

October Agenda

Regular Meeting of Trustees

The regular meeting of the Board of Trustees of School District #35 has been scheduled for **Monday, October 16, 2017** 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

Consent Agenda

Minutes: September 20, 2017- regular meeting, October 2, 2017- special committee meeting; **Finance:** Warrants;

Personnel: Hire: Assistant Boys' Basketball Coach; Hire: Certified/Classified Substitutes Other: Non-resident Student Attendance Agreements

Student Achievement Report: MTSS Progress- Student Behavior and Achievement

Committee Reports

Labor/Management Committee (LMC)

Superintendent's Parent Meeting – September 25, 2017

Superintendent's Report

Business Manager Presentation- Compensated Absences Fund Overview and Summary

Old Business

Discussion: Strategic Planning Services

Adopt School Board Policy Revisions and Additions:

- #4350- Website Accessibility and Nondiscrimination (new policy)

New Business

Action Items:

Approve Building Reserve Expenditures

- Core Control- repair gym heaters

Business Manager Training- Governmental Update Conference- Nov 16

Discussion Items:

Review Potentials of Growth in District #35

Looking Ahead: What's coming up for GGS

- Update to District Website
- Possibility of Adding Spring Parent/Teacher Conferences

Next Meetings:

Special Committee Meeting- Monday, October 30, 2017 @ 10am (agenda setting)

Regular Meeting - Wednesday, November 15, 2017 @ 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."

**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 Monday, October 16, 2017 in the Gallatin Gateway School Board Room. Board Chair Donna Shockley presided and called the meeting to order at 6:10pm.

TRUSTEES PRESENT

Donna Shockley, Board Chair, Julie Fleury, and Lessa Racow

TRUSTEES ABSENT

Christie Francis and Aaron Schwieterman

STAFF PRESENT

Travis Anderson, Superintendent and Carrie Fisher, District Clerk

OTHERS PRESENT

None

PLEDGE OF ALLEGIANCE

The meeting attendees recited the *Pledge of Allegiance*.

PRESIDING TRUSTEE'S EXPLANATION OF PROCEDURES

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

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

CONSENT AGENDA

Motion: Trustee Julie Fleury to approve minutes from September 20, 2017- regular meeting and October 2, 2017- special committee meeting; approve claim warrants- #35433-35464; payroll warrants #75307-#75317 and direct deposits -89394-89422 (VOIDS: #35453); hire Hailee Olsen as the Assistant Boys' Basketball Coach beginning Monday, October 23, 2017 and ends not later than December 20, 2017 for salary of \$700 and shall not exceed 85 total hours during the contracted term; hire certified/classified substitute teachers- Bus Driver- Maxine Daniel and Gary Jones; Kitchen/Food Service- Stacy Webb (Roscoe) and Connie Evenson; Teachers/Aides/Other- Adriana Baker, Shelly Berezay, April Bettilyon, Allyson Braaksma, Cynthia Corliss, Kate Cottingham, Sonja Davis, Julie Dobbins, Connie Evenson, Jonathan Gans, Kevin Germann, Jernnifer Gilbert, Kalli Hendrickson, Wendy Hourigan, Kris Keller, Spencer Kirkemo, Sasha Matsko, Libby Michaud, Darcy Nordhagen, Brad Parsch, Teresa Ann Quatraro, Mariela Spinner, Nicorie Steinfeld, and Barry Sulam; Office/Clerical- Connie Evenson; and approve two discretionary non-resident student attendance agreements for the 2017-2018 school year for one kindergarten student and one second grade student who are currently enrolled.

Seconded: Trustee Lessa Racow

Public Comment: None

For: Fleury, Racow, Shockley

Opposed: None

Motion passed unanimously

STUDENT ACHIEVEMENT REPORT

Superintendent Anderson provided the Board with information regarding MTSS Leadership team meetings and data analysis conducted by the staff. He provided the Board with minutes from the first two MTSS meetings and noted that the next meeting is November 20, 2017 @ 3:30pm.

COMMITTEE REPORTS

Superintendent Anderson provided the Board with a summary of the recent meeting held by the Labor/Management committee. He noted that the committee discussed climate/morale and decided to have all staff partake in an academic optimism survey. He will provide the results of this survey at a future meeting. Mr. Anderson also explained to the Board that he was able to schedule some technology coordinator/problem-solving time into Mr. Coon's schedule on Tuesday and Thursdays. He noted that it has proven to be very valuable so far this school year and he hopes to continue it in future years. The next meeting for the committee is in December.

Superintendent Anderson provided the board with a summary of discussions held at his most recent monthly parent meeting. He noted that the following topics were discussed: 1) Open House feedback; 2) Summer maintenance and campus improvements; 3) Board goals; 4) Possibility of spring parent-teacher conferences; 5) Website Updates and feedback regarding redesign; and 6) Math homework frustrations.

SUPERINTENDENT'S REPORT

Superintendent Anderson provided the Board with information on the following: 1) Enrollment summary- 150 as of October 2; 2) Upcoming Board Training Opportunities; 3) Golden Gavel Award; 4) Front Door Security System Update; 5) Asphalt Repairs- sewer project; 6) Earthquake Drill- Oct 18; 7) Teacher Mentor Program; 8) Data Analysis meetings; 9) School Academic Optimism Scale (SAOS) survey; 10) Whole Child Committee meeting- October 26; 11) Second Chance Breakfast Update; 12) REAP Funding Grant Award; 13) E-Grants- Title 1 Grant Award; 14) Fingerprint procedure update; 15) TEAMS report 16) Bozeman School District anticipated schedule for second high school and BHS renovations; 17) PIR Days- Oct 19-20; 18) Spec Ed Cooperative Meeting- Oct 26; 19) Senator Daines visit to middle school- October 27; and 20) Adult Ed Course for Parents to help with Math Homework- November 16 at 6pm.

BUSINESS MANAGER PRESENTATION

Compensated Absences Fund Overview and Summary

Business Manager Carrie Fisher provided the Board with an overview and summary of the compensated absences fund. She noted that the District just authorized this fund for the new fiscal year and it is used to finance the accumulated sick leave and vacation payouts for non-teaching staff and administration at the time those individuals retire or terminate employment with the District.

OLD BUSINESS

Discussion: Strategic Planning Services

Superintendent Anderson and Board Chair Shockley led the discussion regarding updating the District's strategic plan for the next five years. The Board discussed information Superintendent Anderson provided from research he conducted regarding hiring an organization to facilitate the strategic planning process for the District. The District will make a final decision at the next regular meeting.

Adopt School Board Policy Revisions and Additions- #4350

The Board reviewed a new policy recommended by MTSBA. The Board recommended the following revisions to the policy:

- 1) Page 2- line 13- reword the sentence to read "The initial complaint or grievance should be made using the District's Uniform Grievance Procedure."

- 2) Page 2- line 14- delete the remainder of the paragraph.
- 3) Page 2- line 19- delete the following wording “Whether or not a formal complaint or grievance is made” and have the sentence read “Once the District has been notified of inaccessible content, effective communication shall be provided as soon as possible to the reporting party to provide access to the information.”
- 4) Page 2- line 27- designate Superintendent as responsible individual to review and evaluate website content and uploads
- 5) Page 2- line 28- school staff
- 6) Page 2- line 29- designate Superintendent as responsible individual to review district website for compliance

Motion: Trustee Julie Fleury to adopt GGS Policy #4350- Website Accessibility and Nondiscrimination with noted changes.

Seconded: Trustee Lessa Racow

Public Comment: None

For: Fleury, Racow, Shockley

Opposed: None

Motion passed unanimously

NEW BUSINESS

Approve Building Reserve Expenditures

Motion: Trustee Lessa Racow to approve expenditures from the final invoice from Core Control, Inc. to repair the gym heaters from the Building Reserve Fund and utilize permissive levy funds.

Seconded: Trustee Julie Fleury

Public Comment: None

For: Fleury, Racow, Shockley

Opposed: None

Motion passed unanimously

Business Manager Training- Governmental Update Conference- Nov 16

Motion: Trustee Lessa Racow to approve the Business Manager to attend the free Governmental Update Conference in Great Falls, MT on November 16.

Seconded: Trustee Julie Fleury

Public Comment: None

For: Fleury, Racow, Shockley

Opposed: None

Motion passed unanimously

Discussion: Review Potential of Growth in District #35

The Board discussed the Gallatin Village Subdivision and the impact the growth will have on the District. Superintendent Anderson will reach out to the developer Davis Loseff and ask him to attend the next school board meeting. The Board consensus was that there was not a lot of information about when building would begin in the subdivision. Trustee Lessa Racow will contact the county planning committee to see if she can get more information about the anticipated schedule for the subdivision build out. Board Chair Donna Shockley will contact the MDOT to inquire about increased traffic on highway 191. The Board also discussed reconvening the growth committee to begin looking at options for the future of the 1914 building and assist with planning for the anticipated growth.

Discussion: Looking Ahead- What's coming up for GGS?

Update to District Website- The Board continued discussions regarding the update/revisions to the District's website. The Board would like input from the community and staff regarding the current website design and what information they would like to see included in the website.

Superintendent Anderson and Business Manager Carrie Fisher will develop a survey and send it to staff and community to obtain more information about the needs/wants for the website. It was noted after the feedback is received the District can move forward to discuss the redesign process and obtain a quote from the web designer to update the website to meet ADA compliance and ensure it is easy to access on mobile devices.

Possibility of adding Spring Parent/Teacher Conferences- The Board discussed the option of changing the school calendar to add spring parent/teacher conferences. The request was made by parents during the monthly Superintendent parent meetings and the Board acknowledged that they would not be able to add them this year, but would research ways to include them next year. Superintendent Anderson noted that there are options to add minutes to the school day, which would allow for more PIR days. The Board would also like to receive feedback from the staff and ensure that a change would not conflict with the master agreement. Discussions will continue at future meetings.

Next Meetings

At this time the Board has the following meetings scheduled:

- Monday, October 30, 2017 at 10am- Special committee meeting- agenda setting
- Wednesday, November 15, 2017 at 6pm- Regular meeting

ADJOURNMENT

Board Chair Donna Shockley adjourned the meeting at 8:50pm.



Donna Shockley, Board Chair



Carrie Fisher, District Clerk

Regular Meeting

October 16, 2017

Sign-in Sheet

<u>Name- please print</u>	<u>Signature</u>
<u>1.</u>	
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**9GALLATIN 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: October 16, 2017

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

NAME (Please Print Clearly)	TOPIC (Please Print Clearly)
1.	
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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: October 13, 2017

Warrant Numbers (including Direct Deposit/ACH):

Claim (A/P) Warrants #'s:
#35433-35463

Electronic Payment:
#-99959-99970-BMO MASTERCARD

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

Payroll Warrant #'s:
#75307-75317

Direct Deposits/ACH #'s:
#-89394-89422

Voided Payroll Warrant #'s:
None

Thank you.

10/09/17
15:00:52

GALLATIN GATEWAY ELEMENTARY
Claims and/or Payroll Checks List For Checks from 09/21/17 to 10/09/17
For checks between: 09/21/17 - 10/09/17

Page: 1 of 2
Report ID: W100X

Claims **Claims Account Payable (Sept. 2017)**

Check			Date			
Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Issued	Notes
-99970	E	1305 BMO MASTERCARD	19.99	9/17	10/05/17	
-99969	E	1305 BMO MASTERCARD	426.71	9/17	10/05/17	
-99968	E	1305 BMO MASTERCARD	6583.99	9/17	10/05/17	
-99967	E	1305 BMO MASTERCARD	435.43	9/17	10/05/17	
-99966	E	1305 BMO MASTERCARD	1032.40	9/17	10/05/17	
Claims Total # of Checks:		5	Total:	8498.52		

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)

10/12/17
17:27:10

GALLATIN GATEWAY ELEMENTARY
Claim Details
For the Accounting Period: 9/17

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	
843 -99970E	1305 BMO MASTERCARD	19.99					
	DEPARTMENT PCARD- TEACHERS #8647						
	STATEMENT DATE: 09/05/17						
1	BULLYING NOVEL UNIT	19.99					
	TEACHERS PAY TEACHERS						
			18-050	101	100-2120	610	
844 -99969E	1305 BMO MASTERCARD	426.71					
	TRAVIS ANDERSON PCARD- #3590						
	STATEMENT DATE: 09/05/17						
1	CC-57 08/08/17 NEW TEACHER ORIENTATION- MEAL	46.50					
	STACEY'S						
			CC Accounting: 115-	-100-1000-582-110	115 625	110	
2	CC-57 08/28/17 BACK TO SCHOOL STAFF BKFST	27.75					
	ALBERTSONS						
			CC Accounting: 115-	-100-1000-582-110		110	
3	CC-57 08/29/17 POSTAGE- STUDENT RECORDS	11.79					
	U.S. POSTAL SERVICE - PO						
			CC Accounting: 101-	-100-2300-532			
4	CC-57 08/31/17 SNOW FENCE MATERIALS	340.67					
	KENYON NOBLE						
			CC Accounting: 101-	-100-2600-610			
846 -99968E	1305 BMO MASTERCARD	6,583.99					
1	08/03/17 GAMEPLAN- GRADE 5	155.00	18-035	101	100-1000	610	
	WEST MUSIC						
2	08/03/17 GAMEPLAN- GRADE 3	130.00	18-035	101	100-1000	610	
	WEST MUSIC						
3	08/03/17 GAMEPLAN- GRADE 1	110.00	18-035	101	100-1000	610	
	WEST MUSIC						
4	08/03/17 SHIPPING & HANDLING	31.60	18-035	101	100-1000	610	
	WEST MUSIC						
5	08/05/17 FOLDING TABLE- 6 FT BLACK	49.21	18-033	101	100-2600	610	
	AMAZON.COM CREDIT SERVICES						
6	202885 08/05/17 LOCKERROOM DOOR	186.71	18-030	101	100-2600	610	
	SCHOOL FIX						
7	202885 08/05/17 SHIPPING & HANDLING	78.01	18-030	101	100-2600	610	
	SCHOOL FIX						
8	08/05/17 NOVEL- THE TEMPEST	5.99	18-020	101	100-1000	610	
	AMAZON.COM CREDIT SERVICES						
9	08/05/17 NOVEL: TRAVELS WITH CHARL	9.60	18-020	101	100-1000	610	
	AMAZON.COM CREDIT SERVICES						
10	08/13/17 SHAKESPEARE & THE GLOBE	6.99	18-020	101	100-1000	610	
	AMAZON.COM CREDIT SERVICES						
11	08/09/17 TEACHER DESKS	3,955.76	17-145	101	999		
	CDW GOVERNMENT, INC.						
	PO Accounting (Org/Prog/Func/Obj/Proj):					-100-1000-660-	

10/12/17
17:27:10

GALLATIN GATEWAY ELEMENTARY
Claim Details
For the Accounting Period: 9/17

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
12	08/11/17 FREDDIE FROG- THUMP IN T AMAZON.COM CREDIT SERVICES	14.22*	18-034	115	100-1000	610	194
13	08/11/17 FREDIE FROG- CRATER ISLAN AMAZON.COM CREDIT SERVICES	23.51*	18-034	115	100-1000	610	194
14	08/11/17 FREDDIE FROG- MYSTERIOUS AMAZON.COM CREDIT SERVICES	18.30*	18-034	115	100-1000	610	194
15	08/11/17 FREDDIE FROG- BASS CLEF m AMAZON.COM CREDIT SERVICES	12.83*	18-034	115	100-1000	610	194
16	08/28/17 SEATING SOLUTIONS KIT SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-	241.14	17-131	101	999		
17	08/11/17 IS-280 INK CARTRIDGE POST NEOPOST	124.00	18-058	101	100-2300	610	
18	08/11/17 SHIPPING & HANDLING NEOPOST	12.99	18-058	101	100-2300	610	
19	09/04/17 WALL CLOCK- 13 INC SCHOOL SPECIALTY INC.	35.07	18-051	101	100-1000	610	
20	09/04/17 WALL CLOCK- 12 INCH SCHOOL SPECIALTY INC.	37.96	18-051	101	100-1000	610	
21	09/04/17 CLOCK/TIMER SCHOOL SPECIALTY INC.	11.56	18-051	101	100-1000	610	
22	09/04/17 MAIL SORTER AMAZON.COM CREDIT SERVICES	99.87	18-053	101	100-1000	610	
23	CC-58 08/17/17 CLEANING LOCKER SUPPLIES DOLLAR TREE STORES, INC.	75.00		101	625		
			CC Accounting: 101-	-100-2600-610			
24	CC-58 08/17/17 STAFF MOTIVATION PRIZES DOLLAR TREE STORES, INC.	57.00		115	625		172
			CC Accounting: 115-	-100-2300-610-172			
25	CC-58 08/17/17 INSTRUCTIONAL SUPPLIES STAPLES CREDIT PLAN	171.48		101	625		
			CC Accounting: 101-	-100-1000-610			
26	CC-58 08/18/17 BACK TO SCHOOL MAILINGS POSTAG U.S. POSTAL SERVICE - PO	42.21		101	625		
			CC Accounting: 101-	-100-2300-532			
27	CC-58 08/18/17 STAMPS U.S. POSTAL SERVICE - PO	49.00		101	625		
			CC Accounting: 101-	-100-2300-532			
28	CC-58 08/25/17 PIR STAFF MEAL CHIPOLTE	405.00		115	625		162
			CC Accounting: 115-	-100-1000-582-162			
29	CC-58 08/25/17 PIR STAFF MEAL ALBERTSONS	79.91		115	625		162
			CC Accounting: 115-	-100-1000-582-162			
30	CC-58 08/28/17 PIR STAFF MEAL NAKED NOODLE	274.00		115	625		162
			CC Accounting: 115-	-100-1000-582-162			
31	CC-58 08/28/17 NAME BANDGES NEW EMPLOYEES BOZEMAN TROPHY & ENGRAVING	62.00		101	625		
			CC Accounting: 101-	-100-2300-610			

10/13/17
16:27:44

GALLATIN GATEWAY ELEMENTARY
Claims and/or Payroll Checks List
For the Accounting Period: 10/17

Page: 1 of 1
Report ID: W100X

Claims

Accounts Payable (OCT 2017)

Check					Date		
Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Issued	Notes	
-99965	E	1305 BMO MASTERCARD	9331.20	10/17	10/16/17		
-99964	E	1305 BMO MASTERCARD	741.60	10/17	10/16/17		
-99963	E	1305 BMO MASTERCARD	124.75	10/17	10/16/17		
-99962	E	1305 BMO MASTERCARD	1064.00	10/17	10/16/17		
-99961	E	1305 BMO MASTERCARD	48.20	10/17	10/16/17		
-99960	E	1305 BMO MASTERCARD	70.35	10/17	10/16/17		
-99959	E	1305 BMO MASTERCARD	9485.48	10/17	10/16/17		
35433	SC	965 (SWMSS) SOUTHWEST MONTANA	36.45	10/17	10/16/77		
35434	SC	43 ALSCO-AMERICAN LINEN DIVISION	325.20	10/17	10/16/77		
35435	SC	66 ANDERSON, TRAVIS	315.65	10/17	10/16/77		
35436	SC	78 ARROWLEAF LAWN & LANDSCAPE	625.00	10/17	10/16/77		
35437	SC	123 BIG SKY PUBLISHING	22.00	10/17	10/16/77		
35438	SC	168 BOZEMAN TROPHY & ENGRAVING	516.11	10/17	10/16/77		
35439	SC	222 CDW GOVERNMENT, INC.	3093.42	10/17	10/16/77		
35440	SC	229 CENTURYLINK	21.27	10/17	10/16/77		
35441	SC	262 COMMERCIAL ENERGY OF MONTANA INC	207.20	10/17	10/16/77		
35442	SC	370 ELITE COMMERCIAL CLEANERS INC.	2880.00	10/17	10/16/77		
35443	SC	413 FISHER, CARRIE	13.80	10/17	10/16/77		
35444	SC	420 FOOD SERVICES OF AMERICA	3297.41	10/17	10/16/77		
35445	SC	430 GALLATIN CITY-COUNTY HEALTH DEPAR	1012.98	10/17	10/16/77		
35446	SC	439 GALLATIN GATEWAY SCHOOL	33.00	10/17	10/16/77		
35447	SC	445 GALLATIN-MADISON SPECIAL ED. COOP	1263.50	10/17	10/16/77		
35448	SC	471 GRANITE TECHNOLOGY SOLUTIONS INC	3652.00	10/17	10/16/77		
35449	SC	577 J&H INC	667.11	10/17	10/16/77		
35450	SC	1398 JW PEPPER	144.97	10/17	10/16/77		
35451	SC	634 KUTA SOFTWARE	273.00	10/17	10/16/77		
35452	SC	799 MSU- SCIENCE/MATH RESOURCE CENTER	325.00	10/17	10/16/77		
35453	SC VAD	806 MTSBA - MONTANA SCHOOL BOARD ASSO	125.00	10/17	10/16/77		
35454	SC	1303 NEOPOST USA INC	83.25	10/17	10/16/77		
35455	SC	856 NORTHWESTERN ENERGY	1863.36	10/17	10/16/77		
35456	SC	917 POWER SCHOOL GROUP LLC	854.00	10/17	10/16/77		
35457	SC	1110 SYSCO FOOD SERVICES OF MT	4598.72	10/17	10/16/77		
35458	SC	1188 TRUGREEN CHEMLAWN	250.00	10/17	10/16/77		
35459	SC	1299 CAMPBELLS PLUMBING & HEATING	141.43	10/17	10/16/17		
35460	SC	222 CDW GOVERNMENT, INC.	1365.09	10/17	10/16/17		
35461	SC	228 CENTURYLINK	305.36	10/17	10/16/17		
35462	SC	1414 GALLATIN VALLEY BOTANICAL	10.00	10/17	10/16/17		
35463	SC	655 LEE, JERRY	20.54	10/17	10/16/17		

Claims Total # of Checks: 38 Total: 49207.40

Grand Total # of Checks: 38 Total: 49207.40

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)

10/12/17
17:19:56

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 10/17

Page: 1 of 9
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
-99965E	1305 BMO MASTERCARD 849	9,331.20					
	C.FISHER P CARED #3574 OCTOBER 5,2017 STATEMENT						
1	MATH & READING LICENSE (k	7,633.81					
	EDGENUITY INC		18-049	115		100-1000	680 413
2	MATH & READING LICENSE (k	361.19*	18-049	115		420-1000	680 421
	EDGENUITY INC						
3	WEB-BASED TRAINING	500.00*	18-049	115		420-1000	680 421
	EDGENUITY INC						
4	CC-61 09/21/17 MCEL REGISTRATION- RACOW	275.00		101		625	
	CC Accounting: 101-					-100-2300-582	
	MTSBA - MONTANA SCHOOL BOARD ASSOCIATION						
5	CC-61 10/02/17 MONTHLY TRASH SERVICE	478.02		101		625	
	REPUBLIC SERVICES #886						
6	CC-61 10/02/17 MONTHLY TRASH SERVICE	10.86		117		625	
	REPUBLIC SERVICES #886						
7	CC-61 10/02/17 MONTHLY TRASH SERVICE	54.32		110		625	
	REPUBLIC SERVICES #886						
8	CC-61 10/04/17 QUARTERLY BENEFITED LOG CHARGE	18.00		101		625	
	GALLATIN GATEWAY WATER & SEWER DISTRICT						
	Total Check:	9,331.20					
-99964E	1305 BMO MASTERCARD 851	741.60					
	M.COON PCARD #3608 OCTOBER 5, 2017 STATEMENT						
1	CC-62 09/27/17 MS FIELD TRIP- ROPES COURSE	741.60					
	YELLOWSTONE AERIAL ADVENTURES						
	CC Accounting: 115-					-710-3400-582-710	
				115		625	710
	Total Check:	741.60					
-99963E	1305 BMO MASTERCARD 852	124.75					
	GGG TEACHERS PCARD #8647 OCTOBER 5, 2017 STATEMENT						
1	CC-64 09/23/17 NOVELS- WONDER	24.75					
	AMAZON.COM CREDIT SERVICES						
	CC Accounting: 101-					-100-2120-610	
				101		625	
2	CC-64 09/28/17 ADMISSION- L&C CAVERNS- 4TH GR	100.00		115		625	171
	LEWIS AND CLARK CAVERNS STATE PARK						
	CC Accounting: 115-					-710-3400-810-171	
	Total Check:	124.75					

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-99962E	1305 BMO MASTERCARD							
	853	1,064.00						
	A. DAVIS PCARD #1614							
	OCTOBER 5, 2017							
1	CC-65 09/19/17 DC TRIP- AIRLINE TICKET DEPOSI	850.00						
			CC Accounting: 115-	-710-3400-582-710				
				115	625			710
	DELTA AIRLINES							
2	CC-65 09/22/17 DC TRIP- BASEBALL TICKETS	214.00						
			CC Accounting: 115-	-710-3400-582-710				
				115	625			710
	WASHINGTON NATIONALS							
	Total Check:	1,064.00						
-99961E	1305 BMO MASTERCARD							
	854	48.20						
	T. ANDERSON PCARD							
	OCTOBER 5, 2017 STATEMENT							
1	CC-63 09/07/17 DATA USE CONFERENCE- ANDERSON	40.00						
			CC Accounting: 101-	-100-2400-582				
				101	625			
	UNIVERSITY OF MONTANA							
2	CC-63 09/28/17 MEAL- SPEC ED COOP MEETING	8.20						
			CC Accounting: 101-	-280-2400-582				
				101	625			
	KOUNTRY KORNER							
	Total Check:	48.20						
-99960E	1305 BMO MASTERCARD							
	855	70.35						
	TRANSPORTATION PCARD #8639							
	OCTOBER 5, 2017 STATEMENT							
1	CC-66 09/11/17 ANTIFREEZE & FUEL STABILIZER	70.35						
			CC Accounting: 110-	-100-2740-440				
				110	625			
	NAPA AUTO PARTS							
	Total Check:	70.35						
-99959E	1305 BMO MASTERCARD							
	856	9,485.48						
1	09/11/17 D.R.U.M	14.72*	18-057	115		100-1000	610	194
	AMAZON.COM CREDIT SERVICES							
2	09/11/17 WORLD MUSIC DRUMMING- DVD	57.58*	18-057	115		100-1000	610	194
	AMAZON.COM CREDIT SERVICES							
3	09/14/17 EMPLOYEE- MATTHEWS	7.25	18-061	101		100-2300	330	
	MOTOR VEHICLE DIVISION							
4	09/14/17 EMPLOYEE- ANDERSON	7.25	18-061	101		100-2300	330	
	MOTOR VEHICLE DIVISION							
5	09/14/17 EMPLOYEE- KROB	7.25	18-061	101		100-2300	330	
	MOTOR VEHICLE DIVISION							
6	09/14/17 EMPLOYEE- COON	7.25	18-061	101		100-2300	330	
	MOTOR VEHICLE DIVISION							
7	09/14/17 EMPLOYEE- LEE	7.25	18-061	110		100-2700	330	

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8	09/14/17 EMPLOYEE- FISHER MOTOR VEHICLE DIVISION	7.25	18-061	101		100-2300	330	
9	09/14/17 EMPLOYEE-BRENNER MOTOR VEHICLE DIVISION	7.25	18-061	110		100-2700	330	
10	09/15/17 EMPLOYEE- DAVIS MOTOR VEHICLE DIVISION	7.25	18-061	101		100-2300	330	
11	09/22/17 EMPLOYEE- SENENFELDER MOTOR VEHICLE DIVISION	7.25	18-061	101		100-2300	330	
12	09/22/17 FRONT DOOR REVAMP SECURITY SOLUTIONS INC	4,800.00	17-158	101		999		
13	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-740- 09/18/17 CLEANING/MAINTENANCE HOUSE OF CLEAN	2,588.99	17-066	101		999		
14	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-610- CC-67 09/15/17 FINANCE CHARGES- LATE PMT HOUSE OF CLEAN	41.18		101		625		
15	09/18/17 FACIAL TISSUE 30 BX/CS HOUSE OF CLEAN PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-610-	241.80	17-132	101		999		
16	9963216100 09/15/17 CM-MULTIPLICATION ANSWER MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	35.70*	18-060	115		420-1000	640	421
17	9963216100 09/15/17 CM-MULTIPLICATION TEACHE MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	204.27*	18-060	115		420-1000	640	421
18	9963216100 09/15/17 CM-DIVISION- TEACHER MATE MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	204.27*	18-060	115		420-1000	640	421
19	9963216100 09/15/17 CM-ADDITION-TEACHER MATER MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	204.27*	18-060	115		420-1000	640	421
20	9963216100 09/15/17 CM-BASIC FRACTIONS- KEY MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	35.70*	18-060	115		420-1000	640	421
21	9963216100 09/15/17 CM-FRACTIONS, DECIMALS % MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	35.70*	18-060	115		420-1000	640	421
22	9963216100 09/15/17 CM-SUBTRACTION-ANSWER KEY MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	35.70*	18-060	115		420-1000	640	421
23	9963216100 09/15/17 CM-FRACTIONS, DECIMALS % MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	204.27*	18-060	115		420-1000	640	421
24	9963216100 09/15/17 CM-SUBTRACTION- TEACHER M MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	204.27*	18-060	115		420-1000	640	421
25	9963216100 09/15/17 CM-ADDITION- ANSWER KEY MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	35.70*	18-060	115		420-1000	640	421
26	9963216100 09/15/17 SHIPPING/HANDLING MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	194.39*	18-060	115		420-1000	640	421
27	9963216100 09/15/17 CM-DIVISION-ANSWER KEY MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	35.70*	18-060	115		420-1000	640	421
28	9963216100 09/15/17 CM-BASIC FRACTIONS TEACHE MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LL	204.27*	18-060	115		420-1000	640	421
29	09/15/17 REKENREK W/ WOODEN FRAME SCHOOL SPECIALTY INC.	31.80	18-055	101		100-1000	610	

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30	09/15/17 SHIPPPING/HANDLING SCHOOL SPECIALTY INC.	9.95	18-055	101		100-1000	610
	Total Check:	9,485.48					
35433S	965 (SWMSS) SOUTHWEST MONTANA						
886		36.45					
1	105 11/14/17 FOOD ORDER ADMIN FEE	36.45*		101		910-3100	810
	Total Check:	36.45					
35434S	43 ALSCO-AMERICAN LINEN DIVISION						
858		325.20					
1	LBIL134369 10/09/17 APRONS, MOPS, RUGS, & LINE	87.09		101		100-2600	610
2	LBIL134369 10/09/17 APRONS, MOPS, RUGS, & LINE	11.61		110		100-2700	610
3	LBIL134369 10/09/17 APRONS, MOPS, RUGS, & LINE	46.44*		112		910-3100	610
4	LBIL134192 10/02/17 APRONS, MOPS, RUGS, & LINE	37.13		101		100-2600	610
5	LBIL134192 10/02/17 APRONS, MOPS, RUGS, & LINE	4.95		110		100-2700	610
6	LBIL134192 10/02/17 APRONS, MOPS, RUGS, & LINE	19.80*		112		910-3100	610
7	LBIL134401 09/25/17 APRONS,MOPS, RUGS, & LINEN	70.91		101		100-2600	610
8	LBIL134401 09/25/17 APRONS,MOPS, RUGS, & LINEN	9.45		110		100-2700	610
9	LBIL134401 09/25/17 APRONS,MOPS, RUGS, & LINEN	37.82*		112		910-3100	610
	Total Check:	325.20					
35435S	66 ANDERSON, TRAVIS						
857		315.65					
590 MILES BTWN 08/24/17-10/20/17							
1	10/04/17 MILEAGE REIMBURSEMENT	315.65		101		100-2400	582
	Total Check:	315.65					
35436S	78 ARROWLEAF LAWN & LANDSCAPE						
859		625.00					
1	477 10/03/17 MOWING- SEPT 2	125.00*		101		100-2600	440
2	477 10/03/17 MOWING- SEPT 9	125.00*		101		100-2600	440
3	477 10/03/17 MOWING- SEPT 17	125.00*		101		100-2600	440
4	477 10/03/17 MOWING- SEPT 24	125.00*		101		100-2600	440
5	477 10/03/17 MOWING- SEPT 30	125.00*		101		100-2600	440
	Total Check:	625.00					
35437S	123 BIG SKY PUBLISHING						
860		22.00					
1	1664459 09/18/17 LEGAL AD- DISPOSAL OF PROPERT	22.00		101		100-2300	540
	Total Check:	22.00					

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35438S	168 BOZEMAN TROPHY & ENGRAVING						
	861	516.11					
	1 14987 09/22/17 STUDENT ACHIEVEMENT ENGRAVING	516.11		101		100-1000	610
		Total Check:					
		516.11					
35439S	222 CDW GOVERNMENT, INC.						
	862	1,175.67					
	1 JVC2088 08/15/17 MONITOR CABLE	13.56	18-038	101		100-1000	682
	2 JVC2088 08/15/17 BATTERY BACKUP- APS SMART	926.84*	18-038	101		100-1000	660
	3 JVC2088 08/15/17 SHIPPING/HANDLING	235.27*	18-038	101		100-1000	660
	863	827.34					
	1 KJH8370 09/29/17 BATTERY BACKUP	657.88*	18-063	101		100-1000	660
	2 KJH8370 09/29/17 SHIPPING & HANDLING	169.46*	18-063	101		100-1000	660
	864	67.70					
	1 JSP1036 08/08/17 JACKS FOR CLASSROOMS	67.70	18-032	101		100-1000	682
	865	45.72					
	1 JSW3999 08/09/17 POWER CORD EXT. 6FT	17.76	18-036	101		100-1000	682
	2 JTB4470 08/10/17 COAX CABLE 6FT	27.96	18-036	101		100-1000	682
	866	976.99					
	1 KGG3989 09/21/17 HP Pro All-in-One Compute	976.99*	18-062	128		100-1000	780
		Total Check:					
		3,093.42					
35440S	229 CENTURYLINK						
	868	21.27					
	1 1420677773 09/19/17 LONG DISTANCE SERVICE	15.52		101		100-2300	531
	2 1420677773 09/19/17 LONG DISTANCE SERVICE	5.32		110		100-2300	531
	3 1420677773 09/19/17 LONG DISTANCE SERVICE	0.43*		117		610-2300	531
		Total Check:					
		21.27					
35441S	262 COMMERCIAL ENERGY OF MONTANA INC						
	869	207.20					
	1 NWE044302 10/04/17 GAS ON NWE SYSTEM	203.06		101		100-2600	411
	2 NWE044302 10/04/17 GAS ON NWE SYSTEM	4.14		117		610-2600	411
		Total Check:					
		207.20					
35442S	370 ELITE COMMERCIAL CLEANERS INC.						
	870	2,880.00					
	1 2048 10/01/17 CUSTODIAL SERVCIE	2,246.40		101		100-2600	433
	2 2048 10/01/17 CUSTODIAL SERVCIE	576.00		110		100-2600	433
	3 2048 10/01/17 CUSTODIAL SERVCIE	57.60		117		610-2600	433
		Total Check:					
		2,880.00					

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35443S	413 FISHER, CARRIE					
883		13.80				
1	10/12/17 MILEAGE REIMBURSEMENT	13.80		101	100-2500	582
	Total Check:	13.80				
35444S	420 FOOD SERVICES OF AMERICA					
871		3,297.41				
1	5404810 09/29/17 FOOD	236.89*		112	910-3100	630
2	5404810 09/29/17 SUPPLIES	23.90*		112	910-3100	610
3	5404810 09/29/17 BREAKFAST EXPANSION- FOOD	36.70*		115	910-3100	630 103
4	5406558 10/03/17 COOPERATIVE FOOD PURCHASE	557.99*	18-001	112	910-3100	630
5	5406561 10/03/17 FOOD	299.12*		112	910-3100	630
6	5406561 10/03/17 BREAKFAST EXPANSION- FOOD	37.19*		115	910-3100	630 103
7	5400563 09/22/17 FOOD	289.95*		112	910-3100	630
8	5400563 09/22/17 SUPPLIES	25.20*		112	910-3100	610
9	5402309 09/26/17 FOOD	443.56*		112	910-3100	630
10	5402309 09/26/17 SUPPLIES	25.23*		112	910-3100	610
11	5396336 09/15/17 FOOD	185.43*		112	910-3100	630
12	5396336 09/15/17 SUPPLIES	17.45*		112	910-3100	610
13	5393844 09/12/17 SUPPLIES	7.40*		112	910-3100	610
14	5393843 09/12/17 FOOD	93.11*		112	910-3100	630
15	5393843 09/12/17 BREAKFAST EXPANSION-FOOD	97.04*		115	910-3100	630 103
16	5398219 09/19/17 FOOD	438.33*		112	910-3100	630
17	5398219 09/19/17 SUPPLIES	256.88*		112	910-3100	610
18	5409017 10/06/17 FOOD	226.04*		112	910-3100	630
	Total Check:	3,297.41				
35445S	430 GALLATIN CITY-COUNTY HEALTH					
872		1,012.98				
1	CONTRACT 10/12/17 17-18 NURSE AGREEMENT	1,012.98*		101	100-2131	330
	Total Check:	1,012.98				
35446S	439 GALLATIN GATEWAY SCHOOL					
873		33.00				
1	SS 09/29/17 NEEDEY STUDENT MEAL ACCOUNT	33.00*		115	100-1000	810 110
	Total Check:	33.00				
35447S	445 GALLATIN-MADISON SPECIAL ED. COOP.					
874		1,263.50				
1	10/05/17 1ST BILLING- LOCAL COSTS	1,263.50		101	280-6200	920
	Total Check:	1,263.50				

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35448S	471 GRANITE TECHNOLOGY SOLUTIONS INC							
	875	3,652.00						
1	21687 08/02/17 INTALL WIRING- MAT & LABO	1,809.00*	18-025	161		100-2600	730	667
2	21687 08/02/17 NEC SV9100 SYSTEM	1,291.00	17-170	101		999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-740-							
3	21687 08/02/17 NEC SV9100 SYSTEM	276.00	17-170	115		999		110
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-740-110							
4	21687 08/02/17 NEC SV9100 SYSTEM	276.00	17-170	115		999		145
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-740-145							
	Total Check:	3,652.00						
35449S	577 J&H INC							
	876	39.42						
1	512681 09/14/17 COPIER- BUSINESS MANAGER	39.42		101		100-2500		550
	877	627.69						
1	512680 09/14/17 COPIER- OFFICE	627.69		101		100-2300		550
	Total Check:	667.11						
35450S	1398 JW PEPPER							
	878	144.97						
1	03532254 08/25/17 JINGLE BELL JUKEBOX SCORE	69.99*	18-044	115		100-1000	610	194
2	03532138 08/24/17 CRAZY CHRISTMAS	59.99*	18-044	115		100-1000	610	194
3	03532138 08/24/17 SHIPPING/HANDLING	14.99*	18-044	115		100-1000	610	194
	Total Check:	144.97						
35451S	634 KUTA SOFTWARE							
	879	273.00						
1	15178 07/03/17 SITE LICENSE	267.00	17-164	101		999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-680-							
2	15178 07/03/17 SHIPPING/HANDLING	6.00	17-164	101		999		
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-680-							
	Total Check:	273.00						
35452S	799 MSU- SCIENCE/MATH RESOURCE CENTER							
	885	325.00						
1	103 09/14/17 SCIENCE OLYMPIAD	325.00*		101		710-3400		810
	Total Check:	325.00						
35453S	806 MTSBA - MONTANA SCHOOL BOARD							
	881	125.00						
1	3318 09/11/17 SCHOOL FACILITY WORKSHOP- SHOC	125.00*		101		100-2300		582
	Total Check:	125.00						

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35454S	1303 NEOPOST USA INC					
	880	83.25				
<u>1</u>	55171625 09/16/17 EQUIPMENT RENTAL	83.25		101	100-2300	532
	Total Check:	83.25				
35455S	856 NORTHWESTERN ENERGY					
	882	1,863.36				
<u>1</u>	10/04/17 ELECTRICITY	1,058.23		101	100-2600	412
<u>2</u>	10/04/17 ELECTRICITY	271.34		110	100-2600	412
<u>3</u>	10/04/17 ELECTRICITY	27.13*		117	610-2600	412
<u>4</u>	10/04/17 POWER-LIGHTS	93.14		101	100-2600	410
<u>5</u>	10/04/17 POWER-LIGHTS	97.02		101	100-2600	410
<u>6</u>	10/04/17 POWER-LIGHTS	3.88*		117	610-2600	410
<u>7</u>	10/04/17 NATURAL GAS SERVICE	306.37		101	100-2600	411
<u>8</u>	10/04/17 NATURAL GAS SERVICE	6.25		117	610-2600	411
	Total Check:	1,863.36				
35456S	917 POWER SCHOOL GROUP LLC					
	884	854.00				
<u>1</u>	INV130431 10/07/17 L4U SOFTWARE- LIBRARY	854.00*		101	100-2225	680
	Total Check:	854.00				
35457S	1110 SYSCO FOOD SERVICES OF MT					
	888	4,598.72				
<u>1</u>	143446571 09/26/17 FOOD	148.09		101	910-3100	630
<u>2</u>	143446571 09/26/17 FOOD	345.54*		112	910-3100	630
<u>3</u>	143446571 09/26/17 BREAKFAST EXPANSION- FOOD	54.41*		112	910-3100	630
<u>4</u>	143451644 09/29/17 FOOD	60.91		101	910-3100	630
<u>5</u>	143451644 09/29/17 FOOD	142.12*		112	910-3100	630
<u>6</u>	143451644 09/29/17 BREAKFAST EXPANSION- FOOD	37.23*		115	910-3100	630 103
<u>7</u>	143458267 10/03/17 FOOD	147.96		101	910-3100	630
<u>8</u>	143458267 10/03/17 FOOD	345.23*		112	910-3100	630
<u>10</u>	143442011 09/22/17 FOOD	331.12*		112	910-3100	630
<u>11</u>	143442011 09/22/17 BREAKFAST EXPANSION- FOOD	73.54*		112	910-3100	630
<u>12</u>	143437156 09/19/17 SUPPLIES	158.71*		112	910-3100	610
<u>13</u>	143426859 09/12/17 FOOD	143.77		101	910-3100	630
<u>14</u>	143426859 09/12/17 FOOD	335.45*		112	910-3100	630
<u>15</u>	143426859 09/12/17 BREAKFAST EXPANSION-FOOD	257.59*		112	910-3100	630
<u>16</u>	143432088 09/15/17 FOOD	142.42		101	910-3100	630
<u>17</u>	143432088 09/15/17 FOOD	332.31*		112	910-3100	630
<u>18</u>	143436688 09/19/17 FOOD	184.75		101	910-3100	630
<u>19</u>	143436688 09/19/17 FOOD	431.10*		112	910-3100	630
<u>20</u>	143436688 09/19/17 SUPPLIES	199.94*		112	910-3100	610
<u>21</u>	143436688 09/19/17 BREAKFAST EXPANSION- FOOD	4.69*		112	910-3100	630
<u>22</u>	143436688 09/19/17 BREAKFAST EXPANSION-FOOD	17.03*		115	910-3100	630 103
<u>23</u>	143423103 09/09/17 SUPPLIES	53.01*		112	910-3100	610
<u>24</u>	143422146 09/08/17 FOOD	181.30		101	910-3100	630
<u>25</u>	143422146 09/08/17 FOOD	423.05*		112	910-3100	630

10/12/17
17:19:56

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 10/17

Page: 9 of 9
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
27	143418570 09/06/17 BREAKFAST EXPANSION- FOOD	43.25*		112		910-3100	630
28	143428642 09/13/17 FOOD	10.78		101		910-3100	630
29	143428642 09/13/17 FOOD	25.14*		112		910-3100	630
30	143438943 09/21/17 FOOD	-2.59		101		910-3100	630
31	143438943 09/21/17 FOOD	-6.03*		112		910-3100	630
32	14307096P 09/05/17 FOOD	-6.93		101		910-3100	630
33	14307096P 09/05/17 FOOD	-16.17*		112		910-3100	630
	Total Check:	4,598.72					
354585	1188 TRUGREEN CHEMLAWN						
	889	250.00					
1	421374 09/27/17 VEGETATION CONTROL	227.50	17-056	101		999	
	PO Accounting (Org/Prog/Func/Obj/Proj: -100-2600-440-						
2	421374 09/27/17 VEGETATION CONTROL	22.50*		101		100-2600	440
	Total Check:	250.00					
	# of Claims	38					
	Total:	47,364.98					

7790 Gallatin Gateway Elem.

Operating (Inter Fund) Transfers

Date: 8/14/2017

From:

General Fund	7790	101	-000-00-61-00-855	
Transportation Fund	7790	110	-000-00-61-00-855	\$4,381.00
Bus Depreciation	7790	111	-000-00-61-00-855	
Food Services Fund	7790	112	-000-00-61-00-855	
Tuition Fund	7790	113	-000-00-61-00-855	
Retirement Fund	7790	114	-000-00-61-00-855	
Misc/Federal Fund	7790	115	-000-00-61-00-855	
Technology Fund	7790	128	-000-00-61-00-855	
Flex Fund	7790	129	-000-00-61-00-855	
Investment Fund	7790	140	-000-00-61-00-855	
Debt Service	7790	150	-000-00-61-00-855	
Building Fund	7790	160	-000-00-61-00-855	
Building Reserve Fund	7790	161	-000-00-61-00-855	
Investments Fund	7790	162	-000-00-61-00-855	
Endowment Fund	7790	181	-000-00-61-00-855	
Student Activity Fund	7790	184	-000-00-61-00-855	
Payroll Clearing Fund	7790	186	-000-00-61-00-855	
			Total	\$4,381.00

To:

General Fund	7790	101	-000-00-53-00	
Transportation Fund	7790	110	-000-00-53-00	
Bus Depreciation	7790	111	-000-00-53-00	
Food Services Fund	7790	112	-000-00-53-00	
Tuition Fund	7790	113	-000-00-53-00	
Retirement Fund	7790	114	-000-00-53-00	
Misc/Federal Fund	7790	115	-000-00-53-00	\$4,381.00
Compensated Absences Liability Fund	7790	121	-000-00-53-00	
Technology Fund	7790	128	-000-00-53-00	
Flex Fund	7790	129	-000-00-53-00	
Investment Fund	7790	140	-000-00-53-00	
Debt Service	7790	150	-000-00-53-00	
Building Fund	7790	160	-000-00-53-00	
Building Reserve Fund	7790	161	-000-00-53-00	
Investments Fund	7790	162	-000-00-53-00	
Endowment Fund	7790	181	-000-00-53-00	
Student Activity Fund	7790	184	-000-00-53-00	
Claims Clearing	7790	187	-000-00-53-00	
			Total	\$4,381.00

Agenda Item: Hire- Assistant Boys' Basketball Coach

Boys' Basketball Begins October 23

Recommendation: Hailee Olsen

Salary/Wages: \$700 for the 2017-2018 season (not exceed 85 total hours from October 23, 2017 to December 20, 2017)

Motion: to hire Hailee Olsen as the Assistant Boys' Basketball Coach beginning Monday, October 23, 2017 and ends not later than December 20, 2017 for a salary of \$700 and shall not exceed 85 total hours during the contracted term.

October/November - as of October 10, 2017
Certified/Classified Substitute Recommendations:

Bus Driver

Maxine Daniel

Gary Jones

Kitchen/Food Service

Stacy Webb (Roscoe)

Connie Evenson

Teachers/Aides/Other

Adriana Baker

Shelly Berezay

April Bettilyon

Allyson Braaksma

Cynthia Corliss

Kate Cottingham

Sonja Davis

Julie Dobbins

Connie Evenson

Jonathan Gans

Kevin Germann

Jennifer Gilbert

Kalli Hendrickson

Wendy Hourigan

Kris Keller

Spencer Kirkemo

Sasha Matsko

Libby Michaud

Darcy Nordhagen

Brad Parsch

Teresa Ann Quatraro

Mariela Spinner

Nicorie Steinpfad

Barry Sulam

Office/Clerical

Connie Evenson

**All substitute hires are pending an adequate finger print background check and TB test results.*

Agenda Item: Non-resident Student Attendance Agreements

Background:

Attendance agreements for 2017-2018 were sent home with students the week of May 2, 2017. Families were informed that the Gallatin Gateway School Board approves the attendance of out-of-district students at a regularly posted board meeting. Upon the principal's review of applications, using Policy 3025, the principal's recommendation will be made at the **May 17, 2017** and **June 19, 2017** regular Board meetings for currently enrolled students and at the August meeting for any new out-of-district enrollees (including Kindergarten).

At the May 17, 2017 regular meeting, the Board approved 10 attendance agreements.

At the June 27, 2017 board meeting, the Board approved 10 attendance agreements.

At the August 28, 2017 board meeting, the Board approved 6 attendance agreement.

As of October 11, 2017, the District has received 2 additional attendance agreements. This is for a current family who moved out of district after the start of school this year and would like to continue attending Gallatin Gateway School.

Recommendation:

Approve attendance agreements for students who reside out-of-district and request continued enrollment for 2017-2018:

Grade level	Home School District	Status	Tuition
K	Bozeman	Current	\$0
2	Bozeman	Current	\$0

Motion:

to approve the following Discretionary Non-resident Student Attendance Agreements for the 2017-2018 school year:

Grade level	Home School District	Status	Tuition
K	Bozeman	Current	\$0
2	Bozeman	Current	\$0

	Date	Time (begin and end)	Location	Facilitator	Minute Taker	Data Analyst
Today's Meeting	10/16	3:30-4:00	Conference rm	Melissa	Jacki	Liz
Next Meeting	11/20	3:30	Conference rm	Melissa	Jacki	Liz

Team Members & Attendance (Place "X" to left of name if present)

<input checked="" type="checkbox"/> Melissa Hanson	<input checked="" type="checkbox"/> Cheryl Cusny					
<input checked="" type="checkbox"/> Travis Anderson	<input checked="" type="checkbox"/> Liz Matthews					
<input checked="" type="checkbox"/> Deb Tysse	<input checked="" type="checkbox"/> Jacki Yager					

Today's Agenda Items:	Agenda Items for Next Meeting
1. Agreement on Expectations - Yes	1. Complete T-chart & matrix
2. Establish a T-chart & matrix	2.
3.	3.
4.	
5.	
6.	
7.	
8.	

Organizational/Housekeeping Task List

Item	Discussion	Decisions and Tasks	Who?	By When?
1. Posters	Buy packages of pre-made vs. creating our own.	Talk to Leslie Jansen about getting a template	Travis	next mtg.
2. Template for Matrix & T-chart	Created: one - who will work on it.	Create in Google Docs. We all add/change	Melissa create	During 10/16 mtg.
3.				
4.				
5.				
6.				
7.				

Evaluation of Team Meeting (Mark your ratings with an "X")

1. Was today's meeting a good use of our time?
2. In general, did we do a good job of tracking whether we're completing the tasks we agreed on at previous meetings?
3. In general, have we done a good job of actually completing the tasks we agreed on at previous meetings?
4. In general, are the completed tasks having the desired effects on student behavior?

	Our Rating		
	Yes	So-So	No
1.	<input checked="" type="checkbox"/>		
2.	<input checked="" type="checkbox"/>		
3.		<input checked="" type="checkbox"/>	
4.	N/A		

TIPS Meeting Minutes Guide

Team: GG5 MTSS

	Date	Time (begin and end)	Location	Facilitator	Minute Taker	Data Analyst
Today's Meeting	9/18	3:30	Conference Rm	Melissa	Jacki	Liz
Next Meeting	10/16	3:30	Conference Rm	Melissa	Jacki	Liz

Team Members & Attendance (Place "X" to left of name if present)

X Melissa Hanson	X Cheryl Casey					
X Travis Anderson	X Liz Matthews					
X Deb Tysse	X Jacki Yager					

Today's Agenda Items:				Agenda Items for Next Meeting			
1. School Wide Expectations	5.			1. Schedule Teach-Ins			
2. Establishing a Matrix	6.			2. Plan how we will roll out			
3. Formulating a T-chart	7.			3. Plan Friday			
4.	8.						

Organizational/Housekeeping Task List

Item	Discussion	Decisions and Tasks	Who?	By When?
1. Dog Tags	whether to still use them & if so how.	Use them - 1 letter/year for passing info.	—	—
2. School Wide Expectations	what they should be	Being a Gator Means: Be Safe, Be Respectful, Be Responsible.	—	—
3. Grid for Expectations		Put in Google Doc for all staff access	?	?
4.				
5.				
6.				
7.				

Evaluation of Team Meeting (Mark your ratings with an "X")

1. Was today's meeting a good use of our time?
2. In general, did we do a good job of tracking whether we're completing the tasks we agreed on at previous meetings?
3. In general, have we done a good job of actually completing the tasks we agreed on at previous meetings?
4. In general, are the completed tasks having the desired effects on student behavior?

	Our Rating		
	Yes	So-So	No
1.	X		
2.	N/A	→	
3.	N/A	→	→
4.	N/A	→	→

October 2017 Superintendent's Report:

Enrollment Summary as of 10/02/2017 (Fall Count Day Numbers):

Grade	Total	Boys	Girls	Out of District
K	20	11	9	4
1	17	9	8	5
2	15	8	7	2
3	22	13	9	6
4	17	9	8	4
5	22	10	12	4
6	20	12	8	6
7	5	3	2	1
8	12	5	7	0
Total	150	80	70	32

Progress on 2016-2017 Gallatin Gateway School District Goals

- I. Gallatin Gateway School Board will demonstrate excellence in governance.**
 - a. Upcoming Training Opportunities:
 - i. MCEL – October 19-20 Billings
 1. Congratulations again to the Board of Trustees for earning your third consecutive Golden Gavel Award! This truly demonstrates your dedication to excellence! Donna, Lessa, and I will all be at MCEL and will accept the award during the opening ceremony.
-
- II. Gallatin Gateway School Board will develop and maintain a safe and secure facility and grounds.**
 - a. Granite Technology has installed a phone in the front entryway. This phone allows someone waiting in the entryway to contact the front office.
 - b. The asphalt in the back has been fully repaired and the walking track is fully operational. I have taken down the snow fence and disposed of it.
 - c. The boiler inspector was not able to visit the school on 10/10 as scheduled. He will reschedule with me in order to conduct our annual inspection.
 - d. Gallatin Gateway School will participate in the Great Montana Shakeout drill on 10/18 at 10:19. This is a statewide earthquake drill.
-
- III. Gallatin Gateway School Board will maintain and provide high quality educational services.**
 - a. All of the teachers associated with the mentoring program continue to meet on a regular basis. Mentor teachers have been regularly reporting back to me about aspects discussed in the meeting and how new teachers can be supported as we go through the year.

- b. This week the teachers met to analyze test scores during team meetings. Teachers in grades 4-8 analyzed, STAR, SBAC, Edgenuity, and mid-term grades to find patterns, as well as, see areas where the scores paralleled each other. The teachers in grades K-3 discussed the Number Corner program being utilized in grades 1 and 3.
- c. The School Academic Optimism Scale (SAOS) has been administered to the staff. I have yet to score them and will share the results once they are complete.

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

- a. Julie Fleury has sent out emails to last year's Whole Child Committee members. We have yet to meet, but will have plenty to work on once we get rolling.

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

- a. I attended the Rural Superintendent meeting with Bozeman School District #7 on 10/12/17. At that meeting, I received a Gantt chart outlining the aspects going into the second high school. I have included that chart with my report for your information. As you can see, there are several aspects required in the opening of the new school.

Upcoming Events

1. Great Montana Shake Out Drill (October 18 @ 10:19)
2. No School (October 19-20)
3. Montana Crunch Time (October 24)
4. Madison/Gallatin SPED Coop Meeting (October 26)
5. Senator Daines Visits GGS (October 27 @ 10:00)

Additional Information

GGS has received notification from the U.S. Department of Education that we have been awarded a REAP funds award of \$19,267.00 for the 2017-2018 school year.

We have completed our e-grants application for the year and will receive \$37,101.00 in Title I funding for the 2017-2018 school year.

As discussed in previous meetings, Carrie and I have revised the finger print procedures for volunteers at GGS. We will be paying for background checks and I have included a copy of the new procedures for your information.

Finally, it is that time of year to complete the district's TEAMS report. Carrie attended a workshop on 10/10 and was able to complete the bulk of that report. The two of us will meet and submit the final report on 10/13. Carrie did a great job of getting this report ready for submission!

Fingerprinting/Background Check Procedure -- Office

Beginning fall 2017, the Gallatin Gateway School District will pay for all fingerprinting/background checks for all employees who have been offered a position with the District and volunteers.

The following individuals will be subjected to the following background checks:

1. **Individuals offered employment with the district**- fingerprint/background check
2. **Classroom Volunteers (supervised)**- name-based background check
3. **Classroom Volunteers (unsupervised)**- fingerprint/background check
4. **Field Trip Chaperones (supervised)**- name-based background check
5. **Field Trip Chaperones (unsupervised/overnight)**- fingerprint/background check
6. **Volunteer Drivers**- name-based background check and motor vehicle records check

FINGERPRINTING—Directions for individual getting fingerprints

Step 1:

Go to the Gallatin County Detention Center to be fingerprinted during public fingerprinting times.

1. Public fingerprinting is offered at:
 - a. Gallatin County Detention Center
605 South 16th Avenue
Bozeman, MT
 - b. As of October 10, 2017, fingerprinting is offered at the following times:
 - i. Tuesday through Thursday – 3:00pm to 4:30pm
 - ii. Tuesday evening – 7:00pm to 8:30pm
 - iii. Saturday – 12:00pm to 2:00pm
2. Fingerprint cards are furnished by the facility.
3. The cost is \$15 payable by check or cash.
 - a. More information can be found
at: http://gallatincomt.virtualtownhall.net/Public_Documents/gallatincomt_detention/fingerprints
 - b. This expense can be reimbursed to the employee or volunteer by submitting a receipt to the Superintendent's office within 30 days.

Step 2:

Take your completed fingerprint card to the Gallatin County Superintendent of Schools Office for them to send in to Montana Department of Justice for processing.

1. Cost: \$29 payable to Gallatin County Superintendent via check or cash.
 - a. *Gallatin County Superintendent will invoice Gallatin Gateway School for this expense- the employee or volunteer does not need to provide payment for this service.*
2. The Gallatin County Superintendent of Schools Office is located in the Courthouse at:
311 West Main
Room 107
Bozeman, MT 59715

**Bozeman Public Schools
High School #2 and BHS Renovation Schedule**

	SCHOOL YEAR																			
	2017-18				2018-19				2019-20				2020-21				2021-22			
	Fall	Winter	Spring	Summer	Fall	Winter	Spring	Summer	Fall	Winter	Spring	Summer	Fall	Winter	Spring	Summer	Fall	Winter	Spring	Summer
HS2 Design	█	█	█																	
HS2 Construction		█	█	█	█	█	█	█	█	█	█	█								
HS2 Open													█							
BHS Design	█	█	█	█	█	█	█	█												
BHS Construction				█	█	█	█	█	█	█	█	█	█	█	█	█				
BHS Complete																	█			
Program - Curriculum, IB/AP, Schedule, Activities, other		█	█		█	█														
Transition - Boundaries, grade level transition, school culture, leadership, staffing							█	█	█	█	█	█	█	█	█	█				
Boundaries - Grade Level Transition & Determine attendance areas for each school							█	█	█	█	█	█	█	█	█	█				
Culture - Includes school naming, mascot and colors.							█	█	█	█	█	█	█	█	█	█				
Leadership - Select the HS2 Principal for a 7.1.2018 start.							█	█	█	█	█	█	█	█	█	█				
Staffing - Certified, classified, activities					█	█	█	█	█	█	█	█	█	█	█	█				

Compensated Absences Fund

The compensated absences fund is authorized by Section 20-9-512, MCA, for the purpose of financing the accumulated sick leave and vacation pay that a non-teaching or administrative school district employee is entitled to upon termination of employment. Funded using budgeted General Fund transfers. Funds in excess of limit must be returned to General Fund.

What is the purpose of the Compensated Absences Fund?

The purpose of this fund is to finance the accumulated sick leave and vacation payouts for non-teaching (Classified) staff and administration (Superintendent) at the time that the individual(s) retire or terminate employment.

Who are non-teaching or administrative school district employees at Gallatin Gateway School?

- Superintendent
- Classroom Aides/Paraprofessionals
- Business Manager/Clerk
- Bus Drivers
- Administrative Secretary
- Kitchen Staff

Valid Expenditures:

- Sick and Annual Leave pay outs for Non-teaching and administrative staff only, at termination of employment
- Must transfer back to the General Fund any balance over 30%

Common Coding:

Fund: 121 Elementary Compensated Absence
 Program: 100 Regular Programs
 Function: All Function Codes
 Object Codes: 100 Personal Services – Salaries
 200 Personal Services – Employee Benefits
 Revenue Source: 5300 Transfer between General Fund and Comp Absences Fund

History of the Technology Fund at Gallatin Gateway School:

Year	Total Liability of Administrative & Non-Teaching staff as of June 30	Maximum Amount Allowed in Compensated Absences Liability Fund	Enter Cash Balance in Fund 121 as of June 30	Total Amount Allowed to Transfer to Fund 121	Amount to transfer back to General Fund
16-17	\$27,313.50	\$8,193.92	\$0.00	\$8,193.92	\$0.00
<i>Established May 17, 2017</i>					

20-9-512. Compensated absence liability fund. (1) The trustees of a school district may establish a compensated absence liability fund for the purpose of paying:

(a) any accumulated amount of sick leave that a nonteaching or administrative school district employee is entitled to upon termination of employment with the district in accordance with the provisions of 2-18-618; and

(b) any accumulated amount of vacation leave that a nonteaching or administrative school district employee is entitled to upon termination of employment with the district.

(2) The compensated absence liability fund may be used only for the stated purpose of this section.

(3) The trustees may transfer money from the general fund, within the adopted budget, to establish and maintain the compensated absence liability fund.

(4) The maximum amount in a reserve fund established under the provisions of subsections (1) and (3) may not exceed 30% of:

(a) the total school district liability for accumulated sick leave of nonteaching and administrative school district employees on June 30 of the current school fiscal year; and

(b) the total school district liability for accumulated vacation leave of nonteaching and administrative school district employees on June 30 of the current school fiscal year.

(5) For the purposes of this section, "administrative school district employee" means a school district employee who is employed in an administrative position and who accrues vacation leave as part of the employee's contract with the school district.

Item for Information: Strategic Planning:

- The current strategic plan for Gallatin Gateway School District #35 was adopted in 2013 and expires in 2018.
- The GGS Board of Trustees has established a goal for the 2017-2018 academic year stating, “The Board will collect the necessary information for the revision of the 5 Year Strategic Plan”.
- On Tuesday, September 12, 2017, I sent the following email to area superintendents:
 - o “Greetings Colleagues! Gallatin Gateway School District is nearing the end of our 5-year plan and would like to completely revise our plan for the next 5 years. Have any of you recently gone through this process? If so, who did you use and what was the cost? Finally, were you satisfied with the end result? Thanks for your input and have a great day!”
- I received replies from Big Sky, Three Forks, and Ennis.
 - o Big Sky – Used Carney Sando and Associates – Initial plan was \$18,000 plus expenses and follow up meetings are \$4,500/day plus expenses. They were very satisfied with the quality of work performed by Carney Sando and Associates.
 - o Three Forks – Used MTSBA, but did not provide the amount. They were satisfied with the work conducted by MTSBA.
 - o Ennis – Used Deb Silk from MTSBA – 12 hours of training was roughly \$2,500. They were also very satisfied with the work conducted by MTSBA.
- We currently have a contract proposal from MTSBA for the amount of \$2,000 to review and revise our 5-year strategic plan.



Fwd: MTSBA Strategic Planning Services

Donna Shockley <shockley@gallatingatewayschool.com>

Thu, Jul 13, 2017 at 1:47 PM

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

----- Forwarded message -----

From: **Karla Smerker** <ksmerker@mtsba.org>

Date: Thu, Jul 13, 2017 at 11:48 AM

Subject: MTSBA Strategic Planning Services

To: "shockley@gallatingatewayschool.com" <shockley@gallatingatewayschool.com>

Cc: Debra Silk <dsilk@mtsba.org>, Joe Brott <jbrott@mtsba.org>

Donna,

Thank you for inquiring about MTSBA's strategic planning services. We would welcome the opportunity to assist your District in its development of a Strategic Plan. The following are details of our facilitated strategic planning process, the purpose of which is to assist school districts identify long-term goals and to establish a roadmap to guide the District in identification of priorities, alignment of the District's resources with the strategic priorities identified and development of a process to guide the District in following through on identified strategic goals using a knowledge-based decision making process in order to enhance student achievement in the District. The following outlines the anticipated work of the District and the estimated time to get through each strategic planning session:

In-District Session #1 -- (Estimated time: 3 hours)

The focus of this session will be working with the Board and staff leadership team to introduce the strategic planning process and what we intend to accomplish over the course of the process. We will also begin work on development of the District's Timeless Core Ideology. This will require the Board, staff leadership team and other participants to identify: (1) the Core Purpose of your District, and (2) Core Values of the District. During this process we will review any existing Mission Statements to determine if such Mission Statement remains relevant or if we need to re-identify what makes your District unique from all other school systems.

In District Session #2 -- (Estimated time: 3 hours)

The focus of this session will be development of a 15-20 year Envisioned Future (Long Term Goal), including vivid descriptions of what the future success of your District would look like. Once we identify the District's Envisioned Future, we will identify anticipated barriers to the desired future success of the District by examining macro-environmental issues that will affect the success of the your District. This includes an analysis of demographics, business and economic climate, science and technology, legislation and regulation, politics and social values. With each of these areas, you will identify the current realities, trends and then you will make assumptions about the future in each of these areas. This exercise and the issues identified by the District will help the District in overcoming barriers and provide a bridge from the District's identified Envisioned Future (Long Term Goal) to identified Shorter-Term Goals.

In-District Session #3 -- (Estimated time: 3 hours)

This focus of this session will be identifying 3-5 core goals of the District and development strategic objectives under each goal area that will serve as priorities over the course of the next 2 years.

Once we get through the above 3 sessions, MTSBA will provide an initial draft of the Strategic Plan for the District's review. You will want to ensure that you inform staff, students, parents and the community of the work of the District and provide a method for distribution of the Draft Strategic Plan and a process for obtaining feedback before finalization and adoption of the Strategic Plan by the Board. Once the Strategic Plan has been adopted, the next step will be development of staff/board action plans as necessary to conform to the strategies identified in the Strategic Plan.

Annual Update — (Estimated time: 3 hours)

As part of our Strategic Planning services, we will assist the District in its annual update of the Strategic Plan by making an on-site visit to your District annually to facilitate a session for the purposes of (1) discussing the progress made under the Strategic Plan, and (2) updating the Strategic Plan and ensuring that it remains a living, contemporary governance tool that continues to move your District forward.

We can also customize this service to meet the needs of your District, including but not limited to assisting with the development of action plans or training the board on the use of a knowledge-based decision making process. I have attached our Strategic Planning Service Contract for your review. If you or anyone in your District would like to visit with someone who has been through the process, I would encourage you to visit with Lance Voegele, the Board Chair in Belgrade (570-8925), Casey Klasna, the Superintendent in Ennis (682-4258), or Jory Thompson from Fort Benton (622-3761).

As always, please let me know if you have any questions.

Karla Smerker, CP

Director of Administrative Services/Paralegal

863 Great Northern Blvd., Suite 301

Helena MT 59601

Phone: 406-442-2180

Fax: 406-442-2194

ksmerker@mtsba.org



Gallatin Gateway SP 7-13-17.pdf

31K



863 Great Northern Blvd., Suite 301
Helena, MT 59601
(406) 442-2180
FAX (406) 442-2194
www.mtsba.org

**MONTANA SCHOOL BOARDS ASSOCIATION
STRATEGIC PLANNING AGREEMENT**

THIS AGREEMENT is entered into by and between Montana School Boards Association (“MTSBA”) and the Gallatin Gateway School District (“the District”).

At the request of the District, MTSBA agrees to conduct the following Strategic Planning sessions with the District and in-house work according to the terms and conditions set forth hereinbelow:

- Strategic Planning Facilitator(s): TBD
- Date and Time of Strategic Planning Session(s): TBD
- Location: Gallatin Gateway School District
- Number of Anticipated Hours: 12
- Fee (not including time spent on in-house drafting and travel expenses): \$2,000

The Fee referenced above includes the following services:

- Three (3) on-site visits to the District of up to 4-hours

In addition to the fees referenced above, the District agrees to pay for the travel expenses of staff, including mileage, meals, hotels, etc. The District further agrees to pay an hourly fee of \$125 per hour for any in-house work as a result of or in preparation for strategic planning sessions with the Board, including but not limited to, media analysis, compiling the work of the District, preparing a draft Strategic Plan for the District review and finalization. It is understood between the parties, that MTSBA acts as a consultant and facilitator during this process and that the Strategic Plan and its components are the work of the District, not MTSBA.

Maintenance Services. Commencing with the execution of this Agreement, the District will automatically become a member of MTSBA’s Strategic Planning Maintenance Program for an initial period of five (5) years. As part of MTSBA’s Strategic Planning Maintenance Program, the District will be provided with an annual on-site visit of up to four (4) hours for the purpose of assisting the District with reviewing the progress made under the Plan and updating the District’s Strategic Plan. The initial annual fee for MTSBA’s Strategic Planning Maintenance Program is \$600. For every year thereafter, the annual maintenance fee will increase by CPI-U. At the conclusion of the five year period, the District and MTSBA may extend the maintenance part of this agreement for another five (5) years and beyond if agreed to between the parties.

The District further agrees that should the total number of hours that MTSBA staff members meet with the board of trustees, administration and/or staff exceed that as anticipated and stated above, the District will pay for the total number of hours that the MTSBA staff members actually meet with the District based upon the above-referenced fee schedule.

The District further agrees that in the event the MTSBA presenter(s) incur travel expenses (i.e. mileage, meals, hotel, etc.) but are unable to present as scheduled due to unforeseen circumstances beyond the control of MTSBA, the District agrees to pay any and all such expenses.

The District agrees to pay for all costs and expenses within thirty (30) days of the date the District is billed.

Dated this ____ day of _____, 2017.

MONTANA SCHOOL BOARDS ASSOCIATION

By _____
Lance Melton, Executive Director

By _____
Gallatin Gateway School District

Website Accessibility and Nondiscrimination

The District is committed to ensuring that people with disabilities have an opportunity equal to that of their nondisabled peers to participate in the District's programs, benefits, and services, including those delivered through electronic and information technology, except where doing so would impose an undue burden or create a fundamental alteration.

Benchmarks for Measuring Accessibility

In order to assure that people with disabilities have an opportunity equal to that of their nondisabled peers to access information delivered through electronic and information technology, all pages on the District's website will conform to the W3C Web Accessibility Initiative's (WAI) Web Content Accessibility Guidelines (WCAG) 2.0 Level AA and the Web Accessibility Initiative Accessible Rich Internet Applications Suite (WAI-ARIA) 1.0 techniques for web content, or updated equivalents of these guidelines, except where doing so would impose an undue burden or create a fundamental alteration.

Website Accessibility

With regard to the District's website and any official District web presence which is developed by, maintained by or offered through third party vendors and open sources, the District is committed to compliance with the provisions of the Americans with Disabilities Act (ADA), Section 504 and Title II so that students, parents and members of the public with disabilities are able to independently acquire the same information, engage in the same interactions, and enjoy the same benefits and services within the same timeframe as those without disabilities, which substantially equivalent ease of use; and that they are not excluded from participation in, denied benefits or, or otherwise subjected to discrimination in any District programs, services, and activities delivered online.

All existing web content produced by the District, and new, updated, and existing web content provided by third party developers, will conform to the WCAG 1.0 Level AA and the WAI-ARIA 1.0 techniques for web content or updated equivalents. This policy applies to all new, updated, and existing web pages, as well as all web content produced or updated by the District or provided by third-party developers.

Website Accessibility Concerns, Complaints, and Grievances

The following statement will appear on the District's website homepage and all subsidiary pages:

The District is committed to ensuring accessibility of its website for students, parents, and members of the community with disabilities. All pages on the District's website will conform to the W3C WAI's Web Content Accessibility Guidelines (WCAG) 2.0, Level AA conformance, or updated equivalents.

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Under District developed administrative procedures, students, parents, and members of the public may present a complaint regarding a violation of the Americans with Disabilities Act (ADA), Section 504 related to the accessibility of any official District web presence which is developed by, maintained by, or offered through the District or third party vendors and open sources.

A student, parent, or member of the public who wishes to submit a complaint or grievance regarding a violation of the ADA, Section 504 or Title II related to the accessibility of any official District web presence that is developed by, maintained by, or offered through the District, third party vendors and/or open sources may complain directly to a school administrator. The initial complaint or grievance should be made using the District’s Uniform Grievance Form, upon request at the District office, however, a verbal complaint or grievance may be made. When a school administrator receives the information, they shall immediately inform the District’s **[IT Department or website compliance coordinator]**. The Complainant need not wait for the investigation of any grievance or complaint in order to receive the information requested.

Whether or not a formal complaint or grievance is made, once the District has been notified of inaccessible content, effective communication shall be provided as soon as possible to the reporting party to provide access to the information.

Testing and Accountability

The District will ensure website accessibility training to all appropriate personnel, including employees who are responsible for developing, loading, maintaining, or auditing web content functionality. The **[designated responsible personnel or third party]** will be responsible for reviewing and evaluating new material that is published by **[school staff or IT Department]** and uploaded to the website for accessibility on a periodic basis. The **[designated responsible personnel or third party]** will be responsible for reviewing all areas of the District’s website and evaluating its accessibility on a periodic basis, and at least once per quarter. Any non-conforming webpages will be corrected in a timely manner.

This policy shall be available to the public via a link entitled “Accessibility,” which shall be located on the District’s homepage.

Cross Reference: Policy 1700 Uniform Grievance Procedure

Legal Reference: Title II of the Americans with Disabilities Act of 1990
Section 504 of the Rehabilitation Act

Agenda Item: Approve Building Reserve Expenditures

Background:

The administration/business manager is requesting the following expenditure from the Building Reserve Fund:

- **Core Control, Inc- Gym Heater Repair-** \$13,350.00 (proposal enclosed)
 - Return to function two air handling units in the gym to include natural gas furnace component replacement and optimization including DDC control new thermostat, new DDC control and economizer module for outside air damper.

As of October 13, 2017, the gym heaters have been repaired, but the District has yet to receive an invoice for the repairs.

Currently, the Building Reserve budget is: \$128,012.20.

For FY18 there are two available “pots” of funds within the Building Reserve for the District to utilize for different projects.

1. Voted Levy- \$96,812.20
2. Permissive Levy (new for FY18)- \$31,200

At this time, the permissive levy is limited to address maintenance needs and associated expenses referenced in the 2008 Facility Inventory Survey Report. Here are the links to our District's reports:

http://www.mtk12facilitysurveys2008.com/root/FCI%20PDFs/GallatinGateway/GallatinGatewaySchool_Gal.pdf

<http://www.mtk12facilitysurveys2008.com/root/PDF%20Inspection%20Forms/GallatinGateway/GallatinGatewaySchool.pdf>

Therefore, the gym heater repair expenses would be allowable under the permissive levy for FY18.

After this expense, the District would still have a balance of approximately \$17,850 to be utilized to address other items noted in the report for this year.

Recommendation:

Approve the above mentioned expenditure from the Building Reserve Fund and utilize permissive levy funds.

Recommended Motion:

to approve expenditures for the final invoice from Core Control, Inc. to repair the gym heaters from the Building Reserve Fund and utilize permissive levy funds.

PROPOSAL

Core Control, Inc.
384 Gallatin Park Drive, Suite 102
Bozeman MT 59715



406.582.9428 V
888.582.9428 T
406.556.0165 F

www.corecontrolmt.com

Date: June 12, 2017

Customer: Gallatin Gateway Schools
100 Mill Street
Gallatin Gateway MT 59730

Submitted via: email
is Anderson <anderson@gallatingateway.school.com>

Contact: Travis Anderson

Project No: BJ-061217-01

Project: GYM AHU Damper, Furnace & Controls Retrocommission

Location: Gallatin Gateway Schools

Scope of Work: Return to function two air handling units in the gym to include: natural gas furnace component replacement and optimization including DDC control, new thermostat, new DDC control and economizer module for outside air damper. End result will be two AHUs fully functioning for heat mode and capable of drawing in fresh air on demand from the thermostat through outside air dampers. Excludes addition of mechanical cooling i.e. "air conditioning" and replacement/repair of fan motors.

Estimate	LABOR (Includes per diem and/or mileage charges.)	\$6,850.00
	MATERIALS	\$6,500.00
	TOTAL	\$13,350.00

Deposit: A deposit of \$4900.00 will be required prior to ordering of materials or commencement of work.

This estimate is good for 30 days and is complete for all costs associated with the scope of work described. It is based on our evaluation of the requirements necessary to complete the job and contains a small contingency. We anticipate the actual costs will be slightly less but THIS DOES NOT CONSTITUTE A GUARANTEE OF COST. If problems are identified during the installation that require significant services and/or materials beyond the scope of this estimate, an additional estimate will be provided before any additional work is done. Please indicate approval of this estimate and authorization of the work by signing below.

Brian Johnson
Service Advisor

Approved:

Signature _____ Date 6/10/17

Core Control, Inc., is a fully licensed and insured business. Our employees are covered by all applicable and/or required insurance. All work will be completed in a timely and professional manner in accordance with standard practices. Materials used will be installed as per manufacturers' recommendations. Equipment and fixtures are subject to the manufacturer's warranty and will be honored as such by our company.

Payment terms are 5% 30 days, unless otherwise noted, exclusive of any required deposit. Payment in full is due in the Core Control office 30 days from the date of the invoice. Past due invoices are subject to a monthly service charge of 1.5%, and the Customer agrees to promptly pay said service charges. If Core Control commences litigation or employs attorneys to collect payment of any amounts due it from the Customer, the Customer agrees to pay reasonable attorneys' fees which may be due.

Denning, Downey & Associates, CPA's, PC's

Governmental Update Conference

Holiday Inn Convention Center Ballroom

1100 5th Street South
Great Falls, Montana
59405

For room reservations

406-727-7200

Denning, Downey, & Associates, CPA's, PC's

1740 US Hwy 93 South
P.O. Box 1957
Kalispell, MT 59903
Phone: 406.756.6879
dda@ddaudit.com

Contact us today! We have the staff, ability and expertise to attack all your accounting needs! Fixed prices, time & quality guarantees are available. Please call for more information.



CPAs

We at Denning, Downey & Associates CPA's would like to formally invite up to three representatives from your Government to join us in a day-long seminar to cover valuable updated governmental auditing procedures.

- The conference will take place at the Holiday Inn Convention Center in Great Falls, Montana, Thursday November 16th from 8:00am to 5:00pm.
- Price for attendance: **Free** to current clients of Denning, Downey & Associates, and \$300.00/person for all other entities.
- Should you need room accommodations for the night of the 15th please call the Holiday Inn and ask about reduced rates.
- A light buffet style luncheon, along with beverages will be provided.
- Please RSVP to our office no later than Friday November 10th by 5:00pm. Class size is limited so please RSVP early.
- Qualifies for eight hours of Continuing Education credits.
- Seminar Topics will include:
 - ✓ Capital Assets – Common errors and how to correct them.
 - ✓ How to look up Grants on the Federal Audit Clearinghouse.
 - ✓ New GASB requirements for FY 2018.
 - ✓ GASB #34 update and how to implement.
 - ✓ Government Accounting Basics.
 - ✓ Common problems found during an audit.
 - ✓ Internal Control for Beginners.
 - ✓ Common Closing Questions.