

AGENDA for the REGULAR MEETING
OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1

* 6:30 p.m. July 16, 2013 * Jefferson High School Library

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

This agenda is subject to changes until the Friday preceding the meeting. Please check the school website at www.jhs.k12.mt.us for the most current agenda and the packet of associated materials for the meeting.

A. Call to order-Chairperson

1. Pledge of Allegiance

B. Announcements and Public Comment. Please see information printed on the back of the agenda and in the brochure at the entrance to the meeting about speaking to the board during this time.

C. Student Report

D. Committee Reports - brief review, written reports provided in board packet

E. Administration Reports - brief reviews, written reports provided in board packet

1. Clerk/Business Manager
2. Principal
 - a. AD report
3. Superintendent
 - a. Concussion Legislation
 - b. Education Foundation
 - c. Exterior Shop Wall Repair
 - d. Report on Summer Leadership Institute
 - e. Vacation cash-out
 - f. Administrative plan for upcoming year
 - g. Funds 21 and 27 – Compensated Absences and Litigation Reserve

F. Unfinished Business

1. Update on Boulder Monitor second lawsuit against District, possible closed session for litigation strategy, possible action if needed

G. New Business

1. Personnel – Action
 - a. Substitute Applications – List for 13/14 - action
 - b. Math – recommendation – action
 - c. Coaching recommendations – action – Tennis, Track, Golf,
2. Policies from MTSBA following legislative session – 2nd reading
 - a. 3121P - Enrollment and Accounting Records
 - b. 3123 - Attendance Policy Procedure-Truancy
 - c. 3300 - Suspension and Expulsion
 - d. 3311 - Firearms and Weapons
 - e. 3415, 3415F, 3415P - Management of Sports Related Concussions
 - f. 3416 - Administering Medication to Students with additional recommendation to obtain the device and training
 - g. 3600, 3600P - Student Records with additional recommendation to align practice to policy regarding permanent records.
 - h. 5231 - Personnel Records
 - i. 5232 - Abused and Neglected Child Reporting
 - j. 8301 - District Safety
3. Activity Fund Revenue ideas – possible action
4. Set Budget Meeting Policy 1400 – possible action
5. Tuition Rates Policy 7008 – possible action
6. Credit Card List Policy 7400
7. Substitute Rate of Pay Policy 5314 – possible action
8. Designation of ¼-time duties for superintendent position - action

H. Communication and Comments

Recommendations and Recognition

J. Consent Agenda

1. Approval of Previous Minutes and High School Claims and Accounts – action

K. Follow-up/Adjournment

1. Chair/Superintendent article for paper

NEXT REGULARLY SCHEDULED HIGH SCHOOL BOARD MEETING: 6:30 P.M. August 20, 2013
BOARD CHAIR-APPROVED AGENDA ITEMS ARE DUE IN THE DISTRICT OFFICE BY THE LAST FRIDAY OF THE MONTH PRIOR TO THE BOARD MEETING.

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.

Draft Mission Statement

The Jefferson High School District #1's mission is to provide the best possible education for our youth for whatever path of life they choose; to be the school of choice for students, teachers, and staff; and to be the heart of the communities we serve.

Our vision for the future, second draft:

Students:

- *Achieve high test scores and graduation rates that are competitive nationally;*
- *Graduate with a plan for life that they feel well equipped to pursue;*
- *Choose our school over other options because of our solid reputation;*
- *Feel happy, challenged, safe and supported throughout their time here;*
- *Appreciate and fully engage in our activities that augment our core curriculum; and*
- *Have access to technology that enhances their learning opportunities.*

Teachers:

- *Actively support students with their time, attention and obvious commitment;*
- *Have the tools and resources necessary to do optimal work;*
- *Are proud to work here and of their contribution to the school;*
- *Are committed to continuing education and the use of best practices;*
- *Look at our District as a long-term career commitment; and*
- *Feel confident about the Board's decisions and plans.*

Our Administration and Board

- *Commit to be knowledgeable about best practices*
- *Establish, devote themselves to, and evaluate their priority goals on a regular basis; and*
- *Work as a collaborative team to make decisions that always focus on what's best for students, teachers and our communities.*

Our communities:

- *Are knowledgeable of and highly respect our commitment to excellence; and*
- *Support our work in many ways – their time, funds, levy votes, ideas, and enthusiasm about our students and their activities.*

Announcements and Public Comment. The board welcomes and encourages public comment and wishes the public comment process to be fair and orderly. Written comments may be submitted to the board through the District Clerk's office. Individuals wishing to address the board at the board meeting must sign in on the sheet provided. The clerk will collect the sheet when the meeting begins. Comments on topics that are on the agenda may be made when the meeting reaches that item's point on the agenda. Comments on non-agenda items may be made during the "Public Comment" agenda item. The Board would like to remind everyone in attendance that to avoid violations of individual rights of privacy, a member of the public wishing to address the Board during this time will not be allowed to make comments that would infringe upon the privacy rights of any student, staff member, or member of the general public during his/her designated time to speak. Abusive or obscene comments will not be allowed. Time allowed for comments may be limited. Individuals will only be called upon twice for the same topic after all persons have been called upon and as time permits. The Board may not respond to and will not take action on non-agenda topics at this meeting but may schedule the topic on the agenda of a subsequent meeting.

From the desk of:

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July 2013

It seems like the MASBO conference was several months ago rather than 3 weeks! Many of the hour-long workshops could have used more time – they had so much information to give. Ms. Silk, speaking about open meeting law, got to the top of page 2 out of 14! Legislative changes included increases in the contributions of employers and employees in both retirement systems – PERS and TRS. The Student Activities Fund presentation was particularly helpful since I don't deal with this on a day-to-day basis. I have printouts of most of the workshops I attended if you are interested in the information.

The first 2 weeks spent with Mr. Norbeck at the helm have gone well. He is eager to learn and help. Hopefully what we've created for your board packet will be well-received. He is certainly anxious to give you the information you need in the form that you wish.

The county hasn't been able to give us our year-end report due to problems with their software system so I haven't been able to balance with them. This is always the first step in winding down one year and preparing for the next. I expect that we'll have it by the first of next week.

I contacted Black Mountain Software for some online training for Mr. Norbeck and me in Budget Prep. We hope to get this done in the next week or two so that we will have all of the budget information possible from start-to-finish in Budget Prep. As long as the training is online, there is no cost to the district.

Activities Director Report:

- Activity Account Discussion- With costs (transportation, officials, uniforms, etc.) for activities rising, we have made it our goal to find means to add additional funds to the activity account without burdening the taxpayer and our general fund. Mr. Norbeck and I spoke briefly and I researched some options that could change procedures we are already doing to increase deposits in this fund. Also I have some suggestions as to what we can add to our current practices that might allow community members to become more a part of the activities/athletics at Jefferson High School.

Recommendation:

- In past meetings we have discussed taking a certain amount of the concessions. I think we must do this and extend this discussion to rationalize the amount. My suggestion is to tie the amount to the only immediate expense that we have, officials. I suggest we charge the concessions $\frac{1}{2}$ of the cost for the officials with the gate covering the remainder. At the current rate we pay the following for officials per sport:
 - Football: \$ 350 per Friday Game (5 officials each game, 5 games total)
 - Volleyball: \$ 350 per C, JV, V Match (2 officials each game, 8 games total)
 - Basketball: \$ 800 per C, JV, V Game (Both boys and girls, 3 officials, 8 games total)
 - Wrestling: \$ 70 (duals) \$320 (quad) (1-3 dual each year)

I would like to say $\frac{1}{2}$ of the officials because then we don't need to adjust whenever rates change. Rates will usually change annually and for sure every other year. This also differentiates for sports that do not get larger crowds. This makes the concessions for sports with smaller crowds to still be profitable.

- If we are charging concessions for the use of our kitchen, should we discuss charging a portion of ticket sales for plays?
- Mr. Norbeck mentioned a pledge idea for players to seek out community members and ask if they would be willing to make a pledge toward performances. For example, a community member may pledge \$2 for each touchdown the football team scores. If this is in place, coaches must understand that pledges go to the activity account, not that individual sport's budgeted amount. Funds would be pooled to cover expenditures of all activities both athletic and co-curricular. This is a requirement of the Ridgeway Act and Title 9.
- Another idea is to involve more community interactions at our contests. This means half-time pop shots at all games, half-time field goal kicks, Serving into rings between volleyball matches (not games). These are traditional ideas that can bring funds into the activity fund and can get more community involvement into the evenings we host contests.
- Write a policy to the effect that all fund raising, regardless of activity, donate a percentage of gained amount to the activities

Principal Report:

- **2013-14 PIR Schedule-** The PIR schedule for the 2013-14 school year will start on August 23rd with a day of inservice with our teaching staff. We have a few new additions to the teaching staff and we plan to hold a breakfast that morning to introduce new staff to the learning community at JHS. An integral part of this community is the Board and I am hopeful some or all of you will be able to attend. We also plan to have a no-host gathering at a venue to be determined in the evening of the 23rd. I plan to invite staff from JHS, Boulder Elementary, Basin Elementary, Clancy Elementary, and Montana City to attend to offer time for all staffs to familiarize themselves with one another. I too invite Board members to attend this gathering and will have it finalized in the coming weeks. The PIR schedule for the 23rd will also be presented at this meeting once I have a chance to sit down with Mr. Norbeck and finalized the tentative schedule I have set for the 23rd.

- **AASA Conference in Savannah Georgia-** In June Mr. Norbeck and I attended the AASA Leadership Conference in Savannah Georgia and it was a very valuable experience for me as an administrator new to this position. I learned a tremendous amount about how to make instructional staff evaluations constructive, productive, and empowering.

I also took from this a new perspective about how to look at instructional leadership as a whole and how to empower staff members to further better themselves as professional educators. The conference touched on school safety and ways to write procedures that will be unique to our demographic and ensuring the safety of our students and staff. The conference also exposed Mr. Norbeck and I to school districts that have had students bring weapons to school and to people that personally knew school districts that experienced a school shooting or tragedies we often wouldn't expect in Montana. It helped me appreciate even more the community we live in and have the fortunate opportunity to work in. This exposure also brought the reality that events happen and we have to prepare for them though we feel very sheltered in Montana.

This conference and my opportunity to visit with Mr. Norbeck also energized me as an instructional leader to look at new ways to empower students to lead and contribute into the classroom and ways to support teachers in sharing leadership in the classroom with students as it takes a tremendous amount of trust. This conference was worth the investment and granted me skills I needed to be a better leader at Jefferson High School.

- **2012-13 CRT Results-** I spent the last week looking over our last five year's worth of CRT data. Included in this packet is the results I found and I broke it down 2013's data to include the collective performance of AYA students, JHS students, and down to where the student attended middle school. My findings confirmed that the district is headed in the proper direction in deciding to resume MAP testing to gather more frequent data. During my discussion of this portion, I will have more observations I would like to share with the board and hear the Board's interpretations of the data.

- **MAP Testing-** MAP Testing will start during the 2013 school year and I plan to assess our Freshman and Sophomore groups a minimum of twice a year and possibly our Juniors at the start of the year. This will allow the district to identify what areas we need to address in each grade level in the areas of Math, Reading, and Science. This will also help the district project how our students will perform on the CRT tests, ACT, and SAT exams. The reason for

**Jefferson High School District #1
Board of Trustees**

Superintendent's Report

Date: July 16, 2013

Agenda Item: E-3

3a-Concussion Legislation

I have been in contact with Dr. Nick DiGiovine from Montana Orthopedics regarding implementation of a concussion policy for JHS. Recent Montana legislation requires adoption of a policy regarding the appropriate handling of student/athletes who become concussed. Attached is an overview of an online program used as a supplemental assessment tool to determine when it is safe for the return to play for student/athletes.

Dr. DiGiovine and Montana Orthopedics provide Athletic training programs to a number of schools in southwest Montana and are open to providing a workshop regarding concussions, IMPACT testing, and return to play protocol. There is an annual fee associated with IMPACT testing and all JHS student/athletes would need to be baseline tested the first year. Subsequent testing would occur every two years, requiring new baseline data for incoming freshman and juniors to be.

Recommendation

Adoption and usage of IMPACT testing as a supplement to new concussion requirements.

3b-Education Foundation

A number of communities in Montana have formed nonprofit educational foundations to supplement educational opportunities within their schools. In this area, Helena and Butte public schools have formed foundations to raise funds to supplement curriculum and school programs. Grants are awarded through an application process.

Jim O'Neill, Curriculum Director for Butte School District #1 is providing me with information regarding the Butte Education Foundation. It is modeled after the Helena foundation and continues to show positive growth for increased financial supplementation of educational learning opportunities.

Recommendation

Form an AdHoc committee of representatives and patrons of schools within Jefferson High School District #1 to investigate the possibility of an education foundation.

3c-Exterior shop wall repair

Mr. Whealon left a bid for the repair of the stucco finish on the exterior shop wall. I visited with Lance regarding the repair and his discussion with Mr. Whealon for a resolution. Upon inspection, a top sill is needed to prevent water from entering the interior of the wall.

Recommendation

Secure other bids to include metal sills. One additional contractor has been contacted and inspected the site. A third contractor will be solicited.

3d-Summer Leadership Institute

A variety of quality information was provided during the conference. The keynote speaker, Frederick Hess talked about cage busting, a concept of not allowing yourself to become enclosed in a leadership model that is futile. Cage busting is not about picking fights, but instead resourcing the talent, tools, time, and moneys within a system that maximizes the resources. Cage busting also requires self-examination of leaders and ending the blame game. It is about changing the incline of the mountains climbed so the summit is reached. Often, many good ideas and concepts only reach halfway at best. Emphasis was also placed on knowing contracts and policies so intervention is more reactive than proactive.

Additional workshops included rigorous career pathways for career/technical courses that adds considerable value for students college and career readiness. New Advanced Career courses have been developed in areas that could benefit JHS. They include Clean Energy Technology, Energy and Power, Health Informatics, and Innovations in Science and Technology.

Evaluations and professional growth were discussed to best understand what an evaluation should provide. Teachers are curious, creative, and collaborative. Evaluation designs should reflect on the students ability to learn, not only what teachers do so as to encourage professional growth and learning of teachers.

A legislative workshop was provided to update the changes implemented by the current Congress. It focused on funding, new laws, and legislation that will be put in place affecting public schools. This area will require some research and reading on my part. It was a welcome refresher.

The last workshops focused on school safety and emergency preparedness. In light of recent events, this workshop was useful in defining an outline of what is already in place, what needs to be revamped, and what needs to be implemented.

Recommendation

Review the current evaluation process and it's effectiveness.

Review emergency preparedness plan.

Explore Career Pathways opportunities for JHS students.

3e-Vacation cash out

I have researched this item and found the following information. During Mr. Klein's superintendency, a buy down was used for any employee with extended vacation days to decrease the district's financial obligation in the event of resignation. Staff aligned to cash out include the Superintendent, Business Manager, Technology Director, and Custodians.

Current state law allows 2 times the maximum number of days earned annually for the next calendar year. The research has found no JHS policy.

Recommendation

A policy that parallels state law.

3f-Strategic Plan

I will review the current plan and conversation will continue with all involved parties to identify progress. A copy of the most current plan is available.

Recommendation

Check for plan implementation and derive new strategies.

3g-Funds 21 and 27

Fund 21, Compensated Absences was created and \$9797.40 was placed in the fund
Fund 27, Litigation Reserve was created and \$7,500 was placed in the fund.

ImPACT Test

About ImPACT

Developed by clinical experts who pioneered the field, ImPACT (Immediate Post-Concussion Assessment and Cognitive Testing) is the most-widely used and most scientifically validated computerized concussion evaluation system. ImPACT provides trained clinicians with neurocognitive assessment tools and services that have been medically accepted as state-of-the-art best practices -- as part of determining safe return to play decisions.

Through tools such as the [ImPACT Concussion Management Model](#) ImPACT addresses the need for an accurate, medically accepted assessment system that is used as part of an overall concussion management protocol. This Model builds partnerships with healthcare professionals and athletic trainers to offer training and resources for affordable concussion management. ImPACT benefits athletes at all levels of play, from professional sports teams to students and their parents.

ImPACT has the largest [database of clinical research](#) (140 peer reviewed and 80 independent studies) on concussion management, validating ImPACT's model. Further, ImPACT's comprehensive normative data includes more than 75,000 (and growing) results, which provides reliability and validity of testing, even without a baseline.

ImPACT has received numerous accolades and endorsements from many of the world's leading sports authorities, governing bodies, teams and athletes. Currently, more than 10,000 medical professionals have been trained by ImPACT on concussion management and the ImPACT Program. ImPACT is in use by many teams in MLB, NHL, NFL and WWE. More than 7,400+ high schools, 1,000+ colleges and universities, 900+ clinical centers, 430+ Credentialed ImPACT Consultants, 200+ professional teams and select military units use ImPACT. Cirque du Soleil, Irish and South African rugby teams, among many other organizations around the globe also use ImPACT.

ImPACT and its products continue to evolve by incorporating the latest advancements in neurocognitive science and in technology for portability and ease of use. In addition, ImPACT is constantly expanding educational resources and tools to raise awareness regarding the importance of proper concussion management. Proof of ImPACT's clinical value can be found more than a thousand clinics and hospitals throughout the United States and elsewhere.

The ImPACT Test is a fundamental element of ImPACT's overall approach to concussion management. Here are important facts about the ImPACT Test:

ImPACT Test is:

- One important piece of the overall concussion evaluation and management process.
- A sophisticated test of cognitive abilities.
- The most scientifically researched concussion management tool.

- A tool that can help health care professionals track recovery of cognitive processes following concussion.
- A tool to help communicate post-concussion status to athletes, coaches, parents, clinicians.
- A tool that helps health care professionals and educators make decisions about academic needs following concussion.

The ImPACT Test is not:

- A "panacea" or cure-all for concussion, as there is no such thing. As long as contact to the head occurs, concussion will continue to happen.
- A tool to diagnose concussion, which should always be diagnosed by a qualified health care provider.
- A substitute for medical evaluation and treatment.

CREDIT CARD LIST 2013/14

American Express - 1

1 –business manager for staff orders

MasterCard Procurement card - 13

1 – custodian

1 – FCS teacher for groceries during school year (presently in district office)

1 – business manager for staff orders

10 – held in district office for checkout

AUTHORIZED USERS

All staff members have access to p-cards from the district office through the checkout procedure. That procedure follows policy 7400.

SUBSTITUTE LIST FOR 2013-2014

At the end of last year, each substitute employee was asked to renew their status as a sub. The following people did just that:

TEACHER

TERRY CARLSON 225-3274

SHERRY CARLSON 933-5528

HEATHER RYKAL 225-4384/465-9092

RONALD HUMPHREY 227-3750/439-2354

All teacher substitutes will be paid by the hour with a minimum of 3.5 hours.

Rates are:

Certified \$10/hr

Non-certified \$8.58/hr

PARAPROFESSIONAL

LISA FJELDSETH 509-860-7450

CUSTODIAN

Kevon Burton

SECRETARY

HEATHER RYKAL 225-4384/465-9092

SHERRY CARLSON 933-5528

CUSTODIAL, KITCHEN, PARAPROFESSIONAL, AND SECRETARIAL subs are paid \$7.80/hour.

These people were sent letter but haven't returned them presently:

SARAH RIEDER 225-3483

SAM SAMSON 225-3678

LISA FJELDSETH 509-860-7450

MINUTES

Jefferson High School Dist. 1
Regular Meeting

June 18, 2013
JHS Board Meeting

Board members present:

Sabrina Steketee

Travis Pierce

Pat Lewis

Denise Brunett

Stan Senechal

Micki LeTexier

Board members absent:

Administrators present:

James Whealon, Superintendent

Daryl Mikesell, Principal

Visitors: Jan Anderson, Dave Dalthorp

CALL BOARD TO ORDER Ms. Steketee called the meeting to order at 6:30. The pledge was said.

ANNOUNCEMENTS AND PUBLIC COMMENT None.

STUDENT REPORT None.

UNFINISHED BUSINESS Litigation Strategy: Item F1 was moved to this part of the meeting. The board went into closed session at 6:40 p.m. and the open portion resumed at 7:15 p.m. Mr. Senechal moved that if Judge Tucker does not rule on our Motion to Amend by the 60 day deadline which is then deemed a denial of the motion, that our attorney immediately appeal to the Supreme Court the denial of the Motion to Amend and the Summary Judgment ruling. The motion was seconded by Ms. LeTexier, Motion carried unanimously.

COMMITTEE REPORTS **Committee reports:** All reports were provided in written format with no comments except for the tech committee which had met just prior to the meeting. The tech committee report was given verbally by Ms. LeTexier and was that they recommended that JHS contract with an outside service to do an independent audit of our tech program and that the tech committee will be working on improving communication for parents and students through technology and improving the calendar function of the website.

CLERK REPORT **Clerk Report** Presented in written form.

PRINCIPAL REPORT **Principal report.** Presented in written form.
AD report. The report was given in written form.

NEW BUSINESS G9 With no objection, item G.9, **Transportation Contract**, was moved to this portion of the meeting. Ms. Lewis moved that the board approve the recommendation of the transportation committee for the new contract pending legal review by MTSBA. The motion was seconded by Travis Pierce and passed unanimously.

SUPERINTENDENT REPORT **Superintendent report.** Presented in written form.

UNFINISHED BUSINESS **Lawsuit update.** See above

MTSBA resolution update was provided by Sabrina Steketee. Our resolution to MTSBA regarding open meeting laws was approved at the MTSBA delegate assembly with all but one delegate out of about 100 delegates voting in favor.

NEW BUSINESS **Board Vacancy.** No letters of interest were received. Administration will determine when the 60 day period has elapsed and notify the County Superintendent that an appointment will be necessary if no letters are received by that time. No further advertising was scheduled.

Collective Bargaining Agreement – BACE – Ms. Brunett moved to approve the proposed BACE CBA. The motion was seconded by Ms. Lewis and passed unanimously.

Collective Bargaining Agreement – BAT – Ms. Lewis moved to approve the proposed BAT CBA. The motion was seconded by Mr. Pierce and passed unanimously.

Non-collectively bargained contracts – Ms. Brunett moved to approve a 2% increase for Daryl Mikesell, Lorie Carey, Lance Peeler and Dan Sturdevant. Mr. Pierce seconded the motion which passed unanimously.

NEW BUSINESS (cont.)

Personnel. Substitute Applications –Mr. Pierce moved to approve the application of April Olson. , Mr. Senechal seconded the motion which passed unanimously.

Math Position – No action taken.

Technology Position – Mr. Senechal moved to approve the hiring of Allan Smith at \$45,000 annual salary plus single health insurance, vacation and holiday benefits for this twelve month full time position to be outlined in an offer letter. Ms. Lewis seconded the motion which passed unanimously. Was discussed that this position will continue with helping in the district office as much as practical to help cover for not filling the administrative assistant position.

Coaching Recommendations – Mr. Senechal moved to approve the hiring of Mike Majors as Head volleyball coach. Mr. Pierce seconded the motion which passed unanimously. Mr. Senechal moved to approve the hiring of Danielle Bullock as assistant Senechal volleyball coach. Mr. Pierce seconded the motion which passed unanimously among all those voting, Ms. LeTexier abstained due to a family relationship with the candidate. Mr. Senechal moved to approve the hiring of Mike Charlton as head girls basketball coach. , Ms. Brunett seconded the motion which passed unanimously.

Cash-out of unused vacation. No action taken. Board would like to look more closely at this process and policy at a later meeting.

Policy 4330. – Motion made by Mr. Pierce, seconded by Mr. Senechal, to approve on second reading. Motion passed unanimously.

Policy 3630. Motion made by Ms. LeTexier, seconded by Mr. Pierce, to approve on second reading. Motion passed unanimously.

Policies from MTSBA 3121P, 3123, 3300, 3311, 3415, 3415F, 3415P, 3416, 3600, 3600P, 5231, 5232, and 8301 – Motion made by Mr. Pierce, seconded by Ms. Lewis, to approve all on first reading WITH THE ADDITIONAL RECOMMENDATIONS of the committee – see the written committee report for these details. Motion passed unanimously.

Transportation Contract – see above.

Establishment of Funds 21, 27, 81, 82, and 85. Mr. Pierce moved to approve all. Ms. Lewis seconded the motion which passed unanimously.

Designation of year-end funds for Funds 21 and 27. This item was deferred to the July board meeting at which time the superintendent will have a recommendation of amounts.

Superintendent transition planning. This item was also deferred to July with discussion about scheduling a community meet and greet and ensuring that functions such as budgeting that had been in the clerk's position be moved back to the superintendent position so that the clerk will have the capacity to function without filling the administrative assistant position in the district office.

Policy review – no action taken.

Board self-evaluation – no action taken. Discussed looked at this topic more closely in strategic planning.

Accreditation Standards review – no action taken.

Lunch Fees – no action taken.

Tech program outside audit – Ms. Lewis moved to accept the tech committee's recommendation to contract for an independent outside audit of the tech program. Ms. Brunett seconded the motion which passed unanimously. Funds have already been budgeted for this. Discussed that audit should not take place until the new tech person is in place.

Activity pass fees – no action taken. Discussed that the board would like to take a closer look at other options for increasing revenues in the Activity account at the July meeting.

COMMUNICATION AND
COMMENTS

Letters – Letters from Ms. Piccolo and Mr. Allen were received.

COMMENDATIONS AND
RECOGNITION

Commendations. – Sabrina Steketee recognized, with support of all trustees, the contribution of Mr. Whealon as superintendent over the past four years and thanked him for his work.

CONSENT AGENDA

Minutes and Claims Ms. LeTexier moved to approve the consent agenda. Mr. Senechal seconded the motion which passed unanimously.

FOLLOW UP
/ADJOURNMENT

Chair/supt. Article. New staff additions.

Items for July agenda are

- Activity Fund revenue ideas
- Vacation cash-out
- Math position
- Fund 21 and 27 funds designation

Adjournment. Meeting adjourned at _____ p.m.

Chair, Jefferson High School Board

Clerk, Jefferson High School Board

From: 06/01/2013

General Ledger Report

From Account: 200

T 06/30/2013

To Account: 300

JUNE 2013

AccountName	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	Payables	Working
000200 STUDENT COUNCIL	5189.63	0.00	-382.00	0.00	4807.63	0.00	4807.63
000201 REVOLVING ACCOUNT	242.55	5.00	0.00	0.00	247.55	0.00	247.55
000202 HOMECOMING ACCT	42.46	4.35	0.00	0.00	46.81	0.00	46.81
000203 JHS StCouncil	4825.00	0.00	0.00	0.00	4825.00	0.00	4825.00
000204 CLASS OF 2013	1551.77	0.00	0.00	0.00	1551.77	0.00	1551.77
000205 CLASS OF 2012	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000206 JHS SPIRIT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000207 CLASS OF 2014	5526.19	0.00	0.00	0.00	5526.19	0.00	5526.19
000209 CLASS OF 2015	462.08	0.00	0.00	0.00	462.08	0.00	462.08
000210 THESPIANS	25.00	0.00	0.00	0.00	25.00	0.00	25.00
000211 DRAMA	2053.02	0.00	0.00	0.00	2053.02	0.00	2053.02
000212 SPEECH	451.66	0.00	0.00	0.00	451.66	0.00	451.66
000215 ANNUAL	15342.95	25.00	-2094.34	0.00	13273.61	0.00	13273.61
000217 PANTHER PRESS	490.24	0.00	0.00	0.00	490.24	0.00	490.24
000220 SCIENCE OLYMPIAD	856.64	0.00	0.00	0.00	856.64	0.00	856.64
000221 CLASS OF 2016	285.66	0.00	0.00	0.00	285.66	0.00	285.66
000222 FILM MAKING	599.24	0.00	0.00	0.00	599.24	0.00	599.24
000229 DIST XI FCCLA	671.66	0.00	0.00	0.00	671.66	0.00	671.66
000230 F.C.C.L.A.	4268.25	396.01	0.00	0.00	4664.26	0.00	4664.26
000231 Culinary Arts	6846.96	-16.00	-36.66	0.00	6794.30	0.00	6794.30
000232 DRAFTING	1091.98	0.00	-393.64	0.00	698.34	0.00	698.34
000233 CONSTRUCTION	430.83	200.00	0.00	0.00	630.83	0.00	630.83
000234 SMALL ENGINES--A	503.06	0.00	-176.72	0.00	326.34	0.00	326.34
000235 SKILLS USA	1907.20	0.00	0.00	0.00	1907.20	0.00	1907.20
000236 WELDING	1905.53	0.00	0.00	0.00	1905.53	0.00	1905.53
000237 WOODS	419.58	0.00	0.00	0.00	419.58	0.00	419.58
000238 BUSINESS PROF OF	1162.66	0.00	0.00	0.00	1162.66	0.00	1162.66
000239 TECHNOLOGY	0.89	0.00	0.00	0.00	0.89	0.00	0.89
000240 JHS SPECIAL	11832.55	0.00	0.00	0.00	11832.55	0.00	11832.55
000243 School Beautification	2409.57	0.00	0.00	0.00	2409.57	0.00	2409.57
000245 GENERAL ATHLETICS	17185.77	-2348.00	-726.94	0.00	14110.83	0.00	14110.83
000247 RODEO CLUB	1567.02	0.00	0.00	0.00	1567.02	0.00	1567.02
000250 HONOR SOCIETY	320.40	0.00	0.00	0.00	320.40	0.00	320.40
000259 DANCE CLUB	352.64	0.00	0.00	0.00	352.64	0.00	352.64
000260 PEP CLUB	596.21	0.00	0.00	0.00	596.21	0.00	596.21
000261 ART CLASS	1374.85	15.00	0.00	0.00	1389.85	0.00	1389.85
000262 ART CLUB	705.13	0.00	0.00	0.00	705.13	0.00	705.13
000263 PHOTOGRAPHY	1404.66	0.00	0.00	0.00	1404.66	0.00	1404.66

From: 06/01/2013
06/30/2013

General Ledger Report
JUNE 2013

From Account: 200
To Account: 300

AccountName	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	Payables	Working
000265 BAND CLUB	1456.06	0.00	0.00	0.00	1456.06	0.00	1456.06
000266 CHORAL CLUB	61.78	0.00	0.00	0.00	61.78	0.00	61.78
000275 CONCESSIONS	5138.25	0.00	0.00	0.00	5138.25	0.00	5138.25
000280 OUTDOOR CLASSROOM	97.30	0.00	0.00	0.00	97.30	0.00	97.30
000285 PANTHER PATROL	183.43	0.00	0.00	0.00	183.43	0.00	183.43
000290 ACADEMIC ALL STARTS	544.96	0.00	0.00	0.00	544.96	0.00	544.96
000295 HAMS	100.00	0.00	0.00	0.00	100.00	0.00	100.00
000296 MMMS FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000299 TOWN PUMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000300 NSF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Group Total	102483.27	-1718.64	-3810.30	0.00	96954.33	0.00	96954.33
Grand Total	102483.27	-1718.64	-3810.30	0.00	96954.33	0.00	96954.33

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:
Principal: _____ Date: ___/___/___

JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 6/13

High School
* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Claim \$			Acct/Source/	
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
15017	3959 AMERICAN EXPRESS	323.97				
1	room MASBO conf.	323.97*	7797	201	100-2500	582
	Claim Total for District	323.97				
15018	4256 MAIL FINANCE	251.10				
1	n4032229 06/10/13 postage machine lease	251.10		201	100-2400	532
	Claim Total for District	251.10				
15019	4637 Mastercard	498.61				
1	several meals for state music fes	498.61	7793	201	710-3400	582
	Claim Total for District	498.61				
15020	4637 Mastercard	182.86				
1	various 05/14/13 meals/golf	67.50*	7811	201	720-3500	582
2	various 05/14/13 playerfees and range ball	112.00*	7811	201	720-3500	582
3	various 05/14/13 player fees	3.36*		201	720-3500	582
	Claim Total for District	182.86				
15021	4637 Mastercard	206.27				
1	3 05/09/13 tennis meals	206.27*		201	720-3500	582
	Claim Total for District	206.27				
15022	4637 Mastercard	182.79				
1	6020220 05/08/13 wood for paper storage	30.96*	7771	201	100-2600	615
2	05/08/13 wood for paper storage	21.39*		201	100-2600	615
3	5202973 05/09/13 laminate for training room	48.00*		201	720-3500	440
4	13803040 05/17/13 paper storage	82.44*		201	100-2600	615
	Claim Total for District	182.79				
15023	4637 Mastercard	790.53				
1	meals track district wed	107.85*	7815	201	720-3500	582
2	meals track district thur	134.79*	7815	201	720-3500	582
3	meals track district thur	154.00*	7815	201	720-3500	582
4	4 meals state track	393.89*	7826	201	720-3500	582
	Claim Total for District	790.53				
15024	2511 SHAFFNER'S BINDERY	460.00				
1	986 06/23/13 21 text books - math	460.00		201	100-1000	440
	Claim Total for District	460.00				
15025	4049 AMAZON.COM	59.97				
1	0113821738 04/23/13 cables and coupler	59.97		201	710-3400	610
	Claim Total for District	59.97				

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JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 6/13

Page: 2 of 4
Report ID: AP100H

High School

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Claim \$				Acct/Source/	
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj	
15026	290 BOULDER ELEMENTARY SCHOOL	550.14					
1	06/26/13 foods reimbursement	550.14		201	910-3100	630	
	Claim Total for District	550.14					
15027	4297 COMDATA	272.18					
1	20187233 03/01/13 route fuel	272.18		210	100-2700	624	
	Claim Total for District	272.18					
15028	3989 STATE MUSIC FESTIVAL	240.00					
1	06/25/13 festival fees	240.00	7791	201	710-3400	582	
	Claim Total for District	240.00					
15029	899 EMPIRE OFFICE MACHINES, INC.	1,146.27					
1	0183138-00 06/14/13 office supplies	1,146.27	7872	201	100-1000	610	
	Claim Total for District	1,146.27					
15030	899 EMPIRE OFFICE MACHINES, INC.	50.64					
	0183325-00 06/14/13 flash drives	50.64	7880	201	100-1243	610	
	Claim Total for District	50.64					
15032	899 EMPIRE OFFICE MACHINES, INC.	21.07					
1	0183327-00 06/14/13 rail and board	21.07	7840	201	390-1170	610	
	Claim Total for District	21.07					
15033	899 EMPIRE OFFICE MACHINES, INC.	256.10					
1	0183328-00 06/14/13 tagboard,markers, etc.	256.10	7849	201	100-1511	610	
	Claim Total for District	256.10					
15034	899 EMPIRE OFFICE MACHINES, INC.	15.63					
1	083138-002 06/17/13 office supplies	14.17	7872	201	100-1000	610	
2	083138-002 06/17/13 office supplies	1.46		201	100-1000	610	
	Claim Total for District	15.63					
15035	899 EMPIRE OFFICE MACHINES, INC.	155.36					
1	0183328-2 06/17/13 tagboard,markers, etc.	155.36	7849	201	100-1511	610	
	Claim Total for District	155.36					
15036	612 AMSAN CUSTODIAL SUPPLY	81.42					
1	289815474 06/12/13 custodial supplies	81.42*	7787	201	100-2600	610	
	Claim Total for District	81.42					
15037	321 BRUCO, INC	5,417.77					
1	314476 06/17/13 cleaning supp	5,417.77*	7868	201	100-2600	610	
	Claim Total for District	5,417.77					

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JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 6/13

Page: 3 of 4
Report ID: AP100H

High School

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Claim \$			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
15038		321 BRUCO, INC	75.00					
1		314761 06/18/13 seminar petroff,kosola,sandova	75.00*		201	100-2600	582	
		Claim Total for District	75.00					
15039		321 BRUCO, INC	555.25					
1		314480 06/19/13 buckets,mops,pail,trowels	555.25*	7904	201	100-2600	615	
		Claim Total for District	555.25					
15040		1823 MT BROOM & BRUSH COMPANY	176.00					
1		911653 06/25/13 hipro doodlebug pads	176.00*	7911	201	100-2600	610	
		Claim Total for District	176.00					
15041		781 EAGLE GLASS	330.66					
1		130613 06/13/13 glass block replacement	330.66	7910	201	100-2600	440	
		Claim Total for District	330.66					
15042		1987 PACIFIC STEEL	75.00					
		1079574 06/07/13 black pipe	75.00*	7909	201	100-2600	615	
		Claim Total for District	75.00					
15043		1823 MT BROOM & BRUSH COMPANY	15.17					
1		908161 06/10/13 nss switch	15.17*	7908	201	100-2600	615	
		Claim Total for District	15.17					
15044		631 CRESCENT ELECTRIC SUPPLY CO.	209.42					
1		501925 06/19/13 sensor,wall plates	209.42*	7905	201	100-2600	615	
		Claim Total for District	209.42					
		Total High School	12,599.18					

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JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 6/13

Page: 4 of 4
Report ID: AP110H

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$12,327.00
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$272.18
Total	\$12,599.18
Grand Total	\$12,599.18

07/13
15:17:28

JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 6/13

Page: 1 of 4
Report ID: AP100H

High School

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Claim \$					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
15017	3959 AMERICAN EXPRESS	323.97					
1	room MASBO conf.	323.97*	7797	201	100-2500	582	
	Claim Total for District	323.97					
15018	4256 MAIL FINANCE	251.10					
1	n4032229 06/10/13 postage machine lease	251.10		201	100-2400	532	
	Claim Total for District	251.10					
15019	4637 Mastercard	498.61					
1	several meals for state music fes	498.61	7793	201	710-3400	582	
	Claim Total for District	498.61					
15020	4637 Mastercard	182.86					
1	various 05/14/13 meals/golf	67.50*	7811	201	720-3500	582	
2	various 05/14/13 playerfees and range ball	112.00*	7811	201	720-3500	582	
3	various 05/14/13 player fees	3.36*		201	720-3500	582	
	Claim Total for District	182.86					
21	4637 Mastercard	206.27					
1	3 05/09/13 tennis meals	206.27*		201	720-3500	582	
	Claim Total for District	206.27					
15022	4637 Mastercard	182.79					
1	6020220 05/08/13 wood for paper storage	30.96*	7771	201	100-2600	615	
2	05/08/13 wood for paper storage	21.39*		201	100-2600	615	
3	5202973 05/09/13 laminate for training room	48.00*		201	720-3500	440	
4	13803040 05/17/13 paper storage	82.44*		201	100-2600	615	
	Claim Total for District	182.79					
15023	4637 Mastercard	790.53					
1	meals track district wed	107.85*	7815	201	720-3500	582	
2	meals track district thur	134.79*	7815	201	720-3500	582	
3	meals track district thur	154.00*	7815	201	720-3500	582	
4	4 meals state track	393.89*	7826	201	720-3500	582	
	Claim Total for District	790.53					
15024	2511 SHAFFNER'S BINDERY	460.00					
1	986 06/23/13 21 text books - math	460.00		201	100-1000	440	
	Claim Total for District	460.00					
15025	4049 AMAZON.COM	59.97					
1	0113821738 04/23/13 cables and coupler	59.97		201	710-3400	610	
	Claim Total for District	59.97					

High School

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Claim \$				Acct/Source/ Prog-Func	Obj	Proj
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org				
15026		290 BOULDER ELEMENTARY SCHOOL	550.14						
1		06/26/13 foods reimbursement	550.14		201		910-3100	630	
		Claim Total for District	550.14						
15027		4297 COMDATA	272.18						
1		20187233 03/01/13 route fuel	272.18		210		100-2700	624	
		Claim Total for District	272.18						
15028		3989 STATE MUSIC FESTIVAL	240.00						
1		06/25/13 festival fees	240.00	7791	201		710-3400	582	
		Claim Total for District	240.00						
15029		899 EMPIRE OFFICE MACHINES, INC.	1,146.27						
1		0183138-00 06/14/13 office supplies	1,146.27	7872	201		100-1000	610	
		Claim Total for District	1,146.27						
15030		899 EMPIRE OFFICE MACHINES, INC.	50.64						
		0183325-00 06/14/13 flash drives	50.64	7880	201		100-1243	610	
		Claim Total for District	50.64						
15032		899 EMPIRE OFFICE MACHINES, INC.	21.07						
1		0183327-00 06/14/13 rail and board	21.07	7840	201		390-1170	610	
		Claim Total for District	21.07						
15033		899 EMPIRE OFFICE MACHINES, INC.	256.10						
1		0183328-00 06/14/13 tagboard,markers, etc.	256.10	7849	201		100-1511	610	
		Claim Total for District	256.10						
15034		899 EMPIRE OFFICE MACHINES, INC.	15.63						
1		083138-002 06/17/13 office supplies	14.17	7872	201		100-1000	610	
2		083138-002 06/17/13 office supplies	1.46		201		100-1000	610	
		Claim Total for District	15.63						
15035		899 EMPIRE OFFICE MACHINES, INC.	155.36						
1		0183328-2 06/17/13 tagboard,markers, etc.	155.36	7849	201		100-1511	610	
		Claim Total for District	155.36						
15036		612 AMSAN CUSTODIAL SUPPLY	81.42						
1		289815474 06/12/13 custodial supplies	81.42*	7787	201		100-2600	610	
		Claim Total for District	81.42						
15037		321 BRUCO, INC	5,417.77						
1		314476 06/17/13 cleaning supp	5,417.77*	7868	201		100-2600	610	
		Claim Total for District	5,417.77						

High School

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Claim \$			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
15038		321 BRUCO, INC	75.00					
1		314761 06/18/13 seminar petroff, kosola, sandova	75.00*		201	100-2600	582	
		Claim Total for District	75.00					
15039		321 BRUCO, INC	555.25					
1		314480 06/19/13 buckets, mops, pail, trowels	555.25*	7904	201	100-2600	615	
		Claim Total for District	555.25					
15040		1823 MT BROOM & BRUSH COMPANY	176.00					
1		911653 06/25/13 hipro doodlebug pads	176.00*	7911	201	100-2600	610	
		Claim Total for District	176.00					
15041		781 EAGLE GLASS	330.66					
1		130613 06/13/13 glass block replacement	330.66	7910	201	100-2600	440	
		Claim Total for District	330.66					
15042		1987 PACIFIC STEEL	75.00					
		1079574 06/07/13 black pipe	75.00*	7909	201	100-2600	615	
		Claim Total for District	75.00					
15043		1823 MT BROOM & BRUSH COMPANY	15.17					
1		908161 06/10/13 nss switch	15.17*	7908	201	100-2600	615	
		Claim Total for District	15.17					
15044		631 CRESCENT ELECTRIC SUPPLY CO.	209.42					
1		501925 06/19/13 sensor, wall plates	209.42*	7905	201	100-2600	615	
		Claim Total for District	209.42					
		Total High School	12,599.18					

JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 6/13

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$12,327.00
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$272.18
Total	\$12,599.18
Grand Total	\$12,599.18

1/18/13
11:41

JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 7/13

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Report ID: AP100H

High School

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Claim \$					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
15046	1183 HARLOW'S SCHOOL BUS SERVICE, INC.	296.97					
1	54390 02/26/13 fuel during card transition	296.97		210	999		
	Claim Total for District	296.97					
15047	2717 CITY OF BOULDER	1,831.91					
1	07/02/13 July water	975.95*		201	100-2600		421
2	07/02/13 July sewer	855.96*		201	100-2600		421
	Claim Total for District	1,831.91					
15048	1737 NORTHWESTERN ENERGY	2,586.17					
1	07/01/13 Gas charges	1,168.88*		201	100-2600		411
2	07/01/13 Electric charges	1,417.29*		201	100-2600		412
	Claim Total for District	2,586.17					
15049	631 CRESCENT ELECTRIC SUPPLY CO.	1,981.24					
1	051-501792 06/25/13 lamps/ballasts/ PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-615-	1,696.20	7866	201	999		
2	051-501792 06/25/13 lamps/ballasts/	285.04*		201	100-2600		615
	Claim Total for District	1,981.24					
15050	4180 TYLER TECHNOLOGIES	1,763.98					
1	045-90205 07/01/13 schoolmaster and gradeboo PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-680-	1,763.98	7918	229	999		
	Claim Total for District	1,763.98					
15051	4389 NITRO GREEN & CHRISTMAS DECOR	791.00					
1	332376 06/18/13 3 fertilizer applications PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-440-	562.00	7403	201	999		
2	332376 06/18/13 fert. and aeration PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-330-	229.00	7892	201	999		
	Claim Total for District	791.00					
15052	4671 ROBERTS BROOKS & ASSOCIATES	781.17					
1	422083 06/16/13 LOCKER PARTS PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-615-	665.17	7863	201	999		
2	422192 06/26/13 LOCKER PARTS PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-615-	50.83	7863	201	999		
3	422192 06/26/13 LOCKER PARTS	65.17*		201	100-2600		615
	Claim Total for District	781.17					
15053	385 BOULDER MONITOR & JEFFERSON CO.	48.00					
1	15732 06/25/13 Title I advertisement	48.00*		201	100-2400		540
	Claim Total for District	48.00					

7/18/13
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JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 7/13

High School
* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Claim \$					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
15054	3374 J.W.PEPPER & SON, INC.	533.73					
1	03349101 06/24/13 music selections	533.73	7542	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-						
	Claim Total for District	533.73					
15055	2851 MT SCHOOLS PROPERTY & LIABILITY	26,996.00					
2	06/21/13 Liab. Ins. Premium	26,996.00*		201	100-2300		520
	Claim Total for District	26,996.00					
15056	4636 HIGH GROUND SOLUTIONS, INC.	524.25					
1	7611 06/03/13 SchoolCast alert system	524.25*		228	100-1000		680
	Claim Total for District	524.25					
15057	3088 SHI INTERNATIONAL CORP.	1,452.50					
1	B01063386 05/09/13 Sophos Antivirus Subscript	1,452.50*	7802	228	100-1000		330
	Claim Total for District	1,452.50					
15058	4322 WANIATA, CAROL	1,069.66					
1	06/01/13 pianist	1,069.66*		201	710-3400		582
	Claim Total for District	1,069.66					
15059	3441 HIGH PLAINS PIZZA - KANSAS	81.00					
1	2210420 04/20/13 meals band	81.00*		201	710-3400		582
	Claim Total for District	81.00					
15060	1608 MASBO	350.00					
1	621 06/28/13 summer conference	200.00	7913	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2500-582-						
2	621 06/28/13 Masbo dues	150.00*		201	100-2500		582
	Claim Total for District	350.00					
15061	3936 BOULDER TECH SERVICE	285.00					
1	1302 07/02/13 9.5 hrs consult	285.00*		228	100-1000		330
	Claim Total for District	285.00					
15062	1830 MT SCHOOL BOARDS ASSOCIATION	2,248.00					
1	27706 01/25/13 dues	2,248.00*		201	100-2300		810
	Claim Total for District	2,248.00					
15063	2749 UNIVERSAL ATHLETICS	9,367.95					
1	104-003247 05/20/13 uniforms	4,367.95	7897	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-660-						
2	104-003247 05/21/13 uniforms	5,000.00	7897	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-660-						
	Claim Total for District	9,367.95					

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JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 7/13

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Report ID: AP100H

High School

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Claim \$					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
15064		1823 MT BROOM & BRUSH COMPANY	902.00					
1		911791 06/26/13 1 scrubber	820.00	7893	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-660-						
2		911791 06/26/13 1 scrubber	82.00*		201	100-2600		660
		Claim Total for District	902.00					
15065		1609 MASS/SAM	415.00					
1		07/01/13 membership - norbeck	415.00*	7919	201	100-2300		810
		Claim Total for District	415.00					
15067		608 CAROLINA BIOLOGICAL	148.73					
1		48373110 04/15/13 biology/ecology supplies	148.73	7477	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1511-610-						
		Claim Total for District *	148.73					
15068		4633 COMMERCIAL ENERGY OF MT INC.	146.61					
1		NWE017397 07/01/13 gas charges	146.61*		201	100-2600		411
		Claim Total for District	146.61					
69		157 ACE HARDWARE	621.01					
1		59885 06/04/13 hx cp and nt	4.70*		201	100-2600		615
2		59868 06/04/13 saw hole	9.79*		201	100-2600		615
3		59915 06/05/13 mask, blade, nutsettr,sckt	28.13*		201	100-2600		615
4		59967 06/06/13 lock pin	3.29*		201	100-2600		615
5		59957 06/06/13 shims	11.45*		201	100-2600		615
6		60000 06/07/13 hx cp, nts,washers	13.38*		201	100-2600		615
7		60070 06/10/13 mskg,duct tapes,sndppr	25.46*		201	100-2600		615
8		60074 06/10/13 paint	223.92*		201	100-2600		615
9		60076 06/10/13 blade edgr	39.96*		201	100-2600		615
10		60236 06/14/13 ajax	2.97*		201	100-2600		610
11		60259 06/14/13 saw hole	13.99*		201	100-2600		615
12		60298 06/17/13 ear protects	19.99*		201	100-2600		615
13		60297 06/17/13 caulk, shims	26.06*		201	100-2600		615
14		60305 06/17/13 trimmer line,ear plug,quikrete	126.20*		201	100-2600		615
15		60383 06/19/13 guard shoe	1.99*		201	100-2600		615
16		60534 06/24/13 shields, washer, lagscrew	30.86*		201	100-2600		615
17		60581 06/26/13 razrbld,pntbrsh,pnttray	11.07*		201	100-2600		615
18		30609 06/27/13 nail	6.75*		201	100-2600		615
19		60658 06/28/13 lag scrw	1.62*		201	100-2600		615
20		60663 06/28/13 paint	6.98*		201	100-2600		615
21		60373 06/19/13 screws	17.99*		201	100-2600		615
22		60374 06/19/13 credit for screws	-5.54*		201	100-2600		615
		Claim Total for District	621.01					

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JEFFERSON HIGH SCHOOL
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High School
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Claim	Warrant	Vendor #/Name	Claim \$						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
15070		1910 MONTANA SCHOOL EQUIP	4,074.00						
1		17924 07/09/13 student desks	4,074.00	7870	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-660-							
		Claim Total for District	4,074.00						
15071		1086 GIULIO DISPOSAL SERVICES, INC.	141.00						
1		76651 06/30/13 disposal	141.00*		201	100-2600		431	
		Claim Total for District	141.00						
15072		4639 WEX BANK	449.81						
1		33477257 06/30/13 fuel - route	86.05	7922	210	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2700-624-							
2		33477257 06/30/13 fuel drivers ed	266.59	7922	218	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-624-							
3		33477257 06/30/13 fuel custodians	97.17	7922	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-624-							
		Claim Total for District	449.81						
073		4281 KOMM, BRIAN & ALISON	441.00						
		06/01/13 transportation	441.00	7923	210	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2700-514-							
		Claim Total for District	441.00						
15074		4277 DOHERTY, KELLIE	23.80						
1		06/01/13 transportation	23.80	7924	210	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2700-514-							
		Claim Total for District	23.80						
15075		4576 BRUNETT, DENISE	122.50						
1		06/01/13 transportation	122.50	7925	210	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2700-514-							
		Claim Total for District	122.50						
15076		3439 STALEY, KRISTI	29.40						
1		06/01/13 transportation	29.40	7926	210	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2700-514-							
		Claim Total for District	29.40						
15077		4284 LESTER, ROBERT	377.30						
1		06/01/13 transportation	377.30	7927	210	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2700-514-							
		Claim Total for District	377.30						
15078		4081 GAGGLE	286.00						
1		25485 07/15/13 email service	286.00*		228	100-1000		680	
		Claim Total for District	286.00						

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JEFFERSON HIGH SCHOOL
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Claim Warrant	Vendor #/Name	Claim \$					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
15079	4637 Mastercard	897.70					
1	06/22/13 Storage Bins	212.00	7800	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-660-						
2	06/22/13 Storage Bins	239.54	7800	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-660-						
3	06/22/13 Storage Bins	0.10*		201	100-2600		615
4	2203997 07/01/13 lumber, rebar, airhose	176.38*	7920	201	100-2600		615
5	8203851 06/25/13 air hose	39.98	7907	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-610-						
6	6022850 06/07/13 ceiling tile,door,casing,	229.70	7906	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-615-						
	Claim Total for District	897.70					
15080	4637 Mastercard	226.84					
1	184213 06/11/13 class b meeting lodging	226.84	7888	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-582-						
	Claim Total for District	226.84					
81	4637 Mastercard	15.32					
	07/03/13 Athena power model cable	15.32*	7921	228	100-1000		610
	Claim Total for District	15.32					
15082	4637 Mastercard	331.84					
1	135445555 06/29/13 Rent. Car Nationals	331.84	7780	215	999		90
	PO Accounting (Org/Prog/Func/Obj/Proj: -395-1000-582- 90						
	Claim Total for District	331.84					
15083	4637 Mastercard	437.26					
1	var 06/29/13 meals, trans, misc	220.00	7915	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2400-582-						
2	var 06/29/13 meals, trans, misc	215.15	7915	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2300-582-						
3	var meals, trans, misc	2.11*		201	100-2300		582
	Claim Total for District	437.26					
15084	734 DOOR AND HARDWARE UNLIMITED	230.00					
1	26506 05/30/13 30-70 wood door	230.00	7825	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-615-						
	Claim Total for District	230.00					
15085	734 DOOR AND HARDWARE UNLIMITED	4,813.00					
1	26677 06/27/13 door/frame south gym	4,813.00	7912	215	999		18
	PO Accounting (Org/Prog/Func/Obj/Proj: -366-1000-660- 18						
	Claim Total for District	4,813.00					

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Claim Warrant	Vendor #/Name	Claim \$					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
15086	321 BRUCO, INC	360.68					
1	315466 07/08/13 scrub pads	360.68*		201	100-2600	615	
	Claim Total for District	360.68					
15087	899 EMPIRE OFFICE MACHINES, INC.	312.50					
1	227621 07/11/13 plaques for safety maps	113.57	7564	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1170-660-						
2	227621 07/11/13 plaques for safety maps	198.93*		201	100-2600	615	
	Claim Total for District	312.50					
15088	899 EMPIRE OFFICE MACHINES, INC.	1,384.25					
1	227622 07/11/13 Calculators, batteries, etc	1,384.25	7855	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1440-660-						
	Claim Total for District	1,384.25					
15090	4673 TIM NORBECK	53.69					
1	07/12/13 Reimb. travel/ opi workshop	53.69*		201	100-2300	582	
	Claim Total for District	53.69					
15091	375 MSHWP/BCBS OF MONTANA	1,408.05					
1	07/12/13 retiree prem	1,408.05*		201	100-2600	260	
	Claim Total for District	1,408.05					
15092	3402 CAREY, LORIE	6.00					
1	07/12/13 meal opi workshop	6.00*		201	100-2500	582	
	Claim Total for District	6.00					
15093	45 PIONEER CONCRETE	1,123.50					
1	07/10/13 8yds concrete	856.00	7865	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-615-						
2	07/10/13 8yds concrete	267.50*		201	100-2600	615	
	Claim Total for District	1,123.50					
15094	631 CRESCENT ELECTRIC SUPPLY CO.	189.44					
1	0515017920 06/18/13 lamps PO 7866	189.44*		201	100-2600	615	
	Claim Total for District	189.44					
15095	1910 MONTANA SCHOOL EQUIP	650.00					
1	17964 07/16/13 mag. white boards	650.00	7916	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-660-						
	Claim Total for District	650.00					
	Total High School	73,606.76					

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High School

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Claim Warrant	Vendor #/Name	Claim \$			Acct/Source/		
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
15096	1828 MT HIGH SCHOOL ASSOCIATION	3,950.00					
1	07/22/13 dues/insurance	3,950.00*		201	720-3500	810	
	Claim Total for District	3,950.00					
15097	1830 MT SCHOOL BOARDS ASSOCIATION	1,047.03					
1	28328 07/19/13 Policy Maintenance	1,047.03*		201	100-2300	800	
	Claim Total for District	1,047.03					
15098	4264 WILLOW CREEK TOOL	176.92					
1	14118 07/16/13 sawstop cartridge	174.98	7627	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1641-610-						
2	14118 07/16/13 sawstop cartridge	1.94*		201	390-1641	615	
	Claim Total for District	176.92					
	Total High School	5,173.95					

JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 7/13

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$5,173.95
Total	\$5,173.95
Grand Total	\$5,173.95
