

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

\* 6:30 p.m. Tuesday, May 16, 2017 \*

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. Board Reorganization (Policy 1120)**

- a. Seating of Trustees
- b. Election of Chair
- c. Election of Vice-Chair
- d. Appointment of Clerk
- e. Assignment of Committees
- f. Establishment of Meeting Format/Times
- g. Appointment of MTSBA Liaison (Policy 1135P)

**D. Student Report**

**E. Staff Report**

**F. Committee Reports - brief review**

**G. 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
2. Principal/A.D.
3. Superintendent
  - a. Faculty FTE update
  - b. Class offerings and Dual Credit expansion
  - c. Summer building plans and schedule
  - d. Drivers Ed update

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

1. Review sports and activities program surveys

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

1. Personnel – Action
  - a. Substitute applications
  - b. Certified resignation – M. Clifford
  - c. Certified renewal recommendations
  - d. Classified renewal recommendations
  - e. Administrative renewal recommendations
  - f. Coaching positions and resignations
  - g. Coaching evaluations – possible closed session(s) – possible recommendations
  - h. Superintendent evaluation -Instructional Leadership - possible closed session
2. Approval of Attendance Agreements – AYA/Elk Park/North end
3. Student Strategic Planning committee update
4. Drivers' Education Car possible replacement
5. Discuss/decide on BAT CBA
6. Tech service system status report and review

**J. Communication and Comments**

1. Letters to the Board – OPI Accreditation, OPI budget amendment, Clifford resignation

## ***K. Commendations and Recognition***

### ***L. Consent Agenda***

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

### ***M. Follow-up/Adjournment – upcoming three months***

1. Chair/Superintendent article for paper
2. June – Review policies, supt. report of annual objectives and instructional program, board self-evaluation, review of accreditation standards.
3. July – Budget meeting requirements, substitute rate of pay, tuition rates, credit card list

**NEXT REGULARLY SCHEDULED HIGH SCHOOL BOARD MEETING: June 20, 2017 6:30 P.M.**

**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)

Pat Lewis, (At-Large 1 position)

Stacy Hale (Basin area position)

Travis Pierce vice-chair (At-Large 2 position)

Terry Street (Clancy area position)

Denise Brunett (MT City area position)

Larry Rasch (At-Large 3 position)

## **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:

 *orie*

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May 2017

## **GENERAL REPORT ITEMS**

### PAYROLL REPORT

Payroll warrants from 39924 - 39969 and direct deposits from -89225 - 89200 were approved by the superintendent and paid in May.

### DISTRICT OFFICE PROCEDURES

Updating of procedures continues.

### MASBO REGION 4

I continue to update the region business managers about learning opportunities and upcoming changes.

### TEACHER APPRECIATION

Mr. Norbeck, Ms. Allen, and I prepared something each day for the staff. It was pretty much all about food. We have purchased items before and just feel that often those items aren't as useful as we'd like.

Day 1 – meat and cheese tray, apple muffins, apple cookies, banana bars

Day 2 – 3 types of Bundt cakes Thanks "Bundt-ches" for all that you do!

Day 3 – a "cake" made out of snack bars, trail mix mini sacks, and candy. Also, water bottles with a flavor packet (thank for helping to quench our students thirst for knowledge) and a plastic glove with office doodads and candy (we'd like to give you a "hand" for all you do for JHS students)

Day 4 – Mr. Norbeck grilled chicken, Linda and I provided potato salad, deviled eggs, chips, homemade applesauce, and dessert.

The week seemed to be well-received.

### **Principal's Report 5/16/2017**

- The school year is winding down. We are going to do block semester tests (a schedule is attached).
- Graduation is 21 May at 4:00 PM.
- Seniors will take semester tests on Tuesday 16 May and Wednesday 17 May.
- Seniors will have a Graduation Rehearsal Thursday 18 May at 1:00 PM.
- A Graduate Walk will take place on Friday 19 May: 9:00 AM at Montana City, 10:30 AM at Clancy and 12:45 PM at Boulder Elementary.
- I would like to discuss the possibility of installing a new clock/bell system which would synchronize all clocks on campus.
- On Thursday 11 May, we had a K9 officer and his drug detecting dog do a sweep of Jefferson High School, no contraband was discovered.

### **AD's Report**

- We have one JHS Golfer at the State Tournament in Shelby
- Track will be participating in the Divisional Meet on Thursday 18 May
- Tennis will be participating at the State Tournament 18-20 May
- We would like to again use the third assistant football coach stipend

Ladies and Gentlemen, we will be using a block schedule for semester exams. The Schedule for exams is below. Several important notes: Wednesday 24 May, school does not begin until 9:00 and will be dismissed at 3:13 PM. The bus schedule will be altered to accommodate this change. Also, Thursday 25 May, school begins at 8:00 but students will be dismissed at 12:00 Noon.

**Tuesday 23 May:**

8:00-9:50	1 <sup>st</sup> period semester test
9:53-10:00	Announcements
10:00-11:50	2 <sup>nd</sup> period semester test
11:50-12:20	Lunch
12:23-2:13	3 <sup>rd</sup> period semester test
2:16-4:06	4 <sup>th</sup> period semester test

**Wednesday 24 May:**

9:00-10:50	5 <sup>th</sup> period semester test
10:53-11:00	Announcements
11:00-12:50	6 <sup>th</sup> period semester test
12:50-1:20	Lunch
1:23-3:13	7 <sup>th</sup> period semester test

**Tuesday 23 May:**

8:00-9:50 1<sup>st</sup> period semester test  
9:53-10:00 Announcements  
10:00-11:50 2<sup>nd</sup> period semester test  
11:50-12:20 Lunch  
12:23-2:13 3<sup>rd</sup> period semester test  
2:16-4:06 4<sup>th</sup> period semester test

**Wednesday 24 May:**

9:00-10:50 5<sup>th</sup> period semester test  
10:53-11:00 Announcements  
11:00-12:50 6<sup>th</sup> period semester test  
12:50-1:20 Lunch  
1:23-3:13 7<sup>th</sup> period semester test

Students dismissed at 3:13, teachers have until 4:30 to correct etc.

**Thursday 25 May:**

1 <sup>st</sup> Period:	8:00-8:25
2 <sup>nd</sup> Period:	8:28-8:53
3 <sup>rd</sup> Period:	8:56-9:21
4 <sup>th</sup> Period:	9:24-9:49
5 <sup>th</sup> Period:	9:52-10:17
6 <sup>th</sup> Period:	10:20-10:45
7 <sup>th</sup> Period:	10:48-11:13
Locker Clean out	11:16-11:55

Dismiss at 11:55, bus leaves at 12:00

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# **Altered Schedule for Awards Assembly 5/15/2017**

1<sup>st</sup> Period: 8:00-8:51

2<sup>nd</sup> Period: 8:54-9:45

Announcements: 9:48-9:55

3<sup>rd</sup> Period: 9:55-10:46

4<sup>th</sup> Period: 10:49-11:40

Lunch: 11:40-12:10

5<sup>th</sup> Period: 12:13-1:04

6<sup>th</sup> Period: 1:07-1:58

7<sup>th</sup> Period: 2:01-2:52

Escort 7<sup>th</sup> Period class to the North  
Gymnasium

Awards Assembly: 3:00-4:06

Awards Assembly order of presentation: Please introduce the next presenter

Mr. Liedle

Mr. Michaud----- Carroll College Scholarship Award

Mr. Robbins

Mr. Bieler

Mrs. Carlson

Ms. Ehret

Mrs. Foster

PEO

Mr. Hesford

Mr. Pallister

Mrs. Smartnick

Mrs. Clifford

Mr. McCauley

Mrs. Williams

Mrs. Carey

Mr. Layng for Mr. Ternes

Mr. Bowman



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

**Superintendent's Report**

Date: May 16, 2017

Agenda Item: E-3

**3a- Faculty FTE Update**

The increase in student population along with data from Strategic Planning has led to the following increases FTE numbers for JHS. With the projected population of 260 students for next year, JHS will now need a 1.0 FTE Librarian to meet OPI accreditation standards. The current ½ time English will become 1.0 FTE. The current ½ Woods instructor will become 6/7 FTE and the current part-time PE/Health instructor will become 6/7 FTE. The current 2.5 custodial will become 3.0.

The increase in the number of students with needs will require the hiring of 1.0 paraprofessional.

**Recommendation**

Continued support of expanding academic opportunities

**3b-Class offerings and Dual Credit**

JHS will be offering the following new Dual Credit classes. A professionalism class will be offered in the CTE area through Helena College. US History will also be a new Dual Credit through Helena College. Mr. Pallister will be an adjunct professor at Helena College this fall and students can enroll in this college course. The class will be offered on Fridays in 3 hour blocks.

Expanded class offerings will occur in the Woods curriculum and PE and Health Enhancement.

**3c-Summer building plans and schedules**

This summer will be busy with building improvements. Both gyms will be refinished and also receive new bleachers. The current schedule has bleacher removal occurring as soon as school is dismissed. The south gym will be refinished the 2<sup>nd</sup> week of June and the north gym the last week of June. Construction crews are scheduled to start of the new bleachers the middle of July with completion before the start of fall sports.

New roofs will be put on the existing storage sheds and continued updates will occur with some of the hall heaters. New doors will be installed by the district office and new clock and bell system throughout the school.

### 3d-Drivers Ed Update

JHS will be offering a summer drivers ed class for 12 students. This is in response to the large number of students in the 2017-18 freshman and sophomore classes. If needed, another class will occur again late in the spring of 2018. Two classes will be taught during the day both semesters of 2017-18.

I would also like to replace the current drivers ed car. The car is a 2008 Toyota Camry. The previous car was the 1999 Ford Taurus which is used as a staff car. A new car this year would keep us in a 9 year cycle and also allow the district to replace the old staff car with the Camry. I have looked at possible replacements including a Chevy Malibu and the cost is under \$20,000. There are sufficient funds in the drivers ed fund for this purchase.

#### Recommendation

Approve the purchase of a new drivers ed car.

JEFFERSON HIGH SCHOOL District #1  
PERSONNEL REPORT – Certified and Admin

Employee	Current Position Status	Action	Recommendation	Effective Date	Comment
<b>I. CERTIFIED – FULL-TIME TENURED</b>					
Bieler, Fritz Carey, Cathy  Drynan, Mary Foster, Victoria Heimann, David Hesford, Mike Hohenthal, Dave McCauley, Steve Strozewski, Nicole Ternes, Dave	2/7 Digital Academy 5/7 Math	Renew Renew Renew Renew Renew Renew Renew Renew Renew Renew	Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18	July 1, 2017	
<b>II. CERTIFIED– FULL-TIME TENURE YEAR</b>					
Layng, Clint Ehret, Emma Haas, Anjeanette	2/7 Dr. Ed/PE	Renew Renew Renew	Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18		
<b>III. CERTIFIED-FULL-TIME NON-TENURE</b>					
Bowman, Matt Clifford, Maggie Michaud, Joe Layng, Clint  Smartnick, Dawn Pallister, Casey Robbins, Michael	.67 RESIGNED  1/7 PE (1617) 1/7 PE (proposed)  BA/4 at .48 (1617) 1/14 Coop (1617) 5/14 Vocational (proposed)	Renew Accept Resignation Renew Renew Renew Renew Renew Renew Renew	Offer contract for 2017-18  Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18		
<b>IV ADMINISTRATION YEAR-TO-YEAR</b>					
Liedle, Greg Lorie Carey Sturdevant, Dan Smith, Alan	Principal Business Manager Asst. AD/Custodial Sup. Technology Dir.	Renew Renew Renew Renew	Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18 Offer contract for 2017-18		

JEFFERSON HIGH SCHOOL District #1  
PERSONNEL REPORT - CLASSIFIED

Employee	Current Position Status	Action	Recommendation	Effective Date	Comment
Allen, Linda	School Secretary	Renew	Offer Contract for 2017-18		
Butler, Laura Fjeldseth, Lisa Williams, Lynnsey Layng, Clint	Para professional Para professional Para professional Para professional	Renew Renew Renew Renew	Offer Contract for 2017-18 Offer Contract for 2017-18 Offer Contract for 2017-18 Offer Contract for 2017-18		
Tomich, Roy Sandoval, Joe Pierce, Lucas	Custodian, part-time Custodian Custodian	Renew Renew Renew	Offer Contract for 2017-18 Offer Contract for 2017-18 Offer Contract for 2017-18		

Elsie Arntzen, Superintendent

PO Box 202501  
Helena, MT 59620-2501  
406.444.5643  
In-State Toll-free: 1.888.231.9393  
TTY Users: 406.444.0235  
opi.mt.gov

OFFICE OF PUBLIC INSTRUCTION  
STATE OF MONTANA

Putting Montana Students First **A+**



County: 22 Jefferson  
System: 1033 Jefferson High School

Sabrina Steketee, Board Chairperson  
PO Box 838  
Boulder, MT 59632

Subject: 2016-2017 School Accreditation Status

As of July 1, 2013, the Montana Board of Public Education implemented a revised school accreditation process (ARM 10.55.606). This new process combines Assurance Standards with Student Performance Standards and results in a final accreditation status for the year.

The accreditation process, completed annually, is one way of measuring a school's efforts to provide a sound educational program for all students. This process alone cannot ensure the overall quality of that educational program. In addition to the annual review process relating to these minimum accreditation standards, districts are encouraged to assess the overall effectiveness of their educational programs relative to their own philosophies, goals, and objectives. In accordance with the accreditation standards and information provided to this office and acting on the recommendations of the Montana Superintendent of Public Instruction, the Board of Public Education has granted the attached accreditation status to the school(s) in your district(s).

Any school in Advice or Deficiency status must complete a Corrective Plan by June 1, 2017, indicating a systematic procedure and timeline for resolving all deviations. [www.opi.mt.gov/Programs/Accred/](http://www.opi.mt.gov/Programs/Accred/)

The Accreditation Process Reference Guide is found in the Accreditation Manual: Appendix A. Appendix A can be found on the Office of Public Instruction website and is included at the end of this packet for your convenience.

Please contact this office if you have questions.

Sincerely,

Linda Vrooman Peterson, Ph.D.  
Accreditation and Educator Preparation Division  
Administrator 406-444-3114

cc: Tim Norbeck, Superintendent

**2016-2017 Accreditation Status Report**  
**SYSTEM LEVEL SUMMARY**

**County: 22 Jefferson**

**System: 1033 Jefferson High School**

**School: 0611 Jefferson High School**

**FINAL ACCREDITATION STATUS**

**REGULAR**

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**2016-2017 Accreditation Status Report**  
**SCHOOL LEVEL DETAIL**

**County: 22 Jefferson**

**System: 1033 Jefferson High School**

**School: 0611 Jefferson High School**

**FINAL ACCREDITATION STATUS**

**REGULAR**

Assurance Standards Level

Regular

Student Performance Standards Level

Regular

Corrective Plan Required?

**NO**

**Assurance Standards Level: Regular**

There are no deviations for this school.

**Student Performance Standards Level: Regular**

<b>Graduation Rate</b>	<b>Reading</b>	<b>Math</b>	<b>Science</b>
<b>Regular</b>	<b>Regular</b>	<b>Regular</b>	<b>NA</b>
<p align="center"><i>2016 Science Criterion Referenced Test (CRT) and SBAC ELA/Math Data for Elementary Schools 2016 Science (CRT), 2016 Graduation Rate, and ACT ELA/Math for High Schools</i></p>			

# Accreditation Process Reference Guide

## Step 2: Determine Student Performance Standards Level

Student Performance Measures (ARM 10.55.606(3))				
	Regular	Regular MD	Advice	Deficiency
Elem ELA and Math (SBAC)	More than 15% Proficient	10.01% - 15% Proficient	5.01% - 10% Proficient	5% or Less Proficient
HS ELA and Math (ACT)	More than 20% College Ready	10.0% - 20% College Ready	5.1% - 10% College Ready	5% or Less College Ready
Science	300 – 250	249 – 220	219 – 210	209 - 200
HS Graduation Rate	100.0% - 75.0%	74.9% - 60.0%	59.9% - 55.0%	54.9% - 0.0%

## Step 3: Use Assurance Standards Level and Student Performance Standards Level to Determine Final Accreditation Status

Final Accreditation Status Determination (ARM 10.55.605)		
<i>if</i> Assurance Standards	<i>and</i> Student Performance Standards	<i>then</i> Final Accreditation Status
Regular	Regular	= REGULAR
Regular	Regular MD	= REGULAR
Regular MD	Regular	= REGULAR
Regular MD	Regular MD	= REGULAR WITH MINOR DEVIATION
REGULAR WITH MINOR DEVIATION for three consecutive years		= ADVICE
Advice in either Assurance or Student Performance Standards		= ADVICE
ADVICE Status for two consecutive years		= DEFICIENCY
Deficiency in either Assurance or Student Performance Standards		= DEFICIENCY
DEFICIENCY Status for two consecutive years		= Intensive Assistance



# Accreditation Process Reference Guide

## Step 1: Determine Assurance Standards Level

Accreditation Status Criteria Reference Guide				Consecutive Years with this Deviation		
ARM	Title	Description	Regular	Reg MD	Advice	Deficiency
10.55.601(3)	Accreditation Standards: Procedures (CSJP)	School did not complete Continuous School Improvement Plan				1
10.55.701	Board of Trustees ( <i>Policies</i> )	School does not have required policies		1	2	3
10.55.702	Licensure and Duties of District Administrator – District Superintendent	Superintendent is nonlicensed				1
10.55.702	Licensure and Duties of District Administrator – District Superintendent ( <i>Endorsement</i> )	Superintendent is not properly endorsed			1	2
10.55.703	Licensure and Duties of School Principal	Principal is nonlicensed				1
10.55.703	Licensure and Duties of School Principal ( <i>Endorsement</i> )	Principal is not properly endorsed			1	2
10.55.704(1)	Administrative Personnel: Assignment of District Superintendents	No superintendent assigned to school system				1
10.55.704(1)	Administrative Personnel: Assignment of District Superintendents	Insufficient superintendent FTE assigned to school system		1	2	3
10.55.704(2)	Administrative Personnel: Assignment of District Superintendents ( <i>Curriculum Coordinator</i> )	No curriculum coordinator assigned to school system				1
10.55.704(2)	Administrative Personnel: Assignment of District Superintendents ( <i>Curriculum Coordinator</i> )	Insufficient curriculum coordinator FTE assigned to school system		1	2	3
10.55.704(2)	Administrative Personnel: Assignment of District Superintendents ( <i>Curriculum Coordinator</i> )	Curriculum coordinator is nonlicensed				1
10.55.704(2)	Administrative Personnel: Assignment of District Superintendents ( <i>Curriculum Coordinator</i> )	Curriculum coordinator is not properly endorsed			1	2
10.55.705	Administrative Personnel: Assignment of School Administrators/Principals	No principal assigned to school				1
10.55.705	Administrative Personnel: Assignment of School Administrators/Principals	Insufficient principal FTE assigned to school		1	2	3
10.55.707	Teacher and Specialist Licensure	Nonlicensed teacher, specialist, or professional				1
10.55.708	Teaching Assignments	Missassigned teacher			1	2
10.55.709(1)	Library Media Services, K-12	No library media specialist assigned to school				1
10.55.709(1) (a-f)	Library Media Services, K-12	Insufficient library media specialist FTE assigned to school		1	2	3
10.55.710(1)	Assignment of School Counseling Staff	No school counselor assigned to school				1

# Accreditation Process Reference Guide

Accreditation Status Criteria Reference Guide			Consecutive Years with this Deviation			
ARM	Title	Description	Regular	Reg MD	Advice	Deficiency
10.55.710(1-2)	Assignment of School Counseling Staff	Insufficient school counselor FTE assigned to school		1	2	3
10.55.712	Class Size: Elementary	Class size exceeds the maximum number – no paraprofessional assigned		1	2	3
10.55.713	Teacher Load and Class Size: High School, Junior High, Middle School, and Grades 7 and 8 Budgeted at High School Rates	Class size exceeds maximum number		1	2	3
10.55.714(2)	Professional Development ( <i>Required Hours</i> )	School does not have the minimum of three PIR days devoted to professional development			1	2
10.55.714(3)	Professional Development ( <i>Advisory Committee</i> )	School does not have a Professional Development Advisory Committee		1	2	3
10.55.716(1)(b)	Substitute Teachers ( <i>Long-Term Substitutes</i> )	Nonlicensed long-term substitute				1
10.55.902	Basic Education Program: Middle Grades	School does not meet basic education program requirements			1	2
10.55.902(4)	Basic Education Program: Middle Grades ( <i>Minutes</i> )	Basic education program does not meet the required minutes		1	2	3
10.55.904(2)	Basic Education Program Offerings: High School	School does not meet basic education program requirements			1	2
10.55.904(2)	Basic Education Program Offerings: High School ( <i>Minutes</i> )	Basic education program does not meet the required minutes		1	2	3
20-1-301, MCA	School fiscal year. ( <i>Aggregate Hours</i> )	School does not meet required aggregate hours				1
20-9-344(2), MCA	Duties of board of public education for distribution of BASE aid. ( <i>Submittal of required reports</i> )	School did not complete required reports				1



OFFICE OF PUBLIC INSTRUCTION

PO BOX 202501  
HELENA MT 59620-2501  
www.opi.mt.gov  
(406) 444-3680  
888-231-9393

Elsie Arntzen  
Superintendent

April 11, 2017

Sabrina Steketee, Chairperson  
Jefferson H S District No. 1  
Jefferson County  
PO Box 838  
Boulder, MT 59632

Dear Chairperson Steketee:

Thank you for submitting the budget amendment resolution for Jefferson H S District No. 1, Jefferson County. The general fund budget amendment in the amount of **\$174,394.25** was adopted due to an unanticipated enrollment increase under the provisions of §20-9-161(1), MCA, for fiscal year 2016-17.

The source of financing for the budget amendment expenditures will be additional state assistance and general fund reserve. Jefferson H S District No. 1 is eligible to receive an additional **\$52,106.35** in direct state aid due to the unanticipated enrollment increase. The payment of the additional state aid will be made in the June 2017 DSA payment.

Expenditures in the specified line items need to be identified within the general fund in the annual Trustees' Financial Summary using **project reporter number 910**. The additional budget authority achieved by this amendment may not be used for any other purpose.

If you have any questions, please call me at 444-4401.

Sincerely,

A handwritten signature in blue ink that reads "Nica".

Nica Merala  
Fiscal Officer

cc: Tim Norbeck, District Superintendent  
Lorie Carey, District Clerk  
Garry Pace, Jefferson Co. Superintendent

Margaret L. Clifford  
918 Peosta Ave.  
Helena, MT 59601  
[mlstaniec@gmail.com](mailto:mlstaniec@gmail.com)

Jefferson High School  
312 S. Main St.  
Boulder, MT 59632

May 1, 2017

To Greg Liedle and Tim Norbeck,

I want to thank you for the career opportunity at Jefferson High School for the past two years, but I feel as though it is time for me to resign from my English/Library position for the following reason: my costly as well as time consuming commute from Helena to Boulder.

My daily commute ~~which~~ is seventy miles round-trip, and while some people are comfortable with long commutes, I am not. I have found the traveling quite draining during my time at Jefferson High School. It is a very scenic drive, but at the cost of anxiety over changing driving conditions and the high price of my car's upkeep. I have had to face the fear of a student's resolve to intimidate me by driving recklessly on the freeway and being stranded because of car trouble. My husband and I looked into moving to Jefferson County to cut back on these issues, but we discovered that we cannot afford that option. My salary has been ample, and I appreciate that, but the upkeep of my vehicle has cut into my income substantially.

The positive experiences at Jefferson High School far outweigh the negative ones, but for the sake of my career development, personal finances, and overall health, I must find employment closer to my home. I truly appreciate the chance that you both gave me and the immense growth I gained while in your employment. I wish this school and its people the best of luck in bettering the education for our students.

Sincerely,



Margaret L. Clifford