

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

**\* 6:30 p.m. Tuesday, August 18, 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. Staff Report**

**D. Committee Reports - brief review**

**E. 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. TFS review
2. Principal/A.D.
3. Superintendent
  - a. MT Behavioral Institute
  - b. Marsha Tate – PIR
  - c. Title ID2 audit
  - d. Staffing update
  - e. Academic Excellence award
  - f. Capital improvements

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

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

1. Personnel – Action
  - a. Acceptance of resignations – Angelo and Getten
  - b. Vacancies – Business, paraprofessional, counseling
  - c. Coaching Vacancies – Assistants - Football and Cheer/Dance
  - d. Discussion of sharing of superintendent with Clancy
  - e. Discussion of retirement insurance agreement – possible closed session
2. Approval of 2015/16 Budgets for all budgeted funds
3. Board Self-Evaluation
4. Teacher Strategic Planning meeting follow-up
5. Determination of Fund Classifications
6. Approval of Attendance Agreements

**H. Communication and Comments**

1. Letters to the Board

**I. Commendations and Recognition**

**J. Consent Agenda**

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

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

1. Chair/Superintendent article for paper

**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 vice-chair (At-Large position)  
Larry Rasch (At-Large position)

Pat Lewis, (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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Aug 2015

The Trustees' Financial Summary (TFS) is complete. A copy for review will be available and I hope to be able to project it for you.

The budget projections for all funds for 1516 is included in the New Business portion of the agenda. Once again, with any luck, I'll be able to project some of the supporting materials for these items.

An updated list of claims will be available at the meeting. I've been setting claims aside to complete the TFS and Budgets on the MAEFAIRS system.

Mr. Norbeck, Mr. Liedle and I are preparing welcome baskets for the staff. They might be a little goofy but hopefully appreciated.

The calendar/handbook will be prepared next week.

That's all for now!

**Jefferson High School  
General Ledger Report**

**Financial Report  
YEAR 2014-15**

<b>From Date:</b>	7/1/2014
<b>To Date:</b>	6/30/2015

<b>From Acct:</b>	200
<b>To Account:</b>	300

Acct.	Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	YTD	
							Payable	Work Bal.
000200	STUDENT COUNCIL	\$4,583.95	\$4,200.95	(\$5,651.51)	\$0.00	\$3,133.39	\$0.00	\$3,133.39
000201	REVOLVING ACCOUNT	\$28.87	\$2,803.72	(\$2,507.50)	\$0.00	\$325.09	\$0.00	\$325.09
000202	HOMECOMING ACCT	\$94.89	\$50.29	(\$14.99)	\$0.00	\$130.19	\$0.00	\$130.19
000203	JHS St. Council	\$4,775.00	\$600.00	(\$1,050.00)	\$0.00	\$4,325.00	\$0.00	\$4,325.00
000204	CLASS OF 2018	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
000207	CLASS OF 2017	\$602.63	\$0.00	(\$218.59)	(\$384.04)	\$0.00	\$0.00	\$0.00
000209	CLASS OF 2015	\$7,030.27	\$105.17	(\$2,951.32)	(\$975.00)	\$3,209.12	\$0.00	\$3,209.12
000210	THESPIANS	\$50.00	\$50.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
000211	DRAMA	\$2,222.47	\$6,797.34	(\$6,590.04)	\$1,002.00	\$3,431.77	\$0.00	\$3,431.77
000212	SPEECH & DEBATE	\$361.91	\$525.26	(\$525.87)	(\$42.00)	\$319.30	\$0.00	\$319.30
000215	ANNUAL	\$12,930.33	\$3,155.00	(\$3,726.88)	\$975.00	\$13,333.45	\$0.00	\$13,333.45
000217	PANTHER PRESS	\$369.74	\$0.00	(\$51.00)	\$0.00	\$318.74	\$0.00	\$318.74
000219	MARIAH'S CHALLENGE	\$407.51	\$2,009.00	(\$1,424.79)	\$0.00	\$991.72	\$0.00	\$991.72
000220	SCIENCE OLYMPIAD	\$1,068.89	\$0.00	(\$517.34)	\$389.87	\$941.42	\$0.00	\$941.42
000221	CLASS OF 2016	\$456.90	\$6,308.49	(\$5,383.96)	\$748.56	\$2,129.99	\$0.00	\$2,129.99
000228	FILM MAKING	\$377.70	\$0.00	\$0.00	\$0.00	\$377.70	\$0.00	\$377.70
000229	DIST XI FCCLA	\$531.71	\$430.00	(\$824.60)	\$120.00	\$257.11	\$0.00	\$257.11
000230	F.C.C.L.A.	\$6,832.05	\$3,905.49	(\$7,403.63)	(\$1,122.00)	\$2,211.91	\$0.00	\$2,211.91
000231	Culinary Arts	\$3,773.75	\$4,486.65	(\$257.20)	\$102.00	\$8,105.20	\$0.00	\$8,105.20
000232	DRAFTING	\$567.49	\$50.00	(\$101.90)	\$0.00	\$515.59	\$0.00	\$515.59
000233	CONSTRUCTION	\$392.93	\$50.00	(\$198.38)	\$0.00	\$244.55	\$0.00	\$244.55
000234	SMALL ENGINES--A	\$598.69	\$350.00	(\$244.40)	\$0.00	\$704.29	\$0.00	\$704.29
000235	SKILLS USA	\$2,234.12	\$2,461.50	(\$2,769.21)	\$0.00	\$1,926.41	\$0.00	\$1,926.41
000236	WELDING	\$1,071.75	\$2,254.32	(\$1,097.78)	\$0.00	\$2,228.29	\$0.00	\$2,228.29
000237	WOODS	\$130.46	\$1,000.00	(\$731.94)	\$50.00	\$448.52	\$0.00	\$448.52
000238	B.P.A.	\$3,192.76	\$4,893.98	(\$5,766.40)	\$0.00	\$2,320.34	\$0.00	\$2,320.34
000239	TECHNONOGY	\$0.89	\$0.00	\$0.00	\$0.00	\$0.89	\$0.00	\$0.89
000240	JHS SPECIAL	\$10,647.72	\$2,085.00	(\$2,965.00)	\$0.00	\$9,767.72	\$0.00	\$9,767.72
000243	School Beautification Pro	\$3,961.34	\$0.00	(\$1,119.74)	\$0.00	\$2,841.60	\$0.00	\$2,841.60
000245	GENERAL ATHLETICS	\$15,083.15	\$25,453.50	(\$25,491.46)	\$240.00	\$15,285.19	\$0.00	\$15,285.19
000247	RODEO CLUB	\$1,517.35	\$1,545.08	\$0.00	\$0.00	\$3,062.43	\$0.00	\$3,062.43
000250	HONOR SOCIETY	\$681.26	\$1,299.60	(\$1,344.04)	(\$447.37)	\$189.45	\$0.00	\$189.45
000259	DANCE CLUB	\$352.64	\$0.00	\$0.00	(\$352.64)	\$0.00	\$0.00	\$0.00
000260	PEP CLUB	\$1,056.78	\$1,536.30	(\$1,217.91)	\$317.64	\$1,692.81	\$0.00	\$1,692.81
000261	ART CLASS	\$2,050.15	\$1,335.00	(\$1,005.61)	\$0.00	\$2,379.54	\$0.00	\$2,379.54



Jefferson High School  
General Ledger Report


Financial Report  
YEAR 2014-15

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Acct.	Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	YTD	
							Payable	Work Bal.
000262	ART CLUB	\$2,059.56	\$2,105.34	(\$508.93)	\$0.00	\$3,655.97	\$0.00	\$3,655.97
000263	PHOTOGRAPHY	\$842.05	\$650.00	(\$12.40)	\$0.00	\$1,479.65	\$0.00	\$1,479.65
000265	BAND CLUB	\$1,169.06	\$1,430.00	(\$1,750.00)	\$0.00	\$849.06	\$0.00	\$849.06
000266	CHORAL CLUB	\$61.78	\$0.00	\$0.00	\$0.00	\$61.78	\$0.00	\$61.78
000275	CONCESSIONS	\$3,532.35	\$200.00	(\$200.00)	(\$285.00)	\$3,247.35	\$0.00	\$3,247.35
000280	OUTDOOR CLASSROOM	\$27.42	\$2,002.86	(\$499.45)	(\$334.28)	\$1,196.55	\$0.00	\$1,196.55
000281	SPANISH	\$6,441.49	\$10,268.97	(\$16,453.37)	(\$191.78)	\$65.31	\$0.00	\$65.31
000285	WEIGHT ROOM ENHANC	\$183.43	\$120.00	\$0.00	(\$183.43)	\$120.00	\$0.00	\$120.00
000290	JHS ANGEL FUND	\$554.36	\$241.95	(\$922.10)	\$372.47	\$246.68	\$0.00	\$246.68
000295	HAMS	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
<b>Group Total</b>		\$105,009.55	\$96,760.76	(\$103,499.24)	\$0.00	\$98,271.07	\$0.00	\$98,271.07
<b>Activity Accounts Grand Total</b>		\$105,009.55	\$96,760.76	(\$103,499.24)	\$0.00	\$98,271.07	\$0.00	\$98,271.07

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: 8/3/2015   
Principal: \_\_\_\_\_ Date:   /  /

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

**Superintendent's Report**

Date: August 18, 2015

Agenda Item: E-3

**3a-Montana Behavioral Institute (MBI)**

This school year, Jefferson High School will be joining the Montana Behavioral Institute (MBI) program sponsored by the Montana Office of Public instruction. This summer, a handful of staff attended part of the MBI conference in Bozeman in conjunction with Graduation Matters. JHS will be forming a MBI team composed of administration, faculty, and staff. MBI is a component of Schoolwide Title I which is how JHS now functions with OPI. Application with OPI has already occurred and initial meetings with the JHS team will start when school begins.

**Recommendation**

School Board representation is needed to show support for this collaborative effort to keep students in school and further increase the graduation rate at Jefferson High School.

**3b-Marsha Tate**

On August 24<sup>th</sup>, Jefferson High School will be participating in a Professional Development workshop with Marsha Tate. Marsha is a national presenter and the workshop will be attended by all the schools within the Prickly Pear Coop. By combining resources, the Coop schools have been able to provide a great quality workshop to begin school. I have enclosed a flyer about the workshop.

**3c- Title I D2 audit**

Jefferson High School will again have an audit regarding Title I D2. This Title program provides financial support for academic support provided at YDI. JHS uses the funds to offset one academic period for each of the 4 classes taught at YDI by licensed JHS staff. The classes are math, science, English, and social science. The audit includes a financial review, academic review, and YDI facility review. Surveys may be included through OPI to gather information.

**Recommendation**

Please participate in the survey to provide information for JHS.

**3d-Staffing Update**

There were four staffing changes for the upcoming school year. Matthew Bowman has been hired as the new music instructor and will have the same schedule as Mr. Garnaas had with Boulder Elementary. Maggie Staneic has been hired as an English instructor and will also serve as the school librarian. Joe Michaud has been hired as the new counselor and will join the JHS staff after a number of years



teaching and counseling in the state of Washington. Dawn Smartnick has been hired as the Business instructor and is rejoining the teaching profession after years in the banking industry.

### **3e- Academic Excellence Award**

This past year, JHS finished 2<sup>nd</sup> of all Class B schools in Montana for the Academic Excellence Award.

This award is in conjunction with the Montana High School Association and is awarded to the highest cumulative GPA for the 2014-15 school year. The GPA for JHS was a little less than last year as Joliet was the 1<sup>st</sup> place school.

The participants and GPA's come from the following groups:

1. Varsity letter winners in all MHSAA sanctioned sports
2. All music students who received a superior rating at the district music festival
3. All speech/drama students who participated in the state meet
4. All varsity cheerleaders

The finish the last two years is a good indicator of the effort made by student athletes at JHS regarding the importance of academics.

### **3f-Capital Improvements**

This summer has brought some great improvements to JHS. After the spring IT audit, all new wiring was run throughout the building, a new IT Center was constructed, new servers were purchased, door entrance software was updated, and all new switches were installed. Space left behind from the IT move allowed completion of a room for cheerleading and well as expanded District office storage.

New perimeter fencing was added along the canal and outdoor classroom to improve the look and safety of the facilities. Wiring improvements were completed in the vocational labs along with new interior doors. Plumbing upgrades occurred in the chemistry lab including new sinks and faucets. The south gym entrance has a new ceiling, paint, and carpet and really dressed up this school entrance.

Academically, a new 3D printer has been purchased and I'm excited about its usage throughout the entire curriculum. A new Statistics curriculum has been purchased and will expand the math offering for students at JHS.

## **Reading and Language Arts Worksheets Don't Grow Dendrites:**

### **20 Literacy Strategies that Engage the Brain**

According to experts in the field, reading and language arts skills and abilities are best acquired when students are actively engaged in their own learning. Explore a variety of facts about the brain as they relate to teaching students to learn to read and read to learn. Experience 20 highly-engaging, brain compatible strategies for helping students learn rigorous vocabulary and comprehend both narrative and informational texts. After all, 70% of all that students will read in the workplace will be informational. Learn to ask five essential questions while planing a literacy lesson that helps to ensure that students will think critically and master cross-curricular concepts. This K-1 workshop will help you to teach language arts in relevant, motivating, and engaging ways and covers essential areas of literacy instructions, including:

- ◆ Phonemic awareness
- ◆ Phonics
- ◆ Vocabulary instruction
- ◆ Reading literature
- ◆ Reading informational Text
- ◆ Writing strategically

**Help students make use of graphic organizers and visualize, story tell, draw, write, sing and role play their way to eased academic achievement. This workshop has been called informative, practical and so much fun!!**

### **Shouting Won't Grow Dendrites: 20 Techniques to Detour Around the Danger Zones**

Have you ever noticed that the louder reactive teachers get when reprimanding students, the louder the students also become". Learn ways to proactively manage a brain-compatible classroom without ever raising your voice! Alleviate at least 50% of your behavior problems just by getting to know each student, setting up the physical environment and delivering engaging lessons; another 40% by developing a comprehensive management plan; and the most challenging 10% by using techniques for chronic behavior disorders such as oppositional or conduct disorder.

Participants in this session will learn techniques for:

- ◆ Developing a relationship with each student
- ◆ Creating a classroom environment conducive to learning and a home environment which alleviates stress
- ◆ Engaging students in brain-compatible strategies
- ◆ Developing a management plan with rituals, celebrations, and consequences
- ◆ Gaining confidence in dealing with the most difficult behavior challenges

**This highly-engaging and practical session has been called both professionally and personally life changing!**



## Marcia L. Tate, EdD

Marcia Tate is currently an education consultant and has taught more than 350,000 administrators, teachers, parents, and business and community leaders throughout the world. She is the author of several books. Participants in her workshops refer to them as "some of the best ones they have ever experienced" since Marcia uses the 20 brain-compatible strategies outlined in her books to actively engage her audiences.

Marcia is the former Executive Director of Professional Development for the DeKalb County School System, Decatur, Georgia. During her 30-year career with the district, she has been a classroom teacher, reading specialist, Language arts coordinator and staff development executive director. She received the Distinguished Staff Development Award for the State of Georgia and her department was chosen to receive the Exemplary Program Award for the state.

# READING AND LANGUAGE ARTS WORKSHEETS DON'T GROW DENDRITES: 20 LITERACY STRATEGIES THAT ENGAGE THE BRAIN

**August 24, 2015**

**9:00-3:30**

**East Valley Middle School  
401 Kalispell  
East Helena, MT**

**Register by May 8, 2015**

**Return Form to:**

**Dorothy Millsop**

**Prickly Pear Cooperative**

**2525 Lake Helena Drive**

**East Helena, MT 59635**

**Email: [dmillsop@ehps.k12.mt.us](mailto:dmillsop@ehps.k12.mt.us)**

**FAX: 406/227-8039**

## **Principal's Report 8/18/2015**

- We are welcoming three new teachers/staff members: Mr. Matthew Bowman will lead the Music department, Ms. Maggie Staniec will teach English and serve as Librarian, Mr. Joe Michaud will be our new Counselor and Mrs. Dawn Smartnick will now be our Business teacher. I am excited to have these fine people join the JHS family.
- Welcome packets have been sent to families and we are putting the finishing touches on being prepared to begin the new school year.
- Our staff will participate in a PIR day on 8/24/15 at Radley School. The presentation will be by Marcia Tate, a nationally renowned speaker.
- I am continuing work toward implementing the "About Me Card" program and have some specifics to discuss.
- Freshman Orientation is 8/25/2015. The schedule is attached. This orientation will involve about 20 upperclassmen and they are assuming the leadership role for the activities and mentoring one or two of the freshmen throughout the school year.
- We have also made an addition of a Paraprofessional, Mrs. Lyndsay Williams will join us this school year.

## **AD's Report**

- The Fall Sports Parent meeting was held 8/11/15. There was a good turnout and the information is included with the packet.
- We interviewed and are recommending that Josh Morris be hired as an assistant Football coach.
- We have interviewed for the assistant Cheer/Dance coach and are currently waiting to make a recommendation.
- At this time it seems as though we will have nearly 50 students out for football and at least 30 out for volleyball. We need to encourage more participation in Cross Country.



## **Freshman Orientation Schedule 8/25/15**

- 8:00-8:10: Welcome Assembly in North Gym
- 8:10-8:30: Tours/Lockers with Mentors
- 8:30-8:50: First Period
- 8:53-9:13: Second Period
- 9:16-9:36: Third Period
- 9:39-9:59: Fourth Period
- 10:02-10:22: Fifth Period
- 10:25-10:45: Sixth Period
- 10:48-11:08: Seventh Period
- 11:11-11:45: Peer Leadership Activities
- 11:45-12:15: BBQ



# Jefferson High School

Principal, Greg Liedle

312 South Main  
P.O. Box 838  
Boulder, MT 59632  
Phone: 406.225.3317  
Fax: 406.225.3289

August 5, 2015

Parents and Students,

I write to welcome you all to a new year at Jefferson High School. The summer is drawing to a close and I anxiously await the return of students to school. The school building looks great and invites students and staff back. There will be several new faces on staff: Mr. Joe Michaud will be our Counselor, Ms. Maggie Staniec will be our English Teacher and Librarian, Mr. Matthew Bowman is our new Band Director, while we currently continue our search for our new Business Teacher. I am excited to have these fine educators join us and become part of the Jefferson High School Family. Also, we will have a new bell schedule which is enclosed with this letter.

New this year is the requirement to have a Pertussis booster and the Varicella (Chicken Pox) vaccine to enroll in school.

Some important dates to remember are: **August 25 which will be the first day for Freshman**, orientation will run from **8:00-12:00** and **August 26 will be the first day for all students**.

Personally, I need to have the school full of our people again. I am excited to begin my second year and continue to build positive relationships with the entire Jefferson High community. Please feel free to come in and talk with me, call the school at 225-3317 or email me at [greg.liedle@jhs.k12.mt.us](mailto:greg.liedle@jhs.k12.mt.us).

Looking forward to a wonderful year in which we all give our best effort every day and work to respect and take care of one another. GO PANTHERS!

Sincerely,

Gregory Liedle



Jefferson High School 2015-2016  
Master Teaching Schedule

	1st Period		2nd Period		3rd Period		4th Period		5th Period		6th Period		7th Period		8th Period	
<b>Andariese</b>									Small Engines	9	Woods I	15	Woods I	12		Homeroom
<b>Smartnick</b>	13	Accounting I	2	Accounting II	15	Intro to Bus	18	Colab Tech Math?	Woods II	3	Woods I	8	Construction	15		
<b>Bieler</b>		Government	22	Government		<b>PREP</b>	Crime & Just.		Government	23	Intro. Comp.	14	Accounting I	13		Homeroom
<b>Haas</b>	5	FCS	4	FCS	11	FCS	C. Events		<b>PREP</b>		Child Dev.	14	Interior Des.	15		Homeroom
<b>Carey</b>	11	Textiles	5	Trig.	10	Beyond FCS	ProStart		Algebra II	23	FCS	12	Culinary I	13		
<b>Drynan</b>	11		10		14	Int. Math	AYA-Math		Algebra II	23	Algebra II	24	<b>PREP</b>			Homeroom
<b>Foster</b>	16	English I	23	English I	23	Sr. English	<b>PREP</b>		College Writing	12	Sr. English	16				Spanish I
<b>Bowman</b>	20	Band	6	Guitar	21	Chorus	Percussion	10	<b>PREP</b>							
	21		5	Select Choir	19			9								Homeroom
<b>Michaud</b>																
<b>Heimann</b>	2	Drafting I	2	Welding I	12	Welding I	Architectural Drafting	5	<b>PREP</b>		Welding III	4	Welding II/III	7		Homeroom
<b>Hesford</b>	20	Jr. English	20	AYA-Eng.		<b>PREP</b>	Drama I	17	Jr. English	20	Theater Design	11				Advanced Drama
<b>Hohenthal</b>	15	World History	15	US History	9	20th Century History	World History	22	<b>PREP</b>		World History	12	US History	20		Homeroom
<b>Kelly</b>	5	Journalism	5		7			22				12		20		
<b>Laying</b>																
<b>McCauley</b>	4	Biology 160	4	Ecology	19	AYA-Sci.	<b>PREP</b>		9th/10th Cond./H	15	Driver's Ed					Driver's Ed Para
<b>Ehret</b>	5	IS Art Drawing	4	<b>PREP</b>		Art I & II	Sculpture	15	Biology	24	Adv. PE	4	Biology	23	Science Exploratory	16
<b>Strozewski</b>	8	Algebra I	8	Geometry	12	Algebra I	Photography	13	Photography	7	Ceramics	9	Ceramics	9	Drawing	15
<b>Ternes</b>	10	10th PE	10	9th/10th Cond.	12	Anatomy	Tech Math	9	9th Health	17	9th Health	8	9th PE	4	Painting	16
<b>Staniec</b>	24	English II	24	English II	6	Speech/Lib	10th PE	23	9th PE	20	9th PE	4			<b>PREP</b>	Homeroom
<b>Williams</b>	8	Chemistry	8	<b>PREP</b>	10	Speech/Lib	Yearbook/Lib.	11	Library		Library				<b>PREP</b>	Homeroom
					10	Physics	Physical Science	20	Chemistry	14	Chemistry II	5	Physical Science	20		Homeroom
					10			21		14		5		19		

Counselor

SPED

Study Skills

## **Fall Sports Parent Meeting**

August 11, 2015 6:00 PM

**6:00 - Parent/Participant Welcome:** Mr. Liedle & Mr. Studevant

**Mrs. Reiter** discussed good choices and opportunities to get involved with prevention of drug use/abuse.

**Mr. Norbeck** discussed the IMPACT test

**Mr. Eckmann** promote the opportunities afforded by the JHS Booster Club.

**MHSA Eligibility Requirements:** Mr. Liedle & Mr. Sturdevant

- Must have passed a minimum of 4 classes the previous semester
- Summer school is not recognized as a term/semester
- A student must be enrolled for 20 hours of instruction per week to participate  
10 hours must be in the school facility and 10 can be online
- A student must be present at school for 1/2 of the school day to participate in that evening's event/practice.

**JHS Eligibility Requirements:** Mr. Liedle & Mr. Sturdevant

- Students can not have more than one "F" and must have a GPA above 2.0.
- Student grades "wrap" from the previous year. This means if a student has two "F" grades and/or a GPA below 2.0 after the fourth quarter, he/she is ineligible to participate in contests at the start of the following school year. (MHSA mirrors this rule)
- Once a student falls below the grade/GPA requirements, they will miss that week then he/she must fill out a grade-check sheet and submit it to either Mr. Liedle or Mr. Sturdevant before the end of school on Tuesday. If a form is not submitted, the student will not participate that week. It is the student's responsibility to get the form from the office on Monday of each week.
- School discipline can involve consequences in athletic participation.
- Students must have all forms of documentation, including the concussion parent informational sheet, submitted to the school and a current physical before participating in any practice or contest.
- Students must purchase an activity pass before being eligible to participate in any game.
- Grades are monitored by administration at every 4 1/2 week grading period.



**Training Rules:** Mr. Liedle & Mr. Sturdevant

- A student having violated school training rules in the first half of the season will miss the remainder of that season.
- A student having violated school training rules in the second half of the season will miss the remainder of that season and the first half of the next sport they choose to participate.
- A student athlete is in violation if they are participating in use of or in attendance where drugs and/or alcohol is being used. Attendance does not include establishments where a parent/guardian are dining, weddings, airplanes, and/or family gathering events. Students are in violation if they consume/use drugs and/or alcohol at those events.
- If a student self-reports before the school administration has knowledge of the infraction, the consequence is reduced by 50%. This can only be implemented one time in the student's high school career. Self-reporting is decided by the school administration to be accepted or not.
- If a coach feels a player's attitude and/or behavior is a detriment to the team or the image of the school, he/she can dismiss any player from the team at any time with the approval from administration. Coaches make all efforts to avoid dismissal of players.

**Simultaneous Participation:** Mr. Liedle & Mr. Sturdevant

- Jefferson High school encourages students to take full advantage of the co-curricular and extracurricular offerings while in high school. If a student wants to participate in two sports, the activities directors will meet with the coaches of the activities to see if a reasonable arrangement can be made. Mr. Sturdevant and/or Mr. Liedle will then allow the student to participate in both based on the arrangement or, if no arrangement can be made, tell the student to choose between the two. Coaches and activity directors make every effort to reach an agreement so the student can do both.

**Travel Release Forms/Procedure:** Mr. Liedle & Mr. Sturdevant

- Travel release forms are available at the front office.
- Travel release forms must be filled out and approved BEFORE leaving for the contest.
- Travel releases must be signed by a parent/guardian before school administration will

approve the release.

- Parents do not need to fill out a form to take their own child home from an event but they must give the coach a signed note of some type.

(Forms are needed for extended family, siblings, a friend's parent, etc...)

- Students must ride the bus to the event unless approved by Mr. Liedle or Mr. Sturdevant before the bus's departure, student must ride with a parent or guardian they may not drive themselves.

**24-Hour Rule:** Mr. Liedle & Mr. Sturdevant

- Jefferson High School has a 24-hour Rule. This rule requires a parent and coach to refrain from discussing any concern either may have until 24 hours has passed. This allows either and/or both parties to gather their thoughts and decide if the meeting is still necessary. This also allows time for parties to meet in a hospitable and professional manner.

**6:35- Breakout Sessions:**

- **Volleyball: JHS Cafeteria**

- **Football: Band Room**

-**Cheer: FCS Room**

Breakout sessions will allow coaches to introduce themselves to parents, to explain their philosophy on coaching, goals for the season, and their vision for the program. Parents can also ask specific questions about the requirements and guidelines specific to that sport.



Practice for football, volleyball and cross country starts August 14<sup>th</sup>, 2015.

Here is the practice schedule for football, volleyball and cheer leading.

Friday, August 14<sup>th</sup>, 8am-10am and 6pm-8pm

Saturday, August 15<sup>th</sup>, 9am-11am and 4pm-6pm

Monday, Tuesday, Wednesday, Thursday, August 17-20, same as August 14<sup>th</sup>.

Friday, August 21<sup>st</sup>, 9am-11am and 4pm-6pm.

Saturday August 22<sup>nd</sup>, 10am-11:30am

Monday, August 24<sup>th</sup>, 4:30pm-6:30pm

Tuesday, August 25<sup>th</sup>, 4:30pm-6:30pm.

For Cross Country, they will practice the morning sessions only until the 24<sup>th</sup>. At that point they will practice the same as football, volleyball and cheer.

We will run busses for each practice, two a day when practice is going twice a day. It will pick up one hour earlier than practice is scheduled to start. First pickup will be Montana City Store, make stops at Blue Sky, Clancy post office and Jefferson City fire hall. The bus will take the kids home after the first practice and pick them up one hour before the second practice. Please have your kids return home after the first practice and then return to JHS for the second. The school is not open for them to hang out.

There is a parents meeting on August 11<sup>th</sup> for all parents who have kids in the above sports. 6:00pm at Jefferson High School. It is very important that parents be here. Parents need to sign several papers before the athlete can practice. Physicals must be in hand before any practice of any kind, no exceptions. Concussion forms and tests as well as parent consent forms also must be in hand before any practice, again, no exceptions.

We will be doing impact testing August 10, 11, 12 and 13 at the school. Times are 9am, 11am, and 2pm each day. All freshman, some sophomores, most juniors and seniors must take the test. The test is good for two years. All athletes must have this complete before any practice. We are committed to safety at Jefferson High School.

First day for school for freshman is August 25<sup>th</sup>, all students start August 26<sup>th</sup>. We at JHS look forward to a great year.

Dan Sturdevant

Activities Director/Maintenance

[Dan.sturdevant@jhs.k12.mt.us](mailto:Dan.sturdevant@jhs.k12.mt.us)

225-3317 ext. 136

Head coaches are Clint Layng-football, Mike Majors-volleyball, Bob Ekman-cross country and Whitney Wallace-cheer.





InSideOut® Coaching

**Coach** FOR America®  
Winning in Life is Everything

## Coach's Code of Conduct

The purpose of my coaching is to: *help boys become men and girls become women of empathy and integrity who will lead, be responsible, and change the world for good.*

I am mindful to never shame a player, but to correct in an uplifting way. Affirmation!

I believe in every player. Remember, "In youth is where miracles are made."

I protect our players. I am big enough to build up, not tear down. Kids are getting attacked from many places that we don't often see and of which we are not aware.

My job is to put players in a position where they can develop to their fullest potential through proper teaching and nurturing.

Each player is part of our family, deserves every chance to succeed and deserves the utmost respect.

Coaches can disagree in meetings but never in front of our players or anyone else outside of our family. Disagreements are saved for private meetings.

Our players are student-athletes and we are teacher-coaches. We hold ourselves accountable as teachers of young men and women and the lessons they need in order to navigate masculinity, femininity and life.

If I do not know, I say so and get appropriate information. I won't bluff my players! They know the difference.

Parents are our partners. I strive to work with each family in helping their child succeed. "Every boy is a son, every girl a daughter to their mother and father."

I love our players and the other coaches.

I use no profanity!

I know the difference between shaming and coaching. No screaming, shaming, swearing, or sarcasm.

I won't be afraid to apologize! We all make mistakes. When mistakes are made publicly, I will apologize publicly; when mistakes are made personally, I will apologize personally.

We are nurturing successful people, not just successful athletes.

I treat all opposing coaches and their teams with honor deserving of true competitors.

I respect all referees, officials, and timekeepers. They are imperfect and trying their best just as we are.

Regardless of our wins and losses, we will be successful, if we carry out the above items.

*Because I am a role model who has the power, position and platform to make a positive difference in the lives of my players, I commit to this code of conduct. When failing to live up to our standards I will allow for accountability and take responsibility for my actions.*



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Signature

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Date

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InSideOut® Coaching

**Coach** FOR **America**®  
Winning in Life is Everything

## Parent's Code of Conduct

I understand and endorse the purpose of our program: *to help boys become men and girls become women of empathy and integrity who will lead, be responsible, and change the world for good.*



I support the coaches by applauding behaviors in my child and teammates that demonstrate characteristics of integrity, empathy, sacrifice, and responsibility.

I acknowledge and appreciate every player's growth towards maturity and efforts toward establishing stronger relationships with teammates, coaches, and themselves.

I affirm my child and teammates when good character, healthy sportsmanship, and other-centered behaviors are displayed. I will not only affirm athletic performance or a victory.

I serve as a role model for our players talking politely and acting courteously towards coaches, officials, other parents, visiting team parents, and spectators at practices, games, and meetings.

I model good sportsmanship. Acknowledge and applaud the efforts of team members and opponents. Accept defeat graciously by congratulating the members of the opposing team on a game well played. Support the team regardless of how much or how little my child plays or what the win-loss record is.

I encourage my child and teammates with positive statements, even when they make mistakes. At every practice they are growing physically and emotionally. At every practice they are learning moral and ethical lessons. At every practice they are developing character.

I refrain from boasting about my child's accomplishments.

When problems or questions arise, I have my child present the problem to the coach. This develops self-advocacy. After meeting with their coach, if the issue requires more clarity, I will contact the coach.

*Because I am a parent with the power, position, and platform to make a positive difference in the lives of all players, I commit to this code of conduct. When failing to live up to these standards, I will allow for accountability and take responsibility for my actions.*

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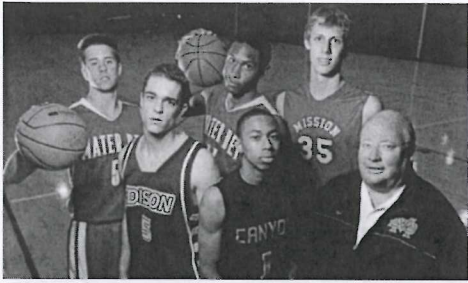
Signature

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Date

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InSideOut® Coaching

**Coach** FOR America®  
Winning in Life is Everything

## Player's Code of Conduct

I accept responsibility for my behavior on and off the field. I understand that what I do and say affects my teammates, school, and other people either positively or negatively.

I lead courageously and live with integrity by speaking up against injustice and on behalf of others even when it is hard or unpopular.

I act with respect toward myself and the people and things around me including my parents, my coaches, my teammates, my teachers, my opponents, and the spectators.

I do not put people in boxes according to their race, gender, religion, neighborhood, sexual orientation or abilities. I judge people by the content of their character.

I act with empathy. I try to understand what is going on in the hearts and minds of others and what is causing those feelings so that I can be supportive and encouraging. I ask, "How can I help *you*?"

I serve as a role model at all times by talking politely and acting courteously toward coaches, teammates, opponents, officials, and spectators. I understand that it is a privilege to represent my family, school and community as a student-athlete.

I give 100% effort to practices, games, and events. I understand that effort demonstrates my commitment to the team and my respect for my coaches and teammates.

I display good sportsmanship. I acknowledge and applaud the efforts of others. I encourage my teammates with positive statements. I refrain from boasting to my teammates and 'trash-talking' to members of other teams. I accept defeat graciously by congratulating my opponents on a game well played.

*Because I represent my family, school, and team, I abide by the policies, rules and guidelines of the school, team, and coaches.*



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Signature

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Date

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**Budget Report  
FY2015-16  
22 Jefferson  
0457 Jefferson H S**

**Summary**

Fund [A]	Adopted Budget [B]	Total Reserves (961-966) [C]	Reserve Limit [D]	% of Adopted Budget Reserved (C/B) x 100 [E]	Unreserved Fund Balance Reappropriated (970) [F]	Other Revenue [G]	District Property Tax Requirements (B - F - G = H) If < 0, enter 0 [H]	District Mill Levies H / (TV x .001) [I]
<b>01 General</b>	1,981,698.00	105,493.83	10%	5.32%	0.00	1,275,134.26	706,563.74	41.36
<b>10 Transportation</b>	253,463.22	50,692.64	20%	20.00%	47,078.52	114,372.72	92,011.98	5.39
<b>11 Bus Depreciation</b>	0.00	0.00	N/A	0.00%	0.00	0.00	0.00	0.00
<b>13 Tuition</b>	29,825.36		N/A		2,351.73	0.00	27,473.63	1.61
<b>14 Retirement</b>	241,550.00	48,310.00	20%	20.00%	46,986.85	194,563.15		
<b>17 Adult Education</b>	25,000.00	7,500.00	35%	30.00%	24,482.01	0.00	517.99	0.03
<b>19 Non-Operating</b>	0.00	0.00	N/A	0.00%	0.00	0.00	0.00	0.00
<b>28 Technology</b>	70,412.97	0.00	N/A	0.00%	33,618.88	1,794.09	35,000.00	2.05
<b>29 Flexibility</b>	25,173.22	0.00	N/A	0.00%	19,256.61	5,916.61	0.00	0.00
<b>61 Building Reserve</b>	2,005.05	0.00	N/A	0.00%	2,005.05	0.00	0.00	0.00
<b>Total of All Funds</b>	<b>2,629,127.82</b>	<b>211,996.47</b>			<b>175,779.65</b>	<b>1,591,780.83</b>	<b>861,567.34</b>	<b>50.44</b>

<b>50 Debt Service</b>								
<b>Tax</b>								
	0.00	0.00	20-9-438	0.00%	0.00	0.00	0.00	0.00





**Budget Report  
FY2014-15  
22 Jefferson  
0457 Jefferson H S**

**COPY**  
Submit ID: 0457-08095186

**Summary**

Fund [A]	Adopted Budget [B]	Total Reserves (961-966) [C]	Reserve Limit [D]	% of Adopted Budget Reserved (C/B) x 100 [E]	Unreserved Fund Balance Reappropriated (970) [F]	Other Revenue [G]	District Property Tax Requirements (B - F - G = H) If < 0, enter 0 [H]	District Mill Levies H / (TV x .001) [I]
<b>01 General</b>	1,943,954.05	63,838.59	10%	3.28%	0.00	1,255,866.85	688,087.20	41.13
<b>10 Transportation</b>	256,527.20	51,305.44	20%	20.00%	6,430.39	120,404.48	129,692.33	7.75
<b>11 Bus Depreciation</b>	0.00	0.00	N/A	0.00%	0.00	0.00	0.00	0.00
<b>13 Tuition</b>	15,431.33		N/A		1,567.53	0.00	13,863.80	0.83
<b>14 Retirement</b>	239,103.21	47,820.64	20%	20.00%	23,329.50	215,773.71		
<b>17 Adult Education</b>	25,000.00	8,750.00	35%	35.00%	13,385.32	1,000.00	10,614.68	0.63
<b>19 Non-Operating</b>	0.00	0.00	N/A	0.00%	0.00	0.00	0.00	0.00
<b>28 Technology</b>	59,206.38	0.00	N/A	0.00%	22,386.91	1,819.47	35,000.00	2.09
<b>29 Flexibility</b>	19,256.61	0.00	N/A	0.00%	13,171.47	6,085.14	0.00	0.00
<b>61 Building Reserve</b>	7,500.00	0.00	N/A	0.00%	7,500.00	0.00	0.00	0.00
<b>Total of All Funds</b>	<b>2,565,978.78</b>	<b>171,714.67</b>			<b>87,771.12</b>	<b>1,600,949.65</b>	<b>877,258.01</b>	<b>52.43</b>

<b>50 Debt Service</b>								
<b>Tax</b>								
	0.00	0.00	20-9-438	0.00%	0.00	0.00	0.00	0.00

Jefferson High School  
Fund Balance Classifications as of June 30, 2015

Fund	Unassigned	Authority to Spend			Non-Spendable	Total	Purpose
		Clerk/Supt. Assigned	Board Committed	3rd party Restricted			
201 General	\$ 63,838.59	\$ 193,865.91			\$ 257,704.50	Instruction	
210 Transportation				\$ 57,735.83	\$ 57,735.83	Student Transportation	
213 Tuition				\$ 1,567.53	\$ 1,567.53	Instruction	
214 Retirement				\$ 71,150.14	\$ 71,150.14	Instruction	
215 Miscellaneous		\$ 78,531.12			\$ 78,531.12	Instruction	
217 Adult Ed				\$ 22,135.32	\$ 22,135.32	Instruction	
218 Drivers Ed				\$ 42,378.90	\$ 42,378.90	Instruction	
221 Comp Abs		\$ 9,974.40			\$ 9,974.40	Instruction	
224 Hard Rock		\$ 109,999.92	\$ 100,000.00		\$ 209,999.92	Instruction/Cap purchase	
228 Technology				\$ 27,039.75	\$ 27,039.75	Instruction	
229 Flex		\$ 19,256.61			\$ 19,256.61	Instruction	
261 Building Reserve				\$ 7,500.00	\$ 7,500.00	Safety in building	
	\$ 63,838.59	\$ 411,627.96	\$ 100,000.00	\$ 229,507.47	\$ 804,974.02		

Flex may be unassigned.  
Committed - locked money. Need board

285 Private P Trust			\$ 38,239.54		\$ 38,239.54	Community service
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MINUTES

Jefferson High School Dist. 1  
Regular Meeting

July 21, 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: Jan Anderson

---

CALL BOARD TO ORDER

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

ANNOUNCEMENTS AND  
PUBLIC COMMENT

John Carver spoke in support of the About Me Cards. He felt "it was a good way to figure out students better."

STAFF REPORT

Mr. Smith gave a brief overview of the progress of the technology program. Friday the 24<sup>th</sup> the air conditioning unit will be moved to the new server room. At that point the servers will be moved to the new room. All the wiring, switches, and 2 servers will be new.

COMMITTEE REPORTS

**Committee reports:** Technology didn't meet. Negotiations done.

CLERK REPORT

**Clerk Report.** Submitted in writing.

PRINCIPAL REPORT

**Principal report.** Car raffle will run from October through February Basketball.

SUPERINTENDENT  
REPORT

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

UNFINISHED BUSINESS

**None.**

NEW BUSINESS

**Personnel. Substitute Applications.** The 15/16 list was submitted. Mr. Pierce moved to approve the list. Mr. Rasch seconded the motion which passed unanimously.

**Coaching Evaluations** At 7:07 the board went into executive session. At 7:16 the regular session resumed.

**Administrative contracts:** A 2.5% salary increase was recommended for Superintendent, Business Manager, IT Director, and AD. The principal position was moved to \$62,018. Ms. Brunett moved to approve this recommendation. Mr. Rasch seconded the motion which passed unanimously.

**Budget Meeting requirements.** Ms. Carey gave a brief review of the process.

**Substitute Rate of Pay.** Mr. Norbeck recommended that the rates go to \$12 and \$10. Mr. Pierce moved to approve the recommendation. Mr. Rasch seconded the motion which passed unanimously.

**Tuition Rates.** Board doesn't wish to charge tuition to student's parents.

**Board Self-Evaluation.** Deferred to later meeting.

**Teacher Strategic Planning Meeting follow-up.** Deferred to August meeting.

**Determination of Fund Classifications.** Deferred to August meeting.

**Approval of Attendance Agreements.** Deferred to August meeting.

COMMUNICATION AND  
COMMENTS

**Letters** – Resignations of AJ Angelo and Tanya Getten.

COMMENDATIONS AND  
RECOGNITION

**Commendations.** Mr. Norbeck commended the staff for the school improvements. The FCCLA attendee, Liz Pierce, was commended for her national competition participation.

CONSENT AGENDA

**Minutes** Mr. Rasch moved to accept the minutes and claims. Mr. Pierce seconded the motion which passed by 3 of the 4 in attendance. (Ms. Brunett abstained.)

FOLLOW UP  
/ADJOURNMENT

**Follow-up/Adjournment.** The meeting adjourned at 7:34 p.m. The next meeting will be August 18.

August meeting – discuss sharing of superintendent with Clancy  
Resignation acceptances.  
Chair/Superintendent article

---

Chair, Jefferson High School Board

Clerk, Jefferson High School Board



07/31/15  
09:07:48

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

Page: 1 of 2  
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	
16616	4781 BULLOCK, DARCI	500.00						
1	MVSS112036 06/14/15 GSM Scholarship	500.00*		215	100-3300	870	859	
	Claim Total for District	500.00						
16617	4782 VOSSLER, LEXI	500.00						
1	mvss112036 06/01/15 GSM Scholarship	500.00*		215	100-3300	870	859	
	Claim Total for District	500.00						
16618	4674 IMPACT	400.00						
1	20151584 07/29/15 impact subscription	400.00*		201	720-3500	610		
	Claim Total for District	400.00						
16619	3959 AMERICAN EXPRESS	1,000.00						
1	50332 06/24/15 MCEL registrations	250.00*	8657	201	100-2500	582		
2	50332 06/24/15 MCEL registrations	250.00*	8657	201	100-2400	582		
3	50332 06/24/15 MCEL registrations	250.00*	8657	201	100-2300	582		
4	50333 06/24/15 MCEL registrations	250.00*		201	100-2300	800		
	Claim Total for District	1,000.00						
	Total High School	2,400.00						

07/31/15  
09:07:48

JEFFERSON HIGH SCHOOL  
Fund Summary for Claims  
For the Accounting Period: 7/15

Page: 2 of 2  
Report ID: AP110H

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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$1,400.00
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$1,000.00
<b>Total</b>	<b>\$2,400.00</b>
<b>Grand Total</b>	<b>\$2,400.00</b>