on wireless controllers
  - \*Worked during summer with IT staff going room to room during testing
  - \*Needed 2 or 3 updates first week of school when entire school logged on
- ~Endured one battery recall...
- ~Teachers allowed to adopt new practices as they became comfortable with them
- ~Teacher machines not re-imaged during the summer to not disrupt what they'd added to the machines
- ~Some e-books and content-specific software
- ~Recommended 3 year over 4 year rotation
  - \*Batteries biggest issue
  - \*Only a 3-year warranty available?
- ~Recommended 10% warranty pull machines available the first year (may not be possible...)
- ~Recommended *against* BYOC machines for filtering and imaging reasons
- ~Recommended same licenses for *all* machine, including teachers' home computers
  - \*Even Geometry sketch pad which the company allowed to be put it on all machines even though school only paying for fewer
- ~Recommended all-school implementation
  - \*With different mother boards each year the multiple "images" will be harder to manage
- ~Initially all teachers given external mouse and monitor
- ~Students *will* try to:
  - \*Hack system, upload programs, get into chat rooms, abuse machines, come unprepared for class

**OVERALL RECOMMENDATION:**

This 1:1 computer ratio program would be a positive step forward for our school and students, but it *must* be adequately planned and funded if it is to be well-implemented and if it is to be successfully maintained.