

December Agenda

Regular Meeting of Trustees

The regular meeting of the Board of Trustees of School District #35 has been scheduled for **Monday, December 13, 2021** at **6:00pm** in the District 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

GUEST: Clayton Peacock- Gateway Village Update

Consent Agenda

Finance: Warrants; Operational Budget by Object Code; Cash Reconciliation; **Personnel:** Hire: Classified/Certified Substitutes, accept resignation from Adult Education Coordinator

Superintendent's Report

Covid Update

New Business

Discussion Items:

- Compensated Absences -- Certified/Classified

Action Items:

- Excess Items
- 8th Grade Spring Trip approval

Old Business

Discussion Items:

- Long-range facility strategic plan revisit

Action Items:

- Information from MTSBA regarding zoom meetings
- Superintendent's Evaluation- set meeting date
- Personnel Hire: Administrative Assistant, Assistant Cook; Business Manager, Girls Basketball Coaches, DC Trip Assistant Advisor
- School Safety Walkthrough

Committee Reports:

Safety Committee

Next Meetings:

Special Committee Meeting- January 7, 2022 @ 10am- agenda setting

Special Meeting- TBD- superintendent evaluation

"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."

Regular Meeting- January 19, 2022 @ 6pm

Adjournment

Zoom procedures:

1. Login details are on the district website-- [See District Calendar](#)
2. Please ensure your mic is muted until called upon by the Committee Chair
3. Public Comment is accepted two times during the meeting:
 - a. During non-agenda public comment for items not on the agenda
 - b. When the Committee Chair opens it for public comment as determined appropriate
4. To participate from a mobile device or computer:
 - a. Please use the "Raise Hand" button under "Participants" button at the bottom of your screen
 - b. Once called on please unmute yourself to provide comments
5. To participate from a phone when dialed in:
 - a. *9 to raise and lower hand for public comment
 - b. Once called on please press *6 to unmute yourself to provide comment

Hi there,

You are invited to a Zoom webinar.

When: Dec 13, 2021 06:00 PM Mountain Time (US and Canada)

Topic: Regular or Special Meeting of the Trustees

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86194381128?pwd=K3NQQLdKcENQajF1OXBqcEdlNUtndz09>

Passcode: z9J8Hb

Or One tap mobile :

US: +12532158782,,86194381128#,,,,*048672# or +13462487799,,86194381128#,,,,*048672#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715 8592 or +1 312 626 6799
or +1 929 205 6099

Webinar ID: 861 9438 1128

Passcode: 048672

International numbers available: <https://us02web.zoom.us/j/kekLO9Pj0W>

"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.”

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
3038	E	1305 BMO MASTERCARD	7,537.92						
1		99458 10/06/21 Silicone Bracelet	115.04	22077	101 81	100-1000	610		
		POSITIVE PROMOTIONS INC							
2		99458 10/06/21 Sunglasses	56.70	22077	101 81	100-1000	610		
		POSITIVE PROMOTIONS INC							
3		99458 10/06/21 Ribbons	13.06	22077	101 81	100-1000	610		
		POSITIVE PROMOTIONS INC							
4		99458 10/06/21 Pencil Pack	70.39	22077	101 81	100-1000	610		
		POSITIVE PROMOTIONS INC							
5		17654 10/11/21 MONTHLY BILL	893.04	22111	101 80	100-2600	420		
		GALLATIN GATEWAY WATER & SEWER DISTRICT							
6		19518 10/12/21 Urinal Mats	223.75		101 80	100-2600	610		
7		19436 10/12/21 Scholastic Subscription	953.04		101 81	100-1000	610		
8		19517 10/12/21 Paint	11.68		101 80	100-2600	610		
9		19437 10/12/21 Marker Board Cleaner	8.76		101 80	100-2600	610		
10		19516 10/12/21 C Batteries	138.40		101 80	100-2600	610		
11		19438 10/12/21 Twine Art Class	2.27		101 82	100-1000	610		
12		19515 10/12/21 Gym Catch Tail	58.10		101 82	100-1000	610		
13		19519 10/12/21 Urinal Mats	268.50		101 80	100-2600	610		
14		19439 10/12/21 JumpSport Model 350 Pro F	244.90	22050	101 81	100-1000	610		
		SCHOOL SPECIALTY INC.							
15		19439 10/12/21 JumpSport Model 350 Pro F	95.24	22050	101 82	100-1000	610		
		SCHOOL SPECIALTY INC.							
16		56775 10/13/21 MONTHLY BILL	16.42	22108	101 80	100-2300	535		
		ZOOM VIDEO COMMUNICATIONS INC.							
17		05249 10/16/21 STAFF SNACKS	59.95	22109	101 80	100-2300	610		
		AMAZON.COM							
18		59373 10/18/21 AES, Office, Google Suite	799.00	22078	128 82	100-1000	680		
		APPLIED EDUCATIONAL SYSTEM							
19		59374 10/19/21 YEARLY PLAQUE ENGRAVING	210.50	22112	101 81	100-1000	610		
		BOZEMAN TROPHY & ENGRAVING							
20		33028 10/19/21 MT CRUNCHTIME APPLES	75.00	22116	101 82	100-1000	610		
		TOWN & COUNTRY WAREHOUSE GROCERY							
21		33027 10/19/21 Fleece Staff Jacket	49.00	22101	101 80	100-1000	610		
		HANDS ON INC.							
22		75310 10/21/21 Clorox Wipes	101.38		101 80	100-2600	610		
23		92250 10/27/21 Snapkit	259.20	22099	101 81	100-1000	610		
		AMAZON.COM							
24		44849 10/30/21 Bulletin Board	44.37		101 81	100-1000	610		
25		40488 11/01/21 Water Bill Nov 2021	893.04		101 80	100-2600	420		
26		05176 10/15/21 Fuel	142.74		110 80	100-2700	624		
27		99457 10/06/21 Bus Fuel	134.76		110 80	100-2700	624		

11/19/21
14:31:05

GALLATIN GATEWAY ELEMENTARY
Claim Approval List
For the Accounting Period: 11/21

Page: 2 of 3
Report ID: AP100

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
28		92174 10/27/21 Bus Fuel	130.93		110 80	100-2700	624	
29		40487 11/01/21 Gloves	14.38		110 80	100-2700	610	
30		40486 11/01/21 DEF	57.96		110 80	100-2700	624	
31		40485 11/01/21 Bus Fuel	52.40		110 80	100-2700	624	
32		40485 11/04/21 Bus Fuel	158.53		110 80	100-2700	624	
33		15023 10/26/21 Michaels- Pipe Clnrs-no recpt	3.19		101 82	100-1000	610	
34		44848 10/30/21 Personal Purch Wrong Card-TBR	20.94		101 82	100-1000	610	
35		21947 10/22/21 Collegenet MT - Keel	60.00		101 80	100-2300	610	
36		56774 10/13/21 PORTABLE RADON DETECTOR	419.97*	22057	115 80	785-2600	610	785
AMAZON.COM								
37		59372 10/19/21 Century Link Phone Mnthly	18.57		101 80	100-2300	531	
38		59296 10/19/21 Century Link Phone 2 Months	662.82		101 80	100-2300	531	

of Claims 1 Total: 7,537.92

Total Electronic Claims 7,537.92

Total Non-Electronic Claims

Fund/Account	Amount
101 GENERAL	
101	\$5,627.25
110 TRANSPORTATION	
101	\$691.70
115 MISC. PROGRAMS	
101	\$419.97
128 TECHNOLOGY FUNDS	
101	\$799.00
Total:	\$7,537.92

11/19/21
12:42:18

GALLATIN GATEWAY ELEMENTARY
Claim Approval List
For the Accounting Period: 11/21

Page: 1 of 3
Report ID: AP100

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
3024		1337 CORE CONTROL	1,207.64					
1		WO-3700 11/09/21 ANNUAL FILTER CHANGES	1,207.64		101 80	100-2600	440	
3030		1311 DPHHS	115.00					
1		FL-14899 11/05/21 2022 LICENSE FEE- KITCHEN	115.00*		112 80	910-3100	810	
3025		1847 ENTZ, AARON	80.37					
1		111021BB 11/10/21 5TH 6TH BASKETBALL GAME	36.00*		184 81	720-3500	340	
2		111021BB 11/10/21 7TH 8TH BASKETBALL GAME	36.00*		184 82	720-3500	340	
3		SHARED MILEAGE FROM BOZEMAN	8.37*		184 82	720-3500	340	
3026		1415 GALLATIN COUNTY TREASURER	198.30					
TOTAL FOR YEAR--		PAID IN FULL						
1		RHF33735 11/30/21 W/S DISTRICT TAXES	198.30*		150 80	100-2600	870	
3027		545 HOUSE OF CLEAN a Hillyard Company	85.14					
1		6045410314 11/17/21 DISWASHER DETERGENT	85.14		101 80	100-2600	610	
3028		577 KELLEY CONNECT	20.43					
2		931575 11/09/21 COPIES PER CONTRACT	20.43		101 80	100-2300	550	
3029		1846 MARINKO, SHANNON	80.37					
1		111021BB 11/10/21 5TH 6TH GRADE BB GAME	36.00*		184 81	720-3500	340	
2		111021BB 11/10/21 7TH 8TH GRADE BB GAME	36.00*		184 82	720-3500	340	
3		111021BB 11/10/21 SHARE MILEAGE FROM BOZEMAN	8.37*		184 82	720-3500	340	
3031		1838 MONTANA LANGUAGE SERVICES	64.30					
1		10744 11/12/21 LA ESL SERVICES	64.30*		101 81	100-1000	340	
3032		856 NORTHWESTERN ENERGY	1,880.81					
ELECTRICITY								
POWER-LIGHTS								
NATURAL GAS								
1		0178032-9 11/03/21 ELECTRICITY	1,054.24		101 80	100-2600	412	
2		0178032-9 11/03/21 ELECTRICITY	117.13		110 80	100-2600	412	
7		0178032-9 11/03/21 NATURAL GAS	709.44		101 80	100-2600	411	

11/19/21
12:42:18

GALLATIN GATEWAY ELEMENTARY
Claim Approval List
For the Accounting Period: 11/21

Page: 2 of 3
Report ID: AP100

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
3033		1848 OSKSA, BRYCE	36.00					
1		111121GC 11/11/21 BB VS ST MARY CNCL- NO NOTIC	36.00*		184 81	720-3500	340	
3034		1110 SYSCO FOOD SERVICES OF MT	3,375.79					
1		343508222 11/02/21 FOOD AND SUPPLIES FOR LUNCH	1,063.38		112 81	910-3100	630	
2		343517949 11/09/21 FOOD AND SUPPLIES FOR LUNCH	1,268.15		112 82	910-3100	630	
3		343527198 11/16/21 FOOD AND SUPPLIES FOR LUNCH	1,044.26		112 81	910-3100	630	
3035		420 US FOODS	3,795.33					
12		5655079 10/29/21 FOOD	679.03		112 82	910-3100	630	
13		5731783 11/03/21 FOOD	1,245.94		112 81	910-3100	630	
14		3100330 11/10/21 SSOM FOOD	720.25		112 82	910-3100	630	
15		5874240 11/10/21 FOOD	675.76		112 81	910-3100	630	
16		3070531 11/12/21 FOOD	474.35		112 82	910-3100	630	
3036		1849 WALTHALL, OWEN	36.00					
1		111121 11/11/21 BB REF CANCELLED GAME- REF SHO	36.00*		184 81	720-3500	340	
		# of Claims 13	Total: 10,975.48					
			10,975.48					

11/19/21
12:42:20

GALLATIN GATEWAY ELEMENTARY
Fund Summary for Claims
For the Accounting Period: 11/21

Page: 3 of 3
Report ID: AP110

Fund/Account	Amount
101 GENERAL	
101	\$3,141.19
110 TRANSPORTATION	
101	\$117.13
112 FOOD SERVICE	
101	\$7,286.12
150 DEBT SERVICE	
101	\$198.30
184 STUDENT ACTIVITY/EXTRACURRICUL	
101	\$232.74
Total:	\$10,975.48

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
3039		43 ALSCO-AMERICAN LINEN DIVISION	419.70						
1		1708111 11/01/21 Monthly Linens	180.84		101 80	100-2600	610		
2		1711667 11/15/21 Monthly Linens	58.96		110 80	100-2700	610		
3		1715248 11/29/21 Monthly Linens	179.90		112 80	910-3100	610		
3040		1840 Armitage Electric	88.80						
1		21-15413 11/18/21 Seal Holes in Electrical Box	88.80		101 80	100-2600	440		
3041		228 CENTURYLINK	330.56						
1		4067534415 11/04/21 4067634415230B Service	330.56		101 80	100-2300	531		
3042		229 CENTURYLINK	38.30						
1		247083116 11/19/21 PHONE- LONG DISTANCE	18.44		101 80	100-2300	531		
2		247083116 11/19/21 PHONE- LONG DISTANCE	2.89		110 80	100-2300	531		
3		247083116 11/19/21 PHONE- LONG DISTANCE	1.88		117 80	610-2300	531		
4		251094843 12/20/21 PHONE- LONG DISTANCE	15.09		101 80	100-2300	531		
3043		262 COMMERCIAL ENERGY OF MONTANA INC	555.64						
1		NWE068372 12/03/21 GAS ON NWE	505.64		101 80	100-2600	411		
2		NWE068372 12/03/21 GAS ON NWE	50.00		117 80	610-2600	411		
3044		1330 DENNING, DOWNEY & ASSOCIATES CPA'S	4,770.00						
1		14874 11/28/21 GASB #34 STATEMENTS	2,400.00		101 80	100-2300	331		
2		14874 11/28/21 GASB #84 FIDUCIARY	470.00		101 80	100-2300	331		
3		14933 11/29/21 WORK IN PROGRESS 21 FY	1,900.00		101 80	100-2300	331		
3046		1851 GAULT, BRAD	45.00						
1		113021 11/30/21 5TH/6TH GRADE GAME-CNCLLD	36.00*		184 81	720-3503	340		
2		113021 11/30/21 SHARED MILEAGE	9.00*		184 81	720-3503	340		
3048		1283 JAFFE, FRAULEIN	54.87						
1		021781284 11/16/21 REIMBURSEMENT- 4 SUBS KITCH	27.91		112 81	910-3100	630		
2		629074 11/19/21 REIMBURSEMENT- MOUSE TRAPS	26.96		101 80	100-2600	610		
3047		577 KELLEY CONNECT	210.50						
1		IN944340 12/01/21 COPIER- MAIN OFFICE	210.50		101 80	100-2300	550		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
3049		629 KROGSTAD, NEAL	30.37					
1		8853 11/11/21 REIMB-VETERANS DAY TREATS	30.37		101 81	100-1000	610	
3050		1563 L&L SITE SERVICES	334.50					
1		GARNOV 11/22/21 Garbage Serivce November	334.50		101 80	100-2600	431	
3051		485 MCCLURE, BOBBIE JO	37.81					
1		11/16/21 REIMBURSEMENT- MOUSE TRAPS	13.98		101 80	100-2600	610	
2		10/11/21 REIMBURSEMENT- BREAD	11.95		112 81	910-3100	630	
3		10/10/21 REIMBURSEMENT- TORTILLAS	11.88		112 80	910-3100	610	
3053		1724 PURITAN COMMERCIAL CLEANING &	6,104.00					
1		30082 12/01/21 MONTHLY CUSTODIAL CLEANING	4,761.12		101 80	100-2600	433	
2		30082 12/01/21 MONTHLY CUSTODIAL CLEANING	1,220.80		110 80	100-2600	433	
3		30082 12/01/21 MONTHLY CUSTODIAL CLEANING	122.08		117 80	610-2600	433	
3054		1110 SYSCO FOOD SERVICES OF MT	2,364.22					
1		343537339 11/23/21 FOOD AND SUPPLIES FOR LUNCH	1,648.46		112 82	910-3100	630	
2		343545340 11/30/21 FOOD AND SUPPLIES FOR LUNCH	715.76		112 81	910-3100	630	
3055		1131 THE CARRIAGE HOUSE CAR WASH	15.71					
1		5317 11/30/21 CAR WASHES- BUSES	15.71		110 80	100-2740	440	
3056		420 US FOODS	1,408.14					
7		3344149 11/29/21 FOOD SERVICES PROGRAM	907.26		112 81	910-3100	630	
8		3344149 11/29/21 FOOD SERVICES PROGRAM	20.79		112 81	910-3100	610	
9		3231826 11/22/21 FOOD SERVICES PROGRAM	480.09		112 82	910-3100	630	
3057		1852 WOGAMON, ZACHARY	45.00					
1		113021 11/30/21 5TH/6TH GRADE GAME-CNCLLD	36.00*		184 81	720-3503	340	
2		113021 11/30/21 SHARED MILEAGE	9.00*		184 81	720-3503	340	
		# of Claims	17	Total:			16,853.12	
							16,853.12	

Fund/Account	Amount
101 GENERAL	
101	\$11,286.80
110 TRANSPORTATION	
101	\$1,298.36
112 FOOD SERVICE	
101	\$4,004.00
117 ADULT EDUCATION FUND	
101	\$173.96
184 STUDENT ACTIVITY/EXTRACURRICUL	
101	\$90.00
Total:	\$16,853.12

GALLATIN GATEWAY ELEMENTARY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 21

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
101 GENERAL	98,333.57	516,815.38	1,340,645.00	1,340,645.00	823,829.62	39 %
110 TRANSPORTATION	5,807.87	49,480.29	124,900.00	124,900.00	75,419.71	40 %
111 BUS DEPRECIATION	0.00	0.00	96,189.00	96,189.00	96,189.00	0 %
112 FOOD SERVICE	7,874.68	51,258.03	267,360.00	267,360.00	216,101.97	19 %
113 TUITION	0.00	0.00	14,433.00	14,433.00	14,433.00	0 %
114 RETIREMENT	13,503.99	59,592.46	218,565.00	218,565.00	158,972.54	27 %
115 MISC. PROGRAMS	3,528.01	50,532.06	211,496.00	211,496.00	160,963.94	24 %
117 ADULT EDUCATION FUND	688.31	7,025.05	24,000.00	24,000.00	16,974.95	29 %
121 COMPENSATED ABSENCES LIABILITY FUND	0.00	6,825.75	7,500.00	7,500.00	674.25	91 %
128 TECHNOLOGY FUNDS	727.01	4,343.19	21,686.00	21,686.00	17,342.81	20 %
129 FLEXIBILITY FUND	0.00	0.00	11,377.00	11,377.00	11,377.00	0 %
150 DEBT SERVICE	0.00	198.30	2,390.00	2,390.00	2,191.70	8 %
161 BUILDING RESERVE	0.00	29,876.70	185,699.00	185,699.00	155,822.30	16 %
184 STUDENT ACTIVITY/EXTRACURRICUL	130.00	1,212.16	3,217.00	3,217.00	2,004.84	38 %
Grand Total:	130,593.44	777,159.37	2,529,457.00	2,529,457.00	1,752,297.63	31 %



Theresa Keel <keel@gallatingatewayschool.com>

Adult Ed position

Lisa Lamb <lamb@gallatingatewayschool.com>

Fri, Nov 19, 2021 at 1:11 PM

To: Theresa Keel <keel@gallatingatewayschool.com>

I am writing to let you know I am unable to continue in the Adult Education position. My responsibilities with my parents have increased and I just don't have the time to dedicate to the position.

The CPR class is ready to go on December 7th and 9th from 6-9. Only 2 staff members have contacted me regarding the class, The trainers are Joy; contact info 406-595-0945, email joydowner76@gmail and Ray contact info 602-300-8455. They have been emailed the employment packet and will bring it when they come. So, it's all set.

I will drop the key off next week. I apologize for this but it's only me to help my parents.

Lisa Lamb



SUPERINTENDENT REPORT

Theresa Keel

•Supt. Happenings

- Attended 2 504, 3 SpEd Meetings, 2 Rtl Tier III Meetings
- 1 parent meeting
- Had 13 EPAS Conferences, 5 Observations
- Attended the SpEd Coop Board Meeting
- Attended 8th Grade Parent Meeting
- Attended GYG Board Meeting

Strategic Goals

Individual Student Success

- Met with Student Council for Community Service Projects and Week prior to Christmas Break activities
- 2nd Quarter Progress Reports out last Friday
- Working weekly with 3-8 Math Teachers — discussions regarding Note-Taking, use of online materials, strategies for students who are behind due to attendance
- Weekly PLC's
 - K-3 ELA working with Gretchen Childs on Guided Reading
 - 3-8 Social Studies working with Jenny Combs, creating standards-based assessments
 - Planning for Christmas Program
- MCT Update
- Meet monthly with Coop Staff in regards to caseload specifics and Rtl

- 3rd graders received Dictionaries from Bozeman's Rotary Club
- 5th Graders held their Montana Tribes Presentation

Staff and Volunteers

- Big Thank You to Heather Mitchell, Christy Doyle, Jennifer Miller, Allison Bos, Brad Parsch, and Melissa Melton for all their help in classrooms, the library, and the cafeteria!
- Thank you to Audrey Kimmel for the Donation to our Library Book Vending Machine
- Met with YMCA regarding staffing for Later Gators
- CPR classes were held for staff who needed the certification through Adult Education

Facilities

- Need plumber back in Kitchen for new disinfectant hook up
- Hired All City Trucking for Plowing services

Leadership, Communication, Collaboration

Safety

Other School Operations

Transportation

- See Attached Report
- Worked with Mr. Lee in regards to hours — new route changes his hours

Food Service

- See Attached Report
- Bobbi Jo received tremendous support to attend the Bronco Game in Denver over the Thanksgiving Holiday. About 10 YMCA volunteers put sack lunches together for the following Monday's lunch.

Enrollment Summary

Grade	Total	Boys	Girls	OD
K	19	8	11	2
1	16	10	6	3
2	17	12	5	5
3	15	6	9	4
4	17	9	8	3
5	17	8	9	3
6	15	10	6	2
7	18	10	8	5
8	19	8	11	4
Total:	154	81	73	31
Enrollment				
Enrollment as of:		December 13, 2021		

TRANSPORTATION SUMMARY 21-22

	<i>Total riders registered:</i>	<i>Driver:</i>	<i>Bus Model:</i>	<i>Rated Capacity:</i>
North	31	Mrs. Brenner	2018 Bluebird	71
South	35	Mr. Lee	2020 International	71
Combined	66	Mr. Lee		

September 2021- June 2022

AVERAGE # RIDERS:
 Average % OF TOTAL:
 MIN/ROUTE:
 MAX/ROUTE:
 AVERAGE/ROUTE:

NORTH		SOUTH	
AM	PM	AM	PM
14.1	15.8	13.0	11.4
45.60%	45.02%	37.14%	32.54%
10	8	9	9
17	21	18	16
14.95		12.22	

as of October 20, 2021

as of October 1, 2021

AVERAGE # RIDERS:
 Average % OF TOTAL:
 MIN/ROUTE:
 MAX/ROUTE:
 AVERAGE/ROUTE:

COMBINED ROUTE	
AM	PM
20.57	22.17
31.16%	33.60%
14	13
29	28
21.37	

beginning October 25, 2021

as of November 30, 2021

FOOD SERVICE SUMMARY

2021-2022

	AVERAGE # OF STUDENTS PER DAY	AVERAGE % OF ELIGIBLE STUDENTS	AVERAGE # OF ADULTS PER DAY	AVERAGE COST/MEAL PER DAY
BREAKFAST	N/A	N/A	N/A	N/A
COVID- SFSP-BREAKFAST	93.44	61.07%	0.29	\$1.77
LUNCH	N/A	N/A	N/A	N/A
COVID- SFSP-LUNCH	111.39	72.80%	8.00	\$3.14
K-2 SNACK	44.44	88.88%	n/a	\$0.34

OTHER INFO:

ENROLLMENT	153
3-8 ENROLLMENT	103 (2nd Chance Breakfast)
K-2 ENROLLMENT	50 (Snacks)
K-5 ENROLLMENT	100 (Later Gators)
BREAKFAST	\$1.75
LUNCH	\$2.95
K-2 SNACKS	\$50/YEAR PER STUDENT

Reimbursement Rates for Summer Food Service Program:

Breakfast	\$2.4625
Lunch	\$4.3175

Later Gators Snack Revenue Summary

Month	Estimated Total Cost	OPI Reimbursement	Difference
September 2021			
October 2021			
November 2021			
December 2021			
January 2022			
February 2022			
March 2022			
April 2022			
May 2022			
June 2022			
Total:	0	0	0

No ASP due to staffing issues.

OPI Reimbursement:

Free	\$0.94
Reduced	\$0.47
Full Pay	\$0.08

as of November 30, 2021

	September 30, 2021	October 31, 2021	November 11, 2021	December 11, 2021	Total
Total Positives in Month	1	14	2	0	17
Non-School Quarantines in Month	4	18	2	0	24
School quarantines in Month	0	14	0	0	14
Tests performed at GGS	25	78	16	3	122

Excess Items and Items to Dispose of

QTY	Title/Description	ISBN (if applicable)	Current Location	Staff Member Requesting
2	Canvas Wall Tents	32890	Red Shed	Clark 11/22/21
2	Outdoor Standing Propane Heaters	32891	Red Shed	Clark 11/22/21
1	File Cabinet	32892	Lobby	Clark 11/22/21

Recommendation for 8th Grade Overnight Trip to Washington DC

May 22-27, 2022:

- 8th grade Washington D.C. Trip
 - Consensus of Parents
 - Attached Tentative Itinerary
 - Covid Considerations

Recommendation:

To approve the May 22-27 overnight trip for the 2022 8th grade class to Washington DC.

Recommended Motion:

To allow the 8th graders (Class of 2022) travel to Washington D.C. from May 22-27, 2022.

DAY	STATUS	WEBSITE
		https://washington.org/dc-information/coronavirus-event-attraction-information
Day 1		
Bozeman Airport	Mask Only	
Courtyard Mariot Crystal City	None noted	
Metro train/bus	open masks required	https://www.wmata.com/service/covid19/
National Mall		
Washington Monument	Masks and prior ticket purchase	https://www.recreation.gov/
WWII	open	
Korean War	open	
Vietnam	open	
Lincoln Memorial	open	
Day 2		
Metro	see above	
Smithsonian American History Museum	limited days open	https://americanhistory.si.edu/
Lunch at SAHM cafe		
Art Sculpture Garden	outdoors/no restriction	
National Archives	Limited to 25% capacity/reservations required	https://www.recreation.gov/ticket/facility/234645
US Navy Memorial	open	https://www.navy memorial.org/honor-flights-visiting-groups
Day 3		
Holocaust Museum	timed tickets required	https://www.ushmm.org/
eat at National Place	Open	
International Spy Museum	Pre purchase tickets	https://www.spymuseum.org/visit/

Day 4		
Senate Sen. Daines	available to meet	
Sen Tester	available to meet	
Rep. Rosendale	available to meet	
Jefferson Memorial	open	
FDR and MLK Memorial	open	
Day 5		
Metro to Arlington	masks	
		https://www.nps.gov/gwmp/learn/historyculture/usmcwarmemorial.htm
Iwo Jima Memorial	open	
Arlington Cemetery	open	https://www.arlingtoncemetery.mil/Visit
Shuttle Tour	modified social distancing/open air	arlingtontours.com
Museum of Natural History	open	https://naturalhistory.si.edu/visit
National Mall Walking Tour	self-guided	
Washington Monument	tickets required	
Lincoln Memorial	open	
WWII	open	
Korean	open	
Vietnam Memorial	open	
Day 6		
Mount Vernon	Open	mountvernon.org
Spirit of Mount Vernon Cruise	Open	
Nationals Stadium	no restrictions	https://www.mlb.com/nationals

Day 7		
DC airport return		
Reagan	masks	
Dulles	masks	
Masks will still be required, regardless of vaccination status, in the following circumstances:		
- Any private business that wants a mask requirement;		
- On public transport like buses and trains, inside train stations, in airports, and while in ride share vehicles;		
* Need to test 1-3 days ahead of travel by school nurse. (To arrive in DC)		

GALLATIN GATEWAY SCHOOL

Long-Range Facility Plan



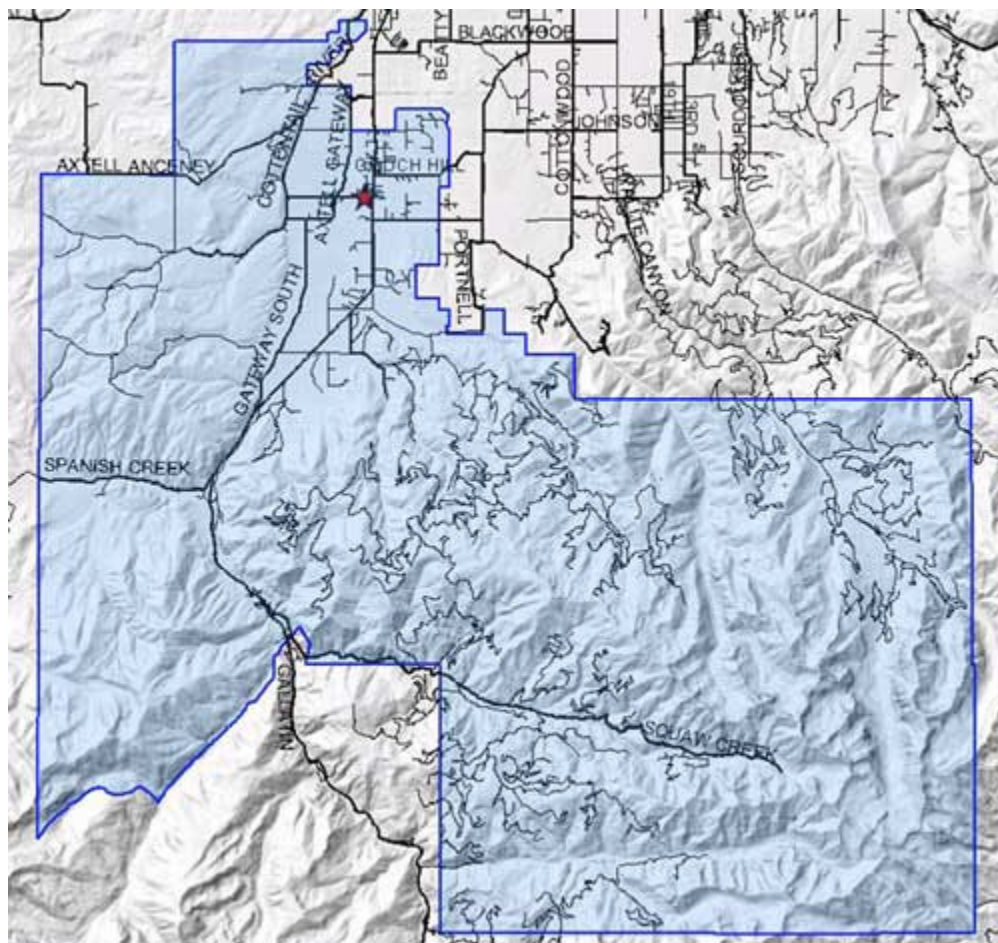
Developed and adopted: April 21, 2021

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District Overview

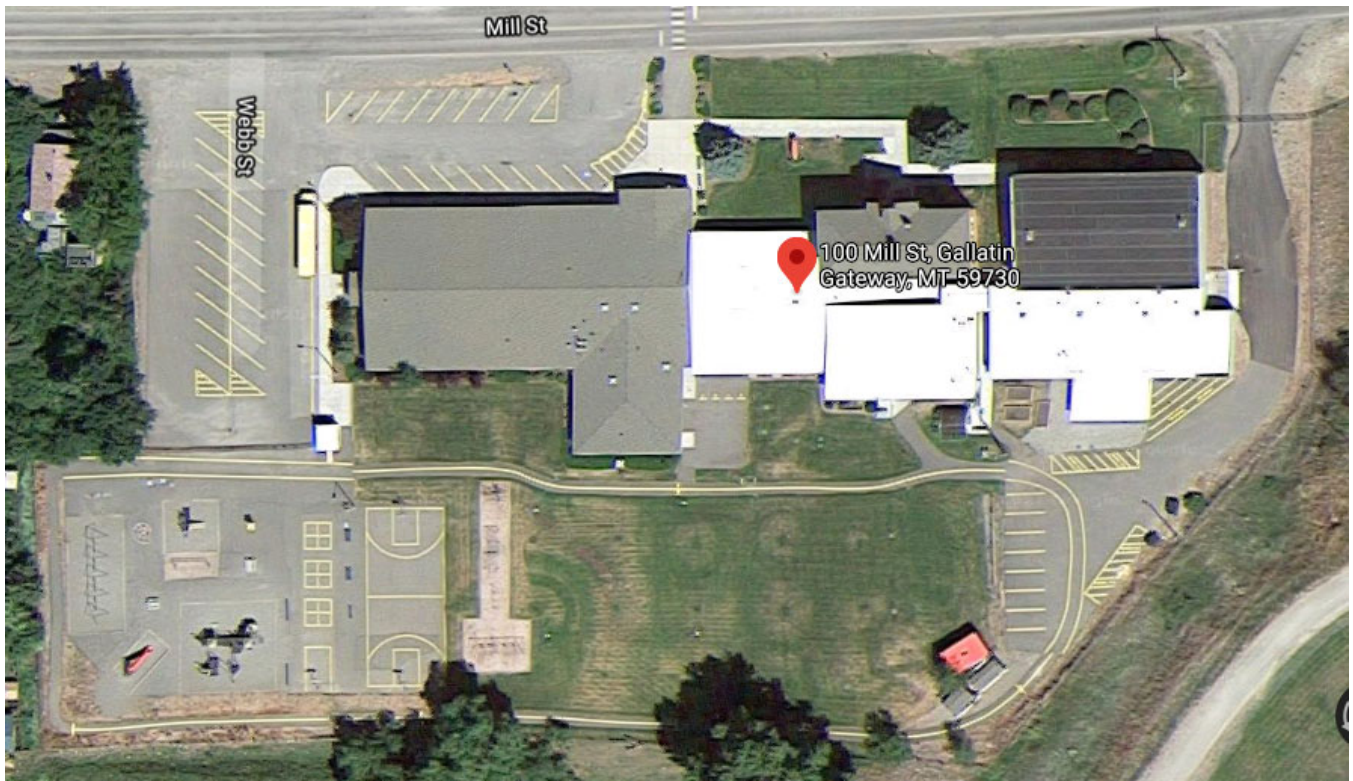
Gallatin Gateway School District is a rural elementary school District in southwest Montana. The District's geographic area includes approximately 175,207 acres and is located approximately 13 miles from Bozeman. The District currently operates one campus comprising a school building, playground, and parking area.



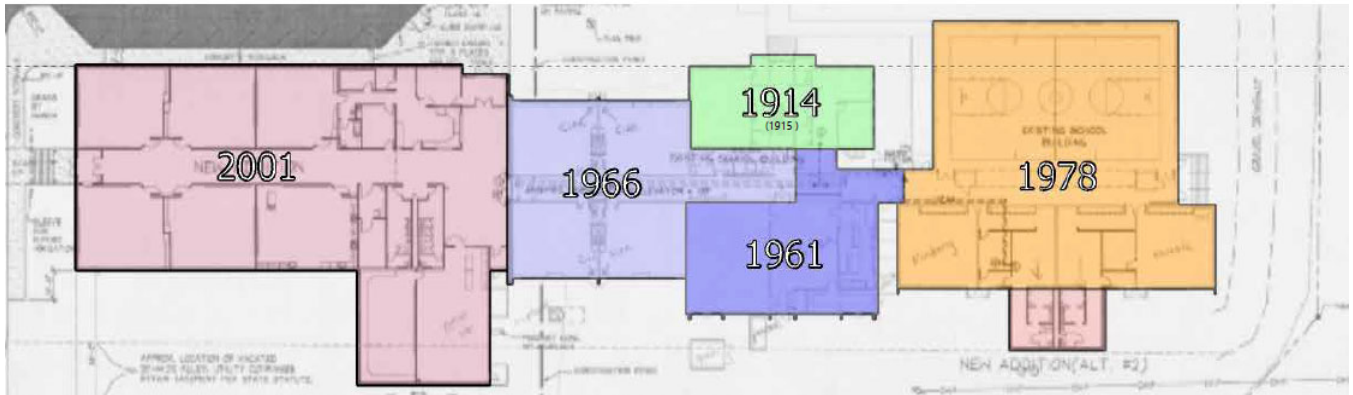
CAMPUS INFORMATION:

Gallatin Gateway School
100 Mill Street, Gallatin Gateway, MT 59730

Year of original construction:	1915 (1914)
Major renovations:	1961, 1966, 1978, 2001
Lot size (acres):	approximately 3.6
Building size:	35,136 SF
Grades:	K-8
Teaching spaces/Classrooms:	15
Capacity:	236



The Gallatin Gateway School building is comprised of multiple era's of additions as illustrated below:



The PreBond Assessment completed by Cushing Terrell & DCI Engineers in 2020 describes how each addition is currently functions and is used:

1914

The original two-story school was constructed and remains at its original location. This structure includes a basement with two floors above. The 1914 school building contained four classrooms, four restrooms, one office, and storage areas. This structure was constructed using load bearing masonry walls and wood framed floor and roof assemblies.

1961

The first single-story addition was constructed south of the original school. This included four classrooms, a multi-purpose room, and restrooms.

1966

The second single-story addition was constructed west of the original school and the 1961 addition. This included four classrooms with each pair of rooms sharing a small restroom.

1978

The third single-story addition was constructed to the east of the 1961 addition. This included a gymnasium, locker rooms and two classrooms.

2001

The fourth and most recent addition was built to the west of the 1966 addition. This included six additional classrooms, restrooms, administrative offices, library & computer lab. Additional restrooms were included as an alteration south of the locker rooms on the far east side of the building.

BUILDING ASSESSMENTS

Multiple assessments have been completed on the District building in recent years (i.e. 2012, 2016, & 2020) Must recently, June 2020, Cushing Terrell and DCI Engineers conducted a PreBond Assessment which identified many life-safety issues and identified many areas and systems throughout the building and noted the following in their summary of findings:

“The Gallatin Gateway School was constructed with quality materials and portions remain in serviceable condition. The multiple era's of additions throughout the years have some building envelope repairs that are needed, as well as a roof replacement. Throughout the interior, safety and security upgrades need to be made in the Main Office area and exiting, to provide further security for the school; thermal comfort and ventilation in the classrooms need improved and updated HVAC systems; fire alarms need to be consolidated, non-serviceable electrical panels need replaced.”

“Most deficiencies identified are related to materials close to, or over, their lifespan. Life safety, building envelope, & safety/security items are the focus for prioritizing recommendations.

The June 2020 report also indicated the following site challenges:

“The primary challenges of this site are due to pedestrian and vehicular circulation for pick up and drop off times, general wear in the asphalt near the playground, visual surveillance from interior to exterior, and building and site drainage which are directing water back towards the building.”

IDENTIFIED DEFICIENCIES

Per the June 2020 PreBond Assessment conducted by Cushing Terrell and DCI Engineers the following deficiencies have been identified and recommended the following priorities:

- To bring the entire building in compliance with today's building codes:

- Replacement of the non-rated corridor doors to 20-minute rated doors with closers and smoke seals, replacement of all non-rated glazing (doors & walls) in the corridors with rated/safety glazing, and
- the installation of an automatic fire sprinkler system (entirety of building).
- Items specific to the original 1915 building:
 - Add an interior fire-rated stairwell,
 - re-work the fire escape to accommodate a second means of egress from the second floor,
 - redesign of the bathrooms to make them handicap accessible,
 - install an elevator for accessibility,
 - replace the non-rated glazing in doors with safety glazing, patch & repair the holes in the upper floor rooms and re-paint,
 - replace the run of stairs from the first floor to the main level of the building to have consistent riser heights & eliminate the tripping hazard, and
 - re-glaze and repaint the original windows.
- Other exterior items to be considered on or adjacent the 1915 building include:
 - brush off the efflorescence patches visible on the exterior brick walls,
 - patch the failing mortar joints,
 - reconstruct the fence and gate (at the exterior fire stair) to accommodate an opening size for egress exiting.
- Structural systems considerations for the 1915 building:
 - The structural members of the roof and floors are undersized per today's loading standards.
 - The roof and floor systems need to be better tied to the masonry walls to increase resistance to seismic event
 - The floors and interior side of the walls should be sheathed in plywood to increase resistance to seismic event
- Exterior elements to prioritize include repair of the building envelope failures, such as:
 - filling in voids around windows, doors and exposed joints in CMU & brick wainscot walls.
 - The mechanically fastened roof membrane appears to be close to its lifespan and should be considered for replacement.
 - Revising the fire exit stair discharge/roof access doorway for adequate exiting requirements and limiting unwarranted rooftop access is recommended.
- The additional interior building recommendations are:
 - to remove and replace the failing VCT flooring in the 2001 portion with a product suitable for the location.
 - Safety and security review concludes that the main entry administration offices and lobby are disconnected from key opportunities of visual surveillance. Not being able to see visitors entering the campus and entry doors poses challenges and safety concerns for the school administration. Recommend to provide appropriate visual connections, secure entry lobby, as well as opportunities to shut portions of the school off to public access during after hour events, and provide adequate exiting.

- Mechanical priorities and considerations include:
 - Update the entire building to modern Direct Digital Controls (DDC) supervisory controller.
 - Improve thermal comfort and ventilation in the classrooms.
 - Update the HVAC systems in all occupied spaces of the building.
 - Replace the Gymnasium Air Handling units with new units.
 - Replace the cafeteria heating unit with a small air handler to handle ventilation, heating, and cooling.
 - Replace the four existing boilers with new high-efficiency boilers.
- Electrical/Fire Alarm/IT Infrastructure Upgrade Priorities and consideration:
 - Upgrade and consolidate fire alarm systems under a single manufacturer and location.
 - Add mass notification functionality for campus wide audible messaging capability.
 - Replace non-serviceable/dangerous electrical panels and follow-up with a campus wide Arc Flash Hazard Analysis.
 - Address emergency lighting deficiencies throughout the school campus.
 - Provide separate, secured IT space with dedicated cooling/ventilation.

District Educational Program Standards

Gallatin Gateway School community values a small school setting, which currently supports one classroom per grade-level, K-8. Gallatin Gateway School is an Accredited Independent K-8 Elementary School. We are a Targeted Title I school, which means that we receive supplemental funding to support students who are considered academically at-risk. We provide Special Education and Federal 504 services based on Federal and State Guidelines. We value and hold ourselves accountable for the individual success of each student.

Gallatin Gateway School is a one-to-one laptop district. Students take keyboarding in grades K-5, then transition to technology applications at the Middle School Level. The use of technology is an integral part of the learning and curriculum for all students. Maintaining and planning future network and device growth to support the increasing use of technology is a major part of effective facility planning.

Primary classrooms (Grades K-2) are self-contained classrooms where students have the same teacher throughout the day, with the exception of their special classes (P.E., Music, and Art). We offer a full day-five day Kindergarten as well as a modified every-other-day Kindergarten.

Intermediate classrooms (Grades 3-5) are departmentalized where students have a homeroom teacher and classroom, and their Core Courses (E.L.A., Math, Social Studies, and Science) are taught by a collaborative team of three teachers. Students move between three classrooms, with the exception of their special classes (P.E., Music, and Art).

Middle School classrooms (Grades 6-8) follow a traditional Middle School Schedule with seven periods, which include their Core Courses (E.L.A., Math, Social Studies and Science), an Advisory/Homeroom Period, and two elective periods. Our community is committed to offer a rich variety of elective courses, including Technology applications, Exploratory Science, Band, Choir, Spanish, Art, and many others.

The Gallatin Gateway School community greatly values a rigorous Music and Art program throughout grades K-8. In grades K-3, students are provided a comprehensive music curriculum. In grade 4, students begin learning the recorder. In grade 5, all students are included in the band, where they are able to select an instrument to learn and perform. In grades 6-8, students have the opportunity to continue with band, participate in choir, or learn guitar. Art, including art history, is taught at every grade level, using all mediums.

Maintaining the small school setting, as well as providing a rich accredited academic program requires prudent facility planning that takes into account class-size, full time educators and spaces that support a vibrant counseling program, Title I, Special Education, and opportunities for individualized instruction based on individual student needs.

School Capacity and Demographics

School Year	Enrollment	OPI Maximum Capacity by number of students (1 class/1 grade)	Recommended Classroom Square Footage (45 ft ² per student current enrollment)
2018-2019	167	236	7515
2019-2020	172	236	7740
2020-2021	153	236	6885
2021-2022 Projected	161	236	7254
2022-2023 Projected	160	236	7200

Based on the 2020 Demographics Study, enrollment at Gallatin Gateway School is predicted to remain relatively static until 2025, when enrollment is predicted to increase by five to ten percent. The demographic study in 2020 did not take into account a 360-plus unit housing development within the district that will potentially have occupants as early as Winter of 2021.

Part of the small-community feel of Gallatin Gateway School is due to small class sizes. Classrooms have had, on average, 17 students per classroom over the last five years. If the school district were to maximize class size to an enrollment of 236, we can continue to maintain one grade for one classroom. The consequence of maximizing class sizes means that Kindergarten, First, and Second Grade classrooms would each have 20 students. Third and Fourth grade classrooms would each have 28 students, and Fifth grade through Eighth Grade classrooms would have 30 students each. While maximum class sizes are possible, there would be an adverse effect to the small-community feel.

The classroom square footage supports the current smaller class sizes at the recommended square footage -- an average of 45 sq. ft. per student. However, when class sizes increase, the classroom square footage remains finite at 7406 sq ft. The amount of square footage per student decreases, and at maximum enrollment of 236, the square footage per student would be 36 sq. ft per student. The district could reduce class sizes by increasing the number of teachers and using non-core classroom learning spaces as additional core classrooms (ie technology lab, art, music, etc).

Gallatin Gateway School welcomes Discretionary Non-resident Students (BP 3141), and over the last three years, the district enrollment has, on average included 25% Discretionary Non-resident Students. Welcoming students from outside the district, increases the District's ability to fund personnel to provide the academic program described in District Educational Program Standards. We provide a rich and rigorous curriculum due to the number of teaching staff we are able to fund. If we did not welcome out of district students this year, for example, we would have to decrease our current teaching staff by three teachers, due to a loss of per student state funding. This would require at least two grade levels to combine and be taught by one teacher in one classroom. Music and art would also have to become classroom activities, rather than consistent courses taught by qualified teachers.

Future Facility Needs and Options

MEETING DISTRICT NEEDS: NOW AND INTO THE FUTURE

Phase I: 0-5 years

Based on assessments of the current building structure there are many deficiencies and deferred maintenance needs. In addition to the aforementioned needs the District is not currently prepared for substantial growth, but does have the current capacity for limited growth.

Recommended Solution:

Utilize the District's maximum bonding capacity (approx: \$7M) to update and remodel the current facility with a plan to address future expansion. The District should also continue to monitor options for land acquisition within the District Boundaries.

Phase II: 5-7 years or 90% capacity

Assuming Phase I is completed. Once the District reaches 90% capacity it will trigger phase II and the District will need to begin the process to increase the building capacity.

Recommended Solution(s):

Explore and develop a plan to demolish the 1966 portion of the building and rebuild a two-story addition to match renovations and additions from Phase I. This addition will likely include more classrooms, gym space and cafeteria space. Explore a plan to purchase additional property for a future school site (elementary, K-8 or middle school) within the District boundaries that meets the criteria for potential school sites.

Phase III: 5-10 years or 100% capacity

Assuming no additional construction has occurred (Phase I and II not completed) the District facility will be beyond its lifespan and will have reached full capacity. Once the District reaches 100% capacity it will trigger phase III to increase the building capacity.

Recommended Solution(s):

Modular units could be used to accommodate any capacity exceeding 100% until a plan is developed and implemented. Explore and develop a plan to update, renovate, and expand the District facility. This addition will likely include more classrooms, gym space and cafeteria space. To meet projected capacity demands increased school capacity and updating will be required. Continue to explore a plan to purchase additional property for a future school site (elementary, K-8 or middle school) within the District boundaries that meets the criteria for potential school sites.

EVALUATING POTENTIAL SCHOOL SITES

Upon determining that there is a need for new facilities, a review of potential sites must consider many factors including health and safety, location, accessibility, environment, physical characteristics (soil and topography), acquisition and development costs (including utilities, and coordination with local comprehensive plans. The criteria outlined below is designed to select sites that provide the best environment for the instructional program and learning process:

Safety:

- If adjacent to or near arterial roadways the site must have adequate room on property to maintain sufficient setback to ensure good learning environment- preferably 200-foot
- Easily reachable by emergency response vehicles

- These factors should be avoided:
 - Crossed by high-voltage (500 KV) power lines
 - Close to high decibel noise sources
 - Close to open-pit mining
 - In a dam inundation area or 100-year flood plain
 - Social hazards such as high incidence of crime, drug use, or alcohol use
 - Areas which allow for air, water, and soil pollution
 - Danger of slides or liquefaction
 - Obstacles such as crossings on major streets and intersections, narrow or winding streets, heavy traffic patterns
 - Remote areas (with no sidewalks) where students walk to and from school

Location:

- Logical for families within the enrollment area
- Proximate to Gateway proper
- Safe walking areas can be provided
- Multiple street approaches available (2+ frontages ideal)
- Provides aesthetic view from and of the site
- Desirable features include a variety of trees and plants or a wooded area for use in education programs such as biology or outdoor learning

Size & Shape

- Minimum of 10 acres
- Length-to-width ratio does not exceed 2:1
- Sufficient open play area and open space
- Potential for expansion for future needs
- Area for adequate and separate bus loading and parking

Soils & Topography

- Stable subsurface and bearing capacity
- Generally level
- Flat sites preferred; if flat site is unavailable, choose site with minimal need for major excavation
- Positive drainage
- Adequate surface and subsurface drainage

Cost & Availability

- Reasonable costs for purchase of property, site preparation including but not limited to, drainage, parking, driveways, removal of any existing building, grading, and environmental mitigation
- On the market for sale or likely be available
- Title clearance- unencumbered
- Condemnation of building and relocation of District residents to be avoided

FACILITY IMPROVEMENT FINANCING OPTIONS

General Operating Fund:

Capital improvement projects are large projects that cannot generally be funding from the annual operating budget. However, regular maintenance and upkeep of the facility and grounds has generally been covered by the general fund operating budget and should continue to ensure all systems are operating at maximum efficiency and well-maintained.

Building Reserve (voted levy):

The Building Reserve Fund is used to accumulate funds for future construction, equipping or enlarging school buildings, or for purchasing land needed for school purposes. The fund is established upon passage of a voted levy that authorizes the levy for up to 20 years.

The District has approved a 5-year building reserve levy in the amount of \$35,000/year (\$175,000 total) in May 2017 for the purpose of properly maintaining, equipping, furnishing, remodeling and retro-fitting buildings and grounds of the district.. The last year of this levy is FY22.

The levy has been used to cover the cost of improvements such as, but not limited to: bathroom remodel, painting, plumbing repairs and improvements, sewer repairs, regular maintenance and upkeep of building and grounds and building assessments and projects associated with the FY21 bond process.

As of June 30, 2020 the balance of funds was: \$55,797.84.

Building Reserve (permissive levy):

According to SB307 (2017), the trustees of a district may authorize and impose a levy of no more than 10 mills on the taxable value of all taxable property within the district for that school fiscal year for the purposes of raising revenue for identified school major maintenance projects.

The levy has been used to cover the cost of improvements such as, but not limited to: LED lighting upgrades, gutter repairs/replacements, HVAC upgrades/repairs, building/safety assessments, safety upgrades such security entrance upgrades.

As of June 30, 2020 the balance of funds was: \$45,920.09.

Debt Service Fund:

The Debt Service Fund is used to budget and pay for a school district's bond debt, including principal and interest payments and agent fees, and/or special improvement district payments (SIDs). This is a budgeted fund with a voted levy. The last voted levy imposed on Gallatin Gateway District taxpayers was October 2000 for \$1,540,000. The general obligation bonds will be paid in full June 30, 2021.

District Bonding Capacity & Taxable Value:

Montana's current limit on debt is 100% of the estimated tax base.

FY21 District Tax base/Taxable Value:	\$7,124,119
Outstanding General Obligation Bonds:	<u>\$120,000</u> (as of December 2020)
Remaining Bonding Capacity:	\$7,004,119

Conclusions and Recommendations

Gallatin Gateway School District's facility has reached or is beyond its life expectancy in many of its systems and is in dire need of extensive upgrades, repairs, and renovations. In the past, the focus has been to maintain the facilities and perform timely preventative maintenance to preserve facility assets, but the time has come where the District has an immediate need for replacement of many systems such as HVAC, boilers, roofing, electrical, mechanical, plumbing, and flooring.

Therefore, overall recommendation for the District moving forward would be to:

1. Address all facility deficiencies and deferred maintenance issues.
2. Monitor student enrollment vs. facility capacity retaining the small school community feel
 - a. Maintain our Discretionary Non-Resident Student policy with a threshold of 25% of total student population -- revise if enrollment reaches 75% of capacity (177 students) to accommodate in-district student enrollment growth.
 - b. Maintain an average student to teacher ratio between 17-20 students in each classroom. Utilize non-core instructional classrooms and hiring of additional staff to maintain ratio.
 - c. When enrollment reaches 90% of capacity (212 students), recommend Phase II in Future Facility Needs and Options.
3. Explore options for property acquisition and monitor property availability within District boundaries that meets the criteria within this plan for potential school sites.
4. Ensure the District is prepared to move forward at each phase outlined in plan.
5. Re-evaluate the current plan as each phase is reached and/or completed.
6. If the bond initiative in May 2021 does not pass, consider asking voters to continue the Building Reserve Levy of \$35,000 for another 5 year period in May of 2022.

Hire Recommendation: Administrative Assistant

Elementary Hire Recommendation

To hire Joni Costello for the 2021-2022 year at \$19.00 per hour including benefits as an Administrative Assistant

Recommendation:

Joni Costello

Rationale:

Joni Costello was interviewed initially as a candidate for District Clerk. Her background and skills were more suited for the Administrative Assistant position. She currently works for University of Montana as an Administrative Assistant for Civil Engineering and Safety, Health & Industrial Hygiene Department. She has an Associate of Applied Science: Accounting Technology, HR Option.

Motion: to hire Joni Costello for the remainder of the 2021-2022 year, beginning on January 3, 2022. The successful hire further pending adequate fingerprint/background check.

Coaching Staff & Extra-Curricular Positions Hiring Recommendations

Coaching

Recommendations:

Head Girls' Basketball

- Kristine Donaghey

Asst. Girls' Basketball

- Ashley Davis

Compensation:

- Head Coach, \$1200
- Asst Coach, \$700

Advisors

Recommendations

Washington DC Assistant Advisor

- Rochelle Dierenfeldt

Compensation:

Assistant Advisor, \$375

Expedition Yellowstone

- Remove Sarah Malott
- TBD

2021-2022 Extra- Curricular Positions Salary

Extra Duty/Assignment	20-21 Stipend	21-22 Recommended Stipend	Responsibilities	Recommended Employee (s)
Mentor	\$300.00	\$300.00	<i>Mentoring new teachers (non-tenured), weekly/monthly meetings as needed to assist the new teacher with acclimating to Gallatin Gateway School. Explaining policies, procedures, etc. Answer questions. Assist with curriculum planning and classroom management as needed.</i>	Jamie Hetherington
Student Council Advisor	\$600.00	\$600.00	Oversee the student council. Facilitate student elections to take office on student council. Facilitate and guide student council meetings approx. 2x month Assist students to learn about student government, civics, and productively advocating for policy/procedure changes. Focus on community service within the school and the community as a whole. Attend all functions organized/hosted by student council- this may be in evenings, early mornings, and/or weekends. Oversee the fund-raising efforts and all student council funds. Make deposits with the Business Manager as necessary.	Alix Davis
Washington DC Advisor (8th Grade)	\$1,000.00	\$1,000.00	Primary responsible party for planning and organizing the 8th grade Washington DC trip. Will book airline tickets, hotels, and all other activities while in DC. This person will be responsible for coordinating and planning all aspects of the DC Trip- including organizing all district paperwork for students and adult chaperones. Will hold evening parent meetings as necessary to plan and prepare for the DC trip and all fund-raisers. Will plan and organize fundraisers as needed (Spaghetti Super, Dinner for Two Raffle, Raffle Ticket Sales, Sportsman's Banquet, etc). Will supervise students while in DC and serve as the tour guide while in DC. Will develop behavior expectations for students while in DC and communicate them to the students and parents. Make deposits with the Business Manager as necessary and oversee the finances of the class fund.	Ashley Davis
Washington DC Assistant Advisor	\$375.00	\$375.00	Assist the primary advisor with planning and organizing the 8th grade Washington DC trip. Will attend evening parent meetings as necessary to plan and prepare for the DC trip and all fund-raisers. Will help plan and organize fund-raisers as needed (Spaghetti Super, Dinner for Two Raffle, Raffle Ticket Sales, Sportsman's Banquet, etc). Will supervise students while in DC and assist with tours while in DC.	Rochelle Dierenfeldt
Expedition Yellowstone Advisor (6th Grade)	\$600.00	\$600.00	Responsible for planning and organizing the 6th Grade Expedition Yellowstone Trip. Coordinate lodging, transportation, meals, activities, chaperones, and all other necessary activities for Expedition Yellowstone. This person will be responsible for coordinating and planning all aspects of the Trip- including organizing all district paperwork for students and adult chaperones. Will hold evening parent meetings as necessary to plan and prepare for the trip and all fund-raisers. Will plan, organize, and/or attend fund-raisers as necessary (Sportsman's Banquet, etc). Will supervise students while in Yellowstone. Will develop behavior expectations for students while in Yellowstone and communicate them to the students and parents. Make deposits with the Business Manager as necessary and oversee the finances of the trip.	Alix Davis
Butte Trip Advisor (5th Grade)	\$150.00	\$150.00	Responsible for planning and organizing the 5th Grade Overnight Butte Trip. Coordinate lodging, transportation, meals, activities, chaperones, volunteer presenters, and all other necessary activities. This person will be responsible for coordinating and planning all aspects of the Trip- including organizing all district paperwork for students and adult chaperones. Will hold evening parent meetings as necessary to plan and prepare for the trip and all fund-raisers. Will plan, organize, and/or attend fund-raisers as necessary (Sportsman's Banquet, etc). Will supervise students while in Butte. Will develop behavior expectations for students while in Butte and communicate them to the students and parents. Make deposits with the Business Manager as necessary and oversee the finances of the class fund.	Alix Davis
Librarian Extra Duty	\$1,000.00	\$1,000.00	Summer Reading Program, Outside of Contract hours work, Schoolwide Inventory Support, Book Fair	Jamie Hetherington
Athletic Director	\$5,000.00	\$5,000.00	See Athletic Director Job Description.	Elizabeth Thoresen 9/15/2021
Volleyball Head Coach	\$1,200.00	\$1,200.00	See Head Coach Job Description	Hailee Olsen 6/30/2021
Volleyball Assistant Coach	\$700.00	\$700.00	See Assistant Coach Job Description	Tina Albers
Boys' Basketball Head Coach	\$1,200.00	\$1,200.00	See Head Coach Job Description	Zach Nowlin
Boys' Basketball Assistant Coach	\$700.00	\$700.00	See Assistant Coach Job Description	Timothy Melton
Girls' Basketball Head Coach	\$1,200.00	\$1,200.00	See Head Coach Job Description	Kristine Donaghey
Girls' Basketball Assistant Coach	\$700.00	\$700.00	See Assistant Coach Job Description	Ashley Davis
Cheerleading Head Coach (boys' season)	\$600.00	\$600.00	See Head Coach Job Description	
Wrestling Head Coach	\$1,200.00	\$1,200.00	See Head Coach Job Description	
Track Head Coach	\$1,200.00	\$1,200.00	See Head Coach Job Description	Ashley Davis- 6/30/2021
Track Assistant Coach (up to 3)	\$400.00	\$400.00	See Assistant Coach Job Description	Tammi Kamps- 6/30/2021
Track Assistant Coach (up to 3)	\$400.00	\$400.00	See Assistant Coach Job Description	Hailee Olsen- 6/30/2021
Track Assistant Coach (up to 3)	\$400.00	\$400.00	See Assistant Coach Job Description	