

**AGENDA for the REGULAR MEETING**  
**OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1**  
**\* 6:30 p.m. September 17, 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](http://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. Staff Report – Alan Smith/Technology**

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

1. Policy committee – notes included

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

1. Clerk/Business Manager
  - a. Budget handout
  - b. Transportation Budget clarification
2. Principal/A.D.
3. Superintendent
  - a. Math plan for year and coordination with elementary schools
  - b. “8 Keys of Excellence” program continuation from elementary schools to JHS
  - c. JHS student portfolio project

**Unfinished Business**

1. Update on Boulder Monitor second lawsuit against District, possible closed session for litigation strategy, possible action if needed
2. Activity Fund revenue ideas – possible action
3. Strategic Planning – meeting dates for year, board self-evaluation, objectives for upcoming year, next steps - action

**H. New Business**

1. Personnel – Action
  - a. Substitute Applications
2. Policies from list of policies for procedure development – first read - Action
  - a. 1312P1 – Administrative Procedures
  - b. 1332 – Authorization of Signatures
  - c. 1401P1 – Records Available to the Public
3. Policy 5334 and 5334P– pay out of unused vacation leave - Action
4. Trustee committee assignments – Action
5. December meeting/holiday staff dinner
6. Disposal of assets
7. School Breakfast program/Maria Pace, Boulder Elementary School

**I. Communication and Comments**

1. Letters to the Board

**Commendations and Recognition**

**K. Consent Agenda**

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

**L. Follow-up/Adjournment – upcoming three months**

1. Chair/Superintendent article for paper
2. October meeting – Math Department Strategic Plan, presentation of plan document by staff
3. October meeting – Board formulates annual objectives per policy 1610
4. October meeting – Instructional program plan per policy 2130
5. October meeting – Board reviews at-risk plan per policy 3610
6. December meeting – Superintendent presents administrative training plan for year to Board per policy 6420

**NEXT REGULARLY SCHEDULED HIGH SCHOOL BOARD MEETING: 6:30 P.M. October 15, 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.