

# February Agenda

## Regular Meeting of Trustees

The regular meeting of the Board of Trustees of School District #35 has been scheduled for **Wednesday, February 21, 2018 at 6:00pm** at the **Gallatin Gateway School Board Room**. (All policies can be found at [www.gallatingatewayschool.com](http://www.gallatingatewayschool.com).)

### Call to Order

### Pledge of Allegiance

### Presiding Trustee's explanation of procedures

### Public Comment- Non Agenda Items- Sign in sheet

**Student Achievement Report:** Mrs. Matthews & Mr. Coon- High School Transition Visit

**Guests:** Katie Bark, Montana Team Nutrition and Beth Williams, Harvest of the Month

### Consent Agenda

**Minutes:** January 17, 2018- regular meeting; January 31, 2018- special meeting; February 7, 2018- special committee meeting; **Finance:** Warrants; Operational Budget by Object Code; Cash Reconciliation; Extra-Curricular Expenditure and Reconciliation Report; **Personnel:** Hire: Certified/Classified Substitutes

### Committee Reports

IBB Committee

### Superintendent's Report

**Business Manager Presentation-** Special Session & Legislative Changes for School Funding

### Old Business

Discuss Strategic Plan Survey

Board Self Evaluation- set date for work session

Gateway Village Update: HWY 191 Traffic Issues

### New Business

#### Action Items:

Consider Homeschool Student Participation in Wrestling

Adopt 2018-2019 School Calendar

Consider Building Reserve Expenditures: Building Maintenance

- LED Lighting
- Asbestos Abatement

Consider Superintendent Contract Extension

Review and Revise Business Manager Evaluation Tool

Set Special Budget Meeting Dates

Board Trustee Training- MTSBA Budget Symposium- March 7 (Bozeman)

#### Discussion Items:

Discuss Order of Agenda Items

Discuss 2018-2019 Budget Projections

Discuss Sewer Hookup and Monthly Charges

Looking Ahead: What's coming up for GGS

- Student Assessment Calendar

#### Next Meetings:

Special Meeting- Thursday, February 22, 2018 (strategic planning)

Special Committee Meeting- Tuesday, February 27, 2018 @ 10am (agenda setting)

Regular Meeting – Wednesday, March 21, 2018 @ 6pm

### Adjournment

*"The Gallatin Gateway School community empowers our students to take responsibility for their learning so they may achieve their individual potentials as lifelong learners and productive citizens."*

## Excerpt from GGS Policy #1441- Audience Participation

### Audience Participation

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. The Board also recognizes the statutory and constitutional rights of the public to participate in governmental operations. To allow fair and orderly expression of public comments, the Board will permit public participation through oral or written comments during the “public comment” section of the Board agenda and prior to a final decision on a matter of significant interest to the public. The Chairperson may control such comment to ensure an orderly progression of the meeting.

Individuals wishing to be heard by the Chairperson shall first be recognized by the Chairperson. Individuals, after identifying themselves, will proceed to make comments as briefly as the subject permits. The Chairperson may interrupt or terminate an individual’s statement when appropriate, including when statements are out of order, too lengthy, personally directed, abusive, obscene, or irrelevant. The Board as a whole shall have the final decision in determining the appropriateness of all such rulings. It is important for all participants to remember that Board meetings are held in public but are not public meetings. Members of the public shall be recognized and allowed input during the meeting, at the discretion of the Chairperson.

Cross Reference: 1420 School Board Meeting Procedure

Legal Reference: Article II, Section 8, Montana Constitution – Right of participation  
Article II, Section 10, Montana Constitution – Right of privacy  
§§ 2-3-101, et seq., MCA Notice and Opportunity to Be Heard

*“The Gallatin Gateway School community empowers our students to take responsibility for their learning so they may achieve their individual potentials as lifelong learners and productive citizens.”*

**MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES, GALLATIN GATEWAY SCHOOL DISTRICT #35**

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**CALL TO ORDER**

The Board of Trustees of the Gallatin Gateway School District #35 met at 6:00pm on Wednesday, February 21, 2018 in the Gallatin Gateway School Board Room. Board Chair Donna Shockley presided and called the meeting to order at 6:04pm.

**TRUSTEES PRESENT**

Donna Shockley, Board Chair; Aaron Schwieterman, Board Vice-Chair; Julie Fleury, Christie Francis and Lessa Racow

**TRUSTEES ABSENT**

None

**STAFF PRESENT**

Travis Anderson, Superintendent; Carrie Fisher, District Clerk; Elizabeth Matthews, Teacher and Mike Coon, Teacher

**OTHERS PRESENT**

Katie Bark, MT Team Nutrition, Beth Williams, MT Harvest of the Month, Sam Blomquist, Executive Director of Gallatin Valley Farm to School, Andi Shockley, Mary Martin, and Carissa Paulsen.

**PLEDGE OF ALLEGIANCE**

The meeting attendees recited the *Pledge of Allegiance*.

**PRESIDING TRUSTEE'S EXPLANATION OF PROCEDURES**

Board Chair Donna Shockley explained the public comment process to be followed for addressing the Board in accordance with Gallatin Gateway School policy. She noted: 1) that prior to a vote the public may comment on agenda items; 2) there will be time for public comment on non-agenda items; and 3) public comment periods are not intended to be a question and answer session.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

**STUDENT ACHIEVEMENT**

Mr. Coon and Mrs. Matthews provided information regarding their visit to Bozeman High School Math Department. They explained that they spent an entire afternoon learning about the high school math programs and how students progress through math after they transition to the high school from Gallatin Gateway School.

**GUESTS**

Beth Williams and Sam Blomquist, Gallatin Valley Farm to School, provided the Board with information about the Harvest of the Month program and how it is being implemented at Gallatin Gateway school.

Katie Bark from Montana Team Nutrition provided the Board with information about beverage choices in schools and discussed offering chocolate milk at meals. She noted that Montana Team Nutrition supports

schools offering chocolate milk with meals because it promotes more students to drink milk and milk provides several other important nutrients. She did acknowledge that chocolate milk has a higher sugar content than white milk. In addition, Ms. Bark answered questions about the food service program meal requirements and components.

## **CONSENT AGENDA**

Motion: Vice Chair Aaron Schwieterman to approve minutes from January 17, 2018- regular meeting (with revisions); January 31, 2018- special meeting; February 7, 2018- special committee meeting; approve claim warrants- #35551-#35587; electronic claims (-99932 - -99937); payroll warrants #75353-75362; and direct deposits -89272-89298 (VOIDS: None); General Fund Operational Budget by Object Code Report as of February 19, 2018; Cash Reconciliation report as of December 31, 2017; Extra Curricular Expenditure and reconciliation Reports as of January 31, 2018- balance of \$14, 343.33; and Hire: Certified/Classified Substitutes- Bus Driver: Maxine Daniel, Gary Jones; Kitchen/Food Service- Stacey Webb (Roscoe), Connie Evenson; Teachers/Aidee/Other- Audriana Baker, Shelly Berezay, April Bettilyon, Cynthia Corliss, Kate Cottingham, Sonja Davis, Julie Dobbins, Jason Fischer, Dianne Fowler, Connie Evenson, Jonathan Gans, Kevin Germann, Jennifer Gilbert, Kalli Hendrickson, Wendy Hourigan, Kris Keller, Spencer Kirkemo, Jeff Krogstad, Rebecca Lieurance, Mikaela Maddock, Heidi Maus, Kelly McCloy, Darcy Nordhagen, Brad Parsch, Teresa Ann Quatraro, Laura Quigley-Stephanik, Tonya Scott, Mariela Spinner, Nicorie Steinfeld, Barry Sulam, Tamara Thompson, Brandon Tyrrell; Office/Clerical- Connie Evenson.

Seconded: Trustee Julie Fleury

Public Comment: None

For: Fleury, Francis, Racow, Shockley, Schwieterman

Opposed: None

Motion passed unanimously

## **COMMITTEE REPORTS**

### Interest-Based Bargaining Committee

Board Chair Donna Shockley and Vice Chair Aaron Schwieterman provided the Board and community present with a summary of the discussions from the first interest-based bargaining (IBB) meeting. Topics of discussion included procedures, ground rules and setting a meeting schedule for the committee. The next IBB meeting will be held March 7, 2018.

### Labor/Management Committee

Vice Chair Aaron Schwieterman and Trustee Christie Francis provided the Board and community present with a summary of the discussions from the Labor/Management committee meeting on January 16, 2018. Topics of discussion included school climate/morale, student assessments, calendar change for increased instruction time and spring parent/teacher conferences, and the possibility of adding a classified staff member to the LMC. The next meeting and final meeting for this school year will be held March 6, 2018.

## **SUPERINTENDENT'S REPORT**

Superintendent Anderson provided the Board with information on the following: 1) Enrollment summary- 157 as of February 5, 2018; 2) Upcoming Board Training Opportunities; 3) Sewer System Update and Landscaping; 4) Boiler Inspector- January 22; 5) Mentor Program Update; 6) MTSS Leadership Team Update; 7) BHS Freshman Parent Night; 8) Gifted & Talented Education at Bozeman High School; 9) Bozeman High School Math Program visit; 10) Second Chance Breakfast Update; 11) Active Shooter Discussions with SRO; 12) Assessment Calendar; 13) 8th Grade Spaghetti Supper- Feb 10; 14) Adult Education- School Finance; 15) No School- Feb 19; 16) Bozeman High School Rural Registration Night- Feb 26; 17) 3rd Quarter Midterm; 18) Whole Child Committee Update; 19) Superintendent Parent Meeting

Summary- Jan 22; 20) Assessment Conference; 21) Ski Day Summary; 22) Spring Break- March 10-16; 23) Commercial Energy Contact; 24) Johnson Controls service hours summary request; 25) Resignation of School Counselor- Ruth Sann.

## **BUSINESS MANAGER PRESENTATION**

### Special Session & Legislative Changes for School Funding

Business Manager Carrie Fisher presented the Board with information regarding the the special session and legislative changes to school funding for FY19.

## **OLD BUSINESS**

### Discuss Strategic Survey

The Board discussed the example community survey provided by MTSBA that may be used during the strategic planning process. The consensus of the Board was not to use the community climate survey as presented and ask Deb Silk, Strategic Planning Facilitator at next strategic planning meeting for other survey options.

### Board Self-Evaluation- set date for work session

Board Chair Donna Shockley reviewed and discussed the board self-evaluation with the rest of the Board and the consensus was to complete a more thorough self-evaluation discussion at the beginning of the March 21, 2018 regular meeting. All Board members will complete the "Board Performance Assessment" form presented in January prior to the March 21st meeting. It will be emailed to Board members prior to the meeting so they can all come with it completed and prepared for the discussion.

### Gateway Village Update- HWY 191 Traffic Issues

Trustee Christie Francis provided the Board with an update regarding her discussions with the Gateway Fire Department about traffic concerns on HWY 191. She explained that she will drafting a letter with a member of the Gateway Fire Department promoting a traffic study on HWY 191.

## **NEW BUSINESS**

### Consider Homeschool Student Participation in Wrestling

Motion: Trustee Christie Francis to approve the participation of Uriah Black as a non-enrolled student athlete in wrestling.

Seconded: Vice Chair Aaron Schwieterman

Public Comment: None

For: Fleury, Francis, Racow, Shockley, Schwieterman

Opposed: None

Motion passed unanimously

### Adopt 2018-2019 School Calendar

The Board discussed the 2018-2019 calendar options presented and how the District calendar aligns with the Bozeman School District calendar. Superintendent Anderson noted that our District does try to align with Bozeman's Christmas break and spring break, but it is often difficult to align exactly with their calendar because they have more PIR days than our District does.

Motion: Vice Chair Aaron Schwieterman to adopt Option 2 for the 2018-2019 calendar for grades 1-8 and a step-up to kindergarten calendar similar to 2017-2018.

Seconded: Trustee Julie Fleury

Public Comment: Carissa Paulsen

For: Fleury, Francis, Shockley, Schwieterman

Opposed: Racow  
Motion passed 4-1

#### Consider Building Reserve Expenditures

##### LED Lighting

Motion: Trustee Lessa Racow to approve the bids submitted by Gateway Electric of \$5,784.80 to LED light retrofit the K-2 classrooms and Learning Lab, as well as, their bid of \$3,181.13 to LED light retrofit the 3-8 classrooms.

Seconded: Vice Chair Aaron Schwieterman

Public Comment: None

For: Fleury, Francis, Racow, Shockley, Schwieterman

Opposed: None

Motion passed unanimously

##### Asbestos Abatement

Motion: Trustee Lessa Racow to approve the bid submitted by SAFETECH of \$3,750/classroom to remove asbestos floor tiles from the 1st and 2nd grade rooms.

Seconded: Vice Chair Aaron Schwieterman

Public Comment: None

For: Fleury, Francis, Racow, Shockley, Schwieterman

Opposed: None

Motion passed unanimously.

These approved expenditures will be scheduled and invoices will be paid from the Building Reserve. LED lights will be expensed from the permissive levy and the asbestos abatement will be expensed from the voted levy subfunds.

#### Consider Superintendent Contract Extension

Motion: Trustee Christie Francis to approve the one (1) year contract extension to the Superintendent Contract.

Seconded: Vice Chair Aaron Schwieterman

Public Comment: None

For: Fleury, Francis, Racow, Shockley, Schwieterman

Opposed: None

Motion passed unanimously

#### Review and Revise Business Manager Evaluation Tool

The Board discussed combining domains two and three. The Board consensus is to continue with current evaluation tool for this year and make changes at their summer work session.

Business Manager Carrie Fisher will email the evaluation tool to the Board approximately one week prior to her evaluation. She will also email the Board her self- evaluation and leave/overtime summary for the year prior to evaluation. The evaluation is scheduled for March 8, 2018 at 3:30pm.

#### Set Special Budget Meeting Dates

Board tabled this agenda item until March 21, 2018 meeting.

Board Trustee Training- MTSBA Budget Symposium- March 7 (Bozeman)

Motion: Trustee Christie Francis to approve the attendance of board members to the the upcoming budget symposium workshops.

Seconded: Trustee Lessa Racow

Public Comment: None

For: Fleury, Francis, Racow, Shockley, Schwieterman

Opposed: None

Motion passed unanimously

Discuss: Order of Agenda Items

This agenda item is tabled until the Board's summer work session.

Discuss: 2018-2019 Budget Projections

Business Manager Carrie Fisher presented the board with preliminary budget estimates. She explained that at this time it appears the District will not have the ability to run a general fund mill levy this spring. At this time, she is anticipating the District to have a \$25,478.18 shortfall after increases in utilities and certified salaries. Mrs. Fisher noted that OPI will not be releasing final budget data until March 1st, so she will present more accurate and definitive figures at the March 21, 2018 regular meeting.

Discuss: Sewer Hookup & Monthly Charges

Superintendent Anderson explained that the District has been officially hooked up to the new sewer system and will now be receiving monthly invoices from the Gallatin Gateway County Water & Sewer District. He explained that the first invoice was for \$234.91 for one week which was alarming to the District. After further research he discovered that the District should expect a monthly invoice of \$893.04. Since the hookup date was never definite the District did not budget for these expenses this year and he has been working with the business manager to ensure the District can adequately cover these expenses. He noted that he and the business manager are both planning on attending the March sewer district board meeting to get some clarifying information regarding our invoices. The Board expressed concern over the invoice and asked the Superintendent to find out if the monthly charges would remain constant for every month, including those we are not in school, or if they will fluctuate throughout the year.

Looking Ahead: What's coming up for GGS

Student Assessment Calendar

Superintendent Anderson reviewed the assessment calendar with the Board. 4th & 8th graders will be taking the MontCAS CRT science assessment March 6-8 and grades 3-8 will be taking the Smarter Balanced Assessment Consortium (SBAC) April 16-27.

Next Meetings:

- Special Meeting- Thursday February 22, 2018 at 3pm (strategic planning)
- Special Committee Meeting- Tuesday, February 27, 2018 at 10am (agenda setting)
- Regular Meeting- Wednesday, March 21, 2018 at 6pm

**ADJOURNMENT**

Board Chair Donna Shockley adjourned the meeting at 9:57pm

  
Donna Shockley, Board Chair

  
Carrie Fisher, District Clerk



**GALLATIN GATEWAY SCHOOL**  
**PO BOX 265, GALLATIN GATEWAY, MT 59730**

The agenda must also include a "public comment" item in order to allow members of the general public to comment on any public matter under the jurisdiction of the district that is not specifically listed on the agenda, except that no member of the public will be allowed to comment on contested cases, other adjudicative proceedings, or personnel matters. The Board Chairman may place reasonable time limits on any "public comment" item in order to maintain and ensure effective and efficient operations of the Board. The District shall not take any action on any matter discussed, unless the matter is specifically noticed on the agenda, and the public has been allowed the opportunity to comment.

*\* Public comment will be asked on each agenda item. Do not sign below for agenda items.*

# Public Comment Sign-in

## Date: February 21, 2018

*\*Please sign below for non-agenda items to be heard under New business: Public comment.*







<b>NAME</b> (Please Print Clearly)	<b>TOPIC</b> (Please Print Clearly)
1.	
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*Handwritten signature: Emma Shockley*



# Regular Meeting- February 21, 2018

## Sign-in Sheet

<u>Name- please print</u>	<u>Signature</u>
1. Elizabeth Matthews	
2. Mike Coen	
3. Mary Martin	
4. Andi Shickley	
5. Katie Bark	
6. Carissa Paulson	
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United States Department of Agriculture

**10  
tips**  
Nutrition  
Education Series



**MyPlate  
MyWins**

Based on the  
Dietary  
Guidelines  
for Americans

# Make better beverage choices

**A healthy eating style includes all foods and beverages.** Many beverages contain added sugars and offer little or no nutrients, while others may provide nutrients but too many calories from saturated fat. Here are some tips to help you make better beverage choices.

## 1 Drink water

Drink water instead of sugary drinks. Non-diet soda, energy or sports drinks, and other sugar-sweetened drinks contain a lot of calories from added sugars and few nutrients.



## 2 How much water is enough?

Let your thirst be your guide. Everyone's needs are different. Most of us get enough water from the foods we eat and the beverages we drink. A healthy body can balance water needs throughout the day. Drink plenty of water if you are very active or live or work in hot conditions.

## 3 A thrifty option

Water is usually easy on the wallet. You can save money by drinking water from the tap at home or when eating out.

## 4 Manage your calories

Drink water with and between your meals. Adults and children take in about 400 calories per day as beverages—drinking water can help you manage your calories.

## 5 Kid-friendly drink zone

Make water, low-fat or fat-free milk, or 100% juice an easy option in your home. Have ready-to-go containers available in the refrigerator. Place them in lunch boxes or backpacks for easy access when kids are away from home. Depending on age, children can drink  $\frac{1}{2}$  to 1 cup, and adults can drink up to 1 cup of 100% fruit or vegetable juice\* each day.



## 6 Don't forget your dairy\*\*

Select low-fat or fat-free milk or fortified soy beverages. They offer key nutrients such as calcium, vitamin D, and potassium. Older children, teens, and adults need 3 cups of milk per day, while children 4 to 8 years old need  $2\frac{1}{2}$  cups and children 2 to 3 years old need 2 cups.

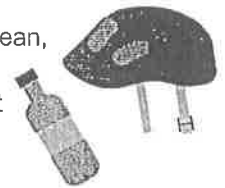


## 7 Enjoy your beverage

When water just won't do—enjoy the beverage of your choice, but just cut back. Remember to check the serving size and the number of servings in the can, bottle, or container to stay within calorie needs. Select smaller cans, cups, or glasses instead of large or supersized options.

## 8 Water on the go

Water is always convenient. Fill a clean, reusable water bottle and toss it in your bag or briefcase to quench your thirst throughout the day. Reusable bottles are also easy on the environment.



## 9 Check the facts

Use the Nutrition Facts label to choose beverages at the grocery store. The food label and ingredients list contain information about added sugars, saturated fat, sodium, and calories to help you make better choices.

## 10 Compare what you drink

[Food-A-Pedia](http://Food-A-Pedia), an online feature available at [SuperTracker.usda.gov](http://SuperTracker.usda.gov), can help you compare calories, added sugars, and fats in your favorite beverages.

\*\* Milk is a part of the Dairy Group. A cup = 1 cup of milk or yogurt,  $1\frac{1}{2}$  ounces of natural cheese, or 2 ounces of processed cheese.

\*100% juice is part of the Fruit or Vegetable Group.

# THINK YOUR DRINK

When it comes to nutrition **MILK** delivers! **8** fluid oz. serving comparison

AVAILABLE IN SCHOOLS

## Low-fat milk 1%



	% Daily Value
Total Fat	4
Saturated Fat	8
Total Carbohydrates	4
Protein 8 g	16 ✓
Vitamin A	10 ✓
Vitamin C	0
Vitamin D	30 ✓
Vitamin B <sub>12</sub>	20 ✓
Riboflavin	25 ✓
Phosphorus	25 ✓
Folate	4
Calcium	30 ✓
Sodium	4
Potassium	10 ✓
100 CALORIES	0 tsp ADDED SUGARS

## Fat-free Chocolate Milk



	% Daily Value
Total Fat	0
Saturated Fat	0
Total Carbohydrates	7
Protein 8 g	16 ✓
Vitamin A	10 ✓
Vitamin C	2
Vitamin D	25 ✓
Vitamin B <sub>12</sub>	20 ✓
Riboflavin	25 ✓
Phosphorus	20 ✓
Folate	2
Calcium	30 ✓
Sodium	7
Potassium	12 ✓
120 CALORIES	1.5 tsp ADDED SUGARS

## Orange Juice



	% Daily Value
Total Fat	0
Saturated Fat	0
Total Carbohydrates	10 ✓
Protein 2 g	4
Vitamin A	2
Vitamin C	140 ✓
Vitamin D	0
Vitamin B <sub>12</sub>	0
Riboflavin	6
Phosphorus	4
Folate	10 ✓
Calcium	2
Sodium	0
Potassium	13 ✓
120 CALORIES	0 tsp ADDED SUGARS

## Water



	% Daily Value
Total Fat	0
Saturated Fat	0
Total Carbohydrates	0
Protein 0 g	0
Vitamin A	0
Vitamin C	0
Vitamin D	0
Vitamin B <sub>12</sub>	0
Riboflavin	0
Phosphorus	0
Folate	0
Calcium	0
Sodium	0
Potassium	0
0 CALORIES	0 tsp ADDED SUGARS

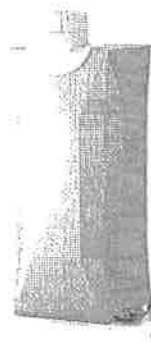
AVAILABLE OUTSIDE SCHOOLS

## Low-fat Chocolate Milk



	% Daily Value
Total Fat	4
Saturated Fat	7
Total Carbohydrates	8
Protein 8 g	16 ✓
Vitamin A	8 ✓
Vitamin C	2
Vitamin D	25 ✓
Vitamin B <sub>12</sub>	10 ✓
Riboflavin	35 ✓
Phosphorus	25 ✓
Folate	2
Calcium	30 ✓
Sodium	7
Potassium	12 ✓
160 CALORIES	3 tsp ADDED SUGARS

## Vanilla Almond Beverage



	% Daily Value
Total Fat	4
Saturated Fat	0
Total Carbohydrates	5
Protein 1 g	2 ✓
Vitamin A	10 ✓
Vitamin C	0
Vitamin D	25 ✓
Vitamin B <sub>12</sub>	50 ✓
Riboflavin	25 ✓
Phosphorus	2
Folate	0
Calcium	45 ✓
Sodium	6
Potassium	3
90 CALORIES	4 tsp ADDED SUGARS

## Sports Drink



	% Daily Value
Total Fat	0
Saturated Fat	0
Total Carbohydrates	5
Protein 0 g	0
Vitamin A	0
Vitamin C	2
Vitamin D	0
Vitamin B <sub>12</sub>	0
Riboflavin	0
Phosphorus	2
Folate	0
Calcium	0
Sodium	4
Potassium	1
60 CALORIES	3 tsp ADDED SUGARS

## Cola



	% Daily Value
Total Fat	0
Saturated Fat	0
Total Carbohydrates	8
Protein 0 g	0
Vitamin A	0
Vitamin C	0
Vitamin D	0
Vitamin B <sub>12</sub>	0
Riboflavin	0
Phosphorus	2
Folate	0
Calcium	0
Sodium	0
Potassium	0
100 CALORIES	6 tsp ADDED SUGARS

Percent Daily Values are based on a 2,000 calorie diet. Nutrients are highlighted if they contain at least 10% of the Daily Value. Percent Daily Values and Calories are rounded according to FDA rules for labeling. For purposes of comparison, all nutrients are those contained in 8 fluid ounces.

Nutrient values for products vary and are shown for illustration purposes only. Nutrient values shown are representative of products as reported in the USDA National Nutrient Database for Standard Reference (SR 28), except for fat-free chocolate milk. USDA NDB No.: Low-fat milk 1% 01082; Low-fat chocolate milk 01104; Vanilla almond beverage 14016; Orange juice 09209; Sports drink 14460; Cola 14148; Water 14411. Fat-free chocolate milk nutrient data is from TruMoo Nutrition Facts Panel (<http://www.trumoo.com/products>), and is provided as representative of the nutritional contents of fat-free chocolate milk typically offered in schools. Actual nutrient data may differ based on the particular fat-free chocolate milk product offered.

Sugars in beverages can include intrinsic and/or added sugars. Milk and orange juice naturally contain intrinsic sugars that are not considered "added sugars." Added sugars were calculated using the following information: 8 oz. of milk contains 12 g intrinsic sugar (lactose); 8 oz. of orange juice contains 21 g intrinsic sugars; all sugars in 8 oz. vanilla almond beverage (15 g), sports drink (13 g), and cola (16 g) are "added sugars."

# Gallatin Gateway School

"Educating the Future"

100 Mill Street, PO Box 265, Gallatin Gateway, MT 59730

Phone: (406) 763-4415 Fax: (406) 763-4886

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

## MEMO

TO: Gallatin Gateway Board of Trustees

FROM: Carrie Fisher, Business Manager

SUBJECT: Warrant Register Summary

DATE: February 19, 2018

Warrant Numbers (including Direct Deposit/ACH):

Claim (A/P) Warrants #'s:  
#35551-35587

Electronic Payment:  
-99932 - -99937

Voided Claim (A/P) Warrant #'s:  
None

Payroll Warrant #'s:  
#75353-75362

Direct Deposits/ACH #'s:  
-89272- -89298

Voided Payroll Warrant #'s:  
None

Thank you.

02/19/18  
18:02:32

GALLATIN GATEWAY ELEMENTARY  
Claims and/or Payroll Checks List  
For the Accounting Period: 2/18

Page: 1 of 2  
Report ID: W100X

Claims

Accounts Payable

Check		Date			
Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Issued
-99937	E	1305 BMO MASTERCARD	903.54	2/18	02/21/18
-99936	E	1305 BMO MASTERCARD	79.00	2/18	02/21/18
-99935	E	1305 BMO MASTERCARD	103.88	2/18	02/21/18
-99934	E	1305 BMO MASTERCARD	44.22	2/18	02/21/18
-99933	E	1305 BMO MASTERCARD	930.13	2/18	02/21/18
-99932	E	1305 BMO MASTERCARD	2360.55	2/18	02/21/18
35551	SC	36 ALLEGRA	199.90	2/18	02/21/18
35552	SC	43 ALSCO-AMERICAN LINEN DIVISION	604.92	2/18	02/21/18
35553	SC	1275 BEST RATE TOWING & REPAIR	150.00	2/18	02/21/18
35554	SC	1430 BOCKNESS, AMY	5.00	2/18	02/21/18
35555	SC	161 BOZEMAN SAFE & LOCK	325.86	2/18	02/21/18
35556	SC	168 BOZEMAN TROPHY & ENGRAVING	31.00	2/18	02/21/18
35557	SC	179 BRIDGERCARE	300.00	2/18	02/21/18
35558	SC	197 BUILDING CODES BUREAU/BOILER SAFE	93.00	2/18	02/21/18
35559	SC	1299 CAMPBELLS PLUMBING & HEATING	156.19	2/18	02/21/18
35560	SC	1424 CATAPULTK12	2591.00	2/18	02/21/18
35561	SC	262 COMMERCIAL ENERGY OF MONTANA INC	548.75	2/18	02/21/18
35562	SC	273 COON, MIKE	30.00	2/18	02/21/18
35563	SC	1330 DENNING, DOWNEY & ASSOCIATES CPA'	1270.00	2/18	02/21/18
35564	SC	370 ELITE COMMERCIAL CLEANERS INC.	2880.00	2/18	02/21/18
35565	SC	1339 ENVISION COUNSELING & CONSULTING,	183.33	2/18	02/21/18
35566	SC	409 FIRE SUPPRESSION SYSTEM INC	640.83	2/18	02/21/18
35567	SC	420 FOOD SERVICES OF AMERICA	5109.69	2/18	02/21/18
35568	SC	431 GALLATIN CO. SUPERINTENDENT OF SC	29.00	2/18	02/21/18
35569	SC	439 GALLATIN GATEWAY SCHOOL	26.40	2/18	02/21/18
35570	SC	445 GALLATIN-MADISON SPECIAL ED. COOP	1263.50	2/18	02/21/18
35571	SC	545 HOUSE OF CLEAN	95.28	2/18	02/21/18
35572	SC	577 J&H INC	477.83	2/18	02/21/18
35573	SC	589 JOHNSON CONTROLS	2741.40	2/18	02/21/18
35574	SC	1394 KROGSTAD CREATIVE	300.00	2/18	02/21/18
35575	SC	643 LAST BEST PLACE LANDSCAPING, INC	1565.00	2/18	02/21/18
35576	SC	1295 MADISON MECHANIX, LLC	287.96	2/18	02/21/18
35577	SC	686 MASBO	170.00	2/18	02/21/18
35578	SC	697 MCCOTTER, BECKY	500.00	2/18	02/21/18
35579	SC	705 MCLEES INCORPORATED	317.60	2/18	02/21/18
35580	SC	732 MISS MONTANA SCHOLARSHIP PROGRAM	100.00	2/18	02/21/18
35581	SC	761 MONTANA OFFICE OF PUBLIC INSTRUCT	38.00	2/18	02/21/18
35582	SC	1431 MSU CONCESSIONS	20.00	2/18	02/21/18
35583	SC	856 NORTHWESTERN ENERGY	2727.77	2/18	02/21/18
35584	SC	1110 SYSCO FOOD SERVICES OF MT	1921.63	2/18	02/21/18
35585	SC	1131 THE CARRIAGE HOUSE CAR WASH	29.35	2/18	02/21/18
35586	SC	1144 THE MATH LEARNING CENTER	1070.00	2/18	02/21/18
35587	SC	666 THOMAS, LORRIE	100.00	2/18	02/21/18

Claims Total # of Checks: 43

Total: 33321.51

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH  
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj Proj
-99937E	1305 BMO MASTERCARD						
	1048	903.54					
	K. KROB #3616- JANUARY TRANSACTIONS						
	FEB 5, 2018 STATEMENT						
1	15474 01/23/18 PLATFORM ACCESS	60.00					
			18-085	115		100-1000	610 160
	BREAKOUT, INC						
2	15474 01/23/18 BREAKOUT EDU KITS	250.00*	18-085	115		100-1000	610 158
	BREAKOUT, INC						
3	15474 01/23/18 BREAKOUT EDU KITS	350.00*	18-085	115		100-1000	610 160
	BREAKOUT, INC						
4	80230940 01/23/18 BOOK LAMINATE	221.40	18-084	101		100-2225	610
	DEMCO						
5	80230940 01/23/18 SHIPPING/HANDLING	22.14	18-084	101		100-2225	610
	DEMCO						
	<b>Total Check:</b>	<b>903.54</b>					
-99936E	1305 BMO MASTERCARD						
	1049	79.00					
	GGs TEACHERS JAN TRANSACTIONS- #8647						
	FEB 5, 2018 STATEMENT						
1	CC-83 01/25/18 FIRST AID INSTRUCTOR RENEW-LM	79.00					
			CC Accounting: 117-	-610-1000-810			
				117		625	
	LIZ MATTHEWS INSTRUCTOR RENEWAL						
	EMERGENCY FIRST RESPONSE CORP.						
	<b>Total Check:</b>	<b>79.00</b>					
-99935E	1305 BMO MASTERCARD						
	1050	103.88					
	FOOD SERVICE JAN TRANSACTIONS- #8621						
	FEB 5, 2018 STATEMENT						
1	CC-84 01/22/18 LUCKY TRAY PRIZES	103.88					
			CC Accounting: 112-	-910-3100-610			
				112		625	
	ORIENTAL TRADING COMPANY, INC.						
	<b>Total Check:</b>	<b>103.88</b>					
-99934E	1305 BMO MASTERCARD						
	1051	44.22					
	E. CLARK JAN TRANSACTIONS #4634						
	FEB 5, 2018 STATEMENT						
1	DRIVING RECORD- BEREZAY	7.37					
			18-083	101		100-2300	330
	MOTOR VEHICLE DIVISION						
2	DRIVING RECORD- VOLUNTEER	7.37	18-089	101		100-2300	330
	MOTOR VEHICLE DIVISION						

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DRIVING RECORD- VOLUNTEER

7.37

18-089

101

100-2300

330

MOTOR VEHICLE DIVISION

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj Proj
5	DRIVING RECORD- VOLUNTEER MOTOR VEHICLE DIVISION	7.37	18-089	101	100-2300		330
6	CC-85 02/02/18 DRIVING RECORD- FLEURY MOTOR VEHICLE DIVISION	7.37		101	625		
		CC Accounting: 101-		-100-2300-330			
<b>Total Check:</b>		<b>44.22</b>					
-99933E	1305 BMO MASTERCARD						
	1052	930.13					
A. DAVIS JAN TRANSACTIONS- #1614 FEB 5, 2018 STATEMENT							
1	CC-86 01/10/18 DC TRIP- MEAL TICKETS (1962813 GEORGE WASHINGTON'S MOUNT VERNON	235.00					
		CC Accounting: 115-		-710-3400-582-710			
				115	625		710
2	CC-86 01/27/18 DC TRIP- SUPPLIES- LUGGAGE TAG AMAZON.COM CREDIT SERVICES	15.98		115	625		710
		CC Accounting: 115-		-710-3400-610-710			
3	CC-86 01/31/18 DC TRIP- TROLLEY TOUR TICKETS TRUSTED TOURS & ATTRACTIONS, LLC	679.15		115	625		710
		CC Accounting: 115-		-710-3400-582-710			
<b>Total Check:</b>		<b>930.13</b>					
-99932E	1305 BMO MASTERCARD						
	1053	2,360.55					
C. FISHER JAN TRANSACTIONS- #3574 FEB 5, 2018 STATEMENT							
1	01/19/18 W-2 Forms (3pks of 50) ROCKY MOUNTAIN PRINT SOLUTIONS	32.21					
			18-081	101	100-2500		610
2	01/19/18 W-2 Envelopes (pkgs of 10 ROCKY MOUNTAIN PRINT SOLUTIONS	21.49	18-081	101	100-2500		610
3	01/19/18 Shipping/handling ROCKY MOUNTAIN PRINT SOLUTIONS	25.00	18-081	101	100-2500		610
4	CC-87 12/28/17 MONTHLY GARGABE SERVICE REPUBLIC SERVICES #886	480.35		101	625		
		CC Accounting: 101-		-100-2600-431			
5	CC-87 12/28/17 MONTHLY GARGABE SERVICE REPUBLIC SERVICES #886	10.92		117	625		
		CC Accounting: 117-		-610-2600-431			
6	CC-87 12/28/17 MONTHLY GARGABE SERVICE REPUBLIC SERVICES #886	54.59		110	625		
		CC Accounting: 110-		-100-2600-431			
7	CC-87 01/15/18 WATER SAMPLE ANALYSIS BRIDGER ANALYTICAL LAB, INC	28.00		101	625		
		CC Accounting: 101-		-100-2600-421			
8	CC-87 01/04/18 MONTHLY PHONE SERVICE CENTURYLINK	222.91		101	625		
		CC Accounting: 101-		-100-2300-531			



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9	CC-87 01/04/18 MONTHLY PHONE SERVICE	76.34		110	625		
	CENTURYLINK	CC Accounting: 110-		-100-2300-531			
10	CC-87 01/04/18 MONTHLY PHONE SERVICE	6.61		117	625		
	CENTURYLINK	CC Accounting: 117-		-610-2300-531			
11	CC-87 01/12/18 BUS FUEL	1,167.22		110	625		
	STORY DISTRIBUTING CO	CC Accounting: 110-		-100-2700-624			
12	CC-87 02/01/18 BENEFITTED LOT CHARGE	6.00		101	625		
	GALLATIN GATEWAY WATER & SEWER DISTRICT	CC Accounting: 101-		-100-2600-420			
13	CC-87 02/01/18 MONTHLY SEWER SERVICE	228.91		101	625		
	GALLATIN GATEWAY WATER & SEWER DISTRICT	CC Accounting: 101-		-100-2600-420			
Total Check:		2,360.55					
35551S	36 ALLEGRA						
	1010	199.90					
1	253387 12/19/17 CAUGHT YA BEING GOOD CARDS	99.95*		101	100-2120		610
2	253250 12/14/17 CAUGHT YA BEING GOOD CARDS	99.95*		101	100-2120		610
Total Check:		199.90					
35552S	43 ALSCO-AMERICAN LINEN DIVISION						
	1011	604.92					
1	LBIL137740 02/19/18 RUGS, LINENS, APRONS, TOWELS	33.39		101	100-2600		610
2	LBIL137740 02/19/18 RUGS, LINENS, APRONS, TOWELS	4.45		110	100-2700		610
3	LBIL137740 02/19/18 RUGS, LINENS, APRONS, TOWELS	17.80*		112	910-3100		610
4	LBIL137210 01/29/18 RUGS, LINENS, APRONS, TOWELS	89.08		101	100-2600		610
5	LBIL137210 01/29/18 RUGS, LINENS, APRONS, TOWELS	11.88		110	100-2700		610
6	LBIL137210 01/29/18 RUGS, LINENS, APRONS, TOWELS	47.51*		112	910-3100		610
7	LBIL137035 01/22/18 RUGS, LINENS, APRONS, TOWELS	30.43		101	100-2600		610
8	LBIL137035 01/22/18 RUGS, LINENS, APRONS, TOWELS	4.06		110	100-2700		610
9	LBIL137035 01/22/18 RUGS, LINENS, APRONS, TOWELS	16.23*		112	910-3100		610
10	LBIL136860 01/15/18 RUGS, LINENS, APRONS, TOWELS	86.98		101	100-2600		610
11	LBIL136860 01/15/18 RUGS, LINENS, APRONS, TOWELS	11.60		110	100-2700		610
12	LBIL136860 01/15/18 RUGS, LINENS, APRONS, TOWELS	46.39*		112	910-3100		610
13	LBIL137566 02/12/18 RUGS, LINENS, APRONS, TOWELS	89.36		101	100-2600		610
14	LBIL137566 02/12/18 RUGS, LINENS, APRONS, TOWELS	11.91		110	100-2700		610
15	LBIL137566 02/12/18 RUGS, LINENS, APRONS, TOWELS	47.66*		112	910-3100		610
16	LBIL137388 02/05/18 RUGS, LINENS, APRONS, TOWELS	33.71		101	100-2600		610
17	LBIL137388 02/05/18 RUGS, LINENS, APRONS, TOWELS	4.50		110	100-2700		610
18	LBIL137388 02/05/18 RUGS, LINENS, APRONS, TOWELS	17.98*		112	910-3100		610
Total Check:		604.92					

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
35553S	1275 BEST RATE TOWING & REPAIR							
1012		150.00						
1	131846 01/02/18 BUS TOWING- 01/02/18	150.00		110		100-2700	330	
	Total Check:	150.00						
35554S	1430 BOCKNESS, AMY							
1013		5.00						
1	01/29/18 REFUND- LIBRARY BOOK RETURNED	5.00		115		1900		160
	BOCKNESS- LIBRARY BOOK RETURNED							
	Total Check:	5.00						
35555S	161 BOZEMAN SAFE & LOCK							
1014		325.86						
1	38903 01/31/18 LOCK/KEY SERVICE & MAINTENANCE	240.86*		101		100-2600	440	
	BOOSTER CLOSET, NEW KEYS, GIRLS LOCKERROOM & CAFETERIA KNOBS							
2	38930 02/01/18 LOCK/KEY SERVICE & MAINTENANCE	85.00*		101		100-2600	440	
	BROKEN KEY REMOVED FROM LOCK							
	Total Check:	325.86						
35556S	168 BOZEMAN TROPHY & ENGRAVING							
1015		31.00						
1	15631 01/25/18 NAME BADGES- CAMPBELL & BRANTL	31.00		101		100-2300	610	
	Total Check:	31.00						
35557S	179 BRIDGERCARE							
1016		300.00						
1	2018 01/12/18 MATURATION CLASSES- GRADES 4-6	300.00*		101		100-1000	330	
	Total Check:	300.00						
35558S	197 BUILDING CODES BUREAU/BOILER							
1017		93.00						
1	10245.3828 02/08/18 BOILER OPERATING FEE- 1530	31.00		101		100-2600	810	
2	10246.3828 02/08/18 BOILER OPERATING FEE- 1530	31.00		101		100-2600	810	
3	006681.382 02/08/18 BOILER OPERATING FEE- 2645	31.00		101		100-2600	810	
	Total Check:	93.00						
35559S	1299 CAMPBELLS PLUMBING & HEATING							
1018		156.19						
1	15695 01/11/18 PLUMBING-PREP SINK REPAIR LEAK	156.19*		101		100-2600	440	
	Total Check:	156.19						

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
35560S		1424 CATAPULTK12						
	1019		2,591.00					
1		1042307 01/17/18 DISTRICT SEMI-CUSTOME WEB	2,195.00*	18-077	129	100-2300	330	
2		1042307 01/17/18 WEBSITE SERVICE FEES	396.00*	18-077	129	100-2300	810	
		Total Check:	2,591.00					
35561S		262 COMMERCIAL ENERGY OF MONTANA INC						
	1020		548.75					
1		NWE046032 02/05/18 GAS ON NWE SYSTEM	537.77		101	100-2600	411	
2		NWE046032 02/05/18 GAS ON NWE SYSTEM	10.98		117	610-2600	411	
		Total Check:	548.75					
35562S		273 COON, MIKE						
	1021		30.00					
1		02/05/18 REIMBURSEMENT- PARKING PASS	30.00*		115	710-3400	582	110
		Total Check:	30.00					
35563S		1330 DENNING, DOWNEY & ASSOCIATES CPA'S						
	1022		1,270.00					
1		12436 01/28/18 BMS CLOUD ACCESS	270.00		101	100-2300	331	
2		12436 01/28/18 PROGRESS BILLING- FY17	1,000.00		101	100-2300	331	
		Total Check:	1,270.00					
35564S		370 ELITE COMMERCIAL CLEANERS INC.						
	1023		2,880.00					
1		2243 02/02/18 CUSTODIAL/CLEANING SERVICES	2,246.40		101	100-2600	433	
2		2243 02/02/18 CUSTODIAL/CLEANING SERVICES	576.00*		110	100-2600	433	
3		2243 02/02/18 CUSTODIAL/CLEANING SERVICES	57.60		117	610-2600	433	
		Total Check:	2,880.00					
35565S		1339 ENVISION COUNSELING & CONSULTING,						
	1024		183.33					
1		01/23/18 STAFF SELF CARE TRAINING	183.33*		115	100-2213	582	172
		01/10/18 STAFF TRAINING						
		Total Check:	183.33					
35566S		409 FIRE SUPPRESSION SYSTEM INC						
	1025		640.83					
1		84629 01/30/18 ANNUAL LEASE & INSPECTION FEE	640.83		101	100-2600	810	
		Total Check:	640.83					

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35567S	420 FOOD SERVICES OF AMERICA							
1026		5,109.69						
1	5466354 01/23/18 FOOD	483.82*		112		910-3100	630	
2	5466354 01/23/18 FOOD-BREAKFAST EXPANSION	38.81*		112		910-3100	630	
3	5464714 01/19/18 FOOD	459.38*		112		910-3100	630	
4	5464714 01/19/18 FOOD-BREAKFAST EXPANSION	110.56*		112		910-3100	630	
5	5464714 01/19/18 SUPPLIES	32.66*		112		910-3100	610	
6	5462421 01/16/18 FOOD	358.01*		112		910-3100	630	
7	5468626 01/26/18 FOOD	613.24*		112		910-3100	630	
8	5470229 01/30/18 FOOD	674.51*		112		910-3100	630	
9	5472521 02/02/18 FOOD	574.19*		112		910-3100	630	
10	5473978 02/06/18 FOOD	596.92*		112		910-3100	630	
11	5476231 02/09/18 FOOD	308.25*		112		910-3100	630	
12	5477786 02/13/18 FOOD	636.22*		112		910-3100	630	
13	5479929 02/16/18 FOOD	223.12*		112		910-3100	630	
	Total Check:	5,109.69						
35568S	431 GALLATIN CO. SUPERINTENDENT OF							
1027		29.00						
1	2018-37 02/08/18 BACKGROUND CHECK-CAMPBELL	29.00		101		100-2300	330	
	Total Check:	29.00						
35569S	439 GALLATIN GATEWAY SCHOOL							
1028		26.40						
1	S.SMITH 02/16/18 NEEDY STUDENT MEAL ACCOUNT	26.40*		115		100-1000	810	110
	Total Check:	26.40						
35570S	445 GALLATIN-MADISON SPECIAL ED. COOP.							
1029		1,263.50						
1	02/05/18 FINAL BILLING- LOCAL COSTS	1,263.50		101		280-6200	920	
	Total Check:	1,263.50						
35571S	545 HOUSE OF CLEAN							
1030		95.28						
1	202603 01/26/18 NAPKINS	55.16*	18-086	112		910-3100	610	
2	202603A 02/15/18 NAPKINS	40.12*	18-086	112		910-3100	610	
	Total Check:	95.28						
35572S	577 J&H INC							
1031		477.83						
1	522169 01/15/18 COPIER- OFFICE	457.45		101		100-2300	550	
2	522170 01/15/18 COPIER- BUSINESS OFFICE	20.38		101		100-2500	550	
	Total Check:	477.83						

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35573S	589 JOHNSON CONTROLS							
1032		2,741.40						
1	1-60869898 01/30/18 CIRCULATION PUMP- HOT WAT	1,240.64	17-122	101	999			
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-440-							
2	1-59438320 12/21/17 OFFICE MOTOR & VALVE RM 10	1,500.76*		101		100-2600	440	
	Total Check:	2,741.40						
35574S	1394 KROGSTAD CREATIVE							
1033		300.00						
1	FIRST PMT 02/19/18 PHOTOGRAPHY FEE- FIRST PMT	300.00*		115		100-2300	330	110
	Total Check:	300.00						
35575S	643 LAST BEST PLACE LANDSCAPING, INC							
1034		1,565.00						
1	17-01-536 02/01/18 SNOW REMOVAL- JANUARY	1,173.75		101		100-2630	432	
2	17-01-536 02/01/18 SNOW REMOVAL- JANUARY	391.25		110		100-2630	432	
	Total Check:	1,565.00						
35576S	1295 MADISON MECHANIX, LLC							
1036		287.96						
1	1315 01/17/18 REPAIR FRONT CROSSING ARM	287.96*		110		100-2700	440	
	Total Check:	287.96						
35577S	686 MASBO							
1037		170.00						
1	5451 01/26/18 REGIONAL WKSP- FISHER- APRIL23	90.00		101		100-2500	582	
2	5509 02/08/18 BDGT WKSP- SHOCKLEY- FEB20	80.00*		101		100-2300	582	
	Total Check:	170.00						
35578S	697 MCCOTTER, BECKY							
1039		500.00						
1	16-17 02/15/18 PIANIST 16-17 PERFORMANCE	250.00*		115		710-3400	330	145
	MISSOULA CHILDREN'S THEATER							
2	18-18 02/15/18 PIANIST 17-18 PERFORMANCE	250.00*		115		710-3400	330	145
	MISSOULA CHILDREN'S THEATER							
	Total Check:	500.00						
35579S	705 MCLEES INCORPORATED							
1040		317.60						
1	0047957-IN 01/22/18 KITCHEN ROOM LEAK REPAIR	317.60*		101		100-2600	440	
	Total Check:	317.60						

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35580S	732 MISS MONTANA SCHOLARSHIP PROGRAM						
1041		100.00					
1	174 02/07/18 MISS MONTANA APPEARANCE- MAR28	100.00*		115		710-3400	330 110
	Total Check:	100.00					
35581S	761 MONTANA OFFICE OF PUBLIC						
1042		38.00					
1	SCHOOL LAW BOOK-2017 EDITION	38.00		101		100-2300	610
	Total Check:	38.00					
35582S	1431 MSU CONCESSIONS						
1043		20.00					
1	1595 01/16/18 POPCORN MSU BBALL DAY- NOV29	20.00*		115		710-3400	610 110
	Total Check:	20.00					
35583S	856 NORTHWESTERN ENERGY						
1044		2,727.77					
1	02/05/18 ELECTRICITY	1,150.71		101		100-2600	412
2	02/05/18 ELECTRICITY	295.05		110		100-2600	412
3	02/05/18 ELECTRICITY	29.51*		117		610-2600	412
4	02/05/18 POWER-LIGHTS	133.15		101		100-2600	410
5	02/05/18 POWER-LIGHTS	138.70		110		100-2600	410
6	02/05/18 POWER-LIGHTS	5.55*		117		610-2600	410
7	02/05/18 NATURAL GAS	955.60		101		100-2600	411
8	02/05/18 NATURAL GAS	19.50		117		610-2600	411
	Total Check:	2,727.77					
35584S	1110 SYSCO FOOD SERVICES OF MT						
1045		1,921.63					
1	143610244 02/26/18 FOOD	72.54*		112		910-3100	630
2	143610244 02/26/18 FOOD	169.27*		112		910-3100	630
5	143596420 01/16/18 FOOD- BREAKFAST EXPANSION	25.95*		112		910-3100	630
6	143596420 01/16/18 FOOD- BREAKFAST EXPANSION	60.55*		112		910-3100	630
7	143605647 01/23/18 FOOD- BREAKFAST EXPANSION	27.09*		112		910-3100	630
8	143605647 01/23/18 FOOD- BREAKFAST EXPANSION	63.22*		112		910-3100	630
9	143605647 01/23/18 FOOD	47.39*		112		910-3100	630
10	143605647 01/23/18 FOOD	110.57*		112		910-3100	630
11	143601170 01/19/18 FOOD	200.11*		112		910-3100	630
12	143601170 01/19/18 SUPPLIES	27.78*		112		910-3100	610
13	143601170 01/19/18 FOOD-BREAKFAST EXPANSION	107.04*		112		910-3100	630
14	143587584 01/09/18 FOOD	503.03*		112		910-3100	630
15	143587584 01/09/18 FOOD-BREAKFAST EXPANSION	69.48*		112		910-3100	630
16	143596535 01/16/18 FOOD	165.01*		112		910-3100	630
17	143596535 01/16/18 FOOD-BREAKFAST EXPANSION	79.88*		112		910-3100	630
18	143592487 01/12/18 FOOD	114.07*		112		910-3100	630
19	143592487 01/12/18 SUPPLIES	15.48*		112		910-3100	610
20	143592487 01/12/18 FOOD- BREAKFAST EXPANSION	63.17*		112		910-3100	630
	Total Check:	1,921.63					

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\* ... Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj Proj
35585S	1131 THE CARRIAGE HOUSE CAR WASH						
1046		29.35					
1	3076 01/31/18 CAR WASH- BUS (X2)	29.35*		110		100-2700	440
	Total Check:	29.35					
35586S	1144 THE MATH LEARNING CENTER						
1038		1,070.00					
1	BA31467-IN 01/26/18 K- NUMBER CORNER	500.00*	18-087	115		100-1000	610 424
2	BA31467-IN 01/26/18 GRADE 2- NUMBER CORNER	500.00*	18-087	115		100-1000	610 424
3	BA31467-IN 01/26/18 SHIPPING & HANDLING	70.00*	18-087	115		100-1000	610 424
	Total Check:	1,070.00					
35587S	666 THOMAS, LORRIE						
1047		100.00					
1	01/31/08 FEB- BACTERIOLOGICAL	98.00		101		100-2600	421
2	01/31/08 FEB- BACTERIOLOGICAL	2.00		117		610-2600	421
	Total Check:	100.00					
# of Claims		43	Total:	33,321.51			

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101 GENERAL

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
1000 INSTRUCTION						
112 CERTIFIED SALARIES	0.00	192,726.87	463,847.00	463,847.00	271,120.13	41 %
117 AIDES	0.00	11,063.44	43,721.00	43,721.00	32,657.56	25 %
122 SUBSTITUTE TEACHERS	0.00	2,252.50	8,000.00	8,000.00	5,747.50	28 %
150 STIPEND	0.00	1,884.08	2,805.00	2,805.00	920.92	67 %
190 LEAVE - PAY	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
250 WORKERS' COMPENSATION	0.00	1,189.22	2,738.00	2,738.00	1,548.78	43 %
260 HEALTH INS	0.00	32,363.08	79,122.00	79,122.00	46,758.92	40 %
330 OTHER PROFESSIONAL SERVICES	300.00	3,800.00	3,500.00	3,500.00	-300.00	108 %
540 ADVERTISING	0.00	405.18	750.00	750.00	344.82	54 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	255.36	2,350.00	2,350.00	2,094.64	10 %
610 SUPPLIES	0.00	6,139.48	20,000.00	20,000.00	13,860.52	30 %
640 BOOKS	0.00	350.10	6,000.00	6,000.00	5,649.90	5 %
650 PERIODICALS	0.00	362.62	700.00	700.00	337.38	51 %
660 MINOR EQUIPMENT	0.00	4,181.54	4,000.00	4,000.00	-181.54	104 %
680 COMPUTER SOFTWARE	0.00	6,875.00	7,000.00	7,000.00	125.00	98 %
682 SUPPLIES- TECHNOLOGY	0.00	525.44	1,500.00	1,500.00	974.56	35 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	2,245.20	5,500.00	5,500.00	3,254.80	40 %
810 DUES AND FEES	0.00	0.00	75.00	75.00	75.00	0 %
Function Total:	300.00	266,619.11	671,608.00	671,608.00	404,988.89	39 %
2100 STUDENTS						
113 PROFESSIONAL-OTHER CERTIFIED S	0.00	1,050.00	5,461.00	5,461.00	4,411.00	19 %
250 WORKERS' COMPENSATION	0.00	7.79	37.00	37.00	29.21	21 %
260 HEALTH INS	0.00	141.37	313.00	313.00	171.63	45 %
610 SUPPLIES	0.00	100.00	175.00	175.00	75.00	57 %
Function Total:	0.00	1,299.16	5,986.00	5,986.00	4,686.84	21 %
2112 ATTENDANCE SERVICES						
610 SUPPLIES	0.00	100.00	100.00	100.00	0.00	100 %
Function Total:	0.00	100.00	100.00	100.00	0.00	100 %
2120 GUIDANCE PROGRAM						
113 PROFESSIONAL-OTHER CERTIFIED S	0.00	9,896.25	23,751.00	23,751.00	13,854.75	41 %
190 LEAVE - PAY	0.00	0.00	130.00	130.00	130.00	0 %
250 WORKERS' COMPENSATION	0.00	53.21	128.00	128.00	74.79	41 %
260 HEALTH INS	0.00	3,067.00	7,374.00	7,374.00	4,307.00	41 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	270.00	270.00	270.00	0 %
610 SUPPLIES	199.90	484.64	250.00	250.00	-234.64	193 %
Function Total:	199.90	13,501.10	31,903.00	31,903.00	18,401.90	42 %
2123 GUIDANCE- TESTING SERVICES						
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	165.00	165.00	165.00	0 %
610 SUPPLIES	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
Function Total:	0.00	0.00	1,165.00	1,165.00	1,165.00	0 %
2131 HEALTH SERVICES- MEDICAL						
330 OTHER PROFESSIONAL SERVICES	0.00	1,012.98	0.00	0.00	-1,012.98	*** %
610 SUPPLIES	0.00	165.24	0.00	0.00	-165.24	*** %
Function Total:	0.00	1,178.22	0.00	0.00	-1,178.22	*** %



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Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
2225 LIBRARY SERVICES						
113 PROFESSIONAL-OTHER CERTIFIED S	0.00	8,776.05	21,063.00	21,063.00	12,286.95	41 %
190 LEAVE - PAY	0.00	0.00	255.00	255.00	255.00	0 %
250 WORKERS' COMPENSATION	0.00	47.18	113.00	113.00	65.82	41 %
260 HEALTH INS	0.00	1,533.50	3,696.00	3,696.00	2,162.50	41 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	150.00	150.00	150.00	0 %
610 SUPPLIES	0.00	425.99	600.00	600.00	174.01	70 %
640 BOOKS	0.00	712.46	2,000.00	2,000.00	1,287.54	35 %
650 PERIODICALS	0.00	0.00	200.00	200.00	200.00	0 %
660 MINOR EQUIPMENT	0.00	0.00	200.00	200.00	200.00	0 %
680 COMPUTER SOFTWARE	0.00	854.00	300.00	300.00	-554.00	284 %
810 DUES AND FEES	0.00	0.00	60.00	60.00	60.00	0 %
Function Total:	0.00	12,349.18	28,637.00	28,637.00	16,287.82	43 %
2300 GENERAL ADMINISTRATION						
330 OTHER PROFESSIONAL SERVICES	73.22	3,611.93	5,000.00	5,000.00	1,388.07	72 %
331 PROF. SERV. AUDITOR	1,270.00	3,614.00	6,800.00	6,800.00	3,186.00	53 %
332 PROF. SERV. LEGAL	0.00	50.00	3,000.00	3,000.00	2,950.00	1 %
530 COMMUNICATIONS- INTERNET SERVICE	0.00	1,302.61	3,000.00	3,000.00	1,697.39	43 %
531 COMMUNICATIONS- TELEPHONE	222.91	1,391.79	1,971.00	1,971.00	579.21	70 %
532 POSTAGE	0.00	1,518.75	1,750.00	1,750.00	231.25	86 %
540 ADVERTISING	0.00	130.51	750.00	750.00	619.49	17 %
550 PRINTING/DUPICATING	457.45	3,017.55	4,500.00	4,500.00	1,482.45	67 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	80.00	1,430.00	1,225.00	1,225.00	-205.00	116 %
610 SUPPLIES	69.00	441.66	1,500.00	1,500.00	1,058.34	29 %
660 MINOR EQUIPMENT	0.00	0.00	500.00	500.00	500.00	0 %
810 DUES AND FEES	0.00	3,393.00	7,500.00	7,500.00	4,107.00	45 %
Function Total:	2,172.58	19,901.80	37,496.00	37,496.00	17,594.20	53 %
2314 ELECTIONS						
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	450.00	450.00	450.00	0 %
540 ADVERTISING	0.00	0.00	75.00	75.00	75.00	0 %
Function Total:	0.00	0.00	525.00	525.00	525.00	0 %
2400 SCHOOL ADMINISTRATION						
111 ADMINISTRATIVE SALARY	0.00	33,170.79	56,864.00	56,864.00	23,693.21	58 %
115 OFFICE/CLERICAL SALARY	0.00	18,986.52	32,674.00	32,674.00	13,687.48	58 %
125 SUBSTITUTE- OFFICE/CLERICAL	0.00	306.09	360.00	360.00	53.91	85 %
190 LEAVE - PAY	0.00	0.00	5,746.00	5,746.00	5,746.00	0 %
250 WORKERS' COMPENSATION	0.00	280.88	480.00	480.00	199.12	58 %
260 HEALTH INS	0.00	5,736.41	11,304.00	11,304.00	5,567.59	50 %
340 TECHNICAL SERVICES	0.00	800.00	1,275.00	1,275.00	475.00	62 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	777.74	2,500.00	2,500.00	1,722.26	31 %
610 SUPPLIES	0.00	0.00	500.00	500.00	500.00	0 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
810 DUES AND FEES	0.00	514.99	175.00	175.00	-339.99	294 %
Function Total:	0.00	60,573.42	113,378.00	113,378.00	52,804.58	53 %

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100 ELEMENTARY						
100 ELEMENTARY						
2500 BUSINESS SERVICES						
111 ADMINISTRATIVE SALARY	0.00	24,673.75	42,217.00	42,217.00	17,543.25	58 %
190 LEAVE - PAY	0.00	0.00	8,700.00	8,700.00	8,700.00	0 %
250 WORKERS' COMPENSATION	0.00	127.24	216.00	216.00	88.76	58 %
260 HEALTH INS	0.00	1,071.39	1,968.00	1,968.00	896.61	54 %
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	3,650.00	3,650.00	3,650.00	0 %
532 POSTAGE	0.00	0.00	50.00	50.00	50.00	0 %
550 PRINTING/DUPLICATING	20.38	209.97	360.00	360.00	150.03	58 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	90.00	629.88	1,500.00	1,500.00	870.12	41 %
610 SUPPLIES	0.00	78.70	500.00	500.00	421.30	15 %
680 COMPUTER SOFTWARE	0.00	6,952.00	6,185.00	6,185.00	-767.00	112 %
810 DUES AND FEES	0.00	192.46	1,500.00	1,500.00	1,307.54	12 %
Function Total:	110.38	33,935.39	66,846.00	66,846.00	32,910.61	50 %
2600 OPERATIONS & MAINTENANCE						
114 CUSTODIAL SALARY	0.00	4,050.00	4,080.00	4,080.00	30.00	99 %
250 WORKERS' COMPENSATION	0.00	22.01	22.00	22.00	-0.01	100 %
410 POWER - LIGHTS	133.15	936.25	1,000.00	1,000.00	63.75	93 %
411 NATURAL GAS	1,493.37	6,511.85	11,000.00	11,000.00	4,488.15	59 %
412 ELECTRICITY	1,150.71	7,862.11	14,500.00	14,500.00	6,637.89	54 %
420 OTHER UTILITY SERVICES- SEWER	234.91	288.91	0.00	0.00	-288.91	*** %
421 WATER TESTS	126.00	1,050.14	2,000.00	2,000.00	949.86	52 %
431 DISPOSAL SERVICE	480.35	3,586.07	5,800.00	5,800.00	2,213.93	61 %
433 CUSTODIAL SERVICES	2,246.40	17,971.20	27,000.00	27,000.00	9,028.80	66 %
440 REPAIR AND MAINTENANCE SERVICE	2,300.41	14,566.00	12,080.00	12,080.00	-2,486.00	120 %
520 INSURANCE	0.00	13,094.25	13,095.00	13,095.00	0.75	99 %
610 SUPPLIES	511.95	3,504.10	5,200.00	5,200.00	1,695.90	67 %
682 SUPPLIES- TECHNOLOGY	0.00	77.16	0.00	0.00	-77.16	*** %
810 DUES AND FEES	733.83	1,313.83	1,500.00	1,500.00	186.17	87 %
Function Total:	9,411.08	74,833.88	97,277.00	97,277.00	22,443.12	76 %
2630 GROUNDS- CARE AND UPKEEP						
432 SNOW PLOWING SERVICES	1,173.75	3,240.00	4,000.00	4,000.00	760.00	81 %
Function Total:	1,173.75	3,240.00	4,000.00	4,000.00	760.00	81 %
Program Total:	13,367.69	487,531.26	1,058,921.00	1,058,921.00	571,389.74	46 %
Program Group Total:	13,367.69	487,531.26	1,058,921.00	1,058,921.00	571,389.74	46 %
200						
280 SPECIAL EDUCATION						
1000 INSTRUCTION						
112 CERTIFIED SALARIES	0.00	21,096.65	50,632.00	50,632.00	29,535.35	41 %
117 AIDES	0.00	8,839.53	21,504.00	21,504.00	12,664.47	41 %
122 SUBSTITUTE TEACHERS	0.00	0.00	170.00	170.00	170.00	0 %
190 LEAVE - PAY	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
250 WORKERS' COMPENSATION	0.00	160.88	388.00	388.00	227.12	41 %
260 HEALTH INS	0.00	4,369.50	9,554.00	9,554.00	5,184.50	45 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	300.00	300.00	300.00	0 %
610 SUPPLIES	0.00	57.78	350.00	350.00	292.22	16 %
682 SUPPLIES- TECHNOLOGY	0.00	92.99	150.00	150.00	57.01	61 %
Function Total:	0.00	34,617.33	84,048.00	84,048.00	49,430.67	41 %

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200						
280 SPECIAL EDUCATION						
2141 SUPERVISION OF PSYCHOLOGICAL S						
250 WORKERS' COMPENSATION	0.00	0.01	0.00	0.00	-0.01	*** %
Function Total:	0.00	0.01	0.00	0.00	-0.01	*** %
2490 SCHOOL ADMIN SUPPORT SERVICES- SPEC ED DIRECTOR						
119 OTHER SUPERVISORY SALARIES	0.00	1,485.26	2,546.00	2,546.00	1,060.74	58 %
250 WORKERS' COMPENSATION	0.00	8.01	14.00	14.00	5.99	57 %
260 HEALTH INS	0.00	128.89	228.00	228.00	99.11	56 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	8.20	100.00	100.00	91.80	8 %
Function Total:	0.00	1,630.36	2,888.00	2,888.00	1,257.64	56 %
6200 RESOURCES TRANSFERED						
920 RESOURCES TRANSFER TO COOP	1,263.50	2,527.00	2,527.00	2,527.00	0.00	100 %
Function Total:	1,263.50	2,527.00	2,527.00	2,527.00	0.00	100 %
Program Total:	1,263.50	38,774.70	89,463.00	89,463.00	50,688.30	43 %
Program Group Total:	1,263.50	38,774.70	89,463.00	89,463.00	50,688.30	43 %
300						
365 INDIAN EDUCATION						
1000 INSTRUCTION						
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
610 SUPPLIES	0.00	0.00	500.00	500.00	500.00	0 %
640 BOOKS	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
810 DUES AND FEES	0.00	0.00	200.00	200.00	200.00	0 %
Function Total:	0.00	0.00	2,700.00	2,700.00	2,700.00	0 %
2225 LIBRARY SERVICES						
640 BOOKS	0.00	0.00	500.00	500.00	500.00	0 %
Function Total:	0.00	0.00	500.00	500.00	500.00	0 %
Program Total:	0.00	0.00	3,200.00	3,200.00	3,200.00	0 %
368 DATA FOR ACHIEVEMENT						
1000 INSTRUCTION						
680 COMPUTER SOFTWARE	0.00	3,249.55	3,250.00	3,250.00	0.45	99 %
Function Total:	0.00	3,249.55	3,250.00	3,250.00	0.45	99 %
Program Total:	0.00	3,249.55	3,250.00	3,250.00	0.45	99 %
Program Group Total:	0.00	3,249.55	6,450.00	6,450.00	3,200.45	50 %
700						
710 EXTRACURRICULAR PROGRAM						
3400 EXTRACURRICULAR ACTIVITIES						
150 STIPEND	0.00	1,600.00	3,025.00	3,025.00	1,425.00	52 %
250 WORKERS' COMPENSATION	0.00	8.66	16.00	16.00	7.34	54 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
810 DUES AND FEES	0.00	325.00	0.00	0.00	-325.00	*** %
Function Total:	0.00	1,933.66	6,041.00	6,041.00	4,107.34	32 %
Program Total:	0.00	1,933.66	6,041.00	6,041.00	4,107.34	32 %
720 ATHLETICS						
3500 EXTRACURRICULAR ATHLETICS						
115 OFFICE/CLERICAL SALARY	0.00	0.00	2,125.00	2,125.00	2,125.00	0 %
119 OTHER SUPERVISORY SALARIES	0.00	1,803.45	849.00	849.00	-954.45	212 %
150 STIPEND	0.00	4,955.44	10,810.00	10,810.00	5,854.56	45 %
250 WORKERS' COMPENSATION	0.00	36.30	74.00	74.00	37.70	49 %

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700						
720 ATHLETICS						
3500 EXTRACURRICULAR ATHLETICS						
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	125.00	0.00	0.00	-125.00	*** %
Function Total:	0.00	6,920.19	13,858.00	13,858.00	6,937.81	49 %
Program Total:	0.00	6,920.19	13,858.00	13,858.00	6,937.81	49 %
Program Group Total:	0.00	8,853.85	19,899.00	19,899.00	11,045.15	44 %
900						
910 FOOD SERVICES						
3100 FOOD SERVICES						
116 COOKS	0.00	0.00	12,978.00	12,978.00	12,978.00	0 %
119 OTHER SUPERVISORY SALARIES	0.00	1,485.26	2,546.00	2,546.00	1,060.74	58 %
126 SUBSTITUTE COOKS	0.00	0.00	90.00	90.00	90.00	0 %
250 WORKERS' COMPENSATION	0.00	8.02	886.00	886.00	877.98	0 %
260 HEALTH INS	0.00	128.89	1,558.00	1,558.00	1,429.11	8 %
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	150.00	150.00	150.00	0 %
540 ADVERTISING	0.00	0.00	350.00	350.00	350.00	0 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	29.96	500.00	500.00	470.04	5 %
610 SUPPLIES	0.00	40.72	500.00	500.00	459.28	8 %
630 FOOD	0.00	1,985.55	7,804.00	7,804.00	5,818.45	25 %
810 DUES AND FEES	0.00	151.45	0.00	0.00	-151.45	*** %
Function Total:	0.00	3,829.85	27,362.00	27,362.00	23,532.15	13 %
Program Total:	0.00	3,829.85	27,362.00	27,362.00	23,532.15	13 %
Program Group Total:	0.00	3,829.85	27,362.00	27,362.00	23,532.15	13 %
Fund Total:	14,631.19	542,239.21	1,202,095.00	1,202,095.00	659,855.79	45 %
Grand Total:	14,631.19	542,239.21	1,202,095.00	1,202,095.00	659,855.79	45 %



## GALLATIN GATEWAY SCHOOL

**TO:** Gallatin Gateway School Board of Trustees

**FROM:** Carrie Fisher, Business Manager/Clerk

**DATE:** January 25, 2018

**RE:** Cash Reconciliation as of December 31, 2017

### County Treasurer Cash vs Book Cash AS OF DECEMBER 31, 2017

<u>Fund Name:</u>	<u>Fund #:</u>	County Treasurer <u>Cash:</u>	Book <u>Cash</u>	<u>Difference:</u>
General	101	\$290,720.30	\$290,720.30	\$0.00
Transportation	110	\$27,537.12	\$27,537.12	\$0.00
Bus Depreciation	111	\$71,514.81	\$71,514.81	\$0.00
Food	112	\$14,151.20	\$14,151.20	\$0.00
Tuition	113	\$869.68	\$869.68	\$0.00
Retirement	114	\$107,906.69	\$108,525.73	-\$619.04 **
Miscellaneous	115	\$38,568.40	\$38,621.07	-\$52.67 **
Adult Education	117	\$22,056.75	\$22,056.75	\$0.00
Compensated Absences	121	\$8,243.35	\$8,243.35	\$0.00
Technology	128	\$4,511.97	\$4,511.97	\$0.00
Flexibility	129	\$6,285.12	\$6,285.12	\$0.00
Debt Service	150	\$65,982.12	\$65,982.12	\$0.00
Building	160	\$2,065.29	\$2,065.29	\$0.00
Building Reserve	161	\$71,816.78	\$71,816.78	\$0.00
Endowment	181	\$1,457.01	\$1,457.01	\$0.00
Payroll Clearing	186	\$1,301.71	\$630.00 *	\$671.71 **
Claims Clearing	187	\$30,984.22	\$30,987.47 *	-\$3.25 ****
Total		\$765,972.52	\$765,975.77	-\$3.25

\* Equals Outstanding Warrants.

\*\*Unemployment Credit- transfer sent to county 1-25-18

\*\*\*\* BMO interst charges-- will be corrected

01/25/18  
14:37:15

GALLATIN GATEWAY ELEMENTARY  
Journal Voucher Details  
For the Accounting Period: 12/17

Page: 1 of 1  
Report ID: L100

Posting			Description	Debit	Credit	Fund Org		Acct/Source/		Obj Proj	
Document #	Line #	Date		Amount	Amount			Prog-Func			
JV	26	12/17	01/25/18								
			Unemployment adjustment of \$671.71								
	1		U/I Expenditure		619.04	114	E	100-1000		240	
	2		U/I Expenditure		7.32	115	E	100-1000		240	424
	3		U/I Expenditure		12.36	115	E	420-1000		240	423
	4		U/I Expenditure		32.99	115	E	420-1000		240	423
	5		U/I Fund Cash-Retirement	619.04		114	B	101			
	6		U/I Fund Cash- Misc	7.32		115	B	101			424
	7		U/I Fund Cash- Misc	12.36		115	B	101			423
	8		U/I Fund Cash- Misc	32.99		115	B	101			423
	9		U/I Clearing Fund Cash		671.71	186	B	101			
	10		U/I Clearing Fund Liability	671.71		186	B	612			
			<b>Total</b>	<b>1,343.42</b>	<b>1,343.42</b>						

# 7790 Gallatin Gateway Elem.

## Operating (Inter Fund) Transfers

Date: 1/25/2018

### From:

General Fund	7790	101	-000-00-61-00-855	
Transportation Fund	7790	110	-000-00-61-00-855	
Bus Depreciation	7790	111	-000-00-61-00-855	
Food Services Fund	7790	112	-000-00-61-00-855	
Tuition Fund	7790	113	-000-00-61-00-855	
Retirement Fund	7790	114	-000-00-61-00-855	
Misc/Federal Fund	7790	115	-000-00-61-00-855	
Technology Fund	7790	128	-000-00-61-00-855	
Flex Fund	7790	129	-000-00-61-00-855	
Investment Fund	7790	140	-000-00-61-00-855	
Debt Service	7790	150	-000-00-61-00-855	
Building Fund	7790	160	-000-00-61-00-855	
Building Reserve Fund	7790	161	-000-00-61-00-855	
Investments Fund	7790	162	-000-00-61-00-855	
Endowment Fund	7790	181	-000-00-61-00-855	
Student Activity Fund	7790	184	-000-00-61-00-855	
Payroll Clearing Fund	7790	186	-000-00-61-00-855	\$671.71
		Total		\$671.71

### To:

General Fund	7790	101	-000-00-53-00	
Transportation Fund	7790	110	-000-00-53-00	
Bus Depreciation	7790	111	-000-00-53-00	
Food Services Fund	7790	112	-000-00-53-00	
Tuition Fund	7790	113	-000-00-53-00	
Retirement Fund	7790	114	-000-00-53-00	\$619.04
Misc/Federal Fund	7790	115	-000-00-53-00	\$52.67
Compensated Absences Liability Fund	7790	121	-000-00-53-00	
Technology Fund	7790	128	-000-00-53-00	
Flex Fund	7790	129	-000-00-53-00	
Investment Fund	7790	140	-000-00-53-00	
Debt Service	7790	150	-000-00-53-00	
Building Fund	7790	160	-000-00-53-00	
Building Reserve Fund	7790	161	-000-00-53-00	
Investments Fund	7790	162	-000-00-53-00	
Endowment Fund	7790	181	-000-00-53-00	
Student Activity Fund	7790	184	-000-00-53-00	
Claims Clearing	7790	187	-000-00-53-00	
		Total		\$671.71





## 2017-2018 Extra-Curricular Recap & Reconciliation

	Balance July 1, 2017	Revenues	Expenditures	Balance Before Transfers	Transfers In/Out	Current Cash Balance	Non-Cash Balance	Total Account Balance
Class of 2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Class of 2017	\$7,475.22	\$1,360.36	\$6,335.58	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00
Class of 2018	\$3,176.89	\$5,838.08	\$0.00	\$9,014.97	\$0.00	\$9,014.97	\$0.00	\$9,014.97
Class of 2019	\$555.88	\$75.40	\$0.00	\$631.28	\$0.00	\$631.28	\$0.00	\$631.28
Class of 2020	\$2,534.29	\$4,205.74	\$4,854.95	\$1,885.08	\$0.00	\$1,885.08	\$0.00	\$1,885.08
Class of 2021	\$32.71	\$0.00	\$0.00	\$32.71	\$0.00	\$32.71	\$0.00	\$32.71
Class of 2022	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	-\$38.25	\$0.00	\$0.00	-\$38.25	\$0.00	(\$38.25)	\$0.00	(\$38.25)
Student Council	\$317.54	\$0.00	\$0.00	\$317.54	\$0.00	\$317.54	\$0.00	\$317.54
	<u>\$14,054.28</u>	<u>\$11,479.58</u>	<u>\$11,190.53</u>	<u>\$14,343.33</u>	<u>\$0.00</u>	<u>\$14,343.33</u>	<u>\$0.00</u>	<u>\$14,343.33</u>

Balance as of:

January 31, 2018



DISTRICT CLERK

CARRIE FISHER

**January/February - as of January 19, 2018**  
**Certified/Classified Substitute Recommendations:**

---

**Bus Driver**

Maxine Daniel

Gary Jones

**Kitchen/Food Service**

Stacy Webb (Roscoe)

Connie Evenson

**Teachers/Aides/Other**

Audriana Baker

Shelly Berezay

April Bettilyon

Cynthia Corliss

Kate Cottingham

Sonja Davis

Julie Dobbins

Jason Fischer

Dianne Fowler

Connie Evenson

Jonathan Gans

Kevin Germann

Jennifer Gilbert

Kalli Hendrickson

Wendy Hourigan

Kris Keller

Spencer Kirkemo

Jeff Krogstad

Rebecca Lieurance

Mikaela Maddock

Heidi Maus

Kelly McCloy

Darcy Nordhagen

Brad Parsch

Teresa Ann Quatraro

Laura Quigley-Stephanik

Tonya Scott

Mariela Spinner

Nicorie Steinfeld

Barry Sulam

Tamara Thompson

Brandon Tyrrell

**Office/Clerical**

Connie Evenson

*\*All substitute hires are pending an adequate fingerprint background check and TB test results.*

## February 2018 Superintendent's Report:

### Enrollment Summary as of 2/5/2018 (Spring Count):

Grade	Total	Boys	Girls	Out of District
<b>K</b>	20	10	10	5
<b>1</b>	18	10	8	5
<b>2</b>	17	10	7	3
<b>3</b>	21	14	7	5
<b>4</b>	17	9	8	4
<b>5</b>	23	11	12	5
<b>6</b>	21	11	10	4
<b>7</b>	8	5	3	1
<b>8</b>	12	5	7	1
<b>Total</b>	<b>157</b>	<b>85</b>	<b>72</b>	<b>33</b>

### Progress on 2017-2018 Gallatin Gateway School District Goals

#### **I. Gallatin Gateway School Board will demonstrate excellence in governance.**

##### **a. Upcoming Training Opportunities:**

1. MTSBA HR Symposium – Lockwood (Feb 8) Helena (Feb 21)
2. MTSBA Budget Symposium – Bozeman (March 7)
3. MTSBA Employment Hot Topic Training – Helena (April 25)
4. MTSBA Newly Elected Trustee Orientation – Dates TBD in May

#### **II. Gallatin Gateway School Board will develop and maintain a safe and secure facility and grounds.**

- a. JR Civil has conducted the final tie into the sewer system. As of right now, the sewer system is working as designed. I have coordinated with JR Civil and Stahly Engineering to complete work to landscaping once the ground thaws.
- b. A big thank you goes to John Bockness and Montana Electric for quickly working to address the severed electrical connection with the locker rooms. A power line was struck when digging out the septic tank and Montana Electric did a great job of addressing the issue in a very timely manner.
- c. Montana Electric also took care of the electric control panels supplying the septic tank pumps. The panels have been removed and the lines have been safely addressed. Advanced Waste Water came to the school and took the control panels and septic tank lids for use in other projects.
- d. The insurance company's boiler inspector was here on January 22. We have one deficiency, which was a safety valve that needs replacement. Johnson Controls has been contacted and has ordered a new valve. To date, the valve has not been replaced.

**III. Gallatin Gateway School Board will maintain and provide high quality educational services.**

- a. I have provided the board with an update on teacher/mentor meetings. I will be providing monthly updates on these meetings as submitted by the mentor groups.

**IV. Gallatin Gateway School Board will promote the development of the whole child.**

- a. Our MTSS Leadership Team will be conducted a ½ day session on January 29 during the afternoon. During this meeting, the MTSS Leadership Team finalized the school-wide expectations for positive behavior within the school. Those expectations are arranged under being respectful, responsible, and safe. The t-chart for those expectations in the various areas of the school is attached. The information was presented during a staff meeting on Feb 7 for further staff input. The plan is to now design lessons around the expectations and create posters for placement around the school.
- b. On January 25, BHS hosted an Incoming Freshman Parent Nigh. The event was a treasure trove for parental information. The topics included registration, internet and social media usage, gifted and talented, activities, and other topics related to high school. I greatly appreciate the effort put forth by Katie Laslovich and Erics Schnee in putting the event together.
- c. On February 1, Wendy Morical with BSD7 was here to test interested 8<sup>th</sup> grade students for Gifted and Talented Education at BHS. We do not receive the results of the testing, but families are provided with this information.
- d. On February 15, Mike Coon and Liz Matthews spent the afternoon at Bozeman High School. The purpose of this event was to get a better understanding of math classes and expectations at BHS. This will help our students transition from GGS to BHS. Mr. Coon and Mrs. Matthews will be providing additional information to the board on Feb 21.
- e. The Second Chance Breakfast has been a resounding success in terms of number of meals served. As you can see from the attached chart, we have already served over 6,000 breakfasts! We are well on pace to set a new record for number of breakfasts served in a year! This is an amazing accomplishment and a great deal of credit goes to our kitchen staff! Thank you Ms. Gunderson and Mrs. Savage! A spreadsheet containing this information has been included for your information.
- f. In response to the recent events in Florida, I have invited Deputy Shackleford to visit with staff members on Tuesday, February 20 about procedures related to an active shooter.
- g. I have worked with the teachers to construct an assessment calendar for spring assessments. This year, we will be taking the SBAC and Science CRT.

**V. Gallatin Gateway School will develop and implement effectiveness of building trust and communicating within the Gallatin Gateway community.**

- a. I would like to send a big thank you out to Ms. Davis for doing a great job on the Sweetheart Spaghetti Supper. I have received several positive comments about the evening and greatly appreciate the work completed by Mrs. Davis and her students!
- b. Mrs. Fisher and I will be conducting a free adult education class on school finance on February 28. This is a great opportunity for parents and community members to get a better understanding of the mechanisms involved and ask questions about the topic. Please encourage anyone who is interested to attend.

**Upcoming Events**

1. Feb 19 - No School Presidents' Day
2. Feb 21 - School Board Meeting (6:00)
3. Feb 23 - 3rd Quarter Mid-Term
4. Feb 26-Mar 3 - Missoula Children's Theater
5. Feb 26 - BHS Rural Registration
6. Feb 27 - Superintendent/Parent Meeting (6:00-7:30)
7. Feb 28 - Art Mobile
8. Mar 12-16 Spring Break
9. Mar 21 - School Board Meeting (6:00)
10. Mar 26 - Superintendent/Parent Meeting (6:00-7:30)
11. Mar 28 - Miss Montana visits GGS (8:30)

**Additional Information**

Mike Coon, Bethany Dieter, and I attended the Montana Assessment Conference in Billings on February 8 and 9. This year's conference was very valuable in regards to spring assessment. A big thing that I learned was that teachers need to be reclassified in TIDE prior to administering the SBAC interim assessments. I am currently working with TIDE to make this change.

We will have counselors here from BHS on January 18 to visit with our 8<sup>th</sup> graders about registration next year. This conversation is intended to happen before the Incoming Freshman Parent Night (Jan 25: 6:00-8:00 pm) and the Rural Registration Night (Feb 26: 5:00-7:00 pm).

Ski Day was held Monday, February 5. A big thank you goes out to Scott and Carey Foster and Lone Mountain Sports, PIE, Eagle Mount, Big Sky Resort, and Big Sky Snow Sports School for sponsoring the day!

So far this year, I have completed approximately 73% of the required formal classroom observations. I am on track to complete the observations by the time we adjourn for spring break. Once we return from spring break, I will begin scheduling end of the year meetings with teachers. Like last year, my goal is to have all meetings completed by the end of April.

I have left a message with Curry Stypula with Commercial Energy in regards to our natural gas contract. I will address the questions posed by the board and ask him to provide the necessary information to address our questions. As of the time of submission, I have yet to hear back from him. As soon as I do and receive the requested information, I will share it with the board.

I have also contacted Johnson Controls and asked them to provide the district with a detailed list of service hours provided during the past year, as well as, the life of our current service agreement. I have also asked them to share any scheduled service hours they anticipate prior to the end of the contract (air filter changes and/or other routine service). I have not heard from Johnson Controls concerning this matter and will share that information with the board as soon as I receive it.

Finally, I would like to thank Ruth Sann for her two years of service to the staff and students at GGS. She has plans of moving onto new challenges and opportunities and I'd like to wish her the best of luck in all of her future endeavors! Thank you!



# Spring Student Count For ANB Summary By District

## February 5, 2018 Enrollment

County: 16 Gallatin

School Year: 2017-2018

District: 0364 Gallatin Gateway Elem

Budget Unit: E1 M1

### SCHOOLS IN THIS DISTRICT

0486 Gallatin Gateway School  
1702 Gallatin Gateway 7-8

### TOTAL STUDENT COUNT FOR ANB BY GRADE - DISTRICT

Grade	Fall Students	Winter Students	Spring Students
Kindergarten Full E1	20	0	20
1st Grade E1	17	0	18
2nd Grade E1	15	0	17
3rd Grade E1	22	0	21
4th Grade E1	17	0	17
5th Grade E1	22	0	23
6th Grade E1	20	0	21
<b>E1 Total</b>	<b>133</b>	<b>0</b>	<b>137</b>
7th Grade M1	5	0	8
8th Grade M1	12	0	12
<b>M1 Total</b>	<b>17</b>	<b>0</b>	<b>20</b>
<b>District Total:</b>	<b>150</b>	<b>0</b>	<b>157</b>

### FY2018-19 BASIC & PER-STUDENT ENTITLEMENTS

Budget Unit	Based on Current Year ANB			Based on 3-Year Avg ANB		
	ANB	Basic Entitlement	Per ANB Entitlement	ANB	Basic Entitlement	Per ANB Entitlement
E1	141	52,105.00	783,819.00 *	127	52,105.00	706,170.80
M1	20	104,212.00	142,625.00 *	29	104,212.00	206,741.00
<b>EL Level Total</b>		<b>156,317.00</b>	<b>926,444.00 *</b>		<b>156,317.00</b>	<b>912,911.80</b>

\* Used to calculate FY2018-2019 budget limits

Montana Automated Education Financial and Information Reporting System

2/5/2018 4:57:28 PM <https://reportsprd.opi.mt.gov:1443/ReportServer/rptEnrollmentDistrictSummary>

Page 1 of 2



# Spring Student Count For ANB Summary By District

## February 5, 2018 Enrollment

### FY2018-19 INDIAN EDUCATION FOR ALL(\$21.76/ANB)

Level	Based On Current Year ANB		Based On 3-Year Avg ANB	
	ANB	Entitlement	ANB	Entitlement
EL	161	3,503.36 *	156	3,394.56

### DETERMINING ANB USED TO CALCULATE FY2018-19 BUDGET LIMITS

Below is the calculation used to determine whether the FY2018-19 budget limits are based on the current year ANB or the 3-year average ANB. The ANB that generates the highest ANB-based funding will be used for most FY2018-19 budgeting purposes.

ANB-Based Funding - Current Year ANB				ANB-Based Funding - 3-Year Avg ANB			
Basic Entitlement	Per ANB Entitlement	Ind Ed For All	Total	Basic Entitlement	Per ANB Entitlement	Ind Ed For All	Total
EL 156,317.00	926,444.00	3,503.36	1,086,264.36 *	156,317.00	912,911.80	3,394.56	1,072,623.36

Highest ANB-Based Funding 1,086,264.36

ANB for FY2019 budget

E1 141  
M1 20

### FY2018-19 PAYMENTS

DSA	483,994.17
Indian Education For All	3,503.36

### Student Achievement Gap

American Indian Students Counted For The FY2019 American Indian Achievement Gap Payment 3

\* Used to calculate FY2018-2019 budget limits



	Be Safe	Be Responsible	Be Respectful
Hallway	<ul style="list-style-type: none"> <li>-Walk</li> <li>-Hands and body to self</li> </ul>	<ul style="list-style-type: none"> <li>-Carry materials with you,</li> <li>-Walk on the right side of the hallway.</li> <li>-Follow adult directions.</li> </ul>	<ul style="list-style-type: none"> <li>-Voice level 0-1</li> <li>-Be aware of others,</li> </ul>
Classroom	<ul style="list-style-type: none"> <li>-Walk.</li> <li>-Keep chair on the floor.</li> <li>-Sit properly,</li> <li>-Keep shoes on,</li> <li>-Use materials appropriately,</li> </ul>	<ul style="list-style-type: none"> <li>-Keep materials organized.</li> <li>-Have necessary materials with you,</li> <li>-Get to class on time.</li> <li>-Allow others to learn.</li> </ul>	<ul style="list-style-type: none"> <li>-Voice level 0 while others are talking</li> <li>-Eye contact when others are speaking.</li> <li>-Treat others with kindness.</li> <li>-Keep hands and body to yourself.</li> </ul>
Bathroom	<ul style="list-style-type: none"> <li>-Walk.</li> <li>-Wash hands with soap and water,</li> </ul>	<ul style="list-style-type: none"> <li>-Flush toilet,</li> <li>-Do your business quickly,</li> <li>-Throw trash away,</li> </ul>	<ul style="list-style-type: none"> <li>-Voice level 1</li> <li>-Let others do their business.</li> </ul>
Cafeteria	<ul style="list-style-type: none"> <li>-Enter Cafeteria with washed hands.</li> <li>-Walk.</li> <li>-Follow the cafeteria traffic pattern,</li> <li>-Use signal and wait for permission to leave your seat,</li> </ul>	<ul style="list-style-type: none"> <li>-Sit at tables and eat,</li> <li>-Line up quickly and quietly when dismissed,</li> <li>-Keep your food to yourself,</li> <li>-Clean up after yourself,</li> </ul>	<ul style="list-style-type: none"> <li>-Voice level 1:</li> <li>-Sit in your assigned seat.</li> <li>-Use kind words,</li> </ul>
Bus	<ul style="list-style-type: none"> <li>-Stay seated.</li> <li>-Buckle up.</li> <li>-Sit on bottom and face forward.</li> <li>-Keep hands, feet, and objects inside the bus and out of the aisle.</li> </ul>	<ul style="list-style-type: none"> <li>-Be on time.</li> <li>-Keep track of belongings.</li> <li>-Clean up any trash.</li> <li>-Sit in your assigned seat.</li> <li>-No eating or drinking on the bus.</li> </ul>	<ul style="list-style-type: none"> <li>-Voice level 2</li> <li>-Follow adult directions.</li> <li>-Keep conversations appropriate.</li> <li>-Use kind words.</li> </ul>
Tech Ed/Cyberspace	<ul style="list-style-type: none"> <li>-Keep personal information private.</li> </ul>	<ul style="list-style-type: none"> <li>-Log in and log off appropriately.</li> <li>-Carry technology with two hands.</li> <li>-Keep work area</li> </ul>	<ul style="list-style-type: none"> <li>-Plug technology in when finished.</li> <li>-Engage in appropriate cyber discussions.</li> </ul>

		.food/drink free. -Use teacher approved sites. -Report misuse of resources. -Report unsafe, uncomfortable, or bullying interactions.	
Playground	-Follow safety rules. -Use playground equipment safely in the manner it was intended, -Stay within boundaries, -Dress appropriately for the weather,	-Line up when bell rings. -Follow adult directions, -Gather all equipment at the end of recess, -Keep the playground clean.	-Allow all students to enjoy the playground. -Keep hands, feet and, unkind words to self.
Audience/Assembly	-Walk. -Enter & exit in an orderly manner. -Keep hands and body to self. -Stay seated unless otherwise directed.	-Use whole body listening. -Follow teacher directions.	-Voice level 0 unless participation is required -Respond appropriately to speakers or performers.
Locker Room	-Hang up clothing/put items away. -Keep hands, feet, objects to self. -Keep electronic equipment out of the locker room.	-Keep conversations positive. -Refrain from swearing, yelling, etc. -Change quickly and move out.	-Voice level 2 -Keep locker room clean .

## NUMBER OF TOTAL MEALS SERVED FY08-FY18

	<u>FY8</u>	<u>FY9</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18*</u>	<u>AVERAGE</u>	<u>5 YEAR AVERAGE</u>
LUNCH	19,575	20,834	22,866	21,223	18,551	19,220	20,037	19,505	19,459	18,698	10,667	19,997	19,384
BREAKFAST	5,604	4,996	6,392	6,098	3,895	4,373	3,795	3,992	5,269	6,917	6,086	5,133	4,869
<b>TOTAL</b>	<b>25,179</b>	<b>25,830</b>	<b>29,258</b>	<b>27,321</b>	<b>22,446</b>	<b>23,593</b>	<b>23,832</b>	<b>23,497</b>	<b>24,728</b>	<b>25,615</b>	<b>16,753</b>	<b>25,130</b>	<b>24,253</b>

### % BASED ON TOTAL MEALS SERVED:

LUNCH	78%	81%	78%	78%	83%	81%	84%	83%	79%	73%	64%	80%	80%
BREAKFAST	22%	19%	22%	22%	17%	19%	16%	17%	21%	27%	36%	20%	20%
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

### ENROLLMENT (as reported in May/June Claim for reimbursement each year)

PAID	113	121	102	93	81	88	110	104	97	99	117	101.00	96.00
FREE	19	28	43	47	44	45	34	38	38	28	27	37.33	39.80
REDUCED	22	21	24	21	18	16	17	10	12	15	14	17.89	14.60
<b>TOTAL</b>	<b>154</b>	<b>170</b>	<b>169</b>	<b>161</b>	<b>143</b>	<b>149</b>	<b>158</b>	<b>152</b>	<b>147</b>	<b>142</b>	<b>158</b>	<b>155.89</b>	<b>149.80</b>

### F/R % (as reported in May/June Claim for reimbursement each year)

PAID	73%	71%	60%	58%	57%	59%	70%	68%	66%	70%	74%	66%	67%
FREE	12%	16%	25%	29%	31%	30%	22%	25%	26%	20%	17%	23%	24%
REDUCED	14%	12%	14%	13%	13%	11%	11%	7%	8%	11%	9%	11%	9%
<b>TOTAL F/R</b>	<b>27%</b>	<b>29%</b>	<b>40%</b>	<b>42%</b>	<b>43%</b>	<b>41%</b>	<b>32%</b>	<b>32%</b>	<b>34%</b>	<b>30%</b>	<b>26%</b>	<b>34%</b>	<b>34%</b>

### MEAL PRICE HISTORY:

BREAKFAST	\$1.25	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	\$1.65	\$1.65	\$1.65	\$1.65
LUNCH	\$2.00	\$2.25	\$2.25	\$2.25	\$2.25	\$2.50	\$2.50	\$2.80	\$2.80	\$2.80	\$2.80

*\*as of January 2018-- not included in averages*

## Gallatin Gateway School District #35

### Food Service History

<u>HISTORY:</u>	<u>FY08</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Interest Income	\$159.17	\$45.43	\$144.89	\$75.71	\$0.03	-\$11.72	-\$15.00	\$11.63	\$0.00	\$133.86	
National School Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,222.79	\$1,710.40	
Lunch Collections (sales)	\$37,284.14	\$50,162.53	\$45,495.85	\$37,859.09	\$36,203.09	\$40,155.97	\$40,200.64	\$45,398.54	\$26,385.54	\$49,533.91	
State Match Contribution	\$22,971.29	\$24,610.98	\$37,689.19	\$36,351.64	\$0.00	\$68.14	\$163.23	\$260.77	\$3,719.35	\$0.00	
Other Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$59.20	\$0.00	
Federal Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	\$31,503.72	\$33,610.63	\$29,834.25	\$30,699.21	\$4,940.12	\$27,691.93	
<b>Total</b>	<b>\$60,414.60</b>	<b>\$74,818.94</b>	<b>\$83,329.93</b>	<b>\$74,286.44</b>	<b>\$67,706.84</b>	<b>\$73,823.02</b>	<b>\$70,183.12</b>	<b>\$76,370.15</b>	<b>\$75,327.00</b>	<b>\$79,070.10</b>	
Salary & Wages	\$23,437.44	\$24,794.67	\$24,858.42	\$32,049.91	\$36,001.88	\$27,331.01	\$28,764.03	\$34,487.82	\$36,583.49	\$38,145.60	
Employer Contributions	\$2,008.92	\$2,125.24	\$2,118.86	\$2,735.30	\$3,036.66	\$2,093.44	\$2,004.59	\$6,569.56	\$3,308.84	\$4,259.54	
Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134.00	
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$491.06	
Repairs and Maintenance	\$0.00	\$0.00	\$300.00	\$376.69	\$300.00	\$316.50	\$62.80	\$0.00	\$0.00	\$31.06	
Supplies	\$0.00	\$1,739.99	\$2,144.46	\$2,325.35	\$3,261.17	\$2,555.16	\$2,338.87	\$1,653.97	\$704.21	\$628.91	
Food	\$34,335.24	\$41,252.68	\$45,455.96	\$48,374.91	\$46,088.88	\$55,892.61	\$49,610.28	\$50,107.33	\$49,708.37	\$47,067.99	
Computer Software	\$0.00	\$0.00	\$760.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Minor Equipment	\$0.00	\$0.00	\$0.00	\$871.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Dues & Fees	\$0.00	\$60.00	\$0.00	\$115.00	\$115.00	\$35.25	\$0.00	\$0.00	\$37.50	\$157.00	
<b>Total</b>	<b>\$59,781.60</b>	<b>\$69,972.58</b>	<b>\$75,637.70</b>	<b>\$86,848.44</b>	<b>\$88,803.59</b>	<b>\$88,223.97</b>	<b>\$82,780.57</b>	<b>\$92,818.68</b>	<b>\$90,342.41</b>	<b>\$90,915.16</b>	
Difference +/-	\$633.00	\$4,846.36	\$7,692.23	-\$12,562.00	-\$21,096.75	-\$14,400.95	-\$12,597.45	-\$16,448.53	-\$15,015.41	-\$11,845.06	

**February 6, 2018**

**Dear Mr. Anderson / School Board,**

**I will be resigning from my part-time school counseling position at the close of the 2017-18 school year.**

**While it has been a pleasure to work at Gateway with fabulous students and great staff, I will be retiring from the formal academic environment in a counseling capacity.**

**Thank you for the opportunity to work closely with students, staff, parents.**

**I wish continued success for Gallatin Gateway School and all affiliated.**

A handwritten signature in blue ink, appearing to read 'R Sann', with a stylized flourish at the end.

**Ruth Sann, M.Ed. / M.S.S.E.**

## November 2017 Special Legislative Session

Presented by:

Denise Williams, Executive Director  
MASBO Executive Director  
(406) 461-3659 [dwilliams@masbo.com](mailto:dwilliams@masbo.com)  
January 31, 2018



### HB2/HB647 General Fund “tax shifts”

House Bill 2 is the General Appropriations Bill  
House Bill 647 implements Section E of HB2

HB 647 Provision	Funding from State	Local Taxpayer
Eliminate NRD payment	Decrease	Increase
Eliminate GF Block Grant	Decrease	Increase
*Guaranteed Tax Base Aid (GTB) increased over 4 year period	Increase	Decrease

\*GTB statewide guarantee ratio

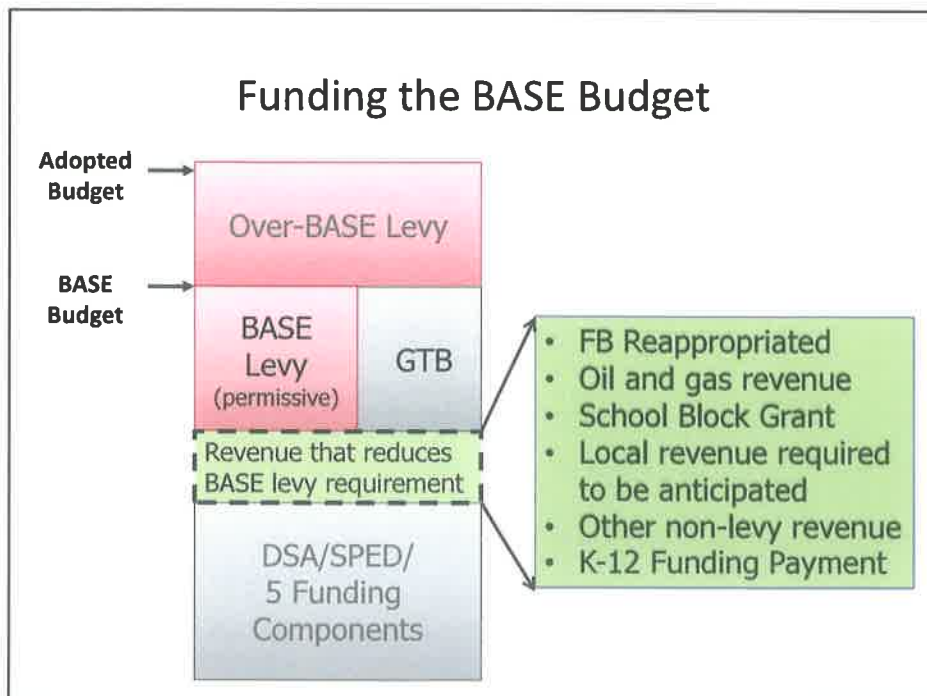
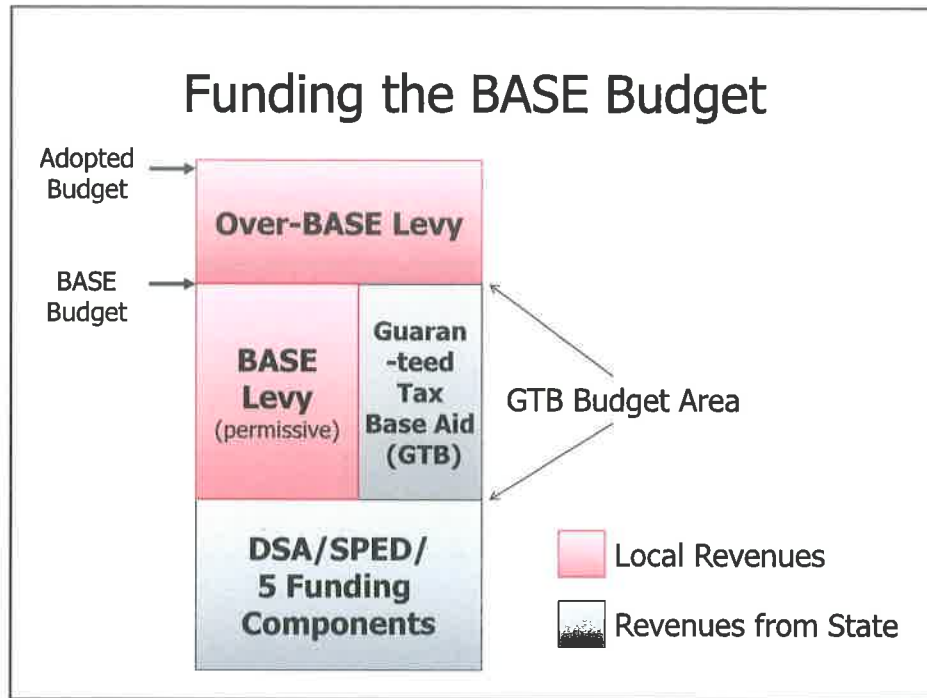
FY2018 193% (no change)

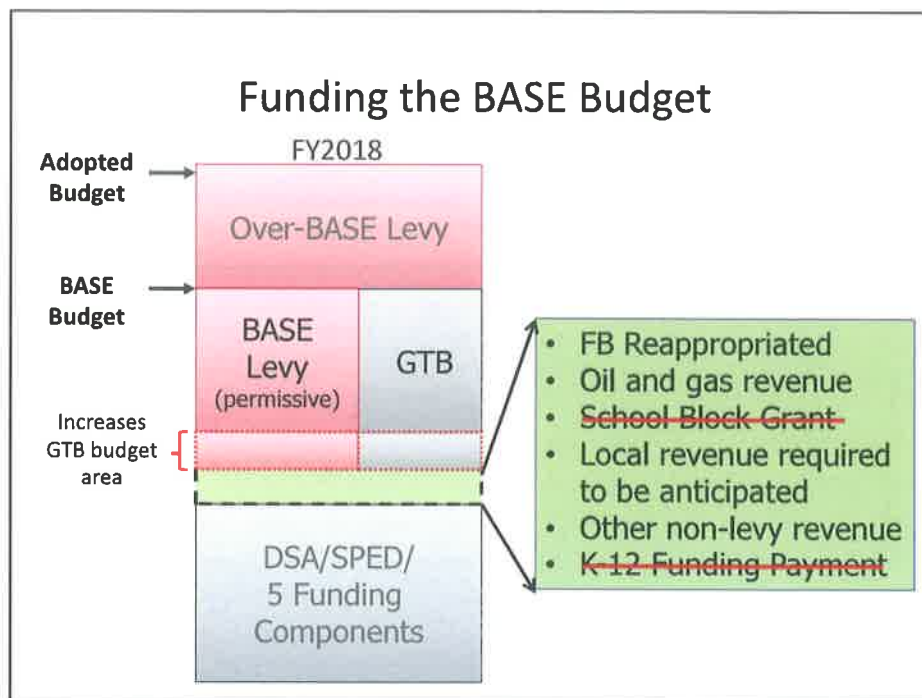
FY2019 216%

FY2020 224%

FY2021 232%

- Districts that already qualify for GTB will receive more
- More districts will qualify





### Increases in GTB to offset the loss of block grant and NRD payments

#### State Guaranteed Tax Base Aid (GTB)

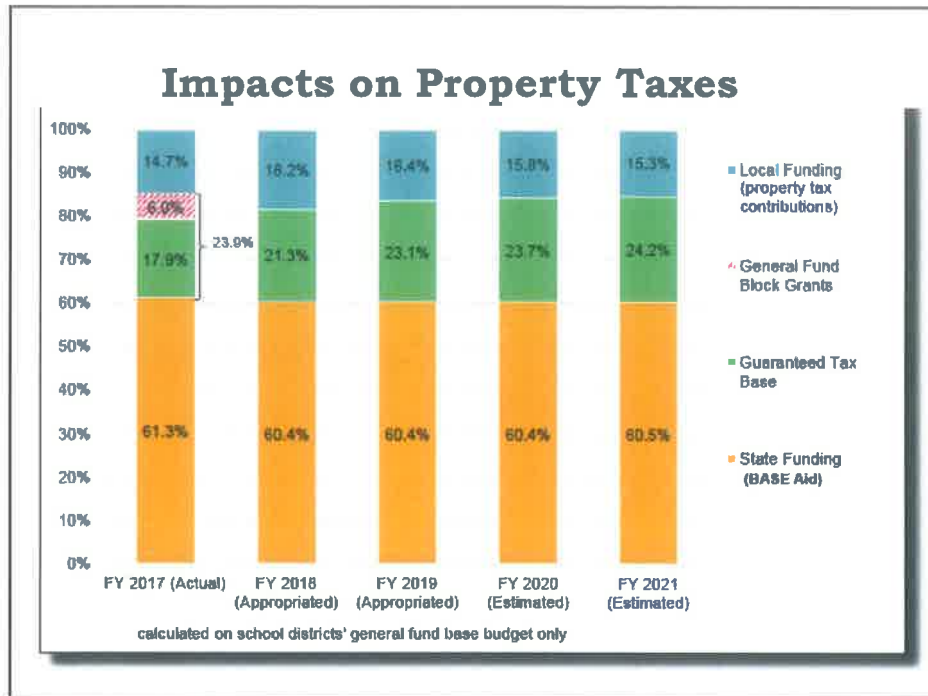
- State subsidy for BASE mills
- Eligibility is based on the ratio between the district's taxable value and the district's GTB Budget Area as compared to the statewide taxable value X **193%\*** and the GTB Budget Areas of all districts statewide.
- Districts with a ratio lower than the statewide ratio qualify for GTB aid

\*GTB statewide guarantee ratio

FY2018 193% (no change)  
 FY2019 216%  
 FY2020 224%  
 FY2021 232%

- Districts that already qualify for GTB will receive more
- More districts will qualify





## GTB Example

(as calculated on the OPI Preliminary Budget Data Sheet – page 3)

### FY2018 Statewide GTB Ratio (Elementary)

Statewide taxable value (tax year 2016)

FY2016-17 Statewide GTB Budget Area X **193%**

\$2,640,312,374.00

\$242,260,689.61 X **193%** = **21.03**

### Gallatin Gateway School:

Guaranteed Tax Base = FY2017 GTB Budget Area X GTB ratio

\$398,019.65 X **21.03** = \$ 8,370,353.20 **\$ 8,370.35/mill**

District taxable value = \$ 5,299,515.00 **\$ 5,299.52/mill**

State GTB subsidy = \$ 3,070,838.20 **\$ 3,070.84/mill**

**rounding: \$3,071.00/mill**

### GTB Example

Note: this example assumes taxable values and GTB Budget areas for FY2019 are the same as FY2018, but we know that they will change from year to year)

#### FY2019 Statewide GTB Ratio (Elementary)

Statewide taxable value (tax year 2017)

FY2017-18 Statewide GTB Budget Area X **216%**

\$2,640,312,374.00

\$242,260,689.61 X **216%** = **23.54**

#### Gallatin Gateway School:

Guaranteed Tax Base = FY2018 GTB Budget Area X GTB ratio

\$398,019.65 X **23.54** = \$ 9,369,382.50 **\$ 9,369.38/mill**

District taxable value = \$ 5,299,515.00 **\$ 5,299.52/mill**

State GTB subsidy = \$ 4,069,867.50 **\$ 4,069.87/mill**

**rounding: \$4,070.00/mill**

### SB261 State Budget Contingency Plan

**but WAIT!**



***Let's Review Some Basic Concepts . . .***

## Schools: “Budget Authority” vs. “Cash”

### BUDGET AUTHORITY (annual)

Budget amounts are **estimates** of what you **intend to receive** in revenue and what you **intend to spend** to operate the school for the year.

20-9-133, MCA:

- Trustees must formally approve (adopt) an expenditure budget in order to spend money during the fiscal year (July 1 – June 30).
- Total expenditures made (or liabilities incurred) during the year must be within the approved budget.

### CASH

The **actual** amount of money you have on hand to spend!

**REVENUE** doesn't materialize

Tax receipts aren't paid timely or are paid under protest

**EXPENDITURES**

unanticipated events =  
unanticipated expenditures

## State: “Revenue Estimates & Appropriations” vs. “Cash”

### BUDGET AUTHORITY (biennial)

- **Article VI, sec. 9** requires Governor to submit a budget (proposed expenditures and estimated revenues)
- **5-5-227, MCA** requires Revenue & Transportation Interim Committee to prepare revenue projections
- **Article VIII, sec. 9** prohibits legislature from appropriating funds in excess of the anticipated revenue
- **HB2** Appropriations for state general fund

### CASH

The **actual** amount of money you have on hand to spend!

**REVENUE**

Rate of revenue growth didn't materialize

**EXPENDITURES**

- unanticipated events = unanticipated expenditures
- supplemental appropriation requests higher than usual

## SB261 State Budget Contingency Plan

### **SB261** Revise state fiscal laws

See Introduction on Overview of Key Impacts of the 2017 Legislature (MT-PEC handout)

- State's ending fund balance dropped from \$354 million to \$110 million when they entered the 2017 session.
- Governor 's proposed budget contained cuts in budget authority and tax shifts; legislature began with even more cuts, including K-12 education.
- Basic options considered for K-12
  - Cuts to budget authority (affects spending limits)
  - Cuts to funding (shifts taxes to local level)

## SB261 State Budget Contingency Plan

### **SB261** Revise state fiscal laws

- Revises state budgeting laws to establish a budget stabilization reserve fund.
- Addresses state general fund *budget reductions* that the Governor shall order in the event of a general fund budget deficit.
- For 2018-2019 biennium, establishes general fund *revenue shortfall triggers* that result in reductions in appropriations.

## SB261 State Budget Contingency Plan

### **First trigger affecting schools (level 2)**

If FY2017 shortfall is 0.4% or more, the following approps will be reduced by 0.5% in FY2018 and FY2019:

OPI State Level Activities	Audiological Services
Montana Digital Academy	Agricultural Education
In-State Treatment	Secondary Vo-Ed
Adult Basic Education	Gifted and Talented
At-Risk Student Payment	State Tuition Payments
Special Education	School Foods

## SB261 State Budget Contingency Plan

### **Second trigger affecting schools (level 4)**

If FY2017 shortfall is 1.5% or more, the following cuts to state aid to schools will be implemented in FY2018 and FY2019:

- \$500,000 per year CTE funding
- Data for Achievement payment suspended
- Combined School Fund Block Grant cut (approx. 50%)
- FY2019 NRD payment for SB307 state school major maintenance aid (but see HB 6 in special session . . . )

## 17-7-140, MCA Reduction in Spending

- Governor is chief budget officer
- Governor shall ensure that state expenditures do not exceed available revenue
- Governor can order cuts to general fund appropriations in the event of a state general fund budget deficit
  - Exceptions include school BASE funding program, including special education
  - These cuts related to Education were made:
    - State paid Tuition was cut by \$25,000 in FY2018 and FY2019
    - OPI's agency budget was cut by approximately \$1.7 million

## November 2017 Special session

### **House Bill 2** State General Fund Appropriations – revised

- SB261 reductions (levels 2 & 4)
- Cuts under 17-7-140 MCA

### **House Bill 6** Fund Transfers (\$9.9 million total)

- Facilities Debt Service Assistance moved to Guarantee Account
  - Guarantee account is first source of funding for K-12 BASE aid; then state general fund kicks in
  - More money in Guarantee Account means less money needed from state general fund
- SB260 and HB390 appropriations for Coal sub-trust for SB307 building fund permissive levy state subsidy. FY2019 funds will be moved to state general fund **(no SB307 help in FY2019)**.

## November 2017 Special session

### Senate Bill 2: Revise laws related to school funding block grants and reimbursements

STATE FUNDING SOURCE	FY2018	FY2019	COMMENTS
State transportation reimbursement	X	X	\$1.693 million each year OPI will prorate 2 <sup>nd</sup> semester state payments (estimate 16.3% reduction)
Transportation Block grant removed		X	Permanent removal
Combined Fund Block grant removed		X	Permanent removal
County block grants for transportation and retirement removed		X	Permanent removal

## November 2017 Special session

### SB2, Section 10: ***No local levy increase in FY2018, FY2019, FY2020 and FY2021***

*Trustees **shall** transfer funds from any budgeted or non-budgeted fund (except Retirement and Debt Service) to the Transportation fund to eliminate an increase in school district property taxes resulting from the reductions in this act.*

#### **Notes:**

- *This is a temporary exception to 20-9-208, MCA which contains the general rules for transfers between funds.*
- *Initial draft said, “**may** transfer” but bill sponsor and other legislators changed to “**shall** transfer” because intent is not to raise the local tax levy to offset reduced state payments.*

## Best Practices

- *Understand the nature and timing of the changes*
- *Balance with county treasurer monthly*
- *Project ending fund balance at least a few months prior to fiscal year end*
- *Budgeting strategies:*
  - *Consider excess funds that can be transferred*
    - *Compensated Absences Fund*
    - *Lease Rental Agreement Fund*
    - *General Fund reappropriation*
  - *Maximize reserves, if possible*

<i>General Fund 10%</i>	<i>Transportation Fund 20%</i>
<i>Retirement Fund 20%</i>	<i>Adult Education Fund 35%</i>



## Gallatin Gateway Public Schools--Climate Survey

### Introduction

The Gallatin Gateway Board of Trustees and Administrative Team wants your input on the culture and climate of Gallatin Gateway Public Schools in anticipation of our upcoming Strategic Planning sessions to set the direction for our District. After checking one of the boxes below, please click on "Next" and you will be forwarded to a page with the opportunity to provide input on the culture and climate of Gallatin Gateway Public Schools.

Again, thank you in advance for taking time to provide important feedback to the Board and Administration of Gallatin Gateway Public Schools.

\* 1. Please provide the required information below before continuing with the survey.

- ☐ I am a member of the certified staff at Gallatin Gateway Public Schools
- ☐ I am a member of the classified staff at Gallatin Gateway Public Schools
- ☐ I am a parent of a student(s) that currently attends or did attend school at Gallatin Gateway Public Schools
- ☐ I am a community member and have not had children enrolled in Gallatin Gateway Public Schools.
- ☐ I am a business owner in the Gallatin Gateway community
- ☐ I am a student attending Gallatin Gateway Public Schools

## Gallatin Gateway Public Schools--Climate Survey

### Rating of the Current Culture and Climate that exists in Gallatin Gateway Public Schools

**DRAFT**

2. Please rate the following by indicating whether you Strongly Agree, Agree, Disagree or Strongly Disagree with the following statements in reference to students of Gallatin Gateway Public Schools:

	Strongly Agree	Agree	Disagree	Strongly Disagree
The school environment is one that supports students and student learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The school environment is safe for our students both physically and emotionally.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Students take pride in our schools.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
We have high expectations of all students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Students embrace and respect diversity.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Please rate the following by indicating whether you Strongly Agree, Agree, Disagree or Strongly Disagree with the following statements in reference to parents of our students:

	Strongly Agree	Agree	Disagree	Strongly Disagree
Parents are actively involved in the education of their child(ren).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parents are made to feel welcome in our school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parents know what is going on in our schools.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parents are aware of what is expected of their child(ren) in our school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parents care about how their child(ren) perform in school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**DRAFT**

4. Please rate the following by indicating whether you Strongly Agree, Agree, Disagree or Strongly Disagree with the following statements in reference to your working conditions:

	Strongly Agree	Agree	Disagree	Strongly Disagree
The District supports collaboration among the staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have access to the tools and resources I need to effectively do my job.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am satisfied with opportunities I have been given for professional growth/to advance in my position with Gallatin Gateway Public Schools.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Employees are treated with respect.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Employees respect and embrace diversity.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I enjoy coming to work everyday.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am proud to tell others that I am an employee of Gallatin Gateway Public Schools.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**DRAFT**

5. Please rate the following by indicating whether you Strongly Agree, Agree, Disagree or Strongly Disagree with the following statements in reference to the school administration:

	Strongly Agree	Agree	Disagree	Strongly Disagree
School administration recognizes employees for a job well done.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
School administration involves staff in decision making and problem solving.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
School administration and staff communicate with each other effectively.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
School administration hold themselves to the same high standards expected of others.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
School administration treat employees with respect and with professionalism.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
School administration provide support and guidance when I have experienced issues related to my position with the District.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
School administrative staff work cohesively in providing direction to staff and in operating the District on a day-to-day basis.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**DRAFT**

6. Please rate the following by indicating whether you Strongly Agree, Agree, Disagree or Strongly Disagree with the following statements in reference to the Board of Trustees:

	Strongly Agree	Agree	Disagree	Strongly Disagree
The Board of Trustees recognizes employees for a job well done.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The Board of Trustees involves staff in decision making and problem solving.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The Board of Trustees and staff communicate with each other effectively.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The Board of Trustees hold themselves to the same high standards expected of others.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The Board of Trustees treat employees with respect and with professionalism.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**DRAFT**

7. Please rate the following by indicating whether you Strongly Agree, Agree, Disagree or Strongly Disagree with the following statements in reference to the Gallatin Gateway Community:

	Strongly Agree	Agree	Disagree	Strongly Disagree
The District effectively communicates with the community on issues of significance, the positive things that are occurring in our schools, and in informing the community of our initiatives and priorities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The community of Gallatin Gateway supports our school and the direction of the District.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The community of Gallatin Gateway is actively engaged in our programs and activities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The community of Gallatin Gateway supports high expectations of students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The community of Gallatin Gateway supports high expectations of staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. If you could change one thing about Gallatin Gateway Public Schools, what would it be?

**DRAFT**

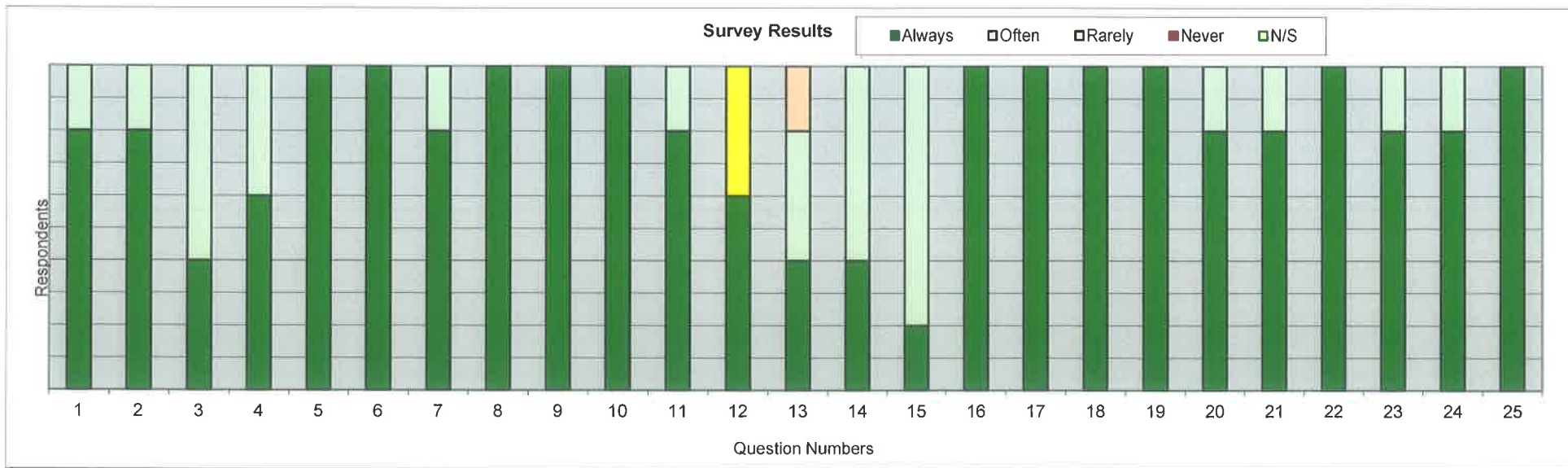
9. What is one thing about Gallatin Gateway Public Schools you would not want to change?

10. Please list three goals you would like Gallatin Gateway Public Schools to have as priorities.

DRAFT

## Team Self-Assessment Survey Results-- February 2018

		Always	Often	Rarely	Never	N/S
1	The board adopts a district vision and/or mission for district improvement.	4	1			
2	The board adopts annual goals and priorities for district improvement.	4	1			
3	Improving student learning is the primary focus in our decision-making.	2	3			
4	We use data and reports to assess progress and identify areas needing improvement.	3	2			
5	We conduct business only at properly called meetings.	5				
6	All members of the team maintain confidentiality regarding sensitive communications.	5				
7	We share information equally with each member of the leadership team.	4	1			
8	Team members are open and honest with each other.	4				
9	Team members communicate with one another in a respectful manner.	5				
10	The superintendent's position on controversial matters is clearly stated to the board.	5				
11	Our board clearly states its position on controversial matters to the superintendent.	4	1			
12	All members honor board decisions even when the vote is not unanimous.	3				2
13	The leadership team conducts comprehensive orientation activities to familiarize new board members with their role on the team.	2	2	1		
14	Our board has effective meetings.	2	3			
15	Board members are prepared for meetings.	1	4			
16	The superintendent exhibits confidence and trust in each member of the board.	5				
17	Each board member exhibits confidence and trust in the superintendent.	5				
18	The board demonstrates support and respect for the superintendent's role as the chief executive officer of the district.	5				
19	Our board evaluates the superintendent's performance based on clearly defined performance goals and expectations.	4				
20	Directions to the superintendent come from the board as a whole, not individual board members.	4	1			
21	Our leadership team deals with conflicts openly and honestly.	4	1			
22	We conduct district business in accordance with established ethical standards.	5				
23	The team ensures parents, businesses, and the public are informed on educational activities and are encouraged to participate when appropriate.	4	1			
24	The board uses the policy manual to define its vision and expectations of the school district.	4	1			
25	I attended a board- related professional development workshop this year.	4				



\*Questions 8, 19, and 25 were skipped a member of the Board- not necessarily same member.



# GALLATIN GATEWAY SCHOOL DISTRICT

## Liability Release Form: Non-enrolled Athlete

It is the procedure of the Gallatin Gateway School District to require a signed liability release form before allowing any unenrolled students to participate in a school sponsored activity on or off school property.

I understand that the school and the staff will take reasonable measures to prevent accidents. However, I fully understand that some activities involve inherent risks regardless of reasonable safety measures that may be taken by the district. In consideration of the district's agreement to allow my child to participate in extra-curricular activities, I agree to accept responsibility for any loss or injury to my child that occurs during his/her participation that is not the result of fraud, willful injury or the willful or negligent violation of a law by a trustee, employee or agent of the Gallatin Gateway School District.

In the event it becomes necessary for the district staff in charge to obtain emergency care, neither he\she, nor the school district, assumes financial liability for expenses incurred because of an accident, injury, illness and\or unforeseen circumstances.

Student's Name: Uriah Black Date 2/7/18  
(Please Print)

Parent Signature: 

Address: 448 Black Co Rd

Phone Number: 507-351-1734

Acceptance is conditional on an athlete letter as stated in Athletic Handbook, participation numbers, discipline concerns, completion of the Athletic Handbook, insurance coverage, physical examination for sports cleared without restriction, and any additional information needed by the Athletic Director or Boosters Club of GGS.

I, Uriah, would like consideration for participation in the following GGS Sports:

☐ Volleyball

☐ Girls' Basketball

☐ Cheerleading

☒ Wrestling

☐ Boys' Basketball

☐ Track and Field

Office Use Only:

Board meeting approval date \_\_\_\_\_ Student letter attached: Yes ☒ No ☐

To whom it may concern:

I am asking that you allow Uriah Lawrence Black to wrestle for the Gateway Gators for the 2018 season. He wrestled last year for 2017 and loved every minute of it! He made 3rd at State! We live at 448 Black Company Road in Gallatin Gateway and he attends school at Petra Academy. His Dad Bayard and Uncle Jared both were Gateway Gator wrestlers! Thankyou so much for your consideration and we hope he can start as soon as possible.

Thankyou,  
Shannon Black  
507-351-1734

A handwritten signature in black ink, appearing to read "Shannon Black", with a long horizontal line extending to the right.

## **Agenda Item: Adopt 2018-2019 Calendars- Kindergarten and Grades 1-8**

### **Process:**

1. Three calendar options were created by Superintendent Anderson using the established procedures as a guide:

#### **District Calendar Guidelines/Procedures**

- The development of the District calendar will be guided by the following procedure:
  - Students will begin on the Wednesday before Labor Day.
  - The calendar will include a minimum of three days per week.
  - The calendar will include the following holidays: Labor Day, Thanksgiving Day, Christmas Day, and the state or national election days when the school building is used for a polling place and the conduct of school would interfere with the election process at the polling place.
  - The calendar will include 7 Pupil Instruction Related (PIR) Days.
  - The calendar will include one week for spring break; the same week as Bozeman Public Schools.
2. Travis Anderson, Superintendent provided staff members with three options via email on February 12, 2018. This email included all three calendar options and requested each staff member complete a survey via Survey Monkey to note their preference.
3. The survey was open from February 12- February 15. During this time, 18 staff members responded. *(survey was left open one extra day because only 10 individuals responded by Feb 15)*
4. Calendar options were created using 180 instructional days and 7 PIR days (187 total). The District is not currently able to explore calendar options with extended days due to restrictions in the certified master agreement.

### **Summary of Options:**

#### **Option 1**

**First day for Teachers:** Aug 23

**First Day for grades 1-8:** Aug 27

**First day for Kindergarten:** Aug 29

**Thanksgiving:** Wed-Fri

**Christmas Break:** December 22 – January 6- return to school Jan. 7

**Martin Luther King Day:** School Day

**Presidents Day:** School Day

**Spring Break:** same as Bozeman- March 11-15

**Spring PIR Day:** Monday, April 22 (Easter Monday)

**Last Day for Students:** June 6

**Last Day for Teachers:** June 7 (Friday)

#### **Option 2**

**First day for Teachers:** Aug 23

**First day for grades 1-8:** Aug 27

**First day for Kindergarten:** Aug 29

**Thanksgiving:** Wed-Fri

**Christmas Break:** December 22 – January 6- return to school Jan. 7

**Martin Luther King Day:** School Day

**Presidents Day:** No School

**Spring Break:** same as Bozeman- March 11-15

**Spring PIR Day:** Monday, April 22 (Easter Monday)

**Last Day for Students:** June 7

**Last Day for Teachers:** June 10 (Monday)

### **Option 3**

**First day for Teachers:** Aug 27

**First day for grades 1-8:** Aug 29

**First day for Kindergarten:** Aug 29

**Thanksgiving:** Wed-Fri

**Christmas Break:** December 22 – January 1- return to school Jan. 2

**Martin Luther King Day:** No School

**Presidents Day:** No School

**Spring Break:** same as Bozeman- March 11-15

**Spring PIR Day:** Monday, April 22 (Easter Monday)

**Last Day for Students:** June 7

**Last Day for Teachers:** June 10 (Monday)

### **Final Calendar Option Preferences from all Staff (18 responses):**

- 12 individuals (66.67% of respondents) preferred Option 2
- 3 individuals (16.67% of respondents) preferred Option 1
- 2 individuals (11.11% of respondents) had no preference
- 1 individuals (5.56% of respondents) preferred Option 3

### **Enclosures:**

- Staff Survey Results
- 3 Calendar Options for Gallatin Gateway School
- 2018-2019 Bozeman School District Calendar

### **Recommendation & Rationale**

Adopt Calendar Option 2 based on staff input. In addition, it is recommended that at this time the District continue with the step up to kindergarten calendar with a similar schedule to 2017-2018 with kindergarten starting school on August 29.

### **Recommended Motion:**

to adopt Option 2 for the 2018-2019 calendar for grades 1-8 and a step-up to kindergarten calendar similar to 2017-2018.



Carrie Fisher <fisher@gallatingatewayschool.com>

## 18-19 School Calendar Survey-- PLEASE RESPOND by Thursday, Feb 15, 2018 by 4pm

Carrie Fisher <fisher@gallatingatewayschool.com>

Mon, Feb 12, 2018 at 3:13 PM

To: Gallatin Gateway School Staff <staff@gallatingatewayschool.com>

Good Afternoon,

Please find scanned copies of three 18-19 calendar options, as well as a copy of the Bozeman School calendar.

I have created a survey to collect everyone's preferences for next year's calendar. Please complete the survey if you'd like to have a voice in the process. For those of you who are thinking to yourself "*I don't care*" I have added a response just for you... "No Preference"--- So, everyone, please participate! Inquiring minds want to know!

Here is the link to the survey... (click Link below)

[School Calendar Survey for Staff](#)

**Please complete at your earliest convenience--- but no later than February 15, 2018 by 4pm.**

*Here's an overview:*

### OPTION 1:

- Start (August 27) same day as Bozeman Schools.
- End same day as Bozeman Schools (June 6).
- First PIR Days would be Thurs. and Friday before school starts (Aug 23 & 24).
- 3 Days at Thanksgiving.
- No President's day off.
- No MLK off.
- Same Winter Break as Bozeman (2 full weeks).
- Last PIR day on Friday (June 7).
- Kindergarten start day = Aug 29.

### OPTION 2:

- Start (August 27) same day as Bozeman Schools.
- End one day later than Bozeman Schools (June 7).
- First PIR Days would be Thurs. and Friday before school starts (Aug 23 & 24).
- 3 Days at Thanksgiving.
- President's day off.
- No MLK off. Same Winter Break as Bozeman (2 full weeks).
- Last PIR day on Monday (June 10).
- Kindergarten start day = Aug 29.

### OPTION 3:

- Start (August 29) two days after Bozeman Schools.
- End one day later than Bozeman Schools (June 7).
- First PIR Days would be Mon & Tues before school starts (Aug 27 & 28).
- 3 Days at Thanksgiving.
- President's day off.
- MLK off.
- Shorter Winter Break than Bozeman (Return to school Jan 2 instead of Jan 7).
- Last PIR day on Monday (June 10).
- Kindergarten start day = Aug 29.

**Please complete at your earliest convenience--- but no later than February 15, 2018 by 4pm.**

The Board will review the calendar recommendation from Superintendent Anderson and staff survey results at the February 21, 2018 school board meeting. You are all welcome to attend and provide input at the meeting as well if you'd like.

If you have any questions please visit with Mr. Anderson.

Thank you!

**Carrie Fisher**

District Clerk

Gallatin Gateway School

PO Box 265

Gallatin Gateway, MT 59730

[406.763.4415](tel:406.763.4415)-phone

[406-.763-4886](tel:406.763.4886)-fax

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

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## 2 attachments



**1759\_180212160144\_001.pdf**

1370K



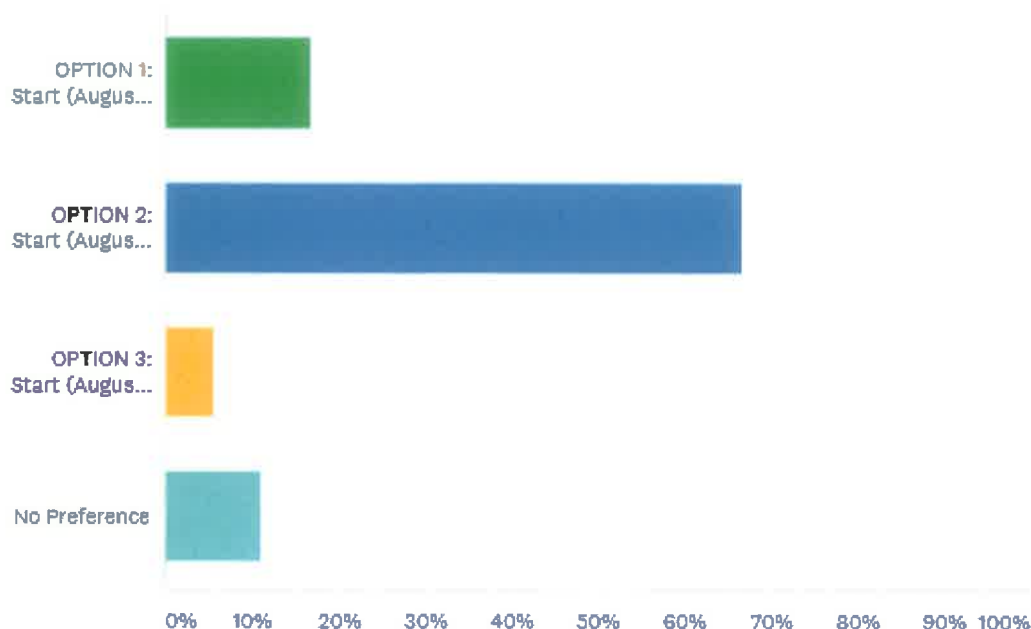
**1760\_180212160218\_001.pdf**

440K

Q1

## Which proposed calendar option would you prefer for 2018-2019?

Answered: 18 Skipped: 0



## ANSWER CHOICES

## RESPONSES

▼ OPTION 1: Start (August 27) same day as Bozeman Schools. End same day as Bozeman Schools (June 6). First PIR Days would be Thurs. and Friday before school starts (Aug 23 & 24). 3 Days at Thanksgiving. No President's day off. No MLK off. Same Winter Break as Bozeman (2 full weeks). Last PIR day on Friday (June 7). Kindergarten start day = Aug 29.	16.67%	3
▼ OPTION 2: Start (August 27) same day as Bozeman Schools. End one day later than Bozeman Schools (June 7). First PIR Days would be Thurs. and Friday before school starts (Aug 23 & 24). 3 Days at Thanksgiving. President's day off. No MLK off. Same Winter Break as Bozeman (2 full weeks). Last PIR day on Monday (June 10). Kindergarten start day = Aug 29.	66.67%	12
▼ OPTION 3: Start (August 29) two days after Bozeman Schools. End one day later than Bozeman Schools (June 7). First PIR Days would be Mon & Tues before school starts (Aug 27 & 28). 3 Days at Thanksgiving. President's day off. MLK off. Shorter Winter Break than Bozeman (Return to school Jan 2 instead of Jan 7). Last PIR day on Monday (June 10). Kindergarten start day = Aug 29.	5.56%	1
▼ No Preference	11.11%	2

## TOTAL

18

# Gallatin Gateway School

OPTION 1  
2018-2019

July						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## Dates to Remember:

Aug.	PIR Days
Aug.	First Day of School Grades 1-8
Aug.	First Day of School Kindergarten
Sept.	Labor Day
Oct.	PIR Days
Nov.	Parent/Teacher Conferences (PIR)
Nov.	Thanksgiving Break
Dec.	Winter Program at 6:30pm
Dec.	Winter Break
Feb.	President's Day
Mar.	Spring Break
April	PIR Day
May	Memorial Day
June	8th Grade Graduation at 6:30pm
June	Last Day of School
June	PIR Day

October						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January						
S	M	T	W	T	F	S
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
S	M	T	W	T	F	S
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March						
S	M	T	W	T	F	S
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## Midterm

Sept.
Dec.
Feb.
May

## End of Quarter

Nov. (4 Days)
Jan. (4 Days)
March (4 Days)
June (4 Days)

## Early Release

12:15pm Dismissal
Nov.
Nov.
Nov.
Dec.
Jan.
March
June

## Commemorative Dates (GGS Policy #2005)

Sept. 17	Citizenship Day
Sept. 28	American Indian Heritage Day
Oct. 12	Columbus Day
Nov. 1	Pioneer Day
Jan. 19	Martin Luther King's Birthday
Feb. 12	Lincoln's Birthday
Feb. 22	Washington's Birthday
Apr. 27	Arbor Day

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
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21	22	23	24	25	26	27
28	29	30				

May						
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

First/Last Day of School for students  
Early Release

Vacation- No School  
End of Quarter

Pupil Instruction Related (PIR)- No School

Q1 = 47  
Q2 = 46  
Q3 = 45  
Q4 = 42  
180

Start: Aug 27  
END: June 16  
#PIR = 7  
#Early Release = 6

Same Christmas  
as Roseman  
No MLK  
No President's  
Day  
K start = Aug 29



OPTION 2

# Gallatin Gateway School

2018-2019

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

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23	24	25	26	27	28	29
30						

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28	29	30	31			

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25	26	27	28	29	30	

S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

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20	21	22	23	24	25	26
27	28	29	30	31		

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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19	20	21	22	23	24	25
26	27	28	29	30	31	

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## Dates to Remember

Aug.	PIR Days
Aug.	First Day of School Grades 1-8
Aug.	First Day of School Kindergarten
Sept.	Labor Day
Oct.	PIR Days
Nov.	Parent/Teacher Conferences (PIR)
Nov.	Thanksgiving Break
Dec.	Winter Program at 6:30pm
Dec.	Winter Break
Feb.	President's Day
Mar.	Spring Break
April	PIR Day
May	Memorial Day
June	8th Grade Graduation at 6:30pm
June	Last Day of School
June	PIR Day

## Midterm

Sept.	Nov. (4 Days)
Dec.	Jan. (4 Days)
Feb.	March (4 Days)
May	June (4 Days)

## End of Quarter

Nov. (4 Days)
Jan. (4 Days)
March (4 Days)
June (4 Days)

## Early Release

12:15pm Dismissal

Nov.
Nov.
Nov.
Dec.
Jan.
March
June

## Commemorative Dates (GGS Policy #2005)

Sept. 17	Citizenship Day
Sept. 28	American Indian Heritage Day
Oct. 12	Columbus Day
Nov. 1	Pioneer Day
Jan. 19	Martin Luther King's Birthday
Feb. 12	Lincoln's Birthday
Feb. 22	Washington's Birthday
Apr. 27	Arbor Day

☒ First/Last Day of School for students  
Early Release

☐ Vacation- No School  
End of Quarter

☐ Pupil Instruction Related (PIR)- No School

Start: Aug 27  
End: June 6

No MIA

Q1 = 47  
Q2 = 46  
Q3 = 44  
Q4 = 43  
180

#PIR = 7  
#Early Release = 6  
Same Christmas  
as Bozeman

President's Day off  
K start = Aug 29

# OPTION 3

## 2018-2019

### Gallatin Gateway School

July						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

#### Dates to Remember:

Aug.	PIR Days
Aug.	First Day of School Grades 1-8
Aug.	First Day of School Kindergarten
Sept.	Labor Day
Oct.	PIR Days
Nov.	Parent/Teacher Conferences (PIR)
Nov.	Thanksgiving Break
Dec.	Winter Program at 6:30pm
Dec.	Winter Break
Feb.	President's Day
Mar.	Spring Break
April	PIR Day
May	Memorial Day
June	8th Grade Graduation at 6:30pm
June	Last Day of School
June	PIR Day

October						
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January						
S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

#### Midterm

Sept.  
Dec.  
Feb.  
May

#### End of Quarter

Nov. (4 Days)  
Jan. (4 Days)  
March (4 Days)  
June (4 Days)

#### Early Release

12:15pm Dismissal

Nov.  
Nov.  
Nov.  
Dec.  
Jan.  
March  
June

#### Commemorative Dates (GGS Policy #2005)

Sept. 17	Citizenship Day
Sept. 28	American Indian Heritage Day
Oct. 12	Columbus Day
Nov. 1	Pioneer Day
Jan. 19	Martin Luther King's Birthday
Feb. 12	Lincoln's Birthday
Feb. 22	Washington's Birthday
Apr. 27	Arbor Day

First/Last Day of School for students  
Early Release

Vacation- No School  
End of Quarter

Pupil Instruction Related (PIR)- No School

Start = Aug 29  
End = June 7

MLK off  
President's Day off

Q1 = 45  
Q2 = 48  
Q3 = 44  
Q4 = 43  
180

#PIR = 7  
#Early Release = 6  
Shorter Christmas

K-Start = Aug 29

# Bozeman Public Schools

## Calendar 2018-2019

<b>July</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>August</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 K 31	<b>September</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>October</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
<b>November</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>December</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>January</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>February</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28
<b>March</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>April</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>May</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>June</b> S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

### DATES TO REMEMBER

Aug 22 - 24	K-12 PIR Days (School Not In Session)
Aug 27	School Begins 1-12
Aug 30	K Full Day Begins
Sep 3	Labor Day Holiday
Oct 8 - 9	K-5 P/T Conferences (No School K-5)
Oct 19 - 20	Flexible PIR Days (No School K-12)
Nov 21 - 23	Thanksgiving Holiday
Nov 26	K-12 PIR Day (No School K-12)
Dec 24 - Jan 4	Winter Break
Jan 21	K-12 PIR Day (No School K-12)
Jan 22	9-12 PIR Day (No School 9-12)
Feb 18	Presidents' Day Holiday
Mar 11 - 15	Spring Break
Apr 11	K-5 Parent/Teacher Conf 6-8 PIR Day (No School K-8)
Apr 12	K-5 Parent/Teacher Conf K-12 PIR Day (No School K-12)
May 24	K-12 PIR Day (No School K-12)
May 27	Memorial Day Holiday
Jun 2	Graduation!
Jun 6	Last Day Of School Students Released @ 12:45

### GRADING PERIODS

K-5:	Jan 18 Jun 6
6-8:	Nov 20 Mar 1 Jun 6
9-12:	Period 1 - Oct 5 Period 2 - Nov 21 1st Sem - Jan 19  Period 1 - Mar 1 Period 2 - Apr 19 2nd Sem - Jun 6

### SYMBOL CODES

	Dist. Flexible PIR Days (No School)
	K-12 PIR (No School K-12)
	K-5 P/T Conf (No School K-5)
	K-8 PIR (No School K-8)
	9-12 PIR (No School 9-12)
	Holiday and/or Break
	School Begins
	School Ends
	Kindergarten Starts

With the approval of this calendar, the Board of Trustees, in commemoration of Martin Luther King Day (1/21/19), is directing that all teachers (K-5) and all Social Studies teachers (6-12) take action in class to recognize and celebrate the principles for which Martin Luther King stood.

## LED Lighting Recommendation

---

### 1) Upgrade LED Lighting in K-2, Learning Lab, and 3-8 Classrooms

#### Recommendation:

To approve the bid submitted by Bill Gossett from Gateway Electric

#### Rationale:

- The bid submitted by Gateway Electric was substantially less than other bids received.
- Gateway Electric, Montana Electric, and Kredit Electric were contacted and asked to submit bids on the project.
- The bids from Gateway Electric and Montana Electric are included.
- Kredit Electric agreed to submit a bid on the project, but did not come out to the school, thus did not submit a proposal.
- The project can be used to increase the energy efficiency of the school and will nearly complete the LED retrofitting of the building.
- I would propose a combination of end of the year General Fund and Building Reserve monies be used to complete this project.
- The project would begin during spring break and finish before the end of the fiscal year.

**Motion:** to approve the bids submitted by Gateway Electric of \$5,784.80 to LED light retrofit the K-2 classrooms and Learning Lab, as well as, their bid of \$3,181.13 to LED light retrofit the 3-8 classrooms.



**P.O. BOX 3183**

**BOZEMAN MT. 59772**

**PHONE # 406 763 5110**

**FAX # 406 763 4031**

**WEB: [WWW.MONTANAELECTRICINC.COM](http://WWW.MONTANAELECTRICINC.COM)**

**EMAIL: [TODDMONTANAELECTRIC@GMAIL.COM](mailto:TODDMONTANAELECTRIC@GMAIL.COM)**

**1/26/18.**

**ATTN. Travis.**

**ELECTRICAL DIVISION 16.**

**JOB NAME:** Lighting upgrade.

**TO:** Gallatin Gateway School.

**RE:** Electrical bid to change out lighting.

**4 Class rooms with 15 suspended fixtures in each class room:**

**Change out 15 suspended fixtures with new led fixtures.....\$4,450.00 per class room**

**6 class rooms with 9 2'x4' lay in fixtures in each class room:**

**Change out 9 2'x4' lay in fixtures with new led 2'x4' lay in fixture.....\$1,920.00 per class room**

**Change out 6 2'x4' lay in fixtures in the bathrooms to 6 new led 2'x4' lay in fixtures..\$1,280.00**

**Change out 4 2'x4' lay in fixtures in office to 4 new led 2'x4' lay in fixtures.....\$820.00**

**Change out florescent lamps to led lamps in 6 8' existing fixtures in tech lab.....\$640.00**

**Change out florescent lamps to led lamps in 12 8' existing fixtures in library.....\$790.00**

**PLEASE REMEMBER US FOR YOUR FUTURE  
PROJECTS AND PLEASE REFER US TO YOUR CLIENTS  
THANK YOU FOR YOUR BUSINESS!!!**

# Estimate

DATE	ESTIMATE #
2/14/2018	282

BILL TO
Gallatin Gateway School

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
LED retrofit	Replace existing flour fixtures in 4 classrooms directly east of entry with new LED surface fixtures. Also, provide dual level switching for new fixtures.  Included in bid:  60 new LED surface mount fixtures, 4000k (15 per classroom) New switches for dual level lighting. Labor and parts to complete installation.	1	5,784.80	5,784.80
				0.00
		Subtotal		5,784.80
		0% Tax		
		<b>Total</b>		<b>5,784.80</b>

# Estimate

DATE	ESTIMATE #
2/14/2018	281

BILL TO
Gateway School

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
LED retrofit	Replace flour lamps with new LED lamps in 6-six classrooms on west end of school.  Included in bid: 207 new LED lamps-4000K Labor for replacement.	1	3,181.13	3,181.13
				0.00
		Subtotal		3,181.13
		0% Tax		
		<b>Total</b>		<b>3,181.13</b>



## T8 LED LIGHT TUBE SINGLE-ENDED 18W

by Hyperikon®



Base  
G13



Voltage  
120-277V



Save 80%  
Energy



Lifespan  
45,000+ Hrs



5 Years  
Warranty



CRI  
85+



Beam Angle  
120°/140°



UV free  
Mercury free



Damp location  
suitable

- Replaces any T8, T10 or T12 fluorescent tube
- Enhanced driver design
- High Efficacy, meaning more lumens per watt
- 45,000+ hours of lifespan, more than 26 years based on 5Hrs/day average
- Device complies with Part 15 of the FCC Rules
- Device has been tested and found to comply with the limits for a class B digital device



(888) 846-4973  
info@hyperikon.com  
8515 Miramar Place  
San Diego, CA 92121  
www.hyperikon.com

## SPECIFICATIONS

Hyperikon Code	Model Name	Type	Wattage	Voltage	Kelvin	CRI	Length	Lumen	Base	Beam Angle
Single-Ended										
841000631	HyperBY-4C-30	Clear	18W	120-277V	3000K	85+	4ft	2300	G13	120°
841100608	HyperBY-4C-40	Clear	18W	120-277V	4000K	85+	4ft	2320	G13	120°
841000701	HyperBY-4C-50	Clear	18W	120-277V	5000K	85+	4ft	2340	G13	120°
841000661	HyperBY-4C-60	Clear	18W	120-277V	6000K	85+	4ft	2360	G13	120°
842000631	HyperBY-4F-30	Frosted	18W	120-277V	3000K	85+	4ft	2200	G13	140°
842100608	HyperBY-4F-40	Frosted	18W	120-277V	4000K	85+	4ft	2220	G13	140°
842000701	HyperBY-4F-50	Frosted	18W	120-277V	5000K	85+	4ft	2240	G13	140°
842000661	HyperBY-4F-60	Frosted	18W	120-277V	6000K	85+	4ft	2280	G13	140°

## MODEL VARIATIONS



## WARNINGS AND CAUTIONS

- Turn power off before inspection, installation or removal. Risk of electric shock - do not use where directly exposed to water or weather.
- Suitable for damp locations outside as well as inside.
- This device is not intended for use with emergency exit fixtures or emergency exit lights.





## **Asbestos Abatement Recommendation**

---

### **1) Complete the asbestos abatement in the 1<sup>st</sup> and 2<sup>nd</sup> grade classrooms**

#### **Recommendation:**

To abate the asbestos floor tiles in the 1<sup>st</sup> and 2<sup>nd</sup> grade classrooms.

#### **Rationale:**

- These are the last two classrooms in the building that have asbestos in the floor tile.
- The carpet in both classrooms is in poor shape and needs to be replaced and we cannot replace the carpet until the abatement is completed.
- SAFETECH has agreed to conduct the abatement during the week of June 18. This is one week after teacher check out, but gives plenty of time to complete the work early in the summer. Thus, giving time for new carpet installation and repainting the walls.
- This is the same company that completed the abatement of Kindergarten and Learning Lab.
- I would encourage the board to explore the ability to use end of year and Building Reserve monies to complete the project.

**Motion:** to approve the bid submitted by SAFETECH of \$3,750/classroom to remove asbestos floor tiles from the 1<sup>st</sup> and 2<sup>nd</sup> grade rooms.

## **SAFETECH, INC**

## **Proposal**

PO Box 80565  
5735 Interstate Ave.  
Billings, MT 59108-0565  
Ph # 406-651-0011 Fax # 406-651-0271

Date: 1/24/2018  
Estimate #

To: Erica  
Gallatin Gateway School  
PO Box 265  
Gallatin Gateway, MT 59730  
Ph: 406-763-4415

Fax: 763-4886

Project: Asbestos Floor Tile Removal  
1-Classroom  
Gallatin Gateway School

We are pleased to submit our services for the supply of materials and labor according to the specifications of said project. The proposal represents our best understanding of the project requirements. We would be pleased to discuss any area that you feel may not have been adequately addressed. Stipulations not included in this proposal will be considered extra work to be negotiated prior to or anon the contract agreement. Our price is firm for the following services and is considered valid for acceptance for thirty (30) days.

---

Safetech, Inc provides the following quote:

Per your request Safetech provides the following quote, to remove and dispose of approximately 750 sq ft of carpet, asbestos floor tile and asbestos mastic from 1 Classroom in the Gallatin Gateway School as follows:

<b>Mobilization</b>	<b>\$ 1,000.00</b>
<b>Containment Prep</b>	<b>\$ 750.00</b>
<b>Asbestos Removal</b>	<b>\$ 1,750.00</b>
<b>Disposal</b>	<b>\$ 250.00</b>
<b>Total Abatement Price</b>	<b>\$ 3,750.00</b>

**Price Includes:**

Specific Liability Insurance  
Mobilization  
Proper Disposal

**Price Excludes:**

Clearance Air Sampling  
Owner will be responsible for moving all furnishings from the work area

All work will be done in accordance with all Federal, State & local Regulations. We appreciate the opportunity to provide this bid for you.

Respectfully Submitted,  
Safetech, Inc.

R.C. Geiss  
Vice President

### **ACCEPTANCE**

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which \_\_\_\_\_ agrees to pay the amount mentioned in said proposal. Full amount due within 30 days from date of invoice (1 ½ percent service charge on balances after 30 days)

ACCEPETER BY: \_\_\_\_\_ DATE: \_\_\_\_\_, 2018

## GALLATIN GATEWAY SCHOOL DISTRICT SUPERINTENDENT EMPLOYMENT CONTRACT ADDENDUM

This Addendum made and entered into this 21<sup>st</sup> day of February 2018, by and between the Governing Board of the Gallatin Gateway Elementary School District of Gallatin Gateway, Montana, hereinafter referred to as DISTRICT, and Travis Anderson, hereinafter referred to as SUPERINTENDENT.

WHEREAS, DISTRICT and SUPERINTENDENT entered into a written employment contract with a term of one (1) contract year; and

WHEREAS, after June 30, 2018, there is only one (1) contract year remaining under the written employment contract.

NOW, THEREFORE, DISTRICT and SUPERINTENDENT, for consideration herein specified AMEND the employment contract as follows:

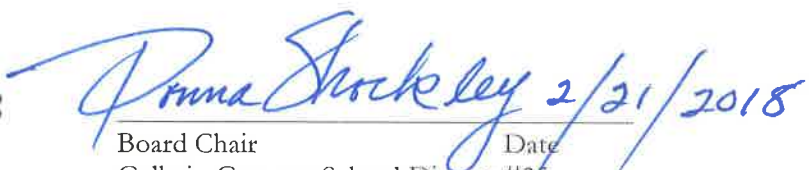
1. **Term.** The Board, by and on behalf of the District, employs Travis Anderson, the Superintendent, and the Superintendent accepts employment as District Superintendent for a term of two (2) years, from July 1, 2018 to June 30, 2020.

DATED this 21<sup>st</sup> day of February 2018.

  
\_\_\_\_\_  
Superintendent

  
\_\_\_\_\_  
Date

2/21/2018

  
\_\_\_\_\_  
Board Chair

Gallatin Gateway School District #35

  
\_\_\_\_\_  
Date

2/21/2018

  
\_\_\_\_\_  
Business Manager/District Clerk

  
\_\_\_\_\_  
Date

2/21/18

# Montana Code Annotated 2017

## TITLE 20. EDUCATION

### CHAPTER 4. TEACHERS, SUPERINTENDENTS, AND PRINCIPALS

#### Part 4. District Superintendent and Principal

## Appointment And Dismissal Of District Superintendent Or County High School Principal

### **20-4-401. Appointment and dismissal of district superintendent or county high school principal. (1)**

The trustees of any high school district, except a county high school or other high school district that operates under a separate board of trustees due to alternative methods of electing the members of the high school board of trustees as provided in **20-3-352(3)**, and the trustees of the elementary district where its high school building is located shall jointly employ and appoint a district superintendent. The trustees of a county high school or other high school district that operates under a separate board of trustees due to alternative methods of electing the members of the high school board of trustees as provided in **20-3-352(3)** shall employ and appoint a district superintendent, except that the trustees of a county high school district may employ and appoint a holder of a class 3 teacher certificate with a district superintendent endorsement as the county high school principal in lieu of a district superintendent. The trustees of any other district may employ and appoint a district superintendent.

(2) Whenever a joint board of trustees has been formed by a county high school and the elementary district where the county high school is located, the joint board shall jointly employ and appoint a district superintendent. During the term of contract of the jointly appointed district superintendent, neither district may separately employ and appoint a district superintendent or county high school principal.

(3) School districts other than those provided in subsection (2) that form a joint board of trustees or the boards of trustees of two or more districts may jointly employ and appoint a district superintendent, as allowed in **20-3-362**, or may enter into an interlocal agreement pursuant to Title 7, chapter 11, part 1, to cooperatively share the employment of a district superintendent.

(4) The written contract of employment of a district superintendent or a county high school principal must be authorized by the proper resolution of the trustees of the district or the joint board of trustees and executed in duplicate by the presiding officer of the trustees or joint board of trustees and the clerks of the districts in the name of the districts and by the district superintendent or the county high school principal. The contract must be for a term of not more than 3 years, and after the second successive contract, the contract is considered to be renewed for a further term of 1 year from year to year unless the trustees, by resolution passed by a majority vote of its membership, resolve to terminate the services of the district superintendent or the county high school principal at the expiration of the existing contract. The trustees shall take the termination action and notify the district superintendent or the county high school principal in writing of their intent to terminate the superintendent's or principal's services at the expiration of the superintendent's or principal's current contract not later than February 1 of the last year of the contract.

(5) Whenever a joint board of trustees or the boards of trustees of two or more districts employs a person as the district superintendent under subsection (2) or (3), the districts shall prorate the compensation provided by the contract of employment on the basis of the number of teachers employed by each district.

(6) At any time the class 3 teacher certification or the endorsement of the certificate of a district superintendent or a county high school principal that qualifies the person to hold the position becomes invalid, the trustees of the district or the joint board of trustees shall discharge the person as the district superintendent or county high school principal regardless of the unexpired term of the contract. The trustees may not compensate the superintendent or principal under the terms of the contract for any services rendered subsequent to the date of the invalidation of the teacher certificate.

(7) A district superintendent or county high school principal may not engage in any work or activity that the trustees consider to be in conflict with the duties and employment as the district superintendent or county high school principal.

**History:** En. 75-6112 by Sec. 93, Ch. 5, L. 1971; amd. Sec. 1, Ch. 105, L. 1973; R.C.M. 1947, 75-6112; amd. Sec. 4, Ch. 308, L. 1987; amd. Sec. 28, Ch. 83, L. 1989; amd. Sec. 4, Ch. 318, L. 2001; amd. Sec. 1, Ch. 144, L. 2009.

## EVALUATION OF BUSINESS MANAGER/DISTRICT CLERK

### GALLATIN GATEWAY SCHOOL DISTRICT #35

**PURPOSE:** This evaluation is being conducted to provide the Business Manager/District Clerk with the School Board's assessment of his/her strengths and weaknesses relative to performance as the Business Manager/District Clerk of this school district. It is the intent that this instrument will serve to provide the Business Manager/District Clerk with reinforcement of effective performance and as a guide for change and improvement. Further, it is the intent that this instrument will serve as a catalyst to strengthen the Board/Business Manager/District Clerk working relationship and the achievement of their mutual goal: To make the school district the most effective it can be.

#### **PROCESS:**

1. The Business Manager/District Clerk's evaluation will be conducted during a special meeting in March.
2. Each Board member will receive individual evaluation forms to complete two weeks prior to the Business Manager/District Clerk's evaluation meeting.
3. The Business Manager/District Clerk will complete a self evaluation to be given to the Board with the evaluation tool two weeks prior to the evaluation meeting.
4. During the special board meeting the Board will discuss the evaluation with the Business Manager/District Clerk during closed session. A final overall performance form will be given to the Business Manager/District Clerk to be placed in his/her personnel file. The Business Manager/District Clerk will receive each individual board member's evaluation form for his/her own records.

#### **Description of Four Ratings**

**Unsatisfactory** - Little or no knowledge and minimal implementation of standards. Does not meet minimal standards and needs substantial improvement.

**Developing** - Evidence of novice performance; fundamental knowledge and implementation of standards. Integration of standards is inconsistent. Business Manager/District Clerk is making progress toward proficiency.

**Proficient** - Evidence of solid performance; strong knowledge, implementation, and integration of standards; clear evidence of proficiency and skill in the domain/component.

**Exemplary** - Evidence of exceptional performance; outstanding knowledge, implementation, and integration of standards along with evidence of initiative and willingness to model and/or serve as a mentor for colleagues.

**GALLATIN GATEWAY SCHOOL  
BUSINESS MANAGER/DISTRICT CLERK  
SUMMATIVE EVALUATION FORM**

Business Manager/District Clerk

School Year

Date

---

**DOMAIN ONE: RELATIONSHIP WITH THE BOARD AND ADMINISTRATIVE TEAM**

**Gallatin Gateway School's Business Manager/District Clerk:**

- Keeps the Board informed of meetings and activities and prepares the Board meeting packets in a timely manner.
- Is receptive to board member ideas and suggestions and works hard to accomplish directives.
- Follows up on all problems and issues brought to his/her attention in a timely manner.
- Accepts constructive criticism as suggestion for improvement, working toward a positive change.
- Keeps the Board and Superintendent informed of his/her activities.
- Maintains confidentiality of employment and student matters.
- Works closely with the Superintendent on school finance issues.
- Performs other duties as assigned by the Board.

**COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH**

☐

Unsatisfactory

☐

Developing

☐

Proficient

☐

Exemplary

☐

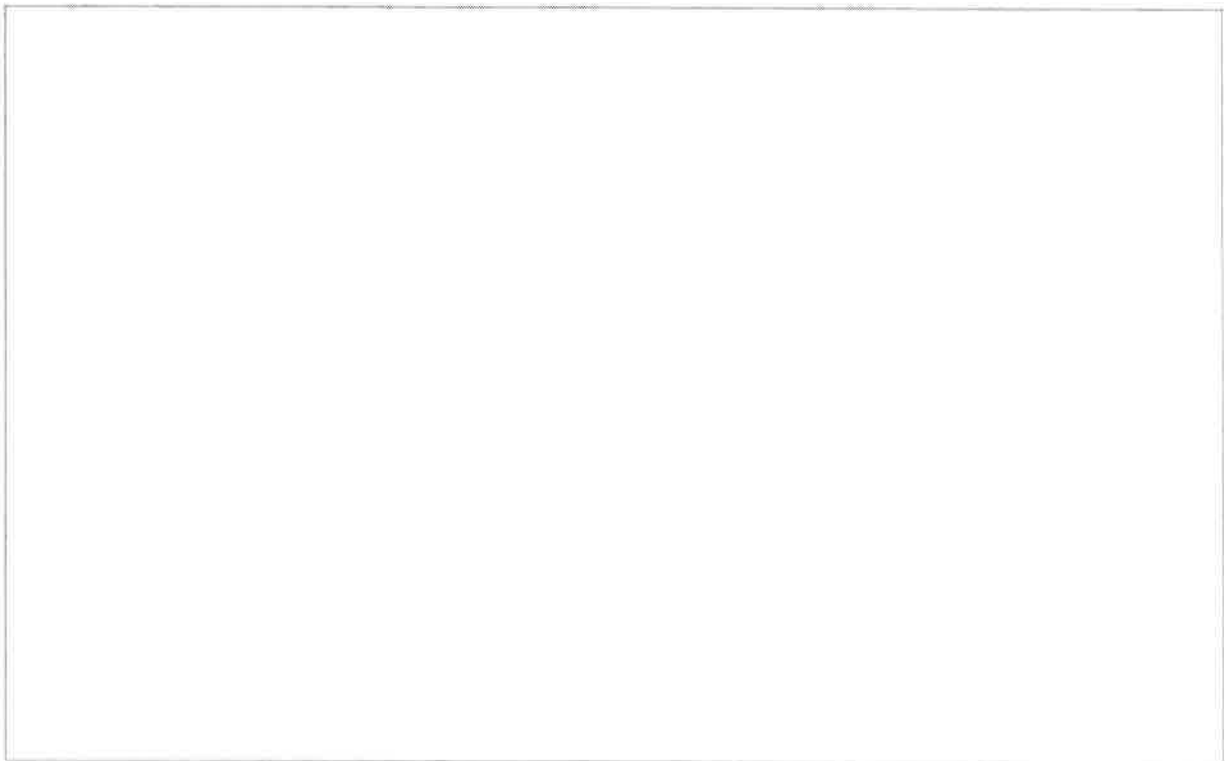
Not Observed

## **DOMAIN TWO: ACCOUNTING MANAGEMENT**

### **Gallatin Gateway School's Business Manager/District Clerk:**

- Maintains accurate and detailed records of all expenditures and/or disbursements.
- Maintains accurate and detailed records of all receipts.
- Maintains records of all funds, including grant funds.
- Reconciles monthly with the County Treasurer Statements.
- Demonstrates willingness to try new methods.
- Prepares a balanced budget which is realistic and in a clear, concise and legible format.
- Effectively administers and monitors the budget, making necessary adjustments to ensure a balanced budget at year end.
- Provides appropriate information to staff and community as necessary regarding payroll, budget, and other public information.
- Achieves audits with few findings or major concerns.

### **COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH**

☐

**Unsatisfactory**

☐

**Developing**

☐

**Proficient**

☐

**Exemplary**

☐

**Not Observed**

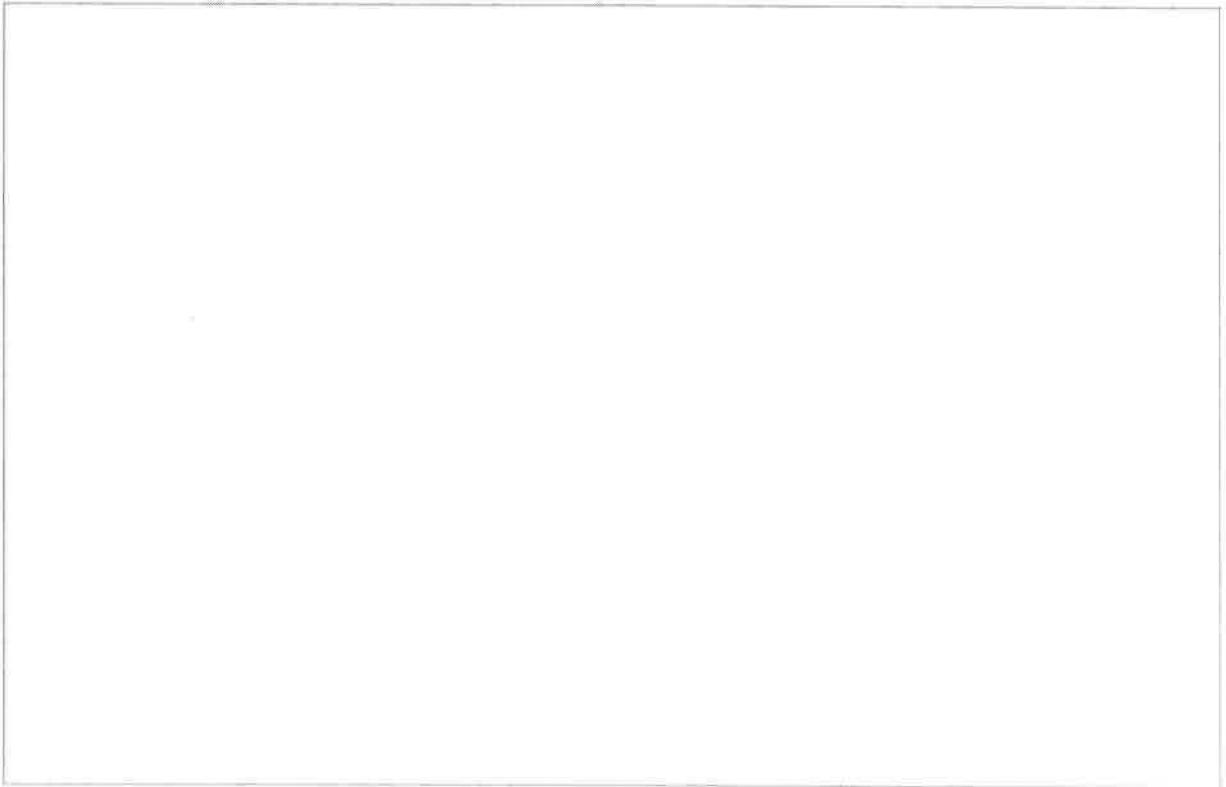


### **DOMAIN THREE: FINANCIAL PLANNING AND RECORD KEEPING**

#### **Gallatin Gateway School's Business Manager/District Clerk:**

- Lists District warrants monthly and provides an operating budget in a clear, concise and legible format to the board.
- Completes monthly, quarterly and annual reports as scheduled.
- Publishes legal and public notices as required.
- Accurately prepares yearly budgets and the Trustees Financial Summary.
- Understands and complies with District Policies and Goals, maintaining up to date policy manuals.
- Acts as election administrator and follows all legal requirements to run school elections.
- Acts as custodian of all records, reports, and historical documents of the district.

#### **COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH**

☐

**Unsatisfactory**

☐

**Developing**

☐

**Proficient**

☐

**Exemplary**

☐

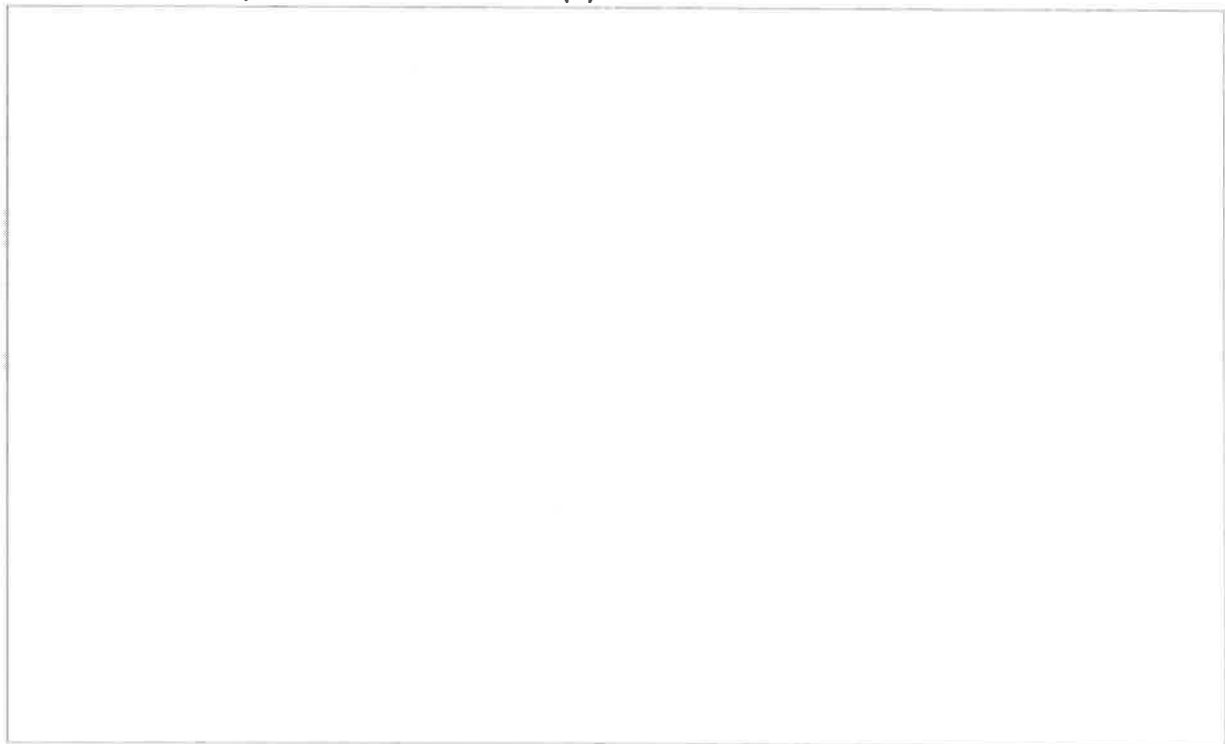
**Not Observed**

#### **DOMAIN FOUR: PROFESSIONAL DEVELOPMENT**

##### **Gallatin Gateway School's Business Manager/District Clerk:**

- Attends regional clerk's meetings, MASBO/MTSBA workshops and other necessary training sessions.
- Keeps informed on local, state, federal, and legal requirements in school business.
- Tries to improve competencies in his/her professional field.
- Displays a positive attitude toward his/her responsibilities.
- Adjusts easily to changes in plans or procedures.
- Communicates effectively and maintains positive and professional relationships with students and colleagues.
- Communicates effectively and maintains positive and professional relationships with parents and community members.
- Solves problems and handles stressful situations with finesse and professionalism.
- Displays initiative when determining tasks and goals.
- Shows perseverance even when faced with obstacles.
- Effectively manages time and responsibilities.
- Makes thoughtful judgments and decisions.

##### **COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH**

☐

**Unsatisfactory**

☐

**Developing**

☐

**Proficient**

☐

**Exemplary**

☐

**Not Observed**

**BUSINESS MANAGER/ DISTRICT CLERK  
SUMMATIVE EVALUATION FORM**

**SUMMATIVE EVALUATION RATING**

☐

Unsatisfactory

☐

Developing

☐

Proficient

☐

Exemplary

**IMPROVEMENT PLAN REQUIRED FOR:**

**DOMAIN ONE**

**DOMAIN TWO**

**BUSINESS MANAGER/ DISTRICT CLERK  
SUMMATIVE EVALUATION FORM**

**DOMAIN THREE**

**DOMAIN FOUR**

The business manager/district clerk and evaluator sign the Summative Evaluation Form to indicate that it was reviewed and discussed, not that the business manager/ district clerk necessarily agrees with comments on this form.

Business Manager/District Clerk

Date

Board Chair

Date

Gallatin Gateway School  
**BUSINESS MANAGER/DISTRICT CLERK**  
**Overall Performance Summary**

**School Board Members:**

Chair	Donna Shockley
Vice-Chair	Aaron Schwieterman
Trustee	Julie Fleury
Trustee	Christie Francis
Trustee	Lessa Racow

**Review Period:** March 2017- March 2018

The Business Manager/District Clerk's overall performance for the review period:

**DOMAIN ONE: RELATIONSHIP WITH BOARD**

\_\_\_Unsatisfactory \_\_\_Developing \_\_\_Proficient \_\_\_Exemplary

**DOMAIN TWO: ACCOUNTING MANAGEMENT**

\_\_\_Unsatisfactory \_\_\_Developing \_\_\_Proficient \_\_\_Exemplary

**DOMAIN THREE: FINANCIAL PLANNING AND RECORD KEEPING**

\_\_\_Unsatisfactory \_\_\_Developing \_\_\_Proficient \_\_\_Exemplary

**DOMAIN FOUR: PROFESSIONAL DEVELOPMENT**

\_\_\_Unsatisfactory \_\_\_Developing \_\_\_Proficient \_\_\_Exemplary

Business Manager/District Clerk

Date

Board Chair

Date

## MTSBA's School Budget Symposiums

---

Regional Budget Workshops coming to a community near you in March 2018  
MTSBA's annual training school budgeting and finance will be held at eight locations around the state from March 5 - 29, 2018.

As part of MTSBA's innovative training delivery model, registrants have the option to attend the symposium or receive the training through distance learning.

Locations to register:

**Kalispell** - March 5

**Frenchtown** - March 6

**Bozeman** - March 7

**Helena** - March 8

**Lockwood** - March 26

**Miles City** - March 27

**Wolf Point** - March 28

**Great Falls** - March 29

Or sign up for distance delivery of the MTSBA School Budget Symposium.



## MTSBA's School Budget Symposium - Bozeman

**Start Date** 03/07/2018 08:30 AM

**End Date** 03/07/2018 03:30 PM

**Address** Willson Library, 404 West Main, 2nd Floor, Bozeman, MT



[Register Now >](#)

## 2018 School Budget Symposium

### AGENDA

8:30-8:45 **Registration**

8:45-9:30 **Review History of Montana School Finance –  
How did we get where we are today.**

9:30-10:15 **Review Budgeted and Non-Budgeted Funds  
as they relate to the entire district budget.**

- Review the Standard School Day
- Review Budget Units
- Review Pupil Instructed Related (PIR) Days
- Review formula for ANB calculation
- Review formula for "Basic" Entitlement and "Per ANB" Entitlement

10:15-10:30 **BREAK**

10:30-12:00 **General Fund**

- Purpose of the General Fund
- Use of the General Fund
- "Basic" and "Per ANB" Entitlements for the 2018-2019 school year
- Components of the General Fund Budget
- How is the General Fund Budget funded?

12:00-1:15 **LUNCH ON YOUR OWN**

1:15-2:30 **Additional Funds**

- Transportation Budget - Funding and Use
- Bus Depreciation Reserve Fund - Funding and Use
- Tuition Fund
- Adult Education Fund
- Flexibility Fund
- Miscellaneous Programs Fund

2:30-2:45 **BREAK**

2:45-3:15 **Additional Flexibility for School Funding**

3:15-3:30 **ESSA Update**



2018 School Budget Symposium Agenda.pdf

# Agenda Item: FY19 Preliminary General Fund Budget

## For comparison:

### FY17

Highest ANB-Based Funding \$1,095,698.40

FY 17 ANB (3-year Average)

Elementary 123

Middle School 39

**Adopted General Fund budget for FY17: \$1,201,754.20**

### FY18- current year

Highest ANB-Based Funding \$1,055,391.30

FY 18 ANB (3-year Average)

Elementary 122

Middle School 34

**Adopted General Fund budget for FY18: \$1,202,095.20**

### FY19- next year

Highest ANB-Based Funding \$1,086,264.36

FY 19 ANB (current year ANB)

Elementary 141

Middle School 20

FY19 Preliminary General Budget Estimates:

Highest Budget **WITHOUT A VOTE:** \$1,203,836.54

Highest Budget **WITH A VOTE:** \$1,203,836.54

Highest Amount District Can Request from Voters on May 8, 2018: \$0.00 (*mill levy maximum*)

*OPI will be releasing Budget worksheets on March 1, 2018, which will provide final budget information.*

FY18 Adopted Budget: \$1,202,095.26

FY19 Minimum Budget: \$1,203,836.54

Difference: \$1741.30 (increase for FY19)

FY18 Adopted Budget: \$1,202,095.26

FY19 Max Budget (w/vote) \$1,203,836.54 (*passage of maximum mill levy of \$0.00*)

Difference: \$1,741.30 (increase for FY19)



**Budget Considerations:**

<u>Utilities Increases</u>	<u>FY18 Budget</u>	<u>FY19 Budget (5% Increase)</u>	<u>\$Increase</u>
Power-Lights	\$1,000	\$1,050	\$50
Natural Gas	\$11,000	\$11,550	\$550
Electricity	\$14,500	\$15,225	\$72
Sewer	\$0.00	\$10,716.48*	\$10,716.48

**5% Increase on Utilities:** \$1,325.00 (without sewer) , \$12,041.48 (with sewer)

\*actual cost of \$893.04/month- flat rate (not expected to have a 5% increase)

**Negotiated Salary Increases:**

FY18 Contracts:	\$576,960
<u>FY19 Estimates:</u>	<u>\$592,138 (no increase on base- just the step/lane increases)</u>
Difference:	\$15,178

Total Anticipated Budget Increases for Utilities & Certified Salaries: \$27,219.48

Gallatin Gateway County Water & Sewer District

PO Box 383

Gallatin Gateway, MT 59730

406-595-0951

customerservice@gatewaywsd.com

INVOICE # 2355

DATE 01/31/2018

DUE DATE 03/02/2018

TERMS Net 30

BILL TO

GALLATIN GATEWAY

SCHOOL DIST NO 35

PO BOX 265

GALLATIN GTWY, MT 59730

Please detach top portion and return with your payment.

DATE	ACCOUNT SUMMARY	AMOUNT
12/31/2017	Balance Forward	\$18.00
01/31/2018	Payments and credits already applied to this invoice	-234.91
	Other payments and credits between 12/31/2017 and 01/31/2018	-18.00
	New charges (details below)	234.91
	Total Amount Due	\$0.00

SERVICE DESCRIPTION	QTY	RATE	AMOUNT
Benefited Lot Charge: SALESVILLE, ORIGINAL PLAT OF, BLOCK13, LOT 1,2,10,11,12 (13), LOT1-10 (14),TR 1	1	6.00	6.00
12.8 VRU - Monthly Sewer Service (prorated to hook-up date of 1/23/18)	1	228.91	228.91

Thank you for your prompt payment. Payments received after the due date above are subject to a \$10 late fee.

TOTAL OF NEW CHARGES	234.91
BALANCE DUE	\$0.00

## GALLATIN GATEWAY COUNTY WATER & SEWER DISTRICT

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TO: Gallatin Gateway residents and property owners  
FROM: Matt Donnelly, General Manager  
DATE: January 20, 2018  
RE: Update on community sewer project

As you know, the community sewer project has been progressing throughout 2017 and in to the winter. The system is operational, and the contractor has thus far been able to connect approximately 25% of the properties included in the project. The system is functioning efficiently and without unusual maintenance or other issues.

Yesterday the engineer informed me that the contractor has requested a winter shutdown. The contractor informed us that frost was approximately 3 feet deep in the roadways, and continued use of ground heaters was proving to be inadequate to remedy the situation. The District's engineer is reviewing the request, and is likely to approve. I don't have additional information about the request or about the schedule for finishing the project at this time. Prior to issuing our authorization to begin work on the project, the contractor provided us with a construction performance bond. The bond acts as a kind of insurance policy assuring us the work will ultimately be completed. This type of bond is common in public works projects. Please continue to check the website at [www.gatewaywsd.com](http://www.gatewaywsd.com) for updates on the sewer project. I will post more information as it becomes available.

Owners of properties already connected will begin receiving monthly invoices for sewer service. The properties not yet connected will continue to receive quarterly invoices for the "benefitted lot charge" of \$6 per month per parcel.

Please continue to check the website at [www.gatewaywsd.com](http://www.gatewaywsd.com) for updates on the sewer project.

## GALLATIN GATEWAY COUNTY WATER & SEWER DISTRICT

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TO: All Property Owners within GGCWSD  
DATE: November 1, 2017  
RE: Sewer Project Status and Future Service Applications

Dear Property Owner,

Today the District mailed connection permits to the owners of all structures *to be connected as part of the initial sewer project*. We are aware of projects within the boundaries of the sewer district waiting to connect to the sewer system, and of remodel projects on structures to be connected in the initial project. The purpose of this letter is to make you aware of District rules and regulations pertaining to future connections, remodels and changes of use.

For your reference, the rules and regulations of the District can be found at <http://docs.gatewaywsd.com/Rules.v08.pdf>. Applications and forms referenced in this letter can be found at <http://www.gatewaywsd.com/documents/applications-and-forms>. You can also request the forms by emailing [customerservice@gatewaywsd.com](mailto:customerservice@gatewaywsd.com) or by calling 595-0951.

The District has contracted with the Four Corners County Water and Sewer District (FCCWSD) for wastewater treatment and disposal. We have purchased limited capacity of 27,000 gallons per day at the Elk Grove treatment plant, and FCCWSD is out of additional capacity due to growth in the Four Corners area. FCCWSD is in the expansion planning process, and it is unlikely we will be able to purchase additional capacity until at least 2019. Further, we will not know how much capacity is consumed by our initial project until we get some flow data. Therefore we won't know how much additional capacity we can allocate to new projects in our community until the initial project is complete.

A summary of a few pertinent aspects of the rules and regulations are listed below.

- You cannot connect your structure to the District's sewer main without a permit. To obtain a permit you must follow the application procedure referenced above.
- The District cannot issue new permits or approve remodel applications until we know how much of our treatment capacity is consumed in the initial project.
- If your structure is connected within the initial project and you are planning to remodel or, if you are a commercial entity, if you plan to change your use category, you must submit an application by following the process referenced above.
- Conservation is critically important to our community at this stage. Every gallon of water we can prevent from entering the sewer system represents cost savings and additional capacity. Please fix your leaky faucets and toilets to help the community.

If you are planning build or remodel we encourage you to submit the "Pre-Design Application" as soon as possible. We will not be able to issue "will serve" letters until we better understand the flows from the initial project – expected to be mid-December.

Sincerely Yours,



Matt Dornelly, General Manager

Gallatin Gateway Water & Sewer District  
PO Box 383, Gallatin Gateway, MT 59730  
[www.gatewaywsd.com](http://www.gatewaywsd.com) (406)595-0951

## GALLATIN GATEWAY COUNTY WATER & SEWER DISTRICT

March 16, 2017

### Approval of Application for Sewer Service

Dear SCHOOL DIST 35,

Thank you for submitting an application for sewer service for your property at 100 MILL ST [legal description SALESVILLE, S11, T03 S, R04E, BLOCK 14, Lot 1 - 10, BLOCK 13 LOTS 1,2,10,11 & 12 & TR 1 COS 2046 PLUS VACATED STREET]. Your application for 12.8VRU has been approved.

The Board of Directors has waived all application fees as well as the Plant Investment Charge appropriate for the number of VRUs authorized in your application. The Board has also arranged for grant and loan financing to connect your structure to the sewer main. Because our contractor will be making the connection to the sewer main, no permit will be required for the property approved by your application.

Construction activity is beginning soon. The contractor intends to complete their work on the mainline pipes before they begin connecting individual homes. Completion of the mainline is anticipated in June of this year. The contractor will hold weekly meetings to update the community. More information about the time and place of the weekly meetings will be forthcoming.

As always, please don't hesitate to call or email if you have questions.

\s Matt Donnelly

General Manager  
Gallatin Gateway County Water & Sewer District  
gm@gatewaywsd.com

Gallatin Gateway Water & Sewer District  
PO Box 383, Gallatin Gateway, MT 59730  
406-595-0951  
www.gatewaywsd.com

**TEMPORARY USE PERMIT FOR  
SEWER LINE CONSTRUCTION PURPOSES**

I/we **SCHOOL DIST 35** (name), 100 MILL ST,(street address) Gallatin Gateway, (city), MT(state), as Grantor, in consideration of One Dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey to the **GALLATIN GATEWAY COUNTY WATER AND SEWER DISTRICT**, a political subdivision of the State of Montana, as Grantee, a temporary construction permit for the construction and location of a wastewater service line over, upon, under and through as described here:

**LEGAL DESCRIPTION:**

SALESVILLE, S11, T03 S, R04E, BLOCK 14, Lot 1 - 10, BLOCK 13 LOTS 1,2,10,11 & 12 & TR 1 COS  
2046 PLUS VACATED STREET

**Uses**

The Grantee hereof shall use such premises solely for the construction of a wastewater line and abandonment of a septic tank. Except as herein granted, the Grantor, its successors and assigns, shall continue to have the full use and enjoyment of the property. The permit extends to 10 feet on either side of the line and septic tank to allow for construction.

**Hold Harmless and Restoration**

Grantee shall bear full responsibility for its use of the property and shall hold Grantor harmless from any claim of damages to persons or premises resulting from or caused by the construction or use of such premises attributable to Grantee. On or before the expiration of the term of this permitted use, the Grantee shall restore the premises to grade as far as reasonably practicable, but is not responsible for replacing individual landscaping. The Grantee will be responsible for reasonably repairing sidewalks, driveways or fences damaged or removed during such construction.

**Time**

This temporary use permit shall be granted for a term of one (1) year from the date of its execution.

IN WITNESS WHEREOF, the Grantor has granted and has executed this Use Permit on this 12 day of December, 2016.

Donna J. Shockley  
Name:

Donna J. Shockley  
Signature

**FOR GGWSD USE:**

**ACKNOWLEDGEMENT AND ACCEPTANCE OF USE PERMIT**

The undersigned as President of the Board of Directors of the **GALLATIN GATEWAY COUNTY WATER AND SEWER DISTRICT**, the Grantee of the above use permit, agrees that the District is bound by the terms, limitations and conditions as set forth above.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

GALLATIN GATEWAY COUNTY WATER AND  
SEWER DISTRICT

Attest:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

Gallatin Gateway County Water & Sewer District  
APPLICATION FOR SEWER CONNECTION

**Purpose of this Application:** *To request a permit to connect to the GGCWSD system.*

**Application Fee (to be submitted with application):** All application fees have been waived by the Board for applicants connecting during the 2017 initial sewer project.

This agreement entered into between the GALLATIN GATEWAY COUNTY WATER AND SEWER DISTRICT, a political subdivision of Gallatin County, Montana, herein "the District," and SCHOOL DIST 35, property owner(s) in the District, herein singly or jointly "Property Owner."

W I T N E S S E T H

WHEREAS Property Owner is the owner of real property shown on the District's User Map; and

WHEREAS Property Owner desires to be provided with sewer services; and

WHEREAS Property Owner has applied for connection to the District's sewer main and has agreed to be bound by the Rules and Regulations of the District.

NOW THEREFORE, in consideration of the mutual covenants, promises, and agreements herein contained, it is hereby understood and agreed by the parties hereto as follows:

The District shall furnish, subject to the limitations set out in its Bylaws and Rules and Regulations, and subject to the limitations set out in Montana laws and regulation now in force or as hereafter amended, sewer services to Property Owner in connection with Property Owner's occupancy and/or ownership of the following described property:

**PART A – To be completed by applicant.**

PROPERTY OWNER NAME

SCHOOL DIST 35

PROPERTY ADDRESS

(as assigned by Gallatin County) 100 MILL ST

PROPERTY LEGAL DESCRIPTION

SALESVILLE, S11, T03 S, R04E, BLOCK 14, Lot 1 - 10, BLOCK 13 LOTS 1,2,10,11 & 12 & TR 1 COS 2046 PLUS VACATED STREET

BILLING ADDRESS

PHONE

EMAIL

I acknowledge that I am the owner or agent of the owner of the property described above, and that I have read and agree to comply with the terms and conditions below.

SIGNED

DATE

*Donna J. Shockley*

*12/12/16*

IN WITNESS WHEREOF, we have executed this agreement  
this       day of       , 2016.

\_\_\_\_\_  
President  
ATTEST:

\_\_\_\_\_  
Secretary

## PART B – To be completed by GGCWSD.

### VRU CALCULATION

For a school with 160 students  
 your rate is based upon 12.8 VRUs (see Rules/Regs Appendix B)  
 and your initial rate will be \$887.04.

☐ Board approval req'd?

Board approval date:

### FEE CALCULATION

No Charge Plant Investment Charge

No Charge Other Charges (explain)

### PERMIT INFORMATION

\_\_\_\_\_ Permit Number

DATE PERMIT ISSUED

### Terms and Conditions:

- During the construction phase of establishing the sewer system, the District shall install, at the District's expense, a service line which shall begin at the main line and extend to the point where Property Owner's drain line (from Property Owner's house) intercepts with the sewer line to the existing septic tank. The service line from Property Owner's drain line shall then connect with the main line of the District at a place to be determined by the District to ensure that the service line has adequate slope and alignment to permit unobstructed flow from the point of interception to the sewer main line. Furthermore, the District shall demolish, in place, Property Owner's existing septic tank or cesspool and fill said tank with suitable aggregate.
- The District will be responsible for the removal and repair of obstructions such as sidewalks, driveways, fences and curbing encountered during service installation, and will also bring the disturbed surface back to grade after installation. The District will not be responsible for replacing the individual landscaping on private property.
- The District shall have final authority in any question regarding the location of any service line connection to its sewer main line.
- During the construction phase Property Owner agrees to grant the District, its successors and assigns, an easement in, over under and upon the above-described property, with the right to erect, construct, install, and lay the sewer and service lines and appurtenant facilities, together with the right to utilize adjoining lands belonging to Property Owner for the purpose of ingress and egress from the above-described property.
- Notwithstanding the above granted easement, and after the construction phase, Property Owner agrees to the following respective obligations of the parties with regard to costs of the use, operation, inspection, repair, maintenance, replacement, and removal of the sewer and service lines and appurtenant facilities - that Property Owner shall be fully responsible for the service line from the house to Property Owner's property line and that the District shall be responsible for the service from the property line to the sewer main line belonging to the District.
- Property Owner agrees to comply with and be bound by the Articles, Bylaws, Rules and Regulations of the District and Montana laws and regulations, now in force, or as hereafter duly and legally supplemented, amended, or changed. Property Owner also agrees to pay for sewer services at such rates, time, and place as shall be determined by the District, and agrees to the imposition of such penalties for noncompliance as are now set out in the District's Bylaws and Rules and Regulations, or which may be hereafter adopted and imposed by the District. Sewer charges to Property Owner shall commence on the first day of the month following the date on which the District accepts its sewer system as operational.
- Property Owner agrees that no other wastewater service connections, present or future, will be added to any sewer service lines connected to the District's sewer mains without prior written approval from the District.
- Property Owner also agrees that his/her/their existing septic tank will be permanently abandoned in place or removed.



- Property Owner and the District agree that in the event any legal action is required in relation to this Agreement, the unsuccessful party in such action shall pay to the successful party, in addition to all other sums that either party may be called on to pay, a reasonable amount for the successful party's attorney's fees and costs.
- Property Owner agrees that failure to pay the monthly sewer charges duly imposed shall result in the automatic imposition of late fees and/or delinquent penalties on unpaid balances, as established by the Rules and Regulations of the District now in force, or which may be hereafter adopted and imposed by the District.
- In the event that a Property Owner shall fail to pay monthly sewer charges for a period of more than ninety (90) days, the parties agree that the District is entitled all other remedies and collection steps allowed by law, and that those remedies include, but are not limited to the following procedures:
  - The District is entitled to install an elder valve on Property Owner's sewer service line, the function of which is to shut off services to Property Owner; and that in order to restore services, Property Owner would be required to pay all delinquencies, penalties and interest, as well as the cost of installing the elder valve, and any other costs associated either with shutting off or restoration of services; and
  - The District is entitled to take the necessary steps to have the county assessor assess the entire amount owed by Property Owner, including penalties and interest, as a tax against Property Owner's real property; and
  - The District is entitled place a lien against Property Owner's real estate in the District; for the entire amount of the arrearage, including penalties and interest; and
  - The District is entitled to institute suit against Property Owner in any court of competent jurisdiction to recover all amounts due, including penalties and interest, etc.

**NOTICE OF PUBLIC HEARING  
ON ESTABLISHMENT OF WASTEWATER SERVICE CHARGES FOR THE  
GALLATIN GATEWAY COUNTY WATER AND SEWER DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Gallatin Gateway County Water and Sewer District, Gallatin County, Montana, passed its Resolution No. 2016-03 of Intent to Establish New Wastewater Rates and Charges and will meet on the 20<sup>th</sup> day of September, 2016, at 6:00 p.m., at the Gallatin Gateway Community Center, 145 Mill St., in Gallatin Gateway, Montana, for the purpose of holding a public hearing on establishing wastewater service charges for the District. The District Board intends to establish a Wastewater OM&R charge to generally fund operating, maintenance, treatment and reserves expenses and a Wastewater Facility R&R Charge to generally fund debt service and bond required reserves. The Board of Directors anticipates that the new charges will be broken into two types: a Wastewater OM&R Charge of \$36.10 per Volume Ratio Unit ("VRU") and a Wastewater Facility R&R Charge of \$33.20 per VRU. The VRU factor per property type is listed on Appendix B of the District's Rules and Regulations, which can be viewed at [www.gatewaywsd.com](http://www.gatewaywsd.com). Under the proposed charges, a single-family residence with two or fewer bedrooms will be charged \$69.30 a month (\$36.10 for the Wastewater OM&R charge and \$33.20 for the Wastewater Facility R&R charge). This is in addition to the existing Benefitted Property Charge of \$6.00 per lot per month. The new rates and charges will be effective upon completion of the wastewater project, which is anticipated to be August 2017. All persons interested may appear and be heard at said time and place of the hearing. For further information regarding the hearing or to review a copy of Resolution No. 2016-03 or Appendix B of the District's Rules and Regulations, contact Matt Donnelly, General Manager, by phone at 509-460-8777 or by email at [gm@gatewaywsd.com](mailto:gm@gatewaywsd.com).

Dated this 7th day of September 2016.

BY ORDER OF THE BOARD OF DIRECTORS OF THE  
GALLATIN GATEWAY COUNTY WATER AND SEWER DISTRICT  
By: Ted Border, President

## Looking Ahead: GGS Assessment Calendar

These are the dates for the spring assessments:

MontCAS CRT (Science) – This test is only taken by 4<sup>th</sup> and 8<sup>th</sup> grade students and is required by Montana

4<sup>th</sup> Grade – March 6 & 7

8<sup>th</sup> Grade – March 6, 7, & 8

Smarter Balanced Assessment Consortium (SBAC) – This test is taken by students in grades 3<sup>rd</sup> through 8<sup>th</sup> and is required by Montana

All SBAC tests will be given during the April 16 through April 27.