

**AGENDA for the REGULAR MEETING**  
**OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1**  
**\* 6:30 p.m. Tuesday, July 18, 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. Student Report**

1. Henry Goehring – Eagle Scout project – golf practice spaces

**D. Staff Report**

**E. Committee Reports - brief review**

**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. List of Credit Cards
2. Principal/A.D.
3. Superintendent

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

1. Review sports and activities program surveys

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

1. Personnel – Action
  - a. Substitute/temporary employee applications – B. Rykal
  - b. FCS position – possible approval of candidate – C. Parsons
  - c. Coaching evaluations – possible closed session(s) – possible recommendations
  - d. Coaching positions/resignations, approval of 1718 coaches
  - e. Superintendent evaluation - possible closed session
  - f. Approval of administration contract salaries – Business Manager, Technology, Asst. AD
2. Approval of Attendance Agreements – AYA/Elk Park/North end
3. Discussion and possible approval of student presentation for golf practice spaces
4. Student admission – possible closed session
5. Discussion and possible approval of increase in Mastercard limit
6. Fee Schedule
7. Substitute Rate of Pay
8. Board Self-Evaluation
9. Approval of Tuition Rates
10. Board requirements for Budget Meeting

**I. Communication and Comments**

1. Letters to the Board –

**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
2. August – Budget meeting
3. September – At-risk coordinator plan
4. October – Annual objectives, instructional plan and evaluation, at-risk plan, count day

**NEXT REGULARLY SCHEDULED HIGH SCHOOL BOARD MEETING: August 15, 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)

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

Larry Rasch (At-Large 3 position)

Pat Lewis, (At-Large 1 position)

Terry Street (Clancy area position)

Stacy Hale (Basin area position)

Denise Brunett (MT City area 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:

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July 2017

## **GENERAL REPORT ITEMS**

### PAYROLL REPORT

Payroll warrants from 40120 - 40146 and direct deposits from -89179 to -89159 were approved by the superintendent and paid in June/July.

### DISTRICT OFFICE PROCEDURES

Updating of procedures continues. Created a 941 procedure and am working on UI and WC procedures.

### MASBO REGION 4

Managing the Mentor Program for MASBO is one of the duties of the VP. So far I've been able to contact one new clerk through her superintendent.

### YEAREND

Wrapping up 16/17 is underway. Beginning work on 17/18 is also commencing.

### CREDIT CARDS

The current limit on p-cards is \$20,000 or 1% of the General Fund budget. The difficulty we ran into this year-end was that we had orders clearly exceeding that threshold. This was partly due to the increase in grant funds for the special education program. Ms. Drynan has worked tirelessly to procure funds for the improvement of her program and was able to get around \$50,000 over the course of this year. The last quarter of the program was nearly our p-card limit. Previous members of the board have expressed concern with increasing the limit. However, the cards and limits are tightly controlled and monitored. East Helena's limit is \$1,000,000 and the MASBO organization's limit is \$50,000. The East Helena General Fund budget alone is \$7,380,000 and MASBO's total yearly budget is \$320,000, making the percentages 14% and 16% respectively. The use of these cards allows us to generate cash rebates based on purchases. Many schools have a p-card set aside specifically for their utilities and ongoing monthly bills. The use of the cards for our many purchases also reduces the number of warrants we process.

It is my hope that you will allow the district office to increase the limit to at least \$75,000 (just short of 5%) and to add a few more cards for specific uses. Linda has need for a couple more for activities' cards as well.

### BUDGET MEETING – AUGUST

The budget meeting deadline is August 20. Our standard meeting day (Aug.15) meets that requirement. The TFS deadline for submission to the County Superintendent is August 15.

# BUDGET TIMELINE

Current Law	Description	MCA Statute
June 30	Close of the fiscal year.	20-1-301
Between July 1 and August 10	District clerk publishes one notice of date, time and place of budget meeting.	20-9-115
By 3rd Friday in July	OPI allocates annual statutory appropriation for technology fund.	20-9-534(2)
By July 20	County treasurer provides bond, endowment fund and cash balances information for school trustees' financial summary (TFS) and cash balances for county school funds supported by countywide levies.	20-9-121(1), (2),(3) 20-9-604(5)
By 1 <sup>st</sup> Monday in August	Department of Revenue delivers taxable valuation information to county superintendent.	20-9-122
Not later than August 15	Trustees report annual financial activities of each fund maintained by the district to the county superintendent.	20-9-213(6)
Not later than August 15	Annual fiscal reports for joint school districts must be submitted to the county superintendent of each county in which part of the joint district is situated.	20-9-213(6)
August 14 (OPI form FP-8a due date)	Located and non-located counties exchange information between August 10 and August 15 in order to determine what percentage of the joint district their county supports.	20-9-151
Before the 2 <sup>nd</sup> Monday in August	County superintendent computes revenue available to finance the transportation budget.	20-10-144
On or before August 20	Trustees meet to consider all budget information and any attachments required by law.	20-9-131(1)
Not later than August 25 and before the computation of the general fund net levy requirement by the county superintendent	Trustees adopt final budget.	20-9-131(2)
	Trustees of a joint district shall adopt a budget according to school budgeting laws and send a copy to the county superintendent of each county in which a part of the joint district is located.	20-9-151(1)

# BUDGET TIMELINE

Current Law	Description	MCA Statute(s)
Within 3 days after final approval	Upon final approval, trustees deliver adopted budget, including amounts to be raised by tax levies, to the county superintendent.	20-9-131(3)
On or before August 25 (OPI form FP-8b due date)	County superintendent in located county prepares and signs a joint statement of the required levies for joint districts (OPI form FP-8) and submits to county superintendent in non-located county.	20-9-151(2)
By the later of 1 <sup>st</sup> Tuesday in September or within 30 calendar days after receiving certified taxable values.	<p>County superintendent reports levy requirements to the county commissioners</p> <ul style="list-style-type: none"> <li>- General fund</li> <li>- Bus depreciation reserve fund</li> <li>- Debt service fund</li> <li>- Building reserve fund</li> <li>- Non-operating fund</li> <li>- Technology fund</li> <li>- Adult education fund</li> <li>- Transportation fund</li> <li>- County Retirement fund (countywide levy)</li> <li>- County Transportation fund (countywide levy)</li> </ul>	<p>20-9-141(3)</p> <p>20-10-147(2)</p> <p>20-9-439(2)</p> <p>20-9-503(1)</p> <p>20-9-506(3)</p> <p>20-9-533(4)</p> <p>20-7-705(5)</p> <p>20-10-144(5)</p> <p>20-9-501(5)(b)</p> <p>20-10-146(3)</p>
By the later of 1 <sup>st</sup> Tuesday in September or within 30 calendar days after receiving certified taxable values.	<ul style="list-style-type: none"> <li>- Levies for joint districts</li> </ul> <p>County superintendent places the final adopted school budgets before the county commissioners.</p>	<p>20-9-151(3)</p> <p>20-9-142</p>
By the later of the 1 <sup>st</sup> Thursday after the first Tuesday in September or within 30 calendar days after receiving certified taxable values	County commissioners shall fix tax levies.	7-6-4036
By the later of the 1 <sup>st</sup> Thursday after the first Tuesday in September or within 30 calendar days after receiving certified taxable values	County commissioners of each county in which a part of a joint district is located shall fix and levy taxes on that portion of the joint district located in each board's county.	20-9-152(1)
By the later of the 1 <sup>st</sup> Thursday after the first Tuesday in September or within 30 calendar days after receiving certified taxable values	County commissioners levy community college mills.	20-15-313

# BUDGET TIMELINE

Current Law	Description	MCA Statute(s)
On or before September 15	County superintendent submits annual reports to OPI: (1) final budget for each district; (2) revenue amounts and levy requirement for county transportation and county retirement funds; (3) financial activities of each district of the county (TFS); and (4) other, as requested by OPI.	20-3-209 20-9-134(1)
On or before September 15	After final budget is adopted by trustees, the county superintendent completes all remaining portions of the budget forms and sends final budget to OPI.	20-9-501(11) 20-10-146(4)
On or before September 15	County superintendent submits a report of the revenues amounts used to establish the levy requirements for county school funds supporting elementary and high school transportation and retirement obligations to OPI. (OPI form FP-10).	20-3-205(1)(l)
By the 2 <sup>nd</sup> Monday in September or within 30 calendar days after receiving certified taxable values.	County clerk and recorder reports mill levies to Dept. of Revenue	15-10-305(1)
By the 2 <sup>nd</sup> Monday in October	Department of Revenue completes the computation of taxes, fees and assessments to be levied against the property and notifies the county clerk and recorder and county treasurer.	15-10-305(2)
Within 10 days after receipt of the property tax record	County treasurer sends each taxpayer a written notice of taxes and assessments due for the current year.  - One-half of all taxes levied and assessed is due on November 30 or within 30 days after the notice is postmarked.  - One-half of the taxes levied and assessed is due on May 31.	15-16-101

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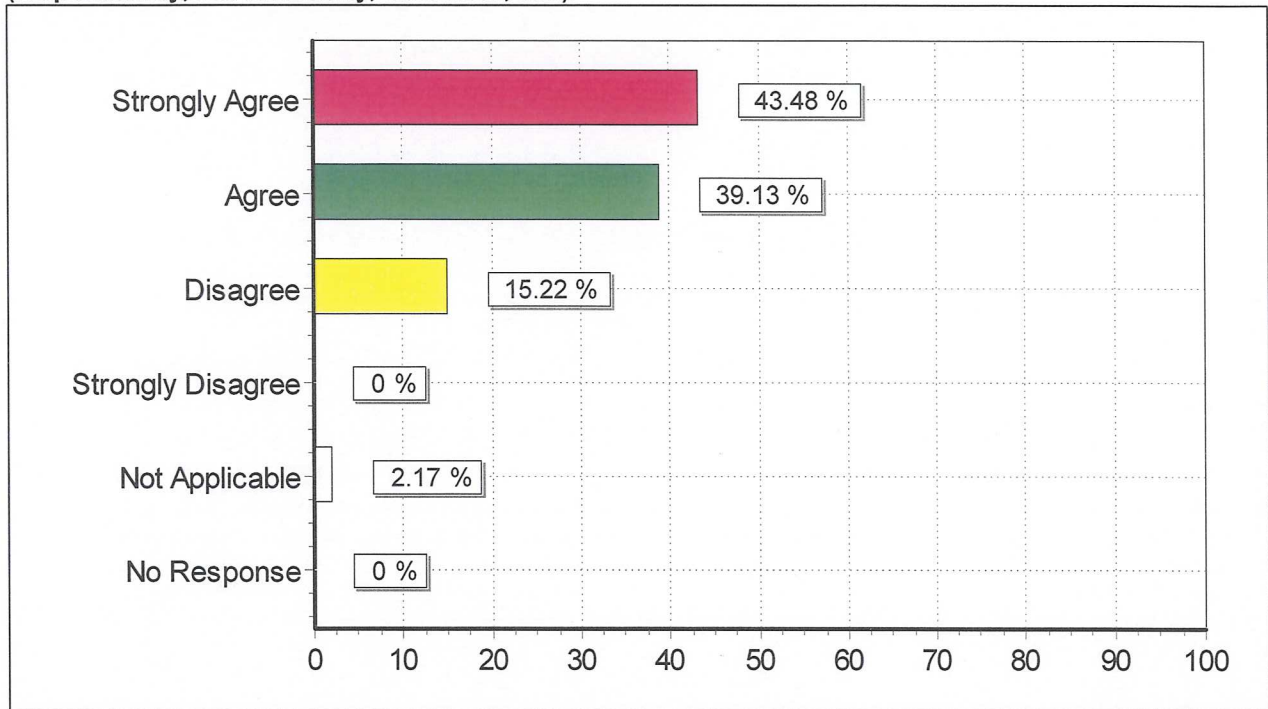
## **Principal's Report 7/18/2017**

- The new Bell/Clock system is here.
- We are looking forward to a great new school year with greater numbers of students enrolled again!

## **AD's Report**

- Fall sports begin in about one month. We will should have a good turnout for Volleyball, Football and Cross Country.
- The Fall Sports Parent Meeting will be 7 August at 6:00 PM in the JHS Cafeteria.

6. While involved in this sport, I feel I have learned life skills that I will be able to use in the future (responsibility, accountability, teamwork, etc.).



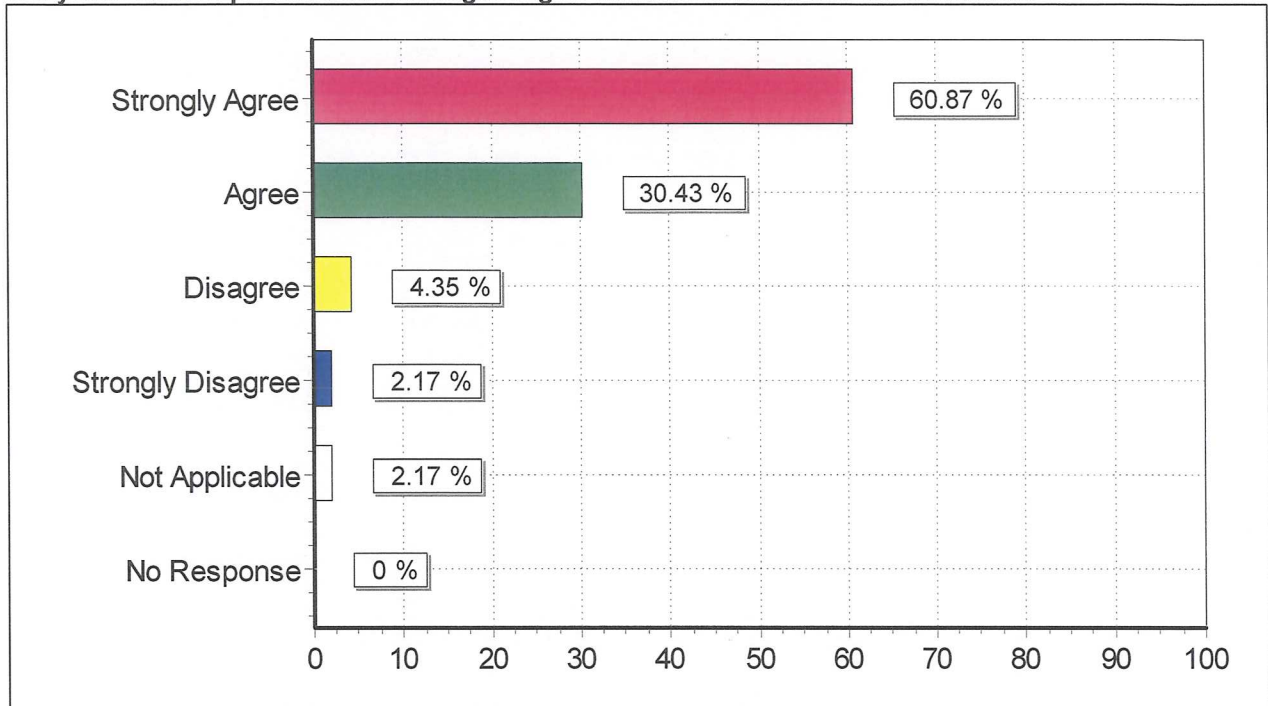
6. While involved in this sport, I feel I have learned life skills that I will be able to use in the future (responsibility, accountability, teamwork, etc.).

Response (n = 46)	Frequency	Percent
Strongly Agree	20	43.5%
Agree	18	39.1%
Disagree	7	15.2%
Strongly Disagree	0	0.0%
Not Applicable	1	2.2%
No Response	0	0.0%

Row Percent		6. While involved in this sport, I feel I have learned life skills that I will be able to use in the future (responsibility, accountability, teamwork, etc.).					
		Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	Total (Row)
4. Sport: (Choose Only One!)	Cheer	50.0%	25.0%	25.0%	0.0%	0.0%	100.0%
	Cross Country-Boys	57.1%	14.3%	28.6%	0.0%	0.0%	100.0%
	Cross Country-Girls	0.0%	100.0%	0.0%	0.0%	0.0%	100.0%
	Football	36.0%	48.0%	12.0%	0.0%	4.0%	100.0%
	Volleyball	75.0%	25.0%	0.0%	0.0%	0.0%	100.0%
	Total (Column)	-	-	-	-	-	-
Count (n)		46					



**7. My skill level improved from the beginning of the season to the end of the season.**

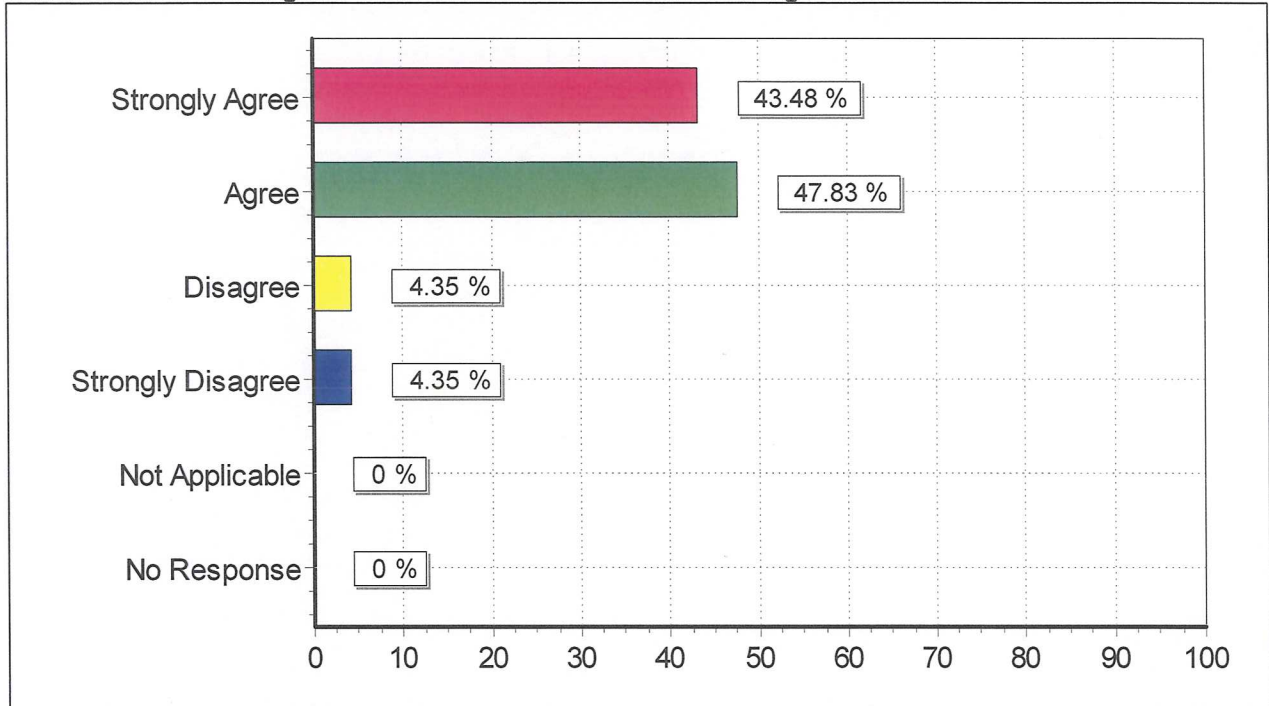


**7. My skill level improved from the beginning of the season to the end of the season.**

Response (n = 46)	Frequency	Percent
Strongly Agree	28	60.9%
Agree	14	30.4%
Disagree	2	4.3%
Strongly Disagree	1	2.2%
Not Applicable	1	2.2%
No Response	0	0.0%

Row Percent		7. My skill level improved from the beginning of the season to the end of the season.					
		Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	Total (Row)
<b>4. Sport: (Choose Only One!)</b>	Cheer	50.0%	37.5%	0.0%	0.0%	12.5%	100.0%
	Cross Country-Boys	85.7%	14.3%	0.0%	0.0%	0.0%	100.0%
	Cross Country-Girls	50.0%	50.0%	0.0%	0.0%	0.0%	100.0%
	Football	60.0%	36.0%	0.0%	4.0%	0.0%	100.0%
	Volleyball	50.0%	0.0%	50.0%	0.0%	0.0%	100.0%
	Total (Column)	-	-	-	-	-	-
Count (n) 46							

8. Individual and team goals were set and worked towards during the season.

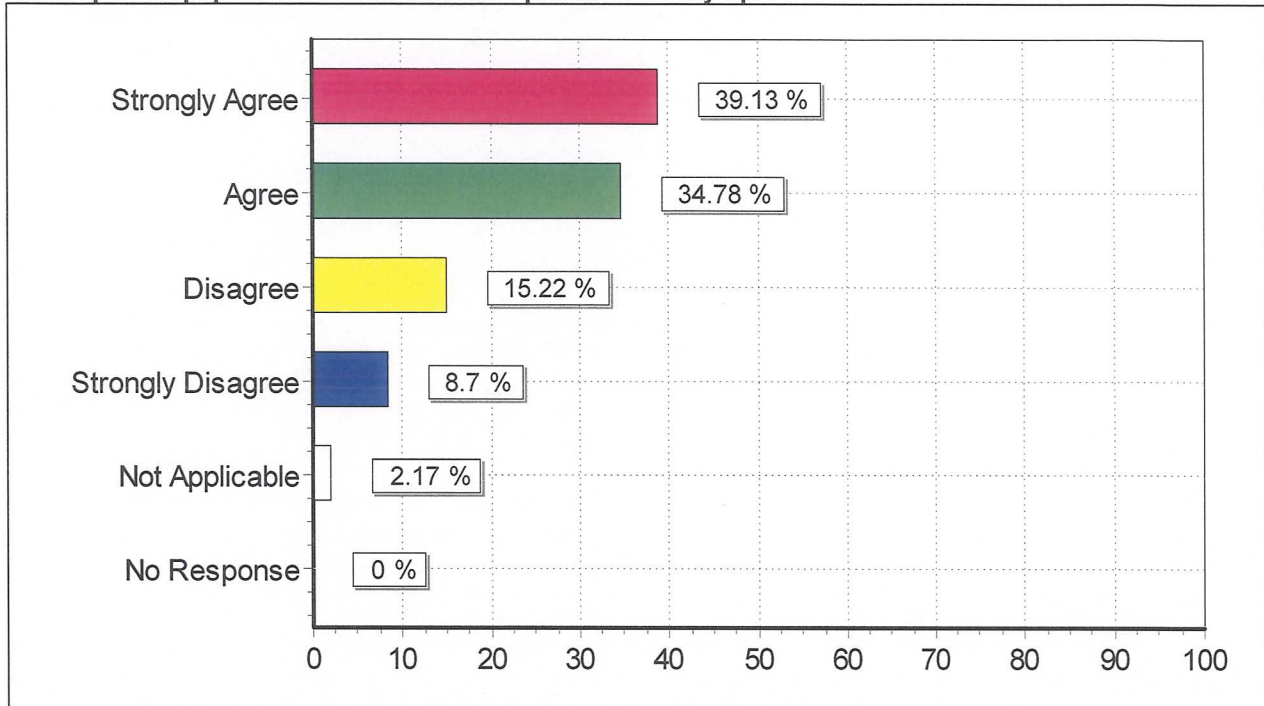


8. Individual and team goals were set and worked towards during the season.

Response (n = 46)	Frequency	Percent
Strongly Agree	20	43.5%
Agree	22	47.8%
Disagree	2	4.3%
Strongly Disagree	2	4.3%
Not Applicable	0	0.0%
No Response	0	0.0%

Row Percent		8. Individual and team goals were set and worked towards during the season.					
		Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	Total (Row)
4. Sport: (Choose Only One!)	Cheer	12.5%	62.5%	12.5%	12.5%	0.0%	100.0%
	Cross Country-Boys	42.9%	57.1%	0.0%	0.0%	0.0%	100.0%
	Cross Country-Girls	0.0%	50.0%	50.0%	0.0%	0.0%	100.0%
	Football	52.0%	48.0%	0.0%	0.0%	0.0%	100.0%
	Volleyball	75.0%	0.0%	0.0%	25.0%	0.0%	100.0%
	Total (Column)	-	-	-	-	-	-
Count (n) 46							

9. Adequate equipment and facilities were provided for my sport.

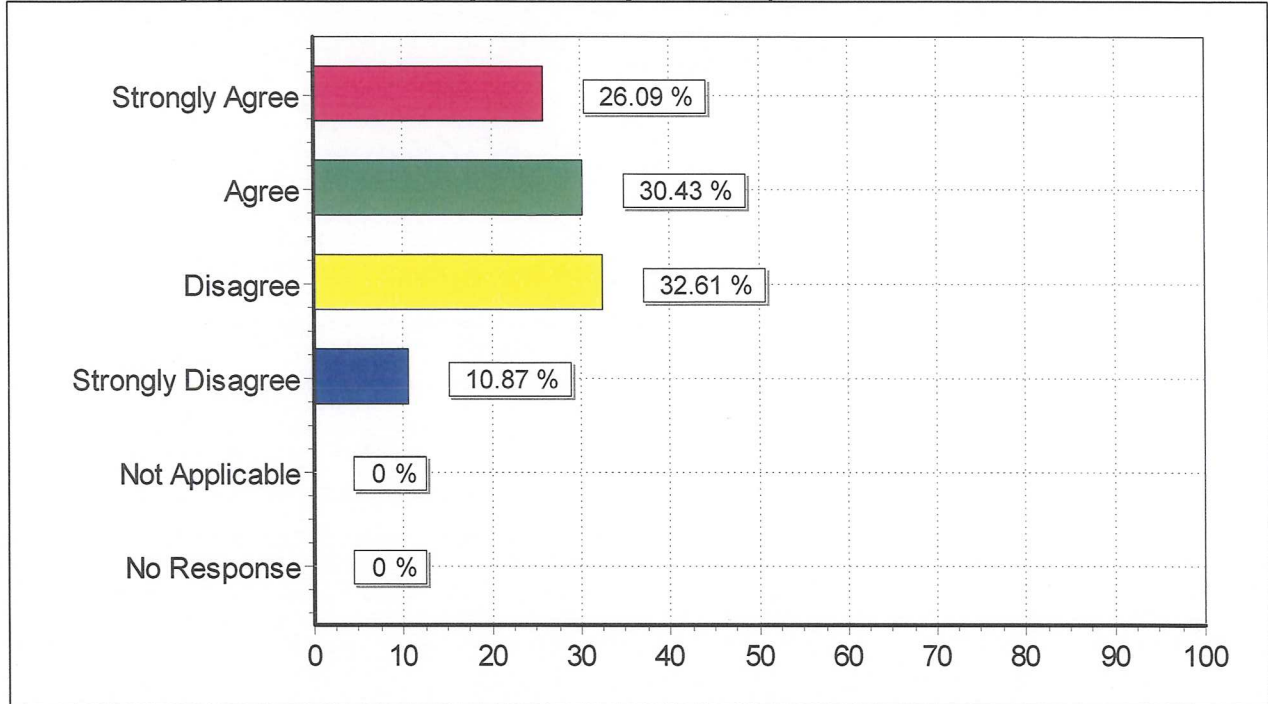


9. Adequate equipment and facilities were provided for my sport.

Response (n = 46)	Frequency	Percent
Strongly Agree	18	39.1%
Agree	16	34.8%
Disagree	7	15.2%
Strongly Disagree	4	8.7%
Not Applicable	1	2.2%
No Response	0	0.0%

Row Percent		9. Adequate equipment and facilities were provided for my sport.					
		Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	Total (Row)
4. Sport: (Choose Only One!)	Cheer	12.5%	25.0%	25.0%	25.0%	12.5%	100.0%
	Cross Country-Boys	57.1%	42.9%	0.0%	0.0%	0.0%	100.0%
	Cross Country-Girls	50.0%	50.0%	0.0%	0.0%	0.0%	100.0%
	Football	44.0%	40.0%	12.0%	4.0%	0.0%	100.0%
	Volleyball	25.0%	0.0%	50.0%	25.0%	0.0%	100.0%
	Total (Column)	-	-	-	-	-	-
Count (n) 46							

10. I believe my sport is treated equally and as fairly as other sports.

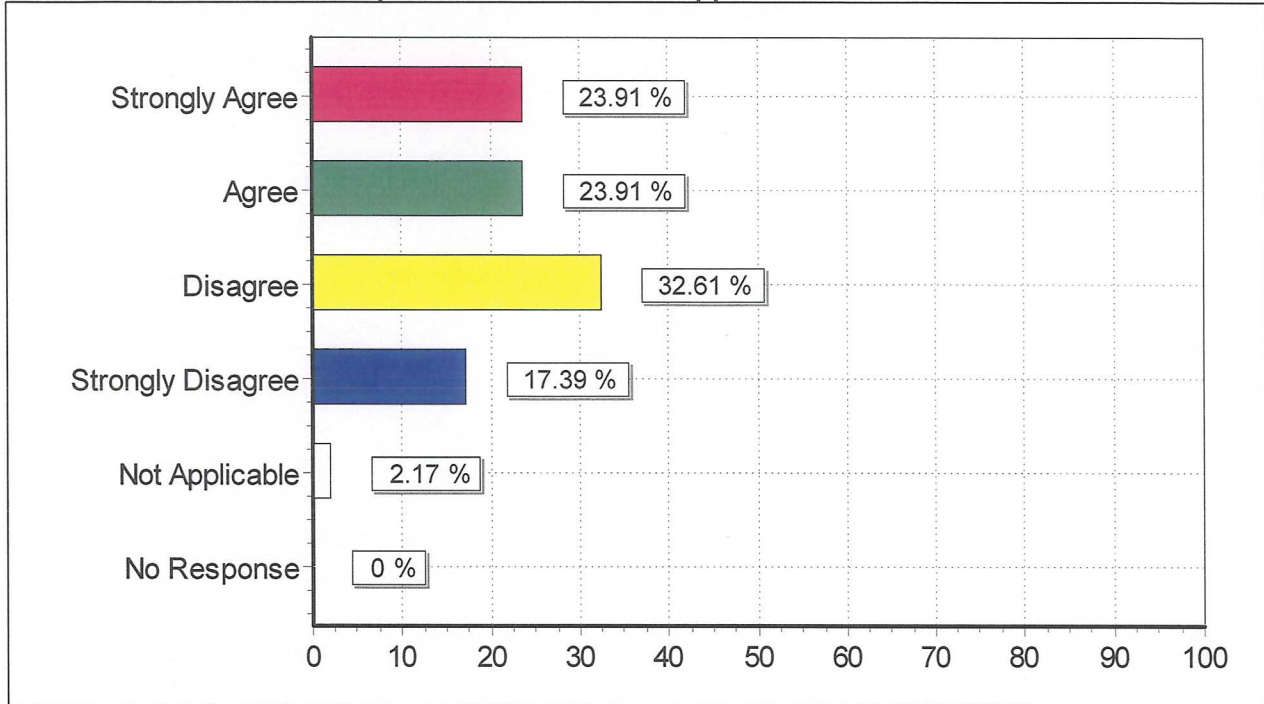


10. I believe my sport is treated equally and as fairly as other sports.

Response (n = 46)	Frequency	Percent
Strongly Agree	12	26.1%
Agree	14	30.4%
Disagree	15	32.6%
Strongly Disagree	5	10.9%
Not Applicable	0	0.0%
No Response	0	0.0%

Row Percent		10. I believe my sport is treated equally and as fairly as other sports.					Total (Row)
		Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	
4. Sport: (Choose Only One!)	Cheer	0.0%	12.5%	37.5%	50.0%	0.0%	100.0%
	Cross Country-Boys	42.9%	14.3%	42.9%	0.0%	0.0%	100.0%
	Cross Country-Girls	0.0%	50.0%	50.0%	0.0%	0.0%	100.0%
	Football	36.0%	36.0%	24.0%	4.0%	0.0%	100.0%
	Volleyball	0.0%	50.0%	50.0%	0.0%	0.0%	100.0%
	Total (Column)	-	-	-	-	-	-
Count (n) 46							

**11. Overall, our facilities are equal to or better than our opponents.**

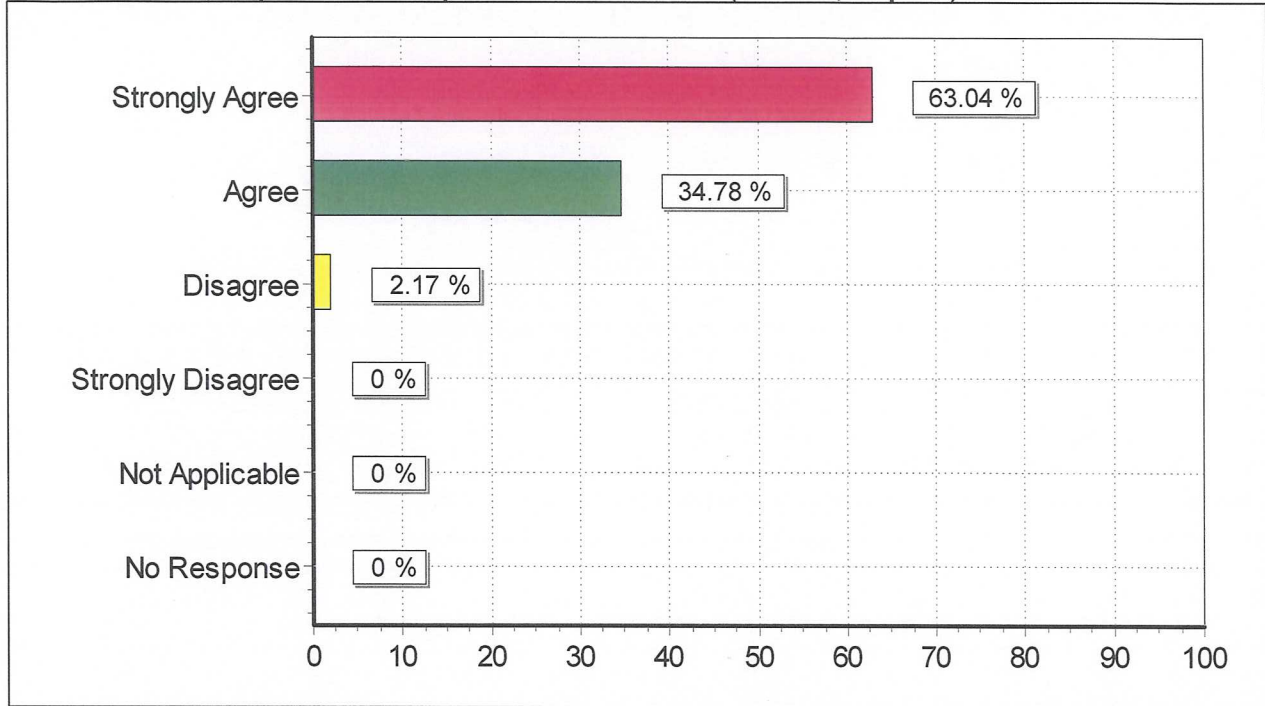


**11. Overall, our facilities are equal to or better than our opponents.**

Response (n = 46)	Frequency	Percent
Strongly Agree	11	23.9%
Agree	11	23.9%
Disagree	15	32.6%
Strongly Disagree	8	17.4%
Not Applicable	1	2.2%
No Response	0	0.0%

Row Percent		<b>11. Overall, our facilities are equal to or better than our opponents.</b>					
		Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	Total (Row)
<b>4. Sport: (Choose Only One!)</b>	Cheer	0.0%	12.5%	62.5%	25.0%	0.0%	100.0%
	Cross Country-Boys	57.1%	28.6%	14.3%	0.0%	0.0%	100.0%
	Cross Country-Girls	0.0%	50.0%	0.0%	0.0%	50.0%	100.0%
	Football	28.0%	16.0%	32.0%	24.0%	0.0%	100.0%
	Volleyball	0.0%	75.0%	25.0%	0.0%	0.0%	100.0%
	Total (Column)	-	-	-	-	-	-
Count (n) 46							

12. Our team was required to be respectful toward officials (referees, umpires).

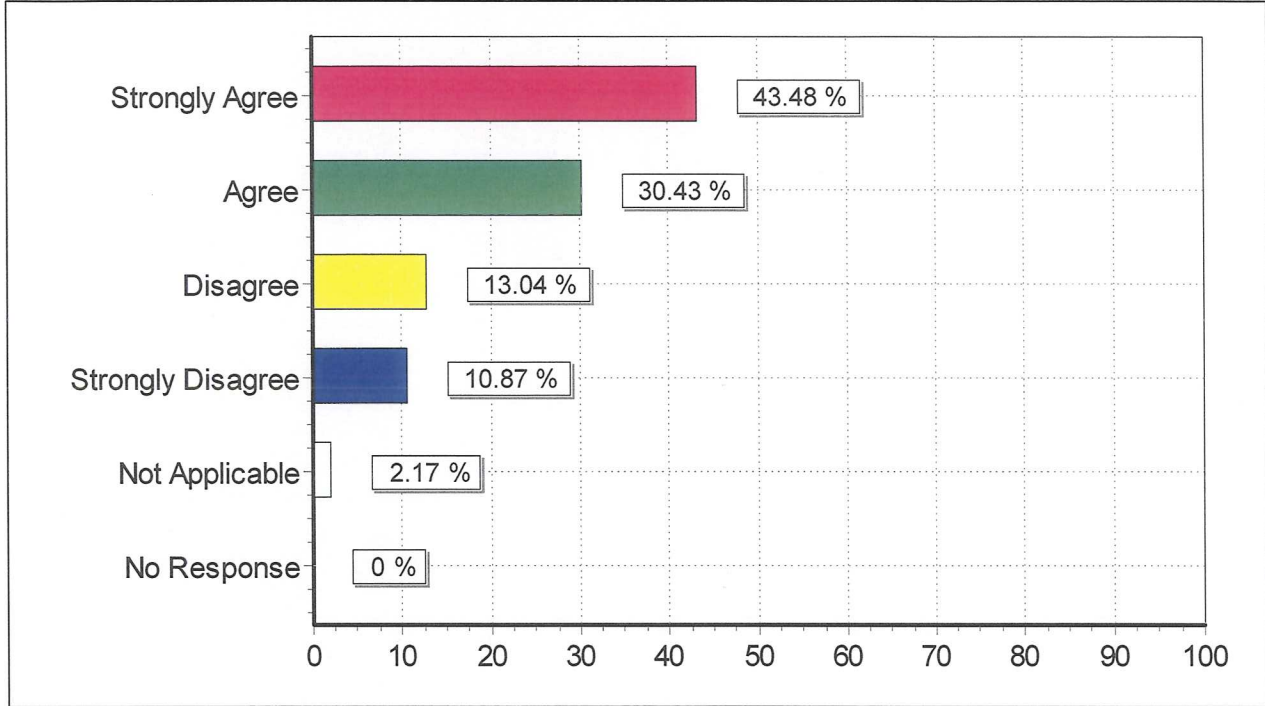


12. Our team was required to be respectful toward officials (referees, umpires).

Response (n = 46)	Frequency	Percent
Strongly Agree	29	63.0%
Agree	16	34.8%
Disagree	1	2.2%
Strongly Disagree	0	0.0%
Not Applicable	0	0.0%
No Response	0	0.0%

Row Percent		12. Our team was required to be respectful toward officials (referees, umpires).					Total (Row)
		Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	
4. Sport: (Choose Only One!)	Cheer	75.0%	25.0%	0.0%	0.0%	0.0%	100.0%
	Cross Country-Boys	85.7%	14.3%	0.0%	0.0%	0.0%	100.0%
	Cross Country-Girls	50.0%	50.0%	0.0%	0.0%	0.0%	100.0%
	Football	56.0%	40.0%	4.0%	0.0%	0.0%	100.0%
	Volleyball	50.0%	50.0%	0.0%	0.0%	0.0%	100.0%
	Total (Column)	-	-	-	-	-	-
Count (n) 46							

13. Athletic injuries were treated promptly and properly.

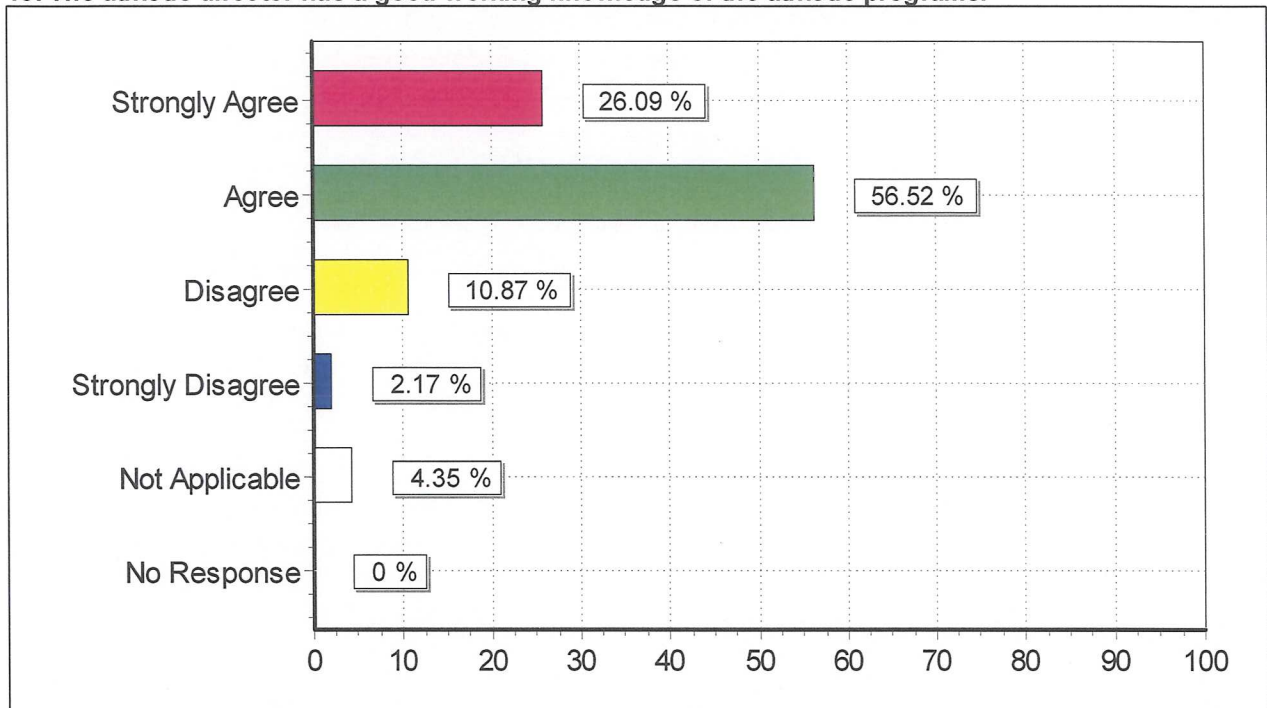


13. Athletic injuries were treated promptly and properly.

Response (n = 46)	Frequency	Percent
Strongly Agree	20	43.5%
Agree	14	30.4%
Disagree	6	13.0%
Strongly Disagree	5	10.9%
Not Applicable	1	2.2%
No Response	0	0.0%

Row Percent		13. Athletic injuries were treated promptly and properly.					Total (Row)
		Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	
4. Sport: (Choose Only One!)	Cheer	37.5%	62.5%	0.0%	0.0%	0.0%	100.0%
	Cross Country-Boys	85.7%	14.3%	0.0%	0.0%	0.0%	100.0%
	Cross Country-Girls	50.0%	50.0%	0.0%	0.0%	0.0%	100.0%
	Football	36.0%	20.0%	20.0%	20.0%	4.0%	100.0%
	Volleyball	25.0%	50.0%	25.0%	0.0%	0.0%	100.0%
	Total (Column)	-	-	-	-	-	-
Count (n) 46							

18. The athletic director has a good working knowledge of the athletic programs.



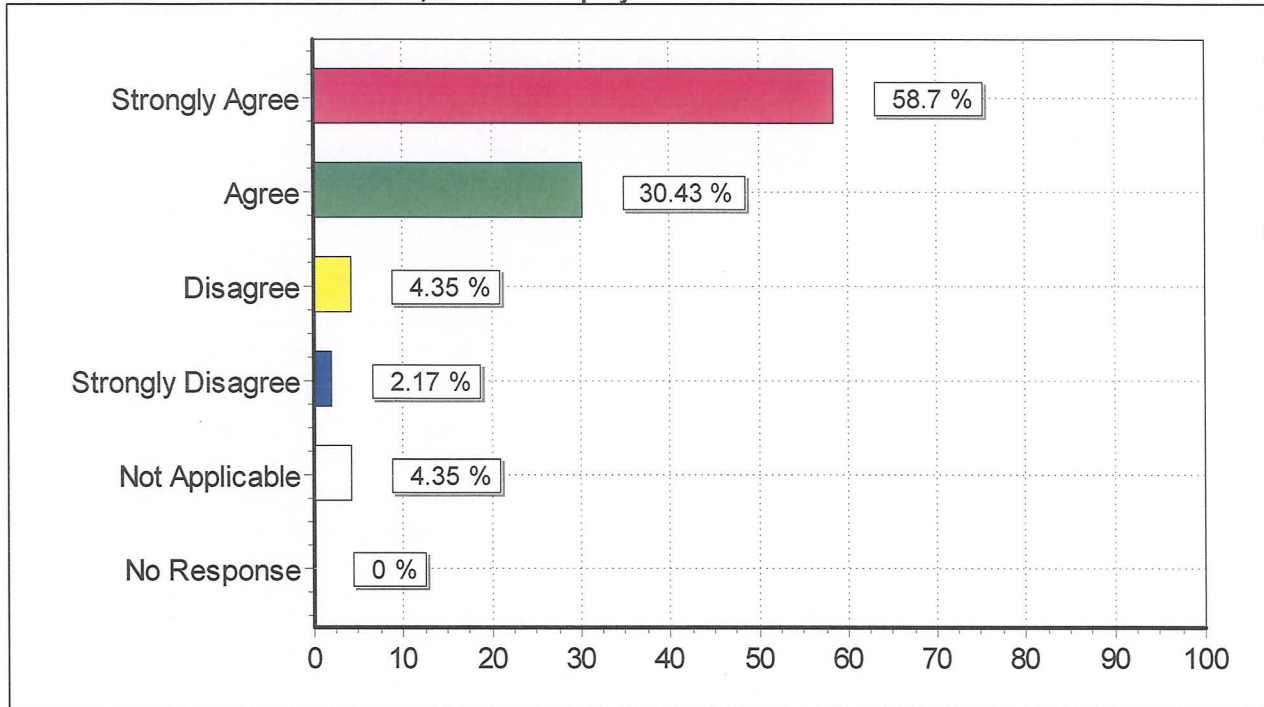
18. The athletic director has a good working knowledge of the athletic programs.

Response (n = 46)	Frequency	Percent
Strongly Agree	12	26.1%
Agree	26	56.5%
Disagree	5	10.9%
Strongly Disagree	1	2.2%
Not Applicable	2	4.3%
No Response	0	0.0%

Row Percent		18. The athletic director has a good working knowledge of the athletic programs.					Total (Row)
		Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	
4. Sport: (Choose Only One!)	Cheer	25.0%	75.0%	0.0%	0.0%	0.0%	100.0%
	Cross Country-Boys	71.4%	28.6%	0.0%	0.0%	0.0%	100.0%
	Cross Country-Girls	0.0%	100.0%	0.0%	0.0%	0.0%	100.0%
	Football	20.0%	52.0%	20.0%	0.0%	8.0%	100.0%
	Volleyball	0.0%	75.0%	0.0%	25.0%	0.0%	100.0%
	Total (Column)	-	-	-	-	-	-
Count (n) 46							



23. If I could start the season over, I would still play on this team.



23. If I could start the season over, I would still play on this team.

Response (n = 46)	Frequency	Percent
Strongly Agree	27	58.7%
Agree	14	30.4%
Disagree	2	4.3%
Strongly Disagree	1	2.2%
Not Applicable	2	4.3%
No Response	0	0.0%

Row Percent		23. If I could start the season over, I would still play on this team.					Total (Row)
		Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	
4. Sport: (Choose Only One!)	Cheer	62.5%	25.0%	0.0%	12.5%	0.0%	100.0%
	Cross Country-Boys	71.4%	14.3%	0.0%	0.0%	14.3%	100.0%
	Cross Country-Girls	50.0%	50.0%	0.0%	0.0%	0.0%	100.0%
	Football	56.0%	32.0%	8.0%	0.0%	4.0%	100.0%
	Volleyball	50.0%	50.0%	0.0%	0.0%	0.0%	100.0%
	Total (Column)	-	-	-	-	-	-
Count (n) 46							

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

**Superintendent's Report**

Date: July 18, 2017

Agenda Item: F-3

**3a-Bus route expansion**

Recently, I toured the high school bus routes with Sandy from Harlows and Anika McCauley the newly appointed County Superintendent. As discussed previously, I would like to expand the Montana City route to run to the county line near East Helena, It is an additional 6 miles for the route, but the hang up is the number of students that will ride. Currently, that bus route is near capacity so better projections will be needed to determine if another bus route needs to be created. I have been visiting with Mr. Michaud for numbers confirmation but really won't know until school begins. I will keep everyone posted on this issue.

Recommendation

No recommendation at this time.

**3b-Kitchen Update**

The hood upgrades have been completed and fire suppression is scheduled for next week. Also, a new stove has been purchased and upgrades made to large mixer. This area will be ready for use when school begins. The plan is to open it up for community and school usage.

Recommendation

No recommendation at this time.

**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 has filled the 1.0 FCS position. Cassidy Parsons has accepted the position. Cassidy has degrees in Elementary Ed and Early Childhood. She will be enrolled in the internship program for FCS with MSU. I am excited about what Cassidy brings to the staff at JHS.

**3e – Olweus Committee**

In order to get the bullying program up and running, Mr. Michaud needs to form a committee of staff, board, parents, etc. He would like to meet before school begins which may encompass financial compensation for staff. Professional Development funds can be used but an amount will need to be

determined.

### **3f – Bleachers**

The installation of new bleachers has been delayed by Montana School Equipment Company. I was told an earlier date and they changed it which did not sit well with me. My frustration was shared with MSEC, including looking at other vendors in the future.

Clancy Elementary is going to allow us to practice volleyball since the JHS gyms won't be ready prior to August 11<sup>th</sup>, the fall start date. Bus coordination will be lined up and schedule sent to patrons.

# YEAR END FUNDS

## Academic Improvements

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

- Turn It In software (schoolwide usage)
- Business lab (software and server upgrades)
- Math program (books and supplementary materials)
- Science program (books and supplementary materials)
- Music instruments
- Pottery wheel
- Professional Development (teacher mentoring and curriculum development)
- Olweus Bullying Program (Implementation 2017-18, Professional Development)
- New plotter (CAD lab)

## Physical Improvements

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

- New bleachers (north and south gyms)
- New doors near District office
- New clock and bell system
- New faucets (Chemistry lab)
- Stucco repair (District office and Small engine window area)
- South gym floor repair
- Update kitchen (new stove, cooler racks, mixer attachments)
- Refurbish both gyms
- Athletic equipment (PE/Health Enhancement equipment)
- Refurbish heater (South Gym entrance)
- New snow plow (will be fitted to District truck)

## Vocational Rehab funds

The following have been purchased with Vocational Rehabilitation funds.

- Rogue rowing machines
- Cardio and mobility equipment

- Curriculum for Intensified Reading Program
- Supplemental curriculum for identified students

### **Staff Car**

The 2009 Toyota Camry that was the Driver's Ed car has been detailed and all stickers have been removed. It will now be used as a staff car and will help limit the mileage on the Suburban.