

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

**\* 6:30 p.m. June 8, 2021 \***

**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**

**F. Administration Reports** – *The board briefly reviews the written reports provided in board packet. Some specific, anticipated items are listed below. The Board will not act on items in a report unless the item appears as an action item in the new or unfinished business sections of the agenda.*

1. Clerk/Business Manager
2. Principal/A.D.
3. Superintendent
  - a. Annual objectives
  - b. Educational program/Instructional progress
  - c. Fee schedule
  - d. Accreditation standards

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

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

**1. Policies 2<sup>nd</sup> Reading**

- |  |   |
|--|---|
| a. 1310 District Policy and Procedures | e. 2410P High School Graduation Requirements    |
| b. 2050 Student Instruction            | f. 3110 Entrance, Placement, and Transfer       |
| c. 2100 School Year Calendar and Day   | g. 7220P Use of Federal Title Funds Methodology |
| d. 2221 School Closure                 |   |

**2. Policies 1<sup>st</sup> Reading**

- |  |   |
|--|---|
| a. 3310 Student Discipline                   | k. 8129 Chemical Safety                         |
| b. 3311 Firearms and Other Weapons           | l. 8130 Air Quality Restrictions                |
| c. 3413 Student Immunization                 | m. 8200 Food Services                           |
| d. 3416 Administering Medication to Students | n. 8301 district Safety                         |
| e. 3417 Communicable Diseases                | o. 8410 Operation and Maintenance of Facilities |
| f. 4315 Visitor and Spectator Conduct        | p. 8411 Water Supply Systems                    |
| g. 4332 Conduct on School Property           | q. 8129 Chemical Safety                         |
| h. 5223 Personal Conduct                     | r. 8302 Noxious Plant and Animal Control        |
| i. 5230 Prevention of Disease Transmission   | s. 8303 Cleaning and Disinfecting               |
| j. 5325 Breastfeeding in the Workplace       | t. 8502 School Construction and Repairs         |

**3. Personnel – Action**

- a. Substitute Applications
- b. Extra-curricular Program Evaluations
- c. Extra-curricular Coach Evaluations – possible closed session
- d. Extra-curricular approval of 21-22 contracts
- e. Employee discussion request – possible closed session
- f. Superintendent Evaluation – possible closed session (Sept., Nov., Jan., March, May, July)

**4. Approval of Attendance Agreements – AYA/Elk Park/North end 1 AYA, 0 Helena**

**5. Approval of BAT contract**

**6. Approval of BACE contract**

**7. Discussion of administrative individual contracts – possible executive session**

**8. 2021/22 Safe Return to School and Continuity of Services Plan**

**9. Surplus Approval**

**10. Heard Scholarships**

**11. COVID Update**

**12. Building Committee Update**

## ***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 months***

### ***1. Chair/Superintendent article for paper***

**NEXT REGULARLY SCHEDULED HIGH SCHOOL BOARD MEETING July 20, 2021 6:30 P.M.** Board chair-approved agenda items are due in the district office by the last Friday of the month prior to the board meeting.

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

## **Jefferson High School Board Members**

Buster Bullock, (Boulder area position)

Kyrie Russ, Vice-Chair (At-Large 2 position)

Justin Willcut (MT City area position)

Dani Morris, (At-Large 1 position)

Bryher Herak (Basin area position)

Cami Robson, Chair (Clancy area position)

Larry Rasch (At-Large 3 position)

***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. 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 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 act on non-agenda topics at this meeting but may schedule the topic on the agenda of a subsequent meeting.

## **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:**

#### **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 others because of our solid reputation;*

#### **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;*

#### **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 is 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.*

- Feel happy, challenged, safe, and supported throughout their time here;*
- Appreciate and fully engage in our activities that augment our curriculum; and*
- Have access to technology that enhances their learning opportunities.*

- 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.*

## **COMMITTEE ASSIGNMENTS:**

Negotiations/Personnel – B. Herak, J. Willcut, C. Robson

Policy/Handbook – K. Russ, B. Herak, D. Morris

Budget/Insurance/Investments – C. Robson, B. Bullock, D. Morris

Building/Grounds/Transportation – C. Robson, B. Bullock, L. Rasch,

Technology – L. Rasch, K. Russ, J. Willcut

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June, 2021

## **GENERAL REPORT ITEMS**

### **PAYROLL REPORT**

Payroll warrants approved by the superintendent and paid.

### **MASBO REGION 4**

MASBO summer conference is June 15-18 in Billings.

### **CURRENT OFFICE ITEMS**

The audit occurred. This year was not a shining time for me. The responses to the findings are included with this report. I hope that things won't be quite so chaotic since we're used to COVID procedures and plan to return to normal school routines. However, I just received a notice from the Clerk and Recorder that they will not run our elections for this fiscal year. That will fall to our office. Running a mail ballot election rather than a poll election will save some time in that I won't have to set up 5 polling places, but we will have to employ a couple of part-time people to prepare ballots for sending and then several people for sorting, opening, and counting. A mail ballot election requires notification to state government quite a few weeks before the election. That means I'll have to be on my toes preparing election information while closing out one fiscal year and winding up another.

## **Financial tidbit of the month:**

### **3.13A Revenue & Other Financing Account Structure**

The account structure for revenue and other financing sources accounts consists of a three-digit fund number and a four-digit source account. A three-digit project reporter code (PRC) is also used for special accounting and reporting purposes for state and federal grants or other special reporting projects.

### **District/Fund Subsidiary Source Project Reporter Code-Optional for Most Funds**

The first digit of the subsidiary source account number designates the first level of reporting for one of the following six broad categories of revenue sources. The next three digits provide additional summary levels within one of the six categories.

#### **Current or Recurring Non-Current or Non-Recurring**

1000 – Revenue from Local Sources 5000 – Other Financing Sources

2000 – Revenue from County Sources 6000 – Adjustments to Beginning Fund Balance

3000 – Revenue from State Sources 7000 – Emergency Federal Sources

4000 – Revenue from Federal Sources

### **3.14 Project Reporter Code**

The PRC permits a school district to accumulate revenues and expenditures to meet a variety of specialized reporting requirements. It is designed specifically for state and federal grants but may be used for other special reporting purposes. The PRC may be configured in any manner to meet individual user needs. It is optional except when expenditures must be reported by funding source such as federal and state grants. Any three-digit number may be assigned as PRC except that codes in the range 910-999 are reserved for assignment by the Office of Public Instruction (OPI). When a PRC is used it should be defined on the second page of the Trustees Financial Summary (TFS).

## **JEFFERSON HIGH SCHOOL**

### **RESPONSE TO AUDIT FINDINGS FOR FY 2019-2020**

**1. TFS not derived from accounting records.**

The variances within the miscellaneous fund was caused by change in procedure concerning the receipt of the Quinn Trust contributions from the Diocese of Helena. Previously, a single check was sent to the district to be split between the scholarship fund and the activities account. It was deposited in Fund 215 and warrants were written to disperse the money to the appropriate funds. The Diocese then changed their process and issued JHS two checks – one to the activities fund and one to the scholarship fund. A previous deposit to Fund 215 was inadvertently neglected and Due to's and Due From's were created but never closed.

The business manager, Lorie Carey, will correct this before the close of FY 2020-21.

**2. Capital Asset Misstatements.**

Sufficient review of the fixed asset spreadsheet did not occur before the submission of the TFS. Removal of the depreciation associated with a removed asset was not done. Notes on the fixed asset spreadsheet have been made by the business manager, Lorie Carey, to help prevent this from happening again. In addition, the increased experience of the administrative assistant will allow another knowledgeable person to review the data before submission.

**3. Unreconciled project reporter codes.**

The accounting system previously recorded activities for Jefferson High School and Boulder Elementary School. In 2009, the two districts split completely apart. Much of the data was converted but quite a few remnants of BES activity remained along with older entries for JHS. (The direction given by the software company was complicated by the fact that few, if any, district splits have occurred for them. The BES and JHS business managers spent many hours working to balance all the funds for the next two years with little help from the company.) In April 2021 prior to the arrival of the auditor, the business manager, Lorie Carey, had researched many of these items and made a correcting JV. There are still a few items remaining and will be corrected by Lorie before the end of FY 2020/21. In addition, Lorie has begun using the OPI fund 215 balancing spreadsheet to assist in the reconciliation within the fund.

**4. Revenue Accruals.**

The district has a particular grant for which money is received before expenditures are made which contributes to inappropriate recording of the revenue. In addition, adequate communication between the grant director and the district office is lacking. The business manager, Lorie Carey, has committed to more timely communication with the grant director and to use the OPI fund 215 balancing spreadsheet to correct this finding.



June 8, 2021

Principals Report--Mr. Mike Moody

### **Academics**

The final grades have been submitted. Commendations are needed for all our teachers and paraprofessionals. We had the lowest failure rate of the school year (3.8% Semester, 3.4% 4th Quarter). These numbers are on par with a normal year.

We graduate 55 of 58 seniors on May 23. Two of the three non-graduates are currently finishing their work in credit recovery.

Our summer credit recovery is set to begin with Mr. Michaud on Monday, June 7. Students will be able to recover credits through our Accelus online program. A number of students are already signed up. Updates will be given in the coming months.

Our spring testing results are in (see attached). Our ACT scores have shown improvement from the previous two year. MAPs testing had varying results by class. Teacher evaluated the scores and made plans for a change in next year's instruction on our May 28 in-service.

### **Graduation**

Graduation was held Sunday, May 23, 2020 at 1:00 in JHS North Gym. It was a great ceremony to mark the return of some normalcy for all. All family and friends were able to attend and masks were recommended for those not vaccinated.

### **Activity Positions**

The 2020-21 coaching position recommendations are included in your packet.

### **Planning for 2021-22 School Year**

Proposed plans for the 2021-22 school year are included in your packet.

### **Spring Activities**

**Athletics:**

**Track:** Boy's won the Class B State Championship and finished 2nd in District and Divisional. The girl's finished in 7th at state and 6 reached the podium. They also finished 2nd in the District. Coach Sarah Layng was named the MCA Class B Boy's Track and Field Coach of the Year. She will receive her award at the MCA Clinic in early August.

**Tennis:** The girl's qualified 3 for the State Meet led by Sam Zody who won 2 matches at state.

**Golf:** The boy's golf team finished 2nd in the Western Division and placed 8th at State. Celi Chapman was the lone girl to qualify but finished 2nd in Class B.

**Activities:**

Band and Choir conducted their Spring Concert on May 18. It was well attended by our community members.

FCCLA will compete at nationals in late June in Nashville.

The Student Council hosted the All School BBQ May 20th. The student council should be commended on their efforts.

## ACT Data

## ACT Score Comparison

COMPARISON						
	2019 Composite	Math	Science	English	Reading	Writing
Average	20.0625	19.95833333	20.5	18.33333333	21.14583333	6.083333333
Percentile	55%	55%	56%	42%	54%	45%
College Ready	22	22	23	18	22	7.00
Number Ready	12	15	12	22	19	18
Percent Ready	24.49%	30.61%	24.49%	44.90%	38.78%	36.73%
2020						
Average	18.58461538	18.69230769	20.09230769	16.41538462	18.52307692	5.9375
Percentile	40%	49%	50%	37%	40%	54%
College Ready	22	22	22	18	22	7.00
Number Ready	13	17	22	20	13	19
Percent Ready	20.00%	26.15%	33.85%	30.77%	20.00%	29.69%
2021						
Average	18.35849057	19.13207547	18.62264151	17.54716981	17.60377358	
Percentile	41.00%	54.00%	39.00%	38.00%	36.00%	
College Ready	22	22	22	18	22	
Number Ready	11	16	16	12	14	
Percent Ready	24.62%	24.62%	24.62%	18.18%	21.54%	
2022						
Average	19.71698113	20.30188679	21.28301887	17.09433962	19.9245283	
Percentile	50%	58%	58%	35%	50%	
College Ready	22	22	22	18	22	
Number Ready	21	21	30	14	23	
Percent Ready	36.21%	36.21%	51.72%	24.14%	39.66%	
CHANGE						
Average	1.358490566	1.169811321	2.660377358	-0.4528301887	2.320754717	-0.1458333333
Percentile	9%	4%	19%	-3%	14%	9%
College Ready	0	0	-1	0	0	0.00
Number Ready	1	2	10	-2	-6	1
Percent Ready	11.59%	11.59%	27.11%	5.96%	18.12%	-7.05%



# Projected Proficiency Summary Report

Aggregate by School by Grade

Math: Math K-12

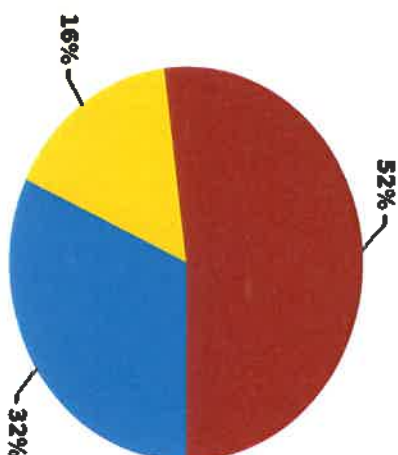
Jefferson High School

Term Tested: Spring 2020-2021  
District: Jefferson High School District  
Grouping: None  
Weeks of Instruction: 32 (Spring 2021)

Projected to: ACT College Readiness taken in spring.

View Linking Study: <https://www.nwea.org/resources/map-college-readiness-benchmarks/>

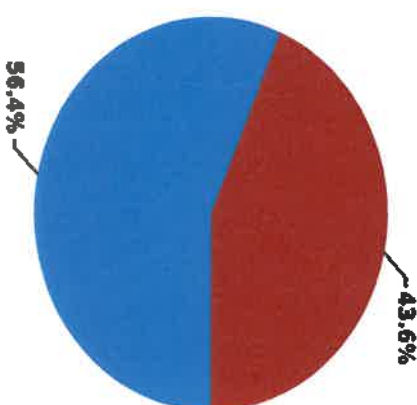
Grade	Student Count	Not On Track		On Track 22		On Track 24	
		Count	Percent	Count	Percent	Count	Percent
9	78	40	51.3%	15	19.2%	23	29.5%
10	47	25	53.2%	5	10.6%	17	36.2%
Total	125	65	52.0%	20	16.0%	40	32.0%



Projected to: SAT taken in spring.

View Linking Study: <https://www.nwea.org/resources/map-growth-college-readiness-benchmarks/>

Grade	Student Count	Not On Track		On Track	
		Count	Percent	Count	Percent
9	78	34	43.6%	44	56.4%
Total	78	34	43.6%	44	56.4%



## Explanatory Notes

This report shows students' projected performance on the state assessment(s) based on NWEA alignment/linking studies. Performance categories are defined by the state and are specific to each state. For any state or location that does not have an associated state summative test the NWEA Generic Linking Study is provided.

Generated by: Mike Moody  
5/18/21, 7:33:36 AM

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# Projected Proficiency Summary Report

Aggregate by School by Grade

Term Tested: Spring 2020-2021  
 District: Jefferson High School District  
 Grouping: None  
 Weeks of Instruction: 32 (Spring 2021)

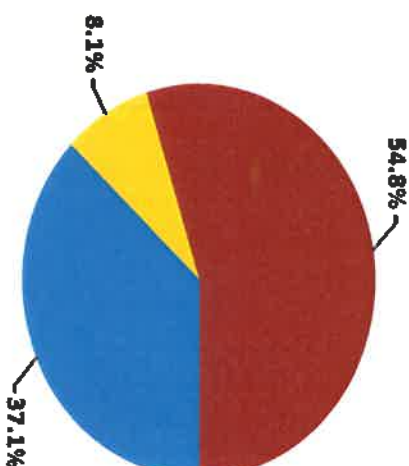
## Language Arts: Reading

Jefferson High School

Projected to: ACT College Readiness taken in spring.

View Linking Study: <https://www.nwea.org/resources/map-college-readiness-benchmarks/>

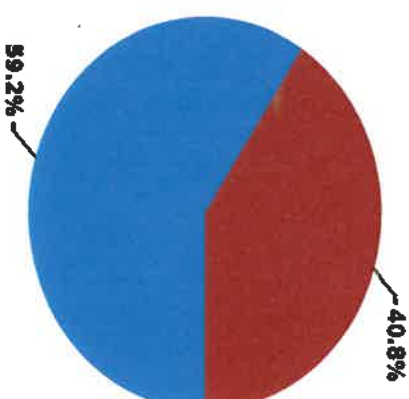
Grade	Student Count	Not On Track Count	Not On Track Percent	On Track 22 Count	On Track 22 Percent	On Track 24 Count	On Track 24 Percent
9	76	43	56.6%	3	3.9%	30	39.5%
10	48	25	52.1%	7	14.6%	16	33.3%
Total	124	68	54.8%	10	8.1%	46	37.1%



Projected to: SAT taken in spring.

View Linking Study: <https://www.nwea.org/resources/map-growth-college-readiness-benchmarks/>

Grade	Student Count	Not On Track Count	Not On Track Percent	On Track Count	On Track Percent
9	76	31	40.8%	45	59.2%
Total	76	31	40.8%	45	59.2%



### Explanatory Notes

This report shows students' projected performance on the state assessment(s) based on NWEA alignment/linking studies. Performance categories are defined by the state and are specific to each state. For any state or location that does not have an associated state summative test the NWEA Generic Linking Study is provided.

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**2021-22 SCHEDULE (CONTRACTED DAYS)**

**—PLEASE PLAN PERSONAL/SCHOOL ACTIVITIES AROUND THE FOLLOWING DAYS—**

Thursday, August 19 Teacher PIR Day  
Monday, August 23 Freshman Orientation  
Tuesday, August 24 First Day of School  
Friday, Sept 24 Teacher PIR Day  
Wednesday, September 4 & 18 Late-in  
Monday-Wednesday October 4-6 Fall Map Testing  
Wednesday, October 13 and 27 Late-in  
Thursday-Friday, October 21-22 MEA  
Friday, January 21 Teacher PIR Day  
Tuesday-Wednesday January 24-27 Winter Maps (Reading Only)  
Wednesday, February 9 & 23 Late In  
Tuesday, March 17 CRT Science (TENTATIVE)  
Wednesday, March 4 & 18 Late In  
Tuesday, April 6 ACT (TENTATIVE)  
Wednesday, April 13 & 27 Late in  
Monday-Wednesday, May 2-5 Spring Maps  
Friday, May 27--Teacher PIR

## **2021-22 Daily Bell Schedule**

<b>PERIOD</b>	<b>TIME</b>
<b>1st</b>	<b>8:00-8:56</b>
<b>Enrichment</b>	<b>8:59-9:42</b>
<b>2nd</b>	<b>9:45-10:41</b>
<b>3rd</b>	<b>10:44-11:40</b>
<b>4th</b>	<b>11:43-12:39</b>
<b>Lunch</b>	<b>12:43-1:13</b>
<b>5th</b>	<b>1:13-2:09</b>
<b>6th</b>	<b>2:12-3:08</b>
<b>7th</b>	<b>3:11-4:07</b>

### **Enrichment Procedure.**

- 1) All students are assigned an Enrichment period.
- 2) Teachers will take attendance and discuss missing assignments with the students.
- 3) Student attendance is subject to attendance regulations provided by the student handbook.
- 4) Enrichment is academic time. Students can go from class to class with a written hall pass. There will be no extra-curricular meeting during instructional time. Class meetings are acceptable.

	1	2	3	4	5	6	7
	8:50-9:58	9:45-10:43	10:44-11:40	11:40-12:10	11:52-12:04	12:17-1:05	1:11-2:07
A	Heaford College Writing	Enrichment	Advanced Drama	Senior English	Enrichment	Enrichment	Enrichment
B	Voelker Journalism	Enrichment	English 1	English 1	Enrichment	Enrichment	Enrichment
C	Joffe Honors English 1	Enrichment	Honors English 10	English 10	Enrichment	Enrichment	Enrichment
D	Shultz English 11	Enrichment	English 11	Spanish 2-3-4	Enrichment	Enrichment	Enrichment
E	Gray Corrective Reading 9	Enrichment	Digital Intervention	Corrective Reading 10-12	Enrichment	Enrichment	Enrichment
F	Strozewski Geometry	Enrichment	Tech Math Consumer Math	Honors Math 2	Enrichment	Enrichment	Enrichment
G	McMahon Algebra 1	Enrichment	Algebra 1	Algebra 1	Enrichment	Enrichment	Enrichment
H	C. Carey PREP	Enrichment	Pre-Algebra	Algebra 2	Enrichment	Enrichment	Enrichment
I	Brooker Physical Science	Enrichment	AVA	Physical Science	Enrichment	Enrichment	Enrichment
J	Williams OFF	Astronomy	Chemistry	Physics	Enrichment	Enrichment	Enrichment
K	McCauley Biology	Enrichment	Biology 160	PREP	Enrichment	Enrichment	Enrichment
L	L. Williams PE	Enrichment	Health	Health	Enrichment	Enrichment	Enrichment
M	C. Layne Weights	Enrichment	Weights	Weights	Enrichment	Enrichment	Enrichment
N	Heimann PREP	Enrichment	Welding 3	Arch Drafting	Enrichment	Enrichment	Enrichment
O	Robbins Engineering/Mechanics	Enrichment	Welding 4	Words 1	Enrichment	Enrichment	Enrichment
P	Parsons Pro-Star	Enrichment	Advanced Woodworking	Words 2	Enrichment	Enrichment	Enrichment
Q	Ennet Photography	Enrichment	Advanced PCS	Culinary 1	Enrichment	Enrichment	Enrichment
R	Bisler Government	Enrichment	Drawing and Painting	PREP	Enrichment	Enrichment	Enrichment
S	Ottman AVA	Enrichment	PREP	US History	Enrichment	Enrichment	Enrichment
T	Oryan Study Skills	Enrichment	World History	PREP	Enrichment	Enrichment	Enrichment
U	S. Layne Library	Enrichment	Study Skills	Study Skills	Enrichment	Enrichment	Enrichment
V	Smardick Anatomy	Enrichment	PREP	Library	Enrichment	Enrichment	Enrichment
W	Bowman Band	Enrichment	Computer Applications	Computer Applications	Enrichment	Enrichment	Enrichment
X	Milchard MTDA/Study Hall	Enrichment	Band	Choir	Enrichment	Enrichment	Enrichment
Y	Koon and Davis Alta Care	Enrichment	Band	Choir	Enrichment	Enrichment	Enrichment

Class Section at Capacity (We're sorry!)

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

**Superintendent's Report**

Date: June 18, 2021

Agenda Item: F-3

**3a-Review Annual Objectives**

Included in this package are 5 goals updated as annual objectives for Jefferson High School. The 5 areas place emphasis on student learning, communication, professional development, academic environment, and management of district resources. Each goal has provided areas to explore to attain the goals.

**Recommendation**

Review goals and provide feedback to prioritize areas for each goal

**3b-Report/Plan on educational programs**

The following information describes the progress through the 2020-21 school year at Jefferson High School and accomplishments and direction pertaining to the goals and objectives of the district. The following areas of concentration are discussed.

- Improving student achievement
- Align curriculum with state standards and ESSA
- Increase technology efficiency and map upgrades and changes required
- Increasing curriculum opportunities and class offerings

**Student Achievement**

JHS continued the usage of MAP, ACT, and Pre-ACT testing to assess student ability and use the data to address areas within the curriculum for improvement. Students were only tested 3 times during the year because of distant learning. Although there is not a big differentiation in the results, a good percentage of students showed increases in scores between the two testing cycles.

Efforts were made to close the achievement gap in regards to the guidelines mandated by Every Student Succeeds Act (ESSA). The Literacy Grant completed the third of three years with Boulder Elementary and first year with Basin Elementary and used data to address student reading deficiencies. Intensive Reading classes continued to address these needs and an Instructional Coach assisted in increasing reading across all curriculum areas. The credit recovery program through the Montana Digital Academy (MTDA) was continued, and the Acellus online curriculum was implemented for credit recovery and has produced positive results in helping students recover lost credit. EdReady has continued to provide supports in areas including lost content and missing skills to help students get back on track.

The areas above were also a part of the Continuous School Improvement Plan (CSIP) mandated by the Montana Office of Public Instruction. Within the guidelines suggested by the plan, JHS continues to be a school wide Title I program to provide academic assistance for all students at JHS. The information and planning throughout the school year will be sent to OPI for approval before adoption at the school level.

Assessment throughout the year included MAPS (9-11), ACT for juniors, and Pre-ACT for sophomores. Data gleaned from these assessments will be formulated to address instructional program modifications. These test scores may not accurately reflect the overall school performance but the results are good indicators of areas of strength or areas of concern. JHS continues to emphasize the education of the whole student.

### **Curriculum**

The area of emphasis with curriculum was reviewing the current program in place and developing models to increase the achievement level of all students to reach the level of proficient or above in all curriculum areas. Two areas of emphasis were placed on increasing dual credit opportunities across multiple disciplines and providing an advanced academic track. Tentatively, JHS students will have 13 dual credit class opportunities for the 2021-22 school year. Block schedule classes were in the areas of English and Math allowing students to complete two years of academic requirements in one year. Standards based assessments were used for the math block class with success. The move to distant learning had a negative effect on some students and summer plus fall enrichment programs will be used to get students back on track. An Intervention Specialist will focus on student credit recovery. Efforts continue to be made to increase collaboration, differentiate instruction, increase use of technology and ensure all students were achieving at grade or ability level.

Increased professional development opportunities include strategic planning, mental health training, OPI workshops, and literacy instruction. The past year has provided for growth and improvement at JHS. The District continues to find ways to improve the level and quality of services for all students. The entire JHS community, school board, and staff have provided the commitment required to ensure a quality education program.

### **Technology**

An updated mapping of all infrastructure occurred and a long range technology continues to identify areas of concern, immediate needs, and expectations of technology usage in the future.

The district has used ESSR funds to move more toward personal one-to-one devices to increase efficiency of usage and allowing for expansion of curriculum. The district will contract with an independent IT provider. These capital improvements have improved the aesthetic appearance and expanded student usage.

The major emphasis with technology has been evaluating the current system, identifying changes needed and creating a sequential plan to increase usage and efficiency. Enhanced performance will be an area of emphasis as well as extending the life cycle of existing systems with appropriate upgrades.

### **3c – Instructional progress**

Expanded offering will occur in mathematics with a Dual Credit Calculus option. The addition of a part-time Spanish teacher has lead to three full classes in the subject for next year. The district will continue to use the Montana Digital Academy for expanded curriculum offerings. A 9 week freshman academy class will be a part of the freshman CTE rotation. These classes are a reflection of the commitment to expand multiple curriculum areas, and provide the opportunity for expanded student learning in other areas.

### **3d – Fee schedules**

Attached is the student fee schedule for 2020-21 class offerings.

#### Recommendation

Adopt current fee schedule.

### **3f-Safe Return to School Plan**

Included is the draft Safe to School Plan that needs to be adopted and posted on the school website.

#### Recommendation

Adopt plan



## **Jefferson High School**

### **2021-22 Annual Objectives**

The implementation of annual objectives will utilize development of Jefferson High School growth plans for the upcoming academic year. The objectives will be used to assess student performance, district decision making, and appropriate resource usage.

#### **Goal 1 – Use current assessment models to guide increased student learning**

##### **Objectives**

- Update district curriculum to continue to meet state and national standards
- Evaluate student performance with guidance from current assessment models
- Use assessment models to monitor student growth and performance
- Develop assessment rubrics to increase problem solving skills and higher order thinking
- Develop teaching models to include collaboration, self-assessment, and goal setting to provide feedback for increasing learning and teaching objectives
- Develop advanced courses to allow increased opportunities for student participation
- Evaluate student progress annually using measures and standards from current assessment models and curriculum benchmarks
- JHS students will meet graduation standards and use developed skills for success

#### **Goal 2 – Increase communication and relations to improve student achievement**

##### **Objectives**

- Develop and implement a communication plan to increase community relations
- Provide professional development opportunities for implementing current communication trends
- Revamp website to provide efficient and applicable data with ease of access
- Analyze benefits and challenges of digital media and social networking usage
- Increase reporting of student performance and parental involvement by providing training opportunities on curriculum and assessment

**Goal 3 – Promote enhanced teaching and learning opportunities by implementing appropriate professional teaching practices**

**Objectives**

- Increase efficiency of EPAS teacher evaluation model developed for Montana
- Increase professional development opportunities for all staff
- Collaboration between administration and faculty on the impact of EPAS and its effectiveness in providing feedback for teacher growth plans
- Increase awareness and publicize educational practices demonstrated by administration, faculty, and students
- Use collected data to provide feedback for continuous planning and setting of annual goals

**Goal 4 – Foster an academic environment to encourage respect, citizenship, responsibility, and success**

**Objectives**

- Develop a school plan to create an atmosphere of respect and responsibility within all school settings
- Survey parents, patrons, students and staff to provide feedback for establishing a school climate action plan
- Provide community wide learning sessions to communicate expected school climate and educational goals for each academic level
- Survey alumni to determine what areas need further development and what skills are needed for post-secondary success
- Continue to use igraduate program to promote academic completion and provide tools to reach this goal

**Goal 5 – Provide continued guidance for appropriate management of district resources to create a positive learning environment that maximizes student learning opportunities**

**Objectives**

- Review policies and procedures for budget preparation and use feedback from audits and reviews to update financial operations
- Develop short and long term plans addressing capital improvement projects throughout the entire district facilities
- Address current technology plans(Contracted implementation) for immediate and long term goals to meet the needs for instruction and assessment
- Increase cost savings with efficient and cooperative shared purchasing services
- Update the safety plan in accordance with state law, district policies, and recommendations from safety and security reviews

# Jefferson High School

## 2021-22 FEE SCHEDULE

Driver Education	\$175/student
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### School Foods

Reduced	\$.40/meal
Students	\$2.75/meal
Adults	\$3.75/meal

### Class fees

Sculpture	\$25
Drawing/Painting	\$25
Intro to Art	\$15
Culinary 1	\$20
Culinary 2	\$30
Ceramics	\$25
Photography	\$50
Independent Art	\$20
Small Engines	\$25
Woods	\$25
Construction	\$25
Child Development	\$10
Pro-start	\$50
FCS	\$10
Welding Materials	\$25
Welding Safety Items	\$25
Perspective Drafting	\$10

## EXTRA-CURRICULAR POSITIONS

FirstName	LastName	Position	FirstName	LastName	Position
Karson	Klass	Cross Country Coach	Matthew	Bowman	Band/fall
Mike	Majors	Head Volleyball Coach	Matthew	Bowman	Band/winter,spring
Lynnsey	Williams	Assistant Volleyball Coach	Cassidy	Parsons	FCCLA Advisor
Danielle	Bullock	Assistant Volleyball Coach	Mike	Robbins	Skills USA Advisor
Joe	Michaud	Assistant Football Coach	Fritz	Bieler	Model UN Advisor
Clint	Layng	Head Football Coach	Mike	Hesford	Drama Club Advisor
Josh	Morris	Assistant Football Coach	Anne	Jolliff	Speech & Drama Coach
Jered	Padmos	Assistant Football Coach	Sarah	Layng	Yearbook
Sarah	Layng	Head Girls Basketball Coach	Fritz	Bieler	Youth & Govt.
Amy	Michaud	Assistant Girls' Basketball Coach	Dawn	Smartnick	BPA Advisor
Cassidy	Parsons	Assistant Girls Basketball Coach	Nicole	Strozewski	Student Council Advisor
Anthony	Connole	Head Boys Basketball Coach	Steve	McCauley	Honor Society Advisor 1/2
Samson	Heaton	Assistant Boys' Basketball	Emma	Ehret	Art Club
Robert	Binkowski	Assistant Boys' Basketball	Cathy	Carey	Honor Society Advisor 1/2
Troy	Humphrey	Head Wrestling Coach			
Travis	Schulte	Assistant Wrestling Coach			
Justin	Clement	Assistant Wrestling Coach			
Sarah	Layng	Head Track Coach			
Mike	Charlton	Assistant Track Coach			
Cody	Ottman	Assistant Track Coach			
Erika	Morris	Head Tennis Coach			
Lynnsey	Williams	Assistant Tennis Coach			
Anna	DeMars	Head Golf Coach			
Jennifer	Burnett	Cheerleading Advisor (Fall)			
Jennifer	Burnett	Cheerleading Advisor (Winter)			
Chantel	Lyon	Asst. Chr/Dance-Fall			
Chantel	Lyon	Asst. Chr/Dance-Winter			

**Jefferson High School District  
Safe Return to School and Continuity of Services Plan**

Date of Original Adoption April 21, 2020

Date Plan was Last Revised: March 16, 2021

Next Regularly Scheduled Month for Consideration (At least quarterly): July 2021

Dates Reviewed: June 8, 2021

**March 2020 - June 2021**

1. The Jefferson High School District was ordered to close to in person instruction on March 15, 2020, under an executive order issued by then-Governor Bullock. Districts were provided a two week period of time during which they could remain fully closed to instruction of any kind while developing a plan for remote instruction required by the Governor.  
Although our district was authorized to remain closed, we quickly mobilized and began remote instruction during the timeframe when we were authorized to remain closed. Thereafter, our district continued pursuant to a reopening plan approved by the Governor beginning March 30, 2020.
2. On April 22, 2020, then-Governor Bullock lifted his Stay at Home Order, and Announced a Plan to Begin Phased Reopening of Montana. As part of that plan, effective May 7, 2020, all schools were provided the option to return to in-classroom teaching at the discretion of local school boards.  
Our school district finished the 2019-20 school year through remote instruction. During the 2020-21 school year, our means of operation have included:
  - i. In person
  - ii. Offsite for compromised and quarantined individuals or staff.
3. Our district developed a plan for reopening to in person instruction, with contingencies, and we implemented that plan for the 2020-21 school year. The reopening plan, details regarding which are provided below, included adoption of various model policies provided by the Montana School Boards Association under its 1900 Series, including model policies aligned with CDC guidance regarding mitigation strategies to limit exposure to and transmission of COVID-19 in school settings.
4. Our district is finishing the 2020-21 school year strong, having provided high quality learning opportunities to the students in our community in safe and effective learning environments.
5. We embraced a fundamental principle of providing extensive transparency to our community throughout the above timeframe. We publicly noticed, held meetings regarding, and provided extensive opportunities for our community to provide us with feedback regarding the School District's plans and we carefully considered such feedback in developing and refining the School District's plans throughout the last 14-15 months.

**Safe Return to Schools and Continuity of Services Plan Contents:**



## **March 2020-June 2021**

### **Part I: Documentation of Meaningful Consultation in Developing and Refining the School District's plan from March 2020 Through June 2021:**

We noticed, held, and invited public comment on our evolving plans for a safe return to school and continuity of services on the following dates since March 2020:

1. April 21, 2020
2. May 19, 2020
3. June 16, 2020
4. July 21, 2020
5. August 18, 2020
6. September 15, 2020
7. October 20, 2020
8. November 17, 2020
9. December 15, 2020
10. January 19, 2021
11. February 16, 2021
12. March 16, 2021
13. April 20, 2021
14. May 11, 2021
15. June, 8, 2021

Our invitation for public input included a general opportunity for the public to provide input and was provided to everyone interested, including:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Stakeholders representing the interests of children with disabilities, children experiencing homelessness, children in foster care, children who are incarcerated and treatment facility, and other underserved students.

### **Part II: Contents of The School District's plan for Safe Return to In-Person Instruction and Continuity of Services:**

1. A description of how the district will maintain the health and safety of students, educators, and other staff.

Following the lifting of the Stay-at-Home Order and subsequent reopening of the state on April 22, 2020, Jefferson High School District utilized the Montana Public Education Center *Roadmap for Safely Reopening Montana's Public Schools Using Emergency School District Policies* and accompanying MTSBA Model Emergency Policies. Utilizing these resources supported our district's continued service to students with transparency

and accountability while ensuring the operations of the school district reflected the circumstances in our community.

The policies ensured our Board of Trustees and school leaders honored the following priorities: quality instruction to students; a healthy and safe setting for students, staff, and the community; needed support of teachers and staff; and responsible financial and operational procedures. The policies provided an actionable plan for completing the 2020-2021 school fiscal year in a manner that met these priorities and secured district funding while providing an operational platform for considering long term innovations in the delivery of education services.

Jefferson High School District implemented policy options that facilitated collaboration between the Board of Trustees, administrative team, employees, parents, students, health officials, and community as we established protocols aligned with CDC guidance addressing how instruction was to be delivered to students; how gatherings and events would take place on school property; how the health and safety of staff and students would be protected and preserved while schools were open; and how financial and operational functions of the school district would continue during the period of public health emergency.

Jefferson High School District reviewed, considered, and addressed numerous areas of operation in our reopening process. On the topic of school district policy and procedures, the district considered emergency policies and procedures, adoption and amendment of policies, suspension of policies, and administrative procedures. To support students' academic, mental, social and emotional success, the district considered alternative grading, counseling, extended school year, student instruction proficiency determinations and declarations, support for particularly vulnerable students, transportation services, access to internet for students, food preparation and service, summer school and additional student instruction resources. To ensure the health and safety of students, teachers, and staff, the district considered cleaning and disinfection, community use of facilities, county board of health orders, diagnosis and confidentiality, hand washing and related hygiene protocols, telework, school closure orders, stay at home orders, symptom monitoring and isolation, travel quarantines, visitors, volunteers, vulnerable individuals, masks and personal protective equipment, and physical distancing.

*Following the Roadmap for Safely Reopening Montana's Public Schools Using Emergency School District Policies* ensured Jefferson School District has remained in compliance with guidance and best practices provided by federal, state, or local health officials. Our school district has continued to adapt and adjust our policies as new and updated guidance and best practices have become available.

Further, the policies provide options for consideration through input from our board of trustees, administrative team, employees, parents, students health officials, and community as collaborative partners as we have worked our way through ever evolving changes due to the pandemic. By considering all possible perspectives and factors

when making the decisions to adopt or adjust a policy, or to implement a policy, we focused on the health and safety of our students, staff, and community for delivery of learning and services to our students. The policies have enabled us to adjust our procedures and practices during different phases in compliance with guidance and best practices provided by federal, state, and local agencies.

Jefferson High School District will continue to follow the policies noted below while engaging in a quarterly reevaluation process to continue to ensure the health, safety and wellbeing of our students, teachers, staff, and community through 2024.

2. The extent to which the district has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the CDC:

<b>Topic</b>	<b>School District Policy Reference</b>	<b>Description of Policy</b> (All referenced policies can be found at the end of this document.)	<b>Policy Adopted and Revised Date(s)</b>
Universal and correct wearing of masks.	1905	<b>1905:</b> The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations required face coverings as personal protective equipment.	1. April 21, 2020
Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding).	1905; 1905P	<b>1905:</b> The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding physical distancing by requiring students, staff, volunteers, and visitors will maintain a three-foot distance between themselves and their colleagues and peers throughout the school day inside any school building, on school provided transportation, and on school property before and after school. Staff members will	2. April 21, 2020

		<p>arrange classrooms and restructure courses, transportation services, and food service to meet this standard.</p> <p><b>1905P:</b> The administrative team of the School District has adopted these procedures regarding symptoms of illness, physical distancing and work areas, physical barriers and guides, and ventilation in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	
Handwashing and respiratory etiquette.	1905; 1905P	<p><b>1905:</b> The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding healthy hand hygiene behavior and symptoms of illness.</p> <p><b>1905P:</b> The administrative team of the School District has adopted these procedures regarding personnel cleaning and disinfecting, symptoms of illness, and water systems in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	3. April 21, 2020
Cleaning and maintaining healthy facilities, including improving ventilation.	1905; 1905P	<p><b>1905:</b> The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials.</p>	

		<p>The policy establishes regulations regarding symptoms of illness, cleaning and disinfecting, temperature screening, vulnerable individuals, food preparation and meal service, and transportation services.</p> <p><b>1905P:</b> The administrative team of the School District has adopted these procedures regarding personnel cleaning and disinfecting, symptoms of illness, and ventilation in accordance with Policy 1310 in order to implement Policy 1905 during the term of the declared public health emergency to ensure a safe and healthy work and instructional setting. These procedures were developed in accordance with the latest available guidance from the Centers for Disease Control and in coordination with applicable state, tribal, and local health officials. These procedures supplement Policy 1905.</p>	
Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments.	1905; 3417	<p><b>1905:</b> The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, temperature screening, public awareness, and confidentiality.</p> <p><b>3417:</b> In all proceedings related to this policy, the District will respect a student's right to privacy. Although the District is required to provide educational services to all school-age children who reside within its boundaries, it may deny attendance at school to any child diagnosed as having a communicable disease that could make a child's attendance harmful to the welfare of other students. The District will rely on advice of the public health and medical communities in assessing the risk of transmission of various communicable diseases to determine how best to protect the health of both students and staff. The District will manage common communicable diseases in accordance with Montana Department of Public Health and Human Services guidelines and communicable diseases control rules. The District may temporarily exclude from school attendance a student who exhibits symptoms of a communicable disease that is readily transmitted in a school setting. The District may notify parents of other children attending a school that their children have been exposed to a communicable disease</p>	<ol style="list-style-type: none"> <li>1. April 21, 2020</li> <li>2. First Reading June 8, 2021</li> </ol>

		without identifying the particular student who has the disease.	
Diagnostic and screening testing.	1905	<b>1905:</b> The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials. The policy establishes regulations regarding symptoms of illness, and temperature screening.	April 21, 2020
Efforts to provide vaccinations to school communities	3413	<p>Please note that House Bill 702 passed the 2021 Legislature and was signed into law effective May 14, 2021. New Section 1 of that law provides that it is an unlawful discriminatory practice for a governmental entity to refuse, withhold from, or deny to a person any local or state services, goods, facilities, advantages, privileges, licensing, educational opportunities, health care access, or employment opportunities based on the person's vaccination status. The law also provides it is unlawful for an employer to refuse employment to a person, to bar a person from employment, or to discriminate against a person in compensation or in a term, condition, or privilege of employment based on the person's vaccination status. Finally, House Bill 702 provides it is unlawful for a public accommodation to exclude, limit, segregate, refuse to serve, or otherwise discriminate against a person based on the person's vaccination status.</p> <p><b>3413:</b> Upon initial enrollment, an immunization status form shall be completed by the student's parent or guardian. The certificate shall be made a part of the student's permanent record.</p>	1. First Reading June 8, 2021
Appropriate accommodations for children with disabilities with respect to health and safety policies.	1908; 2162; 2162P	<b>1908:</b> The Board of Trustees authorizes the supervising teacher or district administrator to provide Policy 1908F to families requesting to opt-out of onsite instruction at the school facility for the duration of the declared public health emergency. Students of families opting out of onsite instruction at the school facility shall receive offsite, online, and proficiency-based instruction, or any combination of the foregoing at the discretion of the School District in accordance with District Policy 1906. Students of families opting out of onsite delivery shall be treated the same as students instructed at the school facility for purposes of grading, discipline, and other educational rights.	1. July 21, 2020



		<p><b>2162:</b> It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. For those students who need or are believed to need special instruction and/or related services under Section 504 of the Rehabilitation Act of 1973, the District shall establish and implement a system of procedural safeguards.</p> <p><b>2162P:</b> If the parent or legal guardian of a student who qualifies under Section 504 for special instruction or related services disagrees with a decision of the District with respect to: (1) the identification of the child as qualifying for Section 504; (2) the District's evaluation of the child; and/or (3) the educational placement of the child, the parents of the student are entitled to certain procedural safeguards. The student shall remain in his/her current placement until the matter has been resolved through the process set in the policy.</p>	
Coordination with State and local health officials.	1900; 1905; 1907; 3417	<p><b>1900:</b> In light of the COVID-19 pandemic, the Board of Trustees has found it necessary to adopt temporary policies related to emergency school closures, the ongoing provision of educational services to students, meetings of the Board, gatherings on school property, health and safety of students, staff and community members, human resource matters and budgetary matters. To ensure clarity and transparency, the board has organized all emergency school policies into a temporary chapter. School District Policies Numbered 1900-1999 are intended to govern during any emergency related to COVID-19 declared by the President, Congress, Montana Legislature, Governor, Montana Department of Public Health and Human Services, County Health Department or the Board of Trustees.</p> <p><b>1905:</b> The School District has adopted the protocols outlined in this policy during the term of the declared public health emergency to ensure the safe and healthy delivery of education services provided to students on school property in accordance with Policy 1906, and a safe workplace when staff are present on school property in accordance with Policy 1909, and the safety, health and well-being of parents and community members. The supervising teacher, principal, superintendent or designated personnel are authorized to implement the protocols in coordination with state and local health officials.</p> <p><b>1907:</b> The Board of Trustees is authorized to declare that a state of emergency exists within the community. A declaration issued by the Board of Trustees is distinct from any declaration in effect or</p>	<p>1900: March 17, 2020 1905: April, 21 2020 1907: April, 21 2020 3417: First Reading June 8, 2021</p>

		<p>previously issued by local, state or federal authorities.</p> <p><b>3417:</b> The District will manage common communicable diseases in accordance with Montana Department of Public Health and Human Services guidelines and communicable diseases control rules. When information is received by a staff member or a volunteer that a student is afflicted with a serious communicable disease, the staff member or volunteer will promptly notify a school nurse or other responsible person designated by the Board to determine appropriate measures to be taken to protect student and staff health and safety. A school nurse or other responsible person designated by the Board, after consultation with and on advice of public health officials, will determine which additional staff members, if any, have need to know of the affected student's condition.</p>	
<p>How the district will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.</p>	<p>1906; 1906P; 2050</p>	<p><b>1906:</b> The School District has adopted the protocols outlined in this policy to govern during the term of the declared public health emergency to ensure the delivery of education services to students onsite at the school, offsite at other locations using available resources including but not limited to online methods. The supervising teacher, principal, superintendent or designated personnel are authorized to implement this policy. The Board of Trustees may revise the school calendar to adjust the completion of the school year for particular grade levels and groups once students have satisfied the required number of applicable aggregate hours.</p> <p>The Board of Trustees authorizes offsite and online instruction of students in a manner that satisfies the aggregate number of instructional hours outlined in the School District's adopted or revised calendar for a school year affected by a public health emergency. Offsite and online delivery methods shall include a complete range of educational services offered by the School District and shall comply with the requirements of applicable statutes. Students completing course work through an offsite or online instructional setting shall be treated in and have their hours of instruction calculated in the same manner as students attending an onsite institutional setting.</p> <p>The Board of Trustees authorizes proficiency-based ANB calculation in situations when a student demonstrates proficiency in a course area as determined by the Board of Trustees using district assessments consistent with the School District's adopted Plan of Action, District Policy 1005FE, or other measures approved by the Board of Trustees during the course of a school year affected by a public health emergency.</p>	<p>1. April 21, 2020</p>

		<p>The Board of Trustees authorizes a summer program of instructional offerings for the purpose of remediation of credit, maintenance of skills, and enrichment. All classes offered for credit must meet minimum state requirements for accreditation and may be delivered at the school or at another offsite location. Remediation credit courses shall be offered, grades 9-12, in accordance with District advancement requirements. Credit course offerings must be approved by the Board of Trustees</p> <p>Students shall receive services in accordance with the applicable Individualized Education Plan or Section 504 Plan based on methods and locations agreed upon and documented by the applicable team to meet the student's needs and goals. Students shall have access to regular school counseling services whether their instruction is provided in an onsite, offsite or online setting. Staff shall promptly report any suspected student distress or concern to their supervisor for review and referral. Students receiving instruction in an offsite setting are governed by the staff obligation to report suspected child abuse or neglect. This policy in no way limits or adjusts the School District's obligations to homeless students or students in foster care. Applicable District policies serving these students, or this population of students remain in full effect.</p> <p><b>1906P:</b> Proficiency or satisfying aggregate hours of instruction can be achieved through an on-site, off-site, or blended learning model as outlined in Policy 1906. Best practices will assist districts in facilitating quality learning for each student regardless of background or circumstance. Best practices include but are not limited to, planning and communication, clear expectations, differentiated instruction and learning models, and flexible demonstrations of learning.</p> <p><b>2050:</b> The School District has adopted the protocols outlined in this policy to ensure the delivery of education services to students onsite at the school, offsite at other locations using available resources. The District administration or designated personnel are authorized to implement this policy</p>	
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**June 2021**

**Part III – Updated Compliance for the District's Previously Adopted Plan for the Safe Return to In-person Instruction and Continuity of Services:**

Section 2001(i)(3) of the ARP Act states that a school district that developed a plan for the safe return to in-person instruction and continuity of services prior to the date of enactment of the ARP Act will be deemed to have met the requirement to develop a plan under section 2001(i)(1) as long as the plan meets the statutory requirements (*i.e.*, is publicly available on the LEA's website and was developed after the LEA sought and took into account public comment).

The School District's plan meets the requirements of Section 2001(i)(1) and (i)(2) of the ARP Act. The School District's plan is available on our website and, as noted above, was developed through a process that included extensive public comment. Further, we have, as part of the organization of the School District's plan for purposes of the ARP Act, revised the School District's plan at a meeting held on June 8, 2021 that included not just a notice of opportunity for public input but which specifically invited meaningful consultation with and input from:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Stakeholders representing the interests of children with disabilities, children experiencing homelessness, children in foster care, children who are incarcerated and treatment facility, and other underserved students.

We have considered the input of all affected parties and have carefully deliberated regarding the best possible means by which our district can provide safe effective learning environments for each of our students.

#### **June 2021 - September 30, 2024**

##### **Part IV – Schedule for Future Review and Updates:**

Consideration of this Safe Return to Schools and Continuity of Services Plan shall be added as a standing agenda item on each regular and special meeting of the board of trustees throughout the 2021-24 school years. The agenda item shall, at a minimum, include notice of any changes to the plan recommended by the administration with an invitation for input, notice of opportunity for public input, and consultation with:

1. Students; families; school and district administrators (including special education administrators); teachers, principals, school leaders, other educators, school staff, and their unions; and
2. Stakeholders representing the interests of children with disabilities, children experiencing homelessness, children in foster care, children who are incarcerated and treatment facility, and other underserved students.
3. experiencing homelessness, children in foster care, migratory students, children who are incarcerated, and other underserved students.

Appendix – <https://www.jhs.k12.mt.us/SchoolDistrictPolicies.aspx>

**MT-PEC** *A Roadmap for Safely Reopening Montana's Public Schools Using  
Emergency School District Policies.*

# MINUTES Jefferson High School Dist. 1

May 10, 2021

Regular Board Meeting

**Board members present:** In-person: Cami Robson Buster Bullock Justin Willcut  
Remotely: Larry Rasch Bryher Herak Kevin Harris

**Board members absent:** Justin Willcut

**Administrators present:** Tim Norbeck, Superintendent Lorie Carey, Business Manager  
Mike Moodry, Principal

**Staff Present:** Dan Sturdevant and Aubrie Carey in person, Clara Rauch-Davis remotely

**Visitors:**

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## A. Call to order-Chairperson

1. Pledge of Allegiance

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

## C. Board Reorganization (Policy 1120), (ADDRESSED AT THE END OF THE MEETING)

- a. *Election canvass* Mr. Willcut moved to approve the election canvass Mr. Rasch seconded the motion, which passed unanimously.
- b. *Seating of Trustees.* Ms. Sarah Eyer swore in Camilla Robson and Dani Morris.
- c. *Election of Chair* Mr. Bullock moved to approve Cami as Chair and Kyrie as Vice-chair. Mr. Willcut seconded the motion, which passed unanimously.
- d. *Election of Vice-Chair* See C.c.
- e. *Appointment of Clerk* Mr. Willcut moved to appoint Lorie Carey. Mr. Rasch seconded the motion, which passed by the 6 voting. Mr. Bullock abstained since he is related to Ms. Carey
- f. *Assignment of Committees* Done
- g. *Establishment of Meeting Format/Times* Mr. Rasch moved to have the meetings at 6:30 on the third Tuesday of each month. Ms. Herak seconded the motion, which passed unanimously. The board agreed to move the times as needed.
- h. *Appointment of MTSBA Liaison (Policy 1135P)* Mr. Bullock moved to appoint Ms. Robson. Mr. Willcut seconded that motion, which passed unanimously.

**D. Student Report** None.

**E. Staff Report**

**F. Committee Reports.**

**G. Administration Reports** – The board briefly reviewed the written reports provided in board packet. Some specific, anticipated items are listed below. The Board will not act on items in a report unless the item appears as an action item in the new or unfinished business sections of the agenda.

1. Clerk/Business Manager Written report in packet.
2. Principal/A.D. Written report in packet.
3. Superintendent Written report in packet.

**H. UNFINISHED BUSINESS** None.

## I. NEW BUSINESS

### 1. Policies 2<sup>nd</sup> Reading

- a. 1700 Uniform Complaint Procedure
- b. 3130 Students of Legal Age
- c. 3225P Sexual Harassment Grievance Procedure – Students



**J. COMMUNICATIONS AND COMMENTS** A letter was emailed to the board. Ms. Robson acknowledged receipt of the letter. This letter was sent directly to the board members and by-passed administration. Mr. Rasch suggested that the board draft a response to educate the composer of the letter of the steps to address any issue they may have.

**K. COMMENDATIONS** Ms. Robson commended the golf team. Ms. Morris commended the golf coach. Mr. Norbeck commended the students who organized the prom. Mr. Norbeck also commended the board for allowing the use of the building for necessary activities for COVID. Mr. Rasch commended the NHS members for cleanup and induction. Ms. Robson commended them for their blood drive as well. Mr. Norbeck commended Mr. Hesford and the drama group for their play presentation. Ms.

**L. CONSENT AGENDA** Mr. Rasch moved to approve the consent agenda. Ms. Herak seconded the motion, which passed unanimously by the 6 trustees present.

**M. FOLLOWUP/ADJOURNMENT**

The meeting adjourned at 8:45 p.m.

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Chair, Jefferson High School Board

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Clerk, Jefferson High School Board

06/04/21  
16:01:37

JEFFERSON HIGH SCHOOL  
Claim Details  
For the Accounting Period: 5/21

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Report ID: AP100

\* ... Over spent expenditure

| Claim                                                 | Warrant | Vendor #/Name                                 | Amount      |       |          |                           |          |
|-------------------------------------------------------|---------|-----------------------------------------------|-------------|-------|----------|---------------------------|----------|
| Line #                                                |         | Invoice #/Inv Date/Description                | Line Amount | PO #  | Fund Org | Acct/Source/<br>Prog-Func | Obj Proj |
| 21827                                                 | 46821S  | 2717 CITY OF BOULDER                          | 1,409.97    |       |          |                           |          |
| 1                                                     |         | May2021 04/26/21 Outdoor water                | 15.97       |       | 201      | 100-2600                  | 421      |
| 2                                                     |         | May2021 04/26/21 Water                        | 546.56      |       | 201      | 100-2600                  | 421      |
| 3                                                     |         | May2021 04/26/21 Sewer                        | 765.44      |       | 201      | 100-2600                  | 421      |
| 4                                                     |         | May2021 04/26/21 Tennis water                 | 34.16       |       | 201      | 100-2600                  | 421      |
| 5                                                     |         | May2021 04/26/21 Tennis sewer                 | 47.84       |       | 201      | 100-2600                  | 421      |
| 21828                                                 | 46813S  | 5335 BIGFORK HIGH SCHOOL                      | 80.00       |       |          |                           |          |
| 1                                                     |         | Divisional 05/10/21 Golf fees - divisionals   | 80.00*      |       | 201      | 720-3500                  | 582      |
| 21829                                                 | 46833S  | 5403 KALEVA LAW OFFICE                        | 250.00      |       |          |                           |          |
| 1                                                     |         | 4111 04/26/21 MK IEP legal services           | 250.00*     |       | 201      | 100-2300                  | 330      |
| 21830                                                 | 46825S  | 792 ECKROTH MUSIC                             | 47.00       |       |          |                           |          |
| 1                                                     |         | 4027640 04/01/21 Saxophone repair             | 47.00       |       | 201      | 100-1470                  | 440      |
| 21831                                                 | 46827S  | 1002 GENERAL DISTRIBUTING                     | 245.24      |       |          |                           |          |
| 1                                                     |         | 988646 04/28/21 Welding consumables           | 29.80*      | 9940  | 201      | 390-1640                  | 615      |
| 2                                                     |         | 989509 04/30/21 Welding consumables           | 215.44*     | 9940  | 201      | 390-1640                  | 615      |
| 21832                                                 | 46834S  | 1451 L & P GROCERY                            | 46.59       |       |          |                           |          |
| 1                                                     |         | 01-1282173 04/29/21 Biology supplies          | 46.59       | 9834  | 201      | 999                       |          |
| PO Accounting (Org/Prog/Func/Obj/Proj: -100-1511-610- |         |                                               |             |       |          |                           |          |
| 21833                                                 | 46837S  | 1737 NORTHWESTERN ENERGY                      | 4,752.27    |       |          |                           |          |
| 1                                                     |         | May2021 05/04/21 Gas tax                      | 359.19      |       | 201      | 100-2600                  | 411      |
| 2                                                     |         | May2021 05/04/21 Electric service             | 2,820.53    |       | 201      | 100-2600                  | 412      |
| 3                                                     |         | May2021 05/04/21 Gas service                  | 982.46      |       | 201      | 100-2600                  | 411      |
| 4                                                     |         | May2021 05/04/21 Electric tax                 | 590.09      |       | 201      | 100-2600                  | 412      |
| 21834                                                 | 46839S  | 2144 SAFEGUARD BUSINESS SYSTEMS               | 243.06      |       |          |                           |          |
| 1                                                     |         | 34516386 04/22/21 Claim warrants              | 243.06*     | 10083 | 201      | 100-2500                  | 610      |
| 21835                                                 | 46830S  | 157 HARDWARE HANK                             | 63.84       |       |          |                           |          |
| 1                                                     |         | 118952 04/06/21 Keycut                        | 4.00        |       | 201      | 100-2600                  | 610      |
| 2                                                     |         | 118955 04/06/21 Toilet fill valve flapper kit | 17.99       |       | 201      | 100-2600                  | 610      |
| 3                                                     |         | 119003 04/09/21 Screws, silicone, caulk gun   | 22.87       |       | 201      | 100-2600                  | 610      |
| 4                                                     |         | 119253 04/29/21 Plunger                       | 18.98       |       | 201      | 100-2600                  | 610      |

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JEFFERSON HIGH SCHOOL  
Claim Details  
For the Accounting Period: 5/21

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Report ID: AP100

\* ... Over spent expenditure

| Claim                                                 | Warrant | Vendor #/Name                               | Amount      |       |          |                           |     |      |
|-------------------------------------------------------|---------|---------------------------------------------|-------------|-------|----------|---------------------------|-----|------|
| Line #                                                |         | Invoice #/Inv Date/Description              | Line Amount | PO #  | Fund Org | Acct/Source/<br>Prog-Func | Obj | Proj |
| 21836                                                 | 46826S  | 5191 FISHER'S TECHNOLOGY                    | 736.04      |       |          |                           |     |      |
| 1                                                     |         | 903653 04/30/21 Acct. JH02-DBM copier       | 736.04*     |       | 201      | 100-2400                  | 440 |      |
| 21837                                                 | 46828S  | 1086 GIULIO DISPOSAL SERVICES, INC.         | 155.00      |       |          |                           |     |      |
| 1                                                     |         | 2011 04/30/21 Disposal services             | 155.00      |       | 201      | 100-2600                  | 431 |      |
| 21838                                                 | 46824S  | 4716 DAKOTA SUPPLY GROUP INC                | 205.99      |       |          |                           |     |      |
| 1                                                     |         | S100931080 04/29/21 Sloan flush valves      | 205.99      | 10093 | 201      | 100-2600                  | 615 |      |
| 21839                                                 | 46835S  | 4498 LERUM AUTO                             | 70.00       |       |          |                           |     |      |
| 1                                                     |         | DriversEd 05/10/21 Switch out snow tires    | 70.00*      |       | 218      | 100-1000                  | 440 |      |
| 21840                                                 | 46832S  | 1346 JOSTENS -                              | 308.50      |       |          |                           |     |      |
| 1                                                     |         | 26415679 05/03/21 Covers, diplomas,cords,tr | 308.50      | 9854  | 201      | 999                       |     |      |
| PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610- |         |                                             |             |       |          |                           |     |      |
| 21841                                                 | 46823S  | 631 CRESCENT ELECTRIC SUPPLY CO.            | 285.47      |       |          |                           |     |      |
| 1                                                     |         | 9068113 04/30/21 Light bulbs                | 285.47      |       | 201      | 100-2600                  | 610 |      |
| 21842                                                 | 46834S  | 1451 L & P GROCERY                          | 28.91       |       |          |                           |     |      |
| 1                                                     |         | 01-1247405 03/08/21 FCS groceries           | 11.96       |       | 201      | 390-1710                  | 610 |      |
| 2                                                     |         | 01-1256396 03/22/21 FCS groceries           | 13.17       |       | 201      | 390-1710                  | 610 |      |
| 3                                                     |         | 01-1280623 07/27/21 FCS groceries           | 3.78        |       | 201      | 390-1710                  | 610 |      |
| 21843                                                 | 46836S  | 4452 MT FLAG AND POLE CO.                   | 117.00      |       |          |                           |     |      |
| 1                                                     |         | 20210429 05/03/21 American flag 5'x8'       | 117.00      | 10099 | 201      | 100-2600                  | 615 |      |
| 21844                                                 | 46840S  | 5197 STAGE STOP INN                         | 82.00       |       |          |                           |     |      |
| 1                                                     |         | 168321 04/16/21 Tennis bus driver lodging   | 82.00*      |       | 201      | 720-3500                  | 582 |      |
| 21845                                                 | 46820S  | 4967 CENTURY LINK                           | 84.01       |       |          |                           |     |      |
| 1                                                     |         | 222461989 05/04/21 Acct. 88113581           | 84.01       |       | 228      | 100-1000                  | 530 |      |
| 21846                                                 | -99876E | 4786 MC Mastercard                          | 1,958.08    |       |          |                           |     |      |
| Dist Act 1 and Dist Act 2                             |         |                                             |             |       |          |                           |     |      |
| 1                                                     |         | DistAct1 05/05/21 Due from activities       | 782.22      |       | 201      | 170                       |     |      |
| 2                                                     |         | DistAct2 05/05/21 Due from activities       | 1,175.86    |       | 201      | 170                       |     |      |

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| Claim  | Warrant                      | Vendor #/Name                              | Amount      |       |          |                            |     |      |
|--------|------------------------------|--------------------------------------------|-------------|-------|----------|----------------------------|-----|------|
| Line # |                              | Invoice #/Inv Date/Description             | Line Amount | PO #  | Fund Org | Acct./Source/<br>Prog-Func | Obj | Proj |
| 21847  | -99875E                      | 4786 MC Mastercard                         | 4,208.22    |       |          |                            |     |      |
|        | Dist Admin 1                 |                                            |             |       |          |                            |     |      |
| 1      |                              | 2616237 03/24/21 Refund                    | -2.50       |       | 201      | 100-2220                   | 650 |      |
| 2      |                              | 8178668 03/10/21 Printer for mods          | 448.90      | 10074 | 215      | 424-1000                   | 660 | 713  |
|        | AMAZON.COM                   |                                            |             |       |          |                            |     |      |
| 3      |                              | 0457825 04/13/21 Fly tying kits            | 1,101.00*   | 10082 | 215      | 423-1000                   | 610 | 713  |
|        | AMAZON.COM                   |                                            |             |       |          |                            |     |      |
| 4      |                              | 099848 04/15/21 Postage                    | 15.50       |       | 201      | 100-2400                   | 532 |      |
| 5      |                              | 044081 04/13/21 Postage                    | 57.05       |       | 201      | 100-2400                   | 532 |      |
| 6      |                              | 4022664 04/12/21 Night Trilogy books       | 359.70*     | 10079 | 215      | 423-1000                   | 640 | 713  |
|        | AMAZON.COM                   |                                            |             |       |          |                            |     |      |
| 7      |                              | 2833034 04/13/21 Books                     | 1,035.45*   | 10082 | 215      | 423-1000                   | 640 | 713  |
|        | AMAZON.COM                   |                                            |             |       |          |                            |     |      |
| 8      |                              | 0121810 04/15/21 Due from boosters         | 415.51      |       | 201      | 190                        |     |      |
| 9      |                              | 82875170 04/28/21 Annual zoom subscription | 777.61*     |       | 215      | 775-1000                   | 610 | 775  |
| 21848  | -99874E                      | 4786 MC Mastercard                         | 485.98      |       |          |                            |     |      |
|        | XC Wrestling Golf            |                                            |             |       |          |                            |     |      |
| 1      |                              | 075775 04/09/21 Golf course fees           | 50.00*      |       | 201      | 720-3500                   | 582 |      |
| 2      |                              | 009048 04/10/21 Golf course fees           | 50.00*      |       | 201      | 720-3500                   | 582 |      |
| 3      |                              | 039820 04/15/21 Golf fuel                  | 60.98*      |       | 201      | 720-3500                   | 582 |      |
| 4      |                              | 039010 04/15/21 Golf course fees           | 35.00*      |       | 201      | 720-3500                   | 582 |      |
| 5      |                              | 057276 04/29/21 Golf course fees           | 50.00*      |       | 201      | 720-3500                   | 582 |      |
| 6      |                              | 084150 05/01/21 Golf course fees           | 160.00*     |       | 201      | 720-3500                   | 582 |      |
| 7      |                              | 488405 05/03/21 Golf course fees           | 80.00*      |       | 201      | 720-3500                   | 582 |      |
| 21849  | -99873E                      | 4786 MC Mastercard                         | 609.23      |       |          |                            |     |      |
|        | Dist Admin 2                 |                                            |             |       |          |                            |     |      |
| 1      |                              | 5375936 04/15/21 Due from boosters         | 609.23      |       | 201      | 190                        |     |      |
| 21850  | -99872E                      | 4786 MC Mastercard                         | 99.98       |       |          |                            |     |      |
|        | Dist Maintenance             |                                            |             |       |          |                            |     |      |
| 1      |                              | 23090 04/30/21 De-thatcher                 | 99.98       |       | 201      | 100-2600                   | 615 |      |
| 21851  | -99871E                      | 4786 MC Mastercard                         | 611.70      |       |          |                            |     |      |
|        | Act FCS                      |                                            |             |       |          |                            |     |      |
| 1      |                              | 71176 04/12/21 Workplace safety practice   | 62.98*      | 9946  | 201      | 390-1641                   | 610 |      |
|        | HELENA HARDWOODS             |                                            |             |       |          |                            |     |      |
| 2      |                              | 71176 04/12/21 Workplace safety practice   | 49.39*      |       | 201      | 390-1641                   | 610 |      |
| 3      |                              | 081502 04/15/21 Small engine repair suppl  | 139.72*     | 9947  | 201      | 390-1641                   | 610 |      |
|        | HOME DEPOT PRO INSTITUTIONAL |                                            |             |       |          |                            |     |      |
| 4      |                              | 054415 04/16/21 Small engine repair suppl  | 129.14*     | 9947  | 201      | 390-1641                   | 610 |      |
|        | HOME DEPOT PRO INSTITUTIONAL |                                            |             |       |          |                            |     |      |

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JEFFERSON HIGH SCHOOL  
Claim Details  
For the Accounting Period: 5/21

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\* ... Over spent expenditure

| Claim  | Warrant                      | Vendor #/Name                              | Amount      |       |          |                           |     |      |
|--------|------------------------------|--------------------------------------------|-------------|-------|----------|---------------------------|-----|------|
| Line # |                              | Invoice #/Inv Date/Description             | Line Amount | PO #  | Fund Org | Acct/Source/<br>Prog-Func | Obj | Proj |
| 5      |                              | 009362 04/16/21 Replacement blades, bits,  | 50.87*      | 9944  | 201      | 390-1641                  | 615 |      |
|        | HARBOR FREIGHT               |                                            |             |       |          |                           |     |      |
| 6      |                              | 077985 04/16/21 Small engine repair suppl  | 13.98*      | 9947  | 201      | 390-1641                  | 610 |      |
|        | HOME DEPOT PRO INSTITUTIONAL |                                            |             |       |          |                           |     |      |
| 7      |                              | 557792 04/21/21 Small engine repair suppl  | 20.45*      | 9947  | 201      | 390-1641                  | 610 |      |
|        | HOME DEPOT PRO INSTITUTIONAL |                                            |             |       |          |                           |     |      |
| 8      |                              | 082961 03/14/21 Replacement blades, bits,  | 145.17*     | 9944  | 201      | 390-1641                  | 615 |      |
|        | HARBOR FREIGHT               |                                            |             |       |          |                           |     |      |
| 21852  | 46844S                       | 4080 BROADWATER HIGH SCHOOL                | 30.00       |       |          |                           |     |      |
| 1      |                              | State 05/17/21 Tennis fees                 | 30.00*      |       | 201      | 720-3500                  | 582 |      |
| 21853  | 46849S                       | 321 BRUCO, INC                             | 1,475.14    |       |          |                           |     |      |
| 2      |                              | 400311 05/13/21 Kaivac repair              | 1,475.14*   |       | 215      | 775-2600                  | 440 | 775  |
| 21855  | 46864S                       | 5409 ST. CATHERINE PARISH                  | 611.06      |       |          |                           |     |      |
| 1      |                              | May2021 04/26/21 Parish water and sewer    | 146.78*     |       | 215      | 775-2600                  | 421 | 775  |
| 2      |                              | May2021 05/03/21 Parish electric           | 232.14*     |       | 215      | 775-2600                  | 412 | 775  |
| 3      |                              | May2021 05/03/21 Parish gas                | 232.14*     |       | 215      | 775-2600                  | 411 | 775  |
| 21856  | 46867S                       | 1645 VERIZON WIRELESS                      | 351.05      |       |          |                           |     |      |
| 1      |                              | 9879120796 05/05/21 Acct. 442117550        | 351.05*     |       | 201      | 100-2100                  | 530 |      |
| 21858  | 46849S                       | 321 BRUCO, INC                             | 5,642.88    |       |          |                           |     |      |
| 1      |                              | 398512 05/12/21 Gym floor finish           | 5,642.88    | 10085 | 201      | 100-2600                  | 610 |      |
| 21859  | 46850S                       | 5439 BYTESPEED                             | 6,780.00    |       |          |                           |     |      |
| 1      |                              | 148585 05/11/21 20 chromebooks & licenses  | 6,780.00*   | 10087 | 215      | 775-1000                  | 660 | 775  |
| 21860  | 46849S                       | 321 BRUCO, INC                             | 731.67      |       |          |                           |     |      |
| 1      |                              | 400309 05/12/21 Taski Rider repair         | 731.67*     | 10094 | 201      | 100-2600                  | 440 |      |
| 21861  | 46861S                       | 4695 MORRIS, ERICA                         | 149.00      |       |          |                           |     |      |
| 1      |                              | 68912 05/03/21 Premium charger for machine | 149.00      |       | 201      | 720-3500                  | 660 |      |
| 21862  | 46865S                       | 2014 STROM AND ASSOCIATES, P.C.            | 9,000.00    |       |          |                           |     |      |
| 1      |                              | 2020 05/12/21 2020 audit                   | 9,000.00*   |       | 201      | 100-2500                  | 330 |      |

### Claim Details

For the Accounting Period: 5/21

\* ... Over spent expenditure

| Claim               | Warrant | Vendor #/Name                                  | Amount      |       |          |                            |     |      |  |
|---------------------|---------|------------------------------------------------|-------------|-------|----------|----------------------------|-----|------|--|
| Line #              |         | Invoice #/Inv Date/Description                 | Line Amount | PO #  | Fund Org | Acct./Source/<br>Prog-Func | Obj | Proj |  |
| 21863               | 46859S  | 5443 K.L. SMITH CONSULTING, LLC                | 1,600.54    |       |          |                            |     |      |  |
| 1                   |         | 2021-044 05/13/21 E-rate forms                 | 1,600.54*   |       | 201      | 100-1000                   | 330 |      |  |
| 21864               | 46862S  | 4761 PEAK 1 ADMINISTRATION                     | 50.00       |       |          |                            |     |      |  |
| 1                   |         | 99378 04/15/21 COBRA                           | 25.00       |       | 201      | 100-1000                   | 260 |      |  |
| 2                   |         | 100428 05/15/21 COBRA                          | 25.00       |       | 201      | 100-1000                   | 260 |      |  |
| 21865               | 46845S  | 3766 ACADIA MONTANA                            | 3,640.02    |       |          |                            |     |      |  |
| 1                   |         | 15165097 05/17/21 Altacare                     | 3,640.02*   |       | 215      | 280-1000                   | 330 | 524  |  |
| 21866               | 46866S  | 5444 THE SWEET SPOT                            | 81.25       |       |          |                            |     |      |  |
| 1                   |         | 04/29/21 Teacher appreciation                  | 81.25       |       | 201      | 100-2300                   | 800 |      |  |
| 21867               | 46845S  | 3766 ACADIA MONTANA                            | 2,544.48    |       |          |                            |     |      |  |
| 1                   |         | 15056296 04/19/21 Altacare                     | 2,544.48*   |       | 215      | 280-1000                   | 330 | 524  |  |
| 21868               | 46851S  | 613 CAREY, CATHY                               | 125.00      |       |          |                            |     |      |  |
| 1                   |         | 2021 05/24/21 AYA travel                       | 125.00*     |       | 215      | 427-1000                   | 582 | 306  |  |
| 21869               | 46868S  | 5445 BROWER, LOGAN                             | 125.00      |       |          |                            |     |      |  |
| 1                   |         | 2021 05/24/21 AYA travel                       | 125.00*     |       | 215      | 427-1000                   | 582 | 306  |  |
| 21870               | 46856S  | 1689 HESFORD, MIKE                             | 125.00      |       |          |                            |     |      |  |
| 1                   |         | 2021 05/24/21 AYA travel                       | 125.00*     |       | 215      | 427-1000                   | 582 | 306  |  |
| 21871               | 46848S  | 135 BIELER, ARTHUR                             | 125.00      |       |          |                            |     |      |  |
| 1                   |         | 2021 05/24/21 AYA travel                       | 125.00*     |       | 215      | 427-1000                   | 582 | 306  |  |
| 21872               | 46863S  | 5446 SHEPHERD PUBLIC SCHOOLS                   | 330.00      |       |          |                            |     |      |  |
| 1                   |         | 2021 05/20/21 State golf fees                  | 330.00*     |       | 201      | 720-3500                   | 582 |      |  |
| 21873               | 46854S  | 4827 CITY BUSINESS VISA-Costco                 | 3,439.32    |       |          |                            |     |      |  |
| 1                   |         | May21 05/21/21 Interest fee                    | 50.84*      |       | 201      | 100-2500                   | 610 |      |  |
| 2                   |         | 152279332 04/22/21 Life Skills curriculum      | 59.75*      | 10084 | 215      | 474-1000                   | 321 | 275  |  |
| TEACHER PAY TEACHER |         |                                                |             |       |          |                            |     |      |  |
| 3                   |         | 2084270032 04/28/21 Graduation announcements   | 124.99      |       | 201      | 100-2300                   | 800 |      |  |
| 4                   |         | 9094 05/05/21 MASBO summer conference          | 225.00*     |       | 215      | 100-2500                   | 582 | 777  |  |
| 5                   |         | 17021G 05/14/21 Retirement/yrs of service gift | 165.92      |       | 201      | 100-2300                   | 800 |      |  |
| 6                   |         | 54292G 05/20/21 Retirement/yrs of service gift | 29.99       |       | 201      | 100-2300                   | 800 |      |  |
| 7                   |         | 02-790700 04/21/21 FCS Groceries               | 22.59       | 9805  | 201      | 999                        |     |      |  |

COSTCO

PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610-

06/04/21

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## JEFFERSON HIGH SCHOOL

## Claim Details

For the Accounting Period: 5/21

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Report ID: AP100

\* ... Over spent expenditure

| Claim  | Warrant | Vendor #/Name                                         | Amount      |      |          |                           |     |      |  |
|--------|---------|-------------------------------------------------------|-------------|------|----------|---------------------------|-----|------|--|
| Line # |         | Invoice #/Inv Date/Description                        | Line Amount | PO # | Fund Org | Acct/Source/<br>Prog-Func | Obj | Proj |  |
| 8      |         | 01-1276980 04/22/21 FCS Groceries                     | 29.05       | 9805 | 201      | 999                       |     |      |  |
|        |         | COSTCO                                                |             |      |          |                           |     |      |  |
|        |         | PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610- |             |      |          |                           |     |      |  |
| 9      |         | 7388212854 04/27/21 FCS Groceries                     | 190.24      | 9805 | 201      | 999                       |     |      |  |
|        |         | COSTCO                                                |             |      |          |                           |     |      |  |
|        |         | PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610- |             |      |          |                           |     |      |  |
| 10     |         | 106244 04/28/21 FCCLA registration fee                | 175.00*     |      | 215      | 394-1710                  | 582 | 285  |  |
| 11     |         | 04/28/21 FCCLA nationals travel                       | 426.00*     |      | 215      | 394-1710                  | 582 | 285  |  |
| 12     |         | 01-1285737 05/05/21 FCS Groceries                     | 97.56       | 9805 | 201      | 999                       |     |      |  |
|        |         | COSTCO                                                |             |      |          |                           |     |      |  |
|        |         | PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610- |             |      |          |                           |     |      |  |
| 13     |         | 59296G 05/07/21 Due from activities                   | 95.89       |      | 201      | 170                       |     |      |  |
| 14     |         | 3856612 05/10/21 FCCLA Advisor travel                 | 104.50*     |      | 215      | 451-1710                  | 582 | 301  |  |
| 15     |         | 3856612 05/10/21 Due from other govts.                | 104.50      |      | 201      | 180                       |     |      |  |
| 16     |         | 3856612 05/10/21 FCCLA travel                         | 522.50*     |      | 215      | 394-1710                  | 582 | 285  |  |
| 17     |         | 7402211932 05/11/21 FCS Groceries                     | 296.54      | 9805 | 201      | 999                       |     |      |  |
|        |         | COSTCO                                                |             |      |          |                           |     |      |  |
|        |         | PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610- |             |      |          |                           |     |      |  |
| 18     |         | 7402211932 05/11/21 FCS Groceries                     | 79.69       | 9805 | 201      | 999                       |     |      |  |
|        |         | COSTCO                                                |             |      |          |                           |     |      |  |
|        |         | PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610- |             |      |          |                           |     |      |  |
| 19     |         | 02-799153 05/12/21 FCS Groceries                      | 5.88        | 9805 | 201      | 999                       |     |      |  |
|        |         | COSTCO                                                |             |      |          |                           |     |      |  |
|        |         | PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610- |             |      |          |                           |     |      |  |
| 20     |         | 01-1294750 05/18/21 FCS Groceries                     | 28.25       | 9805 | 201      | 999                       |     |      |  |
|        |         | COSTCO                                                |             |      |          |                           |     |      |  |
|        |         | PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610- |             |      |          |                           |     |      |  |
| 21     |         | 01-1656504 05/18/21 FCS Groceries                     | 112.79      | 9805 | 201      | 999                       |     |      |  |
|        |         | COSTCO                                                |             |      |          |                           |     |      |  |
|        |         | PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610- |             |      |          |                           |     |      |  |
| 22     |         | 02-801994 05/19/21 FCS Groceries                      | 32.33       | 9805 | 201      | 999                       |     |      |  |
|        |         | COSTCO                                                |             |      |          |                           |     |      |  |
|        |         | PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610- |             |      |          |                           |     |      |  |
| 23     |         | 73468G 05/19/21 FCCLA travel nationals                | 428.22*     |      | 215      | 394-1710                  | 582 | 285  |  |
| 24     |         | 02-802350 05/20/21 FCS Groceries                      | 31.30       | 9805 | 201      | 999                       |     |      |  |
|        |         | COSTCO                                                |             |      |          |                           |     |      |  |
|        |         | PO Accounting (Org/Prog/Func/Obj/Proj: -390-1710-610- |             |      |          |                           |     |      |  |

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JEFFERSON HIGH SCHOOL  
Claim Details  
For the Accounting Period: 5/21

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\* ... Over spent expenditure

| Claim                                                    | Warrant | Vendor #/Name                                  | Amount                      |           |           |                           |     |      |
|----------------------------------------------------------|---------|------------------------------------------------|-----------------------------|-----------|-----------|---------------------------|-----|------|
| Line #                                                   |         | Invoice #/Inv Date/Description                 | Line Amount                 | PO #      | Fund Org  | Acct/Source/<br>Prog-Func | Obj | Proj |
| 21874                                                    | 46851S  | 613 CAREY, CATHY                               | 53.62                       |           |           |                           |     |      |
| 1                                                        |         | 05/20/21 Teacher workshop reimbursement        | 53.62*                      |           | 215       | 423-1000                  | 321 | 713  |
| 21875                                                    | 46845S  | 3766 ACADIA MONTANA                            | 3,710.70                    |           |           |                           |     |      |
| 1                                                        |         | 15195310 05/24/21 Altacare                     | 3,710.70*                   |           | 215       | 280-1000                  | 330 | 524  |
| 21876                                                    | 46860S  | 1451 L & P GROCERY                             | 14.10                       |           |           |                           |     |      |
| 1                                                        |         | 02-804319 05/25/21 FCS groceries               | 14.10                       |           | 201       | 390-1710                  | 610 |      |
| 21877                                                    | 46853S  | 4967 CENTURY LINK                              | 1,046.80                    |           |           |                           |     |      |
| 1                                                        |         | 222751796 05/12/21 Act. 89798889               | 1,046.80                    |           | 228       | 100-1000                  | 530 |      |
| 21878                                                    | 46858S  | 5364 JOHNSON CONTROLS FIRE PROTECTION          | 762.00                      |           |           |                           |     |      |
| 1                                                        |         | 22278238 05/10/21 Fire alarm inspection        | 762.00*                     |           | 201       | 100-2600                  | 440 |      |
| 21879                                                    | 46857S  | 5160 INFINITE CAMPUS                           | 4,712.20                    |           |           |                           |     |      |
| 1                                                        |         | ANNUAL0335 05/17/21 School Foods modules/supp  | 2,175.00                    | 9896      | 215       | 999                       |     | 310  |
| PO Accounting (Org/Prog/Func/Obj/Proj: -910-3100-680-310 |         |                                                |                             |           |           |                           |     |      |
| 2                                                        |         | ANNUAL0335 05/17/21 Annual service and license | 2,537.20                    |           | 201       | 100-2400                  | 680 |      |
| 21880                                                    | 46852S  | 2152 CENTURY LINK                              | 476.65                      |           |           |                           |     |      |
| 1                                                        |         | May2021 05/13/21 Acct. 406-225-3317 232B       | 476.65*                     |           | 201       | 100-2400                  | 531 |      |
| 21881                                                    | 46855S  | 1002 GENERAL DISTRIBUTING                      | 475.00                      |           |           |                           |     |      |
| 1                                                        |         | 995510 05/13/21 Welding gasses, tank main      | 475.00                      | 9939      | 201       | 390-1640                  | 610 |      |
| 21882                                                    | 46846S  | 173 ARCHIE BRAY FOUNDATION                     | 137.74                      |           |           |                           |     |      |
| 1                                                        |         | 275 05/21/21 clay                              | 137.74                      | 9829      | 201       | 999                       |     |      |
| PO Accounting (Org/Prog/Func/Obj/Proj: -100-1140-610-    |         |                                                |                             |           |           |                           |     |      |
| # of Claims                                              |         |                                                | 54                          | Total:    | 65,829.30 |                           |     |      |
|                                                          |         |                                                | Total Electronic Claims     | 7,973.19  |           |                           |     |      |
|                                                          |         |                                                | Total Non-Electronic Claims | 57,856.11 |           |                           |     |      |



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JEFFERSON HIGH SCHOOL  
Fund Summary for Claims  
For the Accounting Period: 5/21

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| Fund/Account                       | Amount      |
|------------------------------------|-------------|
| 201 HIGH SCHOOL GENERAL FUND       |             |
| 101                                | \$37,174.84 |
| 215 HIGH SCHOOL MISC PROGRAMS FUND |             |
| 101                                | \$27,153.65 |
| 218 HIGH SCHOOL TRAFFIC EDUCATION  |             |
| 101                                | \$70.00     |
| 228 TECHNOLOGY FUND                |             |
| 101                                | \$1,130.81  |
| Total:                             | \$65,529.30 |