

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

**\* 6:30 p.m. Tuesday, July 21, 2015 \*      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. Special Legislative Report** – Kirk Wagoner

**D. Staff Report**

**E. Committee Reports - brief review**

- a. Technology committee
- b. Negotiations committee

**F. Administration Reports** – The board briefly reviews the written reports provided in board packet. Some specific, anticipated items are listed below. Board action is not taken on items in a report unless the item is listed as an action item in the new or unfinished business sections of the agenda.

1. Clerk/Business Manager
  - a. Budget-to-actual
  - b. List of District Credit Cards
2. Principal/A.D.
3. Superintendent
  - a. Clancy Notification – superintendent model
  - b. Maintenance Manager Job Description
  - c. Year-end Update
  - d. Staffing Update

**G. Unfinished Business- Action is always possible for Unfinished Business items.**

**H. New Business – Action is always possible for New Business items.**

1. Personnel – Action
  - a. Substitute Applications – Approval of 2015-16 List
  - b. Evaluations of spring sports programs – possible closed session
  - c. Administrative contracts 2015-16
  - d. Vacancies – Business, Paraprofessional, Counseling
  - e. Coaching Vacancies – Assistants - Girls' BBall, Football, Boys' BBall, Golf, Wrestling
2. Budget Meeting Requirements
3. Substitute Rate of Pay
4. Tuition Rates
5. Board Self-Evaluation
6. Teacher Strategic Planning meeting follow-up
7. Determination of Fund Classifications
8. Approval of Attendance Agreements

**I. Communication and Comments**

1. Letters to the Board
  - a. Resignation – A.J. Angelo, Tanya Getten

**J. 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

**NEXT REGULARLY SCHEDULED HIGH SCHOOL BOARD MEETING: 6:30 P.M. August 18, 2015**  
**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.*

### **Jefferson High School Board Members**

Sabrina Steketee, chair (Boulder area position)  
Michele LeTexier (Basin area position)  
Travis Pierce (At-Large position)  
Larry Rasch (At-Large position)

Pat Lewis, vice-chair (At-Large position)  
Terry Street (Clancy area position)  
Denise Brunett (MT City area position)

### **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 2015

P-Cards – Once we get the credit card module in place, I plan to request a p-card for each activity that we may use. Other schools have said it's much easier to track expenditures this way. It will also help during the crossover times when one sport runs into another.

Substitute letters of reasonable assurance have also been sent and three (3) have been returned.

MASBO Conference report:

1. Board meeting – Increased the percentage of return for use of p-cards, reviewed and approved 15/16 budget, approved MQEC membership, approved the certifications of clerks, tentatively planned various workshops.
2. Special Education funding – reviewed Maintenance of Effort and Reversion, talked briefly about state paid tuition and Medicaid reimbursements (might be something we should consider)
3. HSAs/HRAs/Flex – review of rules governing these three options.
4. Round Table discussions:
  - a. Effective loss control – possible changes for our incident report
  - b. Payroll procedures manual – gained some tips for streamlining payment
  - c. P Card program – shared ideas
  - d. ACA discussion
5. Activities and Athletics budgeting – gained some great ideas from Kalispell schools. Not sure if they are doing everything correctly but can at least check to see if they are possible.
6. Affordable Care Act for employers with greater than 50 employees.
7. School Law Update
8. 2015 Legislative Update

## CREDIT CARD LIST 2014/15

### American Express - 2

1 –business manager for staff orders

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

### MasterCard Procurement card - 13

1 – custodian

1 – held in district office for staff orders

10 – held in district office for checkout

1 – held in the front office for activity needs

### AUTHORIZED USERS

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

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

**Superintendent's Report**

Date: July 21, 2015

Agenda Item: F-3

**3a-Clancy notification**

I have included a notice from Bruce Dunkle, Clancy superintendent regarding the direction for their school district in the coming year.

Recommendation

No recommendation at this time.

**3b-Maintenance Manager Job Description**

I have included a handout of the key components for the Maintenance Manager at Jefferson High School. I have tasked Dan Sturdevant with many of these tasks in combination with the Activities Director position he currently serves. This is a draft and any review or changes are welcome.

Recommendation

Review and modify to best fit the needs of JHS.

**3c – Year End Update**

I have included a worksheet of where year end funds were used to update both the academic and physical needs of Jefferson High School.

**3d – Staffing Update**

Currently, JHS is looking to fill the Business Teacher and Counseling positions. I have not had any success with candidates for the business position and have contact all the colleges and universities in the state to pass on our need. I plan to inquire about possible candidates with a teaching certificate who would be willing to pursue the business endorsement.

I have had two phone inquiries regarding the counseling position and both verbally indicated they would be applying for the position

Greetings,

The Clancy School Board has directed me to contact each of you to begin discussions regarding the possibly sharing a Superintendent position.

We will be looking at a change over in administration positions at the end of the 15-16 school year. We would like to begin talks this summer to see if there is any interest from each of you personally and from each of the individual boards.

Two members of the Clancy School Board will be available to meet with each of you and your Board members during the summer. Would you please discuss this with each of your boards and find out if there is interest in sharing the Superintendents position and let me know if your Boards are interested in pursuing the idea further. This will help us determine the next steps.

If you have questions please contact me.

Bruce

## Jefferson High School District #1

### JOB DESCRIPTION TITLE Maintenance Manager

**KNOWLEDGE OF:** Required Tools, materials, working practices and methods of the building trades; materials, equipment, working procedures and methods required in a school district building and grounds maintenance program, and in the repair and minor construction of school facilities; landscaping, soils, insecticides and gardening tools; laws affecting the maintenance, repair and construction of the school buildings; principles of supervision, training and management.

**ABILITY TO:** Supervise a district-wide maintenance program; train and supervise skilled, semi-skilled and unskilled building and grounds maintenance personnel; read and interpret building plans; plan, direct and supervise the renovation, remodeling or major repair of school district facilities; prepare estimates of the material and labor costs of maintenance projects; develop and maintain cooperative working relations with school administrators, contractors and others contacted in the course of the work; follow written and oral directions; prepare and present oral and written reports; develop and monitor the district's deferred maintenance program.

**PERSONAL QUALIFICATIONS:** Demonstrated ability to work with a wide variety of community groups and organizations.

#### DUTIES AND RESPONSIBILITIES

1. Work orders from the school superintendent and administrative office for building and ground maintenance and construction work will have been checked and reviewed in a timely manner.
2. The maintenance staff for district-wide building and ground maintenance programs will have been scheduled in an appropriate and timely manner.
3. Assignment of job priorities and work orders have been regularly reviewed.
4. District records of materials ordered or on hand will be accurately kept.
5. Work schedules of renovation, remodeling and repairs of school district building and ground facilities will have been effectively assigned.
6. Plans and specifications for sprinkler systems, landscaping and other improvements will have been accurately and effectively prepared.
7. Itemized budgets for building and ground maintenance operations prepared and submitted to administration for approval.
8. District budget requests and projected district-wide maintenance and construction needs will have been competently coordinated with district officials.

9. A preventive maintenance program will have been effectively initiated and implemented.
10. During the summer months in the absence of the superintendent, the supervisor will have been responsible for an effective cleaning program by custodial staff.
11. The Manager will assist school district officials in evaluation of school damage and make temporary repairs when needed.
12. Maintain and operate the district work order system.
13. Annual district and school site safety inspections will have been competently conducted.
14. District building and ground equipment safety inspections will have been conducted in a timely manner.
15. Contacting vendors and obtaining quotes for best prices, arranging for purchase and delivery will have been carried out.
16. Assigned personnel will have been adequately supervised and appropriately evaluated.
17. Timely and effective communications regarding incidents and/or situations which might impact the district will have been consistently provided to appropriate district office/school personnel.
18. Active and consistent efforts will have been made to maintain and improve the external and internal image of the district, and its school.
19. Other duties assigned by the supervisor will have been effectively accomplished.



# YEAR END FUNDS

## Academic Improvements

The following academic improvements were accomplished with the usage of year end funds.

- Turn It In software (schoolwide usage)
- New Statistics math program (books and supplementary materials)
- 3D printer (schoolwide usage)
- Sound system update (music and drama departments)
- Recording equipment ( music department)
- Professional Development ( teacher mentoring and curriculum development)
- Microsoft IT Academy
- Pinecove Consulting (termination of new wiring)

## Physical Improvements

The following physical improvements were accomplished with the usage of year end funds.

- New Lockers (2 banks to replace oldest)
- Perimeter fencing (along canal and outdoor classroom)
- Door replacement (Main Entry)
- Boiler controls (computerized controls to improve efficiency)
- New carpet (South Gym main entrance)
- Refurbish heaters (girls locker room, welding lab)

# **SUBSTITUTE LIST FOR 2015-16**

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**

Dawn Smartnick  
Stacey Canzona  
Sara Johnson  
Nicole Palmer  
Terry Carlson  
Franki Niemeir  
Jean Moran

All teacher substitutes will be paid by the hour with a minimum of 4 hours. A full day is 7.75 hours.

## **Rates are:**

Certified            \$11/hr  
Non-certified      \$9/hr

## **PARAPROFESSIONAL**

Dawn Smartnick  
Sara Johnson  
Franki Niemeir  
Jean Moran

## **CUSTODIAN**

Stacey Canzona

## **SECRETARY**

CUSTODIAL, KITCHEN, PARAPROFESSIONAL, AND SECRETARIAL subs are paid \$8.05/hour.

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

**SAM SAMSON 225-3678**  
**SHERRY CARLSON 933-5528**

MINUTES

Jefferson High School Dist. 1  
Regular Meeting

June 9, 2015  
JHS Board Meeting

Board members present:

**Sabrina Steketee**  
**Travis Pierce**

**Micki LeTexier**  
**Larry Rasch**  
Denise Brunett

**Terry Street**  
**Pat Lewis**

Board members absent:

Administrators present:

Tim Norbeck, Superintendent

Greg Liedle, Principal

Lorie Carey, Business Manager

Visitors: Kirk Wagoner, Jan Anderson

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

ANNOUNCEMENTS AND PUBLIC COMMENT None.

SPECIAL REPORT Kirk Wagoner gave a brief biography of himself and then an overview of the 2015 legislature. Mr. Norbeck asked about his knowledge of what was going to occur with the closing of MDC and the possibility of the facility being leased. Mr. Wagoner was appointed to the committee to address the effects of the closure of it. He stated that a priority would be to maintain the buildings so that they don't fall into disrepair. Ms. Steketee asked about infrastructure and the ramifications of that. He stated that some small portions of infrastructure were addressed but most were not. She then asked how the board could best interact with him during the next 18 months. He said to email or call him to share thoughts or concerns. Sabrina commended him for his efforts to preserve MDC.

STAFF REPORT None.

COMMITTEE REPORTS **Committee reports:** Technology didn't meet. Negotiations will be addressed later in the agenda.

CLERK REPORT **Clerk Report.** Submitted in writing.

PRINCIPAL REPORT **Principal report.** Presented in written form.

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

UNFINISHED BUSINESS None.

NEW BUSINESS **Personnel. Substitute Applications.** None.

**Certified Evaluations** – At 7:25 p.m. the board meeting went into executive session.

**Coaching Evaluations.** At 8:05 p.m. the board returned to regular session to go immediately into executive session again. At 8:22 p.m. the regular session resumed.

**Possible ratification of BAT contract.** Negotiations went well. Minutes were sent out to board members. A 2% increase, new teachers at row 3, added a 17<sup>th</sup> row to matrix, added lunch time and prep time provisions, and a rep fee was proposed. The committee members have some reservation concerning the rep fee portion of the contract. Mr. Rasch moved to approve the contract without the 2.4 Association Security. Mr. Street seconded the motion which passed unanimously.

**Possible ratification of BACE contract.** Proposed a 2.5% increase, a \$7010 amount for insurance, and there were no changes in language. Ms. LeTexier moved to accept the contract as proposed. Mr. Rasch seconded the motion. Mr. Pierce cautioned that this would be one more increase in budget which might not be available in ensuing years. The motion passed unanimously.

**Liability Insurance.** Further research will ensue with a decision to be made by June 15.

**Approval of transportation contracts.** Ms. LeTexier moved to accept the contract. Mr. Pierce seconded the motion which passed unanimously.

**Superintendent report/plan on educational program.** Mr. Norbeck reviewed.

**Establishment of lunch fees.** A discussion about the needs of the program occurred.

**Board self-evaluation.** A link will be sent to each board member and the review will occur at the July meeting.

**Policy review.** Update on policy committee.

**Technology Update funding.** Referred to budget.

COMMUNICATION AND  
COMMENTS

**Letters – None**

COMMENDATIONS AND  
RECOGNITION

**Commendations.** Ms. LeTexier – staff. Sabrina – track, tennis, golf. Mr. Rasch – Greg Liedle. Mr. Pierce – JHS community as a whole. Sabrina – Mr. Norbeck for his efforts during the school year and Ms. Carey for her provision of information throughout the budget process. Sabrina – Jan’s support of the school in the paper.

CONSENT AGENDA

Mr. Pierce moved to approve the consent agenda and Mr. Rasch seconded the motion which passed unanimously.

FOLLOW UP  
/ADJOURNMENT

**Follow-up/Adjournment.** The meeting adjourned at 9:15 p.m. The next meeting will be July 21.

Administration contract.  
Chair/Superintendent article

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Chair, Jefferson High School Board

Clerk, Jefferson High School Board

MINUTES

Jefferson High School Dist. 1  
Special Meeting

June 23, 2015  
JHS Library

Board members present:

**Pat Lewis** (attended insurance discussion and employee recommendations but didn't vote on insurance)

**Sabrina Stekete**                      **Denise Brunett**                      **Travis Pierce**                      **Larry Rasch**

Administrators present:              Tim Norbeck, Superintendent                      Lorie Carey, Business Manager

Visitors: Dave Pillatzke

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CALL BOARD TO ORDER              Ms. Stekete called the meeting to order at 6:45 p.m.

PUBLIC COMMENT                      None.

NEW BUSINESS                      **Liability Insurance.** Mr. Pillatzke gave a brief history of the Montana Schools Property and Liability Insurance program. A discussion of the differences between two insurance proposals submitted followed.

After much deliberation and attempts to reach representatives for MSGIA, the board came to the following decision. Ms. Brunett moved to accept the proposal by Payne West MSPLIP at the rate of \$24,002. Included in the motion was the following: If Payne West didn't accept that, then MSGIA would be contacted to see if the three-year requirement included a flat rate for the three years or at least a 5% cap for the following two. If that was not the case, then the Payne West proposal at full value would be accepted. Mr. Rasch seconded the motion which passed unanimously by the 4 present. Mr. Norbeck will contact Mr. Pillatzke. (The following day, Mr. Pillatzke agreed to the proposal at \$24,002.)

**Vacancy recommendations.** Mr. Norbeck recommended Matthew Bowman for the music position at .67 FTE with JHS. Mr. Pierce moved to accept the recommendation. Mr. Rasch seconded the motion which passed unanimously by the 5 present. Mr. Norbeck recommended Ms. Maggie Staniec for the English/Library position at 1.0 FTE at JHS. Mr. Pierce moved to accept the recommendation. . Mr. Rasch seconded the motion which passed unanimously by the 5 present.

ADJOURNMENT                      The meeting adjourned at 10:00 p.m.

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Chair, Jefferson High School Board

Clerk, Jefferson High School Board

MINUTES

Jefferson High School Dist. 1  
Special Meeting

July 13, 2015  
JHS Library

Board members present:

**Sabrina Steketee**      **Travis Pierce**      **Terry Street**      **Larry Rasch**      **Micki LeTexier**

Administrators present:      Tim Norbeck, Superintendent      Lorie Carey, Business Manager  
Alan Smith, Technology Coordinator

Visitors:

CALL BOARD TO ORDER      Mr. Pierce called the meeting to order at 6:43 p.m. Ms. Steketee arrived at 6:45 to assume chairmanship.

PUBLIC COMMENT      None.

NEW BUSINESS      **Intercap Loan.** A discussion concerning the stability of the percentages ensued. Over the last 10 years there has been little fluctuation. Mr. Pierce stated that he felt the contact person should be Mr. Norbeck rather than Mr. Smith. Mr. Pierce moved to approve the intercap loan for the technology infrastructure in the amount of \$38,000. Mr. Rasch seconded the motion which passed unanimously.

ADJOURNMENT      The meeting adjourned at 6:47 p.m.

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Chair, Jefferson High School Board

Clerk, Jefferson High School Board

07/10/15  
16:10:11

JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 7/15

Page: 1 of 7  
Report ID: AP100H

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				
16539		374 BLUE CROSS & BLUE SHIELD	584.00						
1		06/23/15 Rask premium	584.00*		201		100-1000	260	
		<b>Claim Total for District</b>	<b>584.00</b>						
16540		3366 JHS ACTIVITIES	185.00						
1		05/26/15 Quinn trust	185.00*		201		100-1000	800	169
		<b>Claim Total for District</b>	<b>185.00</b>						
16541		4779 SMARTNICK, DAWN	270.00						
1		06/30/15 staff photos	270.00*		201		100-1000	800	
		<b>Claim Total for District</b>	<b>270.00</b>						
16542		259 BILLINGS HOTEL & CONVENTION CENTER	1,329.66						
1		284882 03/17/15 FCCLA rooms	1,151.10	8682	201		999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -710-3400-582-							
2		284882 03/17/15 state golf room 2 nights	178.56	8772	201		999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-582-							
		<b>Claim Total for District</b>	<b>1,329.66</b>						
16543		259 BILLINGS HOTEL & CONVENTION CENTER	135.76						
1		284169 03/05/15 room charges	135.76	8683	201		999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-582-							
		<b>Claim Total for District</b>	<b>135.76</b>						
16544		4633 COMMERCIAL ENERGY OF MT INC.	235.04						
1		NWE030293 07/02/15 gas	234.21*		201		100-2600	411	
2		NWE030294 07/02/15 gas	0.83*		201		100-2600	411	
		<b>Claim Total for District</b>	<b>235.04</b>						
16545		899 EMPIRE OFFICE MACHINES, INC.	62.52						
1		0195132-00 06/29/15 counseling office supplie	37.52	8139	201		999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2100-610-							
2		0195132-00 06/29/15 posterboard, markers	25.00	8745	201		999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1571-610-							
		<b>Claim Total for District</b>	<b>62.52</b>						
16546		4180 TYLER TECHNOLOGIES	1,903.25						
1		045-137719 07/01/15 Schlmstr Lic. Fee	1,903.25*		201		100-1000	680	
		<b>Claim Total for District</b>	<b>1,903.25</b>						
16547		1828 MT HIGH SCHOOL ASSOCIATION	140.00						
1		05/26/15 concussion insurance	140.00*		201		720-3500	260	
		<b>Claim Total for District</b>	<b>140.00</b>						

07/10/15  
16:10:11

JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 7/15

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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	
16548		4672 ITC INFORMATION TECHNOLOGY CORE	1,111.00					
1		792857 05/28/15 network racks	1,111.00*	8562	228	100-1000	660	
		Claim Total for District	1,111.00					
16549		4636 HIGH GROUND SOLUTIONS, INC.	479.25					
1		16725 06/01/15 schoolcast	479.25*		228	100-1000	680	
		Claim Total for District	479.25					
16550		4776 SOUTHWEST MT SCHOOL SERVICES	473.00					
1		1916 06/01/15 SWMSS Membership dues	473.00*		201	100-1000	810	
		Claim Total for District	473.00					
16551		1828 MT HIGH SCHOOL ASSOCIATION	4,455.00					
1		07/01/15 Athletic/activity dues	4,000.00*		201	720-3500	810	
2		07/01/15 liability catastrophe ins.	455.00*		201	720-3500	260	
		Claim Total for District	4,455.00					
16552		4543 MQEC	750.00					
1		1026 04/24/15 membership	750.00*		201	100-2300	810	
		Claim Total for District	750.00					
16553		1608 MASBO	150.00					
1		854 04/30/15 membership	150.00*		201	100-2500	810	
		Claim Total for District	150.00					
16554		1086 GIULIO DISPOSAL SERVICES, INC.	155.00					
1		87350 05/31/15 disposal	155.00*		201	100-2600	431	
		Claim Total for District	155.00					
16555		899 EMPIRE OFFICE MACHINES, INC.	1,771.22					
1		0195166-00 06/29/15 biology supplies	15.98	8737	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1511-610-						
2		195133-001 06/26/15 biology supplies	206.52	8737	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1511-610-						
3		0195136-00 06/26/15 compasses, protractor,rul	190.85	8714	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1440-610-						
4		0195136-00 06/26/15 counseling office supplie	4.05	8139	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2100-610-						
5		0195135-00 06/26/15 classroom supplies	54.52	8729	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1570-610-						
6		0195129-00 06/26/15 front office supplies	978.74	8750	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-						
7		0195136-00 06/29/15 counseling office supplie	15.80	8139	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2100-610-						
8		0195129-00 06/29/15 front office supplies	304.76	8750	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-						
		Claim Total for District	1,771.22					



07/10/15  
16:10:11

JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 7/15

Page: 3 of 7  
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	
16556		2607 MCGRAW-HILL COMPANIES	28.44						
1		8637811600 06/09/15 culinary books	28.44	8617	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-640-							
		<b>Claim Total for District</b>	<b>28.44</b>						
16557		4735 CCI LEARNING SOLUTIONS, INC	1,584.00						
1		1166 06/24/15 Microsoft IT academy	1,584.00	8644	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-680-							
		<b>Claim Total for District</b>	<b>1,584.00</b>						
16558		15 A-1 RENTALS	180.00						
1		95865 06/11/15 panel lift jack	180.00*		201	100-2600		440	
		<b>Claim Total for District</b>	<b>180.00</b>						
16559		3766 ACADIA MONTANA	353.43						
1		8862475 06/15/15 altacare	353.43*		215	280-1000		330 524	
		<b>Claim Total for District</b>	<b>353.43</b>						
16561		4639 WEX BANK	732.82						
1		41400585 06/30/15 fuel route	510.49	8684	210	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2700-624-							
2		41400585 06/30/15 custodial fuel	67.30	8684	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-624-							
3		41400585 06/30/15 athletic fuel	129.13	8684	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-582-							
4		41400585 06/30/15 drivers ed fuel	25.90	8684	218	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-624-							
		<b>Claim Total for District</b>	<b>732.82</b>						
16562		4370 STURDEVANT, DANIEL	91.78						
1		145725 05/05/15 div tennis supplies	91.78*		201	720-3500		610	
		<b>Claim Total for District</b>	<b>91.78</b>						
16563		612 SUPPLYWORKS	1,625.00						
1		337886162 05/22/15 cleaning supplies	1,625.00	8756	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-610-							
		<b>Claim Total for District</b>	<b>1,625.00</b>						
16564		631 CRESCENT ELECTRIC SUPPLY CO.	2,766.44						
1		051-536939 06/05/15 ballasts / bulbs	2,298.80	8757	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-615-							
2		051-536939 06/05/15 lights	462.00	8632	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-610-							
3		051-536939 06/05/15 ballasts / bulbs	5.64*		201	100-2600		615	
		<b>Claim Total for District</b>	<b>2,766.44</b>						

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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
16565		3959 AMERICAN EXPRESS	25.70					
1		2097153 07/09/15 meals budget workshop	25.70*		201	100-2300	582	
		Claim Total for District	25.70					
16566		4740 INSTY PRINTS BUTTE	490.01					
1		73595 06/30/15 Class composite	490.01	8278	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2300-800-						
		Claim Total for District	490.01					
16567		968 FLINN SCIENTIFIC INC.	924.91					
1		1872276 06/30/15 biology items	157.25	8740	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1511-610-						
2		1872276 06/30/15 biology items	70.97*		201	100-1511	610	
3		1872034 06/29/15 biology supplies	399.93	8738	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1511-610-						
4		1872324 06/30/15 glasses,tube, etc.	135.05	8719	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1512-610-						
5		1872324 06/30/15 balance	118.95	8719	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1512-660-						
6		1872324 06/30/15 glasses,tube, etc.	42.76*		201	100-1512	610	
		Claim Total for District	924.91					
16568		4771 MLCS WOODWORKING	89.90					
1		308699 06/25/15 miter guage and tfence se	89.90	8647	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1641-610-						
		Claim Total for District	89.90					
16569		1846 NASCO MODESTO	437.40					
1		72213 06/25/15 classroom supplies	437.40	8210	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1340-610-						
		Claim Total for District	437.40					
16571		4327 APPLE INC. EDUCATION	2,479.00					
1		434827064 06/27/15 MacPro computer	2,479.00	8666	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1242-660-						
		Claim Total for District	2,479.00					
16572		4716 DAKOTA SUPPLY GROUP INC	226.10					
1		b417297 06/29/15 plumbing etc. supplies	226.10	8257	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-615-						
		Claim Total for District	226.10					
16573		1653 MEDCO SUPPLY COMPANY	210.65					
1		41963049 06/26/15 first aid supplies	205.95	8751	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-						
2		41963049 06/26/15 first aid supplies	4.70*		201	100-1000	610	
		Claim Total for District	210.65					

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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	
16574	631 CRESCENT ELECTRIC SUPPLY CO.	793.92						
1	051-538396 06/26/15 lights for trophy cases	785.20	8656	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-615-							
2	051-538396 06/26/15 lights for trophy cases	8.72*		201	100-2600		615	
	<b>Claim Total for District</b>	<b>793.92</b>						
16575	3866 BLICK ART MATERIALS	1,901.36						
1	4642039 06/30/15 art supplies	1,130.19	8733	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1140-610-							
2	4642039 06/30/15 art supplies	34.90*		201	100-1140		610	
3	4643058 06/30/15 art supplies	732.20	8728	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1140-610-							
4	4643058 06/30/15 art supplies	4.07*		201	100-1140		610	
	<b>Claim Total for District</b>	<b>1,901.36</b>						
16576	2799 VERNIER SOFTWARE	65.00						
1	5179676 06/30/15 biology supplies	54.00	8743	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1511-610-							
2	5179676 06/30/15 biology supplies	11.00*		201	100-1512		610	
	<b>Claim Total for District</b>	<b>65.00</b>						
16577	4326 INTERNATIONAL ACADEMY OF SCIENCE	1,875.00						
1	24415 07/02/15 acellus licenses	300.00	8715	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -280-1000-680-							
2	24415 07/02/15 acellus licenses	650.00	8715	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-680-							
3	24415 07/02/15 acellus licenses	925.00*		215	100-1000		680 230	
	<b>Claim Total for District</b>	<b>1,875.00</b>						
16578	4162 WOLVERINE SPORTS	758.80						
1	596614 07/01/15 pe supplies	758.80	8726	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1340-660-							
	<b>Claim Total for District</b>	<b>758.80</b>						
16579	2717 CITY OF BOULDER	1,394.00						
1	07/06/15 june water	546.56*		201	100-2600		421	
2	07/06/15 june sewer	765.44*		201	100-2600		421	
3	07/06/15 june tennis water	34.16*		201	100-2600		421	
4	07/06/15 june tennis sewer	47.84*		201	100-2600		421	
	<b>Claim Total for District</b>	<b>1,394.00</b>						
16580	4773 MSDS	507.95						
1	710851 06/25/15 powere technology supp	507.95	8668	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1641-610-							
	<b>Claim Total for District</b>	<b>507.95</b>						

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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
16582	157 HARDWARE HANK	808.75					
1	78565 06/03/15 bolts, washers	7.87*		201	100-2600	615	
2	78588 06/03/15 paint brush	9.99*		201	100-2600	610	
3	78613 06/04/15 dust mask	10.98*		201	100-2600	610	
4	78717 06/08/15 roller covers	20.98*		201	100-2600	610	
5	78838 06/10/15 washers, bolts, screws	52.18*		201	100-2600	615	
6	78849 06/11/15 cutoff wheel, rigid strap	25.45*		201	100-2600	615	
7	78845 06/11/15 extensions	11.98*		201	100-2600	615	
8	78890 06/11/15 drywall screws	3.42*		201	100-2600	610	
9	78854 06/11/15 joint compound	7.99*		201	100-2600	610	
10	78996 06/16/15 paint	236.93*		201	100-2600	610	
11	79008 06/16/15 spackling, painter tool	16.97*		201	100-2600	615	
12	79090 06/18/15 padlock, chain	48.31*		201	100-2600	615	
13	79135 06/19/15 compression cap	2.99*		201	100-2600	615	
14	79136 06/19/15 compression cap	3.49*		201	100-2600	615	
15	79218 06/22/15 caulk, chalk reel	14.45*		201	100-2600	610	
16	79280 06/23/15 key cut, paint	161.96*		201	100-2600	610	
17	79316 06/24/15 primer	19.99*		201	100-2600	610	
18	79345 06/25/15 posthole digger	31.99*		201	100-2600	615	
19	79374 06/25/15 sprinkler, masonry line	67.97*		201	100-2600	615	
20	79375 06/25/15 face shield	17.99*		201	100-2600	615	
21	79393 06/26/15 utility blade	13.99*		201	100-2600	615	
22	79398 06/26/15 key cut	3.00*		201	100-2600	615	
23	79493 06/30/15 caulk	23.88*		201	100-2600	610	
24	79281 06/23/15 key cut credit	-6.00*		201	100-2600	615	
	Claim Total for District	808.75					
	Total High School	34,540.06					

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JEFFERSON HIGH SCHOOL  
Fund Summary for Claims  
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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$31,134.99
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$510.49
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$1,278.43
218 HIGH SCHOOL TRAFFIC EDUCATION	
101	\$25.90
228 TECHNOLOGY FUND	
101	\$1,590.25
<b>Total</b>	<b>\$34,540.06</b>
<b>Grand Total</b>	<b>\$34,540.06</b>

Whitney Wallace  
PO Box 1014  
Boulder, MT 59632  
June 9, 2015

Mr. Tim Norbeck  
Superintendent  
Jefferson High School  
312 S. Main Street  
Boulder, MT 59632

Dear Mr. Tim Norbeck:

Please accept my resignation from Jefferson High School effective immediately. Jefferson High School and its staff provided me with a great sense of community and a wonderful place to embark on my career in education.

I am grateful for having had the opportunity to work at Jefferson, and I offer my best wishes for its continued success. Thank you for allowing me the opportunity to grow and develop under some of the best teachers in Montana, and I look forward to staying in touch with these exemplar mentors.

Sincerely,

  
Whitney Wallace

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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
16507	3374 J.W.PEPPER & SON, INC.	939.44				
1	3426315 03/20/15 musical selections	506.59	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
2	3428075 04/02/15 musical selections	23.40	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
3	3428702 04/05/15 musical selections	13.50	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
4	3430204 04/17/15 musical selections	36.99	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
5	3431609 04/26/15 musical selections	10.00	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
6	3433210 05/08/15 musical selections	57.98	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
7	3434024 05/15/15 musical selections	83.70	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
8	3434126 05/16/15 musical selections	130.79	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
9	3434202 05/15/16 musical selections	105.99	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
10	3434683 05/21/15 musical selections	47.99	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
11	3434790 05/22/15 musical selections	134.49	8174	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-					
12	3393829 06/27/14 credit for music	-126.99*		201	100-1470	610
13	3393830 06/27/14 credit for music	-84.99*		201	100-1470	610
	<b>Claim Total for District</b>	<b>939.44</b>				
16508	3959 AMERICAN EXPRESS	328.98				
1	509686 06/16/15 fcs, culinary, prostart	328.98	8165	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-					
	<b>Claim Total for District</b>	<b>328.98</b>				
16509	3959 AMERICAN EXPRESS	314.60				
1	gwi143 06/19/15 MASBO lodging	314.60	8355	201	100-2500	582
	<b>Claim Total for District</b>	<b>314.60</b>				
16510	4775 PINECOVE CONSULTING	7,500.00				
1	3101c 06/25/15 Cable termination	7,500.00*	8671	201	100-1000	440
	<b>Claim Total for District</b>	<b>7,500.00</b>				
16511	899 EMPIRE OFFICE MACHINES, INC.	4,591.00				
1	238756 06/25/15 chairs	1,840.00*	8670	201	100-1000	660
2	238741 06/24/15 chairs and tables math cl	2,751.00*	8672	201	100-1000	660
	<b>Claim Total for District</b>	<b>4,591.00</b>				

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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		
16512	899 EMPIRE OFFICE MACHINES, INC.	536.49						
1	195122 06/25/15 guidance supplies	19.56	7899	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2100-610-							
2	195122 06/25/15 folder, envelopes, 10-key	516.93	8126	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2500-610-							
	<b>Claim Total for District</b>	<b>536.49</b>						
16513	3012 BLACK MOUNTAIN SOFTWARE	4,860.00						
1	19785 06/22/15 credit card manager	1,350.00*	8646	201	100-2500	680		
2	19785 06/22/15 cc manager fee	270.00*	8646	201	100-2500	680		
3	19802 06/24/15 Hr module	2,700.00*	8645	201	100-2500	680		
4	19802 06/24/15 HR fee	540.00*	8645	201	100-2500	680		
	<b>Claim Total for District</b>	<b>4,860.00</b>						
16514	2152 CENTURY LINK	321.22						
1	232ab 06/13/15 phone charges	321.22		201	100-2400	531		
	<b>Claim Total for District</b>	<b>321.22</b>						
16515	3248 CONTINENTAL FENCE AND SUPPLY	2,971.96						
1	029907 06/17/15 16' chain link ftball fie	29.87	7945	201	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-610-							
2	029907 06/17/15 300 ft. 6 ft chain link	2,942.09*	8626	201	100-2600	615		
	<b>Claim Total for District</b>	<b>2,971.96</b>						
16516	4734 JOURNEYED.COM INC	1,820.00						
1	10036099 06/17/15 cloud desktop app	1,820.00*	8600	228	100-1000	680		
	<b>Claim Total for District</b>	<b>1,820.00</b>						
16517	899 EMPIRE OFFICE MACHINES, INC.	599.58						
1	0194778-00 06/01/15 projector screen & bracke	169.98	8594	201	100-1570	610		
2	238624 06/18/15 copier quarterly maint	429.60		201	100-1000	840		
	<b>Claim Total for District</b>	<b>599.58</b>						
16518	321 BRUCO, INC	496.64						
1	339400 06/17/15 cleaning supplies	496.64	8759	201	100-2600	610		
	<b>Claim Total for District</b>	<b>496.64</b>						
16519	612 SUPPLYWORKS	210.79						
1	339838476 06/17/15 cleaning supplies	75.37	8756	201	100-2600	610		
2	339838484 06/17/15 cleaner, dust mop handles	135.42*	8661	201	100-2600	615		
	<b>Claim Total for District</b>	<b>210.79</b>						
16520	4716 DAKOTA SUPPLY GROUP INC	1,041.18						
1	b414439 06/24/15 parts	986.58*	8762	201	100-2600	615		
2	b414442 06/24/15 parts	13.42*	8762	201	100-2600	615		
3	b414442 06/24/15 parts	41.18*		201	100-2600	615		
	<b>Claim Total for District</b>	<b>1,041.18</b>						



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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	
16521	4774 WALL MOUNTAIN COMPANY INC.	74.85					
1	13796 06/25/15 Cutting & welding dvds	74.85*	8669	201	390-1640	610	
	<b>Claim Total for District</b>	<b>74.85</b>					
16522	4327 APPLE INC. EDUCATION	239.00					
1	4343770396 06/25/15 MacPro computer	239.00*	8666	201	100-1242	660	
	<b>Claim Total for District</b>	<b>239.00</b>					
16523	321 BRUCO, INC	3,044.25					
1	340220 06/22/15 South gym resurface	3,044.25*	8623	201	100-2600	440	
	<b>Claim Total for District</b>	<b>3,044.25</b>					
16524	385 BOULDER MONITOR & JEFFERSON CO.	754.00					
1	18762 06/02/15 panther press	36.50	7876	201	999		
2	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1243-550-18762 06/02/15 publication costs	633.50	8180	201	999		
3	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1243-550-18762 06/02/15 scholarship ad	48.00		201	100-2300	540	
4	18762 06/02/15 coaching position ad	36.00		201	100-2300	540	
	<b>Claim Total for District</b>	<b>754.00</b>					
16525	4732 ACADEMIC PLANNERS PLUS	422.50					
1	195463 06/22/15 student planners	422.50	8621	201	100-2400	610	
	<b>Claim Total for District</b>	<b>422.50</b>					
16526	3959 AMERICAN EXPRESS	41.51					
1	06/19/15 fcs, culinary, prostart	41.51	8165	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-18762 06/19/15 fcs, culinary, prostart	41.51					
	<b>Claim Total for District</b>	<b>41.51</b>					
16527	4769 GUESTHOUSE INN KALISPELL	1,180.00					
1	210 05/23/15 St track rooms	1,180.00*	8595	201	720-3500	582	
	<b>Claim Total for District</b>	<b>1,180.00</b>					
16528	4729 Mastercard xc,wrestlling,golf	51.50					
1	202816 05/11/15 state golf lunches	13.50*	8773	201	720-3500	582	
2	200735 05/12/15 state golf lunches	11.50*	8773	201	720-3500	582	
3	193225 05/13/15 state golf lunches	13.25*	8773	201	720-3500	582	
4	215809 05/11/15 state golf lunches	13.25*	8773	201	720-3500	582	
	<b>Claim Total for District</b>	<b>51.50</b>					
16529	4726 Mastercard Maintenance	2,491.33					
1	04131 05/29/15 drill bits	34.94*	8631	201	100-2600	615	
2	3106163164 05/26/15 ceiling panels	914.60*	8765	201	100-2600	440	
3	3106162412 05/26/15 shed roof material	982.11*	8768	201	100-2600	615	
4	61125 05/26/15 cabinet grade plywood	559.68*	8769	201	100-2600	615	
	<b>Claim Total for District</b>	<b>2,491.33</b>					

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JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 6/15

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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
16530	4723 Mastercard vb,gb,tns	991.26					
1	01066332 05/16/15 state tennis meals	32.15*	8567	201	720-3500	582	
2	201205 05/13/15 state tennis meals	40.50*	8567	201	720-3500	582	
3	150307 05/14/15 state tennis meals	39.97*	8567	201	720-3500	582	
4	214855 05/15/15 state tennis meals	40.00*	8567	201	720-3500	582	
5	05/15/15 state tennis meals	37.36*	8567	201	720-3500	582	
6	4194321 05/14/15 state tennis meals	40.00*	8567	201	720-3500	582	
7	220 05/14/15 state tennis rooms	251.31*		201	720-3500	582	
8	219 05/14/15 state tennis rooms	251.31*		201	720-3500	582	
9	203366988 05/13/15 state tennis rooms	258.66*		201	720-3500	582	
	<b>Claim Total for District</b>	<b>991.26</b>					
16531	4724 Mastercard ftbl,bbb,trk	1,903.63					
1	101039 05/22/15 track state meals saturday	98.53	8211	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-582-						
2	100950 05/23/15 track state meals saturday	9.47	8211	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-582-						
3	100950 05/23/15 st track meals	27.73*	8596	201	720-3500	582	
4	080762 05/23/15 st track meals	5.97*	8596	201	720-3500	582	
5	214454 05/21/15 st track meals	101.00*	8596	201	720-3500	582	
6	214639 05/22/15 st track meals	196.55*	8596	201	720-3500	582	
7	104819 05/22/15 st track meals	7.96*	8596	201	720-3500	582	
8	210529 05/23/15 st track meals	58.25*	8596	201	720-3500	582	
9	210450 05/23/15 st track meals	13.75*	8596	201	720-3500	582	
10	210546 05/23/15 st track meals	47.50*	8596	201	720-3500	582	
11	202849 05/09/15 district track meals	168.02*	8775	201	720-3500	582	
12	220503 05/13/15 div track meals	155.25*	8593	201	720-3500	582	
13	203048 05/13/15 div track meals	139.83*	8593	201	720-3500	582	
14	223321 05/13/15 div track meals	120.03*	8593	201	720-3500	582	
15	220503 05/13/15 div track meals	12.28*	8593	201	720-3500	582	
16	128524-32 05/14/15 div track rooms	741.51*	8603	201	720-3500	582	
	<b>Claim Total for District</b>	<b>1,903.63</b>					
16532	4725 Mastercard FCS	1,895.84					
1	62337 05/26/15 cabinet,whtrbrd,mixers,pas	918.78*	8607	215	451-1710	660	201
2	64847 06/02/15 cabinet,whtrbrd,mixers,pas	1,043.06*	8607	215	451-1710	660	201
3	05/07/15 credit	-66.00		201	710-3400	582	
	<b>Claim Total for District</b>	<b>1,895.84</b>					
16533	4637 Mastercard	38.13					
1	100066047 04/24/15 shop supplies woods	38.13	7903	201	999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1641-610-						
	<b>Claim Total for District</b>	<b>38.13</b>					

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JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 6/15

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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
16534	4717 Mastercard Admin 1	633.02				
1	5729003 05/06/15 library supplies, kindle, PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-660-	50.38	8145	201	999	
2	5729003 05/06/15 library supplies, kindle, PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-660-	148.67	8145	201	999	
3	38Y8Y9R 05/06/15 library supplies, kindle, PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-660-	19.99	8145	201	999	
4	6106958 05/06/15 graduation cards	99.98	8602	201	100-2300	800
5	1518172 05/05/15 schoolspring ad for music 05/05/15 smore.com	250.00	8602	201	100-2300	540
6	06/05/15 smore.com	19.00		201	100-2300	800
7	06/05/15 smore.com	19.00		201	100-2300	800
8	06/04/15 survey monkey	26.00		201	100-2300	800
	<b>Claim Total for District</b>	<b>633.02</b>				
16535	290 BOULDER ELEMENTARY SCHOOL	6,106.25				
1	06/26/15 School Foods reimbursement	6,106.25*		201	910-3100	630
	<b>Claim Total for District</b>	<b>6,106.25</b>				
16536	4728 Mastercard Tech	177.06				
1	154232 05/29/15 wall mounts, etc PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-660-	50.09	8234	228	999	
2	5036475 05/29/15 wall mounts, etc PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-660-	16.97	8234	228	999	
3	5036475 05/29/15 Computer supplies	14.46*	8380	228	100-1000	610
4	153405 06/05/15 computer supplies	95.54*		228	100-1000	610
	<b>Claim Total for District</b>	<b>177.06</b>				
16537	4719 Mastercard Activity 1	1,291.54				
1	05/06/15 bpa natl meals	1.39	8466	201	710-3400	582
2	05/06/15 bpa natl meals	54.52	8466	201	710-3400	582
3	05/06/15 bpa natl meals	8.89*	8547	215	451-1170	582 201
4	05/06/15 hertz and 2 baggage checks	301.98	8547	215	396-1170	582 202
5	3186597536 05/06/15 BPA national conf Angelo	737.73*	8547	215	451-1170	582 201
6	05/06/15 BPA natl. conf travel	15.02	8547	215	396-1170	582 202
7	05/06/15 BPA natl conf travel	55.00*	8547	215	396-1170	582 135
8	05/06/15 BPA natl. conf travel	117.01		201	710-3400	582
	<b>Claim Total for District</b>	<b>1,291.54</b>				
16538	4761 PEAK 1 ADMINISTRATION	12.50				
1	19226 06/15/15 cobra administration	12.50		201	100-1000	260
	<b>Claim Total for District</b>	<b>12.50</b>				
	<b>Total High School</b>	<b>47,880.05</b>				

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JEFFERSON HIGH SCHOOL  
Fund Summary for Claims  
For the Accounting Period: 6/15

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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$42,802.53
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$3,080.46
228 TECHNOLOGY FUND	
101	\$1,997.06
<b>Total</b>	<b>\$47,880.05</b>
<b>Grand Total</b>	<b>\$47,880.05</b>