

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

**\* 6:30 p.m. November 19, 2013 \*                      Jefferson High School Library**

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

This agenda is subject to changes until the Friday preceding the meeting. Please check the school website at [www.jhs.k12.mt.us](http://www.jhs.k12.mt.us) for the most current agenda and the packet of associated materials for the meeting.

**A. Call to order-Chairperson**

1. Pledge of Allegiance

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

**C. Student Report**

**D. Staff Report**

**E. Committee Reports - brief review, written report(s) provided in board packet**

1. Policy

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

1. Clerk/Business Manager
  - a. Budget handout
  - b. Blue Cross Blue Shield of MT letter
  - c. Audit
2. Principal/A.D.
  - a. 1<sup>st</sup> Quarter reports/ MAP testing
  - b. EPAS teacher evaluation
  - c. School-wide Title I
  - d. Athletic Training
3. Superintendent
  - a. Report of School Breakfast Program/Survey
  - b. At-risk Plan

**G. Unfinished Business**

1. Update on Boulder Monitor second lawsuit against District, possible closed session for litigation strategy, possible action if needed
2. Board formulates annual objectives per policy 1610
3. Instruction program plan per policy 2130

**H. New Business**

1. Personnel – Action
  - a. Substitute Applications
  - b. Custodial Applications
2. Student concerns – Backpacks, hats, attire – Possible Action
3. Classification of fund balances – Action
  - a. Yearend balance classification
  - b. Fund 224 balance classification change
  - c. Resolution for order in which classified funds can be used
4. Policy 1332 1<sup>st</sup> Reading - Action

**I. Communication and Comments**

1. Letters to the Board

**J. Commendations and Recognition**

**K. Consent Agenda**

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

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

1. Chair/Superintendent article for paper
2. January meeting – Superintendent presents administrative training plan for year to Board per policy 6420
3. January meeting – Board evaluates Superintendent performance

4. January meeting – District may cash-out unused vacation
5. January meeting – Draft Policy – backpacks
6. January meeting – December count
7. February meeting – February count

**NEXT REGULARLY SCHEDULED HIGH SCHOOL BOARD MEETING: 6:30 P.M. December 3, 2013**

*This meeting will be a holiday dinner held for the staff and board.*

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

*All board meetings are generally held in the Jefferson High School Library, on the third Tuesday of each month at 6:30 p.m. (Exceptions often occur in May and August to follow legal requirements.) For updates, call the district office at 225-3740.*

**Draft Mission Statement**

*The Jefferson High School District #1's mission is to provide the best possible education for our youth for whatever path of life they choose; to be the school of choice for students, teachers, and staff; and to be the heart of the communities we serve.*

**Our vision for the future, second draft:**

**Students:**

- Achieve high test scores and graduation rates that are competitive nationally;*
- Graduate with a plan for life that they feel well equipped to pursue;*
- Choose our school over other options because of our solid reputation;*
- Feel happy, challenged, safe and supported throughout their time here;*
- Appreciate and fully engage in our activities that augment our core curriculum; and*
- Have access to technology that enhances their learning opportunities.*

**Teachers:**

- Actively support students with their time, attention and obvious commitment;*
- Have the tools and resources necessary to do optimal work;*
- Are proud to work here and of their contribution to the school;*
- Are committed to continuing education and the use of best practices;*
- Look at our District as a long-term career commitment; and*
- Feel confident about the Board's decisions and plans.*

**Our Administration and Board**

- Commit to be knowledgeable about best practices*
- Establish, devote themselves to, and evaluate their priority goals on a regular basis; and*
- Work as a collaborative team to make decisions that always focus on what's best for students, teachers and our communities.*

**Our communities:**

- Are knowledgeable of and highly respect our commitment to excellence; and*
- Support our work in many ways – their time, funds, levy votes, ideas, and enthusiasm about our students and their activities.*

**Announcements and Public Comment.** The board welcomes and encourages public comment and wishes the public comment process to be fair and orderly. Written comments may be submitted to the board through the District Clerk's office. Individuals wishing to address the board at the board meeting must sign in on the sheet provided. The clerk will collect the sheet when the meeting begins. Comments on topics that are on the agenda may be made when the meeting reaches that item's point on the agenda. Comments on non-agenda items may be made during the "Public Comment" agenda item. The Board would like to remind everyone in attendance that to avoid violations of individual rights of privacy, a member of the public wishing to address the Board during this time will not be allowed to make comments that would infringe upon the privacy rights of any student, staff member, or member of the general public during his/her designated time to speak. Abusive or obscene comments will not be allowed. Time allowed for comments may be limited. Individuals will only be called upon twice for the same topic after all persons have been called upon and as time permits. The Board may not respond to and will not take action on non-agenda topics at this meeting but may schedule the topic on the agenda of a subsequent meeting.

11/15/13  
14:24:29

JEFFERSON HIGH SCHOOL  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 11 / 13

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201 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL						
100 GENERAL						
1000 GENERAL						
110 TEACHER SALARIES	0.00	7,073.55	26,667.00	26,667.00	19,593.45	26 %
120 SUBSTITUTES	914.61	1,786.93	12,300.00	12,300.00	10,513.09	14 %
280 WORKERS COMPENSATION	767.01	2,750.83	8,000.00	8,000.00	5,247.17	34 %
260 HEALTH INSURANCE	8,040.30	26,463.63	145,000.00	145,000.00	118,536.37	18 %
301 CURRICULUM DEVELOPMENT	0.00	4,891.89	4,500.00	4,500.00	-391.89	108 %
440 FEES/MAIN/PARTS	0.00	1,766.94	5,500.00	5,500.00	3,733.06	31 %
361 TRAVEL/INSERVICE	0.00	0.00	7,400.00	7,400.00	7,400.00	0 %
610 SUPPLIES	450.50	529.80	5,787.00	5,787.00	5,257.20	9 %
640 BOOKS	0.00	3,427.87	5,237.00	5,237.00	1,809.13	65 %
840 PRINCIPAL	0.00	300.60	2,700.00	2,700.00	2,399.38	11 %
Function Total:	10,172.72	49,015.04	223,091.00	223,091.00	174,075.96	21 %
1001 NATIONAL TEACHER CERTIFICATION						
110 TEACHER SALARIES	166.66	499.98	6,000.00	6,000.00	5,500.02	8 %
Function Total:	166.66	499.98	6,000.00	6,000.00	5,500.02	8 %
1140 ZAC R HERMAN						
110 TEACHER SALARIES	2,238.92	6,928.10	26,867.00	26,867.00	19,938.90	23 %
560 TRAVEL/INSERVICE	0.00	0.00	740.00	740.00	740.00	0 %
610 SUPPLIES	0.00	0.00	2,114.00	2,114.00	2,114.00	0 %
Function Total:	2,238.92	6,928.10	29,723.00	29,723.00	22,794.90	23 %
1141 DEBRA - Hesford						
110 TEACHER SALARIES	3,362.60	5,043.90	13,406.00	13,406.00	8,362.10	37 %
610 SUPPLIES	0.00	0.00	1,150.00	1,150.00	1,150.00	0 %
Function Total:	3,362.60	5,043.90	14,556.00	14,556.00	9,512.10	34 %
1142 APIS - Hesford						
110 TEACHER SALARIES	-1,681.30	0.00	0.00	0.00	0.00	0 %
Function Total:	-1,681.30	0.00	0.00	0.00	0.00	0 %
1170 Business - Angelo						
110 TEACHER SALARIES	-2,406.69	0.00	0.00	0.00	0.00	0 %
610 SUPPLIES	0.00	20.17	0.00	0.00	-20.17	*** %
Function Total:	-2,406.69	20.17	0.00	0.00	-20.17	*** %
1240 ENGLISH Wallace						
110 TEACHER SALARIES	1,082.34	3,247.00	12,988.00	12,988.00	9,741.00	25 %
610 SUPPLIES	0.00	0.00	147.00	147.00	147.00	0 %
Function Total:	1,082.34	3,247.00	13,135.00	13,135.00	9,888.00	24 %
1241 ENGLISH V Foster						
110 TEACHER SALARIES	3,221.88	9,665.64	46,027.00	46,027.00	36,361.36	21 %
Function Total:	3,221.88	9,665.64	46,027.00	46,027.00	36,361.36	21 %
1242 ENGLISH M Hesford						
110 TEACHER SALARIES	2,228.70	6,686.10	25,589.00	25,589.00	18,902.90	26 %
Function Total:	2,228.70	6,686.10	25,589.00	25,589.00	18,902.90	26 %
1243 ENGLISH M Kelly						
110 TEACHER SALARIES	588.90	1,764.74	7,193.00	7,193.00	5,428.26	24 %
560 COPIES/PRINTING	0.00	0.00	2,500.00	2,500.00	2,500.00	0 %
610 SUPPLIES	0.00	0.00	185.00	285.00	284.00	0 %
Function Total:	588.90	1,764.74	9,978.00	9,978.00	8,213.26	17 %

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JEFFERSON HIGH SCHOOL  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 11 / 13

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001 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL						
100 GENERAL						
1170 FOREIGN LANGUAGE V Foster						
110 TEACHER SALARIES	1,210.95	3,758.85	7,671.00	7,671.00	3,910.15	49 %
610 SUPPLIES	0.00	0.00	358.00	358.00	358.00	0 %
640 BOOKS	0.00	0.00	812.00	812.00	812.00	0 %
Function Total:	1,252.95	3,758.85	8,841.00	8,841.00	5,082.15	42 %
1340 EE D Torres						
110 TEACHER SALARIES	3,948.35	11,545.05	46,007.00	46,007.00	34,481.05	25 %
610 SUPPLIES	0.00	0.00	1,353.00	1,353.00	1,353.00	0 %
Function Total:	3,948.35	11,545.05	47,380.00	47,380.00	35,834.05	24 %
1341 EE Layng						
110 TEACHER SALARIES	394.24	1,182.72	4,733.00	4,733.00	3,550.28	24 %
Function Total:	394.24	1,182.72	4,733.00	4,733.00	3,550.28	24 %
1342 EE Angel:						
110 TEACHER SALARIES	510.93	1,360.35	4,045.00	4,045.00	2,684.65	33 %
Function Total:	510.93	1,360.35	4,045.00	4,045.00	2,684.65	33 %
1440 MATH C Carey						
110 TEACHER SALARIES	2,819.50	8,458.50	25,909.00	25,909.00	17,450.50	32 %
610 SUPPLIES	0.00	0.00	175.00	175.00	175.00	0 %
660 MINOR EQUIPMENT	0.00	0.00	1,385.00	1,385.00	1,385.00	0 %
680 COMPUTER SOFTWARE	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
Function Total:	2,819.50	8,458.50	28,469.00	28,469.00	20,010.50	29 %
1441 MATH H Skotkowski						
110 TEACHER SALARIES	2,309.58	6,988.74	17,955.00	17,955.00	20,966.26	26 %
610 SUPPLIES	0.00	0.00	24.00	24.00	24.00	0 %
640 BOOKS	0.00	0.00	481.00	481.00	481.00	0 %
680 COMPUTER SOFTWARE	0.00	0.00	100.00	100.00	100.00	0 %
Function Total:	2,329.58	6,988.74	28,560.00	28,560.00	21,571.26	24 %
1470 MUSIC C Garneau						
110 TEACHER SALARIES	2,998.17	8,994.51	35,978.00	35,978.00	26,983.49	25 %
440 REPAIR/MAINT/PARTS	0.00	0.00	1,350.00	1,350.00	1,350.00	0 %
610 SUPPLIES	0.00	0.00	2,060.00	2,060.00	2,060.00	0 %
Function Total:	2,998.17	8,994.51	39,388.00	39,388.00	30,393.49	22 %
1510 SCIENCE D Torres						
110 TEACHER SALARIES	626.48	1,879.44	7,671.00	7,671.00	5,791.56	24 %
610 SUPPLIES	0.00	0.00	500.00	500.00	500.00	0 %
Function Total:	626.48	1,879.44	8,171.00	8,171.00	6,291.56	23 %
1511 SCIENCE S McCauley						
110 TEACHER SALARIES	4,196.17	12,568.51	42,429.00	42,429.00	29,840.49	29 %
520 TRAVEL/IN-SERVICE	0.00	0.00	725.00	725.00	725.00	0 %
610 SUPPLIES	0.00	18.86	1,250.00	1,250.00	1,231.14	1 %
670 MINOR EQUIPMENT	0.00	11.00	850.00	850.00	839.00	1 %
Function Total:	4,196.17	12,618.37	45,256.00	45,256.00	32,637.63	27 %
1512 SCIENCE M Williams						
110 TEACHER SALARIES	4,088.00	12,264.00	49,056.00	49,056.00	36,790.00	25 %
610 SUPPLIES	0.00	0.00	1,235.00	1,235.00	1,235.00	0 %
Function Total:	4,088.00	12,264.00	50,291.00	50,291.00	38,027.00	24 %

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JEFFERSON HIGH SCHOOL  
Statement of Expenditure - Budget vs. Actual Report  
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101 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL						
100 GENERAL						
1570 HISTORY D Hohenthal						
111 TEACHER SALARIES	4,688.00	12,164.00	49,056.00	49,056.00	36,792.00	25 %
610 SUPPLIES	0.00	0.00	55.00	55.00	55.00	0 %
Function Total:	4,088.00	12,264.00	49,111.00	49,111.00	36,847.00	24 %
1571 HISTORY F Bleier						
111 TEACHER SALARIES	3,515.68	10,547.04	34,123.00	34,123.00	23,573.96	30 %
360 HEALTH INSURANCE	0.00	588.48	0.00	0.00	-588.48	*** %
580 TRAVEL/INSERVICE	0.00	0.00	138.00	138.00	138.00	0 %
610 SUPPLIES	0.00	9.00	155.00	155.00	146.00	5 %
Function Total:	3,515.68	11,144.52	34,416.00	34,416.00	23,271.48	32 %
1572 DRIVER'S EDUCATION						
111 TEACHER SALARIES	966.56	2,899.68	11,741.00	11,741.00	8,841.32	24 %
360 HEALTH INSURANCE	0.00	95.80	0.00	0.00	-95.80	*** %
440 REPAIR/MAIN/PARTS	0.00	0.00	40.00	40.00	40.00	0 %
Function Total:	966.56	2,995.48	11,781.00	11,781.00	8,785.52	25 %
2100 SUPPORT - GUIDANCE						
111 TEACHER SALARIES	1,752.62	6,484.70	35,753.00	35,753.00	29,268.30	18 %
360 HEALTH INSURANCE	342.19	1,265.91	6,980.00	6,980.00	5,714.09	18 %
380 TRAVEL/INSERVICE	0.00	150.00	1,015.00	1,015.00	865.00	14 %
610 SUPPLIES	0.00	1,154.00	1,820.00	1,820.00	666.00	63 %
Function Total:	2,094.76	9,054.61	45,568.00	45,568.00	36,513.39	19 %
1000 LIBRARY						
111 TEACHER SALARIES	2,834.96	7,278.06	19,298.00	19,298.00	13,019.94	37 %
360 HEALTH INSURANCE	581.64	1,505.43	5,337.00	5,337.00	3,831.57	28 %
440 REPAIR/MAIN/PARTS	0.00	0.00	400.00	400.00	400.00	0 %
580 TRAVEL/INSERVICE	0.00	0.00	395.00	395.00	395.00	0 %
610 SUPPLIES	0.00	0.00	500.00	500.00	500.00	0 %
640 BOOKS	0.00	0.00	2,200.00	2,200.00	2,200.00	0 %
650 PERIODICALS	0.00	203.25	943.00	943.00	739.75	21 %
680 MEDIA SOFTWARE	0.00	550.00	550.00	550.00	0.00	100 %
Function Total:	3,416.60	9,537.44	29,623.00	29,623.00	20,085.56	32 %
1125 OTHER CURRICULAR MATERIALS						
112 PROFESSIONAL SALARIES	4,228.99	4,707.99	33,831.00	33,831.00	29,123.01	17 %
Function Total:	4,228.99	4,707.99	33,831.00	33,831.00	29,123.01	13 %
1100 GENERAL ADMINISTRATION						
111 ADMINISTRATIVE SALARIES	6,075.00	31,375.00	39,274.00	39,274.00	7,899.00	79 %
360 HEALTH INSURANCE	1,546.66	8,571.17	16,420.00	16,421.00	7,850.83	52 %
520 INSURANCE	0.00	26,996.00	26,996.00	26,996.00	0.00	100 %
540 ADVERTISING	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
580 TRAVEL/INSERVICE	0.00	742.58	1,860.00	1,860.00	1,117.42	39 %
800 OTHER	0.00	3,133.71	6,500.00	6,500.00	3,366.29	48 %
810 DUES/FEES	0.00	3,413.00	2,797.00	2,797.00	-616.00	100 %
Function Total:	7,641.66	74,231.46	94,849.00	94,849.00	20,617.54	78 %

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## JEFFERSON HIGH SCHOOL

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## Statement of Expenditure - Budget vs. Actual Report

Report ID: B100

For the Accounting Period: 11 / 13

## 201 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL						
100 GENERAL						
2400 PRINCIPAL'S						
111 ADMINISTRATIVE SALARIES	3,038.75	18,146.08	50,958.00	50,958.00	34,511.72	31 %
115 CLERICAL/TECHNOLOGY SALARIES	2,331.45	7,159.61	26,614.00	26,614.00	19,054.39	27 %
260 HEALTH INSURANCE	1,367.63	7,319.00	16,422.00	16,422.00	9,103.00	44 %
531 TELEPHONE	402.15	922.91	1,200.00	1,200.00	277.09	78 %
532 POSTAGE	0.00	2,131.10	3,000.00	3,000.00	768.90	75 %
540 ADVERTISING	0.00	48.00	0.00	0.00	-48.00	*** %
562 TRAVEL/INSERVICE	0.00	438.40	500.00	500.00	61.60	87 %
610 SUPPLIES	0.00	0.00	1,165.00	1,165.00	1,165.00	0 %
662 MEDIA SOFTWARE	0.00	119.00	119.00	119.00	0.00	100 %
810 DUES/FEES	0.00	0.00	470.00	470.00	470.00	0 %
Function Total:	7,139.98	34,604.30	100,448.00	100,448.00	65,843.70	34 %
2500 BUSINESS SERVICES						
111 ADMINISTRATIVE SALARIES	2,889.14	13,723.41	28,632.00	28,632.00	11,909.59	55 %
250 WORKERS COMPENSATION	15.36	49.27	0.00	0.00	-49.27	*** %
260 HEALTH INSURANCE	677.77	3,388.86	8,211.00	8,211.00	4,822.14	41 %
310 ELECTION	0.00	0.00	8,300.00	8,300.00	8,300.00	0 %
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	4,400.00	4,400.00	4,400.00	0 %
540 ADVERTISING	0.00	10.00	0.00	0.00	-10.00	*** %
562 TRAVEL/INSERVICE	0.00	371.84	1,000.00	1,000.00	628.16	37 %
610 SUPPLIES	0.00	0.00	400.00	400.00	400.00	0 %
650 COMPUTER SOFTWARE	0.00	0.00	3,402.00	3,402.00	3,402.00	0 %
Function Total:	3,582.27	17,543.37	51,346.00	51,346.00	33,802.63	34 %
2600 OPERATION/MAINTENANCE						
114 TECHNICAL SALARIES	6,421.76	32,085.02	112,376.00	112,376.00	79,090.98	29 %
120 SUBSTITUTES	1,271.40	4,130.10	10,000.00	10,000.00	5,869.90	41 %
250 WORKERS COMPENSATION	304.38	1,920.33	6,000.00	6,000.00	4,079.67	32 %
260 HEALTH INSURANCE	2,052.81	12,356.53	32,844.00	32,844.00	19,487.47	37 %
411 Natural Gas	0.00	3,779.09	40,000.00	40,000.00	36,220.91	9 %
412 ELECTRICITY	0.00	8,473.69	41,220.00	41,220.00	32,746.31	20 %
421 WATER/SEWER	2,060.47	10,073.79	26,000.00	26,000.00	15,926.21	38 %
431 DISPOSAL	1,548.50	2,152.50	4,000.00	4,000.00	1,847.50	53 %
440 REPAIR/MAINT/PARTS	0.00	2,944.10	14,626.00	14,626.00	11,681.90	20 %
610 SUPPLIES	147.75	491.45	17,920.00	17,920.00	17,428.55	0 %
613 Replacement Parts	120.81	6,163.70	15,301.00	15,301.00	9,137.30	40 %
624 GASOLINE	0.00	204.77	850.00	850.00	645.23	24 %
662 MINOR EQUIPMENT	0.00	553.00	2,000.00	2,000.00	1,447.00	27 %
Function Total:	13,943.91	86,328.07	323,909.00	323,909.00	237,580.93	26 %
Program Total:	92,657.51	414,332.44	1,408,115.00	1,408,115.00	993,782.56	29 %
Program Group Total:	92,657.51	414,332.44	1,408,115.00	1,408,115.00	993,782.56	29 %
200 SPECIAL PROGRAMS						
180 STATE ALLOWABLE SP/ED						
1000 GENERAL						
112 TEACHER SALARIES	2,647.58	8,189.76	31,771.00	31,771.00	23,581.24	25 %
115 CLERICAL/TECHNOLOGY SALARIES	259.05	817.74	3,957.00	3,957.00	2,139.26	27 %
117 AIDES	5,876.49	16,570.06	49,422.00	49,422.00	32,851.94	33 %
150 WORKERS COMPENSATION	0.00	1.88	0.00	0.00	-1.88	*** %

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JEFFERSON HIGH SCHOOL  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 11 / 13

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201 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
200 SPECIAL PROGRAMS						
280 STATE ALLOWABLE SE/ED						
1000 GENERAL						
280 HEALTH INSURANCE	2,813.06	11,276.46	41,055.00	41,055.00	19,778.54	27 %
350 CONTRACTED SERVICES-OTHER DISTRICTS	0.00	0.00	2,500.00	2,500.00	1,500.00	0 %
580 TRAVEL/INSERVICE	0.00	0.00	430.00	430.00	430.00	0 %
610 SUPPLIES	0.00	0.00	228.00	228.00	228.00	0 %
640 BOOKS	0.00	21.00	262.00	262.00	241.00	5 %
680 MEDIA SOFTWARE	0.00	0.00	250.00	250.00	250.00	0 %
Function Total:	11,596.17	36,876.88	128,875.00	128,875.00	91,998.12	28 %
Program Total:	11,596.17	36,876.88	128,875.00	128,875.00	91,998.12	28 %
Program Group Total:	11,596.17	36,876.88	128,875.00	128,875.00	91,998.12	28 %
300 GENERAL						
390 CTE						
1100 Business - Argale						
110 TEACHER SALARIES	9,301.96	9,306.01	34,369.00	34,369.00	15,042.99	38 %
160 HEALTH INSURANCE	0.00	1,119.58	8,211.00	8,211.00	7,061.42	14 %
610 SUPPLIES	0.00	0.00	670.00	670.00	670.00	0 %
690 MINOR EQUIPMENT	0.00	0.00	200.00	200.00	200.00	0 %
Function Total:	5,301.95	10,375.59	33,350.00	33,350.00	22,974.41	31 %
1640 Voc Trades - Helmann						
110 TEACHER SALARIES	2,411.00	7,233.60	28,931.00	28,931.00	21,699.00	28 %
160 HEALTH INSURANCE	479.00	7,687.00	15,211.00	15,211.00	7,824.00	50 %
440 REPAIR/MAINT/PARTS	0.00	0.00	150.00	150.00	150.00	0 %
580 TRAVEL/INSERVICE	0.00	0.00	400.00	400.00	400.00	0 %
610 SUPPLIES	0.00	159.68	5,350.00	5,350.00	5,190.32	2 %
640 BOOKS	0.00	0.00	500.00	500.00	500.00	0 %
660 MINOR EQUIPMENT	0.00	0.00	500.00	500.00	500.00	0 %
680 COMPUTER SOFTWARE	0.00	0.00	320.00	320.00	320.00	0 %
Function Total:	2,890.00	15,079.68	51,363.00	51,363.00	36,283.32	29 %
1641 Voc Trades - Andariaga						
110 TEACHER SALARIES	1,457.00	4,371.00	17,484.00	17,484.00	13,113.00	25 %
160 HEALTH INSURANCE	684.28	2,652.84	8,211.00	8,211.00	6,158.16	25 %
610 SUPPLIES	0.00	0.00	2,965.00	2,965.00	2,965.00	0 %
615 Replacement Parts	0.00	1.94	0.00	0.00	-1.94	*** %
Function Total:	2,141.28	6,425.78	28,660.00	28,660.00	22,234.22	22 %
1710 ECS - Bruce						
110 TEACHER SALARIES	3,075.08	9,125.24	36,901.00	36,901.00	27,675.76	25 %
160 HEALTH INSURANCE	684.28	2,652.84	8,211.00	8,211.00	6,158.16	25 %
440 REPAIR/MAINT/PARTS	0.00	0.00	1,459.00	1,459.00	1,459.00	0 %
610 SUPPLIES	0.02	13.79	6,250.00	6,250.00	6,236.21	0 %
630 PERIODICALS	0.00	43.80	115.00	115.00	71.20	35 %
Function Total:	3,759.39	11,335.69	52,936.00	52,936.00	41,600.31	21 %
Program Total:	14,092.62	43,216.74	166,309.00	166,309.00	123,092.26	25 %
Program Group Total:	14,092.62	43,216.74	166,309.00	166,309.00	123,092.26	25 %

11/15/13  
14:14:19

JEFFERSON HIGH SCHOOL  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 11 / 13

Page: 6 of 6  
Report ID: B100

001 HIGH SCHOOL GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
700 EXTRACURRICULAR PROGRAMS						
710 SCHOOL SPONSORED EXTRACURRICUL						
3400 EXTRACURRICULAR ACTIVITIES						
150 STIPEND	1,371.27	4,113.81	28,200.00	28,200.00	24,086.19	14 %
381 TRAVEL/INSERVICE	550.00	2,578.38	23,000.00	23,000.00	20,421.62	21 %
610 SUPPLIES	0.00	0.00	781.00	781.00	781.00	0 %
Function Total:	1,921.27	6,692.19	51,981.00	51,981.00	45,288.81	12 %
Program Total:	1,921.27	6,692.19	51,981.00	51,981.00	45,288.81	12 %
700 ATHLETICS						
3500 EXTRACURRICULAR ATHLETICS						
111 ADMINISTRATIVE SALARIES	1,168.75	5,643.75	29,325.00	29,325.00	23,481.25	19 %
150 STIPEND	8,893.83	30,064.06	73,787.00	73,787.00	43,702.94	40 %
340 REPAIR/MAIN/PARTS	0.00	193.78	0.00	0.00	-293.78	*** %
340 ADVERTISING	0.00	0.00	1,800.00	1,800.00	1,500.00	0 %
580 TRAVEL/INSERVICE	1,805.40	13,535.69	51,000.00	51,000.00	37,464.31	26 %
610 SUPPLIES	12.90	840.52	0.00	0.00	-840.52	*** %
615 Replacement Parts	0.00	14.00	0.00	0.00	-14.00	*** %
660 MINOR EQUIPMENT	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
810 TUES/FEEES	0.00	4,450.00	4,450.00	4,450.00	0.00	100 %
Function Total:	11,902.96	55,061.80	170,362.00	170,362.00	115,300.20	32 %
Program Total:	11,902.96	55,061.80	170,362.00	170,362.00	115,300.20	32 %
Program Group Total:	13,824.23	61,753.99	222,343.00	222,343.00	160,589.01	27 %
900 ENTERPRISE PROGRAMS						
910 FOOD SERVICES						
3100 FOOD SERVICES						
440 REPAIR/MAIN/PARTS	0.00	400.00	2,000.00	2,000.00	1,560.00	21 %
614 GASOLINE	0.00	55.10	200.00	200.00	144.90	27 %
630 FOOD	400.11	827.59	7,500.00	7,500.00	6,672.41	11 %
Function Total:	400.11	1,302.69	9,700.00	9,700.00	8,397.31	13 %
Program Total:	400.11	1,302.69	9,700.00	9,700.00	8,397.31	13 %
Program Group Total:	400.11	1,302.69	9,700.00	9,700.00	8,397.31	13 %
Fund Total:	132,570.64	557,482.74	1,935,342.00	1,935,342.00	1,377,859.26	28 %
Grand Total:	132,570.64	557,482.74	1,935,342.00	1,935,342.00	1,377,859.26	28 %



From the desk of:

 *orie*

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November 2013

MCEL (Montana Conference on Educational Leadership) was held October 16-18. It seems like years ago but was just after the last board meeting. It is the first time I've ever attended and enjoyed it for the most part. It's really hard for me to spend money on something if I don't feel I've gained TONS of information. What I'm finding is that several of these types of workshops cover some of the same ground and it seems a little redundant. However, like all education, repetition can be good. Mr. Mikesell has no sympathy for me and is quite put out.... He told me to go around and sign up for all the "freebies". So, reluctantly, I did. Wouldn't you know I won not one but two prizes! Guess who's not very happy with me?! ☺

Letter from Blue Cross Blue Shield.

I contacted our agent about any increases in the program during the program year. Initially, the company was going to institute an increase but we found out a few days later that the company changed their position. Any increases will be proposed when the group renews the contract.

Audit.

Our auditor, Sharon Tripp, was here the 11<sup>th</sup> – 15<sup>th</sup>. The audit exit was held Friday, around noon. Sabrina Steketee was able to come.

The three findings we had last year have been addressed. Presently the only finding she has is one concerning fixed assets. When purchases are made for capital assets, they must be placed on the fixed asset list. However, when the asset is encumbered and that asset isn't put into use until the following fiscal year, it cannot be placed on the asset schedule until placed in use. I missed 2 assets that were encumbered in a previous year – pavement of parking lot and the sprinkler system. The schedule has been fixed for this fiscal year.



Affiliated Health Care Service Corporation, Member Equal Opportunity Company  
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660 N. Park Avenue  
PO Box 4308  
Helena, Montana 59604  
Customer Information Line: 800.447.7828

[www.bcbsmt.com](http://www.bcbsmt.com)

October 31, 2013

LORIE J CAREY  
MSHWP/BOULDER PUBLIC SCHOOLS  
312 S MAIN  
BOULDER MT 59632

RE: Notice of Premium Increase

Dear Lorie:

For more than 73 years, Blue Cross and Blue Shield of Montana (BCBSMT) has provided quality, affordable health care benefits. During that time, we have developed a reputation as Montana's most trusted health insurer. This reputation is built on caring and quality service, innovation and a commitment to reducing health care costs. Today, these values form the foundation of our business as we take a leadership role in developing and implementing cutting-edge wellness, cost-containment and health care delivery programs.

BCBSMT is committed to helping our groups and members understand the Affordable Care Act (ACA) provisions and how they will impact health care coverage starting in 2014. The ACA will expand insurance coverage to many Americans. It also provides additional benefits, including access to many preventive services and screenings without paying anything out of pocket, so long as consumers use an in-network doctor or hospital.

Beginning on January 1, 2014, the ACA also includes a new federal Annual Fee on Health Insurers ("Health Insurer Fee") and a Transitional Reinsurance Program Contribution fee ("Reinsurance Fee"). These fees are designed to support programs that will stabilize premiums and provide subsidies to qualified individuals to help them purchase coverage.

The allocated annual fee with respect to the Health Insurer Fee and the Reinsurance Fee for BCBSMT's fully insured business is 3.5% of premiums in 2014. Accordingly, your premium will be increased by 3.5% on your January invoice.

We appreciate the opportunity to continue serving you, your employees and their families. If you have any questions, please do not hesitate to call BCBSMT at 1-800-447-7828.

Sincerely,

A handwritten signature in black ink, appearing to read 'Frank Cote'.

Frank Cote  
Vice President of Montana Sales

## **Principal/AD Report**

**November 18, 2013**

### **Principal Report:**

Piloted "Advanced Math Hybrid" class: Mrs. Cathy Carey brought a great suggestion to Mr. Norbeck and I about offering a higher-level math class within her algebra 2 class. This was reaffirmed through the MAP testing when we discovered we had several students currently taking Algebra 2 that scored in the 90th percentiles and could be challenged with higher-level math courses. To achieve this, Mrs. Carey will have those students accomplish the core requirements of the Algebra 2 curriculum and supplement higher instruction through Acellus (areas like pre-calculus, college prep math, etc.). Mrs. Carey spoke with some of those students scoring in those percentiles and asked that their parents call me to both grant permission and to discuss what the program would look like. I had two great conversations with parents that mentioned how pleased they were that we will be differentiating the curriculum to their child's skill and needs. Also, students doing this will finish the year with a full credit in Algebra 2 and a full credit of another math. This method, if proven effective, could be implemented with our at-risk students to 1.) Get them the credits they need to graduate at a higher rate and 2.) individualized instruction to areas they may struggle to "bridge the gap" in their understanding of Mathematics.

EPAS Teacher/Principal Evaluation: At the MCEL conference in Billings, I learned about the EPAS teacher evaluation model that is being piloted by several schools in the state through OPI. Through researching this model, I found there is also a principal form as well. These models are based on Dr. Danielson's domains of effective schools. This model focuses on improving instructional effectiveness through collaboration between the classroom teacher and administration. I have emailed a document for each evaluation model that details the evaluation model to remove objectivity and empower staff in working with administration to identify areas of strength and methods of further improving areas of struggle in the classroom and the school. It is rubric-based and flexible in working with schools to adopt the entire model or just the rubric. These models are also goal-oriented and individualize a plan for each staff member.

I have presented the notion of this evaluation model to Mr. Hesford, the teacher's union president. He wants to learn more about it and discuss what may occur should it be implemented.

I emailed this document due to its length and size. The teacher portion is approximately 70 pages and the principal evaluation is approximately 40.

Recommendation: I recommend the Board look through the EPAS model and discuss the possibility of implementing it in the upcoming 2014-15 school year. Also, I recommend, if adopted, that I collaborate with the administration of White Sulphur Springs High School to see how they are implementing the model and what signs they have of improving instruction and student performance.

Changes to CRT Annual Testing: This year OPI will be adopting the SmarterBalance testing as the new reference testing for the common core standards. Being it is the inception year for this test, our juniors will take the Math and Reading/Language Arts portions and our Sophomores will be taking the Science portion. In future years, our juniors will take all portions. This year's data will be the only year that we will have data on the same students for two consecutive years to gain more accurate feedback into how our instruction is impacting student performance.

First Quarter Programs Report/MAP Testing/CRT: The attached document will show:

- How our students performed on the three main areas of testing on the MAP test from this Fall.

- A combined total of how the school performed in the three areas.
- I will share with the Board how our students are performing after the first quarter in number of failing classes and students with multiple failing grades (this is to identify at-risk students.)
- The five-year breakdown I shared last school year so you can cross reference to how we predict our students will perform on the CRT this year.
- The suggested improvements that our teaching staff offered towards helping our at-risk students:

**Suggestions:**

- Offer a stipend for teachers to perform a tutoring option for Fridays to allow struggling students to come in for additional assistance in core areas.
- Expand study skills to offer assistance to students that are at-risk. (Currently, study skills is offered only to students on 504 or IEP.)
- Offer an "Honors Study Hall" for students taking higher-level classes in core areas.
- Make the best effort to avoid absences from class due to extra/co-curricular events that we schedule.
- Require eligibility checks for all activities beyond the classroom setting (Art club, Skills, BPA, FCCLA, etc.)
- Adjust 8th period enrichments each 4 1/2 weeks where students are assigned into an 8th period that they are struggling in that curriculum area. (We have started this)
- The suggested changes to the attendance policy from the conferences I had with the Math, Science, and Language Arts teachers:

**Suggestion:**

- Instead of holding attendance hearings to determine if a student will receive credit in classes beyond 8 absences in a semester, to mandate the students attend the Friday tutoring in that curriculum area to make up for absences beyond 8. (Example: If a student misses a math class 12 times, he/she is required to attend 4 Friday tutoring sessions to keep their credit for the class. If at the end of the semester they do not make up those additional absences, they will not earn credit in that class.)

**Annual MTSBA Technology Symposium:** The annual Technology Symposium is being held on December 2-3. I registered Mr. Smith, Mr. Norbeck, the technology committee, and myself. It is being held at the Great Northern Hotel in Helena. If anyone can not attend, we can cancel your registration before November 26 without charge. This is a great conference that I attended last year and gained a lot of understanding of school law and upcoming/current topics in technology. If you cannot attend, please let me know so I can cancel the reservation.

**Governor's Visit:** On November 14, Governor Bullock came to JHS to visit with a diverse group of students to discuss dual enrollment, technology, drop outs, and how the state can support changes in schools. The conversation was very productive with both Mr. McCauley and Mrs. Foster participating as well. Both Mr. Norbeck and I came away with good information on the student perspective into their feelings of one-to-one, digital learning, and their feelings on how technology is being offered at JHS.

School-wide Title 1: At the start of the month, I spoke with Jack O'Connor at OPI and discussed our unique demographic involving AYA; the main topic being how those students fluctuate and cause a drastic change in our free and reduced count. He informed me that OPI is firm on the 40% requirement. Mrs. Allen informed me that with new enrollments in the latter part of October and first weeks of November, that we are now above the 40%. This will not be reflected in our October count, but shows promise in implementing that program in our next two counts should our numbers remain the same.

### **AD Report:**

Recognition of Fall Sports: As all of you are aware, history is being made at JHS. Our football team has made it further in the playoffs than any other team before them. I would like to recognize the dedication of our young men involved in that sport as well as the dedication of our coaching staff. The girls' volleyball team has also done something that, to my knowledge, hasn't happened in 21 years in competing at the state tournament. These young ladies and coaches have shown the same dedication towards their sport and their level of success mirrors that. Our cross country team also had tremendous success with all our participants qualifying for the state meet held last month. We also had one individual qualify for all-state accolades for the second year (he is only a sophomore). Finally, I would like to recognize the level of support from our community. I am amazed at how our student body and community members have braved cold weather, poor road conditions at times, and complex schedules to support our teams. It is an exciting time at JHS and the success our teams are having is both uplifting in our school and has impacted the culture of JHS. I am proud of the accomplishments of our young people and appreciate the support from our community. Thank you JHS and all its supporters.

### **Upcoming Winter Sports News:**

Parent Meeting: JHS will host a parent meeting on November 21st at 6:00 in the Cafeteria for all planning to participate in winter sports at JHS.

Thanksgiving Practice Schedule: Basketball and wrestling coaches have been visiting with Mr. Norbeck, Mr. Sturdevant, and I about what days and times practices will occur over the break. Finding a balance of allowing for family and preparing teams for their season is difficult. I will post the schedule on the JHS website when it is final on Nov. 18.

Start of Sport Seasons: Wrestling will begin its practices this next week and Basketball will start the following Monday (November 25)

### **Winter Sports Coaching Staffs:**

- Wrestling: Head Coach Troy Humphrey, Assistant Coach Dillon Martini
- Girl's Basketball: Head Coach Mike Charlton, Assistant Coaches Lorie Carey and AJ Angelo
- Boy's Basketball: Head Coach Clint Layng, Assistant Coaches Hunter Nance, Karson Klass, and Dick Norden (Volunteer)

9th Grade	10th Grade	11th Grade	Grades 9-11
Total Proficient/Advanced: Percentage Proficient/Advanced: 90-99 Percentile: 80-89 Percentile: 70-79 Percentile: 60-69 Percentile:	32 59.26% 90-99 Percentile: 80-89 Percentile: 70-79 Percentile: 60-69 Percentile:	Total Proficient/Advanced: Percentage Proficient/Advanced: 90-99 Percentile: 80-89 Percentile: 70-79 Percentile: 60-69 Percentile:	27 57.45% 90-99 Percentile: 80-89 Percentile: 70-79 Percentile: 60-69 Percentile:
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9th Grade	10th Grade	11th Grade	Grades 9-11
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Math

Science

English

English Overall

Novice/Intensive Group				Nearing Proficient/Strategic Group				Proficient/Advanced Group			
At-Risk/Below 50th Percentile <b>bold</b> Implies Identified 504 or IEP											
Name	Grade	Score	% Rank	Name	Grade	Score	% Rank	Name	Grade	Score	% Rank
	9	192	2		9	214	31		9	224	60
	9	194	2		9	216	36		9	224	60
	9	198	4		9	218	42		9	224	60
	9	200	9		9	219	45		9	224	60
	9	205	12		9	219	45		9	225	63
	9	205	12		9	221	51		9	225	63
	9	207	15		9	221	51		9	225	63
	9	212	26		9	222	54		9	226	66
	9	213	28		9	222	54		9	227	69
					9	223	57		9	227	69
	10	202	7		9	223	57		9	229	74
	10	204	9						9	229	74
	10	205	11		10	213	21		9	231	78
	10	206	12		10	215	31		9	231	78
	10	208	13		10	216	33		9	232	81
	10	209	17		10	217	36		9	232	81
	10	213	26		10	217	36		9	232	81
	10	214	28		10	217	36		9	233	83
	10	214	28		10	218	39		9	233	83
					10	220	44		9	234	84
					10	220	44		9	235	86
	11	198	4		10	220	44		9	235	86
	11	210	19		10	221	47		9	237	89
	11	210	19		10	221	47		9	238	91
	11	212	25		10	222	50				
	11	213	26		10	222	50		10	226	62
	11	213	26		10	223	53		10	226	62
	11	214	28		10	224	56		10	226	62
					10	225	59		10	227	65
									10	227	65
					11	216	21		10	228	67
					11	217	28		10	228	67
					11	217	28		10	229	70
					11	217	28		10	230	72
					11	217	28		10	230	72
					11	220	45		10	231	75
					11	221	48		10	232	77
					11	221	48		10	232	77
					11	222	51		10	233	79
					11	222	51		10	233	79
					11	222	51		10	235	83
					11	224	56		10	235	83
					11	224	56		10	235	83
					11	225	59		10	235	83
					11	225	59		10	237	87
					11	225	59		10	237	87
									10	238	88
									10	238	88
									10	238	88
									10	239	89
									10	240	91
									10	241	92
									11	226	61
									11	226	61
									11	227	64
									11	227	64
									11	227	64
									11	228	66
									11	228	66
									11	228	66
									11	229	69
									11	230	71
									11	230	71
									11	231	73
									11	231	73
									11	231	73
									11	232	75
									11	233	77
									11	233	77
									11	234	79
									11	242	91
									11	246	94
									11	247	95

Math Overall

Novice/Intensive Group				Nearing Proficient/Strategic Group				Proficient/Advanced Group			
A-Risk Below 50th Percentile Bold Implies Identified 504 or IEP											
Name	Grade	Score	% Rank	Name	Grade	Score	% Rank	Name	Grade	Score	% Rank
	9	167	1		9	225	31		9	239	62
	9	176	1		9	227	35		9	239	62
	9	210	4		9	227	35		9	239	62
	9	213	14		9	227	35		9	240	64
	9	217	17		9	229	39		9	241	66
	9	219	20		9	230	41		9	244	72
	9	221	23		9	233	48		9	244	72
	9	221	23		9	236	55		9	245	74
	9	221	23		9	237	57		9	245	74
	9	222	25						9	246	76
	9	223	27		10	236	53		9	246	76
					10	236	53		9	246	76
	10	202	4		10	227	35		9	248	79
	10	211	11		10	229	39		9	248	79
	10	212	12		10	229	39		9	249	81
	10	217	18		10	231	43		9	250	82
	10	219	21		10	232	45		9	251	84
	10	221	24		10	232	47		9	251	84
	10	222	26		10	233	47		9	252	85
	10	222	26		10	235	52		9	254	87
	10	224	29		10	236	54		9	254	87
					10	237	56		9	258	91
	11	210	9		10	238	58		9	262	94
	11	215	14						9	264	96
	11	221	22		11	227	33				
	11	223	26		11	228	35		10	239	60
	11	224	27		11	229	36		10	239	60
					11	230	38		10	240	62
					11	231	40		10	240	62
					11	231	40		10	241	64
					11	232	44		10	242	66
					11	232	44		10	244	70
					11	234	46		10	245	72
					11	237	53		10	245	72
					11	238	55		10	245	72
					11	238	55		10	246	74
					11	238	55		10	247	75
					11	240	59		10	247	75
					11	240	59		10	248	77
									10	249	79
									10	249	79
									10	250	80
									10	251	82
									10	251	82
									10	252	83
									10	252	83
									10	257	89
									10	258	90
									10	260	92
									10	260	92
									10	260	92
									10	261	92
									10	262	93
									10	266	96
									10	267	96
									10	271	98
									11	241	60
									11	241	60
									11	242	62
									11	243	64
									11	243	64
									11	243	64
									11	244	66
									11	246	70
									11	247	71
									11	248	73
									11	248	73
									11	251	78
									11	251	78
									11	252	79
									11	252	79
									11	252	79
									11	255	83
									11	255	83
									11	256	84
									11	260	88
									11	262	90
									11	262	90
									11	263	91
									11	264	92
									11	266	93
									11	271	95
									11	273	96





Good morning! Please, take a few moments to fill out this brief survey regarding this week Grab-N-Go breakfast trial. Your opinions and suggestions are very valuable and will help us create a one of a kind breakfast program for you to enjoy every morning before the start of the school day! Add any additional comments at the bottom. Thanks!

1. What time do you usually arrive at school? \_\_\_\_\_
2. Do you eat breakfast before you arrive at school? Circle one choice below.  
Always      Rarely      Never
3. If you circled 'never' or 'rarely' in the above question, why not?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. If you do eat breakfast before you arrive at school, what do you usually eat?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. If you do eat breakfast before you arrive at school, where do you usually eat? Circle one of the options below, or add your own.  
Home      Fast Food Restaurant      Gas station/Corner Store      Other \_\_\_\_\_
6. Did you try the grab-n-go breakfast this week? Circle one choice below.  
Yes      No
7. If you circled 'yes' to the above question, what was your favorite Grab-N-Go breakfast item or items?  
\_\_\_\_\_  
\_\_\_\_\_
8. Would you participate in the future? Circle an option below.  
Yes      No      Maybe
9. What could the food service staff, teachers, or principals change in order for you to eat a Grab-N-Go breakfast every day at school? \_\_\_\_\_  
\_\_\_\_\_
10. Are you aware of the benefits of eating breakfast? Please, name a few if you can. \_\_\_\_\_

11. After eating breakfast at school, do you feel better prepared for the school day? Please Circle one: Yes No  
Why or why not? \_\_\_\_\_
12. Do you have any additional comments that would help you school food service staff create a breakfast that you would eat? Please include suggestions such as food items, times, and location.

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Jefferson High School, Grab-N-Go Breakfast  
Teacher Survey

Good morning school teachers! This week was a very exciting week for our school as we implemented a pilot Grab-N-Go breakfast program. We would appreciate a moment of your time to fill out the following survey. We value our teacher's opinions and the feedback you provide will help us to create a breakfast program that works with your busy teaching schedules. Please, feel free to add any additional comments at the bottom. Thank you so much!

1. Were you aware that a Grab-N-Go Breakfast pilot program was taking place this week? Yes No
2. Are you aware of the benefits that students consuming breakfast at school receive? Yes No  
Please circle an answer and list a few examples below.

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3. Did you see any problems with the way the pilot breakfast program was implemented this week? Yes No  
Please circle an answer and provide a brief explanation below.

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4. What did you like most about the pilot breakfast program?

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5. Would you like to see this program continue in the future? Yes No  
If you answered no, what could be done to make this program one that you would be happy to see continue?

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6. Additional comments:

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Jefferson High School, Grab-N-Go Breakfast  
Teacher Survey

Good morning school teachers! This week was a very exciting week for our school as we implemented a pilot Grab-N-Go breakfast program. We would appreciate a moment of your time to fill out the following survey. We value our teacher's opinions and the feedback you provide will help us to create a breakfast program that works with your busy teaching schedules. Please, feel free to add any additional comments at the bottom. Thank you so much!

1. Were you aware that a Grab-N-Go Breakfast pilot program was taking place this week? Yes No
2. Are you aware of the benefits that students consuming breakfast at school receive? Yes No  
Please circle an answer and list a few examples below.

- 
3. Did you see any problems with the way the pilot breakfast program was implemented this week? Yes No  
Please circle an answer and provide a brief explanation below.

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4. What did you like most about the pilot breakfast program?

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5. Would you like to see this program continue in the future? Yes No  
If you answered no, what could be done to make this program one that you would be happy to see continue?

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6. Additional comments:

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*Over the past five years, significant new evidence has documented the link between eating breakfast and learning. Recent studies show that skipping breakfast is relatively common among children in the U.S. ...and is associated with quantifiable negative consequences for academic, cognitive, health, and mental health functioning.*

J. Michael Murphy, EdD, Massachusetts General Hospital and Harvard Medical School, 2007

## **Skipping breakfast and experiencing hunger impair children's ability to learn**

- Children who skip breakfast are less able to differentiate among visual images, show increased errors, and have slower memory recall.<sup>1</sup>
- Children experiencing hunger have lower math scores and are more likely to repeat a grade.<sup>2</sup>
- Behavioral, emotional and academic problems are more prevalent among children with hunger.<sup>3</sup>
- Children experiencing hunger are more likely to be hyperactive, absent and tardy, in addition to having behavioral and attention problems more often than other children.<sup>4</sup>
- Children who are undernourished have poorer cognitive functioning when they miss breakfast.<sup>5</sup>
- Teens experiencing hunger are more likely to have been suspended from school and have difficulty getting along with other children.<sup>6</sup>
- Children with hunger are more likely to have repeated a grade, received special education services, or received mental health counseling, than low-income children who do not experience hunger.<sup>7</sup>

## **Eating breakfast at school helps improve children's academic performance**

- Children who eat a complete breakfast, versus a partial one, make fewer mistakes and work faster in math and number checking tests.<sup>8</sup>
- Children who eat breakfast at school – closer to class and test-taking time – perform better on standardized tests than those who skip breakfast or eat breakfast at home.<sup>9</sup>
- Providing breakfast to students at school improves their concentration, alertness, comprehension, memory, and learning.<sup>10, 11, 12</sup>
- Children who eat breakfast show improved cognitive function, attention, and memory.<sup>13</sup>
- Participating in school breakfast is associated with improved math grades, attendance and punctuality.<sup>14, 15</sup>
- Children perform better on tests of vocabulary and matching figures after eating breakfast.<sup>16, 17</sup>
- Consuming breakfast improves children's performance on demanding mental tasks and reaction to frustration.<sup>18</sup>

## **School breakfast improves student behavior and learning environments**

- Students who participate in school breakfast show improved attendance, behavior, standardized achievement test scores as well as decreased tardiness.<sup>19</sup>
- Children who increase their school breakfast participation as a result of a school breakfast program offered free to all students show greater improvements in math scores, attendance, punctuality, depression, anxiety, and hyperactivity than children whose participation remains unchanged or decreases.<sup>20</sup>
- Providing students with breakfast in the classroom setting is associated with lower tardy rates and fewer disciplinary office referrals.<sup>21</sup>

**Breakfast in the classroom programs<sup>1</sup> and programs offering breakfast free to all children<sup>1</sup> in the cafeteria yield other positive results for health and learning.**

- Children who participate in programs that offer a breakfast free to all students have lower rates of absence and tardiness.<sup>22, 23</sup>
- Schools that offer breakfast free to all students have higher breakfast participation, especially when breakfast is served in the classroom, resulting in a higher percentage of students consuming a nutritionally substantive breakfast.<sup>24, 25, 26</sup>
- Students attending schools that offer a breakfast free to all students are more likely to consume a nutritionally substantive breakfast and to consume significantly more calcium, magnesium, phosphorus, fruit, and dairy products at breakfast, when compared to students from schools with a traditional school breakfast program.<sup>27</sup>

### **Beliefs about breakfast can influence participation in school breakfast**

- Girls often skip breakfast because they believe it might make them fat and are concerned about gaining weight.<sup>28, 29</sup>
- Adolescents who skip breakfast are significantly more likely to have fasted to lose weight.<sup>30</sup>
- Children report that they believe eating breakfast increases their energy and ability to pay attention in school.<sup>31</sup>

### **School breakfast can improve children's nutrition and protect against obesity<sup>4</sup>**

- School breakfast participants are more likely to consume diets that are adequate or exceed standards for important vitamins and minerals (e.g., vitamin C, vitamin A, calcium, phosphorus).<sup>32, 33, 34</sup>
- Low-income children who eat school breakfast have better overall diet quality than those who eat breakfast elsewhere or skip breakfast.<sup>35</sup>
- A higher percentage of children who skip breakfast have reduced intakes of many nutrients such as vitamins A, E, C, B<sup>6</sup>, B<sup>12</sup>; folate; iron; calcium; phosphorus; magnesium; potassium; and dietary fiber.<sup>36</sup>
- School breakfast participation is associated with a lower body mass index (BMI, an indicator of excess body fat), lower probability of overweight, and lower probability of obesity.<sup>37, 38</sup>
- Children and adolescents who eat breakfast have more favorable weight-related outcomes (e.g., lower BMI, lower waist circumference, lesser likelihood of being chronically obese) in the short term and long term than those who skip breakfast.<sup>39, 40, 41, 42, 43, 44, 45</sup>

### **School breakfast decreases the risk of food insecurity**

- School breakfast offered to all students for free may eliminate disparities between food secure and food insecure children in terms of eating breakfast at all.<sup>46</sup>
- Students with improved nutrient intake as a result of a program of school breakfast offered free to all students report decreases in symptoms of hunger.<sup>47</sup>
- Access to school breakfast decreases the risk of marginal food insecurity and breakfast skipping, especially for low-income children.<sup>48, 49</sup>
- Children are more vulnerable to food insecurity during the summer – a time when they may not have access to the good nutrition provided by the school meal programs.<sup>50</sup>

*This brief was prepared by the Food Research and Action Center (FRAC): Madeleine Levin, MPH, Senior Policy Analyst.*

<sup>1</sup> Breakfast in the classroom programs are an increasingly popular alternative to traditional before-the-bell, cafeteria-based breakfast programs. Breakfast is brought in from the kitchen in containers that keep dishes at the right temperature, or picked up from carts in the hallways as students enter class. Typically this breakfast is offered free to all students. Such programs boost school breakfast participation and remove the stigma associated with participation.

<sup>2</sup> Offering breakfast to all students for free is sometimes referred to as "universal breakfast" or "universal-free breakfast." The program helps remove the stigma for low-income children of participation in school breakfast and thereby increases participation among students generally, but particularly low-income students.

<sup>4</sup> For more information, read FRAC's *Breakfast for Health* brief available at [www.frac.org](http://www.frac.org).

## Endnotes

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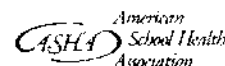


REPORT  
BRIEF FOR  
SCHOOL  
ADMINISTRATORS



# The Wellness Impact:

## Enhancing Academic Success through Healthy School Environments



*The Wellness Impact* is a GENYOUth Foundation report presented in partnership with the American College of Sports Medicine, the American School Health Association and National Dairy Council. It addresses why school wellness is more important than ever to students' and our nation's future. The report illuminates the vital importance of improved nutrition and increased physical activity in ensuring a school environment that enhances students' readiness to learn. This report brief provides highlights and key action steps of interest to school administrators.

## Key Takeaways from This Report

**IT'S ALL ABOUT SCHOOLS.** Schools are a key site for promoting widespread wellness policies and practices, which, in turn, support academic achievement. Health and education are mutually reinforcing. This is more relevant than ever as the rigorous Common Core State Standards raise academic expectations of schools and students nationwide.

**THE PROOF IS IN THE BRAIN.** New research into how the brain is affected by nutrition and physical activity is strengthening the learning connection argument, as neuroscience is making vividly clear the positive effects of both on students' academic achievement.

**INEQUITIES PERSIST.** Disparities in nutrition, physical activity and educational attainment tend to center on low-income and minority populations who remain most challenged when it comes to health and academic performance. These inequities can begin to be addressed and to some extent corrected through health-promoting school environments that prioritize proper nutrition and physical activity.

**IMPLEMENTATION IS UNEVEN.** Implementation of, and adherence to, school wellness policies is easier legislated than done and challenges, both systemic and practical, are very real. However, countless schools and districts have overcome daunting fiscal and other hurdles to make their wellness policies the effective tools they're intended to be.

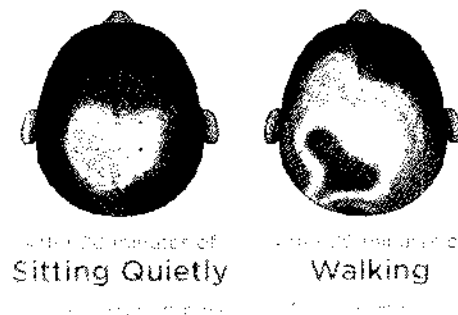
**CULTURES OF WELLNESS ARE ACHIEVABLE.** Schools nationwide are overcoming practical and systemic barriers every day to improve the nutrition and physical activity environments for their students. Right now what's important is accelerating the progress already made toward healthier schools by taking specific action.

## THE PROOF IS IN THE BRAIN

More and more we see that cognitive skills are linked to brain activity, and that physical activity and physical activity-related imaging, a tool in the field of neuroimaging, is helping us understand these connections better than ever before. The images here are based on the work of Dr. Michael Bluman of the University of Illinois at Urbana-Champaign, who is focusing on the relationship between physical activity and children's attention, memory and academic performance.

### Cognitive Effects of Exercise in Preadolescent Children

Average composite of 20 students' brains taking the same test after sitting quietly or taking a 20-minute walk:



Source: University of Illinois at Urbana-Champaign, Center for Health and Human Performance

- \* The brain scan shows that the brain is more active when a child is walking than when sitting quietly.
- \* The brain scan shows that the brain is more active when a child is walking than when sitting quietly.
- \* The brain scan shows that the brain is more active when a child is walking than when sitting quietly.

Source: University of Illinois at Urbana-Champaign, Center for Health and Human Performance

## What School Administrators Can Do to Enhance School Wellness

Education organizations, health advocacy organizations and government agencies are calling for school administrators to lead the way to creating healthy schools. Here are some action steps school leaders can take right now:

Assume a leadership role in setting tone and vision for healthy schools.

Communicate the link between nutrition, physical activity and academic achievement.

Establish a district or school wellness council or school health advisory committee to develop and implement a strong school wellness policy.

Involve students in program planning, implementation and participation.

Gather data about health and wellness policies and practices in your school or district — and evaluate their impact.

Offer or expand school breakfast, including alternative breakfast opportunities.

Make sure all food served and sold at school, including school meals and competitive foods, is appealing, nutritious and aligned with the Dietary Guidelines for Americans.

Ensure that high-quality, standards-based physical education and health education is offered to all students in all grades.

Provide recess for elementary school students and in-class physical activity breaks for all students.

Offer additional opportunities for students to be physically active, including extracurricular activities and active transportation to school.

Reach out to families and community partners to gain their support.

Be a healthy role model and encourage other adults to be role models for healthy eating and regular physical activity.

As a school administrator, your voice matters. Use the checklist below to identify day-to-day opportunities to enhance school wellness.

- ☐ Do your staff members and the community at large know that you support school wellness? And is that reflected in the nutrition and physical activity environments in your district?
- ☐ Do you offer breakfast programs in every school? Prescribed curriculum hours for physical education?
- ☐ Do you solicit input from parents, teachers, school nutrition staff and directly involve students in creating a healthier school environment?

We can't make kids smarter, but with improved nutrition and physical activity, we can put a better student in the chair.

— Robert Murray, MD, Department of Pediatrics, The Ohio State University

- ☐ Do the teachers and school nutrition managers in your school(s) have in-service training in nutrition and/or physical activity, and are they aware of the key role they play in school wellness?
- ☐ Has enough time been allotted for nutrition education? Physical Education? Recess?
- ☐ Do students have enough time to eat, and do they do so in a safe and comfortable dining area?
- ☐ Do teachers and administrators in your school occasionally eat school breakfast or lunch, spending valuable time with students and other staff?
- ☐ Is your school or district providing alternative serving options to encourage participation in breakfast, such as grab 'n' go breakfasts?
- ☐ Are vending machines stocked with low-fat and fat-free milk and dairy foods, 100% fruit juice and other nutritious snacks? Have high calorie/low-nutrient foods been prohibited?
- ☐ Have you ever promoted your commitment to school wellness through local media?

#### About GENYOUth Foundation

Founded through an unprecedented public-private partnership with the National Dairy Council (NDC) and the National Football League (NFL) and committed to child health and wellness, GENYOUth brings leaders in health, education, government and business together in a movement to reverse childhood obesity rates. The Foundation officially launched on February 4, 2011, at Super Bowl XLV with the signing of a historic six-way Memorandum of Understanding with U.S. Departments of Agriculture, Education and Health & Human Services. GENYOUth empowers students to improve nutrition and physical activity by taking small steps to accelerate a lifetime of healthy changes. When youth are given a voice, change can happen. For more information, visit [www.GENYOUthFoundation.org](http://www.GENYOUthFoundation.org).

#### About National Dairy Council

Established in 1915, National Dairy Council® (NDC), the nonprofit organization funded by the national dairy checkoff program, is committed to nutrition education and research-based communications. NDC provides science-based nutrition information to, and in collaboration with, a variety of stakeholders committed to fostering a healthier nation, including health professionals, educators, school nutrition directors, academia, industry, consumers and media. For more information, visit [www.NationalDairyCouncil.org](http://www.NationalDairyCouncil.org).

**About the American College of Sports Medicine**  
The American College of Sports Medicine is the largest sports medicine and exercise science organization in the world. More than 45,000 international, national and regional members and certified professionals are dedicated to advancing and integrating scientific research to provide educational and practical applications of exercise science and sports medicine ([acsm.org](http://acsm.org)).

**About the American School Health Association**  
The American School Health Association is the leading membership organization for school health professionals. It is concerned with all health factors that are necessary for students to be ready to learn, including optimum nutrition, physical fitness, emotional well-being and a safe and clean environment. The Association focuses its efforts on professional development, outreach and advocacy for educators and health providers ([ashaweb.org](http://ashaweb.org)).

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## Resources That Can Help

*Numerous organizations and government agencies provide resources that can help school leaders create change in their district or school. Here are just a few.*

#### **Breakfast in the Classroom Toolkit**

(School Nutrition Foundation)

<http://docs.schoolnutrition.org/SNF/BIC/>

#### **Coordinated School Health Resources**

(Centers for Disease Control and Prevention)

[www.cdc.gov/healthyyouth/cshp](http://www.cdc.gov/healthyyouth/cshp)

#### **Fuel Up to Play 60**

(NFL and National Dairy Council)

[www.FuelUpToPlay60.com](http://www.FuelUpToPlay60.com)

#### **HealthierUS School Challenge**

(U.S. Department of Agriculture)

[www.fns.usda.gov/tn/healthierus/index.html](http://www.fns.usda.gov/tn/healthierus/index.html)

#### **Let's Move!**

(launched by First Lady Michelle Obama)

[www.letsmove.gov](http://www.letsmove.gov)

#### **Presidential Youth Fitness Program**

(President's Council on Fitness, Sports and Nutrition)

[www.presidentialyouthfitnessprogram.org](http://www.presidentialyouthfitnessprogram.org)

#### **What School Administrators Can Do to Enhance Student Learning by Supporting a Coordinated Approach to Health**

(American School Health Association)

[www.ashaweb.org/files/public/Miscellaneous/Administrators\\_Coordinated\\_Approach\\_Support.pdf](http://www.ashaweb.org/files/public/Miscellaneous/Administrators_Coordinated_Approach_Support.pdf)

*For a more complete listing of resources of value to school leaders, see the full report at [www.GENYOUthFoundation.org](http://www.GENYOUthFoundation.org).*



**Midwest  
Dairy™**

This report was produced with generous funding support from the Midwest Dairy Council.

## **Alternative Breakfast: Best Practice Schools in Montana**

### **Contact Sheet**

#### **Ronan High School**

Breakfast model: Grab-n-Go

Marsha Wartick

Food Service Supervisor

Phone: (406) 676-3390 Ext. 3602

#### **Franklin K-12 School**

Breakfast Model: Grab-n-Go

Heather Fenn, Head Cook

Phone: (406) 668-7315

Teri Harris, Superintendent

Phone: (406) 668-7611

#### **Ennis K-12 Schools**

Breakfast Model: Grab-n-Go

Tammy Wham

Head Cook

Phone: (406) 682-4237

#### **Corvallis K-12 Schools**

Breakfast Model: Grab-n-Go

Kathy Martin

Food Service Director

Phone: (406) 961-3201 Ext. 109

#### **Winnett K-12 Schools**

Breakfast Model:

Breakfast after the bell

Barabata Lea, Head Cook

Phone: (406) 429-2251

#### **Bayshore Elementary**

Breakfast model: In Classroom

Erin Christensen

Food Service Supervisor

Phone: (406) 728-3490 Ext. 9043

#### **Manhattan Schools**

Breakfast Model: In Classroom

Rhiannon Reardon

Head Cook

Phone: (406) 284-3250 Ext. 210

#### **Victor Schools**

Breakfast Model: Grab-n-Go

Suzy Sherrill

Co-Kitchen Manager

Phone: (406) 642-3221 Ext. 229

## **PROGRAM STRATEGY**

The intent of this program is to provide assistance to all students at JHS who are at risk. The first key component involves identifying students. Academic and attendance concerns will be identified through the collaboration of administration, faculty, staff, and parents.

All students will be provided appropriate services that include identifying, monitoring, and guidance to assist students with academic performance, career opportunities, and social development. The end goal is improved academic progress, study skills, behavior, and interpersonal relationships. It is important for families to recognize the services that are provided and access them to support the needs of their students.

The program will be coordinated by the Administration team composed of faculty, staff, school counselor, administration, and co-op specialists when needed. The team will meet on a regular basis to identify students in need of support and development an action plan to coordinate proper services needed for success.

## **IDENTIFY STUDENTS WITH NEEDS**

Currently, JHS has between 10-15% of students who fall behind because of a variety of factors that include social, emotional, psychological, and leading to poor academic performance. JHS is committed to providing an appropriate educational plan for all students and provide support for the development of a positive self image and success academically. Program in place as well as additional means will be used to provide an effective program for students. These include:

- Additional assistance programs available during the school day
- Increased individualized instruction
- Coordination with elementary schools regarding past practices used
- Continued summer school program for credit recovery
- Coordination with outside agencies
- Learning Center development for enrichment activities

## **IDENTIFICATION FACTORS**

Student placement and program development will be determined based on greatest need and will be assisted by the Administration team. Referrals and placement will be determined based on needs associated with the following criteria:

- Lack of academic success
- Attendance issues
- Discipline referrals
- Poor daily work
- Risk for dropout
- Apathy towards school
- Low academic achievement
- Change in family status and/or stressors
- Homeless
- Mental health issues
- Involvement with the courts

- Bullying and harassment
- Pregnancy

### **PLAN OBJECTIVES**

The intent of the plan is to provide a program of study to meet the individualized needs of all students to promote academic success. Academic structure and integrity will be maintained and JHS will provide flexibility to create programs beneficial for individualized needs. These objectives include:

- Regular attendance
- Positive self-esteem
- Positive social skills
- Respect for staff
- Appropriate behavioral skills
- Improved self-discipline
- Improved coping skills
- Effective communication skills
- Increased participation in school related activities
- Improved healthy lifestyle
- Increased awareness of career opportunities

### **SUPPORT PROGRAM**

The use of testing policies currently available will be used to determine academic growth as well as guidelines for career opportunities. Identified students will be tracked through present course obligations and requirements and plans will be articulated to provide the most adequate educational plan.

Proper levels of communication will be formulated between the school, students, and families providing relevant information, support, and resources. JHS will maintain accurate data files of individualized programs and construct a comprehensive listing of services available.

### **PROGRAM EVALUATION**

The following components will be used by the administration for program review:

- Annual dropout rates
- Annual graduation rates
- Discipline referrals for identified students
- Annual attendance rates
- Annual survey information
- Academic achievement scores
- Annual school activities participation rates
- Administration team observations
- Exit survey for graduates/dropouts

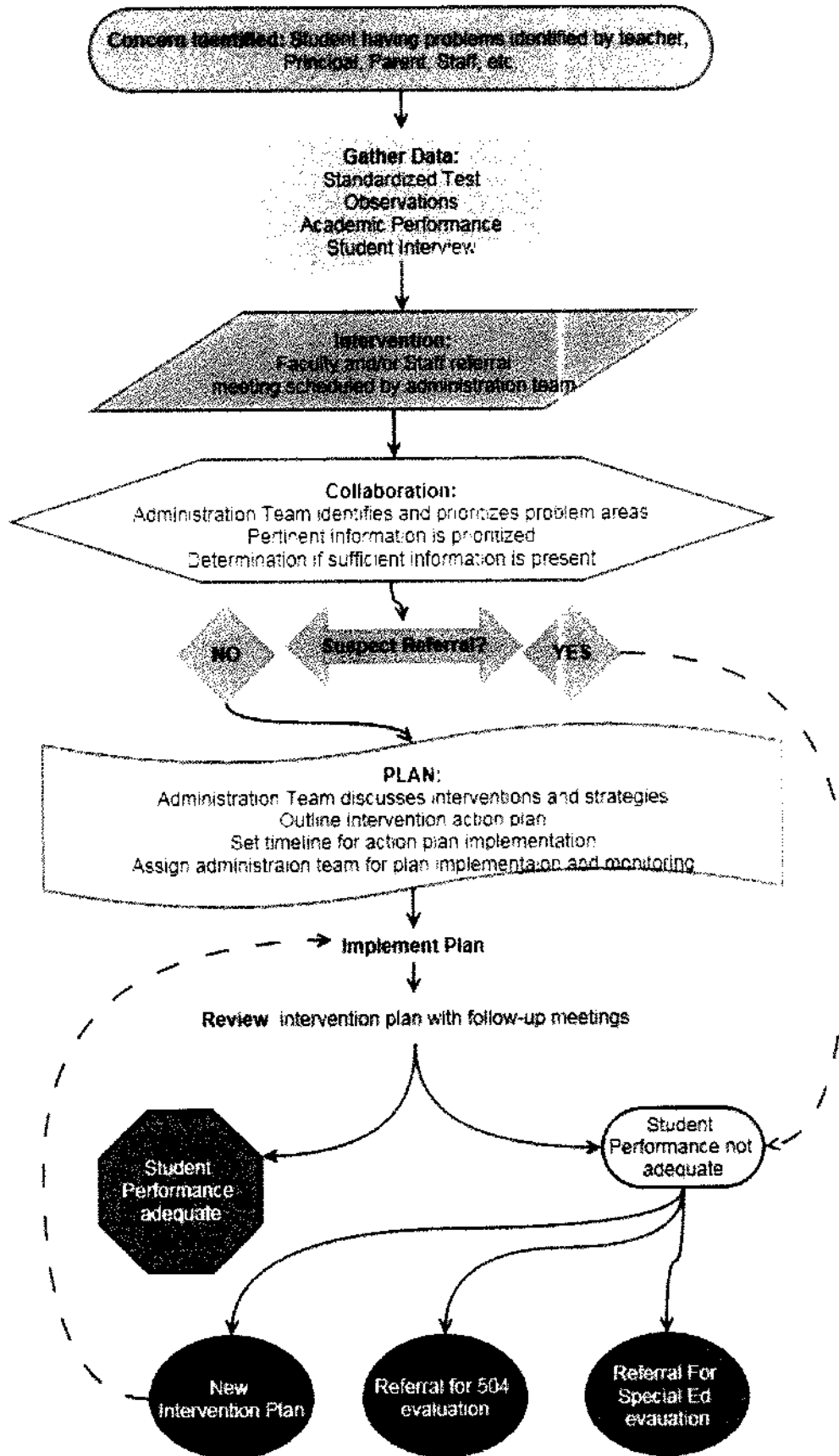
### **ROLES AND RESPONSIBILITIES**

- Evaluate students and programs
- Monitor progress

- Coordinate student identification
- Provide In-service and training
- Meet needs of each student
- Serve as a resource for teachers
- Encourage parental involvement
- Provide assessment strategies
- Collaborate with staff
- Coordinate with outside agencies
- Mentor students
- Communicate with staff
- Monitor students attendance and behavior
- Provide study skills to students
- Maintain records
- Select adequate referrals for guidance



## Program for Success of At Risk Students



A RESOLUTION BY THE BOARD OF TRUSTEES  
OF JEFFERSON HIGH SCHOOL DISTRICT #1  
SPECIFICATION OF PURPOSES OF "COMMITTED" AND "ASSIGNED" FUND BALANCE CATEGORIES

The Board of Trustees of Jefferson High School Boulder, Montana, hereby resolves to specify the purpose of the committed and assigned funds in the following funds:

FUND	AMOUNT	CLASSIFICATION	PURPOSE
201	78,645.78	Unassigned	NA
201	83,258.83	Assigned	Education
210	25,900.83	Assigned	Transportation
213	3,200.57	Assigned	Education
214	68,503.51	Assigned	Education
215	72,958.46	Assigned	Education
215	10,950.55	Assigned	O & M
217	35,813.02	Assigned	Education
218	33,041.41	Assigned	Education
224	8,790.00	Assigned	Capital Purchase
224	209,689.40	Committed	Education
228	17,193.61	Assigned	Technology
229	10,155.77	Assigned	Education
260	1,050.00	Assigned	O & M

The board will need to approve final claims and warrants for these expenditures.

The motion was duly made by trustee \_\_\_\_\_.

The motion was seconded by \_\_\_\_\_.

The motion passed \_\_\_\_ for and \_\_\_\_ against.

Passed and adopted on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Signature \_\_\_\_\_, Chairman of the Board of Trustees

Attest \_\_\_\_\_, District Clerk/Business Manager

NO. 1-1213

A RESOLUTION BY THE BOARD OF TRUSTEES  
OF JEFFERSON HIGH SCHOOL DISTRICT #1 TO TRANSFER FUNDS FROM  
"COMMITTED" TO "ASSIGNED" FUND BALANCE CATEGORIES

The Board of Trustees of Jefferson High School Boulder, Montana, hereby resolves to authorize the transfer spending authority of funds from Fund 224 Metal Mines from committed (board only) to assigned (clerk/superintendent) allowing the clerk/superintendent to approve purchase orders and write warrants in the amount of \$ 266,492.42 during the period of 7-1-2012 to 6-30-2013 for the purpose of

building improvements including but not limited to:  
exterior building repair, cafeteria/foyer roof, library roof,  
ceiling tile

The board will still need to approve final claims and warrants for these expenditures.

The motion was duly made by trustee \_\_\_\_\_.

The motion was seconded by \_\_\_\_\_.

The motion passed \_\_\_\_ for and \_\_\_\_ against.

Passed and adopted on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Signature \_\_\_\_\_, Chairman of the Board of Trustees

Attest \_\_\_\_\_, District Clerk/Business Manager

A RESOLUTION BY THE BOARD OF TRUSTEES  
OF JEFFERSON HIGH SCHOOL DISTRICT #1  
FUND BALANCE CLASSIFICATIONS POLICY

The Board of Trustees of Jefferson High School Boulder, Montana, hereby resolves to specify the order in which fund balances will be spent.

*When expenditures are incurred for which committed, assigned or unassigned amounts could be used, it is the District's policy to first spend unassigned, then assigned, and committed resources last.*

The motion was duly made by trustee \_\_\_\_\_.

The motion was seconded by \_\_\_\_\_.

The motion passed \_\_\_\_\_ for and \_\_\_\_\_ against.

Passed and adopted on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Signature \_\_\_\_\_, Chairman of the Board of Trustees

Attest \_\_\_\_\_, District Clerk/Business Manager

1 **Jefferson High School District #1**

2  
3 **THE BOARD OF TRUSTEES**

1332

4  
5 Authorization of Signatures

6  
7 For the conduct of the business of the District, the Board may grant authority to specific staff to  
8 sign certain documents on behalf of the District. The Chairperson and Clerk are authorized to  
9 use a facsimile signature plate or stamp.

10  
11 Warrants: The Chairperson and Clerk are authorized to sign all District warrants by facsimile  
12 signature on behalf of the Board.

13  
14 Claim Forms: Staff employed by the District in the following designated positions are  
15 authorized to certify voucher or invoice claims against or for the District:

- 16  
17 • Superintendent  
18 • High School Principal  
19 • Activities Director  
20

21 Checks: ~~The school principal~~ district clerk is designated as the custodian of each school building  
22 extracurricular fund account. The clerk shall maintain such accounts in the same system and in a  
23 similar manner as that used for all District accounting. Extracurricular revenue and expenditures  
24 shall be coded in a manner that the applicable event date, sport/activity title and gender are  
25 identified and easily reported on.

26  
27 ~~Contracts for Goods and Services and Leases:~~ The Superintendent is authorized to sign, on  
28 behalf of the Board, contracts, leases, and/or contracts for goods and services for amounts under  
29 \$25,000 without prior approval of the Board. The types of goods and services contracted for  
30 must be pre-approved by the Board.

31  
32 Personnel Contracts: The Board Chairperson and Clerk are authorized to sign personnel  
33 contracts and agreements of employment on behalf of the Board, by facsimile signature.

34  
35 Negotiated Agreements: Negotiated agreements shall be signed for the District by the Board  
36 Chairperson and the Clerk.

37  
38 Contract and Agreement Maintenance: The Superintendent shall maintain on the District  
39 website on a page designed for this purpose an electronic file PDF of a copy of all contracts and  
40 agreements currently in place. A Master List and Timeline of all contracts and agreements  
41 currently in place will also be maintained and posted to the District website on a page designed  
42 for this purpose.

43  
44 For each contract or agreement, the Master List and Timeline will include:

- 45  
46 - the name of the party with which the contract or agreement was executed,

- a brief description of the goods or services provided,
- who signed the contract on behalf of the district,
- the start and end dates,
- the annual and total dollar value,
- any required renewal or expiration notice dates or requirements,
- whether the contract is bid,
- the last bid date and the next bid date.

Policy History:

Adopted on: February 2007

Revised on: September 2013

# MINUTES

Jefferson High School Dist. I  
Regular Meeting

October 15, 2013  
JHS Board Meeting

Board members present:

**Travis Pierce**      **Pat Lewis**      **Denise Brunett**      **Micki LeTexier**      **Larry Rasch**      **Sabrina Steketee**  
Board members absent: Stan Senechal

Administrators present:

Tim Norbeck, Superintendent      Lorie Carey, Business Manager      Daryl Mikesell, Principal

Visitors: Cathy Carey, Jan Anderson, Victoria Foster

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CALL BOARD TO ORDER	Ms. Steketee called the meeting to order at 6:35. The pledge was said.
ANNOUNCEMENTS AND PUBLIC COMMENT	None.
STUDENT REPORT	None.
STAFF REPORT	Math strategic plan was presented by Mr. Norbeck. He also proctored the MAP test math portion for Ms. Strozewski while she attended a volleyball game. He mentioned that Ms. Strozewski and Ms. Carey are very open to his suggestions for improvement. Mr. Mikesell stated that the MAP determines what specific part of education each student needs to improve. Mr. Norbeck is asked by students several times a day for help in math. The counselor, Ms. Getten, has also recommended his help to several students. Ms. Carey (Cathy) said that she has received much help from Mr. Norbeck and Mr. Mikesell.
COMMITTEE REPORTS	<b>Committee reports:</b> Included in the packet. Ms. Steketee reported that the policy committee met and submitted a summary of the discussion.
CLERK REPORT	<b>Clerk Report</b> Presented in written form. A presentation on GEMS will be given at a later date. October count was 223.
PRINCIPAL REPORT	<b>Principal report.</b> Presented in written form. School-wide Title I – Mr. Mikesell asked OPI if there was an opportunity to justify school-wide with free and reduced below 40% because YDI numbers fluctuate so much. A push to get the rest of the free and reduced forms turned in will be done as well. Regarding MAP testing, Mr. Smith has done a great job getting that accomplished.
SUPERINTENDENT REPORT	<b>Superintendent report.</b> Submitted in written form. The elementary school is willing to do a pilot breakfast program November 4-7.
NEWBUSINESS ITEM H.	<b>Spanish 101 Costa Rica trip 2015.</b> Spanish 101 is offered every other year and Ms. Foster wishes to take a trip every other year as well. She asked permission to approve the trip for students and herself (excused absence for students and professional development for Ms. Foster), establish an account, and approve the fundraising process. Ms. LeTexier moved and Mr. Pierce seconded a motion to that affect. The motion was amended to include a biennial statement. The motion passed unanimously.
UNFINISHED BUSINESS	<b>Lawsuit update.</b> Brief filed with Supreme Court.  <b>December meeting/dinner.</b> Tuesday, December 3, 6:00 p.m. was chosen. Staff evaluations were deferred to January. Mr. Mikesell will contact staff members for entertainment
NEW BUSINESS	<b>Personnel. Substitutes.</b> Mr. Pierce moved to accept the substitute applications. Mr. Rasch seconded the motion which passed unanimously.  Ms. LeTexier moved and Mr. Pierce seconded the recommendation to accept Mr. Angelo as the assistant girls' basketball coach. The motion passed unanimously.  <b>Student concerns</b> – Mr. Mikesell will bring a draft of a policy for backpacks to the January meeting. He's received feedback from students and has worked with Jackson McGinnis.  <b>Policies 1312 P1, 1401P1, 5334P,</b> Ms. LeTexier moved approve these policies on 2 <sup>nd</sup> reading. Ms. Brunett seconded the motion which passed unanimously.

NEW BUSINESS (Cont.)

**Board annual objectives.** Ms. Steketee presented a document which was reviewed. Ms. Brunett suggested that the specific hours of training for board certification be identified. Current policy has 300-400 references to plans, goals, objectives, evaluations, etc. There is no way that each of these can be addressed appropriately. Ms. Steketee suggested that some sort of policy inventory was necessary to possibly consolidate some of these items. Policy committee will address - eliminating redundancy and streamlining policy regarding planning, goals, and assessment. Mr. Rasch moved to accept the objectives Ms. Steketee presented. Mr. Pierce seconded the motion which passed unanimously.

**Instruction program plan.** A proposed plan for the year was presented. This also may fall under the discussion above of possible redundancy. The board members were of the opinion that it might be a good template.

**At-risk plan.** Mr. Norbeck and Mr. Mikesell have been working on this and will have information for the November meeting.

**Mariah's Challenge account establishment.** Mr. Pierce moved to accept the recommendation of the account establishment. Mr. Rasch seconded the motion which passed unanimously.

COMMUNICATION AND  
COMMENTS

Auditor letter was received. This letter presented the changes that law has dictated for the billing of audit services.

COMMENDATIONS AND  
RECOGNITION

**Commendations.** – Homecoming was a huge success. Mr. Pierce commended the local law enforcement, fire department, and EMT's for their contributions. Ms. Brunett commended the effort made to feed the Townsend kids after the football game. Ms. LeTexier commended the volleyball coach for the teamwork of the girls. Mr. Pierce added that the entire staff should be applauded as well. Mr. Mikesell wanted to recognize Mr. Smith for his efforts on MAP testing. He also wanted to recognize the junior high coaches who brought their teams to the games. The varsity football players have been going to the small-fry games to help ref.

CONSENT AGENDA

**Minutes and Claims** Ms. LeTexier moved to approve the consent agenda. Mr. Pierce seconded the motion which passed unanimously

FOLLOW UP  
/ADJOURNMENT

**Follow-up/Adjournment. 7:52**

Chair/Superintendent article.

Program success

Homecoming success –

Law enforcement, fire department, EMT's, JHS teachers, students, Eric Rykal

**November meeting:**

1<sup>st</sup> reading of Policy 1332

At-risk plan.

Student concerns – backpacks

**January meeting:**

Administrative training plan for year – policy 6420

Superintendent evaluation.



10/24/13  
14:41:05

JEFFERSON HIGH SCHOOL  
Claim Approval List  
For the Accounting Period: 10/13

Page: 1 of 2  
Report ID: 581009

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
15014		1187 HARLOW'S SCHOOL BUS SERVICE, INC.	14,240.57					
1		contract Bus Contract	14,240.57		210	100-0700	510	
		<b>Claim Total for District</b>	<b>14,240.57</b>					
15045		100807 TRS	20,402.91					
1		09/13/13 excess fund operating reserves	20,402.91*		214	100-1000	510	
		<b>Claim Total for District</b>	<b>20,402.91</b>					
15150		4639 WEX BANK	4,295.27					
1		34395396 09/30/13 volleyball	635.60		201	700-3500	580	
2		34395396 09/30/13 cross country	363.17		201	700-3500	580	
3		34395396 09/30/13 football	707.56		201	700-3500	580	
4		34395396 09/30/13 Annual	49.87		201	710-3400	580	
5		34395396 09/30/13 career fair	119.85		201	710-3400	580	
6		34395396 09/30/13 custodial fuel	107.94		201	100-2600	614	
7		34395396 09/30/13 activity fuel	41.71		201	700-3500	580	
8		34395396 09/30/13 school foods	55.10		201	910-3100	614	
9		34395396 09/30/13 drivers ed	46.01*		218	100-1000	624	
10		34395396 09/30/13 route fuel	2,038.69		210	100-0700	614	
		<b>Claim Total for District</b>	<b>4,295.27</b>					
15151		1183 HARLOW'S SCHOOL BUS SERVICE, INC.	4,946.98					
1		09/30/13 volleyball	1,186.64		201	700-3500	580	
2		09/30/13 xcountry	819.69		201	700-3500	580	
3		09/30/13 football	1,035.40		201	700-3500	580	
4		09/30/13 annual class	112.47		201	710-3400	580	
5		09/30/13 career fair	270.58		201	710-3400	580	
6		09/30/13 downtime	969.00		201	700-3500	580	
		<b>Claim Total for District</b>	<b>4,946.98</b>					
15152		4639 WEX BANK	835.45					
1		08/30/13 volleyball preseason	340.80		201	700-3500	580	
2		08/30/13 football preseason	340.80		201	700-3500	580	
3		08/30/13 custodial fuel	96.92		201	100-2600	614	
4		08/30/13 route fuel	56.93		210	100-0700	614	
		<b>Claim Total for District</b>	<b>835.45</b>					
15153		1183 HARLOW'S SCHOOL BUS SERVICE, INC.	3,427.20					
1		08/30/13 volleyball preseason	1,713.60		201	700-3500	580	
2		08/30/13 football preseason	1,713.60		201	700-3500	580	
		<b>Claim Total for District</b>	<b>3,427.20</b>					
15154		157 ACE HARDWARE	610.33					
1		60711 09/04/13 roller	5.49		201	100-2600	615	
2		60710 09/04/13 bit, countersinks	30.56		201	100-2600	615	
3		60780 09/05/13 paint, roller	99.04		201	100-2600	615	

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High School  
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Claim	Warrant	Vendor #/Name	Claim \$	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
4	61607 09/06/13 plumbing tape, elbow, bushings	22.75		201	100-2600	615		
5	61513 09/06/13 quikrete	64.90		201	100-2600	615		
6	62918 09/06/13 quikrete	31.45		201	100-2600	615		
7	60804 09/06/13 trap 1.25 X 1.25	5.79		201	100-2600	615		
8	62817 09/06/13 marker, brushes, plunger	76.19		201	100-2600	615		
9	62878 09/09/13 washer, trap	8.48		201	100-2600	615		
10	61881 09/09/13 bulbs	0.29		201	100-2600	615		
11	61910 09/10/13 quikrete	48.00		201	100-2600	615		
11	63006 09/13/13 vbelt	7.99		201	100-2600	615		
13	63117 09/17/13 elbows, adapters, bushing	31.80		201	100-2600	615		
14	63127 09/17/13 oil gloss,	122.45		201	100-2600	615		
15	63131 09/19/13 fasteners	1.80		201	100-2600	615		
16	63135 09/19/13 trap 1.25x1.25	8.92		201	100-2600	615		
17	63139 09/19/13 Ext. tube	4.19		201	100-2600	615		
18	63139 09/19/13 Ext. tube	4.19		201	100-2600	615		
19	63191 09/19/13 screw wd phl sh	7.16		201	100-2600	615		
20	63348 09/13/13 udco, switch, cover	14.56		201	100-2600	615		
21	63396 09/17/13 cement road	7.99		201	100-2600	615		
22	63439 09/20/13 Gring	1.58		201	100-2600	615		
		<b>Claim Total for District</b>	<b>610.13</b>					
15055	431 CRESCENT ELECTRIC SUPPLY CO.	756.12						
1	071-501925 07/16/13 CM-10 low volt. sensor	450.00	7942	201	100-2600	615		
2	051-501905 07/16/13 CM-10 low volt. sensor	5.87		201	100-2600	615		
3	051-504867 08/16/13 ballasts gym lights	300.25	7963	201	100-2600	615		
		<b>Claim Total for District</b>	<b>756.12</b>					
15056	3698 EVERGREEN IRRIGATION	300.00						
1	205 10/07/13 sprinkler winterization	300.00		201	100-2600	440		
		<b>Claim Total for District</b>	<b>300.00</b>					
15057	1451 D & F GROCERY	60.23						
1	014118104 09/10/13 fcs groceries	19.03	7836	201	999			
		EO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
1	0117931091 09/18/13 fcs groceries	30.12	7836	201	999			
		EO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
3	0141783091 09/18/13 fcs groceries	10.76	7836	201	999			
		EO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-						
		<b>Claim Total for District</b>	<b>60.23</b>					
15058	1304 JEFFERSON COUNTY SOLID WASTE	20.00						
1	14127 09/30/13 Disposal of plywood	20.00		201	100-2600	431		
		<b>Claim Total for District</b>	<b>20.00</b>					
15060	3766 ACADIA MONTANA	324.99						
1	7030738 09/09/13 altacare	324.99*		215	280-1000	330	524	
		<b>Claim Total for District</b>	<b>324.99</b>					

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Claim	Warrant	Vendor #/Name	Claim \$				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
15161		3766 ACADIA MONTANA	1,342.39						
1		7045156 09/16/13 altacere	1,342.39*		215	280-1000	330	514	
		Claim Total for District	1,342.39						
15162		3766 ACADIA MONTANA	1,160.10						
1		7036111 09/23/13 altacere	1,160.10*		215	280-1000	330	514	
		Claim Total for District	1,160.10						
15163		1079 GAGNON'S DIGITAL IMAGING	484.44						
1		56847 09/17/13 copier charges panasonic	484.44		201	100-1000	440		
		Claim Total for District	484.44						
15164		4034 WELLS FARGO FINANCIAL LEASING	151.87						
1		5007502541 09/18/13 panasonic payment	151.87		201	100-1000	840		
		Claim Total for District	151.87						
15165		2151 CENTURY LINK	232.30						
1		23205 09/13/13 phone service	232.30		201	100-2400	331		
		Claim Total for District	232.30						
15166		3339 ACTE - Assoc. for Career & Tech.	590.00						
1		09/30/13 ACTE membership	145.00	7957	215	451-1170	810	133	
2		09/30/13 ACTE membership	145.00	7957	215	451-1640	810	133	
3		09/30/13 ACTE membership	145.00	7957	215	451-1641	810	133	
4		09/30/13 ACTE membership	155.00	7957	215	451-1710	810	133	
		Claim Total for District	590.00						
15167		4635 MT ACTE	135.00						
1		09/30/13 MACTE conf reg	135.00*	7959	215	394-1000	562	78	
		Claim Total for District	135.00						
15168		3460 HUGH O'BRIAN YOUTH LEADERSHIP	150.00						
1		26459 10/11/13 HOBY Registration	150.00	7870	201	100-2100	582		
		Claim Total for District	150.00						
15169		1451 L & P GROCERY	24.31						
1		0123965092 09/24/13 biology supplies	24.31	7851	201	999			
		50 Accounting 1Org/Frog/Func/Obj/Proj: -100-1511-610-							
		Claim Total for District	24.31						
15170		4683 CHARLTON, MIKE	35.00						
1		1604909 09/15/13 Coaching ed	35.00		201	220-3500	582		
		Claim Total for District	35.00						

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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Claim \$				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj		
15271		899 EMPIRE OFFICE MACHINES, INC.	156.27						
1		185074-001 09/20/13 history class supplies	8.19	7883	201	999			
		EO Accounting (Org/Prog/Func/Obj/Proj: -100-1370-610-							
2		185074-001 09/20/13 library supplies	148.08	7899	201	999			
		EO Accounting (Org/Prog/Func/Obj/Proj: -100-0820-610-							
		<b>Claim Total for District</b>	<b>156.27</b>						
15272		3766 ACADIA MONTANA	1,276.11						
1		7076301 09/30/13 Altcare	1,276.11*		215	280-1000	330 524		
		<b>Claim Total for District</b>	<b>1,276.11</b>						
15273		3019 LIFE TRACK SERVICES, INC.	650.00						
1		04998 09/23/13 Senior surveys	650.00	7968	201	100-2100	611		
		<b>Claim Total for District</b>	<b>650.00</b>						
15274		2374 J.W.FEEBEE & SON, INC.	113.95						
1		00160513 10/01/13 music selections	113.95	7542	201	999			
		EO Accounting (Org/Prog/Func/Obj/Proj: -100-1470-610-							
		<b>Claim Total for District</b>	<b>113.95</b>						
15275		1717 CITY OF BOULDER	2,060.47						
1		311-00 Oct 10/25/13 water	975.95		201	100-2600	431		
2		311-00 Oct 10/25/13 sewer	1,084.52		201	100-2600	411		
		<b>Claim Total for District</b>	<b>2,060.47</b>						
15276		4370 FIRST BOULDER VALLEY BANK	1,620.33						
1		10/01/13 Quinn Scholarship	1,620.33*		215	100-1000	600 169		
		<b>Claim Total for District</b>	<b>1,620.33</b>						
15277		3366 JHS ACTIVITIES	810.16						
1		10/01/13 Quinn Memorial	810.16*		215	100-1000	600 169		
		<b>Claim Total for District</b>	<b>810.16</b>						
15278		4169 PACIFICAD, INC	519.96						
1		00160289-10 09/30/13 design suite subscription	519.96	7967	215	451-1640	650 133		
		<b>Claim Total for District</b>	<b>519.96</b>						
15279		1265 JEFFERSON COUNTY TREASURER	20.00						
1		2769 10/07/13 chipboard,plywood	20.00		201	100-2600	431		
		<b>Claim Total for District</b>	<b>20.00</b>						
15280		1899 WOODWORKER'S SUPPLY, INC.	432.48						
1		8410117-7 09/30/13 Woods Tools	69.91	7778	215	999		87	
		EO Accounting (Org/Prog/Func/Obj/Proj: -451-1641-660- 87							
2		8410117-7 09/30/13 Woods Tools	362.57	7779	215	999		87	
		EO Accounting (Org/Prog/Func/Obj/Proj: -451-1641-660- 87							
		<b>Claim Total for District</b>	<b>432.48</b>						

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Claim	Warrant	Vendor #/Name	Claim \$						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
15281		1246 JOSEPHS INC	361.05						
1		16078943 10/04/13 diplomas & covers	361.05	7860	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj): -100-2400-610-							
		Claim Total for District	361.05						
15282		1086 GIULIO DISPOSAL SERVICES, INC.	141.00						
1		78049 09/30/13 disposal	141.00		201	100-2600		431	
		Claim Total for District	141.00						
15283		4694 NANCE, HUNTER	35.00						
1		06/15/13 Coaches ed	35.00		201	720-3500		582	
		Claim Total for District	35.00						
15294		4065 COLLEGE SOFTWARE COMPANY	550.00						
1		1096011 10/01/13 destinytitlepeek support	550.00	7973	201	100-2100		681	
		Claim Total for District	550.00						
15295		1374 J.W.PETERSON & SON, INC.	254.99						
1		02362400 10/14/13 music selections	254.99	7882	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj): -100-1470-610-							
		Claim Total for District	254.99						
15296		4685 STRAGERSKI, NICOLE	35.00						
1		1335697 07/13/13 Coaches ed	35.00		201	720-3500		582	
		Claim Total for District	35.00						
15297		1690 MEADOW GOLD GREAT FALLS	314.47						
1		134041 09/05/13 milk	66.31		201	910-3100		630	
2		60216809 09/12/13 milk	61.34		201	910-3100		630	
3		60216940 09/19/13 milk	83.41		201	910-3100		630	
4		60217020 09/26/13 milk	83.41		201	910-3100		630	
		Claim Total for District	314.47						
15298		1737 NORTHWESTERN ENERGY	4,709.08						
1		0133494-5 10/07/13 electric	4,377.32		201	100-2600		411	
2		0133494-5 10/07/13 gas	331.76		201	100-2600		411	
		Claim Total for District	4,709.08						
15299		4049 AMAZON.COM	597.79						
1		0609756256 09/19/13 Speckskin keyboard covers	309.10*	7954	215	306-1170		610	99
2		0609756256 09/19/13 Speckskin keyboard covers	3.58*	7954	201	100-1170		610	
3		0609756256 09/19/13 Speckskin keyboard covers	16.59*		201	100-1170		610	
4		2039515919 09/21/13 biology texts	49.70*	7956	215	100-1000		640	99
5		2039580760 09/21/13 biology texts	99.40*	7956	215	100-1000		640	99
6		2039580275 09/21/13 biology texts	99.40*	7956	215	100-1000		640	99
		Claim Total for District	597.79						

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Claim	Warrant	Vendor #/Name	Claim \$						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
15191		4686 ANGELO, AJ	101.70						
1		10/04/13 mileage for BPA training	101.70		215	296-1000	580	133	
		Claim Total for District	101.70						
15192		4687 MAJORS, MIKE	35.00						
1		FOC6171146 07/30/13 Coaches ed	35.00		201	700-3500	580		
		Claim Total for District	35.00						
15193		4637 Mastercard	11.00						
1		0006 09/13/13 keys for library drawers	11.00		201	100-2600	610		
		Claim Total for District	11.00						
15194		4637 Mastercard	418.84						
1		1140561474 10/10/13 MOEL ROOMS	205.44	7969	201	100-2400	580		
2		1140561474 10/16/13 MOEL ROOMS	205.44	7969	201	100-2400	580		
3		1140561474 10/16/13 MOEL ROOMS	7.96		201	100-2400	580		
		Claim Total for District	418.84						
15195		4637 Mastercard	345.26						
1		7663506 09/05/13 Senior english books	345.26		201	100-1000	640		
		Claim Total for District	345.26						
15196		4637 Mastercard	43.48						
1		3149105075 09/06/13 drama supplies	43.48	7857	201	299			
		PO Accounting (Org/Proj/Fund/Obj/Proj: -100-1141-61)-							
		Claim Total for District	43.48						
15197		4566 MISSOULA BIG SKY HIGH SCHOOL	49.00						
1		10/10/13 entry fee for xc	49.00	7978	201	700-3500	580		
		Claim Total for District	49.00						
15198		4061 MSU-SCIENCE/MATH RESOURCE CENTER	275.00						
1		42 10/04/13 registration fees	275.00	7979	201	700-3400	580		
		Claim Total for District	275.00						
15199		611 AMSAN CUSTODIAL SUPPLY	335.88						
1		296198963 09/18/13 apple enzyme	329.28	7976	201	100-2600	610		
2		296198963 09/18/13 apple enzyme	6.60		201	100-2600	610		
		Claim Total for District	335.88						
15200		4583 MT ELECTRIC MOTORS	153.00						
1		11809 10/10/13 Vent motor	112.00	7955	201	100-2600	660		
2		11809 10/10/13 Vent motor	41.00		201	100-2600	660		
		Claim Total for District	153.00						

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Claim	Warrant	Vendor #/Name	Claim \$				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
15301		11 A & M FIRE AND SAFETY	185.50						
1		116442 10/18/13 Fire Ext. recharge	185.50		201	100-2600	440		
		Claim Total for District	185.50						
15302		4692 MT ELECTRIC MOTORS	430.00						
1		11764 09/20/13 motor	112.00		201	100-2600	615		
2		12839 10/11/13 taco pump	318.00		201	100-2600	660		
		Claim Total for District	430.00						
15303		1377 JOHNSON CONTROLS	279.00						
1		1-72231344 09/13/13 modular classroom heater	279.00		201	100-2600	440		
		Claim Total for District	279.00						
15304		661 PRESCOTT ELECTRIC SUPPLY CO.	332.70						
1		001-507933 10-08/13 lamps	277.50	7274	201	100-2600	615		
1		001-507966 10-08/13 lamps	55.40	7274	202	100-2600	615		
		Claim Total for District	332.70						
15305		373 MSHWP/BCBS OF MONTANA	1,327.09						
1		October 09/24/13 Ret prem rsk	636.42		201	100-1000	260		
1		October 09/24/13 Ret prem pic	688.67		201	100-1000	260		
		Claim Total for District	1,327.09						
15306		1451 L & P GROCERY	335.21						
1		1104011011 10/11/13 BBQ homecoming	232.33		201	100-2300	800		
2		1468191011 10/11/13 BBQ homecoming	76.98		201	100-2300	800		
3		2597011011 10/11/13 BBQ homecoming	29.88		201	100-2300	800		
4		1467301011 10/11/13 BBQ homecoming	-0.98		201	100-2300	800		
		Claim Total for District	335.21						
15307		3766 ACADIA MONTANA	1,898.71						
1		7111082 10/21/13 altacere	1,998.71*		215	280-1000	330	624	
		Claim Total for District	1,898.71						
15308		4672 ITC INFORMATION TECHNOLOGY CORP	334.00						
1		731890 09/30/13 peerless false ceiling pl	69.00	7965	228	100-1000	615		
2		731890 09/30/13 peerless spider mount	98.00	7965	228	100-1000	615		
3		732039 09/30/13 peerless false ceiling pl	69.00	7965	228	100-1000	615		
4		732039 09/30/13 peerless spider mount	98.00	7965	228	100-1000	615		
		Claim Total for District	334.00						
15309		3698 EVERGREEN IRRIGATION	150.00						
1		306 10/23/13 Sprinkler winterization	150.00		201	100-2600	440		
		Claim Total for District	150.00						

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Claim	Warrant	Vendor #/Name	Claim \$				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
18310		4637 Mastercard	560.04						
1		105527137 09/23/13 8pk 2way radios	180.95	7958	228	100-1000	660		
2		105550386 09/25/13 6cell apple batteries for	211.10	7960	228	100-1000	660		
3		105550386 09/25/13 shipping	51.99	7960	228	100-1000	660		
		Claim Total for District	560.04						
18311		2736 MONTANA MODEL UNITED NATIONS	50.00						
1		10/22/13 M/M registration fee	50.00	7601	201	999			
		PO Accounting 10rg/Prog/Func/Obj/Proj: -710-3400-982-							
		Claim Total for District	50.00						
		Total High School	76,833.78						



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JEFFERSON HIGH SCHOOL  
Fund Summary for Claims  
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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	\$18,165.19
210 HIGH SCHOOL TRANSPORTATION FUN	
101	\$16,527.08
214 HIGH SCHOOL RETIREMENT FUND	
101	\$10,402.91
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	\$10,780.55
218 HIGH SCHOOL TRAFFIC EDUCATION	
101	\$46.01
218 TECHNOLOGY FUND	
101	\$694.04
Total	\$76,833.78
Grand Total	\$76,833.78