

July Agenda

Special Meeting of Trustees

The special meeting of the Board of Trustees of School District #35 has been scheduled for **Wednesday, July 25, 2018** at 5:00pm at the Gallatin Gateway Community Center. (All policies can be found at www.gallatingatewayschool.com.)

Call to Order

Presiding Trustee's explanation of procedures

Public Comment- Non Agenda Items- Sign in sheet

Consent Agenda

Minutes: June 27, 2018- special committee meeting; June 27, 2018- regular meeting; July 10, 2018- special committee meeting; and July 10, 2018- special meeting **Finance**: Warrants; **Personnel**: Resignations- Bethany Dieter, Certified Teacher; and Kelli Campbell, Paraprofessional; Hire: Certified Employee- Teacher- 5th grade

New Business

Consider Starting an AfterSchool Program

Next Meetings:

Strategic Planning- July 25, 2018 @ 5:30pm

Goal Setting & Strategic Planning- August 2, 2018 @ 4pm

Regular Meeting- August 15, 2018 @ 6pm

Adjournment

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

Excerpt from GGS Policy #1441- Audience Participation

Audience Participation

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

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

Cross Reference: 1420 School Board Meeting Procedure

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

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

**MINUTES
SPECIAL 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 5:00pm on Wednesday, July 25, 2018 in the Gallatin Gateway Community Center. Board Chair Aaron Schwieterman presided and called the meeting to order at 5:06pm.

TRUSTEES PRESENT

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

TRUSTEES ABSENT

None

STAFF PRESENT

Travis Anderson, Superintendent; Carrie Fisher, District Clerk; Ashley Davis, Teacher

OTHERS PRESENT

None

PRESIDING TRUSTEE'S EXPLANATION OF PROCEDURES

Board Chair Aaron Schwieterman 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

CONSENT AGENDA

Motion (amended): Trustee Donna Shockley to approve minutes from June 27, 2018- regular meeting (with revisions); July 10, 2018- special committee meeting; and July 10, 2018- special meeting (with revisions); approve claim warrants- #35772-#35723 (F'Y18) and #35705- #35743; electronic claims: -99910 ; payroll warrants #75420-#75424; and direct deposits --89087- -89096 (VOIDS: #-89096); Resignation: to terminate, by mutual agreement, the 2018-2019 contract of Ms. Bethany Dieter. Resignation: to acknowledge the resignation of paraprofessional Kelli Campbell. Hire: to hire Alixa Clark as a 1.0 FTE certified teacher for the 2018-2019 academic year to be placed at the appropriate spot on the negotiated salary matrix based on educational attainment and years of experience (not to exceed five years). The successful hire is further pending adequate fingerprint/background check. Trustee Training- to approve all board members to attend MTSBA 2nd Annual School Activities Hot Topics Seminar- Helena, MT- August 9

Seconded: Trustee Lessa Racow

Public Comment: None

For: Fleury, Racow, Paulson, Schwieterman, Shockley

Opposed: None

Motion passed unanimously

NEW BUSINESS

Consider Starting an Afterschool Program

Motion: Trustee Lessa Racow to approve establishing and implementing an after school program at Gallatin Gateway School for the 2018-2019 school year.

Seconded: Trustee Carissa Paulson

Public Comment: None

For: Fleury, Paulson, Racow, Schwieterman, Shockley

Opposed: None

Motion passed unanimously

Next Meetings:

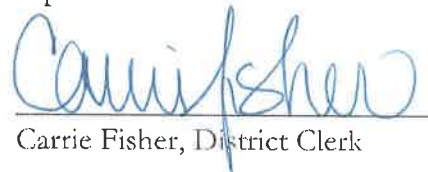
- Strategic Planning- Wednesday, July 25, 2018 at 5:30pm
- Special Meeting- Thursday, August 2, 2018 at 4pm
- Regular Meeting- August 15, 2018 at 6pm

ADJOURNMENT

Board Chair Aaron Schwieterman adjourned the meeting at 5:31pm.



Aaron Schwieterman, Board Chair



Carrie Fisher, District Clerk

Special Meeting

July 25, 2018

Sign-in Sheet

<u>Name- please print</u>	<u>Signature</u>
1. <i>Asnley Davis</i>	<i>Asnley Davis</i>
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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: July 25, 2018

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

NAME (Please Print Clearly)	TOPIC (Please Print Clearly)
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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: July 23, 2018

Warrant Numbers (including Direct Deposit/ACH):

Claim (A/P) Warrants #'s:

#35722-#35723- June 2018

#35705-35743- July 2018

Electronic Payment:

-99910- June 2018

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

None

Payroll Warrant #'s:

#75420

#75421-75424

Direct Deposits/ACH #'s:

#-89087- -89096

Voided Payroll Warrant #'s:

-89096

Thank you.

07/23/18
16:36:51

GALLATIN GATEWAY ELEMENTARY
Claims and/or Payroll Checks List For Checks from 06/25/18 to 06/30/18
For checks between: 06/25/18 - 06/30/18

Page: 1 of 1
Report ID: W100X

Payroll

Payroll - June 2018

Check				Date		
Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Issued	Notes
75420	P	48 DARCY NORDHAGEN	3.46	6/18	06/30/18	
Payroll Total # of Checks:		1	Total:	3.46		
Grand Total # of Checks:		1	Total:	3.46		

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)

07/23/18
16:37:49

GALLATIN GATEWAY ELEMENTARY
Claims and/or Payroll Checks List For Checks from 06/29/18 to 06/30/18
For checks between: 06/29/18 - 06/30/18

Page: 1 of 1
Report ID: W100X

Claims

Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Date Issued	Notes
* -99910	E	1305 BMO MASTERCARD	3.25	6/18	06/29/18	
35700	SC	1403 SYSCO MONTANA, INC.	2381.34	6/18	06/29/18	06/25/18 - ran out of check stock for warrants #35700-35704 and want them to be available to reuse these numbers
35701	SC	1118 TEAR IT UP LLC	55.20	6/18	06/29/18	06/25/18 - ran out of check stock for warrants #35700-35704 and want to reuse the same check numbers with new stock.
35702	SC	1131 THE CARRIAGE HOUSE CAR WASH	20.14	6/18	06/29/18	06/25/18 - ran out of check stock for warrants #35700-35704 and want to reuse the same check numbers with new stock.
35703	SC	666 THOMAS, LORRIE	100.00	6/18	06/29/18	06/25/18 - ran out of check stock for warrants #35700-35704 and want to reuse the same check numbers with new stock.
35704	SC	1243 WESTERN SPORT FLOORS LLC	1955.00	6/18	06/29/18	06/25/18 - ran out of check stock for warrants #35700-35704 and want to reuse the same check numbers with new stock.
35705	SC	370 ELITE COMMERCIAL CLEANERS INC.	2880.00	6/18	06/29/18	
35706	SC	Check not processed in this period	0	/ 0	/ /	
35707	SC	Check not processed in this period	0	/ 0	/ /	
35708	SC	Check not processed in this period	0	/ 0	/ /	
35709	SC	Check not processed in this period	0	/ 0	/ /	
35710	SC	Check not processed in this period	0	/ 0	/ /	
35711	SC	Check not processed in this period	0	/ 0	/ /	
35712	SC	Check not processed in this period	0	/ 0	/ /	
35713	SC	Check not processed in this period	0	/ 0	/ /	
35714	SC	Check not processed in this period	0	/ 0	/ /	
35715	SC	Check not processed in this period	0	/ 0	/ /	
35716	SC	Check not processed in this period	0	/ 0	/ /	
35717	SC	Check not processed in this period	0	/ 0	/ /	
35718	SC	Check not processed in this period	0	/ 0	/ /	
35719	SC	Check not processed in this period	0	/ 0	/ /	
35720	SC	Check not processed in this period	0	/ 0	/ /	
35721	SC	Check not processed in this period	0	/ 0	/ /	
* 35722	SC	43 ALSCO-AMERICAN LINEN DIVISION	148.04	6/18	06/29/18	
35723	SC	431 GALLATIN CO. SUPERINTENDENT OF SC	29.00	6/18	06/29/18	
Claims Total # of Checks:		25	Total:	7571.97		
Grand Total # of Checks:		25	Total:	7571.97		

Approved 6/27/18

FY19
July 2018

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)

07/23/18
16:34:14

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 6/18

Page: 1 of 1
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
357225	43 ALSCO-AMERICAN LINEN DIVISION					
	1237	146.04				
1	LBIL140019 05/21/18 RUGS, LINENS, APROMS, MOPS	88.83*		101	100-2600	610
2	LBIL140019 05/21/18 RUGS, LINENS, APROMS, MOPS	11.84*		112	910-3100	610
3	LBIL140019 05/21/18 RUGS, LINENS, APROMS, MOPS	47.37*		112	910-3100	610
	Total Check:	148.04				
357235	431 GALLATIN CO. SUPERINTENDENT OF					
	1235	29.00				
1	2018-70 06/30/18 BACKGROUND CHECK- HETHERINGTO	29.00*		101	100-2300	330
	Total Check:	29.00				
	# of Claims	2	Total:			177.04

07/23/18
16:28:12

GALLATIN GATEWAY ELEMENTARY
Claims and/or Payroll Checks List
For the Accounting Period: 7/18

Page: 2 of 2
Report ID: W100X

Payroll

Payroll - July 2018

Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Date Issued	Notes
-89096	C	2 TRAVIS ANDERSON	0	7/18	07/03/18	07/02/18 - deductions were not taken from check for MUST and flex prior to processing in new fiscal year
-89095	P	11 ERICA CLARK	2233.49	7/18	07/03/18	
-89094	P	25 CARRIE FISHER	3265.31	7/18	07/03/18	
-89093	P	44 BOBBIE JO MCCLURE-GUNDERSON	1065.60	7/18	07/03/18	
-89092	P	15 MICHAEL COON	1030.79	7/18	07/03/18	
-89091	P	44 BOBBIE JO MCCLURE-GUNDERSON	569.73	7/18	07/03/18	
-89090	P	FIT EFTPS-IRS	3560.81	7/18	07/03/18	
-89089	P	2 TRAVIS ANDERSON	5120.40	7/18	07/05/18	
-89088	P	TRS TEACHERS RETIREMENT SYST	1235.05	7/18	07/05/18	
-89087	P	P.E.R.S. PERS	1440.17	7/18	07/05/18	
75421	P	FLEX ALLEGIANCE BENEFIT PLAN	354.00	7/18	07/05/18	
75422	P	SIT DEPARTMENT OF REVENUE	651.00	7/18	07/05/18	
75423	P	MUST MUST	1212.00	7/18	07/05/18	
75424	P	NEA SECURITY BENEFIT LIFE IN	305.00	7/18	07/05/18	

Payroll Total # of Checks: 14 Total: 22043.35

Grand Total # of Checks: 52 Total: 84211.65

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)

07/23/18
16:28:12

GALLATIN GATEWAY ELEMENTARY
Claims and/or Payroll Checks List
For the Accounting Period: 7/18

Page: 1 of 2
Report ID: W100X

Claims

Accounts Payable - July 2018

Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Date Issued	Notes
35706	SC	965 (SWMSS) SOUTHWEST MONTANA	441.10	7/18	07/02/18	
35707	SC	16 ACE-ALLIANCE FOR CURRICULUM ENHAN	4025.00	7/18	07/02/18	
35708	SC	36 ALLEGRA	190.43	7/18	07/02/18	
35709	SC	370 ELITE COMMERCIAL CLEANERS INC.	2880.00	7/18	07/02/18	
35710	SC	686 MASBO	150.00	7/18	07/02/18	
35711	SC	747 MONTANA COOPERATIVE SERVICES	149.00	7/18	07/02/18	
35712	SC	794 MREA	904.91	7/18	07/02/18	
35713	SC	804 MT SCHOOLS PROPERTY & LIABILITY I	21354.00	7/18	07/02/18	
35714	SC	806 MTSBA - MONTANA SCHOOL BOARD ASSO	2253.10	7/18	07/02/18	
35715	SC	917 POWER SCHOOL GROUP LLC	4878.80	7/18	07/02/18	
35716	SC	993 SAFETECH INC	6950.00	7/18	07/02/18	
35717	SC	996 SAM - SCHOOL ADMINISTRATORS OF MT	455.00	7/18	07/02/18	
35718	SC	1029 SECURITY SOLUTIONS INC	5976.00	7/18	07/02/18	
35719	SC	1056 SMITHSONIAN	34.00	7/18	07/02/18	
35720	SC	1058 SNA - SCHOOL NUTRITION ASSOCIATIO	42.00	7/18	07/02/18	
35721	SC	1196 U.S. POSTAL SERVICE (NEOPOST)	1000.00	7/18	07/02/18	
35722	SC	Check not processed in this period	0	/ 0	/ /	
35723	SC	Check not processed in this period	0	/ 0	/ /	
35724	SC	78 ARROWLEAF LAWN & LANDSCAPE	500.00	7/18	07/25/18	
35725	SC	1278 BIG SKY PUBLISHING	797.70	7/18	07/25/18	
35726	SC	132 BLACK MOUNTAIN SOFTWARE	1420.00	7/18	07/25/18	
35727	SC	168 BOZEMAN TROPHY & ENGRAVING	147.00	7/18	07/25/18	
35728	SC	1424 CATAPULTK12	1188.00	7/18	07/25/18	
35729	SC	222 CDW GOVERNMENT, INC.	466.41	7/18	07/25/18	
35730	SC	228 CENTURYLINK	304.86	7/18	07/25/18	
35731	SC	229 CENTURYLINK	5.91	7/18	07/25/18	
35732	SC	262 COMMERCIAL ENERGY OF MONTANA INC	188.38	7/18	07/25/18	
35733	SC	349 DRAKE IRRIGATION	202.00	7/18	07/25/18	
35734	SC	375 ELLSWORTH PUBLISHING	915.30	7/18	07/25/18	
35735	SC	377 ENERGY LABORATORIES, INC.	26.00	7/18	07/25/18	
35736	SC	577 J&H INC	141.56	7/18	07/25/18	
35737	SC	609 KENYON NOBLE	381.01	7/18	07/25/18	
35738	SC	806 MTSBA - MONTANA SCHOOL BOARD ASSO	721.49	7/18	07/25/18	
35739	SC	851 NORTHERN INDUSTRIAL HYGIENE INC	1051.50	7/18	07/25/18	
35740	SC	856 NORTHWESTERN ENERGY	1710.68	7/18	07/25/18	
35741	SC	982 ROTO-ROOTER	170.00	7/18	07/25/18	
35742	SC	1131 THE CARRIAGE HOUSE CAR WASH	47.16	7/18	07/25/18	
35743	SC	666 THOMAS, LORRIE	100.00	7/18	07/25/18	

Claims Total # of Checks: 38

Total: 62168.30

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)

07/23/18
16:36:08

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 7/18

Page: 1 of 6
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
35706S	965 (SWMSS) SOUTHWEST MONTANA					
1224		441.10				
1	3533 04/15/18 FY19 MEMBERSHIP DUES	441.10*	19-010	101	100-2300	810
	Total Check:	441.10				
35707S	16 ACE-ALLIANCE FOR CURRICULUM					
1225		4,025.00				
1	ACE MEMBERSHIP DUES & FEE	4,025.00*	19-016	101	100-1000	330
	Total Check:	4,025.00				
35708S	36 ALLEGRA					
1232		190.43				
1	258585 06/28/18 REG #10 ENVELOPES (2500)	190.43	18-126	101	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2400-610-					
	Total Check:	190.43				
35709S	370 ELITE COMMERCIAL CLEANERS INC.					
1229		2,880.00				
1	2483 07/01/18 CUSTODIAL/CLEANING SERVICE	2,246.40*		101	100-2600	433
2	2483 07/01/18 CUSTODIAL/CLEANING SERVICE	576.00*		110	100-2600	433
3	2483 07/01/18 CUSTODIAL/CLEANING SERVICE	57.60*		117	610-2600	433
	Total Check:	2,880.00				
35710S	686 MASBO					
1216		150.00				
1	5849 05/30/18 18-19 MEMBERSHIP-FISHER	150.00*	19-015	101	100-2500	810
	Total Check:	150.00				
35711S	747 MONTANA COOPERATIVE SERVICES					
1223		149.00				
1	1115 04/01/18 MCS MEMBERSHIP DUES	149.00*	19-008	101	100-2300	810
	Total Check:	149.00				
35712S	794 MREA					
1226		904.91				
1	1115 04/01/18 ANNUAL MEMBERSHIP	904.91*	19-017	101	100-2300	810
	Total Check:	904.91				
35713S	804 MT SCHOOLS PROPERTY & LIABILITY					
1222		21,354.00				
1	06/11/18 18-19 INSURANCE PREMIUM	13,880.10*	19-012	101	100-2600	520
2	06/11/18 18-19 INSURANCE PREMIUM	6,406.20*	19-012	110	100-2700	520
3	06/11/18 18-19 INSURANCE PREMIUM	1,067.70*	19-012	117	610-2600	520
	Total Check:	21,354.00				

07/23/18
16:36:08

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 7/18

Page: 2 of 6
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	
35714S	806 MTSBA - MONTANA SCHOOL BOARD							
1221		2,253.10						
1	33704 05/31/18 18-19 MEMBERSHIP DUES	2,248.00*	19-009	101		100-2300	810	
2	33704 05/31/18 18-19 TRUSTEE INSURANCE	5.10*	19-009	101		100-2300	810	
	Total Check:	2,253.10						
35715S	917 POWER SCHOOL GROUP LLC							
1219		3,333.80						
1	INV144964 04/17/18 SIS & HOSTING ANNUAL RENE	3,333.80*	19-001	101		368-1000	680	
1220		1,545.00						
1	INV146250 07/01/18 REGISTRATION RENEWAL	1,545.00*	19-002	101		100-2400	680	
	Total Check:	4,878.80						
35716S	993 SAFETECH INC							
1234		6,950.00						
1	9239 06/26/18 ASBESTOS REMOVAL	3,475.00	18-106	161		999	680	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-440-680							
2	9239 06/26/18 ASBESTOS REMOVAL	3,475.00	18-106	161		999	680	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-440-680							
	Total Check:	6,950.00						
35717S	996 SAM - SCHOOL ADMINISTRATORS OF MT							
1227		455.00						
1	2444 06/25/18 SAM MASS MEMBERSHIP	455.00*	19-018	101		100-2400	810	
	Total Check:	455.00						
35718S	1029 SECURITY SOLUTIONS INC							
1233		5,976.00						
1	7552 06/29/18 ADDTL VIDEO CAMERAS	5,976.00	18-121	101		999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-730-							
	Total Check:	5,976.00						
35719S	1056 SMITHSONIAN							
1217		34.00						
1	MEMBERSHIP RENEWAL	34.00*	19-014	101		100-1000	810	
	Total Check:	34.00						
35720S	1058 SNA - SCHOOL NUTRITION ASSOCIATION							
1218		42.00						
1	SNA MEMBERSHIP-FY19	42.00*	19-013	101		910-3100	810	
	Total Check:	42.00						

07/23/18
16:36:08

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 7/18

Page: 3 of 6
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
35721S	1196 U.S. POSTAL SERVICE (NEOPOST)					
	1231	1,000.00				
1	06/19/18 POSTAGE RELOAD	1,000.00*	19-019	101	100-2300	532
	Total Check:	1,000.00				
35724S	78 ARROWLEAF LAWN & LANDSCAPE					
	1240	500.00				
1	548 07/04/18 MOWING- JUNE 2	125.00*		101	100-2600	440
2	548 07/04/18 MOWING- JUNE 8	125.00*		101	100-2600	440
3	548 07/04/18 MOWING- JUNE 15	125.00*		101	100-2600	440
4	548 07/04/18 MOWING- JUNE 22	125.00*		101	100-2600	440
	Total Check:	500.00				
35725S	1278 BIG SKY PUBLISHING					
	1242	797.70				
1	1111242 06/10/18 EMPLOYMENT AD- SCHOOL NURSE	346.94*		101	100-2131	540
2	1111242 06/29/18 EMPLOYMENT AD- ELEM TEACHER	450.76*		101	100-1000	540
	Total Check:	797.70				
35726S	132 BLACK MOUNTAIN SOFTWARE					
	1241	1,420.00				
1	23574 07/03/18 REMOTE REQUISITIONS MODUL	1,420.00*	19-020	101	100-2500	680
	Total Check:	1,420.00				
35727S	168 BOZEMAN TROPHY & ENGRAVING					
	1243	147.00				
1	16474 06/07/18 ARCHERY TROPHIES & PLAQUE	86.70*		101	100-1000	610
2	16454 06/05/18 8TH GRADE AWARDS PLAQUES	60.30*		101	100-1000	610
	Total Check:	147.00				
35728S	1424 CATAPULTK12					
	1244	1,188.00				
1	1042661 07/01/18 WEBSITE HOSTING 7-18- 6-19	1,188.00*		128	100-2300	680
	Total Check:	1,188.00				
35729S	222 CDW GOVERNMENT, INC.					
	1245	466.41				
1	NDK9666 06/21/18 HEADPHONES	261.75	18-174	101	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-682-					
2	NFQ8099 06/27/18 BELKIN CAT 6 CABLE	137.11	18-175	101	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-610-					
3	NGB6580 06/28/18 EPSON INTERACTIVE PEN	67.55	18-185	101	999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-682-					
	Total Check:	466.41				

07/23/18
16:36:08

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 7/18

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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
35730S	228 CENTURYLINK					
1246		304.86				
1	07/04/18 MONTHLY PHONE SERVICE	222.54*		101	100-2300	531
2	07/04/18 MONTHLY PHONE SERVICE	76.22*		110	100-2300	531
3	07/04/18 MONTHLY PHONE SERVICE	6.10*		117	610-2300	531
	Total Check:	304.86				
35731S	229 CENTURYLINK					
1247		5.91				
1	1443651299 06/19/18 PHONE- LONG DISTANCE SERVI	4.31*		101	100-2300	531
2	1443651299 06/19/18 PHONE- LONG DISTANCE SERVI	1.48*		110	100-2300	531
3	1443651299 06/19/18 PHONE- LONG DISTANCE SERVI	0.12*		117	610-2300	531
	Total Check:	5.91				
35732S	262 COMMERCIAL ENERGY OF MONTANA INC					
1248		188.38				
1	NWE048235 07/05/18 GAS ON NWE SYSTEM	184.61*		101	100-2600	411
2	NWE048235 07/05/18 GAS ON NWE SYSTEM	3.77*		117	610-2600	411
	Total Check:	188.38				
35733S	349 DRAKE IRRIGATION					
1249		202.00				
1	279 07/15/18 SERVICE CALL- REPAIR WIRE- MAI	142.00*		101	100-2600	440
2	280 07/15/18 2018 START UP	60.00*		101	100-2600	440
	Total Check:	202.00				
35734S	375 ELLSWORTH PUBLISHING					
1251		915.30				
1	34941 07/11/18 KEYBOARD 4 KIDS (3YRS)	915.30*	19-005	101	100-1000	680
	Total Check:	915.30				
35735S	377 ENERGY LABORATORIES, INC.					
1252		26.00				
1	168543 07/13/18 WATER TESTING	25.48*		101	100-2600	421
2	168543 07/13/18 WATER TESTING	0.52*		117	610-2600	421
	Total Check:	26.00				
35736S	577 J&H INC					
1253		141.56				
1	535521 07/13/18 COPIER- BUSINESS OFFICE	33.28*		101	100-2500	550
2	535520 07/13/18 COPIER- MAIN OFFICE	108.28*		101	100-2300	550
	Total Check:	141.56				

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GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 7/18

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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
35737S	609 KENYON NOBLE					
1254		381.01				
1	6648273 07/17/18 SUPPLIES- WHITE BOARD	44.16*		101	100-2600	610
2	6637207 07/11/18 SUPPLIES- CLAMPS	41.98*		101	100-2600	610
3	6637093 07/11/18 SUPPLIES- MAINTENANCE BUILDIN	245.52*		101	100-2600	610
4	6645540 07/16/18 SUPPLIES- WHITE BOARD	49.35*		101	100-2600	610
	Total Check:	381.01				
35738S	806 MTSBA - MONTANA SCHOOL BOARD					
1255		721.49				
1	34514 07/16/18 POLICY MAINTENANCE- JULY-JUNE	611.40*		101	100-2300	330
2	34374 06/30/18 SP- DEB SILK TRAVEL	110.09*		101	100-2300	330
	Total Check:	721.49				
35739S	851 NORTHERN INDUSTRIAL HYGIENE INC					
1261		1,051.50				
1	26443 07/10/18 ASBESTOS ABATEMENT AIR TESTING	1,051.50*		101	100-2600	440
	Total Check:	1,051.50				
35740S	856 NORTHWESTERN ENERGY					
1256		1,710.68				
1	07/05/18 ELECTRIC SERVICE	904.84*		101	100-2600	412
2	07/05/18 ELECTRIC SERVICE	232.01*		110	100-2600	412
3	07/05/18 ELECTRIC SERVICE	23.20*		117	610-2600	412
4	07/05/18 POWER-LIGHTS	90.08*		101	100-2600	410
5	07/05/18 POWER-LIGHTS	93.83*		110	100-2600	410
6	07/05/18 POWER-LIGHTS	3.75*		117	610-2600	410
7	07/05/18 NATURAL GAS	355.71*		101	100-2600	411
8	07/05/18 NATURAL GAS	7.26*		117	610-2600	411
	Total Check:	1,710.68				
35741S	982 ROTO-ROOTER					
1257		170.00				
1	067220 06/21/18 REPAIR FLOOR DRAINS	170.00	18-129	101	999	
	PO Accounting (Org/Prog/Func/Obj/Proj): -100-2600-440-					
	Total Check:	170.00				
35742S	1131 THE CARRIAGE HOUSE CAR WASH					
1258		47.16				
1	3304 06/30/18 BUS- CAR WASHES (X3)	47.16*		110	100-2700	440
	Total Check:	47.16				

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16:35:08

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 7/18

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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
357435	666 THOMAS, LORRIE							
	1259	100.00						
1	06/26/18 BACTERIOLOGICAL SAMPLE- JULY	98.00*		101		100-2600	421	
2	06/26/18 BACTERIOLOGICAL SAMPLE- JULY	2.00*		117		610-2600	421	
	Total Check:	100.00						
	# of Claims	37						
	Total:	62,168.30						

Agenda Item: Resignation- Certified Teacher

Background:

Ms. Bethany Dieter was offered a contract for the 2018-2019 school year and she signed and returned the contract within the 20-day window. However, Ms. Dieter has submitted her formal letter of resignation (attached) upon being offered a position in Las Vegas, NV.

Certified contract signed by Ms. Dieter for the 2018-2019 school year states:

(6) Resignations submitted to take effect at a time other than the end of the school term shall be out of order except by mutual agreement. When a contract has been terminated by mutual agreement, the School District shall be obligated to pay that portion of the salary provided in this contract that has been earned up to and including the last day of school.

The Board is being asked to mutually agree to allow Bethany Dieter to terminate her contract with Gallatin Gateway School. At this time, there has not been anything paid to the employee for the execution of the contract. Therefore, there would be no salary costs to the District to terminate the contract.

The administration completed the interviewing process for Ms. Dieter's replacement and will present that recommendation in a different agenda item at this meeting.

Motion: to terminate, by mutual agreement, the 2018-2019 contract of Ms. Bethany Dieter.

June 14, 2018

Mr. Travis Anderson
Gallatin Gateway School
100 Mill Street
Gallatin Gateway, MT 59730

Dear Mr. Anderson,

Please accept this letter as notice of my resignation from my position as the 5th grade teacher.

I received an offer to become a Science Specialist in Clark County School District. I will be teaching Science to K-5 students in a blended learning environment.

It has been a pleasure working with you and the staff at Gallatin Gateway. One of the highlights I have had while working for you is interacting with the amazing students at GGS. I hope that my influence at this school will lead to tremendous growth in the future for the students and staff.

Travis, thank you again for the opportunity to teach at Gallatin Gateway School. I wish you and your staff all the best and I look forward to staying in touch with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Bethany Dieter", with a stylized flourish at the end.

Bethany Dieter



Carrie Fisher <fisher@gallatingatewayschool.com>

2018/2019

1 message

Kelli Campbell <campbell@gallatingatewayschool.com>

Mon, Jul 23, 2018 at 1:55 PM

To: Carrie Fisher <fisher@gallatingatewayschool.com>, Erica Clark <eclark@gallatingatewayschool.com>, Travis Anderson <anderson@gallatingatewayschool.com>

Travis Anderso and
To whom it may concern,

This is my formal resignation as paraprofessional for the 2018/2019 school year. I have another opportunity for great professional growth. Thank you for the last year and the opportunity for next year.

Sincerely,
Kelli Campbell

5th Grade Teacher Hire Recommendation

1) 5th Grade Teacher Hire Recommendation

To hire a 5th grade teacher for the 2018-2019 academic year who will be placed at the appropriate place in the negotiated salary matrix based on education and years of experience (not to exceed five (5) years experience).

Recommendation:

Alix Clark (she is getting married August 11 and will be Mrs. Davis when school starts)

Rationale:

Ms. Alixa Clark has experience teaching as a long-term substitute at Chief Joseph Middle School. In these assignments, she has taught in both science and mathematics classrooms. Furthermore, she has experience using assessments to make data driven decisions in the classroom, a thorough understanding of curriculum and standards based grading practices, and has a passion for teaching science and math. Finally, she was the consensus choice of the hiring committee, which was comprised of: Travis Anderson, Ashley Senenfelder, Mike Coon, Ashley Davis, Carrie Fisher, and Erica Clark. I believe that she has the experience and the student-centered pedagogical approach to be an excellent fit with the Gallatin Gateway Family.

Motion: to hire Alixa Clark as a 1.0 FTE certified teacher for the 2018-2019 academic year to be placed at the appropriate spot in the negotiated salary matrix based on educational attainment and years of experience (not to exceed five years). The successful hire is further pending adequate fingerprint/background check.



Carrie Fisher <fisher@gallatingatewayschool.com>

School Activities: Be Prepared for the Coming School Year

Wendy Brenden <mtsba@embrams-mail.com>
Reply-To: wbrenden@mtsba.org
To: fisher@gallatingatewayschool.com

Mon, Jul 23, 2018 at 11:48 AM



One of our most important seminars this year! MTSBA's 2nd Annual School Activities Hot Topics Seminar

Join us on Thursday, August 9, Helena, Montana

Educational and Activities leaders in Montana's schools should join MTSBA and MHSAA staff in an in-depth look at the emerging issues related to school athletics and activities. **The staff that should attend include activities directors, coaches, advisors, trustees, and administrators.**

[Register to Attend in Person](#)

[Register for Video Option](#)

This is an information-packed agenda! Join us in Helena or video option!

8:30-9:00 am - Registration

9:00 – 10:00 am - **Social Media for School Activities** – The focus of this session will be how districts can responsibly establish social media presence for student activities and the responsibilities of district coaches and staff to honor district social media procedures.

10:00 - 11:00 am - **Responsible Fundraising and Donation Management** – The focus of this session will be on how districts and district-sponsored programs can raise and deposit funds in a manner consistent with state and federal law.

11:00 – Noon - **School Activities Cooperatives** – The focus of this session will be how to establish a cooperative that has the necessary governance structure, financial procedures, policies, handbooks, and insurance coverage to ensure a lasting multi-district activity program.

Noon-1:15 pm - Lunch on your own

1:15 - 2:15 pm - **Coach Evaluations and Contracts** - The focus of this session will be on the best practices for making coaching and other extra-duty decisions to ensure the rights of individuals and the interests of the district are protected.

2:15 - 3:15 pm - **MHSAA Rules Update**

3:15 – 3:45 pm - **Activities Issue Rundown** – In this session, MTSBA will give brief updates on activity issues schools faced around the state in 2018.

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Our mailing address is:

863 Great Northern Blvd # 301
Helena, Montana 59601

\$125/person

GALLATIN GATEWAY SCHOOL AFTER SCHOOL PROGRAM
2018 -2019

Gallatin Gateway School has been given a donation for \$20,000 to be used for the start up costs for the first year of an after school program for Gallatin Gateway Students.

This amount would cover the salaries and benefits of two employees: a coordinator at \$16.00 per hour and an aide at \$14.00 per hour. The estimated time would be from 3:00pm to 6:00pm on every school day. On early release days, the after school program would begin whenever children are released until 5:45pm.

Preliminary Budget Information:

Coordinator

\$16.00/hour (3 hours per day/5 days a week/36 weeks per year) =	\$8,640
Estimated Benefits = approx 20% of salary	\$1728

Program Assistant

\$14.00/hour (3 hours per day/5 days a week/36 weeks per year) =	\$7,560
Estimated Benefits = approx 20% of salary	\$1512

Supplies – This one is a little more difficult as it will be dictated by the number of students participating. I suggest putting a placeholder of \$2,500 for budgeting purposes to get through one fiscal year. This will give us better planning information in future years.

\$2,500

Snacks – We are looking into the possibility of providing snacks (possibly reimbursable from the state through food service). We can also cut costs the first year by asking parents to provide snacks.

The after school program for students would begin at 3:30pm and end at 5:45pm. The program schedule would be as follows:

- 3:30 - 4:30 Healthy snack and homework support
- 4:30 - 5:00 Physical activity
- 5:00 - 5:30 Learning Enrichment
- 5:30 - 5:45 Clean up and release to parents or guardians

Fees for attending the after school program would be \$9 per student and \$4.50 for each additional student in one family. Students that qualify for free and reduced lunches would automatically qualify for scholarships for the after school program.

The hope is that each year's income would pay for the next year's expenses and therefore become self-sustaining.

There is also the possibility to apply for assistance from the United Way for 2019-2020 funding. That process occurs in the spring of 2019. This may also help our program become more fiscally stable.

The after school program will not replace learning lab. Learning lab will still be open until 4:00 for students needing homework or learning support until 4:00, but who would not need to stay until 5:45. If a student in Learning Lab stays past 4:00, they will report to the after school program and the parent will be assessed the daily rate.

The after school program will meet in the cafeteria.

MOTION: To approve establishing and implementing an after school program at Gallatin Gateway School for the 2018-19 school year.