

January Agenda

Regular Meeting of Trustees

The regular meeting of the Board of Trustees of School District #35 has been scheduled for **Wednesday, January 16, 2019 at 6:00pm** at the **Gallatin Gateway School Board Room**. (All policies can be found at www.gallatingatewayschool.com.)

Call to Order

Pledge of Allegiance

Presiding Trustee's explanation of procedures

Public Comment- Non Agenda Items- Sign in sheet

Guest: Volunteer Coordinator- Lyn Morton

Consent Agenda

Minutes: December 19, 2018- regular meeting; December 21, 2018- special committee meeting; and January 10, 2019- special meeting; **Finance:** Warrants; Operational Budget by Object Code; Extra-Curricular Expenditure and Reconciliation Report; **Personnel:** Hire: Classified/Certified Substitutes; Resignation: Wrestling Coach- Wyatt Rabel; Hire: Wrestling Coach- Bruce Heppner; Hire: Swimming Lesson Instructors; **Other:** Trustee Training- MTSBA HR Symposium, School Budget Symposium, Employment Hot Topics Seminar

Superintendent's Report

New Business

Discussion Items:

- Board Self-Evaluation
- District Job Descriptions Review

Action Items:

- School Election Calendar Overview
 - Adopt Resolution Calling for Election
- Consider Revisions to Superintendent Job Description
- Business Manager Training- MASBO Region 4 Workshop (March 1) and Budget Workshop (March 4)
- Set date for Business Manager Evaluation

Business Manager Presentation: Miscellaneous Fund (115) Overview

Next Meetings:

- Special Committee Meeting- February 1, 2019 @ 10am- agenda setting
- Regular Meeting- February 20, 2019 @ 6pm
- Special Meeting- TBD- business manager evaluation

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."

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

CALL TO ORDER

The Board of Trustees of the Gallatin Gateway School District #35 met at 6:00pm on Wednesday, January 16, 2018 in the Gallatin Gateway School Board Room. Board Vice-Chair Julie Fleury presided and called the meeting to order at 6:07pm.

TRUSTEES PRESENT

Julie Fleury, Vice Chair; Carissa Paulson, Lessa Racow, and Donna Shockley

TRUSTEES ABSENT

Aaron Schwieterman, Board Chair

STAFF PRESENT

Travis Anderson, Superintendent; and Carrie Fisher, District Clerk

OTHERS PRESENT

Lyn Morton, Patti Ringo, Misti Richardson, Andi Shockley, and Mary Martin

PLEDGE OF ALLEGIANCE

The meeting attendees recited the *Pledge of Allegiance*.

PRESIDING TRUSTEE'S EXPLANATION OF PROCEDURES

Vice Chair Julie Fleury 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

GUEST

Lyn Morton shared information about the volunteer program. She noted that she had a table at open house to try and recruit volunteers. Volunteers have been matched with classrooms as requests from teachers have been made.

CONSENT AGENDA

Motion: Trustee Donna Shockley to approve minutes from December 19, 2018- regular meeting; December 21, 2018- special committee meeting; and January 10, 2019- special meeting; approve claim warrants- #35951-#35972; electronic claims (-99856 - -99863); payroll warrants- #75468-75479; direct deposit- (#-88910- -89946) (VOIDS: #35944; 75476-75479, -88913, -88912); approve Operational Budget by Object Code as of January 11, 2019; Extra-curricular Recap & Reconciliation as of December 31, 2018 with a balance of \$36,939.27; to hire the following certified/classified substitutes: Bus Driver- Maxine Daniel & Gary Jones; Kitchen/Food Service- Stacey Webb, Connie Evenson, & Jeff Krogstad; Teachers/Aides/Other: Shelly Berezay, Dayna Bergin, April Bettilyon; Tina Colstad, Cynthia Corliss, Kate Cottingham, Carrie Croskey; Connie Evenson, Jason Fischer; Karen Fujimori, Kevin Germann, Jennifer

Gilbert, Audra Harvey, Wendy Hourigan, Skyla Jenkins, Kris Keller, Spencer Kirkemo, Jeff Krogstad, Miranda Leutz, Alexander Luebbe, Bethany Macquarrie, Heidi Maus, Hannah Mayer, Darcy Nordhagen, Brad Parsch, Teresa Ann Quatraro, Robin Schauers, Travis W. Silver, Nicorie Steinpfad, Barry Sulam, Mary Thurber-Martin and Alicia Watts; Office/Clerical: Connie Evenson pending adequate fingerprint/background check; to accept the resignation of Wyatt Rabel as wrestling coach and hire Bruce Heppner as the 2018-2019 wrestling coach beginning February 11, 2019 and ending no later than March 16, 2019 for a stipend of \$1200 pending adequate fingerprint/background check; to hire Catheryn Flikkema and Molly DeMarco to teach swimming lessons from February 6, 2019 through March 27, 2019 and will be compensated a total of \$1100 for the six sessions of lessons; to approve the Board's attendance at the MTSBA HR Symposium, School Budget Symposium, and Employment Hot Topics Seminar.

Seconded: Trustee Donna Shockley

Public Comment: Misti Richardson and Andi Shockley

For: Fleury, Paulson, Racow, Shockley

Opposed: None

Motion passed unanimously

SUPERINTENDENT REPORT

Superintendent Anderson discussed the following with the Board: 1) Enrollment = 162 as of January 8, 2019; 2) School Safety Training; 3) Lucy Calkins- professional development through SWMSS; 4) Later Gators Fiscal Stability; 5) Mentoring Team; 6) Campus Improvements; 7) Core Controls- Semi-Annual Service Report; 9) Superintendent Newsletter; 10) Bullying Program; 11) Crime Prevention Through Environmental Design (CPTED); 12) NAEP Testing- 4th grade; 13) Ski Day- March 7th; 13) High School Transition Committee Update; 14) General Fund Budget Amendment Approval; 15) Gallatin Valley Food Bank donation; 16) PIR Day- January 21st; 17) BHS Incoming Freshman Parent Night- January 24; 18) Early Release- February 13 & 14; 19) Superintendent/Parent Meeting- January 28; 20) Parent/Teacher Conferences- February 13 & 14; 21) No School- February 15 & 18; 22) Rural School Registration Night at BHS- February 25; 23) Missoula Children's Theater- February 25; and 24) Spring Break- March 18-22.

NEW BUSINESS

Discussion: Board Self-Evaluation

The Board discussed conducting a self-evaluation and including a component for the community to evaluate the Board. Business Manager Carrie Fisher will convert the current evaluation tools into electronic format. In addition, Vice Chair Julie Fleury and Business Manager Carrie Fisher will develop a tool to allow the community to evaluate the Board and will bring that proposal to a future meeting for Board approval.

Public Comment: Misti Richardson, Andi Shockley

Discussion: Job Descriptions

The Board discussed reviewing the district's job descriptions. It was the consensus of the Board to move forward to with the proposed action plan presented. In addition, the following individual volunteered to head up the review and/or revision of the following job descriptions: Vice Chair Julie Fleury- trustee job descriptions; Trustee Donna Shockley and Superintendent Anderson will review the administrative job descriptions; Trustee Donna Shockley will review and update Guidance Counselor; Business Manager Carrie Fisher, Superintendent Anderson, and Administrative Secretary will provide the Board with revisions/updates to the Business Manager, District Clerk, and Administrative Secretary job descriptions; Business Manager Carrie Fisher will formulate proposals for Assistant Coach, After School Coordinator, After School Assistant, and Athletic Director.

Business Manager Carrie Fisher will contact MTSBA to get guidance on the following: 1) Can the Board revise the Trustee job descriptions to include attending training, or anything else that is above what is required by law? and 2) Can the district change the classification of job descriptions? (i.e. move from Admin to Classified or vice versa)

School Election Calendar Overview

Business Manager Carrie Fisher reviewed the 2018 school election calendar with the Board. She noted that there will be one trustee position open and the deadline for candidates to file is 5pm on March 28, 2019. She also explained that the Board will need to determine if they will be seeking a mill levy by March 13th meeting.

Adopt Resolution Calling for Election:

Motion: Trustee Donna Shockley to adopt the the Trustee Resolution Calling for Election:

BE IT RESOLVED, the Board of Trustees for School District No. 35, Gallatin County, State of Montana, will hold the Annual Regular School Election by mail ballot on Tuesday, the 7th day of May, 2019, which date is not less than seventy (70) days after the passage of this resolution.

Gallatin Gateway School District #35 has appointed the Gallatin County Clerk & Recorder to conduct the school election by mail ballot.

Voting will end at 8:00 p.m. on Election Day. Voted ballots should be mailed or dropped off at Gallatin County Election Office, 311 W Main Street #210, Bozeman, MT 59715.

The purpose of the election is to:

- Elect one (1) trustee for a three-year (3-year) term or as otherwise designated.
- Seek approval of additional levies to operate and maintain the Gallatin Gateway School for the 2019-2020 school year.

If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Carrie Fisher, District Clerk, to cancel that portion of the election in accordance with 13-1-304 and 20-3-313, MCA.

The Gallatin County Clerk & Recorder will be conducting this election by mail ballot; he will appoint election judges to tally votes.

BE IT FURTHER RESOLVED that Carrie Fisher, District Clerk, is hereby directed to assist the Gallatin County Clerk & Recorder with ballot preparation, voter registration, notification, and any other duties required to complete the election.

No further proceedings were conducted relating to the election.

Seconded: Trustee Carissa Paulson

Public Comment: None

For: Fleury, Paulson, Racow, Shockley

Opposed: None

Motion passed unanimously

Consider Revisions to Superintendent Job Description

Trustee Donna Shockley and Superintendent Travis Anderson will collaborate on the revisions and present to the Board at the February regular meeting.

Business Manager Training- MASBO Region 4 Workshop (March 1) and Budget Workshop (March 4)

Motion (amended) Trustee Lessa Racow to approve the Business Manager and any trustee to attend the MASBO Region 4 Workshop and the Budget Workshop.

Seconded: Trustee Donna Shockley

Public Comment: None

For: Fleury, Paulson, Racow, Shockley

Opposed: None

Motion passed unanimously

Set date for Business Manager evaluation

The Board will conduct the Business Manager's evaluation on March 6, 2018 at 4:30pm.

The Business Manager will provide the evaluation tool, self-evaluation, and proposed job description changes to the Board approximately two weeks prior to the meeting.

Next Meetings:

- Special Committee Meeting- February 1, 2019 at 10am- agenda setting
- Regular Meeting- February 20, 2019 at 6pm
- Special Meeting- March 6, 2019 at 4:30pm- business manager evaluation

ADJOURNMENT

Board Vice Chair Julie Fleury adjourned the meeting at 7:45pm.



Aaron Schwieterman, 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: January 16, 2019

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

NAME (Please Print Clearly)	TOPIC (Please Print Clearly)
1. Misti Richardson	Wrestling
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Regular Meeting

January 16, 2019

Sign-in Sheet

<u>Name- please print</u>	<u>Signature</u>
1. <u>Lyn Morton</u>	<u>Lyn Morton</u>
2. <u>PATTI RINGO</u>	<u>Patti Ringo</u>
3. <u>Misti Richardson</u>	<u>Misti Richardson</u>
4. <u>Andi Shockley</u>	<u>Andi Shockley</u>
5. <u>Mary Martin</u>	<u>Mary Martin</u>
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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

MEMO

TO: Gallatin Gateway Board of Trustees

FROM: Carrie Fisher, Business Manager

SUBJECT: Warrant Register Summary

DATE: January 11, 2019

Warrant Numbers (including Direct Deposit/ACH):

Claim (A/P) Warrants #'s:

#35951-#35972

**#35951- reissued to correct vendor- Three Seasons

Electronic Payment:

-99856- -99863

Voided Claim (A/P) Warrant #'s:

5135944- issued to incorrect vendor

Payroll Warrant #'s:

#75468-#75479

Direct Deposits/ACH #'s:

-88910 - -88946

Voided Payroll Warrant #'s:

#75476-75479- printing error

-88913- computer error

-88912- computer error

Thank you.

01/11/19
17:12:29

GALLATIN GATEWAY ELEMENTARY
Claims and/or Payroll Checks List
For the Accounting Period: 1/19

Page: 1 of 2
Report ID: W100X

Claims

Accounts Payable

Check		Vendor/Employee/Payee Number/Name	Check Amount	Period	Date		Notes
Check #	Type				Issued		
-99863	E	1305 BMO MASTERCARD	11.99	1/19	01/11/19		
-99862	E	1305 BMO MASTERCARD	19.98	1/19	01/11/19		
-99861	E	1305 BMO MASTERCARD	773.70	1/19	01/11/19		
-99860	E	1305 BMO MASTERCARD	40.25	1/19	01/11/19		
-99859	E	1305 BMO MASTERCARD	155.89	1/19	01/11/19		
-99858	E	1305 BMO MASTERCARD	18.05	1/19	01/11/19		
-99857	E	1305 BMO MASTERCARD	982.60	1/19	01/11/19		
-99856	E	1305 BMO MASTERCARD	2170.83	1/19	01/11/19		
35952	SC	43 ALSCO-AMERICAN LINEN DIVISION	44.95	1/19	01/16/19		
35953	SC	1494 BIG SKY INTERPRETING SERVICES, LL	112.50	1/19	01/16/19		
35954	SC	132 BLACK MOUNTAIN SOFTWARE	7683.00	1/19	01/16/19		
35955	SC	370 BOZEMAN ELITE COMMERCIAL CLEANERS	2880.00	1/19	01/16/19		
35956	SC	1328 BRIDGER ANALYTICAL LAB, INC	28.00	1/19	01/16/19		
35957	SC	197 BUILDING CODES BUREAU/BOILER SAFE	124.00	1/19	01/16/19		
35958	SC	229 CENTURYLINK	15.92	1/19	01/16/19		
35959	SC	262 COMMERCIAL ENERGY OF MONTANA INC	846.45	1/19	01/16/19		
35960	SC	1337 CORE CONTROL	1128.30	1/19	01/16/19		
35961	SC	281 COSTCO WHOLESALE MEMBERSHIP	120.00	1/19	01/16/19		
35962	SC	420 FOOD SERVICES OF AMERICA	2967.52	1/19	01/16/19		
35963	SC	439 GALLATIN GATEWAY SCHOOL	24.75	1/19	01/16/19		
35964	SC	1283 JAFFE, FRAULEIN	109.79	1/19	01/16/19		
35965	SC	1505 LEDGESTONE SERVICES	502.49	1/19	01/16/19		
35966	SC	1303 NEOPOST USA INC	83.25	1/19	01/16/19		
35967	SC	856 NORTHWESTERN ENERGY	3124.62	1/19	01/16/19		
35968	SC	1515 SCOTT, SUSAN	46.00	1/19	01/16/19		
35969	SC	1403 SYSCO MONTANA, INC.	1812.43	1/19	01/16/19		
35970	SC	1131 THE CARRIAGE HOUSE CAR WASH	21.54	1/19	01/16/19		
35971	SC	666 THOMAS, LORRIE	190.00	1/19	01/16/19		
35972	SC	1506 THREE SEASON, INC	1070.00	1/19	01/16/19		
Claims Total # of Checks:		29	Total:	27108.80			

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)

01/11/19
17:06:42

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 1/19

Page: 1 of 7
Report ID: AP100W

* Over spent expenditure

Warrant Claim	Vendor #/Name	Amount					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
-99863E	1305 BMO MASTERCARD						
	1524	11.99					
	ALIX DAVIS PCARD TRANSACTIONS #8175						
	JAN 5 2019 STATEMENT						
1	C BATTERIES	11.99					
			*	19-082	115 100-1000	610	159
	AMAZON.COM CREDIT SERVICES						
	Total Check:	11.99					
-99862E	1305 BMO MASTERCARD						
	1525	19.98					
	M. COON PCARD TRANSACTIONS #3608						
	JAN 5 2019 STATEMENT						
1	CC-140 12/20/18 WINDOWS DVD PLAYER	14.99					
					CC Accounting: 101- -100-1000-680		
					101 625		
	MICROSOFT						
2	CC-140 12/21/18 DVD PLAYER SUBSCRIPTION	4.99			101 625		
					CC Accounting: 101- -100-1000-680		
	MICROSOFT						
	Total Check:	19.98					
-99861E	1305 BMO MASTERCARD						
	1526	773.70					
	ASHLEY DAVIS PCARD TRANSACTIONS- #1614						
	JAN 5 STATEMENT						
1	CC-141 12/07/18 DC TRIP- TICKETS MT VERNON CRU	773.70					
					CC Accounting: 115- -710-3400-582-711		
					115 625		711
	SPIRIT CRUISES						
	Total Check:	773.70					
-99860E	1305 BMO MASTERCARD						
	1527	40.25					
	T. ANDERSON PCARD TRANSACTIONS- #3590						
	JAN 5 STATEMENT						
1	CC-143 12/21/18 TRANSPORATION MEETING	40.25					
					CC Accounting: 110- -100-2400-582		
					110 625		
	KOUNTRY KORNER						
	Total Check:	40.25					
-99859E	1305 BMO MASTERCARD						
	1528	155.89					
	GGs TEACHERS PCARD TRANSACTIONS- #8647						
	JAN 5 STATEMENT						
1	CC-142 12/09/18 BLESSING BAG SUPPLIES	121.57					

WALMART

2

CC-142 12/09/18 BLESSING BAG SUPPLIES

34.32

115

625

102

CC Accounting: 115-

-710-3400-610-102

WALMART

Total Check:

155.89

01/11/19
17:06:42

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 1/19

Page: 2 of 7
Report ID: AP100W

* Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj	
-99858E	1305 BMO MASTERCARD						
	1529	18.05					
	FOOD SERVICE PCARD TRANSACTIONS- #8621						
	JAN 5 STATEMENT						
1	CC-144 12/06/18 FOOD- BISCUITS	18.05					
		CC Accounting: 112-		-910-3100-630			
				112	625		
	FAMILY DOLLAR						
	Total Check:	18.05					
-99857E	1305 BMO MASTERCARD						
	1530	982.60					
	E. CLARK PCARD TRANSACTIONS- #1614						
	JAN 5 STATEMENT						
1	SNACK CART FOOD	154.07					
		*	19-067	115	100-1000	610	112
	COSTCO						
2	CORRECTIVE MATH- TE	220.95*	19-068	101	280-1000	640	
	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL						
3	CORRECTIVE MATH- TE	220.95*	19-068	101	280-1000	640	
	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL						
4	SHIPPING & HANDLING	34.46*	19-068	101	280-1000	640	
	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL						
5	STAPLER- BLUE	17.35	19-071	101	100-1000	610	
	SCHOOL SPECIALTY INC.						
6	STAPLER- MAGENTA	17.35	19-071	101	100-1000	610	
	SCHOOL SPECIALTY INC.						
7	STAPLER- 40 SHEET-PURPLE	27.75	19-071	101	100-1000	610	
	SCHOOL SPECIALTY INC.						
8	ELECTRIC STAPLER	122.39	19-071	101	100-1000	610	
	SCHOOL SPECIALTY INC.						
9	EXTERNAL HARD DRIVE	99.99	19-075	101	100-2500	610	
	STAPLES CREDIT PLAN						
10	MICROWAVE	67.34*	19-077	115	100-2300	610	162
	WALMART						
	Total Check:	982.60					
-99856E	1305 BMO MASTERCARD						
	1531	2,170.83					
	C.FISHER PCARD TRANSACTIONS #3574						
	JAN 5 2018 STATEMENT						
1	CC-145 01/01/19 MONTHLY TRASH SERVICE	62.44					
		CC Accounting: 110-		-100-2600-431			
				110	625		
	REPUBLIC SERVICES #886						
2	CC-145 01/01/19 MONTHLY TRASH SERVICE	12.49		117	625		
		CC Accounting: 117-		-610-2600-431			
	REPUBLIC SERVICES #886						
3	CC-145 01/01/19 MONTHLY TRASH SERVICE	549.47		101	625		
		CC Accounting: 101-		-100-2600-431			

01/11/19
17:06:42

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 1/19

Page: 3 of 7
Report ID: AP100W

* ... Over spent expenditure

Warrant Claim	Vendor #/Name	Amount				Acct./Source/		
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
4	CC-145 01/01/19 MONTHLY INTERNET SERVICE	67.86		117	625			
	MONTANA OPTICOM	CC Accounting: 117-		-610-2300-530				
5	CC-145 01/01/19 MONTHLY INTERNET SERVICE	90.48		128	625			
	MONTANA OPTICOM	CC Accounting: 128-		-100-2300-530				
6	CC-145 01/01/19 MONTHLY INTERNET SERVICE	226.20		101	625			
	MONTANA OPTICOM	CC Accounting: 101-		-100-2300-530				
7	CC-145 01/01/19 MONTHLY INTERNET SERVICE	67.86		110	625			
	MONTANA OPTICOM	CC Accounting: 110-		-100-2300-530				
8	CC-145 12/18/18 MONTHLY SUBSCRIPTION- ACROBAT	14.99		101	625			
	ADOBE SYSTEMS INCORPORATED	CC Accounting: 101-		-100-2500-680				
9	CC-145 12/10/18 FLU SHOT CLINIC FEE	50.00		115	625			145
	GALLATIN CITY-COUNTY HEALTH DEPARTMENT	CC Accounting: 115-		-100-2400-810-145				
10	CC-145 12/23/18 MONTHLY SUBSCRIPTION	37.00		101	625			
	SURVEY MONKEY	CC Accounting: 101-		-100-2300-810				
11	CC-145 01/02/19 MONTHLY SEWER SERVICE	893.04		101	625			
	GALLATIN GATEWAY WATER & SEWER DISTRICT	CC Accounting: 101-		-100-2600-420				
12	CC-145 12/29/18 ANNUAL SUBSCRIPTION	99.00		101	625			
	DROPBOX INC	CC Accounting: 101-		-100-2500-810				
Total Check:		2,170.83						
35952S	43 ALSCO-AMERICAN LINEN DIVISION							
1501		44.95						
1	LBIL145813 01/07/19 APRONS,RUGS,TOWELS,MOPS	26.97		101	100-2600		610	
2	LBIL145813 01/07/19 APRONS,RUGS,TOWELS,MOPS	3.60		110	100-2700		610	
3	LBIL145813 01/07/19 APRONS,RUGS,TOWELS,MOPS	14.38*		112	910-3100		610	
Total Check:		44.95						
35953S	1494 BIG SKY INTERPRETING SERVICES,							
1502		112.50						
1	361 12/23/18 INTERPRETING SERVICES	112.50*		101	100-2150		330	
Total Check:		112.50						

01/11/19
17:06:42

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 1/19

Page: 4 of 7
Report ID: AP100W

* ... Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj Proj
35954S	132 BLACK MOUNTAIN SOFTWARE						
1503		7,683.00					
1	24144 01/01/19 RENEWAL- CLOUD HOSTING	2,768.00*		101		100-2500	680
2	24144 01/01/19 RENEWAL- ACCOUNTING	1,593.00*		101		100-2500	680
3	24144 01/01/19 RENEWAL- CREDIT CARD MANAGER	305.00*		101		100-2500	680
4	24144 01/01/19 RENEWAL- CHECK SIGNER- ACCOUNT	25.00*		101		100-2500	680
5	24144 01/01/19 RENEWAL- PURCHASE ORDERS	322.00*		101		100-2500	680
6	24144 01/01/19 RENEWAL- REMOTE REQUISITIONS	285.00*		101		100-2500	680
7	24144 01/01/19 RENEWAL- BUDGET PREP	637.00*		101		100-2500	680
8	24144 01/01/19 RENEWAL- PAYROLL	1,163.00*		101		100-2500	680
9	24144 01/01/19 RENEWAL- ACH DIRECT DEPOSIT	100.00*		101		100-2500	680
10	24144 01/01/19 RENEWAL- CHECK SIGNER-PAYROLL	25.00*		101		100-2500	680
11	24144 01/01/19 RENEWAL- DAILY TIMECARDS	460.00*		101		100-2500	680
	Total Check:	7,683.00					
35955S	370 BOZEMAN ELITE COMMERCIAL CLEANERS						
1504		2,880.00					
1	1147 01/01/19 MONTHLY- CUSTODIAL SERVICE	2,246.40		101		100-2600	433
2	1147 01/01/19 MONTHLY- CUSTODIAL SERVICE	576.00		110		100-2600	433
3	1147 01/01/19 MONTHLY- CUSTODIAL SERVICE	57.60*		117		610-2600	433
	Total Check:	2,880.00					
35956S	1328 BRIDGER ANALYTICAL LAB, INC						
1505		28.00					
1	1901099 01/10/19 WATER TESTING	27.44		101		100-2600	421
2	1901099 01/10/19 WATER TESTING	0.56*		117		610-2600	421
	Total Check:	28.00					
35957S	197 BUILDING CODES BUREAU/BOILER						
1506		124.00					
1	12/22/18 BOILER FEE-26455	31.00		101		100-2600	810
2	12/22/18 BOILER FEE- 15305	31.00		101		100-2600	810
3	12/22/18 BOILER FEE- 15304	31.00		101		100-2600	810
4	12/22/18 BOILER FEE- 26456	31.00		101		100-2600	810
	Total Check:	124.00					
35958S	229 CENTURYLINK						
1507		15.92					
1	1457974504 12/19/18 PHONE- LONG DISTANCE	11.62		101		100-2300	531
2	1457974504 12/19/18 PHONE- LONG DISTANCE	3.98		110		100-2300	531
3	1457974504 12/19/18 PHONE- LONG DISTANCE	0.32		117		610-2300	531
	Total Check:	15.92					

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Check/Claim Details
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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
35959S		262 COMMERCIAL ENERGY OF MONTANA INC					
	1532		846.45				
1		NWE051189 01/07/19 GAS ON NWE SYSTEM	829.52		101	100-2600	411
2		NWE051189 01/07/19 GAS ON NWE SYSTEM	16.93*		117	610-2600	411
		Total Check:	846.45				
35960S		1337 CORE CONTROL					
	1508		1,128.30				
1		9124 01/03/19 CAPACITORS INSTALLATION	303.30*		101	100-2600	440
2		9111 01/03/19 SERVICE LEVEL 1- PER AGREEMENT	825.00*		101	100-2600	440
		Total Check:	1,128.30				
35961S		281 COSTCO WHOLESALE MEMBERSHIP					
	1509		120.00				
1		01/01/19 MEMBERSHIP RENWAL	120.00*		101	100-2400	810
		Total Check:	120.00				
35962S		420 FOOD SERVICES OF AMERICA					
	1510		2,967.52				
1		5640550 12/17/18 FOOD	267.79*		101	910-3100	630
2		5640550 12/17/18 FOOD	624.85*		112	910-3100	630
3		5642542 12/20/18 FOOD	105.33*		101	910-3100	630
4		5642542 12/20/18 FOOD	245.76*		112	910-3100	630
5		5643465 12/21/18 CREDIT MEMO- FOOD	-4.06*		101	910-3100	630
6		5643465 12/21/18 CREDIT MEMO- FOOD	-9.46*		112	910-3100	630
7		5647594 01/03/19 FOOD	211.51*		101	910-3100	630
8		5647594 01/03/19 FOOD	493.52*		112	910-3100	630
9		5649062 01/07/19 FOOD	75.11*		101	910-3100	630
10		5649062 01/07/19 FOOD	175.26*		112	910-3100	630
11		5651090 01/10/19 FOOD	224.55*		101	910-3100	630
12		5651090 01/10/19 FOOD	523.95*		112	910-3100	630
13		5651090 01/10/19 SUPPLIES	33.41*		112	910-3100	610
		Total Check:	2,967.52				
35963S		439 GALLATIN GATEWAY SCHOOL					
	1511		24.75				
1		01/08/19 NEEEDY STUDENT MEALS- SS	24.75*		115	100-1000	810 110
		Total Check:	24.75				
35964S		1283 JAFFE, FRAULEIN					
	1512		109.79				
1		12/10/18 REIMBURSEMENT- SUPPLIES	109.79*		115	810-3300	610 202
		Total Check:	109.79				

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GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
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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
359658		1505 LEDGESTONE SERVICES					
	1513		502.49				
1		1901080001 01/08/19 MAINTENANCE - LABOR	450.00*		101	100-2600	440
2		1901080001 01/08/19 MAINTENANCE- SUPPLIES	52.49		101	100-2600	610
		Total Check:	502.49				
359668		1303 NEOPOST USA INC					
	1514		83.25				
1		56330953 12/17/18 POSTAGE MACHINE RENTAL	83.25		101	100-2300	810
		Total Check:	83.25				
359678		856 NORTHWESTERN ENERGY					
	1517		3,124.62				
1		01/03/19 ELECTRIC SERVICE	1,293.10		101	100-2600	412
2		01/03/19 ELECTRIC SERVICE	331.56		110	100-2600	412
3		01/03/19 ELECTRIC SERVICE	33.16*		117	610-2600	412
4		01/03/19 POWER-LIGHTS	139.11		101	100-2600	410
5		01/03/19 POWER-LIGHTS	144.91		110	100-2600	410
6		01/03/19 POWER-LIGHTS	5.80*		117	610-2600	410
7		01/03/19 NATURAL GAS	1,153.44		101	100-2600	411
8		01/03/19 NATURAL GAS	23.54*		117	610-2600	411
		Total Check:	3,124.62				
359688		1515 SCOTT, SUSAN					
	1518		46.00				
1		12/19/18 REFUND- LOST BOOK RETURNED	46.00		115	1900	160
		Total Check:	46.00				
359698		1403 SYSCO MONTANA, INC.					
	1519		1,812.43				
1		243050706 12/04/18 FOOD	187.48*		101	910-3100	630
2		243050706 12/04/18 FOOD	437.45*		112	910-3100	630
3		243055899 12/07/19 FOOD	92.23*		101	910-3100	630
4		243055899 12/07/19 FOOD	215.19*		112	910-3100	630
5		243060078 12/11/18 FOOD	78.94*		101	910-3100	630
6		243060078 12/11/18 FOOD	184.18*		112	910-3100	630
7		243093982 01/08/19 FOOD	107.64*		101	910-3100	630
8		243093982 01/08/19 FOOD	251.16*		112	910-3100	630
9		243093982 01/08/19 SUPPLIES	258.16*		112	910-3100	610
		Total Check:	1,812.43				

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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	
35970S		1131 THE CARRIAGE HOUSE CAR WASH							
	1520		21.54						
1		3570 12/31/18 CAR WASH-BUS (X1)	21.54		110	100-2700		440	
		Total Check:	21.54						
35971S		666 THOMAS, LORRIE							
	1521		190.00						
1		12/20/18 BATERIOLOGICAL TESTING- JAN	98.00		101	100-2600		421	
2		12/20/18 BATERIOLOGICAL TESTING- JAN	2.00*		117	610-2600		421	
3		12/20/18 CHEMICAL TESTING	88.20		101	100-2600		421	
4		12/20/18 CHEMICAL TESTING	1.80*		117	610-2600		421	
		Total Check:	190.00						
35972S		1506 THREE SEASON, INC							
	1522		1,070.00						
1		1808 12/31/18 PLOWING- DECEMBER	1,070.00		101	100-2630		432	
		Total Check:	1,070.00						
# of Claims		29	Total:	27,108.80					

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GALLATIN GATEWAY ELEMENTARY
Statement of Expenditure - Budget vs. Actual Report
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Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
101 GENERAL	97,498.46	584,886.35	1,227,342.00	1,227,342.00	642,455.65	48 %
110 TRANSPORTATION	6,984.22	57,460.01	99,750.00	99,750.00	42,289.99	58 %
111 BUS DEPRECIATION	0.00	0.00	88,317.00	88,317.00	88,317.00	0 %
113 TUITION	0.00	0.00	885.00	885.00	885.00	0 %
114 RETIREMENT	13,018.45	71,121.99	174,496.00	174,496.00	103,374.01	41 %
117 ADULT EDUCATION FUND	294.57	3,037.44	19,515.00	19,515.00	16,477.56	16 %
128 TECHNOLOGY FUNDS	1,315.95	8,945.52	22,501.00	22,501.00	13,555.48	40 %
129 FLEXIBILITY FUND	0.00	0.00	10,966.00	10,966.00	10,966.00	0 %
150 DEBT SERVICE	0.00	350.00	116,315.00	116,315.00	115,965.00	0 %
161 BUILDING RESERVE	0.00	7,925.00	160,347.00	160,347.00	152,422.00	5 %
Grand Total:	119,111.65	733,726.31	1,920,434.00	1,920,434.00	1,186,707.69	38 %

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GALLATIN GATEWAY ELEMENTARY
Statement of Expenditure - Budget vs. Actual Report
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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	40,580.73	202,903.61	482,519.00	482,519.00	279,615.39	42 %
117 AIDES	3,682.91	18,253.48	37,134.00	37,134.00	18,880.52	49 %
120 TEMPORARY SALARIES	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
122 SUBSTITUTE TEACHERS	807.50	3,442.50	0.00	0.00	-3,442.50	*** %
150 STIPEND	25.00	2,210.00	3,230.00	3,230.00	1,020.00	68 %
190 LEAVE - PAY	0.00	0.00	18,000.00	18,000.00	18,000.00	0 %
250 WORKERS' COMPENSATION	226.59	1,210.27	2,619.00	2,619.00	1,408.73	46 %
260 HEALTH INS	5,934.86	31,997.96	78,314.00	78,314.00	46,316.04	40 %
330 OTHER PROFESSIONAL SERVICES	0.00	4,025.00	4,025.00	4,025.00	0.00	100 %
440 REPAIR AND MAINTENANCE SERVICE	0.00	606.70	0.00	0.00	-606.70	*** %
540 ADVERTISING	0.00	883.43	1,000.00	1,000.00	116.57	88 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	413.95	3,500.00	3,500.00	3,086.05	11 %
610 SUPPLIES	405.71	5,027.73	17,000.00	17,000.00	11,972.27	29 %
640 BOOKS	0.00	2,328.79	6,000.00	6,000.00	3,671.21	38 %
650 PERIODICALS	0.00	0.00	400.00	400.00	400.00	0 %
660 MINOR EQUIPMENT	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
680 COMPUTER SOFTWARE	19.98	4,255.78	9,000.00	9,000.00	4,744.22	47 %
682 SUPPLIES- TECHNOLOGY	0.00	605.16	2,000.00	2,000.00	1,394.84	30 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	3,500.00	3,500.00	3,500.00	0 %
810 DUES AND FEES	0.00	359.00	75.00	75.00	-284.00	478 %
Function Total:	51,683.28	278,523.36	680,316.00	680,316.00	401,792.64	40 %
2100 STUDENTS						
113 PROFESSIONAL-OTHER CERTIFIED S	243.36	1,815.84	5,391.00	5,391.00	3,575.16	33 %
250 WORKERS' COMPENSATION	1.57	9.91	27.00	27.00	17.09	36 %
260 HEALTH INS	0.00	60.24	201.00	201.00	140.76	29 %
540 ADVERTISING	0.00	0.00	350.00	350.00	350.00	0 %
610 SUPPLIES	0.00	0.00	175.00	175.00	175.00	0 %
Function Total:	244.93	1,885.99	6,144.00	6,144.00	4,258.01	30 %
2112 ATTENDANCE SERVICES						
610 SUPPLIES	0.00	0.00	100.00	100.00	100.00	0 %
Function Total:	0.00	0.00	100.00	100.00	100.00	0 %
2120 GUIDANCE PROGRAM						
113 PROFESSIONAL-OTHER CERTIFIED S	3,318.96	16,594.83	39,828.00	39,828.00	23,233.17	41 %
190 LEAVE - PAY	0.00	0.00	130.00	130.00	130.00	0 %
250 WORKERS' COMPENSATION	16.67	83.39	200.00	200.00	116.61	41 %
260 HEALTH INS	496.40	2,534.72	6,212.00	6,212.00	3,677.28	40 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	270.00	270.00	270.00	0.00	100 %
610 SUPPLIES	0.00	679.07	250.00	250.00	-429.07	271 %
610-145 SUPPLIES	0.00	35.00	0.00	0.00	-35.00	*** %
MISC.						
Function Total:	3,832.03	20,197.01	46,890.00	46,890.00	26,692.99	43 %
2123 GUIDANCE- TESTING SERVICES						
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	650.00	650.00	650.00	0 %
610 SUPPLIES	0.00	0.00	500.00	500.00	500.00	0 %
Function Total:	0.00	0.00	1,150.00	1,150.00	1,150.00	0 %

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GALLATIN GATEWAY ELEMENTARY
Statement of Expenditure - Budget vs. Actual Report
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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						
2131 HEALTH SERVICES- MEDICAL						
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	1,025.00	1,025.00	1,025.00	0 %
540 ADVERTISING	0.00	346.94	0.00	0.00	-346.94	*** %
Function Total:	0.00	346.94	1,025.00	1,025.00	678.06	33 %
2150 Speech Pathology & Audiology Services						
330 OTHER PROFESSIONAL SERVICES	112.50	202.50	0.00	0.00	-202.50	*** %
Function Total:	112.50	202.50	0.00	0.00	-202.50	*** %
2225 LIBRARY SERVICES						
113 PROFESSIONAL-OTHER CERTIFIED S	2,224.80	11,124.00	22,248.00	22,248.00	11,124.00	50 %
190 LEAVE - PAY	0.00	0.00	255.00	255.00	255.00	0 %
250 WORKERS' COMPENSATION	11.18	55.90	112.00	112.00	56.10	49 %
260 HEALTH INS	350.40	1,771.07	3,654.00	3,654.00	1,882.93	48 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	150.00	150.00	150.00	0 %
610 SUPPLIES	0.00	240.85	500.00	500.00	259.15	48 %
640 BOOKS	0.00	949.27	1,500.00	1,500.00	550.73	63 %
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	2,803.98	875.00	875.00	-1,928.98	320 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	60.00	60.00	60.00	0 %
Function Total:	2,586.38	16,945.07	29,754.00	29,754.00	12,808.93	56 %
2300 GENERAL ADMINISTRATION						
330 OTHER PROFESSIONAL SERVICES	0.00	2,728.81	6,000.00	6,000.00	3,271.19	45 %
331 PROF. SERV. AUDITOR	0.00	0.00	9,000.00	9,000.00	9,000.00	0 %
332 PROF. SERV. LEGAL	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
530 COMMUNICATIONS- INTERNET SERVICE	226.20	1,713.09	3,000.00	3,000.00	1,286.91	57 %
531 COMMUNICATIONS- TELEPHONE	11.62	1,407.29	1,971.00	1,971.00	563.71	71 %
532 POSTAGE	0.00	1,095.80	1,750.00	1,750.00	654.20	62 %
540 ADVERTISING	0.00	498.35	500.00	500.00	1.65	99 %
550 PRINTING/DUPLICATING	0.00	2,619.55	4,500.00	4,500.00	1,880.45	58 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	525.00	2,000.00	2,000.00	1,475.00	26 %
610 SUPPLIES	135.69	576.02	1,000.00	1,000.00	423.98	57 %
660 MINOR EQUIPMENT	0.00	0.00	250.00	250.00	250.00	0 %
680 COMPUTER SOFTWARE	0.00	506.02	0.00	0.00	-506.02	*** %
810 DUES AND FEES	120.25	4,598.45	6,500.00	6,500.00	1,901.55	70 %
Function Total:	493.76	16,268.38	38,471.00	38,471.00	22,202.62	42 %
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	4,833.42	33,833.97	58,001.00	58,001.00	24,167.03	58 %
115 OFFICE/CLERICAL SALARY	2,584.25	19,460.26	32,543.00	32,543.00	13,082.74	59 %
125 SUBSTITUTE- OFFICE/CLERICAL	85.80	870.40	1,445.00	1,445.00	574.60	60 %
190 LEAVE - PAY	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
250 WORKERS' COMPENSATION	37.67	270.64	461.00	461.00	190.36	58 %
260 HEALTH INS	852.02	6,276.67	11,195.00	11,195.00	4,918.33	56 %
340 TECHNICAL SERVICES	0.00	1,275.00	1,775.00	1,775.00	500.00	71 %

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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						
2400 SCHOOL ADMINISTRATION						
532 POSTAGE	0.00	179.99	0.00	0.00	-179.99	*** %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	2,098.03	2,500.00	2,500.00	401.97	83 %
610 SUPPLIES	0.00	305.11	250.00	250.00	-55.11	122 %
680 COMPUTER SOFTWARE	0.00	1,743.35	0.00	0.00	-1,743.35	*** %
780 MAJOR TECHNOLOGY HARDWARE	0.00	1,300.14	750.00	750.00	-550.14	173 %
810 DUES AND FEES	120.00	575.00	525.00	525.00	-50.00	109 %
Function Total:	8,513.16	68,188.56	113,445.00	113,445.00	45,256.44	60 %
2500 BUSINESS SERVICES						
111 ADMINISTRATIVE SALARY	3,468.22	25,199.89	43,480.00	43,480.00	18,280.11	57 %
190 LEAVE - PAY	0.00	0.00	8,961.00	8,961.00	8,961.00	0 %
250 WORKERS' COMPENSATION	16.63	120.69	208.00	208.00	87.31	58 %
260 HEALTH INS	0.00	796.88	1,912.00	1,912.00	1,115.12	41 %
330 OTHER PROFESSIONAL SERVICES	0.00	1,900.00	3,500.00	3,500.00	1,600.00	54 %
340 TECHNICAL SERVICES	0.00	450.00	0.00	0.00	-450.00	*** %
532 POSTAGE	0.00	0.00	50.00	50.00	50.00	0 %
550 PRINTING/DUPLICATING	0.00	182.36	360.00	360.00	177.64	50 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	338.35	1,500.00	1,500.00	1,161.65	22 %
610 SUPPLIES	99.99	109.99	250.00	250.00	140.01	43 %
680 COMPUTER SOFTWARE	7,697.99	9,631.32	7,000.00	7,000.00	-2,631.32	137 %
810 DUES AND FEES	99.00	283.21	700.00	700.00	416.79	40 %
Function Total:	11,381.83	39,012.69	67,921.00	67,921.00	28,908.31	57 %
2600 OPERATIONS & MAINTENANCE						
114 CUSTODIAL SALARY	0.00	3,606.00	5,040.00	5,040.00	1,434.00	71 %
250 WORKERS' COMPENSATION	0.00	18.12	25.00	25.00	6.88	72 %
410 POWER - LIGHTS	139.11	690.81	1,050.00	1,050.00	359.19	65 %
411 NATURAL GAS	1,982.96	5,648.56	11,550.00	11,550.00	5,901.44	48 %
412 ELECTRICITY	1,293.10	6,904.52	15,225.00	15,225.00	8,320.48	45 %
420 OTHER UTILITY SERVICES- SEWER	893.04	6,251.28	10,716.00	10,716.00	4,464.72	58 %
421 WATER TESTS	213.64	964.32	1,800.00	1,800.00	835.68	53 %
431 DISPOSAL SERVICE	549.47	4,806.61	6,019.00	6,019.00	1,212.39	79 %
433 CUSTODIAL SERVICES	2,246.40	15,724.80	26,957.00	26,957.00	11,232.20	58 %
440 REPAIR AND MAINTENANCE SERVICE	1,578.30	16,464.64	15,001.00	15,001.00	-1,463.64	109 %
520 INSURANCE	0.00	13,880.10	13,487.00	13,487.00	-393.10	102 %
610 SUPPLIES	79.46	3,322.16	5,200.00	5,200.00	1,877.84	63 %
810 DUES AND FEES	124.00	224.00	1,500.00	1,500.00	1,276.00	14 %
Function Total:	9,099.48	78,505.92	113,570.00	113,570.00	35,064.08	69 %
2630 GROUNDS- CARE AND UPKEEP						
432 SNOW FLOWING SERVICES	1,070.00	2,230.00	4,000.00	4,000.00	1,770.00	55 %
Function Total:	1,070.00	2,230.00	4,000.00	4,000.00	1,770.00	55 %
3500 EXTRACURRICULAR ATHLETICS						
680 COMPUTER SOFTWARE	0.00	30.49	0.00	0.00	-30.49	*** %
Function Total:	0.00	30.49	0.00	0.00	-30.49	*** %
Program Total:	89,017.35	522,336.91	1,103,311.00	1,103,311.00	580,974.09	47 %
Program Group Total:	89,017.35	522,336.91	1,103,311.00	1,103,311.00	580,974.09	47 %

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101 GENERAL

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
200						
280 SPECIAL EDUCATION						
1000 INSTRUCTION						
112 CERTIFIED SALARIES	2,892.33	14,461.65	34,708.00	34,708.00	20,246.35	41 %
117 AIDES	1,639.75	8,442.00	24,266.00	24,266.00	15,824.00	34 %
120 TEMPORARY SALARIES	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	22.77	115.08	296.00	296.00	180.92	38 %
260 HEALTH INS	584.00	3,508.87	9,433.00	9,433.00	5,924.13	37 %
540 ADVERTISING	0.00	426.78	0.00	0.00	-426.78	*** %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	300.00	300.00	300.00	0 %
610 SUPPLIES	0.00	0.00	350.00	350.00	350.00	0 %
640 BOOKS	0.00	476.36	0.00	0.00	-476.36	*** %
682 SUPPLIES- TECHNOLOGY	0.00	0.00	150.00	150.00	150.00	0 %
Function Total:	5,138.85	27,430.74	70,673.00	70,673.00	43,242.26	38 %
2490 SCHOOL ADMIN SUPPORT SERVICES- SPEC ED DIRECTOR						
119 OTHER SUPERVISORY SALARIES	216.43	1,514.99	2,597.00	2,597.00	1,082.01	58 %
250 WORKERS' COMPENSATION	1.09	7.63	13.00	13.00	5.37	58 %
260 HEALTH INS	14.70	120.75	228.00	228.00	107.25	52 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	50.00	50.00	50.00	0 %
Function Total:	232.22	1,643.37	2,888.00	2,888.00	1,244.63	56 %
6200 RESOURCES TRANSFERED						
920 RESOURCES TRANSFER TO COOP	0.00	0.00	2,667.00	2,667.00	2,667.00	0 %
Function Total:	0.00	0.00	2,667.00	2,667.00	2,667.00	0 %
Program Total:	5,371.07	29,074.11	76,228.00	76,228.00	47,153.89	38 %
Program Group Total:	5,371.07	29,074.11	76,228.00	76,228.00	47,153.89	38 %
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 %
680 COMPUTER SOFTWARE	0.00	945.00	0.00	0.00	-945.00	*** %
810 DUES AND FEES	0.00	0.00	200.00	200.00	200.00	0 %
Function Total:	0.00	945.00	2,700.00	2,700.00	1,755.00	35 %
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	945.00	3,200.00	3,200.00	2,255.00	29 %
368 DATA FOR ACHIEVEMENT						
1000 INSTRUCTION						
680 COMPUTER SOFTWARE	0.00	3,333.80	3,300.00	3,300.00	-33.80	101 %
Function Total:	0.00	3,333.80	3,300.00	3,300.00	-33.80	101 %
Program Total:	0.00	3,333.80	3,300.00	3,300.00	-33.80	101 %
Program Group Total:	0.00	4,278.80	6,500.00	6,500.00	2,221.20	65 %

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101 GENERAL

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
700						
710 EXTRACURRICULAR PROGRAM						
3400 EXTRACURRICULAR ACTIVITIES						
150 STIPEND	0.00	2,575.00	2,725.00	2,725.00	150.00	94 %
250 WORKERS' COMPENSATION	0.00	12.94	14.00	14.00	1.06	92 %
260 HEALTH INS	0.00	207.57	247.00	247.00	39.43	84 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
Function Total:	0.00	2,795.51	5,986.00	5,986.00	3,190.49	46 %
Program Total:	0.00	2,795.51	5,986.00	5,986.00	3,190.49	46 %
720 ATHLETICS						
3500 EXTRACURRICULAR ATHLETICS						
119 OTHER SUPERVISORY SALARIES	188.81	1,813.34	2,991.00	2,991.00	1,177.66	60 %
150 STIPEND	100.00	4,810.00	10,810.00	10,810.00	6,000.00	44 %
250 WORKERS' COMPENSATION	1.46	33.32	69.00	69.00	35.68	48 %
260 HEALTH INS	0.00	111.38	0.00	0.00	-111.38	*** %
540 ADVERTISING	0.00	469.44	0.00	0.00	-469.44	*** %
Function Total:	290.27	7,237.48	13,870.00	13,870.00	6,632.52	52 %
Program Total:	290.27	7,237.48	13,870.00	13,870.00	6,632.52	52 %
Program Group Total:	290.27	10,032.99	19,856.00	19,856.00	9,823.01	50 %
900						
910 FOOD SERVICES						
3100 FOOD SERVICES						
116 COOKS	1,151.49	5,634.22	11,062.00	11,062.00	5,427.78	50 %
119 OTHER SUPERVISORY SALARIES	216.43	1,514.98	2,597.00	2,597.00	1,082.02	58 %
126 SUBSTITUTE COOKS	17.30	63.10	288.00	288.00	224.90	21 %
250 WORKERS' COMPENSATION	73.33	359.19	789.00	789.00	429.81	45 %
260 HEALTH INS	14.70	503.24	1,503.00	1,503.00	999.76	33 %
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	150.00	150.00	150.00	0 %
540 ADVERTISING	0.00	0.00	150.00	150.00	150.00	0 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	270.00	200.00	200.00	-70.00	135 %
610 SUPPLIES	0.00	97.09	224.00	224.00	126.91	43 %
630 FOOD	1,346.52	10,561.00	4,484.00	4,484.00	-6,077.00	235 %
810 DUES AND FEES	0.00	160.72	0.00	0.00	-160.72	*** %
Function Total:	2,819.77	19,163.54	21,447.00	21,447.00	2,283.46	89 %
Program Total:	2,819.77	19,163.54	21,447.00	21,447.00	2,283.46	89 %
Program Group Total:	2,819.77	19,163.54	21,447.00	21,447.00	2,283.46	89 %
Fund Total:	97,498.46	584,886.35	1,227,342.00	1,227,342.00	642,455.65	47 %

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110 TRANSPORTATION

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
2300 GENERAL ADMINISTRATION						
530 COMMUNICATIONS- INTERNET SERVICE	67.86	513.92	1,955.00	1,955.00	1,441.08	26 %
531 COMMUNICATIONS- TELEPHONE	3.98	481.97	1,200.00	1,200.00	718.03	40 %
680 COMPUTER SOFTWARE	0.00	45.00	0.00	0.00	-45.00	*** %
Function Total:	71.84	1,040.89	3,155.00	3,155.00	2,114.11	32 %
2400 SCHOOL ADMINISTRATION						
582 TRAVEL OUT-OF-DISTRICT/INSERVI	40.25	40.25	0.00	0.00	-40.25	*** %
Function Total:	40.25	40.25	0.00	0.00	-40.25	*** %
2500 BUSINESS SERVICES						
111 ADMINISTRATIVE SALARY	1,156.07	8,399.97	14,493.00	14,493.00	6,093.03	57 %
190 LEAVE - PAY	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
250 WORKERS' COMPENSATION	5.54	40.24	69.00	69.00	28.76	58 %
260 HEALTH INS	0.00	265.62	638.00	638.00	372.38	41 %
Function Total:	1,161.61	8,705.83	16,200.00	16,200.00	7,494.17	53 %
2600 OPERATIONS & MAINTENANCE						
410 POWER - LIGHTS	144.91	719.59	1,215.00	1,215.00	495.41	59 %
412 ELECTRICITY	331.56	1,770.38	3,075.00	3,075.00	1,304.62	57 %
431 DISPOSAL SERVICE	62.44	546.19	700.00	700.00	153.81	78 %
433 CUSTODIAL SERVICES	576.00	4,032.00	6,912.00	6,912.00	2,880.00	58 %
Function Total:	1,114.91	7,068.16	11,902.00	11,902.00	4,833.84	59 %
2630 GROUNDS- CARE AND UPKEEP						
432 SNOW PLOWING SERVICES	0.00	0.00	2,200.00	2,200.00	2,200.00	0 %
Function Total:	0.00	0.00	2,200.00	2,200.00	2,200.00	0 %
2700 STUDENT TRANSPORTATION						
115 OFFICE/CLERICAL SALARY	352.39	2,653.66	4,438.00	4,438.00	1,784.34	59 %
118 BUS DRIVERS	2,069.33	10,799.98	13,261.00	13,261.00	2,461.02	81 %
119 OTHER SUPERVISORY SALARIES	1,803.52	12,624.64	21,642.00	21,642.00	9,017.36	58 %
125 SUBSTITUTE- OFFICE/CLERICAL	11.70	54.60	115.00	115.00	60.40	47 %
180 BONUS	0.00	0.00	1,360.00	1,360.00	1,360.00	0 %
190 LEAVE - PAY	0.00	0.00	800.00	800.00	800.00	0 %
250 WORKERS' COMPENSATION	140.95	782.38	965.00	965.00	182.62	81 %
260 HEALTH INS	192.58	1,924.81	3,401.00	3,401.00	1,476.19	56 %
330 OTHER PROFESSIONAL SERVICES	0.00	140.00	650.00	650.00	510.00	21 %
440 REPAIR AND MAINTENANCE SERVICE	21.54	126.55	6,000.00	6,000.00	5,873.45	2 %
520 INSURANCE	0.00	6,406.20	6,406.00	6,406.00	-0.20	100 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	30.63	250.00	250.00	219.37	12 %
610 SUPPLIES	3.60	200.71	750.00	750.00	549.29	26 %
624 FUEL	0.00	779.18	4,450.00	4,450.00	3,670.82	17 %
660 MINOR EQUIPMENT	0.00	0.00	700.00	700.00	700.00	0 %
810 DUES AND FEES	0.00	0.00	150.00	150.00	150.00	0 %
Function Total:	4,595.61	36,523.34	65,338.00	65,338.00	28,814.66	55 %
2740 TRANSPORTATION SERVICING & MAIN						
440 REPAIR AND MAINTENANCE SERVICE	0.00	2,718.34	0.00	0.00	-2,718.34	*** %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	355.00	355.00	355.00	0 %
610 SUPPLIES	0.00	1,363.20	600.00	600.00	-763.20	227 %
Function Total:	0.00	4,081.54	955.00	955.00	-3,126.54	427 %
Program Total:	6,984.22	57,460.01	99,750.00	99,750.00	42,289.99	57 %
Program Group Total:	6,984.22	57,460.01	99,750.00	99,750.00	42,289.99	57 %

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110 TRANSPORTATION

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Fund Total:	6,984.22	57,460.01	99,750.00	99,750.00	42,289.99	57 %

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111 BUS DEPRECIATION

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
2700 STUDENT TRANSPORTATION						
740 MAJOR EQUIPMENT REPLACEMENT	0.00	0.00	88,317.00	88,317.00	88,317.00	0 %
Function Total:	0.00	0.00	88,317.00	88,317.00	88,317.00	0 %
Program Total:	0.00	0.00	88,317.00	88,317.00	88,317.00	0 %
Program Group Total:	0.00	0.00	88,317.00	88,317.00	88,317.00	0 %
Fund Total:	0.00	0.00	88,317.00	88,317.00	88,317.00	0 %

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113 TUITION

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
200						
280 SPECIAL EDUCATION						
1000 INSTRUCTION						
561 TUITION	0.00	0.00	885.00	885.00	885.00	0 %
Function Total:	0.00	0.00	885.00	885.00	885.00	0 %
Program Total:	0.00	0.00	885.00	885.00	885.00	0 %
Program Group Total:	0.00	0.00	885.00	885.00	885.00	0 %
Fund Total:	0.00	0.00	885.00	885.00	885.00	0 %

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114 RETIREMENT

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
1000 INSTRUCTION						
210 SOCIAL SECURITY AND MEDICARE	3,280.39	16,501.66	42,000.00	42,000.00	25,498.34	39 %
220 TRS	4,007.40	20,023.34	45,524.00	45,524.00	25,500.66	43 %
240 UNEMPLOYMENT	216.47	1,088.71	2,502.00	2,502.00	1,413.29	43 %
Function Total:	7,504.26	37,613.71	90,026.00	90,026.00	52,412.29	41 %
2100 STUDENTS						
210 SOCIAL SECURITY AND MEDICARE	23.86	151.02	412.00	412.00	260.98	36 %
220 TRS	21.83	162.88	0.00	0.00	-162.88	*** %
240 UNEMPLOYMENT	1.50	9.48	26.00	26.00	16.52	36 %
Function Total:	47.19	323.38	438.00	438.00	114.62	73 %
2120 GUIDANCE PROGRAM						
210 SOCIAL SECURITY AND MEDICARE	231.73	1,159.11	3,047.00	3,047.00	1,887.89	38 %
220 TRS	297.71	1,488.56	3,573.00	3,573.00	2,084.44	41 %
240 UNEMPLOYMENT	15.93	79.65	191.00	191.00	111.35	41 %
Function Total:	545.37	2,727.32	6,811.00	6,811.00	4,083.68	40 %
2210 IMPROVEMENT OF INSTRUCTION SER						
210 SOCIAL SECURITY AND MEDICARE	0.00	0.00	1,702.00	1,702.00	1,702.00	0 %
220 TRS	0.00	0.00	1,996.00	1,996.00	1,996.00	0 %
240 UNEMPLOYMENT	0.00	0.00	107.00	107.00	107.00	0 %
Function Total:	0.00	0.00	3,805.00	3,805.00	3,805.00	0 %
2225 LIBRARY SERVICES						
210 SOCIAL SECURITY AND MEDICARE	146.30	733.18	2,000.00	2,000.00	1,266.82	36 %
220 TRS	199.56	997.83	1,850.00	1,850.00	852.17	53 %
240 UNEMPLOYMENT	10.68	53.40	109.00	109.00	55.60	48 %
Function Total:	356.54	1,784.41	3,959.00	3,959.00	2,174.59	45 %
2400 SCHOOL ADMINISTRATION						
210 SOCIAL SECURITY AND MEDICARE	572.94	4,120.98	6,933.00	6,933.00	2,812.02	59 %
220 TRS	433.57	3,034.90	5,203.00	5,203.00	2,168.10	58 %
230 PERS	221.61	1,648.43	2,771.00	2,771.00	1,122.57	59 %
240 UNEMPLOYMENT	36.02	260.03	441.00	441.00	180.97	58 %
Function Total:	1,264.14	9,064.34	15,348.00	15,348.00	6,283.66	59 %
2500 BUSINESS SERVICES						
210 SOCIAL SECURITY AND MEDICARE	353.76	2,570.39	4,435.00	4,435.00	1,864.61	57 %
230 PERS	383.82	2,788.80	4,812.00	4,812.00	2,023.20	57 %
240 UNEMPLOYMENT	22.20	161.28	278.00	278.00	116.72	58 %
Function Total:	759.78	5,520.47	9,525.00	9,525.00	4,004.53	57 %
2580 TECHNOLOGY COORDINATOR						
210 SOCIAL SECURITY AND MEDICARE	79.81	399.02	3,500.00	3,500.00	3,100.98	11 %
220 TRS	98.95	494.76	2,500.00	2,500.00	2,005.24	19 %
240 UNEMPLOYMENT	5.30	26.49	64.00	64.00	37.51	41 %
Function Total:	184.06	920.27	6,064.00	6,064.00	5,143.73	15 %
2600 OPERATIONS & MAINTENANCE						
210 SOCIAL SECURITY AND MEDICARE	0.00	275.86	373.00	373.00	97.14	73 %
220 TRS	0.00	0.00	150.00	150.00	150.00	0 %
240 UNEMPLOYMENT	0.00	17.31	24.00	24.00	6.69	72 %
Function Total:	0.00	293.17	547.00	547.00	253.83	53 %

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114 RETIREMENT

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100 ELEMENTARY							
100 ELEMENTARY							
2700 STUDENT TRANSPORTATION							
210	SOCIAL SECURITY AND MEDICARE	323.98	2,027.14	5,000.00	5,000.00	2,972.86	40 %
220	TRS	161.77	1,132.42	2,800.00	2,800.00	1,667.58	40 %
230	PERS	128.02	754.69	500.00	500.00	-254.69	150 %
240	UNEMPLOYMENT	20.34	127.47	200.00	200.00	72.53	63 %
	Function Total:	634.11	4,041.72	8,500.00	8,500.00	4,458.28	47 %
	Program Total:	11,295.45	62,288.79	145,023.00	145,023.00	82,734.21	42 %
	Program Group Total:	11,295.45	62,288.79	145,023.00	145,023.00	82,734.21	42 %
200							
280 SPECIAL EDUCATION							
1000 INSTRUCTION							
210	SOCIAL SECURITY AND MEDICARE	333.78	1,687.88	6,500.00	6,500.00	4,812.12	25 %
220	TRS	406.53	2,054.48	6,500.00	6,500.00	4,445.52	31 %
240	UNEMPLOYMENT	21.74	109.90	283.00	283.00	173.10	38 %
	Function Total:	762.05	3,852.26	13,283.00	13,283.00	9,430.74	29 %
2490 SCHOOL ADMIN SUPPORT SERVICES- SPEC ED DIRECTOR							
210	SOCIAL SECURITY AND MEDICARE	16.56	115.63	197.00	197.00	81.37	58 %
220	TRS	19.41	135.88	233.00	233.00	97.12	58 %
240	UNEMPLOYMENT	1.04	7.27	12.00	12.00	4.73	60 %
	Function Total:	37.01	258.78	442.00	442.00	183.22	58 %
6200 RESOURCES TRANSFERED							
920	RESOURCES TRANSFER TO COOP	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
	Function Total:	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
	Program Total:	799.06	4,111.04	18,525.00	18,525.00	14,413.96	22 %
	Program Group Total:	799.06	4,111.04	18,525.00	18,525.00	14,413.96	22 %
600							
610 ADULT CONTINUING EDUCATION PRO							
1000 INSTRUCTION							
210	SOCIAL SECURITY AND MEDICARE	5.52	42.36	300.00	300.00	257.64	14 %
220	TRS	6.47	45.31	100.00	100.00	54.69	45 %
240	UNEMPLOYMENT	0.35	2.67	30.00	30.00	27.33	8 %
	Function Total:	12.34	90.34	430.00	430.00	339.66	21 %
	Program Total:	12.34	90.34	430.00	430.00	339.66	21 %
	Program Group Total:	12.34	90.34	430.00	430.00	339.66	21 %
700							
710 EXTRACURRICULAR PROGRAM							
3400 EXTRACURRICULAR ACTIVITIES							
210	SOCIAL SECURITY AND MEDICARE	0.00	195.27	300.00	300.00	104.73	65 %
240	UNEMPLOYMENT	0.00	12.36	30.00	30.00	17.64	41 %
	Function Total:	0.00	207.63	330.00	330.00	122.37	62 %
	Program Total:	0.00	207.63	330.00	330.00	122.37	62 %
720 ATHLETICS							
3500 EXTRACURRICULAR ATHLETICS							
210	SOCIAL SECURITY AND MEDICARE	21.19	501.83	1,049.00	1,049.00	547.17	47 %
220	TRS	6.47	45.31	100.00	100.00	54.69	45 %
240	UNEMPLOYMENT	1.39	31.80	75.00	75.00	43.20	42 %
	Function Total:	29.05	578.94	1,224.00	1,224.00	645.06	47 %
	Program Total:	29.05	578.94	1,224.00	1,224.00	645.06	47 %

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114 RETIREMENT

Program-Function-Object		Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Program Group Total:		29.05	786.57	1,554.00	1,554.00	767.43	50 %
800							
840 AFTERSCHOOL PROGRAM							
3300 COMMUNITY SERVICES- AFTERSCHOOL PROGRAM							
210	SOCIAL SECURITY AND MEDICARE	85.19	85.19	0.00	0.00	-85.19	*** %
220	TRS	114.18	114.18	0.00	0.00	-114.18	*** %
240	UNEMPLOYMENT	3.46	3.46	0.00	0.00	-3.46	*** %
250	WORKERS' COMPENSATION	2.65	2.65	0.00	0.00	-2.65	*** %
Function Total:		205.48	205.48	0.00	0.00	-205.48	*** %
Program Total:		205.48	205.48	0.00	0.00	-205.48	*** %
Program Group Total:		205.48	205.48	0.00	0.00	-205.48	*** %
900							
910 FOOD SERVICES							
3100 FOOD SERVICES							
210	SOCIAL SECURITY AND MEDICARE	314.57	1,713.82	4,000.00	4,000.00	2,286.18	42 %
220	TRS	19.41	135.88	350.00	350.00	214.12	38 %
230	PERS	323.36	1,682.54	4,300.00	4,300.00	2,617.46	39 %
240	UNEMPLOYMENT	19.73	107.53	314.00	314.00	206.47	34 %
Function Total:		677.07	3,639.77	8,964.00	8,964.00	5,324.23	40 %
Program Total:		677.07	3,639.77	8,964.00	8,964.00	5,324.23	40 %
Program Group Total:		677.07	3,639.77	8,964.00	8,964.00	5,324.23	40 %
Fund Total:		13,018.45	71,121.99	174,496.00	174,496.00	103,374.01	40 %

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117 ADULT EDUCATION FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
600						
610 ADULT CONTINUING EDUCATION PRO						
1000 INSTRUCTION						
119 OTHER SUPERVISORY SALARIES	72.14	504.99	3,500.00	3,500.00	2,995.01	14 %
124 TEMPORARY- TECHNICAL- A/E INSTRUCTORS	0.00	50.00	2,800.00	2,800.00	2,750.00	1 %
250 WORKERS' COMPENSATION	0.37	2.82	50.00	50.00	47.18	5 %
260 HEALTH INS	0.00	6.23	0.00	0.00	-6.23	*** %
610 SUPPLIES	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
660 MINOR EQUIPMENT	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
682 SUPPLIES- TECHNOLOGY	0.00	0.00	1,700.00	1,700.00	1,700.00	0 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	6,299.00	6,299.00	6,299.00	0 %
Function Total:	72.51	564.04	17,349.00	17,349.00	16,784.96	3 %
2300 GENERAL ADMINISTRATION						
530 COMMUNICATIONS- INTERNET SERVICE	67.86	513.92	1,966.00	1,966.00	1,452.08	26 %
531 COMMUNICATIONS- TELEPHONE	0.32	38.56	200.00	200.00	161.44	19 %
Function Total:	68.18	552.48	2,166.00	2,166.00	1,613.52	25 %
2600 OPERATIONS & MAINTENANCE						
410 POWER - LIGHTS	5.80	28.78	0.00	0.00	-28.78	*** %
411 NATURAL GAS	40.47	115.29	0.00	0.00	-115.29	*** %
412 ELECTRICITY	33.16	177.03	0.00	0.00	-177.03	*** %
421 WATER TESTS	4.36	19.68	0.00	0.00	-19.68	*** %
431 DISPOSAL SERVICE	12.49	109.24	0.00	0.00	-109.24	*** %
433 CUSTODIAL SERVICES	57.60	403.20	0.00	0.00	-403.20	*** %
520 INSURANCE	0.00	1,067.70	0.00	0.00	-1,067.70	*** %
Function Total:	153.88	1,920.92	0.00	0.00	-1,920.92	*** %
Program Total:	294.57	3,037.44	19,515.00	19,515.00	16,477.56	15 %
Program Group Total:	294.57	3,037.44	19,515.00	19,515.00	16,477.56	15 %
Fund Total:	294.57	3,037.44	19,515.00	19,515.00	16,477.56	15 %

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128 TECHNOLOGY FUNDS

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
1000 INSTRUCTION						
660 MINOR EQUIPMENT	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
680 COMPUTER SOFTWARE	0.00	929.92	1,351.00	1,351.00	421.08	68 %
682 SUPPLIES- TECHNOLOGY	0.00	0.00	200.00	200.00	200.00	0 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	2,576.00	2,576.00	2,576.00	0 %
Function Total:	0.00	929.92	5,127.00	5,127.00	4,197.08	18 %
2300 GENERAL ADMINISTRATION						
530 COMMUNICATIONS- INTERNET SERVICE	90.48	685.24	2,606.00	2,606.00	1,920.76	26 %
680 COMPUTER SOFTWARE	0.00	1,188.00	0.00	0.00	-1,188.00	*** %
Function Total:	90.48	1,873.24	2,606.00	2,606.00	732.76	71 %
2580 TECHNOLOGY COORDINATOR						
112 CERTIFIED SALARIES	1,103.13	5,515.66	13,238.00	13,238.00	7,722.34	41 %
250 WORKERS' COMPENSATION	5.54	27.70	66.00	66.00	38.30	41 %
260 HEALTH INS	116.80	599.00	1,464.00	1,464.00	865.00	40 %
Function Total:	1,225.47	6,142.36	14,768.00	14,768.00	8,625.64	41 %
Program Total:	1,315.95	8,945.52	22,501.00	22,501.00	13,555.48	39 %
Program Group Total:	1,315.95	8,945.52	22,501.00	22,501.00	13,555.48	39 %
Fund Total:	1,315.95	8,945.52	22,501.00	22,501.00	13,555.48	39 %

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129 FLEXIBILITY FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
1000 INSTRUCTION						
610 SUPPLIES	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
660 MINOR EQUIPMENT	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
Function Total:	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
2400 SCHOOL ADMINISTRATION						
680 COMPUTER SOFTWARE	0.00	0.00	2,966.00	2,966.00	2,966.00	0 %
Function Total:	0.00	0.00	2,966.00	2,966.00	2,966.00	0 %
Program Total:	0.00	0.00	10,966.00	10,966.00	10,966.00	0 %
Program Group Total:	0.00	0.00	10,966.00	10,966.00	10,966.00	0 %
Fund Total:	0.00	0.00	10,966.00	10,966.00	10,966.00	0 %

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150 DEBT SERVICE

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
5100 DEBT SERVICE						
840 PRINCIPAL ON DEBT	0.00	0.00	105,000.00	105,000.00	105,000.00	0 %
850 INTEREST ON DEBT	0.00	0.00	10,965.00	10,965.00	10,965.00	0 %
860 AGENT FEES/ISSUANCE COSTS	0.00	350.00	350.00	350.00	0.00	100 %
Function Total:	0.00	350.00	116,315.00	116,315.00	115,965.00	0 %
Program Total:	0.00	350.00	116,315.00	116,315.00	115,965.00	0 %
Program Group Total:	0.00	350.00	116,315.00	116,315.00	115,965.00	0 %
Fund Total:	0.00	350.00	116,315.00	116,315.00	115,965.00	0 %

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161 BUILDING RESERVE

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
2600 OPERATIONS & MAINTENANCE						
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
440 REPAIR AND MAINTENANCE SERVICE	0.00	0.00	58,208.00	58,208.00	58,208.00	0 %
440-906 REPAIR AND MAINTENANCE SERVICE	0.00	7,925.00	0.00	0.00	-7,925.00	*** %
BUILDING RESERVE- VOTED						
660 MINOR EQUIPMENT	0.00	0.00	20,139.00	20,139.00	20,139.00	0 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	72,000.00	72,000.00	72,000.00	0 %
Function Total:	0.00	7,925.00	160,347.00	160,347.00	152,422.00	4 %
Program Total:	0.00	7,925.00	160,347.00	160,347.00	152,422.00	4 %
Program Group Total:	0.00	7,925.00	160,347.00	160,347.00	152,422.00	4 %
Fund Total:	0.00	7,925.00	160,347.00	160,347.00	152,422.00	4 %
Grand Total:	119,111.65	733,726.31	1,920,434.00	1,920,434.00	1,186,707.69	38 %

2018-2019 Extra-Curricular Recap & Reconciliation

	Balance July 1, 2018	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	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00
Class of 2018	\$16,838.63	\$12,802.08	\$734.42	\$28,906.29	\$0.00	\$28,906.29	\$0.00	\$28,906.29
Class of 2019	\$703.10	\$877.80	\$0.00	\$1,580.90	\$0.00	\$1,580.90	\$0.00	\$1,580.90
Class of 2020	\$2,640.08	\$0.00	\$0.00	\$2,640.08	\$0.00	\$2,640.08	\$0.00	\$2,640.08
Class of 2021	\$32.71	\$1,000.00	\$0.00	\$1,032.71	\$0.00	\$1,032.71	\$0.00	\$1,032.71
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>\$22,993.81</u>	<u>\$14,679.88</u>	<u>\$734.42</u>	<u>\$36,939.27</u>	<u>\$0.00</u>	<u>\$36,939.27</u>	<u>\$0.00</u>	<u>\$36,939.27</u>

Balance as of:

December 31, 2018

DISTRICT CLERK

CARRIE FISHER

January/February - as of January 11, 2019

Certified/Classified Substitute Recommendations:

Bus Driver

Maxine Daniel

Gary Jones

Kitchen/Food Service

Stacy Webb (Roscoe)

Connie Evenson

Jeff Krogstad

Teachers/Aides/Other

Shelly Berezay

Dayna Bergin

April Bettilyon

Tina Colstad

Cynthia Corliss

Kate Cottingham

Carrie Croskey

Connie Evenson

Jason Fischer

Karen Fujimori

Kevin Germann

Jennifer Gilbert

Audra Harvey

Wendy Hourigan

Skyla Jenkins

Kris Keller

Spencer Kirkemo

Jeff Krogstad

Miranda Leutz

Alexander Luebbe

Bethany Macquarrie

Heidi Maus

Hannah Mayer

Darcy Nordhagen

Brad Parsch

Teresa Ann Quatraro

Robin Schauers

Travis W. Silver

Nicorie Steinfeld

Barry Sulam

Mary Thurber-Martin

Alica Watts

Office/Clerical

Connie Evenson

**All substitute hires are pending an adequate fingerprint background check.*

Agenda Item: Resignation and Hire of Wrestling Coach

Information from Mike Coon, Athletic Director:

I have been informed by Wyatt Rabel, that he is not able to coach wrestling this year due to his busy work schedule. Since Wyatt is not available, I am proposing that the Board hire Bruce Heppner. Attached is a letter from Bruce that details his experience and desire to coach and lead the wrestling program at Gallatin Gateway School.

Wrestling Season:

Practice begins February 11, 2019

5 Saturday tournaments

Last day of contract March 16, 2019

Salary: \$1200/season

Superintendent Recommendation:

Accept resignation of Wyatt Rabel

Hire Bruce Heppner for 2018-2019 wrestling season

Recommended Motion:

Accept resignation of Wyatt Rabel as wrestling coach and hire Bruce Heppner as the 2018-2019 wrestling coach beginning February 11, 2019 and ending no later than March 16, 2019 for a stipend of \$1200 pending adequate fingerprint/background check.

Mr. Coon,

I am interested in taking the head wrestling position for the Gateway youth program. I have been involved with wrestling my whole life. I started wrestling when I was 5. I wrestled K-12 at High project school district outside of Billings Mt. Once out of high school I continued my wrestling career at the college level. I wrestled a year out at NIC North Idaho College before transferring to Dickinson State where I continued to wrestling while working on my Bachelor of Science in Education. While attending college from 01-06 I helped coach the little guy program in Dickinson. When I completed my education I was assistant coach for the jr high and High school in Dickinson while still helping with the youth program. I coached all 3 levels from 2004-2012 before we relocated to Montana. The 2011-2012 season I did take over that year as the head high school coach.

Wrestling still is my life, I feel wrestling has made me the person I am today. I am a hard worker and hold high standards both on and off the mat. I look forward to having the opportunity to work with the program at gateway. I thank you in advance.

Sincerely,

Bruce Heppner

Agenda Item: Hire: Swimming Lesson Instructors

Background:

- Gallatin Gateway School has conducted swimming lessons for a number of years; including swimming lessons for grades 1-4, lifetime sports for grades 5-6, and scuba diving for grades 7-8.
- Four years ago, we were unable to do swimming lesson because the Bozeman High School enrollment was too high and we could not schedule time at the Bozeman Swim Center pool.
- Three years ago, (2015-2016) we were able to secure swimming and gymnastics lessons at Lone Mountain Gymnastics for grades 1 & 2.
- In 2016-2017, the district was unable to schedule lessons at Lone Mountain Gymnastics due to their shortage of staff availability to do lessons.
- Therefore, Mr. Coon researched and explored other options. The District was able to secure pool use at the Eagle Mount facility. However, the District had supply their own instructors.
- For the past two years, Eagle Mount worked very well for the instructors and students and the District has secured it again this year for swimming lessons.
- The GGS Foundation and a private individual will be donating the funds to support swimming lessons again this year; and like last year, the District's insurance company would only cover the instructors under our liability insurance if they are employees of the District. Therefore, it is our recommendation again this year that the Board hire the instructors, and pay them through the payroll system. (reimbursed by donations)
- Transportation to/from swim lessons is funded by a private donation.
- The facility use fee for use of the Eagle Mount pool is being paid by the GGS Foundation.
- Lessons are currently scheduled as follows:
 - **2nd grade** - February 6, 20, and 27 (1:30 - 2:30)
 - **1st grade** - March 6, 13, and 27 (1:30 - 2:30)

Recommendation:

Hire Catheryn Flikkema and Molly DeMarco as instructors for six swimming lesson sessions.

The pay will be \$1100 for all six sessions.

- \$600- Catheryn Flikkema
- \$500- Molly DeMarco

Start date: February 6

End date: March 27

Recommended Motion:

To hire Catheryn Flikkema and Molly DeMarco to teach swimming lessons from February 6, 2019 through March 27, 2019 and will be compensated a total of \$1100 for the six sessions of lessons.

MTSBA's HR Symposium is coming to an area near you in February!

Sponsored by MTSUIP - No Fee for MTSUIP Members!

The 2019 HR Symposium will focus on the key employment issues every district official needs to know, including:

- MTSUIP's Value-Added In-District Training for staff;
- Effective hiring practices;
- The employment relationship (the duties and obligations of the District and employees);
- Strategies and tools for motivating staff, encouraging innovation, and holding employees to a high standard;
- The 10 "Hot Topic" issues in employment law.

Don't miss out on this learning opportunity. Register now to secure your spot.

Six locations! Video option available!

No charge for MTSUIP members!

Non-member fee is \$125 per person

Chinook - February 5

Sidney - February 6

Lockwood - February 7

Frenchtown - February 12

Kalispell - February 13

Helena - February 14

Video Option

Upcoming Events! Registration Opening Soon!

School Budget Symposium

March 5, 6, 7, 12, 13, 14, 2019

Wolf Point, Miles City, Lockwood, Great Falls, Kalispell, Frenchtown, and Video
Option

MTSBA/MASBO Employment Hot Topics Seminar

April 10, 2019, Helena and Video Option

Sponsored by MTSUIP - No charge for MTSUIP members!

Orientation for Newly Elected Trustees

May 22, 2019 - Video Only

Member benefit - No charge to register!

Leadership Symposium

June 7, 2019, Helena and Video Option

Member benefit - No charge to attend!

January 2019 Superintendent's Report:

Estimated Enrollment Summary as of 1/8/2019

Grade	Total	Boys	Girls	Out of District
K	9	5	4	6
1	20	11	9	5
2	18	9	9	5
3	15	9	6	3
4	23	13	10	5
5	19	10	9	4
6	26	13	13	7
7	23	11	12	6
8	9	5	4	1
Total	162	86	76	42

The District's Core Values:

Individualized Success: We value a commitment of success from each board member, each staff member and each student. The dedication and enthusiasm of each board member and each staff member together with our nurturing, inspiring environment is critical to each student's individual success.

Student-Centered: The focus of all decisions is based first and foremost on the best interests of each and every student. We value the individual attributes of each student and a school environment that promotes positive, individual opportunities for each student.

Sense of Community: We believe that engagement with and respect for our community is vital to our success.

Accountability: We believe that holding ourselves accountable for our successes and our challenges is essential to reaching our envisioned future.

Culture of Collaboration and Support: We believe that fostering a culture in which our staff are and feel valued and supported in their roles and a culture where collaboration is embraced and honored is vital to our success.

Progress on 2018-2019 Gallatin Gateway School District Goals

I. Individual Student Success:

- a. Goal I.1.B – Lucy Calkins & Bridges Math – SWMSS will be here on January 17 to work with Jacki Yager and Ashley Senenfelder. I have received a proposal of the day

and have shared it with those teachers. I am looking forward to getting feedback on the day once it is complete.

- b. Goal I.2.B – Later Gators Fiscal Stability – I have provided the most recent copy of the Later Gators Revenue and Expense Report for your information. I have also been in contact with Karen DeCotis with the United Way about possible grant and/or matching funds for the 2019-2020 school year.

II. Staff and Volunteers:

- a. Goal II.1.C – Mentoring Team – The Mentoring Team met on January 10 to discuss upcoming events and how to help new staff members be prepared for those events. Much of the conversation focused on the end of the 1st semester and spring planning. These activities include: parent/teacher conferences, spring testing schedules, and upcoming activities.

III. Facilities:

- a. Goal III.2.B – Campus Improvements – I am including an updated copy of the 2018-2019 Campus Repairs List for your information.
- b. Goal III.2.B – Campus Improvements – I am also including a copy of the Core Controls Winter 2018 Semi-Annual Service Report. It is a comprehensive list of everything that was checked during their visit. Finally, I have been in contact with Eric Bueling and all items marked “fail” are set to be addressed in the spring and/or summer.

IV. Leadership, Communication and Collaboration:

- a. Goal IV.1.C – Superintendent Newsletter – I will be sending out the January newsletter on January 25. Please be sure to submit your answer for math question of the month and encourage your friends to do the same.

V. Safety:

- a. Goal V.1.B – Safety Upgrades – I have signed up for the CPTED training in Bozeman on January 29-31. I look forward to briefing the Board, as well as, Safety Committee on what I learn during that training.
- b. Goal V.4.B – Bullying Program – Mrs. Grafel has been busy researching various bullying programs and has decided to continue with the Second Step program. The district already has this program, but our materials are very out of date. She has submitted a purchase requisition to purchase updated materials in both the K-5 and

Middle School programs. We should have the materials in the coming weeks and will be implementing them during weekly MBI lessons.

Additional Information:

- Gallatin Gateway School has been randomly selected to administer the NAEP test to our 4th graders on January 28, 2019. This is a nationally normed test and the information is used to present educational progress across the country. We will not receive the GGS results of the exam and are required to administer this test in order to continue receiving state and federal funding.
- Ski Day has been scheduled for March 7th. Thanks to Scott and Carey Foster with Lone Mountain Sports for their continued support of the day!
- The High School Transition Committee has been very busy examining different options for high school attendance boundaries. The committee is very close to making a final recommendation and I look forward to sharing information on this with the Board once the boundaries are approved.
- I am attaching the letter from OPI informing the district that general fund budget amendment for an unanticipated enrollment increase was approved.
- Finally, I am including a letter from the Gallatin Valley Food Bank for our donation of 127 pounds of dairy. We donated a couple crates of milk prior to Thanksgiving break. This is in addition to the donation of 267 pounds of food as a result of the holiday food drive.

Upcoming Events:

- January 16 – Regular School Board Meeting @ 6:00
- January 21 – PIR Day/No School
- January 24 – Incoming Freshman Parent Night @ BHS (6:00-8:00)
- January 25 – Early Out/End of 2nd Quarter
- January 28 – NAEP Test with 4th Grade
- January 28 – Superintendent/Parent Meeting (6:00-7:30)
- February 13 & 14 – Spring Parent/Teacher Conferences – Early Release
- February 15 – PIR Day/No School
- February 18 – Presidents’ Day/No School
- February 25 – Rural School Registration Night @ BHS (5:00-7:00)
- February 25 - March 2 – Missoula Children’s Theater
- March 7 – Ski Day
- March 18 – 22 – Spring Break/No School

2018-2019 Gallatin Gateway School Campus Repairs List

<u>Inside/Outside</u>	<u>Date Added</u>	<u>Description of Repair Item</u>	<u>Actions Steps</u>	<u>Date Completed</u>
Outside	10/19/2018	Railing outside of the main gym entrance is rusted out at the base and needs repair to properly attach.	- Contacted Rich at Big Sky Metal Art for estimate.	
Outside	09/12/2018	Replace the condenser on the external walk-in freezer along with other maintenance outlined by the Core Controls Report	- The School Board approved the use of building reserve funds for the project on 10/24/2018. - As per an email from Kevin Dineen on 11/9/2018, parts have been ordered and we are still waiting to schedule a service date.	- Parts arrived at the school on November 14. - November 16
Outside	10/19/2018	The gutters outside the main office building are full and need to be cleaned out. Additionally, there is a need for a gutter company to inspect the seams of the gutters and downspouts. This also includes downspout extensions.	- Travis cleaned out the gutters on September 27. - Carissa has been in contact with Raintree Gutters, who will be out during the week of January 14 to look at the current gutters.	- Gutter Cleaning (Sep 27) -
Outside	10/19/2018	The access gate to the fire escape of the 1914 building needs to be replaced.	- Contacted Rich at Big Sky Metal Art for estimate.	
Outside	10/19/2018	The fence by the playground needs repair and/or replacement in various areas.	- Wayne Thiem has been contacted to look at the	

			fence and is working it into his schedule.	
Outside	10/19/2018	The light pole near the basketball court is missing a cover on the access panel.	- Northwestern Energy was contacted about the matter and have replaced the missing cover.	- September 24
Outside	10/19/2018	Get rid of concrete planter outside the board room.		- Removed in November
Outside	10/19/2018	Replace the letters in front of the school. Replace the plastic letters with metal ones.	- Contacted Rich at Big Sky Metal Art for estimate.	
Outside	10/19/2018	Reattach the hand railing in the emergency exit near the green house.	- Contacted Chris Sinness to reattach along with some other projects.	- October 25
Outside	10/19/2018	Check ownership of the perimeter fence. This is needed for future maintenance.		
Outside	10/19/2018	Check the dry wells that drain rainwater and have them cleaned out.	- Contacted Clint Smith with Stahly Engineering to discuss the matter. Working on the matter and hoping to coordinate other potential service in the area.	
Outside	10/19/2018	Replace the railings in the emergency access area leading to the east side emergency exit.		
Inside	10/24/2018	The exit door near the busses is coming loose and needs additional screws in the hinges.	- Contacted Bridger Glass and Window on 11/7. - John from Bridger Glass and Window came to the school on 11/8 to examine the door.	- Bridger Glass fixed the door on December 4
Inside	10/24/2018	Address repairs needed to the boot barn area.		

Inside	10/24/2018	HVAC issues in the new part of the building. Classrooms on the north side of the building can get very cold, while classrooms on the south side of the building can get very hot.	- Core Controls has been contacted about the matter. They did make some adjustments to METASIS (online system).	
Inside	10/24/2018	The backsplash in the girls bathroom (across from main office) is starting to come loose and needs repair.	- Chris Sinness has been contacted and will be out over winter break to address several issues.	- December 27
Inside	10/24/2018	Continue with replacing existing fluorescent light bulbs with more energy efficient LED lights. These areas include: locker rooms, tech lab, library, and superintendent's office		
Inside	10/24/2018	The floor drains in both the boy's and girl's bathrooms (near the cafeteria) do not work and are completely blocked. May require total drain replacement.	- Carissa and her father examined the drains on 12/10/2018. They have been in contact	
Inside	10/24/2018	The art cabinet doors in the cafeteria need to be replaced.	- Chris Sinness has been contacted and will be out over winter break to address several issues.	- December 28
Inside	12/20/2018	There are several mats in the gymnasium that need to be reattached to the wall. Either they are missing screws, or the screws are coming out of the wall.	- Chris Sinness has been contacted and will be out over winter break to address several issues.	- December 28 All mats have been rehung
Inside	10/24/2018	The bleachers in the gymnasium need to be replaced. This may also present an opportunity to renovate the back hallway near the gym to increase storage.	- Contacted Tutt Construction (406) 656-4685 to provide an estimate. - Tutt Construction has not come as of 11/8. - Russ Olsen of R&R Taylor will work with the	

			school to draw up a plan with an architect. Then use the plan to get bids.	
Inside	10/24/2018	Replace the blinds in the SPED classroom. This will also have to include removing the existing bars on the windows.	<ul style="list-style-type: none"> - The blinds for the project have been purchased and are located in the basement. 	<ul style="list-style-type: none"> - Replaced on December 24
Inside	10/24/2018	The Art Room is in need of a total renovation. This may include: new carpet, removing the non-loadbearing wall, work on the walls, lighting, windows, and other classroom organization.		
Inside	10/29/2018	One of the stabilizer arms on the west basketball hoop broke during practice. The arm will need to be replaced.	<ul style="list-style-type: none"> - R&R Taylor was called on 10/30. They will be sending someone over the morning of 10/31 to examine. - Russ Olsen picked up broken stabilizer arm on 11/6 and would return with necessary parts for repairs. 	<ul style="list-style-type: none"> - Russ Olsen fixed the broken stabilizer arm on 11/7.
Inside	11/6/2018	The lights outside the cafeteria door are not operating. Adjustments have been made to external light timers, but the lights above kitchen door are not working.	<ul style="list-style-type: none"> - Bill Gossett contacted on 11/6 and came to the school on 11/7. - A new light fixture has been ordered 	<ul style="list-style-type: none"> - Bill Gossett installed a new light on 11/26
Inside	11/13/2018	There is a piece of paper in the heater fan in the 3 rd grade classroom. This causes a noise that is distracting.	<ul style="list-style-type: none"> - Core Controls has been contacted to address the issue 	<ul style="list-style-type: none"> - November 16
Inside	11/15/2018	The heat in the new addition is not working properly. Many of the classrooms have temperatures below 65 degrees.	<ul style="list-style-type: none"> - Core Controls has been contacted and will be here on 11/16. 	<ul style="list-style-type: none"> - Heat was returned to building on 11/16

			<ul style="list-style-type: none"> - Core Controls came on 11/16 and found one of the capacitors on pump #1 to be burned out. The second circulating unit was primed and is fully operational. 	<ul style="list-style-type: none"> - Capacitor was ordered on 11/16 - Capacitor was replaced on 12/18
Inside	11/27/2018	There are some floor tiles coming loose in the hallway between the 8 th grade and 5 th grade classrooms.	<ul style="list-style-type: none"> - Tom's Flooring was contacted and will be here on 11/30 to address the issue. 	<ul style="list-style-type: none"> - November 30
Inside	11/30/2018	When Tom's Flooring was here on 11/30 to replace some broken floor tiles, it was noted that all of the tiles on the floor are broken and will need to be replaced. Upon inspection, it was clear that all of the floor tiles are broken.	<ul style="list-style-type: none"> - Tom's Flooring was at the school on 12/5 to take measurements and prepare a bid. 	<ul style="list-style-type: none"> -
Inside	12/10/2018	The boiler inspection was clear and all four of our boilers passed the inspection. It was noted that the temperature control device for the right hand basement boiler was working, but would likely need replacement.	<ul style="list-style-type: none"> - 	<ul style="list-style-type: none"> -
Inside	12/20/2018	There are several holes in the drywall underneath the water fountain near the gym.	<ul style="list-style-type: none"> - Chris Sinness has been contacted and will address the matter over winter break 	<ul style="list-style-type: none"> - December 28 Covered with sheet metal for durability
Inside	12/16/2018	The fire suppression materials in the kitchen hood system is outdated and needs updating.	<ul style="list-style-type: none"> - Fire Suppression Systems was here on 12/26 to conduct their annual inspection of our fire alarm system and extinguishers. They will also submit a bid for the cost of the materials in the kitchen hood. 	<ul style="list-style-type: none"> -

Goal I.2.B

Later Gators YTD Report

<u>Week</u>	<u>Total</u>	DEMOGRAPHIC				FINANCIAL				<u>Revenue</u>
		<u>K-2</u>	<u>3-5</u>	<u>6-8</u>	<u>*Faculty</u>	<u>Free</u>	<u>Reduced</u>	<u>Full Pay</u>	<u>Sibling</u>	
17	23	10 43%	5 22%	8 35%	1 4%	10 43%	2 9%	11 48%	0 0%	\$ 44.00
YTD	393	210 53%	116 30%	67 17%	21 5%	167 42%	30 8%	168 43%	26 7%	\$1,336.00

*Faculty children included in grade totals

01/11/19
17:53:00

GALLATIN GATEWAY ELEMENTARY
Project Combined Revenues/Expenditures
For the Accounting Periods: 7/18 - 1/19

Page: 1 of 1
Report ID: P120A

202 AFTERSCHOOL PROGRAM
Project Budget: 20000.00

Fund Srce/Acct Org Program Function Object				Amount
Revenue				
115	1900			1,312.00
115	1920			20,000.00
Total Revenue for Project				21,312.00
Expenditures				
115	100	1000	610 SUPPLIES	136.19
115	810	3300	610 SUPPLIES	109.79
115	840	3300	117 AIDES	6,967.00
115	840	3300	210 SOCIAL SECURITY AND MEDICARE	387.86
115	840	3300	220 TRS	510.76
115	840	3300	240 UNEMPLOYMENT	27.34
115	840	3300	250 WORKERS' COMPENSATION	35.03
115	840	3300	260 HEALTH INS	542.83
Total Expenditures for Project				8,716.80
Revenues less Expenditures				12,595.20

Gallatin Gateway School - Winter 2018 Semi-Annual service

Notebook: Gallatin Gateway School Dist.

Created: 12/31/2018 9:02 AM

Updated: 12/31/2018 9:10 AM

Author: Eric Bueling

Customer: Gallatin Gateway Job ID: 181130-HH-06 Date:				Equipment tag: Gym East Make: reznor Model: Serial:
Furnace (Heating)	Pass	Fail	NA	Details
Clean cabinet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cleaned out
Clearance to combustibles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Filters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Size:
Fan motor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Amps: Mount: Speed taps:
Blower wheel (Inspect/clean)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Evaporator coil (Inspect/clean)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Burner (Inspect/clean)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Heat Exchanger (Inspect/clean)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Ignition Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fault history (record and reset)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gas control valve	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Gas cock	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	should be replaced with quarter turn
Pilot assembly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ignitor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Condition: Ohms (if cold):
Flame sensor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type: Cleaned:
Vent pipe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Draft blower motor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Amps:
Electrical terminations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Thermostat	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Setpoint:	Batteries:	Programming:
High-limit (manual reset)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Auxiliary limit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Flame roll-out	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Fan proving switch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exercised:		
Furnace ignition (sound/smell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Flame size/shape/color	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Combustion analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Combustion tuning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Sealed combustion port	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Flame signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	VDC/uA/display		
Gas supply pressure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Manifold pressure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Low fire:	High fire:	
Temperature rise (Out-In)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	discharge 133		
Condensate Trap	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Condensate neutralizer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outlet pH:		
Equipment power switch on	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Verify equipment operation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Checked via BMS. heating setpoint set to 66		

Customer: Gallatin Gateway Job ID: 181130-HH-06 Date:				Equipment tag: Gym West Make: reznor Model: Serial:
Furnace (Heating)	Pass	Fail	NA	Details
Clean cabinet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cleaned out
Clearance to combustibles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Filters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Size:

Fan motor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Amps:	Mount:	Speed taps:
Blower wheel (Inspect/clean)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Evaporator coil (Inspect/clean)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Burner (Inspect/clean)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Heat Exchanger (Inspect/clean)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Ignition Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Fault history (record and reset)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Gas control valve	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Gas cock	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	should be replaced with quarter turn		
Pilot assembly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Ignitor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Condition:	Ohms (if cold):	
Flame sensor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type:	Cleaned:	
Vent pipe	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Has a hole in it, repaired with tin tape		
Draft blower motor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Amps:		
Electrical terminations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Thermostat	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Setpoint:	Batteries:	Programming:
High-limit (manual reset)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Auxiliary limit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Flame roll-out	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Fan proving switch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exercised:		
Furnace ignition (sound/smell)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Flame size/shape/color	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Combustion analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Combustion tuning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			

Sealed combustion port	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Flame signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	VDC/uA/display
Gas supply pressure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Manifold pressure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Low fire: High fire:
Temperature rise (Out-In)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	discharge 143
Condensate Trap	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Condensate neutralizer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outlet pH:
Equipment power switch on	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify equipment operation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Checked via BMS. heating setpoint set to 65

Computer lab indoor unit.

Replaced filters. Coil looks OK. Checked linkages and electrical connections. All tight. Unit operational. It is missing one screw for the filter door which is very heavy. The other two screw adapters aren't in really great shape. Will attempt to locate replacement fasteners for the door on the unit and will install during next service.

Computer lab outdoor unit

Cleaned out condenser coil with compressed air.

Walk-in Freezer

Checked operation of new walk-in freezer unit. Coils look good. Condensate drain inspected. Unit controlling proper temperature.

Kitchen Pantry unit heater

Unit in kitchen pantry needs gas shutoff updated as well 1/2" valve.

Flue looks good

Roll out and high temp tested operational

Gas valve good

Belt in good shape (browning a40 - replaced during previous service)

Goal IV. 1. B



BOZEMAN^{MT}

POLICE DEPARTMENT



The Bozeman School District & the Bozeman Police Department

Co-Host the National Association of School Resource Officers



NASRO School CPTED
January 29-31, 2019 in Bozeman, MT

CPTED (Crime Prevention through Environmental Design) uses design, management, and activity strategies to reduce opportunities for crime to occur, to reduce fear and to improve overall safety of schools. The CPTED concept emphasizes the relationship of the physical environment, the productive use of space, and the behavior of people. This course will include a hands-on CPTED evaluation of a school (Whittier Elementary - Bozeman, MT), and attendees will be provided with tools to use on their school campus or in their associated activities with school safety.

<https://nasro.org/events/?event-id=958>

Goal V.1.B

National Association of School Resource Officers, Inc.
2020 Valleydale Road, Ste 207A
Hoover, AL 35244
888-316-2776

Date	Invoice #
1/3/2019	23984MT

Bill To
Gallatin Gateway School Dist 35 P O Box 265 Gallatin MT 59730

Please remit payment to:
NASRO 2020 Valleydale Road, Suite 207A Hoover, AL 35244 For credit card payments, call 1-888-316-2776

P.O. No.		Terms			
		Due before scheduled class date			
Description	Qty	Rate	Officer	Class	Amount
CPTED Training - Member Rate	1	345.00	Travis Anderson 80634	190129 (C) MT, Bozeman	345.00
				Total	\$345.00
Phone #	Fax #	Web Site		Payments/Credits	
1-888-316-2776	1-205-536-9255	nasro.org		Balance Due	\$345.00

Elsie Arntzen, Superintendent
PO Box 202501
Helena, MT 59620-2501
406.444.5643
In-State Toll free: 1.888.231.9393
TTY Users: 406.444.0235
opi.mt.gov

OFFICE OF PUBLIC INSTRUCTION
STATE OF MONTANA

Putting Montana Students First **A⁺**



December 21, 2018

Aaron Schwieterman, Chairperson
Gallatin Gateway Elem District No. 35
Gallatin County
PO Box 265
Gallatin Gateway, MT 59730

Dear Chairperson Schwieterman:

Thank you for submitting the budget amendment resolution for Gallatin Gateway Elem District No. 35, Gallatin County. The general fund budget amendment in the amount of **\$50,682.51** was adopted due to an unanticipated enrollment increase under the provisions of §20-9-161(1), MCA, for fiscal year 2018-19.

The source of financing for the budget amendment expenditures will be general fund reserve.

Expenditures in the specified line items need to be identified within the general fund in the annual Trustees' Financial Summary using **project reporter number 910**. The additional budget authority achieved by this amendment may not be used for any other purpose.

If you have any questions, please call me at 444-4401.

Sincerely,

A handwritten signature in cursive script, appearing to read "Nica".

Nica Merala
Fiscal Officer

cc: ✓ Travis Anderson, District Superintendent
Carrie Fisher, District Clerk
Matthew Henry, Gallatin Co. Superintendent



11/1/2018 To 11/30/2018

A PROGRAM OF  HRDC

Gallatin Gateway School

PO Box 265

Gallatin Gateway, MT 59730

Date	Donation #	FoodType	Weight
11/8/2018	41742	DAIRY	127

Summary for: Gallatin Gateway School (1 detail record)

Total:

127

Thank you!

Thank you for your continued support of the Gallatin Valley Food Bank and the families we serve. In addition to the 65 families a day that we served in November with our regular food box distribution, we provided additional holiday food assistance to 1,636 families during the week of Thanksgiving. We very much appreciate your assistance in serving our community; you certainly helped to make our clients' Thanksgiving a merrier one. Thank you also, for those of you who helped make Can the Griz another record setting food drive.

All food donations are valued at your personal receipt value or \$1.68 per pound per Feeding America. Please refer to the above donation details to determine the total weight (in pounds) of your donation.

Federal income tax law requires us to inform you that no goods or services were provided to you in return for your gift. Therefore, within the limits prescribed by law, the full amount of your gift is deductible for federal income tax purposes. Please retain this receipt for your records. The Gallatin Valley Food Bank is a tax-exempt non-profit agency under section 501(c)(3) of the Internal Revenue Tax Code, operating under the umbrella of the Human Resource Development Council of District IX, Inc. (HRDC). Further, the HRDC is a publicly supported organization of the type described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to the Food Bank as provided in section 170 of the code. The Gallatin Valley Food Bank's tax identification number is 81-0350886.

*** Please visit us on our website www.gallatinvalleyfoodbank.org ***

ESTABLISHED IN 1982

PH: (406) 586.7600 FX: (406) 585.5597 | WWW.GALLATINVALLEYFOODBANK.ORG

PHYSICAL: 602 BOND ST BOZEMAN, MT MAILING: P.O. BOX 1129 BOZEMAN, MT 59771

ADVISORY COUNCIL MEMBERS: MITCH BRADLEY, CARMEN BYKER SHANKS, RICK CAMERON,

CHARLIE CHRISTENSEN, LORI CHRISTENSON, JUDY MATHRE, JODY MCDEVITT,

MELISSA MEREDITH, JUSTIN VARLEY, DOUG WEBER, DONNA WEST



Miss Montana

 SCHOLARSHIP PROGRAM

Box 504 Glendive, MT 59330 www.missmontana.com Facebook: Miss Montana Scholarship Program



Miss Montana promotes *Own Your Movement* during her Crown to Classroom Tour

Miss Montana 2018, Laura Haller, was born in the beautiful mountains of western Montana. She began her professional dancing career at the age of 18 in the Northwest as a classical ballet dancer. While dancing professionally full-time, she also attended Boise State University on an academic scholarship with aspirations to become a medical doctor for women's health. She graduated *cum laude* from Boise State University in 2016 with a Bachelor of Science Degree in Medical/Health Sciences and a Minor in Dance. She was then hired as the principal professional dancer with Viking Ocean Cruises, where she had the opportunity to dance and travel to over 30 countries and 5 continents. After spending over a year at sea, Laura competed for the prestigious position of Miss Montana, and won the title of Miss Montana 2018. She recently competed in Miss America and won both a talent and STEM (Science, Technology, Engineering, and Math) scholarship. She is the first Miss Montana to ever receive the STEM scholarship.

During Laura's year of service as Miss Montana, she is working closely with the only Children's Miracle Network Hospital in Montana, Shodair Children's Hospital. She is also advocating for her social impact initiative, *Own Your Movement*, during her Crown to Classroom Tour. Using narrative and lessons she learned from her life as a professional dancer, pre-medical student, marathon runner, triathlete, small business owner, and world traveler, she hopes to inspire Montana children to get up and get moving so they have the ability to follow their passions in life. Representing Montana as Miss Montana 2018 is Laura's proudest achievement, and she looks forward to sharing her passion for health and wellness while also advocating for fearlessly living life to its full potential.

To schedule Miss Montana to visit your school through the Crown to Classroom tour, please contact the Miss Montana Scholarship Program, Lory Heltemes, at heltemesmissmt@gmail.com or at 720-810-7073. To book Miss Montana for corporate functions, entertainment, leadership development or special events, or for more information on becoming a contestant next year, contact Exec. Director, Jan Holden at holdenmissmt@gmail.com.

The Miss Montana Scholarship Program is June 16-22, 2019 in Glendive. Each Miss Montana contestant receives at least an \$850 scholarship. The Miss Montana's Outstanding Teen Competition is held at the same time. Each Teen Contestant receives at least a \$150 scholarship.

Miss Montana Scholarship Program is an affiliate of the Miss America Organization, one of the nation's leading achievement programs for young women. Miss America is the largest provider of scholarships to young women. More than \$45 million worth of scholarship assistance is made available to more than 12,000 young women in any given year alone. Our sister program, Miss America's Outstanding Teen promotes scholastic achievement, creative accomplishment, healthy living and community involvement for America's teens.

www.missmontana.com www.missamerica.org www.maoteen.org

Instructor

Ted Dau

Detective/SRO Ted Dau retired from police work in 2010 after thirty-one years of service to the Farmington Minnesota Police Department. Throughout his career, Ted accepted many assignments. Early on, he was responsible for the development of his department's first structured field training program, and he continued as an FTO for approximately 16 years. From the early to mid 1990's, he worked as a narcotics officer for the South Metro Drug Task Force. Ted was a hostage/critical incident negotiator throughout his entire career, and retired as a member of the negotiation team assigned to the Dakota County MAAG (Mutual Aid Assistance Group/SWAT) response team. He took a leadership role in many community initiatives related with youth and law enforcement matters. And in 2007, Ted became a member of the NASRO teaching staff.

Although Ted has had many assignments throughout his career, he is most proud of his work with youth. Informally, he started speaking to elementary aged youth regarding safety related matters many years ago. Those "Officer Friendly-Stranger Danger" programs continued for the better part of thirty years. In 1991, he was trained in Los Angeles as a DARE Officer and taught the DARE curriculum for nine years. He received his first NASRO Basic Training in 1994 and was assigned as an SRO for the Farmington Police and Farmington ISD.192 until the time of his retirement in 2010. In 2006, Ted received one of his greatest accolades when he was awarded the title of "Minnesota Juvenile Officer of the Year". And finally, in 2015 he was given the honor of being named NASRO's National Instructor of the Year!

Ted continues to believe that one of the most challenging and rewarding assignments ever given to a police officer is working with youth. With such an awesome responsibility of making a difference in the lives of youth, he is passionate about this training, and he believes that anyone assigned as an SRO needs to continue to strive to be the most committed, law enforcement professional making a difference in the lives of kids! Furthermore, he believes that taking part in this NASRO Training is a great start in the journey of becoming, and or continuing to be a great police officer striving to make a significant difference for our youth.

Although officially retired from police work (2010), Ted stays busy as a senior instructor for NASRO and hopes to continue teaching for years to come. *Welcome to our training!*

Feel free to contact him at:

Ted Dau
4838 187th Ct. W.
Farmington, MN 55024

tdconsulting@charter.net
651-249-5617 (cell)



BOARD PERFORMANCE ASSESSMENT

District #35 Board of Trustees

March 2018

Please rate the following areas of board effectiveness as:

5 - Excellent

4 - Good

3 - Adequate

2 - Needs Improvement

1 - Unacceptable

1. Goal setting, planning and vision for student achievement. _____
2. Board/Superintendent relationship _____
3. Board collaboration, cooperation, and innovation _____
4. Effectiveness of Board meetings _____
5. Board training, orientation and team building _____
6. Financial management, transparency, and accountability _____
7. Board/Community/Staff relationship _____
8. Board policy development and application _____

A. Please elaborate below or on a separate sheet on those areas rated with a 2 or a 1.

B. In what ways would you like to see improvement in Board processes or effectiveness.

Agenda Item: District Job Descriptions Review

Background:

- Original district job descriptions were adopted by the Board of Trustees February 11, 2003.
- At the time, the job descriptions were adopted based off of the model MTSBA job descriptions
- Some job descriptions have been reviewed/revised since 2003, but the Board has not conducted a regular review of the job descriptions

Current Job Descriptions: *(most adopted February 11, 2003- any revisions or additions are noted)*

BOARD

School Board Trustee
School Board Chairperson
School Board Vice-Chairperson

ADMINISTRATIVE

School Superintendent- *revised 2015*
Elementary Principal
Special Education Director
Transportation Supervisor
Food Service Supervisor
Director of Curriculum and Instruction
Title I Supervisor- *adopted July 8, 2003*
Maintenance Supervisor- *adopted July 8, 2003, revised December 14, 2009*
Adult/Community Education Director- *adopted May 11, 2004, revised November 14, 2018*
School 504 Coordinator- *adopted June 10, 2013*
School Homeless Liaison- *adopted October 12, 2004*

CERTIFIED

Elementary School Teacher (K-8)
Physical Education Teacher
Special Education Teacher- *revised April 21, 2014*
Guidance Counselor
Librarian
Substitute Teacher
School 504 Case Manager- *adopted June 10, 2013*

CLASSIFIED

Business Manager
School Clerk
School Administrative Secretary- *revised/updated July 15, 2015*
System Support Technician
Kitchen Manager
Classroom Aide
Bus Driver
Head Coach
Playground Supervisor
Custodian
Assistant Cook
School Nurse- *adopted March 4, 2003*
School Psychologist- *adopted March 4, 2003*
Maintenance Worker
Athletic Director- *adopted July 8, 2003, revised April 9, 2007*

Discussion Recommendation:

- Consider adding job descriptions for the following positions:
 - Assistant Coaches
 - After School Program Employees
 - Technology Coordinator
 - Assessment Coordinator
 - Student Support Specialist
 - Title IX Coordinator
- Consider reviewing all administrative job descriptions to determine if the District would like to continue with having many that say “combined with the Superintendent” or if the essential functions should be added to Superintendent and the other removed from policy
- Consider combining Business Manager and School Clerk into one job description
- Consider removing some job descriptions that are not utilized by the district such as: School Psychologist
- Review all job description to ensure that they meet the needs of the district.
- Discuss the need for Trustee Job Descriptions- MTSBA no longer recommends them

Recommended Plan of Action:

- Administrative Job Descriptions- begin discussion January 2019
- Business Manager & School Clerk- begin discussion- February or March 2019 (adopt after evaluation)
- Develop Assistant Coach and After School Program Job Descriptions- February 2019
- Discuss removing School Psychologist job description- February 2019
- Athletic Director- begin discussions February 2019
- School Administrative Secretary- begin discussion March 2019
- Review Certified Job Descriptions- begin discussions March 2019 (finalize prior to offering contracts for 19-20)
- Review remaining Classified Job Descriptions- begin discussions April 2019 (finalize prior to offering contracts for 19-20)
- Discuss the development and addition of any other job descriptions- May 2019
- Discuss the need for Trustee job descriptions- June 2019

Next steps:

- Determine if the Board agrees with the recommended plan of action.
- Determine who will reviewing the designated job descriptions and bringing any proposals/recommendations to the Board for consideration.

TENTATIVE 2019 Gallatin Gateway Election Timeline:

Dec 13	First day trustee candidates can file for election
Jan 16	GG School Board approve resolution to call for election
Feb 20	Regular Board meeting- Initial budget presentation at 6pm
March 1	Deadline to send final Election Resolution to the County Election Office
March 15	Deadline to send draft ballot wording to County Election Office
March 13	Regular Board meeting at 6pm
March 28	Deadline for trustee candidates to file for election at 5pm
March 29	Deadline to finalize ballot wording with the County Election Office
April 4	Last day trustee candidate can withdrawal from election by 5pm
April 4	Last day to file as a write-in Candidate (by 5pm)
April 5	Deadline to finalize ballot wording with County Election Office and proof ballot (Certify ballot)
April 5	*Election by Acclamation and **Cancellation of Election-Notice (after 5pm) <i>Special Board meeting may be necessary at 6pm</i>
April 8	Close of regular voter registration
April 9	Start of Late Voter Registration- voter registration must be completed at the County Election Office
April 22	Deadline to mail ballots to voters
May 6	Late Registration Closed (btwn noon and 5pm)—reopens on Election Day until 8pm & Deadline for absentee ballot requests (noon).
May 7	Election Day (8am-8pm) - all ballots must be received by the County Election Office by 8pm to be counted
May 13	Provisional ballots counted after 3pm
May 14	Final election results will be sent to Districts from County Election Office
May 15	Regular Board Meeting- Canvass votes, Swear in newly elected trustees, and hold Trustee annual organizational meeting


**Election by Acclamation means only two candidates are running for the two open trustee positions and no voting is needed*

***Cancellation of Election means the school board is not running a levy and an election is not needed Dates not received from County*

SCHOOL ELECTION CALENDAR 2019

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
No earlier than 145 days, or later than 40 days before	Thursday, December 13 through Thursday, March 28	Trustee candidates file for election. A Declaration of Intent and Oath of Candidacy must be filed with district clerk (regardless of who is running the election). NO CANDIDATE MAY APPEAR ON THE BALLOT UNLESS THE CANDIDATE MEETS THIS DEADLINE. <i>Candidate must be registered to vote at the time the Oath is filed.</i>	13-10-201 20-3-305
At least 70 days before	Tuesday, February 26	Trustees call for an election. The trustees must pass a resolution stating: 1) the date of the election; 2) the purpose of the election; 3) whether the election will be by mail or poll; 4) the voting locations and boundaries for each location, if there are multiple locations within a district (if changed from a previous school election the new locations must be specifically noted); and 5) the time the polls will open, if before noon. The trustees do NOT have to set levy amounts at this time; however, they must be set in time for the clerk to certify the ballot (not less than 30 days before the election). The resolution must be delivered to the county election administrator within 3 days of passage, but it need NOT be posted. The trustees must also appoint three election judges per precinct. <ul style="list-style-type: none"> Bond Elections are subject to additional requirements (see 20-9-422, MCA). Request for a mail ballot election must be sent from trustees to the election administrator. Exception: Even if no request is received, the election administrator could decide to request a mail ballot election. 	13-19-202 13-19-203 20-9-422 20-20-201 20-20-203
At least 67 days before (within 3 days of passage of the election resolution)	Friday, March 1	Last day to file resolutions for school election with county election administrator. To assist with the provisions of late registration, include the name and best contact number for the district's election administrator with the resolution.	20-20-201(2)(a)
At least 60 days before	Friday, March 8	Election administrator sends mail ballot election plan/timetable/sample instructions to the Secretary of State's Office so that it is received by this deadline (e.g., fax, mail, or e-mail to SOS office (not post marked)). One plan must be submitted for each election. As soon as the plan (and any amendments are approved), forward a copy of the mail ballot plan to the county election administrator. Link to instructions: Mail Ballot Plan Timetable and Instructions	13-19-205
4 weeks preceding the close of regular registration	Monday, March 11	Notice of close of regular registration. The county election administrator publishes the notice of close of regular registration for school districts at least 3 times in the 4 weeks preceding the close of regular registration. Contact the county election administrator to coordinate that publication.	13-2-301
Not later than 5pm the day before ballot certification	Thursday, April 4 (by 5 p.m.)	Last day trustee candidates may withdraw from the election. Any candidate that has already filed for election, but wishes to withdraw their name, may do so by sending a statement of withdrawal to the election administrator.	20-3-305(3)(a)
Not later than 5pm the day before ballot certification	Thursday, April 4 (by 5 p.m.)	Deadline for write-in candidate for a trustee position on a school board to file Declaration of Intent (must be filed with the district clerk, regardless of who is running the election).	20-3-305(2)(b)
No later than the 30th day before	Friday, April 5	Deadline to notify election judges of appointment.	13-4-101

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Not less than 30 days before	Friday, April 5	Election administrator certifies ballot. The election administrator prepares the final ballot form, listing all candidates and propositions to be voted upon. The ballot must then be delivered to the election administrator, if other than the clerk. <i>Trustees must pass a resolution stating exact levy amounts by this date for the clerk to certify the ballot.</i> This resolution must include the durational limit, if any, on the levy.	20-20-401 15-10-425
Not less than 30 days before	Friday, April 5	Election by Acclamation and Cancellation of Election - Notice. If the number of candidates filing a nomination petition or filing a declaration of intent to be a write-in candidate is equal to or less than the number of open trustee positions to be elected, the trustees cancel the trustee election. They must then give notice that a trustee election will not be held. The trustee election may not be declared by acclamation until all candidate filing deadlines have passed. Send a copy to the county election administrator to aid with the provisions of late registration. <i>**A trustee election held in single-member or trustee nominating district is considered a separate trustee election for declaring the election by acclamation.</i>	20-3-313
30 days before any election	Monday, April 8	Close of regular voter registration. Registration forms postmarked by this date and received within 3 days are accepted for regular registration. Late registration must be completed at the county election office.	13-2-301
Not more than 30 days before	Monday, April 8	Contact your county election administrator for the absentee ballot list.	13-13-212 20-20-312
Day after Close of Regular Registration	Tuesday, April 9	Start of Late Registration. Late voter registration starts and continues through the close of polls on election day, except that late registration is closed from noon to 5 pm on the day before the election. Late registration must be completed at the office of the county election administrator.	13-2-304
Not less than 10 days, or more than 40 days before	Thursday March 28 Through Saturday, April 27	Notice of election is posted. The election notice must be published in a newspaper of general circulation in the district if available, posted in at least three public places in the district AND posted on the district's website for the 10 days prior to the election, if the district has an active website. Notice using any other recognized media may be used to supplement the posting. The notice must include: 1) the date and voting locations for the election; 2) voting location hours; 3) each proposition to be considered by the electorate; 4) the number of trustee positions, if any, subject to election and the length of the terms for those positions; 5) where and how absentee ballots may be obtained; and 6) where and how late registrants may obtain a ballot on election day. <ul style="list-style-type: none">• If the polling place has changed from the previous school election, that change must be referred to in the notice.• If more than one proposition will be considered in the same district, each proposition must be set apart and identified, or placed in separate notices.	20-20-204
At least 20 days before	Wednesday, April 17	Absentee ballots available. The election administrator prepares ballots for absentee voters. Remember to enclose four things in the absentee package. <ul style="list-style-type: none">• The ballot (with stubs removed);• Instructions for voting and returning the ballot;• A secrecy envelope, free of marks that would identify the voter; and• A self-addressed, return envelope with affirmation printed on the back.	13-13-214 20-20-401
Not before the 20 th day nor later than the 15 th day	Wednesday, April 17 through Monday, April 22	Mail ballots mailed. If mail ballot election is used, all ballots must be mailed on the same day (the day noted in the district's mail ballot plan), except that if an inactive elector reactivates after the ballots are mailed, the elector should be provided with or mailed a ballot. If the elector reactivates after noon on the day before election day, the elector must come in on election day to receive a ballot.	13-19-207

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
Not more than 10 days or less than 2 days before	Saturday, April 27 through Sunday, May 5	Absentee/Mail Ballot Counting Notice. Districts must publish in a newspaper of general circulation in the county a notice indicating the method that will be used for counting absentee/mail ballots and the place and time that the absentee/mail ballots will be counted on election day. <i>If the district publishes their notice of election on the 10th day prior to the election, in a newspaper of general circulation in the county, this information may be included in that notice.</i>	13-15-105
Day before (By Noon)	Monday, May 6	Deadline for absentee ballot requests. Voters who wish to vote absentee may request an absentee ballot in writing or in person until noon the day before the election.	13-13-211 13-13-214
Day before	Monday, May 6	Deliver certified copy of the lists of registered electors. Before the day of election, the county election administrator shall deliver a certified copy of the lists of registered electors for each voting location to the district. The district shall deliver them to the election judges prior to the opening of a voting location.	20-20-313
Day before (between noon and 5pm)	Monday, May 6	Late registration closed. Late registration is closed between noon and 5pm the day before the election. Electors may late register on election day at the office of the county election administrator.	13-2-304
Election Day 	Tuesday, May 7	ELECTION DAY. The election administrator must prepare the polling places, printed ballots, ensure election judges are present, and conduct a fair and unbiased election (See Election Procedures). Notify election judges of the names of write-in candidates	Title 13 20-20-105 20-20-401 20-20-411
No sooner than 3pm on the 6 th day after the election	Monday, May 13	The first date that provisional ballots may be counted. Following the election, unresolved provisional ballots are sealed. These ballots may not be opened until after 3pm on the 6 th day after election. The election judges convene, and a determination is made as to whether the ballots are counted. If there are provisional ballots in a school election, the canvass may not occur until after all provisional ballots are resolved.	13-15-107
Following receipt of the tally sheets from all polls and within 15 days after the election	By Wednesday, May 22	Trustees canvass the votes, issue certificates of election, and publish results. Trustees review the tally sheets compiled by the election judges to ascertain their accuracy. Recounts are ordered, if necessary. If tally is complete and accurate, trustees issue certificates of election to successful candidates. The canvassed results shall be published immediately in a newspaper that will give notice to the largest number of people in the district.	20-20-415 20-20-416
Within 5 days after the official canvas	Monday, May 13 through Tuesday, May 28	Deadline for filing a petition for recount. When a question submitted to a vote of the people is decided by a margin not exceeding $\frac{1}{4}$ of 1% of the total votes cast for and against the question, a petition for recount must be filed within 5 days after the official canvas.	13-16-201
Within 5 days of receipt of notice from the election administrator	Monday, May 13 through Tuesday, May 28	Deadline for convening the School Recount Board. When a tie vote has been certified to the election administrator or conditions have been met for filing a recount petition, the board shall convene at its usual meeting place to perform a recount. The recount must be completed within 5 days of receipt of official canvas or recount petition.	13-16-204 20-20-420
Within 15 days of election	By Wednesday, May 22	Deadline for trustees to hold organizational meeting to elect chair and appoint clerk.	20-3-321

Days From Election	Deadlines	Event (Special Instances Identified in Green)	MCA Citation
June 1	Friday, May 31	Deadline for trustees to request county election administrator to conduct school elections for next year. The school district clerk/election administrator is designated the election administrator for school elections. However, the trustees of any district may request the county election administrator (EA) to become the election administrator for school elections. The request must be made by a resolution of the board of trustees. If the county EA accepts, then he/she must perform all the duties the school clerk would have. The school district must assume all costs of the election.	20-20-417
Within 15 days after receipt of certificate of election	By Wednesday, June 5	Candidate completes and files Oath of Office with the County Superintendent. *Newly elected trustees may not be seated until the oath is filed. The issuance and the oath may be administered at the organizational meeting (below), but must be completed within 15 days of issuance. **In the event of a recount, the deadline for a candidate to complete and file the oath is 15 days from receipt of the certificate of election.	20-3-307 20-1-202 1-6-101

[1-1-307](#), MCA. Postponement of day appointed for an action when it falls on a holiday or Saturday. Whenever any act of a secular nature, other than a work of necessity or mercy, is appointed by law or contract to be performed upon a particular day, which day falls upon a holiday or a Saturday, such act may be performed upon the next business day with the same effect as if it had been performed upon the day appointed.

If the deadline, as read in statute, is phrased "not later than..." the deadline does not move to a later date but an earlier one.

Additional References:

Sample forms can be found at this address: [School Finance Election Webpage](#)

Election Manual: [School Election Handbook](#)

MT Secretary of State's Office: [Secretary of State's Election Webpage](#)

NOTE: Candidates for trustee positions in (1) a first-class district located in a county with populations of 15,000 or more, OR (2) a county high school district with an enrollment of 2,000 or more are required to file a C-1-A Statement of Candidate within 5 days of becoming a candidate. For reporting dates and instructions contact the Montana Commissioner of Political Practices at: [Commissioner of Political Practices Webpage](#).

SCHOOL SUPERINTENDENT

Reports to: Board of Trustees

Summary:

The superintendent shall have responsibility for and charge of the administration of the school under the direction of the Board of Trustees and consistent with the laws of Montana. He/she shall be the chief executive officer of the District; shall assign and direct teachers, and other employees of the school district under his/her supervision within the scope of the Board's policies and strategic plan for the district; shall organize, reorganize, and/or arrange the administrative and supervisory staff relative to both instruction and business affairs as best serves the district, subject to approval of the Board; shall appoint all personnel subject to the approval of the Board; shall suggest regulations, rules, procedures and policies deemed necessary for the effective operation of the school district; shall perform all duties attendant to the office of the Superintendent; and shall perform such other professional duties as may be prescribed by the Board from time to time.

ESSENTIAL FUNCTIONS: (other duties may be assigned):

Acts as the agent of the Board of Trustees.

Establishes and prepares meeting agendas, presents items for consideration to the Board, responds to inquiries from the Board.

Reviews policies with Board on an ongoing basis, making recommendations for additions, deletions, or revisions as deemed necessary.

Keeps the Board informed through sharing timely and accurate information.

Consults with the Board on the process for developing district-wide goals and annual objectives.

Collaboratively leads the Board, staff and community in implementing and monitoring progress of the District Long Range Strategic planning process.

Recommends policy and program decisions to the Board.

Develops administrative rules and procedures to implement Board policy.

Attends Board meetings.

Provides leadership for a staff.

Leads the continuous improvement process for program evaluation, student performance and staff accountability.

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Facilitates goal setting and problem solving for staff and Board.

Ensures the communication and interpretations the Board decisions and requests to staff.

Ensures compliance with appropriate State and Federal Constitutional and statutory rules and regulations.

Responds to staff and community regarding questions or problems about school operations.

Models leadership that embraces respectful listening and consensus building with a variety of community groups.

Ensures the efficient management of the district's day to day operations.

Understands, effectively articulates, and strongly advocates for District resources at the local, state and federal level.

Analyzes financial condition of the District, presents District budgets, and proposes budget item priorities and long-range financial needs to maintain a financially sound district.

Oversees the preparation of the annual budget.

Works with staff to prepare yearly budget requests and monitors spending to conform to budget restrictions.

Holds frequent meetings and conferences with teachers, students, and parents to deal with educational and discipline problems. Responsible for control and discipline of students.

Ensures adherence to Board policy for dealing with concerns or complaints from the public.

Represents Board policy and decision in dealing with employer/employee issues.

Ensures that the district benefits from appropriate professional development activities.

Attends various organizational meeting inside and outside district.

Works collaboratively and communicates effectively with community members.

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Supervises preparation of attendance reports, test results, and other reports as required by the Office of Public Instruction and other agencies.

Acts as liaison between parents and professional staff in operating programs for students with learning disabilities, physical or psychological limitations, and other special needs.

Maintains a visible presence in the building and playground to enforce safety and security standards for students and faculty.

Manages conflict effectively.

Serves as liaison between the community and the district.

Responsibilities include interviewing, making recommendations for hiring, and training employees; evaluates staff, planning, assigning and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

SUPERVISORY RESPONSIBILITIES:

Manages Title 1, Transportation, Food Service, 504 compliance, facility maintenance, Adult Education, Special Education, Homeless Liaison (McKinney-Vento Act), and Athletics Department. Is responsible for the overall direction, coordination and evaluation of these units. Carries out supervisory responsibilities in accordance with the organization's policies, Strategic Plan, and applicable laws.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE.

Master's degree in Education. Must have strong leadership and communication skills.

SCHOOL SUPERINTENDENT

CERTIFICATES, LICENSES, REGISTRATIONS:

Ability to obtain an appropriate Montana Superintendent's endorsement within two years of contracting.

LANGUAGE SKILLS:

Ability to read, analyze, and interpret educational, scientific and technical journals, financial reports and legal documents. Ability to respond to inquiries or complaints from employees, community members, regulatory agencies, or members of the business community. Ability to write speeches and articles for publication that conform to prescribed style and format. Ability to effectively present information to top management, public groups, and/or Board of Trustees.

MATHEMATICAL SKILLS:

Ability to work with mathematical concepts such as probability and statistical inference. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY:

Ability to define problems, collect data, establish facts, and draw conclusions.

Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

OTHER SKILLS AND ABILITIES:

Must be able to speak effectively to large groups of people. Must be able to transport between school buildings, districts and cities. Must possess the ability to apply knowledge of current research and theory in specific field, to establish and maintain effective working relationships with students, staff and the school community.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to walk, talk and hear. The employee is frequently required to stand or sit. The employee is occasionally required to use hands to operate office equipment and to reach with hands

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and arms. Specific vision abilities required by this job include close vision, distance vision and depth perception.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in this position varies. When visiting a building the noise level may be loud, in the office quiet and at meetings moderate.

MASBO
Region 4 Workshop
March 1
8:00-4:00
Comfort Inn
2777 Harrison Ave, Butte
406-494-8850

Agenda Coming Soon

Cost is \$90
Lunch Provided
\$20 cancellation fee, if cancelled less than 5 days before the workshop.
Please call 406-494-8850 for sleeping room reservations.
We have a room block for the night of 2/28 at a rate of \$94+ tax per night

MASBO
BOZEMAN BUDGET WORKSHOP
March 4
8:30-4:00
C'Mon Inn
6139 E Valley Center Rd.
406-587-3555



Budget Workshop Agenda Coming Soon

\$80 per person
Lunch on your own
\$20 cancellation fee, if cancelled less than 5 days before the workshop.
Please call 406-587-3555 for sleeping room reservations.
We have a sleeping room block available for the night of 3/3 at a rate
of \$90/nt+tax.

Recommended Motion: to approve the District Clerk to attend the MASBO Region 4 workshop (March 1) and Budget Workshop (March 4).

Miscellaneous Programs Fund

What is the purpose of the Miscellaneous Programs Fund?

The Miscellaneous Programs Fund is a nonbudgeted fund that serves as the fund for the district to receive money from local, state, federal, and other sources.

20-9-507, MCA. Miscellaneous programs fund.

(1) The trustees of a district receiving money from local, state, federal, or other sources provided in 20-5-324, other than money under the provisions of impact aid, as provided in 20 U.S.C. 7701, et seq., or federal money designated for deposit in a specific fund of the district, shall establish a miscellaneous programs fund for the deposit of the money. The money may be a reimbursement of miscellaneous program fund expenditures already realized by the district, indirect cost recoveries, or a grant of money for the financing of expenditures to be realized by the district for a special, approved program to be operated by the district. When the money is a reimbursement, the money may be expended at the discretion of the trustees for school purposes. When the money is a grant, the money must be expended according to the conditions of the program approval by the superintendent of public instruction or any other approval agent. Within the miscellaneous programs fund, the trustees shall maintain a separate accounting for each local, state, or federal grant project and the indirect cost recoveries.

(2) The financial administration of the miscellaneous programs fund must be in accordance with the financial administration provisions of this title for a nonbudgeted fund

Valid Expenditures:

- Allowable expenditures determined by grant award or agreement
- Salaries and benefits must be paid from the same funding source
- Expenditures
- Transfer indirect costs from grant to the indirect cost pool

Funding sources

- Local- usually donations/reimbursements
 - fund must be used as designated by donor
 - reimbursements may be spent for any school purpose unless otherwise designated
- State- grants
- Federal- grants
- Federal Indirect Cost Recovery- *none at GGS at this time*
- Medicaid reimbursements

Common Coding:

Fund: 115 Miscellaneous Programs

Program: All Program Codes

Function: All Function Codes

Object Codes: All Function Codes

Project Reporter Codes: As assigned/designated- *all expenditures MUST have PRC in fund 115*