

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

* 6:30 p.m. January 15, 2013 *

Jefferson High School Library

(Board packet available upon request at the Central Office.)

Agenda is subject to changes until the Friday preceding the meeting. Please check the school website at www.jhs.k12.mt.us for the most current agenda and the packet of associated materials for the meeting.

A. Call to order-Chairperson

1. Pledge of Allegiance

B. Announcements and Public Comment. Please see information printed on the back of the agenda and in the brochure at the entrance to the meeting about speaking to the board during this time.

C. Student Report

D. Trustee Training

1. MTSBA Open meeting law video

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

1. Budget committee
2. Hiring committee

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

1. Clerk/Business Manager
 - a. Website possible improvements from Clerk and Tech coordinator
 - b. Tech levy listing of assets
 - c. Metal mines reconciliation report
2. Principal
 - a. Grading system issue report
3. Superintendent

G. Unfinished Business

1. Update on Boulder Monitor second lawsuit against District, possible closed session for litigation strategy, possible action if needed
2. Proposed Retirement Incentive – formal proposal with report from legal review -- possible action
3. Superintendent position for 2013-14 year - discuss/decide budget committee report on funds availability, discuss/decide on hiring committee report and recommendations - action
 - a. Approval of Application - action
4. Administration report per policy 2130 Instructional Program plan, provision and evaluation - action
5. Fire Department parking lot in Jefferson City – possible sharing of costs – action

H. New Business

1. Personnel –action
 - a. Substitute Applications
 - b. Paraprofessional vacancy
 - c. Administrative Assistant vacancy
2. Student Hearing Scheduling – possible expulsion - action
3. Coaching and Fall Sports Program Evaluations - action
4. Classified and Certified collective bargaining negotiation items for discussion - action
5. Board Evaluation of Superintendent, closed session - action
6. Cash-out of unused vacation - action
7. Committee assignments - action
8. Discussion regarding policy review for possible addition of procedures - action

I. Communication and Comments

1. Letters to the Board –BAT (Boulder Association of Teachers) and BACE (Boulder Assoc. of Classified Employees)

J. Staff Presentation

1. Brett Lutkehus report on the Legal and Tech Symposium

K. Commendations and Recognition

Consent Agenda

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

M. Follow-up/Adjournment

1. Chair/Superintendent article for paper
2. Strategic planning meeting date and agenda
3. March - December and March certified staff evaluations

NEXT HIGH SCHOOL BOARD MEETING: 6:30 P.M. February 19, 2013

BOARD CHAIR-APPROVED AGENDA ITEMS ARE DUE IN THE DISTRICT OFFICE BY THE LAST FRIDAY OF THE MONTH PRIOR TO THE BOARD MEETING.

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.*

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.

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.

JHS Board meeting January 15, 2012

Print Name

Jan Anderson

Matl Allen

Brett Lutkehus

From the desk of:



January 2013

A. Website possible improvements from Clerk and Tech Coordinator
Mr. Mikesell, Mr. Lutkehus, and I met on Wednesday, January 09. Discussion resulted in the following:

- Mr. Lutkehus will coordinate basic structure with Mr. Mikesell.
- Menu restructure will occur under Mr. Mikesell's direction.
- Mr. Mikesell will oversee what content is placed on the website and where it is placed.
- Staff pages will be restructured for ease of navigation and relevant content. A student technology aide under Mr. Lutkehus' supervision will be available for assistance.

Currently all board items of interest are grouped under the heading District Info, along with "Principal", "4-Day Week", "Acceptable Use", and several other items which aren't directly associated with the board. This category will be split so that the "District Info" item will only have items like the following: Board Members, Agendas and Minutes, District Policy, employment, etc.

- B. Tech levy listing of assets – the list is available in electronic form. (65 pages long)
- C. Metal Mines Reconciliation Report – will have report at the meeting



lorie carey <lorie.carey@jhs.k12.mt.us>

Superintendents Report and Friday Notes:

jim whealon <jim.whealon@jhs.k12.mt.us>

Fri, Jan 11, 2013 at 5:58 PM

To: Sabrina Steketee <sabrina@gopantherz.com>, Pat Lewis <lewis@radonmine.com>, Stan Senechal <Ssenechal51@gmail.com>, Tim Lloyd <carrie.tim@gmail.com>, Travis Piertce <tetpierce@msn.com>, Micky Letexier <moletexier@aol.com>, Denise <jhspanther_fan@yahoo.com>, Lorie Carey <lorie.carey@jhs.k12.mt.us>

This Saturday is pack-the-house night. The Friday games is against Deer Lodge and the Saturday game is against Townsend. Today's games start at 3:00 p.m. The Saturday games start at 4:15.

The Boulder Association of Teachers has requested to begin negotiations. As requested by the Board, I have put together a list of areas in the current CBA that the Board may want to negotiate a change in language. I will bring that list to the meeting on the 15th. As a public agency, School Boards can not discuss negotiations in executive session. All negotiations planning must be done in public view. However, unions are private organizations and they can do their planning outside of public view. That is, the union can sit in on your planning but you can not sit in on their planning.

Dan, Daryl, and I will be in Missoula for the Montana High School Association meetings January 20th and 21st.

The spring student count for state funding purposes will be February 1. At this time our enrollment is holding. If it stays the same or improves, it will help our budget for next year. The legislature is looking at changing the count process from two to three counts per year. That change might help us as well.

Because of the weather we postponed the teacher PIR day that was planned for today. We will make that day up and get the first aide and CPR refresher that was scheduled completed on another day.

Yesterday was the last day for some seniors who completed early graduation. They will still walk next May with the rest of their class. Early graduation seems to be more appealing to our at risk students than to our high achieving students.

We think it helps to get the at risk students motivated.

MTSBA is doing a legal review of the retirement incentive and have said they will get me a written response by the meeting on the 15th. The teachers union has been informed of the incentive.

Gary Pace and the county have been notified about the possible of combining the superintendents position. All local superintendents have received a call from me about this possibility.

1/11/18 Jefferson High School Mail - Superintendents Report and Friday Notes:

Jim Whealon
Superintendent/Principal
Jefferson High School

*** This Email was sent by a staff member at Jefferson High School.

**Boulder Association of Teachers
P.O. Box 1346
Boulder, MT 59632**

January 9, 2013

Jefferson High School Dist. #1
P.O. Box 848
Boulder, MT 59632

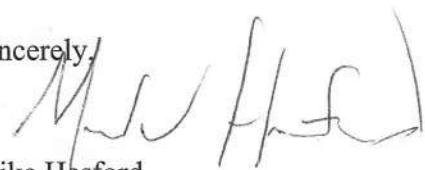
Dear Mr. Whealon and Members of the Board of Trustees,

This letter serves as notification that the Boulder Association of Teachers, in accordance with sections 9.1 and 9.2 of the Negotiated Agreement, intend to open contract negotiations. All sections of the Negotiated Agreement shall be considered, with specific items delineated during the negotiation process.

The Association members serving on the negotiations committee are from BGS: Nichole Sullivan, Melody Grant, and Sam Heaton, from JHS: Mike Hesford, Samantha Humphrey, and Charles Garnaas.

Please contact me with some proposed dates and times for our initial negotiations session.

Sincerely,


Mike Hesford
President, BAT

12/28/12
13:26:45

JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 12/12

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1 School
... Over spent expenditure

Claim	Warrant	Vendor #/Name	Claim \$						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
14354		1183 HARLOW'S SCHOOL BUS SERVICE, INC.	13,111.95						
1		4 12/01/12 Dec. 12 contract pymnt	13,111.95*		210	100-2700	513		
		Claim Total for District	13,111.95						
14562		968 FLINN SCIENTIFIC INC.	84.65						
1		1609978 12/06/12 tubing,flint,stir bars	67.40	7651	201	100-1512	610		
2		1609978 12/06/12 tubing,flint,stir bars	17.25		201	100-1512	610		
		Claim Total for District	84.65						
14563		738 DOUBLETREE HOTEL	759.00						
1		42688 11/30/12 MUN lodging 5 rooms	700.00	7622	201	710-3400	582		
2		42688 11/30/12 MUN lodging 5 rooms	59.00		201	710-3400	582		
		Claim Total for District	759.00						
14564		385 BOULDER MONITOR & JEFFERSON CO.	84.00						
1		14779 11/07/12 Brd Vac. ad	84.00		201	100-2300	800		
		Claim Total for District	84.00						
14565		4449 EARTHWALK	254.00						
		20121077 12/06/12 rplc cords for laptops	224.00*	7646	215	427-1000	610	86	
		20121077 12/06/12 shipping	30.00*	7646	215	427-1000	610	86	
		Claim Total for District	254.00						
14566		4633 COMMERCIAL ENERGY OF MT INC.	1,879.53						
1		nwe014307 12/04/12 fuel charges	1,826.21		201	100-2600	411		
2		new014308 12/04/12 fuel charges	53.32		201	100-2600	411		
		Claim Total for District	1,879.53						
14567		4081 GAGGLE	350.00						
1		25051 12/05/12 email archiving	350.00*		228	100-1000	680		
		Claim Total for District	350.00						
14568		3766 ACADIA MONTANA	1,332.50						
1		6225822 11/26/12 altacare	747.50*		215	280-1000	330	524	
2		6234711 12/06/12 altacare	585.00*		215	280-1000	330	524	
		Claim Total for District	1,332.50						
14569		2461 SUE'S SEWING PALACE	12.03						
this represents the difference between the repair that was not paid for the foot control in February of 11 and the overcharge of a repair in a sewing machine in 2012.									
1		2678 02/19/11 machine repair	12.03	7488	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-440-							
		Claim Total for District	12.03						

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JEFFERSON HIGH SCHOOL
Claim Approval List
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... 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	
14570		386 BOULDER AUTO PARTS	51.83						
1		581 11/26/12 food van repair	51.83*		201	910-3100	440		
		Claim Total for District	51.83						
14571		1830 MT SCHOOL BOARDS ASSOCIATION	700.00						
1		27444 11/28/12 Mikesell law/tech reg.	175.00*	7628	215	100-1000	582	19	
2		27444 11/28/12 Lewis law/tech reg.	175.00*	7628	215	100-1000	582	19	
3		27444 11/28/12 Lutkehus law/tech reg.	175.00	7629	228	100-1000	582		
4		27444 11/28/12 Humphrey law/tech reg.	175.00		201	280-1000	582		
		Claim Total for District	700.00						
14572		3959 AMERICAN EXPRESS	163.51						
1		3385025 12/05/12 projector lamb	163.51	7652	228	100-1000	615		
		Claim Total for District	163.51						
14573		4631 GILMORE GLOBAL	126.57						
1		11677 11/30/12 CAD MODELING BOOK	125.00*	7641	215	395-1000	640	90	
2		11677 11/30/12 CAD MODELING BOOK	1.57*		215	395-1000	640	90	
		Claim Total for District	126.57						
74		2717 CITY OF BOULDER	1,831.91						
		31100 12/04/12 Nov water	975.95		201	100-2600	421		
2		31100 12/04/12 Nov sewer	855.96		201	100-2600	421		
		Claim Total for District	1,831.91						
14575		631 CRESCENT ELECTRIC SUPPLY CO.	117.92						
1		051-491117 11/30/12 CONTROL STATION	117.92*	7642	201	390-1641	615		
		Claim Total for District	117.92						
14576		1086 GIULIO DISPOSAL SERVICES, INC.	141.00						
1		73469 11/30/12 november disp.	141.00		201	100-2600	431		
		Claim Total for District	141.00						
14577		4326 INTERNATIONAL ACADEMY OF SCIENCE	43.85						
1		4729 12/03/12 acellus licenses	43.85	7495	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1441-680-							
		Claim Total for District	43.85						
14578		4625 MT DEPARTMENT OF REVENUE	589.81						
1		11/29/12 foyer roof gross receipts tax	589.81*		224	100-4600	725		
		Claim Total for District	589.81						
14579		4624 WADSWORTH BUILDERS COMPANY INC.	58,390.86						
1		11/29/12 foyer roof payment 3	58,390.86*		224	100-4600	725		
		Claim Total for District	58,390.86						

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JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 12/12

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High School

... Over spent expenditure

Claim	Warrant	Vendor #/Name	Claim \$					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
14580		1377 JOHNSON CONTROLS	1,425.00					
1		1-61129055 11/28/12 boiler repair	1,425.00		201	100-2600	440	
		Claim Total for District	1,425.00					
14581		1737 NORTHWESTERN ENERGY	5,595.20					
1		12/03/12 Nov. 12 gas	3,273.27		201	100-2600	411	
2		12/03/12 Nov. 12 electric	2,321.93		201	100-2600	412	
		Claim Total for District	5,595.20					
14582		157 ACE HARDWARE	447.30					
1		55565 11/30/12 tarps for floor	144.98	7660	201	720-3500	660	
2		various maint items	302.32		201	100-2600	615	
		Claim Total for District	447.30					
14583		3766 ACADIA MONTANA	1,007.49					
1		88856 12/10/12 altacare	1,007.49*		215	280-1000	330	524
		Claim Total for District	1,007.49					
14584		1650 MEADOW GOLD GREAT FALLS	245.30					
1		192692 11/05/12 milk	61.77		201	910-3100	630	
2		193656 11/12/12 milk	75.88		201	910-3100	630	
3		195500 11/19/12 milk	31.77		201	910-3100	630	
4		196324 11/26/12 milk	75.88		201	910-3100	630	
		Claim Total for District	245.30					
14585		4326 INTERNATIONAL ACADEMY OF SCIENCE	19.95					
1		4820 12/10/12 acellus licenses	19.95	7495	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1441-680-						
		Claim Total for District	19.95					
14586		386 BOULDER AUTO PARTS	29.90					
1		12/13/12 wiper blades drivers ed car	29.90*		218	100-1000	440	
		Claim Total for District	29.90					
14587		734 DOOR AND HARDWARE UNLIMITED	395.00					
1		25525 11/26/12 automatic door bottom	360.00	7644	201	100-2600	615	
2		25525 11/26/12 automatic door bottom	35.00		201	100-2600	615	
		Claim Total for District	395.00					
14588		4623 RESA4U	65.00					
1		1047 12/13/12 common core - williams	65.00	7663	201	100-1000	582	
		Claim Total for District	65.00					
14589		2515 SHERIDAN HIGH SCHOOL	1,534.21					
1		12/04/12 travel to clusters	1,534.21*		215	100-1000	582	84
		Claim Total for District	1,534.21					

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JEFFERSON HIGH SCHOOL
Claim Approval List
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High School
... Over spent expenditure

Claim	Warrant	Vendor #/Name	Claim \$					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
14590		3374 J.W.PEPPER & SON, INC.	46.99					
1		3327734 12/13/12 music selections	46.99	7542	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-						
		Claim Total for District	46.99					
14591		1451 L & P GROCERY	46.20					
1		1428281206 12/06/12 fcs supplies	10.32	7489	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
2		1482791112 11/12/12 fcs supplies	35.88	7489	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
		Claim Total for District	46.20					
14592		2276 SAFEWAY, INC	124.31					
1		2072608 12/03/12 fcs supplies	124.31	7491	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
		Claim Total for District	124.31					
14593		3959 AMERICAN EXPRESS	327.50					
1		2333444020 11/28/12 fcs supplies	15.37	7490	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
2		2333008890 11/28/12 fcs supplies	13.08	7490	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
3		2345192970 12/10/12 fcs supplies	127.66	7490	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
4		2345000977 12/10/12 fcs supplies	30.90	7490	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
5		2349274930 12/14/12 fcs supplies	121.51	7490	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
6		2349007507 12/14/12 fcs supplies	18.98	7490	201	999		
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
		Claim Total for District	327.50					
14594		4256 MAIL FINANCE	251.10					
1		n3692634 12/11/12 Postage lease	251.10		201	100-2400		532
		Claim Total for District	251.10					
14595		3766 ACADIA MONTANA	519.99					
1		92844 12/17/12 altacare	519.99*		215	280-1000		330 524
		Claim Total for District	519.99					
14596		1142 HELENA MOTOR REPAIR INC	590.00					
1		8332 12/04/12 1/8 hp motor	260.00	7658	201	100-2600		660
2		8332 12/04/12 D366 motor 3 speed	125.00	7658	201	100-2600		660
3		8063 12/14/12 Boiler motor repair	205.00	7659	201	100-2600		440
		Claim Total for District	590.00					

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gh School
... Over spent expenditure

Claim	Warrant	Vendor #/Name	Claim \$						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
14597		4343 RIVERSIDE SOFTWARE	237.60						
1		949030843 12/13/12 wookcock test booklets	237.60*	7639	201	280-1000	610		
		Claim Total for District	237.60						
14598		4168 CENGAGE LEARNING	203.50						
1		98066108 12/12/12 books	203.50	7420	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1640-640-							
		Claim Total for District	203.50						
14599		4168 CENGAGE LEARNING	137.50						
1		98066112 12/12/12 accounting	137.50	7591	215	999		73	
		PO Accounting (Org/Prog/Func/Obj/Proj: -451-1000-680- 73							
		Claim Total for District	137.50						
14600		4168 CENGAGE LEARNING	1,128.75						
1		98066117 12/12/12 business app books	1,030.35*	7612	215	396-1000	640	88	
2		98066117 12/12/12 books	82.98	7420	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -390-1640-640-							
3		98066117 12/12/12 accounting	15.42	7591	215	999		73	
		PO Accounting (Org/Prog/Func/Obj/Proj: -451-1000-680- 73							
		Claim Total for District	1,128.75						
14601		4234 WELLS FARGO FINANCIAL LEASING	321.93						
1		6765801313 12/19/12 panasonic copier charges	321.93		201	100-1000	840		
		Claim Total for District	321.93						
14602		1079 GAGNON'S DIGITAL IMAGING	223.74						
1		55487 12/17/12 copier charges	223.74		201	100-1000	440		
		Claim Total for District	223.74						
14603		2152 CENTURY LINK	227.62						
1		1213232b 12/13/12 phone charges	227.62*		201	100-2400	531		
		Claim Total for District	227.62						
14604		2749 UNIVERSAL ATHLETICS	1,413.74						
1		1040029696 12/21/12 Singlets	1,399.00	7657	201	720-3500	660		
2		1040029696 12/21/12 Singlets	14.74		201	720-3500	660		
		Claim Total for District	1,413.74						
14605		375 MSHWP/BCBS OF MONTANA	1,182.34						
1		012013 12/12/12 Ret. Prem	1,182.34		201	100-1000	260		
		Claim Total for District	1,182.34						
14606		4634 CUISINART	7.00						
1		Postage to send pans back	7.00*		215	394-1000	582	78	
		Claim Total for District	7.00						

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High School
... Over spent expenditure

Claim	Warrant	Vendor #/Name	Claim \$						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
14607		2678 TROPHY CASE	75.00						
1		22069 12/02/12 bridge trophies	75.00	7616	201	390-1640	610		
		Claim Total for District	75.00						
14608		4297 COMDATA	3,841.20						
1		20173831 12/01/12 route fuel	2,785.22		210	100-2700	624		
2		20173831 12/01/12 Science o fuel	103.60		201	710-3400	582		
3		20173831 12/01/12 Xtra practice fuel	120.96		201	720-3500	582		
4		20173831 12/01/12 Service learning fuel	60.48		201	710-3400	582		
5		20173831 12/01/12 FCCLA fuel	354.48*		215	394-1000	582	78	
6		20173831 12/01/12 MUN fuel	175.28		201	710-3400	582		
7		20173831 12/01/12 Art Club fuel	184.80		201	100-1140	582		
8		20173831 12/01/12 JHS Custodial fuel	28.40		201	100-2600	624		
9		20173831 12/01/12 JHS Tech fuel	27.98		228	100-1000	582		
		Claim Total for District	3,841.20						
14609		1183 HARLOW'S SCHOOL BUS SERVICE, INC.	2,909.55						
1		11/01/12 Science O	301.55		201	710-3400	582		
2		11/01/12 Xtra Practice	352.08		201	720-3500	582		
3		11/01/12 Service Learning	176.04		201	710-3400	582		
4		11/01/12 Art Club	537.90		201	100-1140	582		
5		11/01/12 MUN	510.19		201	710-3400	582		
6		11/01/12 FCCLA	1,031.79*		215	394-1000	582	78	
		Claim Total for District	2,909.55						
		Total High School	104,604.83						

12/28/12
13:26:46

JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 12/12

Page: 7 of 7
Report ID: AP110H

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$21,279.30
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$15,897.17
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$7,701.30
218 HIGH SCHOOL TRAFFIC EDUCATION	
101	\$29.90
224 HARD ROCK MINING	
101	\$58,980.67
228 TECHNOLOGY FUND	
101	\$716.49
Total	\$104,604.83
Grand Total	\$104,604.83

01/03/13

25:34

JEFFERSON HIGH SCHOOL

Claim Approval List

For the Accounting Period: 1/13

Page: 1 of 2

Report ID: AP100

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
14610	3959 AMERICAN EXPRESS	15.00						
1	184472 12/01/12 Package handling	15.00		201	100-1000		610	
14611	3959 AMERICAN EXPRESS	44.99						
1	95417273 12/11/12 seagate 320 gb 2.5 hrd dr	44.99	7655	228	100-1000		615	
Total:		59.99						
		59.99						

01/03/13
11:25:34

JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 1/13

Page: 2 of 2
Report ID: AP110

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$15.00
228 TECHNOLOGY FUND	
101	\$44.99
Total:	\$59.99

01/11/13
15:06:24

JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 1/13

Page: 1 of 3
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
14355	1183 HARLOW'S SCHOOL BUS SERVICE, INC.	13,111.95				
1	5 01/01/13 Jan.13 contract pymnt	13,111.95*		210	100-2700	513
	Claim Total for District	13,111.95				
14612	394 BURDICKS LOCKSMITH	42.99				
1	126413 11/08/12 locker keys 6	42.99	7662	201	100-2600	440
	Claim Total for District	42.99				
14613	3959 AMERICAN EXPRESS	193.95				
1	3008307620 01/08/13 fcs supplies	167.05	7490	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-					
2	3008008711 01/08/13 fcs supplies	26.90	7490	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-					
	Claim Total for District	193.95				
14614	4081 GAGGLE	356.40				
1	25135 01/09/13 Gaggle apps email monitor	356.40*	7654	228	100-1000	680
	Claim Total for District	356.40				
15	3766 ACADIA MONTANA	845.00				
	6289679 12/31/12 acadia healthcare	845.00*		215	280-1000	330 524
	Claim Total for District	845.00				
14616	3766 ACADIA MONTANA	812.50				
1	6268204 12/24/12 acadia healthcare	812.50*		215	280-1000	330 524
	Claim Total for District	812.50				
14617	2144 SAFEGUARD BUSINESS SYSTEMS	95.01				
1	028431823 12/14/12 150 w2,50 99, envelopes	95.01	7653	201	100-2500	610
	Claim Total for District	95.01				
14618	4449 EARTHWALK	2,540.00				
1	20121148 12/21/12 flxcart	2,540.00*	7649	217	610-1000	660
	Claim Total for District	2,540.00				
14619	3308 CDW-GOVERNMENT INC.	1,200.00				
1	v764389 12/26/12 chromebook SmSng	1,200.00*	7647	215	427-1000	660 86
	Claim Total for District	1,200.00				
14620	3308 CDW-GOVERNMENT INC.	450.00				
1	v551623 12/18/12 chromebook SmSng	450.00*	7647	215	427-1000	660 86
	Claim Total for District	450.00				
14621	4326 INTERNATIONAL ACADEMY OF SCIENCE	39.90				
1	4978 12/26/12 acellus licenses	36.20	7495	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1441-680-					

01/11/13

15:06:24

JEFFERSON HIGH SCHOOL

Claim Approval List

For the Accounting Period: 1/13

Page: 2 of 3

Report ID: AP100H

High School

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Claim \$				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj Proj
2	4978 12/26/12 acellus licenses	3.70		201	100-1441	680
	Claim Total for District	39.90				
14622	4423 CHRISTMAN ROOFING, INC	150.00				
1	box 883 01/02/13 debris and 6 holes repaired	150.00		201	100-2600	440
	Claim Total for District	150.00				
14623	3481 MT DOJ CRIMINAL RECORDS	27.25				
1	33944 12/03/12 katzbeck fingerprint	27.25	7645	201	100-2300	800
	Claim Total for District	27.25				
14625	1451 L & P GROCERY	188.39				
1	0128963120 12/06/12 fcs supplies	37.99	7489	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-					
2	1466211211 12/11/12 fcs supplies	46.52	7489	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-					
3	1592741217 12/17/12 fcs supplies	62.21	7489	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-					
4	1596621218 12/18/12 fcs supplies	41.67	7489	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-					
	Claim Total for District	188.39				
14626	1451 L & P GROCERY	10.32				
1	0142828120 12/06/12 fcs supplies	10.32	7489	201	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-					
	Claim Total for District	10.32				
	Total High School	20,063.66				

01/11/13
15:06:25

JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 1/13

Page: 3 of 3
Report ID: AP110H

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$747.81
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$13,111.95
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$3,307.50
217 ADULT EDUCATION	
101	\$2,540.00
228 TECHNOLOGY FUND	
101	\$356.40
Total	\$20,063.66
Grand Total	\$20,063.66

01/15/13

17:11:24

JEFFERSON HIGH SCHOOL

Claim Approval List

For the Accounting Period: 1/13

Page: 1 of 3

Report ID: AP100H

gh School

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Claim \$						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
14627	4514 PAPER CUT SOFTWARE	210.00						
1	36343 01/10/13 papercut 12 upgrade	210.00*	7667	228	100-1000	680		
	Claim Total for District	210.00						
14628	3766 ACADIA MONTANA	390.00						
1	104446 01/07/13 Alta Care	390.00*		215	280-1000	330	524	
	Claim Total for District	390.00						
14629	4536 HOME DEPOT	44.73						
1	37729 12/26/12 Drill Bits	44.73		201	100-2600	615		
	Claim Total for District	44.73						
14630	1650 MEADOW GOLD GREAT FALLS	235.23						
1	197359 12/03/12 Milk	62.85		201	910-3100	630		
2	198422 12/10/12 Milk	77.23		201	910-3100	630		
3	199451 12/17/12 Milk	48.46		201	910-3100	630		
4	201489 12/31/12 Milk	46.69		201	910-3100	630		
	Claim Total for District	235.23						
14631	2717 CITY OF BOULDER	1,833.91						
1	010413 01/04/13 Water	976.95		201	100-2600	421		
2	010413 01/04/13 Sewer	856.96		201	100-2600	421		
	Claim Total for District	1,833.91						
14632	1737 NORTHWESTERN ENERGY	5,720.78						
1	010813 01/08/13 Gas	3,373.20		201	100-2600	411		
2	010813 01/08/13 Electric	2,347.58		201	100-2600	412		
	Claim Total for District	5,720.78						
14633	1737 NORTHWESTERN ENERGY	21.17						
1	011813 01/18/13 Gas	13.39		201	100-2600	411		
2	011813 01/18/13 Electric	7.78		201	100-2600	412		
	Claim Total for District	21.17						
14634	1086 GIULIO DISPOSAL SERVICES, INC.	141.00						
1	73913 12/31/12 Garbage Disposal	141.00		201	100-2600	431		
	Claim Total for District	141.00						
14635	3012 BLACK MOUNTAIN SOFTWARE	3,147.50						
1	576 01/01/13 Software Maint. Fee	3,147.50		201	100-2500	680		
	Claim Total for District	3,147.50						
14636	4607 TEKTON ARCHITECTS, P.L.L.C.	1,200.00						
1	102912 10/29/12 Change Order Lib. Caf. Foyer	1,200.00*		224	100-2600	330		
	Claim Total for District	1,200.00						

01/15/13
17:11:24

JEFFERSON HIGH SCHOOL
Claim Approval List
For the Accounting Period: 1/13

Page: 2 of 3
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
14637	157 ACE HARDWARE	316.39				
1	various 12/31/12 Maint Items	316.39		201	100-2600	615
	Claim Total for District	316.39				
14638	1183 HARLOW'S SCHOOL BUS SERVICE, INC.	2,964.97				
1	12/01/12 Wrestling	1,101.88		201	720-3500	582
2	12/01/12 Boys Basketball	604.73		201	720-3500	582
3	12/01/12 Girls Basketball	629.18		201	720-3500	582
4	12/01/12 Extra Practice	352.08		201	720-3500	582
5	12/01/12 Service Learning	107.58		201	710-3400	582
6	12/01/12 Foster's Class	107.58*		201	100-1241	582
7	12/01/12 7/8 Clancy	61.94		201	100-2400	582
	Claim Total for District	2,964.97				
14639	4297 COMDATA	3,032.67				
1	20184553 01/01/13 Total Route	1,818.73		210	100-2700	624
to						
2	20184553 01/01/13 GBBALL	207.34		201	720-3500	582
3	20184553 01/01/13 BBBALL	199.28		201	720-3500	582
4	20184553 01/01/13 Wrestling	363.11		201	720-3500	582
5	20184553 01/01/13 Xtra Practice	116.02		201	720-3500	582
6	20184553 01/01/13 Serv Learning	35.45		201	710-3400	582
7	20184553 01/01/13 7/8 Clancy	20.41		201	100-2400	582
8	20184553 01/01/13 Foster's Class	35.45		201	100-1000	582
9	20184553 01/01/13 JHS ADMIN	30.17		201	100-2300	582
10	20184553 01/01/13 Drivers ED	37.42*		218	100-1000	624
11	20184553 01/01/13 JHS CUSTODIAL	47.25		201	100-2600	624
12	20184553 01/01/13 School Food	122.04*		201	910-3100	624
	Claim Total for District	3,032.67				
	Total High School	19,258.35				

01/15/13
17:11:24

JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 1/13

Page: 3 of 3
Report ID: AP110H

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$15,602.20
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$1,818.73
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$390.00
218 HIGH SCHOOL TRAFFIC EDUCATION	
101	\$37.42
224 HARD ROCK MINING	
101	\$1,200.00
228 TECHNOLOGY FUND	
101	\$210.00
Total	\$19,258.35
Grand Total	\$19,258.35

Boulder Association of Classified Employees MEA/MFT (BACE)

**P.O. Box 838
Boulder, MT 59632**

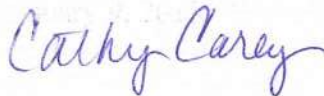
January 9, 2013

Jefferson County School Districts 1 and 7
P.O. Box 838
Boulder, MT 59632

Dear Board Members:

Per Article XIV, Section 1, this is to notify you that the Boulder Association of Classified Employees, MEA/MFT is ready to begin negotiations with the Board of Trustees on or before March 1, 2013.

Sincerely,



Cathy Carey
President
BACE, MEA/MFT
cc: BACE members

cc: BACE members

Jefferson County School Districts 1 and 7
Employees, MEA/MFT
March 1, 2013

Sincerely,

January 9, 2013

cc: BACE members

Sincerely,

January 9, 2013

cc: BACE members

Jefferson County School Districts 1 and 7

Employees, MEA/MFT

Jefferson High School
PO Box 838, Boulder, MT 59632 Phone: (406)225-3740
District Clerk: Lorie Carey, lorie.carey@jhs.k12.mt.us

**SUPERINTENDENT APPLICATION
2013**

Date Application Completed: [Click here to enter a date.](#)

PERSONAL DATA

Name:	
Address:	
Best Contact Phone:	
Alternate Phone:	
Email Address:	

INSTRUCTIONS

1. Complete this form. Use the tab key to advance from field to field or click in to any field. Please limit your entries to the size of the boxes to the greatest extent possible.
2. Save the form using the following syntax for the file name:
"yourlastname yourfirstname JHS Superintendent Application 2013"
3. Submit the completed form as an attachment to an email to the district clerk at lorie.carey@jhs.k12.mt.us
Also attach to the submission as pdf documents using the syntax "yourlastname yourfirstname filedescription.pdf":
 - Education transcripts
 - All administration and teaching certifications/endorsements
 - The application printed out, signed and scanned back in as a pdf document with "SIGNED COPY" included in the file name
5. Do NOT submit a separate cover letter or resume as space is provided within this form for that information.

We will acknowledge receipt of your submission email and accompanying documents.

As part of determining the candidates that the Board of Trustees wishes to interview, we might conduct initial background checks and contact your references before we speak or meet with you.

FOR OFFICE USE ONLY:

- ☐ **Completed application with all required accompany documentation received on:** [Click here to enter a date.](#)
- ☐ **Acknowledgement of receipt emailed by clerk to applicant on:** [Click here to enter a date.](#)
- ☐ **Initial Background check completed by:** [Click here to enter text.](#) **on** [Click here to enter a date.](#)

COVER LETTER Please use this box to provide the information you would usually provide in a cover letter. The box might only allow plain text so don't worry about formatting to look like professional correspondence. Limit your entry to the size of the box.

Click here to enter text.

RESUME Please use this box to provide the information you would usually provide in your resume. The box might only allow plain text so don't worry about formatting it to look like a professional resume. Limit your entry to the size of the

x.

Click here to enter text.

LICENSURE/CERTIFICATION

Do you hold a Montana Superintendent Certificate/License? Choose an item.

Id Number: Click here to enter text. **Class:** Click here to enter text. **Level:** Click here to enter text.

If you do not currently hold a Montana Superintendent's certificate/license, have you contact the Montana Office of Public Instruction to verify that you are immediately eligible for a provisional certification while you complete your certification? Choose an item.

What requirements must you complete in order to obtain your Montana Superintendent's certification? *Limit your entry to the size of the box.*

Click here to enter text.

Please list any additional endorsements:

Number	Area	College Credits in this Area	Granting State or Authority
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
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Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

POST SECONDARY EDUCATION: *Please list most recent school first*

Start Date	End Date	School/Location	Area of Study	Degree Earned	Credits Earned	GPA
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text

EMPLOYMENT

Start te	End Date	School/Location	Phone number	Grades Taught	Subjects Taught	Salary	Primary Role		
							Admin	Certified	Classified
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text.	Click here to enter text	Click here to enter text	Click here to enter text
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text.	Click here to enter text	Click here to enter text	Click here to enter text
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text.	Click here to enter text	Click here to enter text	Click here to enter text
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text.	Click here to enter text	Click here to enter text	Click here to enter text
Click here to enter a date.	Click here to enter a date.	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text	Click here to enter text.	Click here to enter text	Click here to enter text	Click here to enter text

May contact your present employer? Choose an item.

If not, please explain: *Limit your entry to the size of the box.*

Click here to enter text.

PROFESSIONAL REFERENCES

Name	Phone	Relationship	Where worked together
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
<i>Particular accomplishments with which this reference is most familiar</i>	Click here to enter text.		
<i>Particular challenges with which this reference is most familiar</i>	Click here to enter text.		
Name	Phone	Relationship	Where worked together
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
<i>Particular accomplishments with which this reference is most familiar</i>	Click here to enter text.		
<i>Particular challenges with which this reference is most familiar</i>	Click here to enter text.		
Name	Phone	Relationship	Where worked together
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
<i>Particular accomplishments with which this reference is most familiar</i>	Click here to enter text.		
<i>Particular challenges with which this reference is most familiar</i>	Click here to enter text.		
Name	Phone	Relationship	Where worked together
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
<i>Particular accomplishments with which this reference is most familiar</i>	Click here to enter text.		
<i>Particular challenges with which this reference is most familiar</i>	Click here to enter text.		

If you anticipate any issues with your references, please provide information here you wish us to be aware of in this regard. Limit your entry to the size of the box.

Click here to enter text.

SUPPLEMENTAL QUESTION #1

What educational and instructional models do you feel best support effective educational programs and administrative leadership? *Limit your entry to the size of the box.*

Click here to enter text.

SUPPLEMENTAL QUESTION #2

Describe your most visionary efforts or projects, how did you get them going and what were the results? *Limit your entry to the size of the box.*

Click here to enter text.

CHILD SAFETY

☐ Do you, within the past seven years, been released from prison or been convicted of any form of violence, such as assault, rape, child abuse, child molestation, extortion, blackmail, or any offense that involves drugs, embezzlement, fraud, stealing, or robbery? Choose an item.

If yes, please attach a separate sheet explaining the nature, place and date of the crime.

Do you consent to a fingerprint/background check as required by state and federal laws for employment in a school district? Choose an item.

Does the Montana Office of Public Instruction have your fingerprint/background check on file? Choose an item.

OTHER INFORMATION

If selected, upon what date are you available to begin employment? [Click here to enter a date.](#)

Have you previously held any position with us? Choose an item.

If so, please describe. *Limit your entry to the size of the box.*

[Click here to enter text.](#)

☐ Do you legally authorized to work in the United States of America? Choose an item.

If not, please explain. *Limit your entry to the size of the box.*

[Click here to enter text.](#)

PREFERENCES

Are you a veteran? Choose an item.

Start Date	End Date	Branch of Service	Your duties
Click here to enter a date.	Click here to enter a date.	Click here to enter tex	Click here to enter tex

Equal Opportunity Employer

Jefferson High School district #1 prohibits discrimination against or harassment of any person employed by or seeking employment with the district because of race, creed, religion, color, political affiliation or national origin or because of age, physical or mental disability, marital status, or gender when the reasonable demands of the position do not require an age, physical or mental disability, marital status, or gender distinction. People of disability may request reasonable accommodation in the hiring process by contacting the school district personnel office.

Proof of Employability

Any applicant chose for employment must be able to produce a social security card, driver's license, or some other acceptable form of verification of employment eligibility in the united States pursuant to Form I-9 of the US Department of Justice.

Drug Free/Tobacco Free Policies

Jefferson High School is a drug free, tobacco free school and requires all employees to adhere to specific drug free tobacco free policies.

AUTHORIZATION AND RELEASE OF LIABILITY

I hereby authorize Jefferson High School to inquire as to my record with any or all of my former and/or current employers or references or persons having knowledge of or connection to me with no liability arising there from.

I expressly authorize the release to the educational agency receiving this application any records or information which may refer or relate to this application for employment, including, but not limited to, records of educational institutions, law enforcement or criminal justice agencies, agencies maintaining child abuse records, previous employers and any persons having knowledge of or connection to me. I hereby release and discharge the educational agency receiving this application and any responsible person(s) employed by the agency from any and all claims and liability which I may have or ever claim to have relating to information provided to the educational agency as part of this application for employment.

I hereby certify that the information provided in this application and accompanying documents are true, accurate and complete to the best of my knowledge. I understand misrepresentation or omission of material facts may result in refusal of or separation from employment.

I understand that no offer of employment, compensation or benefits such as but not limited to a pension plan, insurance, vacation or salary rate is final until it has been reviewed by the Jefferson High School Board of Trustees and fully approved by the Board.

Signature and date

JHS Hiring Committee – January 9th at Montana City School Library at 6:00 pm.

Committee members Tim Lloyd and Denise Brunett were present. Sabrina Steketee was not able to attend.

Also present was Daryl Mikesell and Jim Whealon from JHS. Jan Anderson from the Boulder Monitor was also at the meeting.

Mr. Mikesell, Mr. Whealon and Mrs. Brunett all participated in giving an update of what happened at the budget meeting last week. It was understood that the budget committee determined there was sufficient funding for JHS to hire a superintendent and they would be making a recommendation to hire one. It was also discussed what other duties the superintendent might have to perform. Mr. Whealon discussed taping of candidates and recommended we not do this. He also stressed it was important to remember to add in veterans preference. It was reported that some of the schools had apparently been made aware that JHS may be interested in sharing a superintendent by either school administrators or board members.

We discussed that the hiring committee was given instructions that we should contact Boulder, MT City and Clancy Elementary Schools about sharing a superintendent. However, this conflicted with the recommendation the budget committee was supposedly bringing to the next meeting. Mr. Lloyd questioned if we should wait until after the meeting to decide if we should contact these schools. There was also the question of whether this should be done before the legal question of whether this was even legal or not was answered. The legal question came up at the last full board meeting and it was believed Mrs. Steketee was going to get a hold of MSBA to find out. Mr. Whealon said he thought it was being done at other schools now and thought it should be okay.

The hiring committee decided that Mr. Lloyd would contact Mrs. Steketee and see if the legal question had been resolved. Mr. Lloyd would let Mrs. Brunett know when he finds out. The hiring committee members would contact the board chairs for each school. Mr. Lloyd would contact Clancy and Mrs. Brunett would contact MT. City. Mr. Lloyd would ask Mrs. Steketee to contact Boulder. Mr. Whealon asked about contacting the superintendents so they knew something about the possibility sharing a superintendent and it was decided that would be okay. We discussed that we would tell these other board chairs that we would like to find out if any are interested in discussing the possibility of sharing a superintendent. We briefly reviewed the screening criteria that was used to screen the applications for the principal position last year. It was decided we would all try to see how this could be modified for the superintendent position. We briefly reviewed the Job Opening Announcement. It was decided we need to wait until after the next meeting before moving forward and posting the position.

Hiring Committee Recommendations – January 9th at MT City School Library at 6:00 pm.

1. Recommend the board decide if we are going be sharing a superintendent or hire our own.
2. Recommend the board decide if the hiring committee should continue to pursue discussions of sharing a superintendent with Clancy, MT. City or Boulder Elementary Schools.
3. Recommend the board approve or finalize what application will be used in the superintendent hiring process.
4. Recommend the board approve the job posting and approve it to be posted.

Brief synopsis of 2012 School Law and Technology Symposium

1. Quick overview of classes available through Digital Academy
2. Electronic Investigations
 - a. procedures: shutdown, **secure**, and remove preferably without the users knowledge of investigation
 - b. Document chain of custody with times and dates and signatures, make/model of device, locations, where stored,
 - c. submit to MTSBA or Law enforcement for forensic analysis. DO NOT turn on and browse for content OR follow district policy for electronic investigations (we have none...)
 - d. **REMEMBER DUE PROCESS!!!!**
 - e. who can investigate: Superintendent, Principal, Attorney, or attorney's supervised staff, licensed PI
 - f. VERY IMPORTANT: Notice to employees and students must be in policy and handbooks concerning reasonable search, and reasonable expectations of use of electronic devices - both personal and district owned
3. IPADS, IPADS, IPADS.....thinly disguised as a presentation on innovation in education
4. Policy and tech:
 - a. policy and/or handbooks should have guidelines on appropriate socialization via social media, texting, etc...
 - b. new hires should have training on appropriate electronic contact-don't just assume they know...
 - c. *****all e-contact should be through district owned/controlled media*****
 - d. BYOD: have policy and handbook guidelines to define appropriate use of personal devices at school both in and out of classroom
 - e. ***NEED electronic search policies and procedures
 - i. district reserves the right to inspect any student/staff personal devices if reason exists (suspected violation of district policy, regulations, rules, local, state, federal law, etc)
5. Ethics and tech
 - a. expectations: community...diligent management of resources
 - b. respect intellectual property of others (and protect intellectual property of the district)
 - c. manage and protect personal privacy
 - d. **BE THE MODEL**
6. lots of legal updates
 - a. 1st amendment
 - b. 4th amendment
 - c. Summarized: use common sense, make sure that discipline and other injunction

01/15/13

15:49:51

JEFFERSON HIGH SCHOOL

Expenditure Detail

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Report ID: B180

For the Accounting Periods: 7/12 - 1/13

Funds 224- 224

Fund/Account/ Doc/Line #	Description	Invoice	Invoice Date	Acct. Per.	Vendor	Amount
224 HARD ROCK MINING						
E 100-2600 GENERAL-OPERATION/MAINTENANCE						
330 OTHER PROFESSIONAL SERVICES						
CL 14636 1	Change Order Lib. Caf. Foyer	102912	10/29/12	1/13	4607 TEKTON ARCHITECTS, P.L.L.C.	1,200.00
Object Total:						1,200.00
440 REPAIR/MAIN/PARTS						
CL 14268 1	front entrance build perm		07/17/12	7/12	3194 MT DEPT OF LABOR & INDUSTRY	320.00
CL 14268 1	front entrance build perm		07/17/12	7/12	3194 MT DEPT OF LABOR & INDUSTRY	-320.00
PO 7557 1	front entrance build perm		/ /	7/12	3194 MT DEPT OF LABOR & INDUSTRY	320.00
CL 14537 1	Sped Room Leak	5818	10/25/12	11/12	4423 CHRISTMAN ROOFING, INC	150.00
Object Total:						470.00
Program-Function Total:						1,670.00
E 100-4600 GENERAL-BUILDING IMPROVEMENT SERVICES						
440 REPAIR/MAIN/PARTS						
14347 1	zoning permit		08/23/12	9/12	2717 CITY OF BOULDER	75.00
14372 1	extra tile	CG204250	08/30/12	9/12	924 FINSTADS	788.48
CL 14372 2	extra tile	CG204186	08/30/12	9/12	924 FINSTADS	320.00
Object Total:						1,183.48
540 ADVERTISING						
CL 14313 1	library roof bid ad		07/26/12	8/12	1250 INDEPENDENT RECORD	400.00
CL 14342 1	library roof bid	14372	08/01/12	9/12	385 BOULDER MONITOR & JEFFERSON	290.00
CL 14374 1	lunchroom roof bid ad	20209583	08/05/12	9/12	1250 INDEPENDENT RECORD	200.00
CL 14424 1	cafeteria/foyer roof bid ad	14501	09/04/12	10/12	385 BOULDER MONITOR & JEFFERSON	319.00
Object Total:						1,209.00
725 MAJOR CONST. SERVICES						
CL 14236 2	sprinkler system	245	07/02/12	7/12	3698 EVERGREEN IRRIGATION	1,125.00
CL 14277 2	front entry foundations		07/27/12	7/12	4612 CRETEWURX	500.00
CL 14285 1	remesh for front entrance		07/24/12	7/12	3583 HOME DEPOT CREDIT SERVICES	210.00
CL 14288 1	north entry canopy plans	1202	07/17/12	8/12	4616 ARCHITECTURE & DESIGN	1,000.00
CL 14320 1	exterior building repair	500	08/13/12	8/12	4618 DON LOWERY CONSTRUCTION INC.	14,950.00
CL 14388 1	library reroofing	T-0912	08/28/12	9/12	4624 WADSWORTH BUILDERS COMPANY	2,915.55
CL 14409 1	library roof gross receipt tax		09/04/12	9/12	4625 MT DEPARTMENT OF REVENUE	29.45
CL 14425 1	library reroofing		09/28/12	10/12	4624 WADSWORTH BUILDERS COMPANY	91,113.08
CL 14426 1	library roof gross receipt tax		10/01/12	10/12	4625 MT DEPARTMENT OF REVENUE	920.33
CL 14430 1	prep/repaint north gym	1327	08/30/12	10/12	4604 LEGENDARY FINISHES, INC.	4,800.00
CL 14451 1	pymt #1 foyer/cafeteria roof		10/09/12	10/12	4624 WADSWORTH BUILDERS COMPANY	2,445.30
CL 14452 1	foyer roof gross receipt tax		10/09/12	10/12	4625 MT DEPARTMENT OF REVENUE	24.70
CL 14453 1	extra shingles beyond contract	12015	10/02/12	10/12	4624 WADSWORTH BUILDERS COMPANY	795.70
14498 1	foyer roof gross receipt tax		10/29/12	11/12	4625 MT DEPARTMENT OF REVENUE	407.93
14499 1	pymt #2 foyer/cafeteria roof		10/26/12	11/12	4624 WADSWORTH BUILDERS COMPANY	40,385.07

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Funds 224- 224

JEFFERSON HIGH SCHOOL
Expenditure Detail
For the Accounting Periods: 7/12 - 1/13

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Fund/Account/ Doc/Line #		Description	Invoice Invoice	Acct. Date Per.	Vendor	Amount
224 HARD ROCK MINING						
E 100-4600 GENERAL-BUILDING IMPROVEMENT SERVICES						
CL 14552	1	final library roof pymnt		11/19/12 11/12	4624 WADSWORTH BUILDERS COMPANY	12,596.62
CL 14553	1	library roof gross receipt tax		11/19/12 11/12	4625 MT DEPARTMENT OF REVENUE	127.24
CL 14578	1	foyer roof gross receipts tax		11/29/12 12/12	4625 MT DEPARTMENT OF REVENUE	589.81
CL 14579	1	foyer roof payment 3		11/29/12 12/12	4624 WADSWORTH BUILDERS COMPANY	58,390.86
Object Total:						233,326.64
Program-Function Total:						235,719.12
E 720-3500 ATHLETICS-EXTRACURRICULAR ATHLETICS						
660 MINOR EQUIPMENT						
CL 14367	2	football uniforms	104-002640	08/09/12 9/12	2749 UNIVERSAL ATHLETICS	49.85
CL 14369	1	football pads	94705695	07/01/12 9/12	2202 RIDDELL ALL-AMERICAN SPORTS	530.48
CL 14369	2	football pads/helmets	60186729	07/02/12 9/12	2202 RIDDELL ALL-AMERICAN SPORTS	5,204.83
CL 14369	3	credit football pads	94916938	08/17/12 9/12	2202 RIDDELL ALL-AMERICAN SPORTS	-492.00
Object Total:						5,293.16
Program-Function Total:						5,293.16
Fund Total:						242,682.28

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JEFFERSON HIGH SCHOOL
Expenditure Detail
For the Accounting Periods: 7/11 - 6/12

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Funds 224- 224

Fund/Account/ Doc/Line #	Description	Invoice	Invoice Date	Acct. Per.	Vendor	Amount
224 HARD ROCK MINING						
E 100-1000 GENERAL-GENERAL						
440 REPAIR/MAIN/PARTS						
CL 13589 1	electrical work for sande	9047	10/19/11	10/11	4556 BULKLEY ELECTRIC, INC.	5,643.05
CL 13589 1	electrical work for sande	9047	10/19/11	10/11	4556 BULKLEY ELECTRIC, INC.	-5,643.05
PO 7239 1	electrical work for sande		/ /	10/11	4556 BULKLEY ELECTRIC, INC.	8,036.00
CL 13749 1	electrical work for sande	9255	01/04/12	1/12	4556 BULKLEY ELECTRIC, INC.	1,542.30
CL 13749 1	electrical work for sande	9255	01/04/12	1/12	4556 BULKLEY ELECTRIC, INC.	-2,392.95
CL 13945 1	south gym resurfacing	1050	03/20/12	4/12	4585 WYOMING WOOD FLOORS, LLC	3,281.25
CL 13945 1	south gym resurfacing	1050	03/20/12	4/12	4585 WYOMING WOOD FLOORS, LLC	-3,281.25
PO 7365 1	south gym resurfacing		/ /	4/12	4585 WYOMING WOOD FLOORS, LLC	13,125.00
CL 14110 1	south gym resurfacing	1024	05/22/12	5/12	4585 WYOMING WOOD FLOORS, LLC	9,843.75
CL 14110 1	south gym resurfacing	1024	05/22/12	5/12	4585 WYOMING WOOD FLOORS, LLC	-9,843.75
CL 14110 2	south gym resurfacing	1024	05/22/12	5/12	4585 WYOMING WOOD FLOORS, LLC	1,935.00
Object Total:						22,245.35
660 MINOR EQUIPMENT						
CL 13563 2	server/keyboards	1091	10/07/11	10/11	3936 BOULDER TECH SERVICE	7,817.93
CL 13563 2	server/keyboards	1091	10/07/11	10/11	3936 BOULDER TECH SERVICE	-7,817.93
PO 7233 2	server/keyboards		/ /	10/11	3936 BOULDER TECH SERVICE	7,817.93
PO 7235 1	sewing/embroidery machine		/ /	10/11	2461 SUE'S SEWING PALACE	7,020.00
PO 7236 1	contactor kit		/ /	10/11	1002 GENERAL DISTRIBUTING	2,445.67
PO 7237 1	dust collector		/ /	10/11	3512 INTERMOUNTAIN HEATING	537.00
PO 7238 1	dual drum sander		/ /	10/11	2899 WOODWORKER'S SUPPLY, INC.	6,000.00
PO 7240 1	benches		/ /	10/11	4558 WOODCRAFT OF BOISE	11,000.00
CL 13607 1	contactor kit	781929	10/06/11	11/11	1002 GENERAL DISTRIBUTING	2,445.67
CL 13607 1	contactor kit	781929	10/06/11	11/11	1002 GENERAL DISTRIBUTING	-2,445.67
CL 13620 1	sewing/embroidery machine	1-70193	10/25/11	11/11	2461 SUE'S SEWING PALACE	7,020.00
CL 13620 1	sewing/embroidery machine	1-70193	10/25/11	11/11	2461 SUE'S SEWING PALACE	-7,020.00
CL 13623 1	benches	5389091	10/07/11	11/11	4558 WOODCRAFT OF BOISE	10,844.94
CL 13623 1	benches	5389091	10/07/11	11/11	4558 WOODCRAFT OF BOISE	-11,000.00
CL 13708 1	dual drum sander	8006822-2	12/08/11	1/12	2899 WOODWORKER'S SUPPLY, INC.	6,000.00
CL 13708 1	dual drum sander	8006822-2	12/08/11	1/12	2899 WOODWORKER'S SUPPLY, INC.	-6,000.00
CL 13708 2	dual drum sander	8006822-2	12/08/11	1/12	2899 WOODWORKER'S SUPPLY, INC.	127.49
CL 13734 1	dust collector	25442	12/19/11	1/12	3512 INTERMOUNTAIN HEATING	537.00
CL 13734 1	dust collector	25442	12/19/11	1/12	3512 INTERMOUNTAIN HEATING	-537.00
PO 7383 1	stage curtains		/ /	4/12	1973 OASIS STAGE WERKS	5,900.00
CL 14073 1	stage curtains	H02385	05/08/12	5/12	1973 OASIS STAGE WERKS	5,900.00
CL 14073 1	stage curtains	H02385	05/08/12	5/12	1973 OASIS STAGE WERKS	-5,900.00
Object Total:						40,693.03
Program-Function Total:						62,938.38

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JEFFERSON HIGH SCHOOL

Expenditure Detail

For the Accounting Periods: 7/11 - 6/12

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Funds 224- 224

Fund/Account/ Doc/Line #		Description	Invoice	Date	Acct. Per.	Vendor	Amount		
224 HARD ROCK MINING									
E 100-2600 GENERAL-OPERATION/MAINTENANCE									
330 OTHER PROFESSIONAL SERVICES									
CL	14139	1	roof replacement study	T-0712-P	05/31/12	6/12	4607 TEKTON ARCHITECTS, P.L.L.C.	5,000.00	
CL	14180	1	entry/library/gym roof	T-0712P	06/14/12	6/12	4607 TEKTON ARCHITECTS, P.L.L.C.	20,740.00	
Object Total:							25,740.00		
440 REPAIR/MAIN/PARTS									
PO	7372	1	front entrance abatement	/	/	4/12	3887 RISING LIGHTNING	19,857.00	
PO	7385	1	vents/wind cap	/	/	4/12	4571 COMBUSTION SERVICE COMPANY	1,816.21	
PO	7386	1	9 furnaces	/	/	4/12	4538 ALLTEMP HEATING AND COOLING,	18,795.00	
PO	7392	1	offices,hall carpet	/	/	4/12	924 FINSTADS	24,500.00	
PO	7394	1	north gym controls	/	/	4/12	1377 JOHNSON CONTROLS	5,454.00	
PO	7395	1	recoat north gym	/	/	4/12	321 BRUCO, INC	3,672.00	
CL	14000	1	front entrance abatement	03/28/12		5/12	3887 RISING LIGHTNING	8,857.00	
CL	14000	1	front entrance abatement	03/28/12		5/12	3887 RISING LIGHTNING	-8,857.00	
PO	7440	1	paint block outside S. gy	/	/	5/12	4604 LEGENDARY FINISHES, INC.	8,800.00	
CL	14175	1	front entrance abatement	06/13/12		6/12	3887 RISING LIGHTNING	11,000.00	
CL	14175	1	front entrance abatement	06/13/12		6/12	3887 RISING LIGHTNING	-11,000.00	
	14194	1	9 furnaces	1902	06/19/12	6/12	4538 ALLTEMP HEATING AND COOLING,	18,795.00	
	14194	1	9 furnaces	1902	06/19/12	6/12	4538 ALLTEMP HEATING AND COOLING,	-18,795.00	
CL	14214	1	vents/wind cap	27988	06/21/12	6/12	4571 COMBUSTION SERVICE COMPANY	1,816.21	
CL	14214	1	vents/wind cap	27988	06/21/12	6/12	4571 COMBUSTION SERVICE COMPANY	-1,816.21	
CL	14214	2	vents/wind cap	27988	06/21/12	6/12	4571 COMBUSTION SERVICE COMPANY	144.75	
CL	14221	1	recoat north gym	301847	06/26/12	6/12	321 BRUCO, INC	3,672.00	
CL	14221	1	recoat north gym	301847	06/26/12	6/12	321 BRUCO, INC	-3,672.00	
Object Total:							83,038.96		
460 CONSTRUCTION SERVICES									
CL	13399	1	roof	2080	08/03/11	8/11	4542 K & K ROOFING	15,000.00	
CL	13439	1	art room roof		08/12/11	9/11	4545 GOLDEN EAGLE CONSTRUCTION	38,952.85	
CL	13439	2	art room roof		09/06/11	9/11	4545 GOLDEN EAGLE CONSTRUCTION	2,050.15	
CL	13459	3	asbestos testing	16822	07/12/11	9/11	3930 NORTHERN INDUSTRIAL HYGIENE	218.65	
CL	13493	1	Weight Room Roof	2083	08/10/11	9/11	4542 K & K ROOFING	16,975.00	
Object Total:							73,196.65		
610 SUPPLIES									
PO	7393	1	practice field fence		/	/	4/12	3248 CONTINENTAL FENCE AND SUPPLY	1,520.66
CL	14115	1	practice field fence	25360	05/24/12	6/12	3248 CONTINENTAL FENCE AND SUPPLY	1,520.66	
CL	14115	1	practice field fence	25360	05/24/12	6/12	3248 CONTINENTAL FENCE AND SUPPLY	-1,520.66	
CL	14115	2	practice field fence	25388	05/24/12	6/12	3248 CONTINENTAL FENCE AND SUPPLY	12.20	
Object Total:							1,532.86		

Funds 224- 224

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funds 224- 224

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Fund/Account/ Doc/Line #	Description	Invoice Invoice	Acct. Date Per.	Vendor	Amount
224 HARD ROCK MINING					
E 720-3500 ATHLETICS-EXTRACURRICULAR ATHLETICS					
660 MINOR EQUIPMENT					
PO 7333 1	range balls/mats/green		/ / 2/12	2749 UNIVERSAL ATHLETICS	446.87
PO 7334 1	golf mats/rope binding		/ / 2/12	4582 REDROCK SPORTING GOODS	619.85
CL 13901 1	golf mats/rope binding	12077	03/08/12 3/12	4582 REDROCK SPORTING GOODS	61.90
CL 13901 1	golf mats/rope binding	12077	03/08/12 3/12	4582 REDROCK SPORTING GOODS	-61.90
CL 13928 1	golf tees	0024492-01	02/28/12 3/12	2749 UNIVERSAL ATHLETICS	15.08
CL 13928 1	golf tees	0024492-01	02/28/12 3/12	2749 UNIVERSAL ATHLETICS	-446.87
CL 13928 1	putting green, net drive mat	0024494-01	03/05/12 3/12	2749 UNIVERSAL ATHLETICS	431.79
CL 13928 2	putting green, net drive mat	0024494-01	03/05/12 3/12	2749 UNIVERSAL ATHLETICS	56.36
CL 13928 3	golf balls	0024492-02	03/13/12 3/12	2749 UNIVERSAL ATHLETICS	131.21
CL 13928 4	credit	0024492-02	03/13/12 3/12	2749 UNIVERSAL ATHLETICS	-2.40
CL 13928 5	golf mats/rope binding	12156	03/23/12 3/12	4582 REDROCK SPORTING GOODS	557.95
CL 13929 1	golf mats/rope binding	12156	03/23/12 3/12	4582 REDROCK SPORTING GOODS	-557.95
CL 13929 1	golf mats/rope binding	12156	03/23/12 3/12	4582 REDROCK SPORTING GOODS	32.00
CL 13929 2	golf mats/rope binding				
Object Total:					1,283.89
Program-Function Total:					4,269.63
Fund Total:					315,269.49

01/15/13
15:48:55

JEFFERSON HIGH SCHOOL
Annual Trial Balance
For the Year: 2012 - 2013

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224 HARD ROCK MINING

Account		Opening Balance	Current Year Changes	Ending Balance
101	CASH	567799.89	333396.90 CR	234402.99
Total Assets		567799.89	333396.90 CR	234402.99
621	ACCOUNTS PAYABLE	0.00	1200.00	1200.00
970	UNRESERVED FUND BALANCE	475130.89	241927.90 DB	233202.99
999	CURRENT REVENUE OVER EXPENSE	92669.00	92669.00 DB	0.00
Total Liabilities		567799.89	333396.90 DB	234402.99

01/15/13
15:50:46

JEFFERSON HIGH SCHOOL
Annual Trial Balance
For the Year: 2011 - 2012

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Report ID: Y700

224 HARD ROCK MINING

Account		Opening Balance	Current Year Changes	Ending Balance
101	CASH	788065.77	220265.88 CR	567799.89
Total Assets		788065.77	220265.88 CR	567799.89
953	RESERVE FOR ENCUMBRANCES	0.00	92669.00	92669.00
970	UNRESERVED FUND BALANCE	788065.77	312934.88 DB	475130.89
Total Liabilities		788065.77	220265.88 DB	567799.89

total

3134

465056.16

$$\begin{array}{r} 101000 \\ 670227 \\ \hline 10770227 \end{array}$$

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L94h01

~~2018/10/22~~

W-2-13 pol

11-12

7864.67

3.1 B Change "Teachers with more than "none" hundred eighty "(980)..... to "Teachers with more than nine hundred eighty."

3.1 E If the board wants to put a buy back clause in for excess sick to the purchase each year to hold the unfunded liability down, this would be a good time to do it!

3.9 \$300 hours for not using more than 16 hours of annual leave expire at the end of 2012-2013 school year, If not renewed it sunset's! As does the 210.00 hours for not using more than 24 hours.

4.1 A Provides \$732.80 for health insurance. This is a dollar amount and not necessarily a full single coverage so the amount could be less than a full single coverage if the board wants. This is a place to pro-rate insurance based upon Teaching Contract.

6.1 C Base Salary....2012-2013 school year will be \$25,467 a 1% increase = \$254.67 making the new base salary \$25,721.67. A 1% on the max salary will cost \$526.65 making the new max salary will cost \$531.65 or \$531,192. If the negotiation team were to look at a ladder like Clancy's.

Side Note: Now it states each teacher will get 7321.88 and could be changed to reg 1/7 for each percent taught.

6.3 b \$500 for completion of exam, (not for passage) so do you get \$500 each attempt to pass? The language could be changed to say " Pass the exam" to make it more clear that you only receive the \$500 if you pass the exam, once not each time you take the exam.

6.4 Could take out the 5th year.

7.10 Should say that there are 2 calendars are for each school. A calendar committee for each school composed of a principal and 3 teachers from that school, chosen by the school association, to recommend the new calendar to the board.

8.6 Remove all because it opens doors for the confliction over management rights granted by state law; to assign staff and what will be taught and when.

9.8 Update year to 2013-2014 – 2014-2015.

2011-2012 & 2012-2013

COLLECTIVE BARGAINING AGREEMENT

between the

**BOULDER ASSOCIATION OF TEACHERS,
MEA-MFT**

and the

**BOARDS OF TRUSTEES
JHS DISTRICT #1 and BES DISTRICT #7
JEFFERSON COUNTY
MONTANA**

ARTICLE I – RECOGNITIONS AND DEFINITIONS

- 1.1 The Board hereby recognizes the Association as the exclusive representative for collective bargaining with respect to wages, hours, fringe benefits, and other conditions of employment for all employees in the Association.
- 1.2
- A. Association: Boulder Association of Teachers or any appropriate unit approved by the Board of Personnel Appeals.
 - B. Board: The Board of Trustees of High School District No. 1 and/or The Board of Trustees of Elementary District No. 7, Jefferson County, Montana.
 - C. Agreement: The negotiated Agreement entered into and formally ratified by the Association and the Board.
 - D. Collective Bargaining Act: The Collective Bargaining for Public Employees Act, Sec. 39-31-101 et seq, MCA, as it exists, as amended.
 - E. Teachers: Unless otherwise indicated, the term “teachers” when used hereafter in this Agreement shall refer to all certified personnel except **administration**.

ARTICLE II- ASSOCIATION RIGHTS

The Board agrees that the individual teacher shall have full freedom of association, self-organization, and the designation of representatives of his own choosing, to negotiate the terms and conditions of his employment, and that he shall be free from the interference, restraint of coercion by the Board, or its agents, in the designation of such representatives or in self-organization or in other concerted activities for the purpose of collective bargaining or other mutual aid or protection. The Board also recognizes the full freedom of any teacher not to be a member of any organization.

2.2 Exclusive rights of the Association:

The rights and privileges of the Association and its representatives certified by the Association as set forth in this Agreement shall be granted only to the Association as the exclusive representative of the teachers and to no other competing organization.

2.3 The Board recognizes the right of the Association in conducting its business to:

- A. Transact Association business on school property, provided no disruption of school operations occur;
- B. Use school buildings for meeting, after arrangements with the principal concerned as to time and place;
- C. Use school machines (typewriters, computers, copying and reproduction machines, etc.), providing the Association pays for actual costs of such materials and supplies;
- D. Use teacher mailboxes and bulletin boards in teachers’ room for notices and communication, as well as telephones between the buildings for such purposes;
- E. Use orientation meetings and faculty meetings to acquaint staff members of the system with activities, reports or announcements;
- F. Be placed on the agenda of each regular Board meeting under “new business” any matters brought to its

This same formula will be used to determine the death benefits the District will pay to a teacher's beneficiary for unused sick leave in the event of death of the teacher. It is the teacher's obligation to annually file with the Clerk the name of his/her beneficiary.

This payment shall be made at the end of that school year or in July following the end of the school year. This will be at the discretion of the Board of Trustees.

3.2 Bereavement Leave

Thirty five (35) hours per year at full salary, not deducted from sick leave, will be allowed each teacher for bereavement. This leave is not accumulative. Immediate family is defined as father, mother, sister, brother, husband, wife, significant other, children, father-in-law, mother-in-law, son-in-law, daughter-in-law, grandparents, grandchildren, or other persons related to the teacher. Bereavement leave may be used for the death of a close friend if requested by the teacher and approved by a principal or the superintendent. Extended bereavement leave may be applied for to the principal or superintendent, to be deducted from sick leave. A denial by an administrator may be appealed to the Board.

3.3 Jury-Witness Leave

The District may require a teacher to request that he/she be excused from jury duty if the District has a reasonable expectation that a qualified substitute is not available for the potential duration of the trial.

A teacher subpoenaed to serve as a witness shall collect all fees and allowances payable as a result of the service and forward the fees to the District Clerk.

Witness fees shall be applied against the amount due the employee from his/her employer unless he/she elects to use District personal leave.

3.4 Leave for Public Office

Mandatory leave of absence for employees holding public office - return requirements.

- A. Upon request, employers of employees elected or appointed to a public office in the city, county or state shall grant such employees leaves of absence, not to exceed one thousand eighty (1080) hours per year, while they are performing public service.
- B. Employees granted leave shall make arrangements to return to work within ten (10) days following the completion of the service for which the leave was granted unless they are unable to do so because of illness or disabling injury certified by a licensed physician.
- C. No salary shall be paid while the employee is on leave of absence. The teacher shall suffer no loss of increment or experience steps. No teacher on leave for public office will gain experience increments unless they have worked at least six hundred seventy nine (679) hours in a given school year.

ARTICLE IV - HEALTH INSURANCE AND INCOME PROTECTION

4.1 The Board shall pay health insurance for teachers on the following scale:

- A. The district will provide each teacher \$7321.80 for health insurance benefits or other approved options for the **2011-2012** and **2012-2013** school years. Either party may reopen section 4.1 A for the **2012-2013** school year. Additionally, 70% of the district contribution for certified staff not choosing the insurance coverage will be paid to that staff member as compensation, provided that they are able to provide the District with proof of health insurance coverage. Married employees will be allowed to combine their dollar entitlement to purchase benefits as they perceive will be to their greatest benefit. If the health insurance cost for any employee is less than the district contribution in **2011-2012** and **2012-2013**, the difference between the actual cost of insurance and the benefit may be applied to a Health Savings Account (HSA) or Flex Account, with the health insurance carrier, and may be expended by the employee during the contract year for deductibles or other health care costs according to guidelines established by the carrier.
- B. When the status of a teacher changes during the year, he/she shall receive a change in status starting the first full month the change is effective, providing the employee chooses to change coverage.

4.2 The teacher may choose to participate in the current income protection plan, provided he or she pay the full cost of the coverage.

Dental and/or vision insurance may be available to district employees at the members expense (there is no cost to the District) and the plans will not be imposed upon other categories of District employees who have the same health coverage, unless they participate by consent.

4.4 It is understood that the District's obligation under this article is to pay such premiums as agreed herein and no claims shall be made against the School District as a result of a denial of insurance benefits.

4.5 The Association and the District have made a good faith effort to achieve non-discriminatory insurance coverage for those covered by this Agreement. The parties agree that they will not initiate or participate in any insurance grievance or suit against each other which alleges discrimination on the basis of sex or marital status.

4.6 An Insurance committee will be formed to investigate insurance options and make recommendations to the Board and the Association. This committee will consist of two (2) high school Board members, and two (2) elementary Board members, and four (4) Association members who will be appointed by the Association president. Additionally, the classified union, BACE, shall be invited to assign one of their members to this committee.

This committee shall research and recommend Health Care carriers, agents, coverage and benefit plans to the Board for approval. While the Board retains the right to make the final choice of carrier, agent, plans and coverages, the Board will not reduce or eliminate currently available 2008-2009 plans or coverages, without the approval of the Association.

ARTICLE V - GRIEVANCE PROCEDURE

5.1 A grievance is defined as a claim based on an alleged violation of the terms of this negotiated Agreement,

Step III

If the grievance is not resolved to the satisfaction of the Association in Steps I and II, the Association Grievance Committee may notify the Chairman of the Board of the District in which the grievance is filed that there is an unresolved grievance that should be heard by the Board. The Board Chairman must be notified in writing of the request for a hearing and must be given a copy of the grievance within five (5) school days from the date of the written decision in Step II. Within five (5) school days of the receipt of the written request of hearing, the President of the Association and the Chair of the Board, or their designees, shall confer and mutually agree to have the grievance heard at a regular or special meeting of the Board no later than thirty-five (35) days after receipt of the written request for hearing.

Within thirty-five (35) calendar days after the meeting at which the grievance was presented to the Board, the Board shall submit a written decision to the Association Grievance Committee Chairman. If the issue is not resolved to the satisfaction of the grievant within those thirty-five (35) calendar days, and if the issue involves an alleged violation of this negotiated or district policy, the Association may move the grievance to Step IV.

5.6 Step IV

In the event the grievance is not settled within the time lines stated in Step III, and if the issue involves an alleged violation of this negotiated Agreement or district policy, the Association may proceed to arbitration. Notice of the intent to go to arbitration shall be sent to the Board within ten (10) school days after receiving the written decision by the Board. Within ten (10) school days after requesting arbitration, the Montana Board of Personnel Appeals shall be requested by either/both parties to provide a list of five (5) arbitrators. Both the Board and the Association shall have the right to strike two names from the list. The Association shall strike the first name. The Board shall strike the second name. The process will be repeated and the sole remaining name will be the arbitrator.

5.7 Conclusion

The arbitrator shall conduct a hearing to receive evidence and listen to arguments concerning the grievance. After the hearing the arbitrator shall issue findings of fact and recommendations for settlement of the grievance to the parties involved in the grievance. The findings, conclusions, and decision of the arbitrator shall be final and binding upon all parties. The arbitrator shall not be empowered to add to, subtract from or otherwise modify the terms and conditions of this Agreement.

The Board of Trustees shall take official action on the report of the arbitrator not later than the next regularly scheduled meeting of the Board.

The parties shall equally share the fees and expenses of the arbitrator. The parties shall bear own expenses for their own costs of presenting their case.

ARTICLE VI- PROFESSIONAL COMPENSATION

- 5.1 a) The basic salaries of teachers covered by this Agreement are set forth in Appendix A, which is attached to this and incorporated into this Agreement. Appendix B, also attached and incorporated into the Agreement, covers extra duty pay. Additionally, Appendix B defines only the salary level for each type of position. The existence of any position type and the number of positions of any type shall be determined at the sole discretion of the Board. The criteria used by the Board may include, but is not limited to, the number of student participants, length of season or activity, level of supervision required, intensity of the coaching or advising function, skill level and experience of the coach/advisor, and the safety of students or

c) As determined by the respective Board of Trustees, individual Jefferson High School staff members may be offered a separate contract while actively working towards a specific teaching endorsement if the endorsement is required for accreditations standards, not available with current staff, and the staff member is teaching in that field. The contract would be for an annual bonus of \$2000 when registered and while successfully following an endorsement plan approved by the Office of Public Instruction. A one time \$2000 bonus will be paid in the year following the last annual bonus once certification is completed. New staff with the above described certification (s) may be eligible for a one time signing bonus of \$2000 as determined by the Board of Trustees.

- 6.4 The fifth year on the salary schedule will be defined as a planned program, mutually agreed upon between the teacher and the college.

The fifth (5th) year +2 (two) quarters will be placed on the salary schedule as an educational step one-half way between the Masters degree which is also the fifth (5th) Year +1 quarter step and the Masters +1(one) quarter step.

- 6.5 The 14th of each month will be pay day. If the 14th falls on a non-school day, checks will be issued on the school day prior to the 14th. The employee may elect to receive twelve (12) payments (June, July, and August) by providing the School Board clerk with the address or bank account number to which these payments can be mailed.

- 6.6 The employee may also elect to notify the School Board clerk to receive summer months' pay on one check, following the final day of the school year at the end of the term.

- 6.7 Teachers may choose to receive 10 payments or 12 payments.

ARTICLE VII- BOARD, ADMINISTRATION, AND TEACHER RELATIONSHIPS

- 7.1 The Association recognizes that the Board has responsibility and authority to manage and direct, on behalf of the public, all the operations and activities of the School District to the full extent authorized by law, provided that such rights and responsibilities shall be exercised by the Board in conformity with the provisions of this Agreement.

- 7.2 The personal life of any teacher is not an appropriate concern of the Board; unless, in the Board's judgment, that conduct has adversely affected his/her teaching. No tenured teacher shall be disciplined or discharged without just cause.

- 7.3 No non-tenured teacher shall be disciplined, dismissed, terminated or discharged without due process.

- 7.4 All monitoring and observation of the work performance of a teacher shall be conducted openly. Teaching observations shall be made available to the teacher upon request.

- 7.5 Each non-tenured teacher shall have at least two (2) written evaluations per year and tenured teachers shall have at least one (1), but no more than two (2) written evaluations per year. Each written evaluation will be

level. The building Principal or the Superintendent will notify the certified staff member within seven school days when there is any complaint brought to their attention for which the complainant chooses to file the written complaint form. The person making the complaint and the teacher involved will sign the complaint, which will be kept in the teacher's personnel file. This complaint will be discussed with the certified personnel by the principal or superintendent or both. The certified personnel will have the opportunity to respond in writing to the complaint, and that response shall also be added to his/her personnel file. In all cases certified personnel will have the opportunity to discuss professional performance in executive session with the Board at regular Board meetings. There will be a single personnel file kept for all certified personnel evaluations. Complaints shall also be kept in this file. Compliments, Board suggestions and commendations shall also be kept in this file.

The Agreement shall not delete the authority granted to the Board by State Law for non-reemployment of tenure or non-tenure certified employees.

Any information/records contained in an employee's file can be purged and destroyed, after each five years of employment; with the exception of degree/course completion, certification records, and the observations/evaluations. This process will be handled on the 5th anniversary of the individual employee by the employee and the superintendent. If a conflict arises, the dispute shall be brought to the Board for a decision; The Board decision is final.

- 7.7 The Board agrees to deduct from the teacher's salaries, dues for the Association, if any, and payment of group insurance. Annuity payments, as approved by the Board, will be withheld.

Staff members may apply for any vacancy or job opening that may occur. The Board agrees to notify the present staff before the vacancy or new position is made public, if the vacancy occurs before June 1. New or vacant positions will be advertised to the present staff by notification in staff mailboxes and on the teachers' room bulletin board.

- 7.9 a) Reduction in Force is defined as, the elimination of teaching positions for any of the reasons defined in 7.9.1.

1. Reduction in Force may be caused by:

- Declining Enrollment
- Reduction in Funding
- Re-structuring of School District Priorities
- Curriculum of Revision
- Discontinuance of certain teaching services
- Alignment to Accreditation Standards
- Or Any Other Reason deemed in the best interests of Education Programs as determined by the Board of Trustees.

2. RIF Notifications must be issued, in writing, by May 15 of the school year to certified teachers by the Board of Trustees or the Board's designee. The union president will receive a list of all teachers being released under the RIF, by May 15.

3. Any teacher who loses a teaching position, due to a district RIF, is eligible for recall for two consecutive school calendar years only. Such recall shall follow the order of the last laid off shall be the first recalled, provided such person is certified for the position or positions then available.

employed by both districts, then the teacher shall be on the Seniority list of both districts.

6. PROCESS SUMMARY

1. Annual seniority list is submitted to the Union President by January 1. The seniority list identified overall seniority and endorsed area seniority by the district.
2. The Board of Trustees determines if there is to be a RIF, for the upcoming school year.
3. The administration recommends teaching reductions to the Board and Union President by May 15th.
4. The Board of Trustees authorizes a RIF notification to affected employees. Notices are given or sent by verified mail to affected teachers no later than May 15th.
5. Call back process is provided to the affected employees by the Board/Union and/or Board Designee.

- 7.10 A school calendar/PIR committee shall be formed for each school consisting of a principal and three (3) teachers from each school chosen by the Association. They shall develop and recommend a yearly calendar and PIR activities that will be presented to the appropriate school board for approval.

ARTICLE VIII- TEACHER WORK LOAD AND CONDITIONS

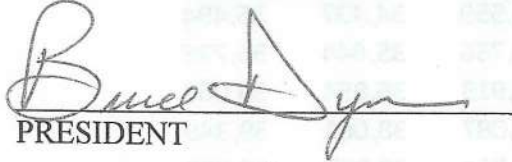
- 8.1 The Board recognizes that the primary duty and responsibility of the teacher is to teach and shall organize the school and school day toward ensuring that the energy of the teacher is utilized primarily to this end. Therefore, when teachers are assigned to perform the following duties: (1) bus duty, (2) cafeteria duty, (3) collecting monies, (4) playground duty, (5) class sponsorship, (6) hall duty, (7) study hall duty, and all other nonprofessional chores, he/she will be asked to do so only on a comparable sharing basis with all other teaching staff members.
- 8.2 "Standards for Accreditation of Montana Schools" shall be used as minimum standards except as specifically stated in this Agreement.
- 8.3 The weekly teaching load for all teachers shall be no greater than twenty-eight (28) hours of assigned pupil contact time. Contact time is defined herein as any time a teacher is assigned for the purpose of classroom instruction or supervision of groups of pupils during a school day. The twenty-eight (28) hour limit does not apply to student activities before or after school hours or weekend activities.
- 8.4 Certified personnel of specialized programs, (with the recommendation of the building Principal and Superintendent), will have the option of receiving an extended contract for more than a standard school year of teaching. They will receive salary and leaves figured on the hours beyond a standard school year, commensurate with the collective bargaining agreement in effect at that time.
- Salary divided by one thousand three hundred nine (1309) hours then added as extended salary for each hour worked.
 - Leaves (sick/personal) calculated as per sections 3.1 and 3.6.
(Exclusions to this would be drivers' ed./coaching/workshops and clinics)
- 8.5 All teachers shall receive a daily lunch break of at least 30 minutes, with a minimum of 20 minutes that will be free from playground duty. When duties are assigned during the lunch period, they will be

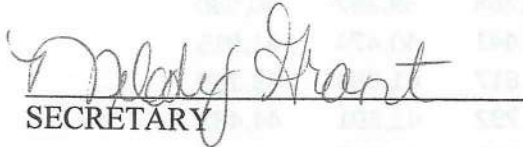
10.1 DATE AND SIGNATURES:

THIS AGREEMENT IS SIGNED THIS _____ DAY OF _____.

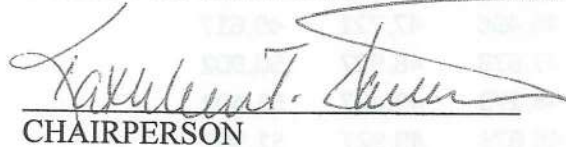
IN WITNESS THEREOF:

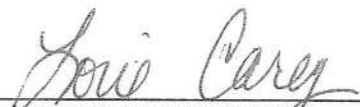
BOULDER ASSOCIATION OF TEACHERS


PRESIDENT

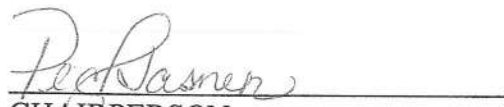

SECRETARY

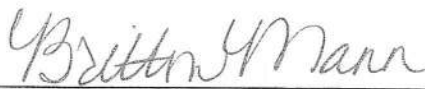
BOARD OF TRUSTEES FOR JEFFERSON HIGH SCHOOL DISTRICT #1:


CHAIRPERSON

ATTEST: 
CLERK OF DISTRICT #1

BOARD OF TRUSTEES FOR BOULDER ELEMENTARY SCHOOL DISTRICT #7:


CHAIRPERSON

ATTEST: 
CLERK OF DISTRICT #7

2012-13 Certified Salary Matrix

	BA	BA 1	BA 2	BA 3, 5th	BA 4, 5th 1	MA, 5th 2	MA 1	MA 2
0	25,467	26,231	26,995	27,759	28,523	29,287	30,051	30,815
1	26,341	27,298	28,093	28,890	29,684	30,481	31,276	32,116
2	27,408	28,365	29,193	30,020	30,848	31,676	32,504	33,421
3	28,475	29,430	30,290	31,149	32,009	32,868	33,728	34,725
4	29,542	30,497	31,388	32,279	33,171	34,062	34,953	36,026
5	30,609	31,564	32,486	33,410	34,332	35,257	36,178	37,330
6	31,676	32,631	33,586	34,541	35,496	36,451	37,406	38,633
7	31,676	33,695	34,684	35,669	36,657	37,643	38,631	39,935
8	31,676	34,762	35,781	36,800	37,818	38,837	39,856	41,239
9	31,676	34,762	36,879	37,931	38,980	40,032	41,081	42,543
10	31,676	34,762	37,979	39,061	40,144	41,226	42,308	43,847
11			39,066	40,189	41,305	42,418	43,533	45,148
12			40,174	41,320	42,466	43,612	44,758	46,452
13			40,174	42,451	43,628	44,807	45,983	47,756
14			40,174	43,582	44,791	46,001	47,211	49,057
15			40,174	44,712	45,953	47,193	48,436	50,361
16			40,174	45,841	47,114	48,387	49,661	51,665
LSB I					47,614	48,887	50,161	52,165
LSB II					48,114	49,387	50,661	52,665

Maximum placement for a coach with experience would be step _____. If _____, they were to have a lapse in service and had reached unlimited steps of more than 8, the coach would be returned to the maximum placement for a coach with experience, should they resume coaching in the district.

Step	Rate	Step	Rate
1	\$1,000.00	9	\$1,000.00
2	\$1,000.00	10	\$1,000.00
3	\$1,000.00	11	\$1,000.00
4	\$1,000.00	12	\$1,000.00
5	\$1,000.00	13	\$1,000.00
6	\$1,000.00	14	\$1,000.00
7	\$1,000.00	15	\$1,000.00
8	\$1,000.00	16	\$1,000.00
9	\$1,000.00	17	\$1,000.00
10	\$1,000.00	18	\$1,000.00
11	\$1,000.00	19	\$1,000.00
12	\$1,000.00	20	\$1,000.00
13	\$1,000.00	21	\$1,000.00
14	\$1,000.00	22	\$1,000.00
15	\$1,000.00	23	\$1,000.00
16	\$1,000.00	24	\$1,000.00
17	\$1,000.00	25	\$1,000.00
18	\$1,000.00	26	\$1,000.00
19	\$1,000.00	27	\$1,000.00
20	\$1,000.00	28	\$1,000.00
21	\$1,000.00	29	\$1,000.00
22	\$1,000.00	30	\$1,000.00
23	\$1,000.00	31	\$1,000.00
24	\$1,000.00	32	\$1,000.00
25	\$1,000.00	33	\$1,000.00
26	\$1,000.00	34	\$1,000.00
27	\$1,000.00	35	\$1,000.00
28	\$1,000.00	36	\$1,000.00
29	\$1,000.00	37	\$1,000.00
30	\$1,000.00	38	\$1,000.00
31	\$1,000.00	39	\$1,000.00
32	\$1,000.00	40	\$1,000.00
33	\$1,000.00	41	\$1,000.00
34	\$1,000.00	42	\$1,000.00
35	\$1,000.00	43	\$1,000.00
36	\$1,000.00	44	\$1,000.00
37	\$1,000.00	45	\$1,000.00
38	\$1,000.00	46	\$1,000.00
39	\$1,000.00	47	\$1,000.00
40	\$1,000.00	48	\$1,000.00
41	\$1,000.00	49	\$1,000.00
42	\$1,000.00	50	\$1,000.00
43	\$1,000.00	51	\$1,000.00
44	\$1,000.00	52	\$1,000.00
45	\$1,000.00	53	\$1,000.00
46	\$1,000.00	54	\$1,000.00
47	\$1,000.00	55	\$1,000.00
48	\$1,000.00	56	\$1,000.00
49	\$1,000.00	57	\$1,000.00
50	\$1,000.00	58	\$1,000.00
51	\$1,000.00	59	\$1,000.00
52	\$1,000.00	60	\$1,000.00
53	\$1,000.00	61	\$1,000.00
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55	\$1,000.00	63	\$1,000.00
56	\$1,000.00	64	\$1,000.00
57	\$1,000.00	65	\$1,000.00
58	\$1,000.00	66	\$1,000.00
59	\$1,000.00	67	\$1,000.00
60	\$1,000.00	68	\$1,000.00
61	\$1,000.00	69	\$1,000.00
62	\$1,000.00	70	\$1,000.00
63	\$1,000.00	71	\$1,000.00
64	\$1,000.00	72	\$1,000.00
65	\$1,000.00	73	\$1,000.00
66	\$1,000.00	74	\$1,000.00
67	\$1,000.00	75	\$1,000.00
68	\$1,000.00	76	\$1,000.00
69	\$1,000.00	77	\$1,000.00
70	\$1,000.00	78	\$1,000.00
71	\$1,000.00	79	\$1,000.00
72	\$1,000.00	80	\$1,000.00
73	\$1,000.00	81	\$1,000.00
74	\$1,000.00	82	\$1,000.00
75	\$1,000.00	83	\$1,000.00
76	\$1,000.00	84	\$1,000.00
77	\$1,000.00	85	\$1,000.00
78	\$1,000.00	86	\$1,000.00
79	\$1,000.00	87	\$1,000.00
80	\$1,000.00	88	\$1,000.00
81	\$1,000.00	89	\$1,000.00
82	\$1,000.00	90	\$1,000.00
83	\$1,000.00	91	\$1,000.00
84	\$1,000.00	92	\$1,000.00
85	\$1,000.00	93	\$1,000.00
86	\$1,000.00	94	\$1,000.00
87	\$1,000.00	95	\$1,000.00
88	\$1,000.00	96	\$1,000.00
89	\$1,000.00	97	\$1,000.00
90	\$1,000.00	98	\$1,000.00
91	\$1,000.00	99	\$1,000.00
92	\$1,000.00	100	\$1,000.00

BES EXTRACURRICULAR 2012-2013

	\$ 25,467.00	Stipend	
Head Basketball	0.06	\$ 1,528.00	
Assistant Basketball	0.05	\$ 1,273.00	
Head Volleyball	0.05	\$ 1,273.00	
Assistant Volleyball	0.04	\$ 1,019.00	
Head Track	0.05	\$ 1,273.00	
Assistant Track	0.04	\$ 1,019.00	
Head Cross Country	0.05	\$ 1,273.00	
Wrestling	0.05	\$ 1,273.00	
Band	0.015	\$ 382.00	