

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

Tuesday, November 21, 2023 5:30 p.m. Jefferson High School Library or Cafeteria

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

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

To allow the public additional access to the meetings, they will be available to be viewed live at:

https://www.youtube.com/live/y8jlYrvG8Ng?si=Kfi4QJWiQ_wm6OR6

(This is not interactive, but for viewing only.)

A. Call to order-Chairperson

1. Pledge of Allegiance

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

C. Consent Agenda

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

D. Student Report

E. Staff Report

F. Committee Reports

G. Administration Reports – The board briefly reviews the written reports provided in the 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
 - a. Holiday Party
2. Facility Manager
3. Principal/A.D.
 - a. Fall coach report(s)
 - b. Charter School update
4. Superintendent
 - a. Annual Objectives
 - b. At-risk Plan
 - c. Board Self Evaluation

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

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

1. Construction/Renovation update
2. Personnel
 - a. Resignations –
 - b. New Hires – Wrestling Asst. – H. Lafromboise
 - c. Substitutes –
3. Attendance Agreements –YDI, JHS students to Helena, Helena to JHS for 23-24
4. Approval of Music trip to Hawaii
5. Technology Service discussion
6. Accept Boulder Elementary District area board member resignation
7. Appoint board member to fill vacated position

J. Communication and Comments

1. Letters to the Board –

K. Commendations and Recognition

L. Follow-up/Adjournment – upcoming agenda items

NEXT SCHEDULED HIGH SCHOOL BOARD MEETING December 19, 2023 5:30 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)

Dani Morris, Vice-Chair (At-Large 1 position)

Justin Willcut (MT City area position)

Jenny Genger, (At-Large 2 position)

Cami Robson, Chair (Clancy area position)

Larry Rasch (At-Large 3 position)

Lindsey Graham (Basin area 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.

COMMITTEE ASSIGNMENTS:

Negotiations/Personnel – B. Bullock, J. Willcut, J. Genger

Policy/Handbook – D. Morris, J. Genger, L. Graham

Budget/Insurance/Investments – J. Willcut, D. Morris, L. Graham

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

Technology – L. Rasch, J. Willcut, C. Robson

MINUTES Jefferson High School Dist. 1 Board of Trustees

October 17, 2023

Regular Meeting

Board members present in-person: Lindsey Graham Cami Robson Larry Rasch
Dani Morris Buster Bullock Jenny Genger
Justin Willcut (arrived at staff report)

Administrators present: Erik Wilkerson-Superintendent, Mike Moodry-Principal, Lorie J Carey-Business Manager,
Staff and Visitors Present: List included with the packet.

A. Call to Order The meeting was called to order by Ms. Robson-chair, at 5:30 p.m.

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. Consent Agenda Approval of High School Claims and Accounts and minutes of the previous meeting(s) – action. Ms. Genger moved to approve the minutes. Mr. Rasch seconded the motion, which passed unanimously. Mr. Bullock moved to approve the claims. Mr. Rasch seconded the motion, which passed unanimously. Mr. Rasch moved to approve the SMA bill. Ms. Genger seconded the motion, which passed 5 to 1 with Mr. Bullock voting nay.

D. Staff Report. – Ms. Schultz presented the proposal for the upcoming trip. It is to Panama and Costa Rica. Ms. Genger moved to allow the trip. Mr. Bullock seconded the motion, which passed unanimously.

E. Student Report. Lacey Lemons informed administrators earlier in the day that there was no information to share about student body happenings.

F. Committee Reports

G. Administration Reports – The board briefly reviews the written reports provided in the 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 – No questions. Ms. Carey added that the BMS system is ready to go for student activities.
2. Facility Manager – No report.
3. Principal/A.D. – He added that there are several monitors in the hallways to project upcoming activities and events.
4. Superintendent – No questions

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

I. New Business – ways possible for New Business items.

1. Construction/Renovation update – Ms. Robson gave a brief review of the meeting for the project.
2. Personnel

The hiring of new employees is always dependent upon a favorable background check.

- a. Resignations – Ms. Smartnick resigned as concessions manager. Mr. Bullock moved to approve her resignation. Mr. Willcut seconded the motion, which passed unanimously.
 - b. New Hires – Mr. Jacobsen – Skills USA advisor Ms. Graham to approve Mr. Jacobsen as Skills advisor. Ms. Genger seconded the motion, which passed unanimously.
 - c. Substitutes – M. Steketee – Mr. Bullock moved to approve Ms. Steketee. Mr. Rasch seconded the motion, which passed unanimously.
3. Charter School Application – AYA Mr. Wilkerson gave a brief overview of the process. The plan is to serve the AYA students and those students currently enrolled at JHS who could use additional educational services. Mr. Bullock moved to approve the pursuit of the application. Mr. Willcut seconded the motion which passed with Ms. Graham abstaining due to a possible conflict of interest.

4. Attendance Agreements –YDI, 12 JHS students to Helena, 0 to East Helena, 0 Helena to JHS for 23/24. Mr. Bullock moved to acknowledge the students to Helena. Ms. Genger seconded the motion which passed unanimously,
5. Approval of Spanish trip abroad – Addressed above.
6. MT City 8th Grade Participation Agreement – Ms. Morris moved to approve the agreement. Mr. Bullock seconded the motion which passed unanimously.

J. Communication and Comments

1. Letters –none

K. Commendations

L. Follow-up/Adjournment – upcoming months

Next meeting – Emergency preparedness

M. Adjournment - meeting adjourned at 6:31 p.m.

Signature of Chair

Signature of Clerk

11/17/23
12:15:51

JEFFERSON HIGH SCHOOL
Claim Details
For the Accounting Period: 10/23

Page: 1 of 7
Report ID: AP100

* Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
24211	48761S	3111 HELENA PUBLIC SCHOOLS	120.00						
		XC Meet at Capital High 10/06/23							
1		2400098 10/06/23 XC Meet 10.06.23	120.00*		201	720-3500	582		
24212	48781S	5387 MUST	127.20						
1		9376Oct23 10/01/23 BES Sp. ins CM	63.60*		215	100-1000	260	666	
2		9376Oct23 10/01/23 BES Sp. ins DO	63.60*		215	100-1000	260	666	
24214	48804S	4761 PEAK 1 ADMINISTRATION	25.00						
		COBRA							
1		137050 10/15/23 COBRA	25.00*		201	100-1000	260		
24215	48808S	5419 STRIVE	5,000.00						
		On Site Support							
1		1278 10/16/23 On Site Support	5,000.00*		215	423-1000	330	713	
24217	48782S	3211 BUSINESS PRO OF AMERICA	288.00						
		Dues							
1		19437 10/17/23 Dues	288.00		201	170			
24219	48783S	4733 LAYNG, SARAH	105.88						
		State Cross Country Fees Reimbursement Visa #4222							
1		#4222 10/15/23 Reimbursement for StateXC	105.88*		201	720-3500	582		
24220	48799S	5670 LUMEN	992.42						
		October							
1		660129156 10/01/23 Internet Access	992.42*		228	100-1000	680		
24222	48790S	4967 CENTURY LINK	248.78						
		September & October Invoices							
1		65646055 09/04/23 VOIP-September	164.14*		228	100-1000	530		
2		660305372 10/04/23 VOIP-October	84.64*		228	100-1000	530		
24223	48797S	3374 J.W. PEPPER & SON, INC.	353.99						
		Music							
1		365669841 10/02/23 Music	353.99*	10813	201	100-1470	610		

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24224	48795S	5617 GED, INC	1,191.55					
Lab Work								
1		2023-DAC-2 09/22/23 Lab Work	1,191.55*		260	100-4000	700	
24226	48785S	5574 BOULDER ACE HARDWARE	101.21					
Supplies								
1		1118 10/12/23 Quikrete 60#	31.96*		201	100-2600	615	
2		1133 09/07/23 Credit return	-16.78*		201	100-2600	615	
3		1216 09/21/23 Fastners, Screws,Quickrete	36.05*		201	100-2600	615	
4		1267 10/02/23 Unthreaded Rod	19.99		201	170		
5		1318 10/12/23 Surge Protectr	29.99*		201	100-2600	615	
24229	48800S	5725 MILLER, ABBY	255.58					
Reimbursment for purchases made for the senior class on 09/06/23 as per S. McCauley								
1		001295 09/06/23 Home Depot paint,tape,web	79.70		201	170		
2		044346 09/06/23 DollarTree,tablecovers	45.00		201	170		
3		570367 09/06/23 Walmart, party supplies	130.88		201	170		
24231	48794S	5191 FISHER'S TECHNOLOGY	385.00					
1		1230483 10/02/23 Copier Rentals/Service	385.00*		201	100-5200	840	
24232	48796S	1086 GIULIO DISPOSAL SERVICES, INC.	159.00					
September Disposal Service								
1		3337 09/30/23 Sept Disposal Service	159.00*		201	100-2600	431	
24233	48803S	1737 NORTHWESTERN ENERGY	5,416.47					
September Electric								
1		100223 10/02/23 Electric Service	4,063.92*		201	100-2600	412	
2		100223 10/02/23 Electric Tax	821.57*		201	100-2600	412	
3		100223 10/02/23 Gas Service	390.12*		201	100-2600	411	
4		100223 10/02/23 Gas Tax	140.86*		201	100-2600	411	
24234	48798S	4498 LERUM AUTO	81.00					
1		Dr. Ed Car 10/13/23 Oil change	81.00*		218	100-1000	440	

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24236	48793S	4892 FCCLA - Family, Career, and National and State Dues for Advisor and Students	180.00						
1		142786 09/06/23 Nat/State Dues	180.00		201	170			
24237	48788S	608 CAROLINA BIOLOGICAL	107.75						
1		2220923 09/30/23 Blood Typing Kit	79.80*	10807	215	451-1513	610	61	
2		2220923 09/30/23 shipping	27.95*	10807	215	451-1513	610	61	
24239	48787S	5439 BYTESPEED	192.00						
1		0165591 07/20/23 Monitor, ASUS 24"	175.00*	10796	201	390-1000	660		
2		0165591 07/20/23 Shipping	17.00*	10796	201	390-1000	660		
24240	48807S	5417 SCHOOLHOUSE IT INC.	1,600.00						
1		2847 10/02/23 speakers for mods	1,600.00*	10816	261	100-2600	660	613	
24241	48792S	3698 EVERGREEN IRRIGATION	600.00						
		Installed new drain in football stadium and blow out service for winterization							
1		2726 09/02/23 Drain/Winterization of FB FLD	600.00*		201	100-2600	440		
24247	48789S	4168 CENGAGE LEARNING	1,590.95						
		subscriptions							
1		82165111 09/01/23 Health & Wellness 9780787650	318.19	10764	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-680-							
2		82165111 09/01/23 Academic Onefile 231120	318.19	10764	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-680-							
3		82165111 09/01/23 World History 173120	318.19	10764	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-680-							
4		82165111 09/01/23 Science 191700	318.19	10764	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-680-							
5		82165111 09/01/23 Opposing Viewpoints	318.19	10764	201	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-680-							
24248	-99666E	4786 MC Mastercard	4,248.57						
		Activity Drama 6690							
		District Activity 1 3503							
1		Drama 6690 10/05/23 Activity Drama 6690	3,017.65		201	170			
2		Act 1 3503 10/05/23 Dist Act 1 3503	1,230.92		201	170			

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Claim Warrant	Vendor #/Name	Amount	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
24250 -99665E	4786 MC Mastercard	98.58					
Activity FCS							
1	001918 09/18/23 Lowes	98.58*		201	390-1640	610	
24251 -99664E	4786 MC Mastercard	2,342.18					
District Admin 1 #4935							
1	003942 09/12/23 US Postal Service	60.10*		201	100-2400	532	
2	96089 09/22/23 ArchieBray F. Clay	649.30*		201	100-1140	610	
3	7021150 10/02/23 Home Depot	195.96*		201	390-1641	610	
4	2259181 09/21/23 NASN Dues	124.50*		215	737-2130	810	737
5	00057337 09/29/23 NatSupport	77.25*		201	390-1170	610	
6	3001026 09/07/23 peer coach material	114.50*	10822	215	423-1000	640	713
AMAZON.COM							
7	81502 09/27/23 Ebay	750.39*		201	100-1141	610	
8	3031612633 10/04/23 Etsy	59.95*		201	100-1141	610	
9	1110030795 10/04/23 Rockler	65.54*		201	100-1141	610	
10	3031592005 10/04/23 KedaWoodDyes	179.90*		201	100-1141	610	
11	1672237 09/27/23 Amazon	64.79*		201	100-2300	610	
24253 -99663E	4786 MC Mastercard	472.98					
District Amin 2 0282							
1	94208 10/18/23 Printer for ID Cards	350.00*		201	100-1000	600	
2	047294 09/27/23 Walmart Clothing for Student	122.98		201	170		
24254 48792S	3698 EVERGREEN IRRIGATION	475.00					
1.5 " Rainbird scrubber zone valve							
1	2723 09/27/23 1.5" Rainbird Zone Valve	475.00*		201	100-2600	440	
24255 48809S	2749 UNIVERSAL ATHLETICS BOZEMAN	794.00					
Tag Dazzel Clothe Football Game Belts							
Martin Oval Knee Pads							
Gold Game Uniforms Football							
1	2220122249 08/21/23 Football Belts	109.00*		201	720-3500	660	
2	3020038109 08/23/23 Martin Oval Knee Pads	65.00*		201	720-3500	660	
3	5020045602 09/30/23 Game Uniforms Football	620.00*		201	720-3500	660	

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JEFFERSON HIGH SCHOOL
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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
24257	48802S	3930 NORTHERN INDUSTRIAL HYGIENE	1,373.00						
		Enviromental Consulting Services							
1		31739 09/25/23 Mold Assessment	1,178.00*		201	100-2600	440		
2		31739 09/25/23 Field Work & Site Visit	195.00*		201	100-2600	440		
24259	48797S	3374 J.W. PEPPER & SON, INC.	40.99						
		Sheet Music							
1		364036794 09/26/23 Music	29.00*	10813	201	100-1470	610		
2		364383862 07/20/23 Music	8.76*	10813	201	100-1470	610		
3		365017384 01/30/23 Music	3.23*	10813	201	100-1470	610		
24261	48805S	2129 PICCOLO'S MUSIC	10.79						
		Cello Strings							
1		226208 10/07/23 4/4 Scale Cello String A	10.79*		201	100-1470	440		
24265	48786S	385 BOULDER MONITOR & JEFFERSON CO.	144.00						
		Ads							
1		5249 09/30/23 staff vacancies, audit, agenda	144.00*		201	100-2300	540		
24266	48806S	5367 PIONEER ATHLETICS	2,908.50						
		Game Day Aerosol White							
1		894880 08/30/23 Paint	2,908.50		201	999			
24268	48791S	5482 ERICKSON EDUCATIONAL CONSULTING	1,035.51						
1		Aug2023 08/29/23 Consulting	429.89*		215	423-1000	320	713	
2		May2023 05/30/23 Consulting	605.62*		215	423-1000	320	713	
24269	48807S	5417 SCHOOLHOUSE IT INC.	198.00						
		Unit Bridge between JHS and YDI replacment							
1		2882 09/13/23 Service	198.00*		201	100-2500	330		
24270	48801S	5372 NET SUPPORT INCORPORATED	72.00						
		Cloud Based Classroom Managment annual subscription							
1		57337 09/30/23 Annual Subscription	72.00*		228	100-1000	680		
24276	48801S	5372 NET SUPPORT INCORPORATED	1,302.00						
		Maintenance Renewal CIC400SIUSD							
		Maintenance Renewal CIC25NSIUSD							
1		CIC25NSIUS 09/30/23 Cloud Management Sub	72.00*		228	100-1000	680		
2		CIC400NSIU 09/30/23 Cloud Management Sub	1,230.00*		228	100-1000	680		

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Claim Details
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* Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
				Acct/Source/					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
24278	48784S	5727 ACT Finance	16.00						
PreACT Scoring FY 22-23									
1		32418656 07/27/23 PreACT Scoring FY22-23	16.00*		215	100-1000	610	144	
24280	48810S	1451 L & P GROCERY	1,471.92						
Foods									
5		1901143 09/12/23 Foods	9.58*		201	910-3100	610		
6		1161086 09/15/23 JHS Days	1,011.00*		215	324-1000	610	148	
7		1913626 09/28/23 Foods	51.31*		201	910-3100	610		
8		1151152 08/24/23 Foods	18.95*		201	910-3100	610		
9		1154668 08/31/23 Foods	20.00*		201	910-3100	610		
10		1900365 09/11/23 Open House	74.56*		201	100-2300	800		
11		1884282 08/21/23 Grad Matters	22.49*		215	100-1000	610	144	
12		1884282 08/21/23 Grad Matters	161.93*		215	100-1000	610	148	
13		1891653 08/30/23 FCS	102.10*		201	390-1710	610		
# of Claims		39	Total:	36,125.80	# of Vendors		31		
Total Electronic Claims			7,162.31						
Total Non-Electronic Claims			28,963.49						

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JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 10/23

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Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	22,917.17
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	7,720.88
218 HIGH SCHOOL TRAFFIC EDUCATION	
101	81.00
228 TECHNOLOGY FUND	
101	2,615.20
260 HIGH SCHOOL BUILDING FUND	
101	1,191.55
261 HIGH SCHOOL BUILDING RESERVE F	
101	1,600.00
Total:	36,125.80

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JEFFERSON HIGH SCHOOL
Claim Details
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Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
24282	48813S	5575 WILKERSON, ERIK	163.75						
		Mileage Reimbursement							
1		103023 10/30/23 Mileage to Manhattan x 2	163.75*		201	100-2300	582		
24285	-99662E	4625 MT DEPARTMENT OF REVENUE	8,665.51						
1		3112-07 09/30/23 CGR for DA payment	8,665.51*		260	100-4500	725		
24286	48811S	5677 DICK ANDERSON CONSTRUCTION	857,885.16						
1		3112-07 09/30/23 Const. Payment 7	857,885.16*		260	100-4500	725		
24287	48812S	5270 SMA ARCHITECTS	40,657.29						
1		22-001-17 10/10/23 Architect fees	40,657.29*		260	100-4000	725		
24290	48816S	4633 COMMERCIAL ENERGY OF MT INC.	1,298.24						
1		NWE079277 11/02/23 Gas on the NWE system	76.16*		201	100-2600	411		
2		NWE079276 11/02/23 Gas on NWE System	1,222.08*		201	100-2600	411		
24291	48815S	385 BOULDER MONITOR & JEFFERSON CO.	210.20						
		Growing Community Naturally							
		Wrestling Coach							
		Growing Community Naturally							
1		5431 10/31/23 Ads	185.00*		201	100-2300	540		
2		5431 10/04/23 Wrestling Coach Ad	25.20*		217	610-1000	540		
24292	48818S	5350 HESFORD, ROCHELLE	64.93						
		Adult Ed Bread Class							
		Adult Ed Lip Balm Class							
1		024533 10/20/23 Walmart	19.32*		217	610-1000	610		
2		06811285 10/13/23 Walmart	45.61*		217	610-1000	610		
24293	48820S	1377 JOHNSON CONTROLS	10,089.32						
1		1-13123753 09/28/23 Boiler System Startup	8,728.22*		201	100-2600	440		
2		1-13124922 09/30/23 Umit repair after shut dow	1,361.10*		201	100-2600	440		
24294	48822S	5341 QUADIENT LEASING USA INC	214.62						
		Postage Meter Leasing							
1		Q1038940 11/24/23 Postage Meter	214.62*		201	100-2400	532		

11/17/23
12:16:44

JEFFERSON HIGH SCHOOL
Claim Details
For the Accounting Period: 11/23

Page: 2 of 5
Report ID: AP100

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
24295	48823S	5417 SCHOOLHOUSE IT INC.	4,339.19						
		Inv# 2857 Microsoft office 356 Licenses x10							
		Inv# 2950 EAASy Technical Management Services							
1		2857 10/28/23 EAASy Tech Services	4,316.69		201	100-2580	330		
2		2950 11/01/23 10 Microsoft office 365 Licens	22.50*		228	100-1000	680		
24297	48825S	5575 WILKERSON, ERIK	333.75						
		Volleyball District Trip							
1		256 11/02/23 Jimmy Johns	8.75*		201	720-3500	582		
2		5030 11/04/23 Taco Johns	14.00*		201	720-3500	582		
3		110623 11/06/23 Mileage Reimbursement	311.00*		201	720-3500	582		
24299	48821S	5550 MCCLAUGHLIN, ELIZA	65.00						
1		1033 08/21/23 MCA coaching clinic	65.00*		201	720-3500	582		
24300	48819S	3374 J.W. PEPPER & SON, INC.	42.00						
1		36489076 12/12/22 When Jhonny Comes Strutting	42.00*	10813	201	100-1470	610		
24301	48833S	3481 MT DOJ CRIMINAL RECORDS	325.00						
1		165377 08/02/23 Background M.Mc.	25.00*	10805	201	100-2300	800		
2		165377 08/15/23 Background GJ	30.00*	10810	201	100-2300	800		
3		165432 05/21/23 Background KP	30.00*	10811	201	100-2300	800		
4		166021 10/03/23 Background TSE	30.00*	10829	201	100-2300	800		
5		166021 10/03/23 Background JS	30.00*	10830	201	100-2300	800		
6		166021 10/03/23 Background KK	30.00*	10834	201	100-2300	800		
7		166193 10/03/23 Background KK	30.00*	10828	201	100-2300	800		
8		165613 09/01/23 Background TE	30.00*	10815	201	100-2300	800		
9		165613 09/01/23 Background LK	30.00*	10815	201	100-2300	800		
10		165681 09/06/23 Background SA	30.00*	10817	201	100-2300	800		
11		165853 09/21/23 Fingerprints BN	30.00*	10827	201	100-2300	800		
24305	48817S	157 HARDWARE HANK	105.12						
		Welding Shop							
1		130751 09/06/23 Flare, Coupler, Coupler	27.97*		201	100-1640	610		
2		130759 09/06/23 Tape,Coupler,Plug,Hose, Hose,	63.17*		201	100-1640	610		
3		130768 09/07/23 PlaySand	13.98*		201	100-1640	610		

11/17/23
12:16:44

JEFFERSON HIGH SCHOOL
Claim Details
For the Accounting Period: 11/23

Page: 3 of 5
Report ID: AP100

* Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
24306	48824S	5673 SKILLSUSA INC	81.11						
		Invoice not received before yearend and PO was manually cancelled.							
1		4000000844 03/30/23 Member handbooks	81.11*		215	397-1641	640	338	
24307	48814S	5574 BOULDER ACE HARDWARE	130.29						
		Custodial Supplies							
1		1392 10/25/23 Antifreeze	63.00*		201	100-2600	615		
2		1397 10/26/23 Fastners	11.95*		201	100-2600	615		
3		1373 10/21/23 Wasaher, faucet, hose, Anch, Drill	50.95*		201	100-2600	615		
4		1358 10/18/23 Fastners	2.38*		201	100-2600	615		
5		110623 11/06/23 Service Charge	2.01*		201	100-2600	615		
24309	48831S	4700 KLAS, KARSON	73.36						
		Mileage reimbursment XC 9/29/23							
1		110623 11/06/23 Mileage Reimbursment XC 3-Fork	73.36*		201	720-3500	582		
24312	48826S	5731 Boyd, McKenan	73.36						
		TRreeForks Mileage Reimbursment XC							
1		110623 11/06/23 Mileage Reimbursment XC 3Forks	73.36*		201	720-3500	582		
24313	48834S	1828 MT HIGH SCHOOL ASSOCIATION	180.00						
		AIM Higher Workshop							
1		110123 11/01/23 AIM Higher Workshop BUTTE	180.00*		215	324-1000	582	148	
24314	48830S	5364 JOHNSON CONTROLS FIRE PROTECTION	786.00						
		Fire Alarm Service							
1		51293131 10/19/23 Fire Alarm Service	786.00*		201	100-2600	440		
24315	48828S	631 CRESCENT ELECTRIC SUPPLY CO.	689.32						
		Lamps and Satco							
1		3511730621 10/16/23 GELamps and LED lights	689.32*		201	100-2600	610		
24316	48827S	5523 CANON FINANCIAL SERVICES, INC.	730.30						
		Printer and Copier Lease							
1		31415857 10/12/23 Contract Chrg 10/01/23-10/31	730.30*		201	100-5200	840		

Page: 4 of 5
Report ID: AP100

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/					
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj				
24317	48837S	5726 Stage Accents	400.00									
	Halle x 5											
1		8698 10/17/23 Dresses/orchestra	400.00*	10848	201	710-3400	660					
24318	48836S	2129 PICCOLO'S MUSIC	19.99									
	Supplies											
1		227138 10/21/23 Promark C-Rods Cool Rods	19.99*		201	100-1470	440					
24319	48829S	5713 iCEV	1,300.00									
	TRnKey Pkg 1subject/2 teachers											
1		03056 09/26/23 OnLine bus software	1,300.00*	10825	215	451-1170	680	316				
24320	48832S	5200 MOODRY, MIKE	377.63									
	Travel/meal reimbursment											
1		75163 11/03/23 Breakfast meal	11.95*		201	720-3500	582					
2		017048 11/03/23 Dinner Meal	30.98*		201	720-3500	582					
3		102123 10/21/23 Mileage Reimbursment	334.70*		201	720-3500	582					
24321	48835S	1737 NORTHWESTERN ENERGY	5,941.38									
	Electric Service											
1		Nov Servic 11/02/23 Electric	4,142.47*		201	100-2600	412					
2		Nov Servic 11/02/23 Electric Service	992.68*		201	100-2600	412					
3		Nov Servic 11/02/23 Gas Service	657.83*		201	100-2600	411					
4		Nov Servic 11/02/23 Gas	148.40*		201	100-2600	411					
24322	48839S	5387 MUST	1,513.60									
1		Nov2023 11/01/23 BES CM	756.80*		215	100-1000	260	666				
2		Nov2023 11/01/23 BES DO	756.80*		215	100-1000	260	666				
24323	48840S	5387 MUST	1,513.60									
1		Dec2023 12/01/22 BES CM	756.80*		215	100-1000	260	666				
2		Dec2023 12/01/22 BES DO	756.80*		215	100-1000	260	666				
# of Claims		30	Total:	938,269.02	# of Vendors	27						
Total Electronic Claims			8,665.51									
Total Non-Electronic Claims			929,603.51									

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JEFFERSON HIGH SCHOOL
Fund Summary for Claims
For the Accounting Period: 11/23

Page: 5 of 5
Report ID: AP110

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	26,360.12
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	4,588.31
217 ADULT EDUCATION	
101	90.13
228 TECHNOLOGY FUND	
101	22.50
260 HIGH SCHOOL BUILDING FUND	
101	907,207.96
Total:	938,269.02

	A	B	C	D	E
1	2023-24 Request				
2	Jefferson High School Requisition				
3	Type of Request: Budget/ Purchase			For:	
4	Priority	1 2 3		Date:	
5	Vendor:	SMA	Ship/ Bill to:	Jefferson High School	
6		920 Front Street		PO Box 838	
7		Helena, MT 59632		312 S. Main Street	
8				Boulder, MT 59632	
9				(406) 225-3317	
10	Prefer to use credit card: Y <input checked="" type="radio"/> N				
11					
12	QTY	ITEM#	DESCRIPTION	UNIT PRICE	LINE TOTAL
13	1	Invoice 22-001-18	SMA Services	\$23,930.36	\$23,930.36
14					\$0.00
15					\$0.00
16					\$0.00
17					\$0.00
18					\$0.00
19					\$0.00
20					\$0.00
21					\$0.00
22					\$0.00
23					\$0.00
24					\$0.00
25					\$0.00
26					\$0.00
27				SUBTOTAL	\$23,930.36
28				Shipping	
29				Requisition Total:	\$23,930.36
30					
31	<i>if any single item purchase exceeds \$5,000 it must be considered for capitalization.</i>				
32	<i>A combination of items, each less than \$5,000, may be capitalized if necessary to</i>				
33	<i>create a single working asset. Please note this below in "justification".</i>				
34					
35	Justification: Construction				
36					
37					
38					
39				Approved:	Date
40					
41	Requisition not approved		Date	Supt Approval:	Date
42					
43	Reason:	Construction		<i>Eileen Johnson</i>	<i>11/14/23</i>
44				PO#	
45				Accounting Line:	Bond



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920 Front Street
Suite 101
Helena, MT 59601
406-442-4933

Jefferson High School District No. 1
P.O Box 838
Attn: Superintendent Erik Wilkerson
Boulder, MT 59632

Invoice number 22-001-18
Date 11/14/2023

Project 22-001 JEFFERSON HIGH SCHOOL
EXPANSION & REMODEL

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
SMA - Basic Services					
Schematic Design	77,085.76	100.00	77,085.76	77,085.76	0.00
Design Development	77,085.76	100.00	77,085.76	77,085.76	0.00
Construction Documents	207,167.98	100.00	207,167.98	207,167.98	0.00
Bidding	14,453.58	100.00	14,453.58	14,453.58	0.00
Construction Administration	81,903.62	51.00	37,675.67	41,770.85	4,095.18
Subtotal	457,696.70	91.23	413,468.75	417,563.93	4,095.18
Consultants					
Mechanical/Electrical/Plumbing Schematic Design	30,656.00	100.00	30,656.00	30,656.00	0.00
Mechanical/Electrical/Plumbing Design Development	63,313.00	100.00	63,313.00	63,313.00	0.00
Mechanical/Electrical/Plumbing Construction Documents	163,282.00	100.00	163,282.00	163,282.00	0.00
Mechanical/Electrical/Plumbing Bidding	5,731.00	100.00	5,731.00	5,731.00	0.00
Mechanical/Electrical/Plumbing Construction Administration	63,582.00	60.00	34,970.10	38,149.20	3,179.10
Structural Schematic Design	4,000.00	100.00	4,000.00	4,000.00	0.00
Structural Design Development	14,400.00	100.00	14,400.00	14,400.00	0.00
Structural Construction Documents	44,000.00	100.00	44,000.00	44,000.00	0.00
Structural Bidding	1,600.00	100.00	1,600.00	1,600.00	0.00
Structural Construction Administration	16,000.00	95.00	14,400.00	15,200.00	800.00
Civil Schematic Design	5,800.00	100.00	5,800.00	5,800.00	0.00
Civil Design Development	5,600.00	100.00	5,600.00	5,600.00	0.00
Civil Construction Documents	34,270.00	100.00	34,270.00	34,270.00	0.00
Civil Bid Phase Services	3,480.00	100.00	3,480.00	3,480.00	0.00
Civil Construction Phase Services	14,250.00	51.00	6,555.00	7,267.50	712.50
Civil Project Closeout Services	4,800.00	0.00	0.00	0.00	0.00
Landscape Architect	22,600.00	95.00	21,470.00	21,470.00	0.00
Subtotal	497,364.00	92.13	453,527.10	458,218.70	4,691.60



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Jefferson High School District No. 1

Project 22-001 JEFFERSON HIGH SCHOOL EXPANSION & REMODEL

Invoice number 22-001-18

Date 11/14/2023

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Additional Services					
Programming/Ed Specs	24,089.70	100.00	24,089.70	24,089.70	0.00
Phase 1 - Scope	27,265.00	100.00	27,265.00	27,265.00	0.00
Phase 2 - Specifications	23,370.00	100.00	11,685.00	23,370.00	11,685.00
Phase 3 - Bidding	15,580.00	20.00	0.00	3,116.00	3,116.00
Phase 4 - Contract Administration	11,685.00	0.00	0.00	0.00	0.00
Fire Protection Schematic Design	4,000.00	100.00	4,000.00	4,000.00	0.00
Fire Protection Design Development	7,000.00	100.00	7,000.00	7,000.00	0.00
Fire Protection Construction Documents	15,000.00	100.00	15,000.00	15,000.00	0.00
Fire Protection Bidding	1,000.00	100.00	1,000.00	1,000.00	0.00
Fire Protection Construction Administration	3,000.00	60.00	1,650.00	1,800.00	150.00
Special Systems Schematic Design	4,000.00	100.00	4,000.00	4,000.00	0.00
Special Systems Design Development	7,000.00	100.00	7,000.00	7,000.00	0.00
Special Systems Construction Documents	15,000.00	100.00	15,000.00	15,000.00	0.00
Special Systems Bidding	1,000.00	100.00	1,000.00	1,000.00	0.00
Special Systems Construction Administration	3,000.00	60.00	1,650.00	1,800.00	150.00
Subtotal	161,989.70	83.61	120,339.70	135,440.70	15,101.00
Total	1,117,050.40	90.53	987,335.55	1,011,223.33	23,887.78

Reimbursables

Reimbursables

	Units	Rate	Billed Amount
Mileage	65.00	0.655	42.58

Invoice total **23,930.36****Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
22-001-18	11/14/2023	23,930.36	23,930.36				
Total		23,930.36	23,930.36	0.00	0.00	0.00	0.00

Approved by:

Klint K. Fisher
Principal



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Jefferson High School District No. 1

Project 22-001 JEFFERSON HIGH SCHOOL EXPANSION & REMODEL

Invoice number 22-001-18

Date 11/14/2023

If you have already made payment on outstanding invoices, please disregard this aging summary. Thank you!

Application and Certificate For Payment

To Owner: JEFFERSON HIGH SCHOOL DISTRICT #1 P.O. BOX 838 BOULDER, MT 59632		Project: JEFFERSON HIGH SCHOOL 312 SOUTH MAIN ST. BOULDER, MT 59632		Application No.: 3112-08	Date: 10/31/2023
From: Dick Anderson Construction 3424 HIGHWAY 12 E HELENA, MT 59601		Contractor Job Number: 3112-JEFHIG		Period To: 10/31/2023	
				Architect's Project No:	
				Contract date: 5/8/2022	
Contract For:					

Contractor's Application for Payment

Change Order Summary	Additions	Deductions
Change orders approved in previous months by owner		
Change orders approved this month		
Totals		
Net change by change orders		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor:

By: [Signature] Date: 10/31/2023

State of: Montana County of: Lewis & Clark

Subscribed and sworn to before me this 31 day of October



Architect's Certificate for Payment

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified.

Amount Certified: \$ \$488,862.30

Original contract sum	\$12,031,692.65
Net change by change orders	\$0.00
Contract sum to date	\$12,031,692.65
Total completed and stored to date	\$5,584,791.97
Retainage	
5.00% of completed work	\$279,239.60
Total earned less retainage	\$5,305,552.37
Less previous certificates for payment	\$4,816,690.07
Current sales Tax	\$0.00
7.700% of taxable	
Current payment due	\$488,862.30
Less Gross Receipts Tax	4,888.62
CURRENT PAYMENT DUE	483,973.68
Balance to finish, including retainage	\$6,726,140.28

Architect:

By: [Signature] Date: 11-02-2023

This Certification is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

***OBLIGATIONS UPON DELAY OF PAYMENT** *Pursuant to the requirements of Section 28-2-2104 of the Montana Code Annotated, if a periodic or final payment is delayed more than 30 day from the date the payment is required, the Owner shall pay the contractor interest beginning on the day following the date when the payment is due at the rate specified in the contract or if the contract is silent, interest will be calculated at a rate of 1 1/2% a month, or a pro rata fraction thereof, on the unpaid balance.

Application and Certificate of Payment -- page 2

To Owner: JEFFERSON HIGH SCHOOL DIS
 From (Contractor):
 Project: 3112-JEFHIG / JEFFERSON HIGH SCHO

Application No: 3112-JEFHIG
 Contractor's Job Number:
 Architect's Job Number:

Period To: 10/31/2023
 Detail Page 2 of 2 Pages

Item Number	Description	Scheduled Value	Work Completed		Materials Presently Stored	Completed And Stored To Date	% Comp	Balance To		Retention
			Previous Application	This Period				Finish	To	
001	BP#01-1 FINAL CLEANING	34,000.00						34,000.00		
002	BP#02-1 DEMOLITION	187,064.80	71,000.00			71,000.00	37.95	116,064.80		3,550.00
003	BP#02-2 SITEWORK	456,600.29	189,470.00			189,470.00	41.50	267,130.29		9,473.50
004	BP#03-1 BUILDING FOUNDA'	367,211.00	313,925.00			313,925.00	85.49	53,286.00		15,696.25
005	BP#03-2 CONCRETE POLISH	100,650.00						100,650.00		
006	BP#04-1 MASONRY	58,650.00	16,200.00			16,200.00	27.62	42,450.00		810.00
007	BP#05-1 STRUCTURAL STEE	1,152,673.00	1,124,341.00	14,152.00		1,138,493.00	98.77	14,180.00		56,924.65
008	BP#06-1 CARPENTRY	140,966.35	46,200.00	22,563.00		68,763.00	48.78	72,203.35		3,438.15
009	BP#06-2 ARCHITECTURAL C	249,210.00						249,210.00		
010	BP#07-1 BUILDING INSULATI	50,800.00						50,800.00		
011	BP#07-2 METAL SIDING & SC	192,000.00	23,850.00	14,580.00		38,430.00	20.02	153,570.00		1,921.50
012	BP#07-3 ROOFING	313,194.00	252,015.00	32,545.00		284,560.00	90.86	28,634.00		14,228.00
013	BP#08-1 DOORS & HARDWA	210,402.00	41,250.00	48,650.00		89,900.00	42.73	120,502.00		4,495.00
014	BP#08-2 WINDOWS	192,510.00	8,000.00			8,000.00	4.16	184,510.00		400.00
015	BP#09-1 METAL WALL FRAM	1,029,609.24	212,537.00	180,463.00		393,000.00	38.17	636,609.24		19,650.00
016	BP#09-3 PAINT	138,075.00	11,360.00			11,360.00	8.23	126,715.00		568.00
017	BP#09-4 FLOORING & TILE	165,030.00	25,000.00			25,000.00	15.15	140,030.00		1,250.00
018	BP#09-5 ACOUSTIC CEILING	161,084.00						161,084.00		
019	BP#10-1 SPECIALTIES	226,000.00	7,600.00			7,600.00	3.36	218,400.00		380.00
020	BP#12-1 WINDOW COVERIN	17,768.00						17,768.00		
021	BP#14-1 ELEVATOR & LIFT	143,103.00						143,103.00		
022	BP#21-1 FIRE SPRINKLER	155,910.00	38,932.00			38,932.00	24.97	116,978.00		1,946.60
023	BP#22-1 PLUMBING COMPLETE	1,092,429.00	95,525.00	101,080.00		196,605.00	18.00	895,824.00		9,830.25
024	BP#23-1 H.V.A.C. COMPLETE	1,656,560.81	988,468.00	17,374.00		1,005,842.00	60.72	650,718.81		50,292.10
025	BP#26-1 ELECTRICAL COMP	1,363,623.17	833,703.00	7,942.00		841,645.00	61.72	521,978.17		42,082.25
026	BP#32-1 LANDSCAPE & IRRIG	66,905.00						66,905.00		
027	ALLOWANCE - WHEEL CHAIR									
028	GC & FIXED GC/CM COSTS	825,093.00	275,028.00	45,838.00		320,866.00	38.89	504,227.00		16,043.30
029										
030	GC/CM CONTINGENCY @ 5%	404,657.54						404,657.54		
031	CMAR OH & P @ 5%	544,408.31	228,717.00	24,259.00		252,976.00	46.47	291,432.31		12,648.80
032	BOND & INSURANCE @ 1.85	216,379.47	216,379.47			216,379.47	100.00			10,818.97
033	GROSS RECEIPTS TAX 1%	119,125.67	50,699.60	5,145.90		55,845.50	46.88	63,280.17		2,792.28
Application Total		12,031,692.65	5,070,200.07	514,591.90		5,584,791.97	46.42	6,446,900.68		279,239.60

CONTRACTOR CONDITIONAL WAIVER FOR
PROGRESS PAYMENT REQUEST AND RELEASE

PROJECT NO: 01-23-112

CONTRACT NO:

From: Dick Anderson Construction Inc
3424 Hwy 12 E
Helena, MT 59601

Conditional Waiver and Release Upon Progress Payment

Upon receipt of payment in the amount of \$483,973.68, to Dick Anderson Construction, Inc, for labor, services, equipment, or materials furnished to 10/31/2023, on the job of Jefferson High School located at 312 S. Main St., Boulder, MT 59632, and when the check has been properly endorsed and paid by the bank upon which it is drawn, the undersigned effectively waives, releases, and relinquishes all claims, lien rights (statutory, equitable or otherwise), causes of action, and equitable rights to compensation, payment, or damages of any kind relating to the furnishing of labor, materials, equipment, supplies, or services of any kind, up through 10/31/23 (date), except for retainage or items furnished after said date. This release shall not include any claim for damages for inefficiencies, impacts, disruptions, or delays after said date.

The undersigned further warrants and represents that all laborers, subcontractors, consultants, and suppliers of the undersigned have been paid from any prior Progress Payments and further agrees to pay from these funds all laborers, subcontractors, consultants, and suppliers who have furnished such items up through 10/31/23 (date). The undersigned further agrees to indemnify, defend, and hold the owner, Jefferson High School District #1, its surety, and the project harmless from any claims for nonpayment by any laborers, subcontractors, consultants or suppliers of the undersigned through said date.

By: [Signature]

Title: PM

Date: 10/31/2023

Witnessed by: [Signature]

Date: 10/31/2023

Please return to: Dick Anderson Construction, Inc

Technology Committee Meeting

November 7, 2023

4:30 PM

Mr. Moodry's Office

Members Present: Principal Mike Moodry, Superintendent Erik Wilkerson, Board Chair Cami Robson via phone, Board Member Larry Rasch via phone. Justin Willcut was absent.

Items of Discussion:

1. Discussion on what to do with our technology services for the 2024-2025 school year.
2. We currently spend approximately \$4,000/ month on services with Schoolhouse IT.
3. Boulder Elementary School is interested in exploring a different option as well.
4. Our current contract with Schoolhouse IT goes through June of 2024.
5. Discussed with we would like to see in the future for technology and agreed we would like to see if we can find a full time technology person to serve Jefferson High School and Boulder Elementary.
6. Previous technology person hired by the school several years ago was making approximately \$58,000/ year.
7. We will put this on the November Agenda for Board approval to move forward with hiring a tech person.
8. Mr. Wilkerson will be in contact with Schoolhouse IT to let them know our plans, but keep them in the loop if we are unable to find a technology person.

Meeting Adjourned at 4:38 PM.

From the desk of: 

November 2023

PAYROLL REPORT

Payroll warrants approved by the superintendent and paid.

CURRENT OFFICE ITEMS

Office items have pretty much been the same as they have been the last couple of months.

The item that comes up for me this time of year is the Christmas party. Here's a little history.

2022 – Volunteer Hall fairgrounds

2021 – Silver Saddle in Basin (in total, a little pricy)

2020 – gifts/bonuses in cafeteria (distanced)

2019 since inception - St. Catherine's Parish Hall

Except for 2021, our office and Mr. Moodry have prepared the decorations and food and are prepared to do the same this year.



November 21, 2023

Principals Report--Mr. Mike Moodry

Enrollment-301

Academics

The first quarter is in the books. We had a 1.96% failure rate compared to 2.04% last year. Teachers trained with Aaron Yost on CHAT GPT and School wide writing assessments. We also worked on aligning curriculum with our scope and sequence for all classes. The PIR day ended with a presentation from School House IT on internet security.

Discipline and Attendance

Discipline Comparison for the same time period last year.

	18-19	19-20	20-21	21-22	22-23	23-24
Staff	13	10	14	10	12	11
Event Types	7	12	15	9	9	16
Events	40	26	51	24	50*	38
Students	39	29	54	30	33	43

*17 events are truancy related. Our attendance rate is 97.3% for the year.

JHS Fall Community Engagement Night

The JHS Fall Community Engagemen/Parent Teacher/Winter Sports Night was Monday, November 13 from 2:00-4:00 at JHS and 5:00-7:00 at Clancy. Parent-teacher conferences were 2:00-6:00 and Winter Sports Meetings from 6:00-7:00. The event was well attended.

Activities

Please see Mrs. Layng's Activities Report attached.

AD Update

Fall Sports officially ended last week. All teams had great seasons with Football appearing in their 3rd straight semi-final game, volleyball earning 4th place, the girl's cross-country team was 7th overall at the State meet & the boys' cross country team becoming State Champions. A super season!

I submitted our Fall Academic All-State report to MHSA. We had 63 athletes among cheer, football, volleyball, and cross country earn this recognition. To qualify, the athlete must letter in their respective sport and obtain a minimum of a 3.5GPA for the 1st quarter.

We had numerous athletes also voted on by coaches throughout the conference and earning at the state meet recognition of All-Conference & All-State.

Mr. Padmos took a group of 16 student/athletes to the AIM Higher workshop in Butte on the 1st of November. These students, comprised of freshmen, sophomores, & juniors, were nominated by their fall sports coach as one to represent the school learning skills to expand upon their leadership. They discussed mental health for athletes, drug & alcohol awareness while also collaborating with students from other schools.

The winter sports parent/athlete meeting was held in Clancy on Monday, November 13th with great attendance. Winter sports practices began Thursday, November 16th. Students currently participating in winter sports appear consist with past years and are as follows:

Girls' Basketball – 28

Boys' Basketball – 29

Wrestling – 18 boys & 2 girls

Cheer – 20

E-Sports started up again last week through the 21st Century. We seem to have a number of students (12-15) taking part in this activity.



Superintendent Board Report

November 21, 2023

Charter School- We had a meeting with AYA on November 9, 2023, to discuss what the charter school will look like for the AYA campus. We will have an interview with the Board of Education on November 30th at 9:10 a.m., at which time we will present, they will ask questions, and they will take public comment on our proposed Charter School. This will be a virtual interview. The Board of Education will then make decisions concerning the Charter Schools at their January Meeting.

The Charter School, if approved, will not begin until July 1, 2024. We plan on having our Board be the official board of the Charter School but will also put together an advisory board consisting of a Jefferson High School Board Member, representatives from Boulder Elementary, and representatives from AYA. We will hopefully also add a few community members.

Technology Glitch- We experienced a technology glitch on Thursday, November 9, 2023. We handled the situation with SchoolhouseIT. We will start doing a two-tiered authentication moving forward for safety. We also did some PIR training on cyber security.

MECC- Jefferson High School will be joining the Montana Education Curriculum Consortium, better known as MECC. Montana City is already a member, and we hope to have the other elementary schools join. All curricular areas are on a rotating schedule, and we will be working with other schools to align the curriculum to the state standards.

Jefferson High School 2023-2024 Annual Goals and Objectives Review

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 teaching models to include collaboration, self-assessment, and goal setting to provide feedback for increasing learning and teaching objectives.
- Develop assessment rubrics to increase problem solving skills and higher order thinking.
- 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.

Review: JHS has done an excellent job of assessing students and working collaboratively through the literacy grant. This has allowed the district to identify high risk students so we can put specific efforts toward those students. The PLC groups have worked together to identify those students and give them targeted assistance.

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.

Review: Community relations will continue to be a goal for the 2023-2024 school year. We have been providing monthly updates to the Boulder Monitor that include school successes and updates to the building project. We have updated our website to make it more accessible and easier to locate information. However, this will be an ongoing project. We will continue to educate parents on the use of Infinite Campus, so they have access to their child's current academic performance.

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.

Review: Increased professional development has been a focus of this past year by bringing in great guests during early ins and early outs. They gave us a plethora of tools to help with teacher growth plans. Also, having Eric Gustafson as an educational coach was a great help for growth. Data on students was instrumental in continuous planning.

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.
- Pilot a Community Schools program to encourage parent and community involvement in the district.

Review: We continue to work with the community on different projects. We also have an active student council that promotes a positive environment in our school.

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.

Review: We have recently had our Federal Financial Audit and a Civil Rights Audit through the OPI. Once the reports are received, we will address any financial and safety concerns respectively. Our capital improvement plan is ongoing, especially with the current building project. We have a few updates that will need to be addressed soon. We do belong to a few cooperative purchasing services but do not use them as much as we should. Technology plans are fluid currently.

AT-RISK PROGRAM STRATEGY

The intent of this program is to aid all students at JHS who are considered "At-Risk" The first key component involves identifying students. Academic and attendance concerns will be identified through the collaboration of administration, faculty, staff, and parents.

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

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

IDENTIFY STUDENTS WITH NEEDS

Currently, JHS has between 10-20% of students that fall behind because of a variety of factors that include social, emotional, and psychological. Those factors lead to poor academic performance. JHS is committed to providing an appropriate educational plan for all students and provide support for the development of a positive self-image and success academically. Programing in place, as well as additional means will be used to provide an effective program for students. These include, but are not limited to:

- Additional assistance programs available during the school day (Intervention Specialist, Time to Learn, EdReady, iXL, Friday Opportunity, Literacy Grant components).
- Increased individualized instruction.
- Coordination with elementary schools regarding past practices used (MAPS, Star)
- Continued summer school program for credit recovery (Montana Digital Academy, MDTA)
- Coordination with outside agencies
- Learning Center development for enrichment activities
- After school 21st Century program

IDENTIFICATION FACTORS

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

- Lack of academic success
- Attendance issues
- Discipline referrals
- Poor daily work
- Apathy towards school
- Low academic achievement

- Change in family status and/or stressors
- Homeless
- Mental health issues
- Involvement with the courts
- Pregnancy

PLAN OBJECTIVES

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

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

SUPPORT PROGRAM

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

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

PROGRAM EVALUATION

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

- Annual dropout rates (GEMS)
- Annual graduation rates (GEMS)
- Discipline referrals for identified students (IC)
- Annual attendance rates (IC)
- Annual survey information
- Academic achievement scores (MAPPS, ACT, SAT, ASVAB)
- Annual school activities participation rates

- Administration team observations
- Exit survey for graduates/dropouts.

ROLES AND RESPONSIBILITIES

- Evaluate students and programs.
- Monitor progress
- Coordinate student identification
- Provide in-service training.
- Meet needs of each student
- Serve as a resource for teachers.
- Encourage parental involvement (JHS Open Houses, igraduate, CSIP, individual contact)
- Provide assessment strategies.
- Collaborate with staff (professional development, late arrivals)
- Coordinate with other agencies (MBI, Jefferson County Health, YBGR, Interdisciplinary team)
- Mentor students (JHS mentorship program, Peer Mediation)
- Communication with staff
- Monitor students with attendance and behavior issues (Attendance coach, MBI platform)
- Provide study skills to students (Time to Learn)
- Maintain records.
- Select adequate referrals for guidance.

SIGNS OF SUICIED (SOS)/ Peer to Peer Mental Health First Aide

The Signs of Suicide program has been implemented and instruction occurs during the 1st semester of each school year. Peer to Peer Mental Health First Aid training will occur for all new students. These student and staff driven initiatives have become a component of the curriculum and is used by all students. The program uses sequential components to provide adolescents skills in coping as well as identifying key signs associated with students harming themselves. The program also provides training regarding interacting skills that help and encourage adolescents to seek out and communicate with adults if a crisis occurs.

IGRADUATE

The 2022-2023 school year will include the 4th year of the new igraduate program, a community wide effort to encourage and provide support for all students to graduate. The JHS community will work together to help develop strategies for keeping students in school.

Reach Higher Montana will continue to help and guidance with FAFSA completions. They are also going to provide student assistance during the enrichment period. These two components are vital in helping both students and families overcome the hurdles of completing these requirements. Assistance will help alleviate stress and improve the efficiency of completion.

**Board Meeting
November 21, 2023
Informational**

New Business

Construction/ Renovation Update- Update will be given by Dick Anderson, SMA and Construction committee.

Personnel

Resignations- No resignations to report.
Recommended Motion: Motion if necessary.

New Hires- Mr. LaFromboise applied for the assistant wrestling position and was interviewed. He has been recommended for the position.
Recommended Motion: Move to approve the hire of Heath LaFromboise as assistant wrestling coach for the 2023-2024 school year.

Substitutes- No substitute applications to report.
Recommended Motion: Motion if necessary.

Attendance Agreements- We will present YDI students for approval, Helena area students attending JHS for approval, and JHS students attending Helena area students for acknowledgement.
Recommended Motion: Move to approve __ YDI students, acknowledge __ JHS Students attending Helena schools, and approve __ Helena to JHS students for 2023-2024 school year.

Approval of Music Trip to Hawaii- Mr. Bowman will present to the Board on a proposed trip to Hawaii.
Recommended Motion: Move to approve the out-of-district trip to Hawaii for the music department.

Technology Services Discussion- The Technology Committee met on November 7, 2023, to discuss technology services. As discussed earlier the committee would like to recommend that we advertise for a technology coordinator with the elementary school. We appreciate Schoolhouse IT and would like to keep a relationship with them if we cannot find a suitable applicant.

Recommended Motion: Move to have administration advertise for a technology coordinator for the 2023-2024 school year.

Accept Boulder Elementary District Area Board Member Resignation- Mr. Buster Bullock has resigned from the Jefferson High School Board as a representative for the Boulder Elementary District. We thank Mr. Bullock for his service.

Recommended Motion: Move to approve the resignation of Buster Bullock as the Boulder Elementary District Board Member of the Jefferson High School Board.

Appoint Board Member to Fill the Vacant Position- The district has received three applications for the position vacated by Buster Bullock. These applications are from Erika Morris, Jason Campbell, and Wyatt LeTexier. We may receive more prior to the board meeting. The appointed person will serve until the next election in May at which time they may run for the position.

Recommended Motion: Move to appoint _____ as a member of the Jefferson High School Board represented by Boulder Elementary District.

October 23, 2023

Jefferson High School Board of Trustees
312 South Main
Boulder, MT 59632

Dear Board of Trustees:

I am writing to express my interest in the open Board Member position at Jefferson High School District #1. I am an active community member with a background in accounting and budgeting and would love the chance to give back by lending my advisory skills to the school.

I am a manager in a Public Accounting firm and have worked in that industry for almost 25 years. I'm also a business owner in our community and have been since 2009. I have a strong background in budgeting and have served on various non-profit boards over the past 10 years.

I am confident you'll find me a good fit for your needs as a Board Member of the Jefferson High School District #1. Please contact me by phone or email if you have any questions or to set up a meeting. I look forward to hearing from you and thank you so much for your time.

Sincerely,



Erika Morris

406-459-0045

Erika.morris@elkhornpharmacy.net

59 Cattle Drive Road
Boulder, MT 59632
406-459-0045

Erika.morris@elkhornpharmacy.net

ERIKA MORRIS, CPA, MBA

OBJECTIVE To join the Jefferson High School District Board of Trustees

BOARD EXPERIENCE **Jefferson Local Development Corp**, Board Member
2013 to August 2023
Served as Treasurer from 2015 to 2022
Approve and monitor budgets; monitored specialized projects.

Elkhorn Community Foundation, Treasurer
2013 to Present
Administer grants and fundraised for the permanent endowment fund which has over \$150,000 raised in 10 years

WORK EXPERIENCE **MANAGER, PINION**
Formerly Anderson ZurMuehlen & Co P.C.
January 2001 to Present
Preparation and review of tax returns, supervision of staff
Served as a Shareholder from 2005 to 2012 in the audit department

TENNIS COACH, JEFFERSON HIGH SCHOOL
2013 to 2021
Ran daily practices; supervised players during meets; worked with Administration on schedules.

SENIOR ASSOCIATE, KPMG
August 1998 to December 2000
Preparation and supervision of audits and staff

EDUCATION AND CERTIFICATIONS **MASTERS OF BUSINESS ADMINISTRATION**
Colorado State University, 2005

CERTIFIED PUBLIC ACCOUNTANT
Licensed in Montana since 1999

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION
University of Montana, 1998

November 3, 2023

District Clerk

Jefferson High School

PO Box 838

Boulder MT 59632

RE: JHS School Board Vacancy

I am writing to express my interest in serving on the Jefferson High School District #1 Board.

With the amount of growth western Montana has witnessed over the last decade, there are a lot of outside influences on our way of life, and certainly on our education system. I feel that Jefferson County is still rooted in what I call the 'Montana way of life' where neighbors help neighbors and waves are still exchanged between passing cars. These are the reasons that my wife and I chose Boulder to live and raise our family. If elected to the JHS School Board, it's my intention to carry on this type of culture and ensure the board represents the community rather than try to stand against it.

I've attached a copy of my voter registration card for supporting documentation. Please feel free to reach me at 406-250-9661 if you have any questions.

Thank you for your time and consideration.

Regards,



Jason Campbell

I am writing to express my strong interest in serving on the Jefferson High School Board of Trustees. As an enthusiastic and committed member of the community, I am deeply invested in the success and growth of our esteemed institution, and I believe that my background and passion for education make me an ideal candidate for this important role.

My connection with Jefferson High School runs deep, both as an alum and as an active member of the community. Having lived in this area for all of my life, I have seen the positive impact that our school has had on the lives of countless students. I am inspired by the dedication of the teachers and staff, the diversity of the student body, and the sense of unity that permeates the Jefferson community. I am eager to contribute my time, energy, and expertise to help maintain and enhance these aspects that make our school exceptional.

My professional background is in building construction; I specialize in electrical work as an electrician. I work with multiple other trades on a daily basis and have a keen eye for detail to ensure the best workmanship for our school. This experience has equipped me with valuable skills such as the ability to read construction plans, look at what has been built and know if it has been completed not only up to building codes but also in a professional manner. I will hold the construction crew to the high standards I adhere to through my professional career and offer my professional opinion as needed. I believe my skills and knowledge would be invaluable to our school especially while under construction. I am dedicated to ensuring that every student at Jefferson High School has access to a high-quality education and a safe, inclusive learning environment.

If given the opportunity to serve on the Board of Trustees, I am committed to:

1. Collaborating with other board members to make informed decisions that prioritize the best interests of our students and the school.
2. Advocating for transparency and open communication with all stakeholders, ensuring that the community is engaged and informed.
3. Supporting initiatives that promote diversity, equity, and inclusion within the school.
4. Ensuring responsible financial management to maximize the resources available for educational programs and student support.
5. Encouraging innovation and excellence in teaching and learning.

I am excited about the opportunity to serve on the Jefferson High School Board of Trustees and am ready to dedicate my time and energy to furthering the school's

mission. I would be honored to be considered for this important role, and I look forward to the opportunity to discuss my qualifications and vision for the school in more detail.

Thank you for considering my application. I am eager to contribute to the success of Jefferson High School and am enthusiastic about the potential of our collective efforts to continue making it an outstanding educational institution.

Sincerely,

Wyatt LeTexier
(406)-461-3087
128 South Cleveland Street
Boulder, MT 59632