

October Agenda

Regular Meeting of Trustees

The regular meeting of the Board of Trustees of School District #35 has been scheduled for **Wednesday, October 24, 2018 at 5:00pm** 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 19, 2018- regular meeting and October 4, 2018- special committee meeting; **Finance:** Warrants; Operational Budget by Object Code; Cash Reconciliation; Extra-Curricular Expenditure and Reconciliation Report; **Personnel:** Hire: Classified/Certified Substitutes; Consider Business Manager MASBO Training- November 13 & 14- Helena; Hire: Boys' Basketball Coaching Staff for 18-19; **Other:** 5th Grade Overnight Field Trip for 2018-2019

Annual Facility Tour and Walk-through- Internal

Discussion: Follow up to walk-through

Guests: Sandy Wilson, Bozeman High School Rural School Trustee- High School #2 Update

Superintendent's Report

Old Business

Discussion: Adult Education Program

New Business

Discussion:

Facility Advisory Scope

Core Maintenance Report

Action Items:

Consider Building Reserve Expenditure- Walk-in Freezer Proposal- Core, Inc.

Review & Consider Revisions to Superintendent and Business Manager Evaluation Tools

Committee Reports:

Safety Committee

Whole Child Committee

Next Meetings:

Special Committee Meeting- October 29, 2018 @ 10am- agenda setting

Regular Meeting- November 14, 2018 @ 6pm

Adjournment

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

Excerpt from GGS Policy #1441- Audience Participation

Audience Participation

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

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

Cross Reference: 1420 School Board Meeting Procedure

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

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

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

CALL TO ORDER

The Board of Trustees of the Gallatin Gateway School District #35 met at 5:00pm on Wednesday, October 24, 2018 in the Gallatin Gateway School Board Room. Board Chair Aaron Schwieterman presided and called the meeting to order at 5:11pm.

TRUSTEES PRESENT

Aaron Schwieterman, Board Chair; Julie Fleury, Vice Chair; Carissa Paulson, Lessa Racow (arrived at 5:50pm) and Donna Shockley

TRUSTEES ABSENT

None

STAFF PRESENT

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

OTHERS PRESENT

Morgan Stuart, Mary Martin, Cassandra Elwell, and Andi Shockley

PLEDGE OF ALLEGIANCE

The meeting attendees recited the *Pledge of Allegiance*.

PRESIDING TRUSTEE'S EXPLANATION OF PROCEDURES

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

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

CONSENT AGENDA

Motion (amended): Trustee Donna Shockley to approve minutes from September 19, 2018- regular meeting and October 4, 2018- special meeting; approve claim warrants- #35854-#35887; electronic claims (-99880 - -99886); payroll warrants- #75439-75447; direct deposit- (#-89013- -89046) (VOIDS: none); approve Operational Budget by Object Code as of October 16, 2018; Cash Reconciliation as of August 31, 2018; Extra-curricular Expenditure and Reconciliation Report as of September 30, 2018 with a balance of \$35,061.47 and August 31, 2018 with a balance of \$35,061.47; to hire the following certified/classified substitutes: Bus Driver- Maxine Daniel & Gary Jones; Kitchen/Food Service- Stacey Webb, Connie Evenson, & Jeff Krogstad; Teachers/Aides/Other: Shelly Berezay, Dayna Bergin, April Bettilyon; Tina Colstad, Cynthia Corliss, Kate Cottingham, Connie Evenson, Jason Fischer; Karen Fujimori, Kevin Germann, Jennifer Gilbert, Wendy Hourigan, Skyla Jenkins, Kris Keller, Spencer Kirkemo, Jeff Krogstad, Miranda Leutz, Alexander Luebbe, Bethany Macquarrie, Heidi Maus, Hannah Mayer, Darcy Nordhagen, Brad Parsch, Teresa Ann Quatraro, Robin Schauers, Travis W. Silver, Nicorie Steinpfad, Barry Sulam, Mary Thurber-Martin; Office/Clerical: Connie Evenson pending adequate fingerprint/background check; to

approve the Business Manager, Carrie Fisher to attend the MASBO Technology and Election training in Helena, November 13 & 14, 2018; to approve the travel of the 5th grade class to Butte in lieu of their approved trip to West Yellowstone; to hire Josh Tuininga as the head boys' basketball coach with a stipend of \$1200, Nathan Vinger as assistant boys' basketball coach; Marissa Quinlan as the girls' with a stipend of \$1200, Josh Tuininga as the assistant girls' basketball coach; and Wyatt Rabel as the head wrestling coach with a stipend of \$1200 and all hires are pending adequate background/fingerprint check.

Seconded: Trustee Carissa Paulson

Public Comment: None

For: Fleury, Paulson, Schwieterman, Shockley

Opposed: None

Motion passed unanimously

ANNUAL FACILITY TOUR & WALK-THROUGH

Superintendent Travis Anderson led the board and community members present with a facility tour. The tour focused on the inside of the facility, since the Board completed an external walk-through last month.

The Board identified the following issues as priorities and that require immediate attention: gym bleacher repair/replacement, bathroom floor drains in older addition, heating system efficiency. In conclusion, other items identified during the tour will be included on spreadsheet with an action plan for repair, and quotes will be obtained for future budget conditions. The Board would like to review and discuss the spreadsheet under old business at the next regular meeting following the internal facility tour (November).

GUESTS

Sandy Wilson, Bozeman High School Rural School Trustee provided the board with information about 1) high school #2 construction; 2) renovations of Bozeman High School; 3) transition committee school boundaries; and 4) safety assessments and measures for Bozeman High School and high school #2.

SUPERINTENDENT REPORT

Superintendent Anderson discussed the following with the Board: 1) Enrollment = 164 as of October 1, 2018; 2) STAR math and reading assessments; 3) Lucy Calkins professional development classroom visits; 4) Later Gators promotion; 5) EPAS- goal setting completed with certified staff; 6) Mentoring Team Update; 7) Team Meetings- meeting reporting form and meeting agenda; 8) Bridges Math professional development classroom visits; 9) Safety Committee- November 7; 10) Campus improvements; 11) Staff website updates; 12) Chili & Cornbread Cook-Off; 13) Superintendent newsletter; 13) Walk/bike to school day- Oct 11; 14) Bobcat basketball day; 15) Special Assist to US Secretary of Education for Rural Education and Outreach visit to GGS; 16) SRO position; 17) Bullying awareness; 18) NAEP testing; 19) OPI Food Service administrative review; 20) Montana Crunch Time- Oct 24; 21) Superintendent/Parent Meeting October 29 at 6pm; 22) End of Quarter- November 2; 23) Veteran's Day Assembly; 24) No School- November 9; and 25) Professional Development Advisory Committee- PIR Day Survey Results.

OLD BUSINESS

Discussion: Adult Education Program

Vice Chair Julie Fleury developed a survey to send to community via Survey Monkey to obtain feedback regarding community needs in regards to Adult Education program. The consensus of the Board was to move forward with sending the survey to community members. Carrie Fisher will send the survey to community members this week and the survey will close on November 9th, so the board can review the results at the November meeting. Carrie Fisher and Vice Chair Julie Fleury will be reviewing the job descriptions for adult education program and presenting recommendations at a future meeting. The Board

will assist the Superintendent and Business Manager in brainstorming course ideas and instructors for classes.

NEW BUSINESS

Discussion: Facility Advisory Committee Scope

The Board discussed the Facility Advisory Scope and committee member makeup. Trustee Shockley recommended adding a clause to the scope to include a statement about assisting the Superintendent to get bids/plans for short-term needs as requested by the Board or Superintendent. In addition, the board will need to appoint a board member and gather other members of the committee. Vice Chair Julie Fleury will reach out to the current members of the facility advisory committee to see if they are still willing and interested in assisting the District with some short-term needs. Board members will send Vice Chair Julie Fleury ideas of individuals to contact. Board Chair Aaron Schwieterman will work with Travis Anderson to develop a list of priorities (to do list) for the committee. The goal will be to appoint members to the committee at the next regular meeting in November.

Discussion: Core Maintenance Report

Superintendent Travis Anderson reviewed the core maintenance report with the Board, specifically information on the walk-in freezer.

Consider Building Reserve Expenditure- Walk-in Freezer Proposal- Core, Inc

Motion: Trustee Donna Shockley to approve the use of building reserve funds to address the bids submitted by Core Controls for the amount of \$7,925 to replace the refrigeration union on the walk-in freezer.

Seconded: Trustee Lessa Racow

Public Comment: None

For: Fleury, Paulson, Racow, Schwieterman, Shockley

Opposed: None

Motion passed unanimously

Review & Consider Revisions to Superintendent and Business Manager Evaluation Tools

Board Chair Aaron Schwieterman lead a discussion for reviewing the evaluation tools. Trustee Donna Shockley suggested combining domains two and three on the Business Manager's evaluation tool. Business Manager Carrie Fisher also recommended that the board remove the signature lines on the self-evaluation. Board Chair Aaron Schwieterman suggested adding individual rankings on the Superintendent Evaluation Tool for each bullet point under each domain to make it easier distinguish areas of strength and improvement in each domain. Board Chair Aaron Schwieterman will present revisions to the Superintendent evaluation tool to the Board at the regular meeting in November. Trustee Donna Shockley will prepare revisions to the Business Manager evaluation tool for November regular meeting as well.

COMMITTEE REPORTS

Safety Committee

The Committee will be meeting on November 7, 2018 at 2pm.

Whole Child Committee

Vice Chair Julie Fleury explained that the Whole Child Committee is currently working on bolstering the Lator Gator's program. No meeting is scheduled at this time.

Next Meetings:


- Special Committee Meeting- October 29, 2018 at 10am- agenda setting
- Regular Meeting- November 14, 2018 at 6pm

ADJOURNMENT

Board Chair Aaron Schwieterman adjourned the meeting at 10:08pm.



Aaron Schwieterman, Board Chair





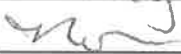


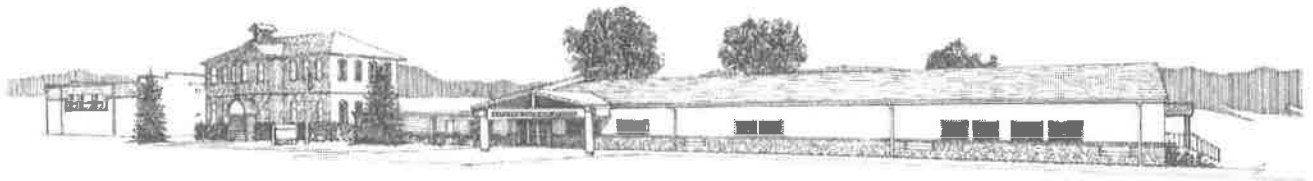
Carrie Fisher, District Clerk

Regular Meeting

October 24, 2018

Sign-in Sheet

<u>Name- please print</u>	<u>Signature</u>
1. Cassandra Elwell	
2. Morgan Stewart	
3. Mary Mark	
4. Andi Shockley	
5. Sandy Wilson	Sandy Wilson
6. Mike Coen	
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**GALLATIN GATEWAY SCHOOL
PO BOX 265, GALLATIN GATEWAY, MT 59730**

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

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

Public Comment Sign-in

Date: October 24, 2018

**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 16, 2018

Warrant Numbers (including Direct Deposit/ACH):

Claim (A/P) Warrants #'s:
#35854-#35887

Electronic Payment:
-99880 - -99886

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

Payroll Warrant #'s:
#75439-#75447

Direct Deposits/ACH #'s:
-89013 - -89046

Voided Payroll Warrant #'s:
None

Thank you.

10/16/18
07:30:23

GALLATIN GATEWAY ELEMENTARY
Claims and/or Payroll Checks List
For the Accounting Period: 10/18

Page: 1 of 2
Report ID: W100X

Claims

Accounts Payable

Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Date Issued	Notes
-99886	E	1305 BMO MASTERCARD	64.69	10/18	10/16/18	
-99885	E	1305 BMO MASTERCARD	49.66	10/18	10/16/18	
-99884	E	1305 BMO MASTERCARD	26.59	10/18	10/16/18	
-99883	E	1305 BMO MASTERCARD	487.00	10/18	10/16/18	
-99882	E	1305 BMO MASTERCARD	1069.53	10/18	10/16/18	
-99881	E	1305 BMO MASTERCARD	955.04	10/18	10/16/18	
-99880	E	1305 BMO MASTERCARD	329.50	10/18	10/16/18	
35854	SC	965 (SWMSS) SOUTHWEST MONTANA	25.65	10/18	10/22/18	
35855	SC	16 ACE-ALLIANCE FOR CURRICULUM ENHAN	30.00	10/18	10/22/18	
35856	SC	43 ALSCO-AMERICAN LINEN DIVISION	431.28	10/18	10/22/18	
35857	SC	66 ANDERSON, TRAVIS	892.80	10/18	10/22/18	
35858	SC	78 ARROWLEAF LAWN & LANDSCAPE	500.00	10/18	10/22/18	
35859	SC	1500 BERKLAND, WENDY	10.00	10/18	10/22/18	
35860	SC	132 BLACK MOUNTAIN SOFTWARE	119.00	10/18	10/22/18	
35861	SC	370 BOZEMAN ELITE COMMERCIAL CLEANERS	2880.00	10/18	10/22/18	
35862	SC	168 BOZEMAN TROPHY & ENGRAVING	214.10	10/18	10/22/18	
35863	SC	1300 BRENNER, CHERYL	14.17	10/18	10/22/18	
35864	SC	1328 BRIDGER ANALYTICAL LAB, INC	28.00	10/18	10/22/18	
35865	SC	222 CDW GOVERNMENT, INC.	40.56	10/18	10/22/18	
35866	SC	228 CENTURYLINK	611.02	10/18	10/22/18	
35867	SC	229 CENTURYLINK	15.48	10/18	10/22/18	
35868	SC	262 COMMERCIAL ENERGY OF MONTANA INC	55.55	10/18	10/22/18	
35869	SC	1337 CORE CONTROL	5851.02	10/18	10/22/18	
35870	SC	1396 ECKROTH MUSIC	606.70	10/18	10/22/18	
35871	SC	413 FISHER, CARRIE	109.70	10/18	10/22/18	
35872	SC	420 FOOD SERVICES OF AMERICA	6670.53	10/18	10/22/18	
35873	SC	1499 GALE CENAGE LEARNING	945.00	10/18	10/22/18	
35874	SC	439 GALLATIN GATEWAY SCHOOL	186.77	10/18	10/22/18	
35875	SC	554 I-SAFE INC	300.00	10/18	10/22/18	
35876	SC	577 J&H INC	705.78	10/18	10/22/18	
35877	SC	1295 MADISON MECHANIX, LLC	165.00	10/18	10/22/18	
35878	SC	752 MONTANA DEPT. ENVIRONMENTAL QUALI	100.00	10/18	10/22/18	
35879	SC	1303 NEOPOST USA INC	83.25	10/18	10/22/18	
35880	SC	856 NORTHWESTERN ENERGY	1836.70	10/18	10/22/18	
35881	SC	1501 POUKISH, JAMIE	15.00	10/18	10/22/18	
35882	SC	1421 ROOT CELLAR FOODS	7.90	10/18	10/22/18	
35883	SC	1018 SCHOOL SPECIALTY INC.	603.48	10/18	10/22/18	
35884	SC	1093 STORY DISTRIBUTING CO	1125.67	10/18	10/22/18	
35885	SC	1110 SYSCO FOOD SERVICES OF MT	3427.40	10/18	10/22/18	
35886	SC	1131 THE CARRIAGE HOUSE CAR WASH	33.79	10/18	10/22/18	
35887	SC	666 THOMAS, LORRIE	100.00	10/18	10/22/18	
Claims Total # of Checks:		41	Total:	31723.31		

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)

10/16/18
07:31:35

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 10/18

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
-99886E	1305 BMO MASTERCARD						
	1402	64.69					
	A. DAVIS PCARD TRANSACTIONS #1614 OCTOBER 5, 2018 STATEMENT						
	1	64.69					
	CC-126 09/27/18 THANK YOU CARDS						
			CC Accounting: 101-	-100-1000-610			
				101		625	
	SHUTTERFLY						
		Total Check:	64.69				
-99885E	1305 BMO MASTERCARD						
	1403	49.66					
	TRANSPORATION PCARD TRANSACTIONS #8639 OCTOBER 5, 2018 STATEMENT						
	1	49.66					
	CC-127 10/09/18 ANTIFREEZE AND WASHER FLUID						
			CC Accounting: 110-	-100-2700-610			
				110		625	
	NAPA AUTO PARTS						
		Total Check:	49.66				
-99884E	1305 BMO MASTERCARD						
	1404	26.59					
	1	26.59	18-176	101		999	
	LIBRARY BOOKS AMAZON.COM CREDIT SERVICES PO Accounting (Org/Prog/Func/Obj/Proj): -100-2225-640-						
		Total Check:	26.59				
-99883E	1305 BMO MASTERCARD						
	1405	487.00					
	E. CLARK PCARD TRANSACTIONS #4634 OCTOBER 5, 2018 STATEMENT						
	1	206.85					
	SNACK CART FOOD						
			*	19-051	115	710-3400	610 112
	COSTCO						
	2	146.86	19-051	101		100-1000	610
	FLASHLIGHTS						
	COSTCO						
	3	7.37	19-052	101		100-2300	330
	DRIVING RECORD- M.ELWELL						
	MOTOR VEHICLE DIVISION						
	4	7.37	19-052	101		100-2300	330
	DRIVING RECORD- C.ELWELL						
	MOTOR VEHICLE DIVISION						
	5	7.37	19-038	101		100-2300	330
	DRIVING RECORD-VOLUNTEER						
	MOTOR VEHICLE DIVISION						
	6	7.37	19-038	101		100-2300	330
	DRIVING RECORD-VOLUNTEER						
	MOTOR VEHICLE DIVISION						
	7	7.37	19-038	101		100-2300	330
	DRIVING RECORD-VOLUNTEER						
	MOTOR VEHICLE DIVISION						
	8	96.44	19-026	101		100-1000	610
	STORAGE CRATES						
	SCHOOL SPECIALTY INC.						
		Total Check:	487.00				

10/16/18
07:31:35

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 10/18

Page: 2 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
-99882E	1305 BMO MASTERCARD					
	1410	1,069.53				
	TEACHERS PCARD TRANSACTIONS #8647					
	OCTOBER 5, 2018					
1	CC-130 09/11/18 FABRIC FOR BULLETIN BOARD	22.87				
			CC Accounting: 101-	-100-1000-610		
				101 625		
	JOANN FABRICS					
2	CC-130 09/20/18 4TH GRADE FIELD TRIP	124.00		115 625		171
			CC Accounting: 115-	-710-3400-582-171		
	LEWIS AND CLARK CAVERNS STATE PARK					
3	LIBRARY BOOKS	4.49	19-036	101	100-2225	640
	AMAZON.COM CREDIT SERVICES					
4	SHIPPING & HANDLINH	4.87	19-036	101	100-2225	640
	AMAZON.COM CREDIT SERVICES					
5	LIBRARY BOOKS	15.90	19-036	101	100-2225	640
	AMAZON.COM CREDIT SERVICES					
6	LIBRARY BOOKS	5.97	19-036	101	100-2225	640
	AMAZON.COM CREDIT SERVICES					
7	SHIPPING & HANDLINH	3.99	19-036	101	100-2225	640
	AMAZON.COM CREDIT SERVICES					
8	GRADE 6- WORDLY WISE	33.80	19-037	101	100-1000	610
	AMAZON.COM CREDIT SERVICES					
9	GRADE 7- WORDLY WISE	39.25	19-037	101	100-1000	610
	AMAZON.COM CREDIT SERVICES					
10	GRADE 8- WORDLY WISE	39.90	19-037	101	100-1000	610
	AMAZON.COM CREDIT SERVICES					
11	SHIPPING & HANDLING	6.25	19-037	101	100-1000	610
	AMAZON.COM CREDIT SERVICES					
12	Trumpet Mouthpiece	15.09*	19-042	115	100-1000	610 194
	AMAZON.COM CREDIT SERVICES					
13	Shipping & Handling	6.20*	19-042	115	100-1000	610 194
	AMAZON.COM CREDIT SERVICES					
14	LIBRARY BOOKS	303.09	19-036	101	100-2225	640
	AMAZON.COM CREDIT SERVICES					
15	Alto Sax Reeds-10pk	22.99*	19-042	115	100-1000	610 194
	AMAZON.COM CREDIT SERVICES					
16	Clarinet Reeds- 10pks	18.98*	19-042	115	100-1000	610 194
	AMAZON.COM CREDIT SERVICES					
17	Chromatic Tuner	15.99*	19-042	115	100-1000	610 194
	AMAZON.COM CREDIT SERVICES					
18	Flute Swab- Black	8.50*	19-042	115	100-1000	610 194
	AMAZON.COM CREDIT SERVICES					
19	Clarinet Case	27.98*	19-042	115	100-1000	610 194
	AMAZON.COM CREDIT SERVICES					
20	LIBRARY BOOKS	280.13	19-036	101	100-2225	640
	AMAZON.COM CREDIT SERVICES					
21	ORGANIZER CART	69.29	19-044	101	100-1000	610
	AMAZON.COM CREDIT SERVICES					
	Total Check:	1,069.53				

10/16/18
07:31:35

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 10/18

Page: 3 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
-99881E	1305 BMO MASTERCARD					
	1412	955.04				
	C.FISHER PCARD TRANSACTIONS #3574 OCTOBER 5, 2018 STATEMENT					
1	CC-129 09/09/18 GIFT CARD- SUMMER HELPER	25.00				
			CC Accounting: 115-	-100-2400-610-145		
				115 625		145
	ALBERTSONS					
2	CC-129 09/23/18 MONTHLY RENEWAL	37.00		101 625		
			CC Accounting: 101-	-100-2300-810		
	SURVEY MONKEY					
3	CC-129 10/01/18 MONTHLY CHARGERS	893.04		101 625		
			CC Accounting: 101-	-100-2600-420		
	GALLATIN GATEWAY WATER & SEWER DISTRICT					
	Total Check:	955.04				
-99880E	1305 BMO MASTERCARD					
	1413	329.50				
	T.ANDERSON PCARD TRANSACTIONS #3590 OCTOBER 5, 2018 STATEMENT					
1	CC-128 09/13/18 STAFF JACKETS	329.50				
			CC Accounting: 115-	-100-2400-610-162		
				115 625		162
	HANDS ON INC.					
	Total Check:	329.50				
35854S	965 (SWMSS) SOUTHWEST MONTANA					
	1394	25.65				
1	3802 10/01/18 COOPERATIVE PURCHASING FEE	25.65		101	100-2300	810
	Total Check:	25.65				
35855S	16 ACE-ALLIANCE FOR CURRICULUM					
	1363	30.00				
1	09/25/18 ACE FALL PIR DAY- ANDERSON	30.00		101	100-2400	582
	Total Check:	30.00				
35856S	43 ALSCO-AMERICAN LINEN DIVISION					
	1364	431.28				
1	LBIL143733 10/15/18 MOPS,RUGS,APRONS,TOWELS	28.14		101	100-2600	610
2	LBIL143733 10/15/18 MOPS,RUGS,APRONS,TOWELS	3.75		110	100-2700	610
3	LBIL143733 10/15/18 MOPS,RUGS,APRONS,TOWELS	15.00*		112	910-3100	610
4	LBIL143382 10/01/18 MOPS,RUGS,APRONS,TOWELS	28.62		101	100-2600	610
5	LBIL143382 10/01/18 MOPS,RUGS,APRONS,TOWELS	3.82		110	100-2700	610
6	LBIL143382 10/01/18 MOPS,RUGS,APRONS,TOWELS	15.26*		112	910-3100	610
7	LBIL143206 09/24/18 MOPS,RUGS,APRONS,TOWELS	86.59		101	100-2600	610
8	LBIL143206 09/24/18 MOPS,RUGS,APRONS,TOWELS	11.54		110	100-2700	610
9	LBIL143206 09/24/18 MOPS,RUGS,APRONS,TOWELS	46.18*		112	910-3100	610
10	LBIL143030 09/17/18 MOPS,RUGS,APRONS,TOWELS	26.50		101	100-2600	610
11	LBIL143030 09/17/18 MOPS,RUGS,APRONS,TOWELS	3.53		110	100-2700	610
12	LBIL143030 09/17/18 MOPS,RUGS,APRONS,TOWELS	14.13*		112	910-3100	610

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Warrant Claim	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
13	LBIL143560 10/08/18 MOPS, RUGS, APRONS, TOWELS	88.93		101	100-2600	610
14	LBIL143560 10/08/18 MOPS, RUGS, APRONS, TOWELS	11.86		110	100-2700	610
15	LBIL143560 10/08/18 MOPS, RUGS, APRONS, TOWELS	47.43*		112	910-3100	610
	Total Check:	431.28				
35857S	66 ANDERSON, TRAVIS					
1365		13.17				
1	10/11/18 REIMBURSEMENT- CHILI COOKOFF	5.38*		115	710-3400	610 145
	LEMONAIDE					
2	10/11/18 REIMBURSEMENT- CHILI COOKOFF	7.79*		115	710-3400	610 145
	TICKETS					
1366		879.63				
1	10/10/18 MILEAGE- JULY- OCTOBER	879.63		101	100-2400	582
	Total Check:	892.80				
35858S	78 ARROWLEAF LAWN & LANDSCAPE					
1367		500.00				
1	656 10/03/18 MOWING- SEPT 8	125.00		101	100-2600	440
2	656 10/03/18 MOWING- SEPT 15	125.00		101	100-2600	440
3	656 10/03/18 MOWING- SEPT 22	125.00		101	100-2600	440
4	656 10/03/18 MOWING- SEPT 27	125.00		101	100-2600	440
	Total Check:	500.00				
35859S	1500 BERKLAND, WENDY					
1368		10.00				
1	09/17/18 REIMBURSEMENT- BKGRD CHECK	10.00		101	100-2300	330
	Total Check:	10.00				
35860S	132 BLACK MOUNTAIN SOFTWARE					
1369		119.00				
1	23763 09/11/18 REMOTE REQUISITIONS MODUL	119.00	19-020	101	100-2500	680
	Total Check:	119.00				
35861S	370 BOZEMAN ELITE COMMERCIAL CLEANERS					
1370		2,880.00				
1	1011 10/01/18 CUSTODIAL SERVICES	2,246.40		101	100-2600	433
2	1011 10/01/18 CUSTODIAL SERVICES	576.00		110	100-2600	433
3	1011 10/01/18 CUSTODIAL SERVICES	57.60*		117	610-2600	433
	Total Check:	2,880.00				
35862S	168 BOZEMAN TROPHY & ENGRAVING					
1371		214.10				
1	17315 10/08/18 UPDATING PLAQUES	200.10		101	100-1000	610
2	17315 10/08/18 CHILI COOK OFF PLAQUES	14.00*		115	710-3400	610 145
	Total Check:	214.10				

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Warrant Claim	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
35863S	1300 BRENNER, CHERYL					
	1372	14.17				
1	09/07/18 MILEAGE- TO BELGRADE NAPA	14.17		110	100-2700	582
	Total Check:	14.17				
35864S	1328 BRIDGER ANALYTICAL LAB, INC					
	1373	28.00				
1	1810099 10/08/18 WATER TESTING	27.44		101	100-2600	421
2	1810099 10/08/18 WATER TESTING	0.56*		117	610-2600	421
	Total Check:	28.00				
35865S	222 CDW GOVERNMENT, INC.					
	1374	31.89				
1	PJK8106 09/25/18 VGA MONITOR CABLE	31.89		101	100-1000	682
	1375	8.67				
1	PGK1235 09/18/18 16 FT USB CABLE	8.67		101	100-1000	682
	Total Check:	40.56				
35866S	228 CENTURYLINK					
	1378	611.02				
1	4067634415 10/04/18 MONTHLY PHONE SERVICE	223.50		101	100-2300	531
2	4067634415 10/04/18 MONTHLY PHONE SERVICE	76.54		110	100-2300	531
3	4067634415 10/04/18 MONTHLY PHONE SERVICE	6.12		117	610-2300	531
4	4067634415 09/04/18 MONTHLY PHONE SERVICE	222.54		101	100-2300	531
5	4067634415 09/04/18 MONTHLY PHONE SERVICE	76.22		110	100-2300	531
6	4067634415 09/04/18 MONTHLY PHONE SERVICE	6.10		117	610-2300	531
	Total Check:	611.02				
35867S	229 CENTURYLINK					
	1377	15.48				
1	1450922237 09/19/18 PHONE- LONG DISTANCE	11.30		101	100-2300	531
2	1450922237 09/19/18 PHONE- LONG DISTANCE	3.87		110	100-2300	531
3	1450922237 09/19/18 PHONE- LONG DISTANCE	0.31		117	610-2300	531
	Total Check:	15.48				
35868S	262 COMMERCIAL ENERGY OF MONTANA INC					
	1379	55.55				
1	NWE9640 10/03/18 GAS ON NWE SYSTEM	54.44		101	100-2600	411
2	NWE9640 10/03/18 GAS ON NWE SYSTEM	1.11*		117	610-2600	411
	Total Check:	55.55				

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Warrant Claim	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
35869S	1337 CORE CONTROL					
	1380	4,980.42				
1	8723 09/20/18 BOILER LEAK REPAIRS	855.42		101	100-2600	440
2	8657 09/12/18 SERVICE LEVEL 2	1,375.00		101	100-2600	440
3	8659 09/12/18 SERVICE LEVEL 3	2,750.00		101	100-2600	440
	1407	870.60				
1	8819 10/10/18 HEATING REPAIRS	870.60		101	100-2600	440
	GYM, SPEC ED, AND RM 101					
	Total Check:	5,851.02				
35870S	1396 ECKROTH MUSIC					
	1381	606.70				
1	3127663 09/08/18 TRUMPET REPAIRS	110.00*	19-035	101	100-1000	440
2	3127665 09/08/18 CLARINET REPAIRS	314.00*	19-035	101	100-1000	440
3	3127674 09/08/18 TROMBONE REPAIRS	77.70*	19-035	101	100-1000	440
4	3127672 09/08/18 CLARINET REPAIRS	105.00*	19-035	101	100-1000	440
	Total Check:	606.70				
35871S	413 FISHER, CARRIE					
	1382	109.70				
1	10/10/18 MILEAGE REIMBURSEMENT	109.70		101	100-2500	582
	Total Check:	109.70				
35872S	420 FOOD SERVICES OF AMERICA					
	1383	3,199.48				
1	5591960 09/13/18 FOOD	179.20*		101	910-3100	630
2	5591960 09/13/18 FOOD	418.12*		112	910-3100	630
3	5591960 09/13/18 SUPPLIES	20.80		101	910-3100	610
4	5591960 09/13/18 SUPPLIES	48.54*		112	910-3100	610
5	5593571 09/17/18 FOOD	124.19*		101	910-3100	630
6	5593571 09/17/18 FOOD	289.77*		112	910-3100	630
7	5593571 09/17/18 SUPPLIES	21.49		101	910-3100	610
8	5593571 09/17/18 SUPPLIES	50.16*		112	910-3100	610
9	5596038 09/20/18 FOOD	185.04*		101	910-3100	630
10	5596038 09/20/18 FOOD	431.75*		112	910-3100	630
11	5596038 09/20/18 SUPPLIES	9.56		101	910-3100	610
12	5596038 09/20/18 SUPPLIES	22.31*		112	910-3100	610
13	5597648 09/24/18 FOOD	200.22*		101	910-3100	630
14	5597648 09/24/18 FOOD	467.18*		112	910-3100	630
15	5599729 09/27/18 FOOD	222.69*		101	910-3100	630
16	5599729 09/27/18 FOOD	519.62*		112	910-3100	630
17	5596883 09/21/18 FOOD- REFUND	-3.35*		101	910-3100	630
18	5596883 09/21/18 FOOD- REFUND	-7.81*		112	910-3100	630

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj Proj	
	1399	254.92						
1	5605903 10/09/18 COOPERATIVE FOOD ORDER	76.48*	19-040	101		910-3100	630	
2	5605903 10/09/18 COOPERATIVE FOOD ORDER	178.44*	19-040	112		910-3100	630	
	1400	3,216.13						
3	5603668 10/04/18 FOOD	193.51*		101		910-3100	630	
4	5603668 10/04/18 FOOD	451.52*		112		910-3100	630	
5	5603668 10/04/18 SUPPLIES	31.07		101		910-3100	610	
6	5603668 10/04/18 SUPPLIES	72.51*		112		910-3100	610	
7	5605242 10/08/18 FOOD	274.65*		101		910-3100	630	
8	5605242 10/08/18 FOOD	640.84*		112		910-3100	630	
9	5607236 10/11/18 FOOD	175.65*		101		910-3100	630	
10	5607236 10/11/18 FOOD	409.86*		112		910-3100	630	
11	5607237 10/11/18 SUPPLIES	14.17		101		910-3100	610	
12	5607237 10/11/18 SUPPLIES	33.06*		112		910-3100	610	
13	5608877 10/15/18 FOOD	82.48*		101		910-3100	630	
14	5608877 10/15/18 FOOD	192.45*		112		910-3100	630	
15	5601452 10/01/18 FOOD	193.31*		101		910-3100	630	
16	5601452 10/01/18 FOOD	451.05*		112		910-3100	630	
	Total Check:	6,670.53						
35873S	1499 GALE CENAGE LEARNING							
	1376	945.00						
1	65123831 09/17/18 ACADEMIC ONE FILE	315.00*	19-043	101		365-1000	680	
2	65123831 09/17/18 KIDS INFO BITS	315.00*	19-043	101		365-1000	680	
3	65123831 09/17/18 BIOGRAPHY IN CONTEXT	315.00*	19-043	101		365-1000	680	
	Total Check:	945.00						
35874S	439 GALLATIN GATEWAY SCHOOL							
	1384	186.77						
1	939621 10/11/18 WALK TO SCHOOL BREAKFAST	186.77*		115		710-3400	610 110	
	Total Check:	186.77						
35875S	554 I-SAFE INC							
	1385	300.00						
1	IVC1202330 10/09/18 DISTRICT RENEWAL	300.00		128		100-1000	680	
	Total Check:	300.00						
35876S	577 J&H INC							
	1386	705.78						
1	542105 10/08/18 COPIER- OFFICE	705.78		101		100-2300	550	
	Total Check:	705.78						

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Warrant Claim	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
358778	1295 MADISON MECHANIX, LLC					
	1387	165.00				
1	1406 09/18/18 BUZZER REPAIR- 2018 BLUEBIRD	165.00*		110	100-2740	440
		Total Check:				
		165.00				
35878S	752 MONTANA DEPT. ENVRIONMENTAL					
	1388	100.00				
1	511901430 09/09/18 ANNUAL FEE- WATER	100.00		101	100-2600	810
		Total Check:				
		100.00				
358798	1303 NEOPOST USA INC					
	1389	83.25				
1	56099305 09/15/18 POSTAGE MACHINE RENTAL	83.25		101	100-2300	810
		Total Check:				
		83.25				
35880S	856 NORTHWESTERN ENERGY					
	1390	1,836.70				
1	10/03/18 ELECTRICY	1,122.61		101	100-2600	412
2	10/03/18 ELECTRICY	287.85		110	100-2600	412
3	10/03/18 ELECTRICY	28.78*		117	610-2600	412
4	10/03/18 POWER-LIGHTS	87.18		101	100-2600	410
5	10/03/18 POWER-LIGHTS	90.81		110	100-2600	410
6	10/03/18 POWER-LIGHTS	3.63*		117	610-2600	410
7	10/03/18 NATURAL GAS	211.52		101	100-2600	411
8	10/03/18 NATURAL GAS	4.32*		117	610-2600	411
		Total Check:				
		1,836.70				
35881S	1501 POUKISH, JAMIE					
	1391	15.00				
1	10/02/18 REIMBURSEMENT- BKGRD CHECK	15.00		101	100-2300	330
		Total Check:				
		15.00				
35882S	1421 ROOT CELLAR FOODS					
	1392	7.90				
1	2937 09/21/18 KALE- HARVEST OF THE MONTH	7.90*		112	910-3100	630
		Total Check:				
		7.90				
35883S	1018 SCHOOL SPECIALTY INC.					
	1393	507.50				
1	2071216639 09/26/18 DESKS	507.50		101	100-1000	610
	1411	95.98				
1	2081207534 09/09/18 CLASSROOM SUPPLIES- A. DAV	95.98		101	100-1000	610
		Total Check:				
		603.48				

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Warrant Claim	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
358848	1093 STORY DISTRIBUTING CO					
	1395	1,125.67				
1	82034A 09/24/18 BUS FUEL- FIELD TRIP	100.00*		115	710-2700	624 171
2	82034A 09/24/18 BUS FUEL- FIELD TRIP	246.49*		115	710-2700	624 710
3	82034A 09/24/18 BUS FUEL	779.18		110	100-2700	624
	Total Check:	1,125.67				
35885S	1110 SYSCO FOOD SERVICES OF MT					
	1396	1,996.96				
1	143935479 09/11/18 FOOD- REFUND	-11.47*		101	910-3100	630
2	143935479 09/11/18 FOOD- REFUND	-26.77*		112	910-3100	630
3	143930444 09/07/18 FOOD	150.45*		101	910-3100	630
4	143930444 09/07/18 FOOD	351.04*		112	910-3100	630
5	143940989 09/14/18 FOOD	102.65*		101	910-3100	630
6	143940989 09/14/18 FOOD	239.51*		112	910-3100	630
7	143944754 09/18/18 FOOD	198.58*		101	910-3100	630
8	143944754 09/18/18 FOOD	463.35*		112	910-3100	630
9	143951266 09/21/18 FOOD	113.14*		101	910-3100	630
10	143951266 09/21/18 FOOD	263.99*		112	910-3100	630
11	143955784 09/25/18 FOOD	45.75*		101	910-3100	630
12	143955784 09/25/18 FOOD	106.74*		112	910-3100	630
	1401	1,430.44				
1	143981870 10/12/18 FOOD	87.37*		101	910-3100	630
2	143981870 10/12/18 FOOD	203.87*		112	910-3100	630
3	143977070 10/09/18 FOOD	162.48*		101	910-3100	630
4	143977070 10/09/18 FOOD	379.11*		112	910-3100	630
5	143972947 10/05/18 FOOD	85.65*		101	910-3100	630
6	143972947 10/05/18 FOOD	199.86*		112	910-3100	630
7	143967494 10/02/18 FOOD	93.63*		101	910-3100	630
8	143967494 10/02/18 FOOD	218.47*		112	910-3100	630
	Total Check:	3,427.40				
35886S	1131 THE CARRIAGE HOUSE CAR WASH					
	1397	33.79				
1	3440 09/30/18 CAR WASHES- (X2)	33.79		110	100-2700	440
	Total Check:	33.79				
35887S	666 THOMAS, LORRIE					
	1398	100.00				
1	09/26/18 OCTOBER- BACTERIOLOGICAL SAMPL	98.00		101	100-2600	421
2	09/26/18 OCTOBER- BACTERIOLOGICAL SAMPL	2.00*		117	610-2600	421
	Total Check:	100.00				
	# of Claims	48	Total:	31,723.31		

GALLATIN GATEWAY ELEMENTARY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 10 / 18

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
101 GENERAL	101,098.57	290,413.76	1,227,342.00	1,227,342.00	936,928.24	24 %
110 TRANSPORTATION	8,654.11	33,509.84	99,750.00	99,750.00	66,240.16	34 %
111 BUS DEPRECIATION	0.00	0.00	88,317.00	88,317.00	88,317.00	0 %
113 TUITION	0.00	0.00	885.00	885.00	885.00	0 %
114 RETIREMENT	13,353.87	31,246.52	174,496.00	174,496.00	143,249.48	18 %
117 ADULT EDUCATION FUND	183.05	2,014.06	19,515.00	19,515.00	17,500.94	10 %
128 TECHNOLOGY FUNDS	1,530.47	4,461.13	22,501.00	22,501.00	18,039.87	20 %
129 FLEXIBILITY FUND	0.00	0.00	10,966.00	10,966.00	10,966.00	0 %
150 DEBT SERVICE	0.00	350.00	116,315.00	116,315.00	115,965.00	0 %
161 BUILDING RESERVE	0.00	0.00	160,347.00	160,347.00	160,347.00	0 %
Grand Total:	124,820.07	361,995.31	1,920,434.00	1,920,434.00	1,558,438.69	19 %

GALLATIN GATEWAY ELEMENTARY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 10 / 18

101 GENERAL

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
1000 INSTRUCTION						
112 CERTIFIED SALARIES	40,580.72	81,161.44	482,519.00	482,519.00	401,357.56	16 %
117 AIDES	4,333.70	6,148.87	37,134.00	37,134.00	30,985.13	16 %
120 TEMPORARY SALARIES	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
122 SUBSTITUTE TEACHERS	1,020.00	1,020.00	0.00	0.00	-1,020.00	*** %
150 STIPEND	25.00	2,135.00	3,230.00	3,230.00	1,095.00	66 %
190 LEAVE - PAY	0.00	0.00	18,000.00	18,000.00	18,000.00	0 %
250 WORKERS' COMPENSATION	230.90	471.99	2,619.00	2,619.00	2,147.01	18 %
260 HEALTH INS	6,768.81	13,422.17	78,314.00	78,314.00	64,891.83	17 %
330 OTHER PROFESSIONAL SERVICES	0.00	4,025.00	4,025.00	4,025.00	0.00	100 %
440 REPAIR AND MAINTENANCE SERVICE	0.00	606.70	0.00	0.00	-606.70	*** %
540 ADVERTISING	0.00	883.43	1,000.00	1,000.00	116.57	88 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	310.00	3,500.00	3,500.00	3,190.00	8 %
610 SUPPLIES	2,174.40	3,778.29	17,000.00	17,000.00	13,221.71	22 %
640 BOOKS	0.00	2,328.79	6,000.00	6,000.00	3,671.21	38 %
650 PERIODICALS	0.00	0.00	400.00	400.00	400.00	0 %
660 MINOR EQUIPMENT	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
680 COMPUTER SOFTWARE	0.00	4,235.80	9,000.00	9,000.00	4,764.20	47 %
682 SUPPLIES- TECHNOLOGY	40.56	219.48	2,000.00	2,000.00	1,780.52	10 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	3,500.00	3,500.00	3,500.00	0 %
810 DUES AND FEES	0.00	359.00	75.00	75.00	-284.00	478 %
Function Total:	55,174.09	121,105.96	680,316.00	680,316.00	559,210.04	17 %
2100 STUDENTS						
113 PROFESSIONAL-OTHER CERTIFIED S	449.28	692.64	5,391.00	5,391.00	4,698.36	12 %
250 WORKERS' COMPENSATION	2.25	3.47	27.00	27.00	23.53	12 %
260 HEALTH INS	20.08	40.16	201.00	201.00	160.84	19 %
540 ADVERTISING	0.00	0.00	350.00	350.00	350.00	0 %
610 SUPPLIES	0.00	0.00	175.00	175.00	175.00	0 %
Function Total:	471.61	736.27	6,144.00	6,144.00	5,407.73	11 %
2112 ATTENDANCE SERVICES						
610 SUPPLIES	0.00	0.00	100.00	100.00	100.00	0 %
Function Total:	0.00	0.00	100.00	100.00	100.00	0 %
2120 GUIDANCE PROGRAM						
113 PROFESSIONAL-OTHER CERTIFIED S	3,318.97	6,637.94	39,828.00	39,828.00	33,190.06	16 %
190 LEAVE - PAY	0.00	0.00	130.00	130.00	130.00	0 %
250 WORKERS' COMPENSATION	16.68	33.36	200.00	200.00	166.64	16 %
260 HEALTH INS	517.65	1,024.27	6,212.00	6,212.00	5,187.73	16 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	270.00	270.00	270.00	0.00	100 %
610 SUPPLIES	0.00	0.00	250.00	250.00	250.00	0 %
Function Total:	3,853.30	7,965.57	46,890.00	46,890.00	38,924.43	16 %
2123 GUIDANCE- TESTING SERVICES						
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	650.00	650.00	650.00	0 %
610 SUPPLIES	0.00	0.00	500.00	500.00	500.00	0 %
Function Total:	0.00	0.00	1,150.00	1,150.00	1,150.00	0 %

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Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
2131 HEALTH SERVICES- MEDICAL						
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	1,025.00	1,025.00	1,025.00	0 %
540 ADVERTISING	0.00	346.94	0.00	0.00	-346.94	*** %
Function Total:	0.00	346.94	1,025.00	1,025.00	678.06	33 %
2150 Speech Pathology & Audiology Services						
330 OTHER PROFESSIONAL SERVICES	0.00	90.00	0.00	0.00	-90.00	*** %
Function Total:	0.00	90.00	0.00	0.00	-90.00	*** %
2225 LIBRARY SERVICES						
112 CERTIFIED SALARIES	0.00	0.00	22,248.00	22,248.00	22,248.00	0 %
113 PROFESSIONAL-OTHER CERTIFIED S	2,224.80	4,449.60	0.00	0.00	-4,449.60	*** %
190 LEAVE - PAY	0.00	0.00	255.00	255.00	255.00	0 %
250 WORKERS' COMPENSATION	11.18	22.36	112.00	112.00	89.64	19 %
260 HEALTH INS	365.40	704.87	3,654.00	3,654.00	2,949.13	19 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	150.00	150.00	150.00	0 %
610 SUPPLIES	156.86	185.85	500.00	500.00	314.15	37 %
640 BOOKS	0.00	734.77	1,500.00	1,500.00	765.23	48 %
650 PERIODICALS	0.00	0.00	200.00	200.00	200.00	0 %
660 MINOR EQUIPMENT	0.00	0.00	200.00	200.00	200.00	0 %
680 COMPUTER SOFTWARE	0.00	0.00	875.00	875.00	875.00	0 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	60.00	60.00	60.00	0 %
Function Total:	2,758.24	6,097.45	29,754.00	29,754.00	23,656.55	20 %
2300 GENERAL ADMINISTRATION						
330 OTHER PROFESSIONAL SERVICES	39.74	2,461.43	6,000.00	6,000.00	3,538.57	41 %
331 PROF. SERV. AUDITOR	0.00	0.00	9,000.00	9,000.00	9,000.00	0 %
332 PROF. SERV. LEGAL	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
530 COMMUNICATIONS- INTERNET SERVICE	0.00	692.98	3,000.00	3,000.00	2,307.02	23 %
531 COMMUNICATIONS- TELEPHONE	457.34	924.85	1,971.00	1,971.00	1,046.15	46 %
532 POSTAGE	0.00	1,038.10	1,750.00	1,750.00	711.90	59 %
540 ADVERTISING	0.00	459.35	500.00	500.00	40.65	91 %
550 PRINTING/DUPLICATING	705.78	1,539.12	4,500.00	4,500.00	2,960.88	34 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	525.00	2,000.00	2,000.00	1,475.00	26 %
610 SUPPLIES	0.00	303.34	1,000.00	1,000.00	696.66	30 %
660 MINOR EQUIPMENT	0.00	0.00	250.00	250.00	250.00	0 %
680 COMPUTER SOFTWARE	0.00	506.02	0.00	0.00	-506.02	*** %
810 DUES AND FEES	145.90	4,020.41	6,500.00	6,500.00	2,479.59	61 %
Function Total:	1,348.76	12,470.60	38,471.00	38,471.00	26,000.40	32 %
2314 ELECTIONS						
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	450.00	450.00	450.00	0 %
540 ADVERTISING	0.00	0.00	75.00	75.00	75.00	0 %
Function Total:	0.00	0.00	525.00	525.00	525.00	0 %
2400 SCHOOL ADMINISTRATION						
111 ADMINISTRATIVE SALARY	4,833.40	19,333.68	58,001.00	58,001.00	38,667.32	33 %
115 OFFICE/CLERICAL SALARY	2,461.19	11,338.35	32,543.00	32,543.00	21,204.65	34 %
125 SUBSTITUTE- OFFICE/CLERICAL	314.60	784.60	1,445.00	1,445.00	660.40	54 %
190 LEAVE - PAY	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
250 WORKERS' COMPENSATION	38.21	156.59	461.00	461.00	304.41	33 %
260 HEALTH INS	934.13	3,736.52	11,195.00	11,195.00	7,458.48	33 %

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Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
2400 SCHOOL ADMINISTRATION						
340 TECHNICAL SERVICES	0.00	800.00	1,775.00	1,775.00	975.00	45 %
532 POSTAGE	0.00	179.99	0.00	0.00	-179.99	*** %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	909.63	1,798.44	2,500.00	2,500.00	701.56	71 %
610 SUPPLIES	0.00	305.11	250.00	250.00	-55.11	122 %
680 COMPUTER SOFTWARE	0.00	1,743.35	0.00	0.00	-1,743.35	*** %
780 MAJOR TECHNOLOGY HARDWARE	0.00	1,300.14	750.00	750.00	-550.14	173 %
810 DUES AND FEES	0.00	455.00	525.00	525.00	70.00	86 %
Function Total:	9,491.16	41,931.77	113,445.00	113,445.00	71,513.23	36 %
2500 BUSINESS SERVICES						
111 ADMINISTRATIVE SALARY	3,198.69	14,487.85	43,480.00	43,480.00	28,992.15	33 %
190 LEAVE - PAY	0.00	0.00	8,961.00	8,961.00	8,961.00	0 %
250 WORKERS' COMPENSATION	15.48	68.96	208.00	208.00	139.04	33 %
260 HEALTH INS	159.37	637.50	1,912.00	1,912.00	1,274.50	33 %
330 OTHER PROFESSIONAL SERVICES	0.00	1,900.00	3,500.00	3,500.00	1,600.00	54 %
340 TECHNICAL SERVICES	0.00	450.00	0.00	0.00	-450.00	*** %
532 POSTAGE	0.00	0.00	50.00	50.00	50.00	0 %
550 PRINTING/DUPLICATING	0.00	131.86	360.00	360.00	228.14	36 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	109.70	109.70	1,500.00	1,500.00	1,390.30	7 %
610 SUPPLIES	0.00	0.00	250.00	250.00	250.00	0 %
680 COMPUTER SOFTWARE	0.00	1,903.35	7,000.00	7,000.00	5,096.65	27 %
810 DUES AND FEES	0.00	184.21	700.00	700.00	515.79	26 %
Function Total:	3,483.24	19,873.43	67,921.00	67,921.00	48,047.57	29 %
2600 OPERATIONS & MAINTENANCE						
114 CUSTODIAL SALARY	0.00	3,606.00	5,040.00	5,040.00	1,434.00	71 %
250 WORKERS' COMPENSATION	0.00	18.12	25.00	25.00	6.88	72 %
410 POWER - LIGHTS	87.18	321.49	1,050.00	1,050.00	728.51	30 %
411 NATURAL GAS	265.96	1,189.73	11,550.00	11,550.00	10,360.27	10 %
412 ELECTRICITY	1,122.61	3,315.02	15,225.00	15,225.00	11,909.98	21 %
420 OTHER UTILITY SERVICES- SEWER	893.04	3,572.16	10,716.00	10,716.00	7,143.84	33 %
421 WATER TESTS	125.44	499.80	1,800.00	1,800.00	1,300.20	27 %
431 DISPOSAL SERVICE	0.00	2,631.83	6,019.00	6,019.00	3,387.17	43 %
433 CUSTODIAL SERVICES	2,246.40	8,985.60	26,957.00	26,957.00	17,971.40	33 %
440 REPAIR AND MAINTENANCE SERVICE	6,351.02	12,025.35	15,001.00	15,001.00	2,975.65	80 %
520 INSURANCE	0.00	13,880.10	13,487.00	13,487.00	-393.10	102 %
610 SUPPLIES	258.78	853.99	5,200.00	5,200.00	4,346.01	16 %
810 DUES AND FEES	100.00	100.00	1,500.00	1,500.00	1,400.00	6 %
Function Total:	11,450.43	50,999.19	113,570.00	113,570.00	62,570.81	44 %
2630 GROUNDS- CARE AND UPKEEP						
432 SNOW PLOWING SERVICES	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
Function Total:	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
3500 EXTRACURRICULAR ATHLETICS						
680 COMPUTER SOFTWARE	0.00	30.49	0.00	0.00	-30.49	*** %
Function Total:	0.00	30.49	0.00	0.00	-30.49	*** %
Program Total:	88,030.83	261,647.67	1,103,311.00	1,103,311.00	841,663.33	23 %
Program Group Total:	88,030.83	261,647.67	1,103,311.00	1,103,311.00	841,663.33	23 %

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Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
200						
280 SPECIAL EDUCATION						
1000 INSTRUCTION						
112 CERTIFIED SALARIES	2,892.33	5,784.66	34,708.00	34,708.00	28,923.34	16 %
117 AIDES	2,178.75	2,649.50	24,266.00	24,266.00	21,616.50	10 %
120 TEMPORARY SALARIES	0.00	0.00	170.00	170.00	170.00	0 %
190 LEAVE - PAY	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
250 WORKERS' COMPENSATION	25.48	42.38	296.00	296.00	253.62	14 %
260 HEALTH INS	821.50	1,519.37	9,433.00	9,433.00	7,913.63	16 %
540 ADVERTISING	0.00	426.78	0.00	0.00	-426.78	*** %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	300.00	300.00	300.00	0 %
610 SUPPLIES	0.00	0.00	350.00	350.00	350.00	0 %
682 SUPPLIES- TECHNOLOGY	0.00	0.00	150.00	150.00	150.00	0 %
Function Total:	5,918.06	10,422.69	70,673.00	70,673.00	60,250.31	14 %
2490 SCHOOL ADMIN SUPPORT SERVICES- SPEC ED DIRECTOR						
119 OTHER SUPERVISORY SALARIES	216.43	865.71	2,597.00	2,597.00	1,731.29	33 %
250 WORKERS' COMPENSATION	1.09	4.36	13.00	13.00	8.64	33 %
260 HEALTH INS	18.27	73.08	228.00	228.00	154.92	32 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	50.00	50.00	50.00	0 %
Function Total:	235.79	943.15	2,888.00	2,888.00	1,944.85	32 %
6200 RESOURCES TRANSFERRED						
920 RESOURCES TRANSFER TO COOP	0.00	0.00	2,667.00	2,667.00	2,667.00	0 %
Function Total:	0.00	0.00	2,667.00	2,667.00	2,667.00	0 %
Program Total:	6,153.85	11,365.84	76,228.00	76,228.00	64,862.16	14 %
Program Group Total:	6,153.85	11,365.84	76,228.00	76,228.00	64,862.16	14 %
300						
365 INDIAN EDUCATION						
1000 INSTRUCTION						
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
610 SUPPLIES	0.00	0.00	500.00	500.00	500.00	0 %
640 BOOKS	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
680 COMPUTER SOFTWARE	0.00	945.00	0.00	0.00	-945.00	*** %
810 DUES AND FEES	0.00	0.00	200.00	200.00	200.00	0 %
Function Total:	0.00	945.00	2,700.00	2,700.00	1,755.00	35 %
2225 LIBRARY SERVICES						
640 BOOKS	0.00	0.00	500.00	500.00	500.00	0 %
Function Total:	0.00	0.00	500.00	500.00	500.00	0 %
Program Total:	0.00	945.00	3,200.00	3,200.00	2,255.00	29 %
368 DATA FOR ACHIEVEMENT						
1000 INSTRUCTION						
680 COMPUTER SOFTWARE	0.00	3,333.80	3,300.00	3,300.00	-33.80	101 %
Function Total:	0.00	3,333.80	3,300.00	3,300.00	-33.80	101 %
Program Total:	0.00	3,333.80	3,300.00	3,300.00	-33.80	101 %
Program Group Total:	0.00	4,278.80	6,500.00	6,500.00	2,221.20	65 %
700						

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Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
700						
710 EXTRACURRICULAR PROGRAM						
3400 EXTRACURRICULAR ACTIVITIES						
150 STIPEND	0.00	1,600.00	2,725.00	2,725.00	1,125.00	58 %
250 WORKERS' COMPENSATION	0.00	8.04	14.00	14.00	5.96	57 %
260 HEALTH INS	0.00	153.49	247.00	247.00	93.51	62 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
Function Total:	0.00	1,761.53	5,986.00	5,986.00	4,224.47	29 %
Program Total:	0.00	1,761.53	5,986.00	5,986.00	4,224.47	29 %
720 ATHLETICS						
3500 EXTRACURRICULAR ATHLETICS						
119 OTHER SUPERVISORY SALARIES	188.82	521.91	2,991.00	2,991.00	2,469.09	17 %
150 STIPEND	2,000.00	2,100.00	10,810.00	10,810.00	8,710.00	19 %
250 WORKERS' COMPENSATION	11.01	13.20	69.00	69.00	55.80	19 %
540 ADVERTISING	0.00	469.44	0.00	0.00	-469.44	*** %
Function Total:	2,199.83	3,104.55	13,870.00	13,870.00	10,765.45	22 %
Program Total:	2,199.83	3,104.55	13,870.00	13,870.00	10,765.45	22 %
Program Group Total:	2,199.83	4,866.08	19,856.00	19,856.00	14,989.92	24 %
900						
910 FOOD SERVICES						
3100 FOOD SERVICES						
116 COOKS	1,307.21	1,787.75	11,062.00	11,062.00	9,274.25	16 %
119 OTHER SUPERVISORY SALARIES	216.43	865.71	2,597.00	2,597.00	1,731.29	33 %
126 SUBSTITUTE COOKS	9.00	9.00	288.00	288.00	279.00	3 %
250 WORKERS' COMPENSATION	82.75	116.10	789.00	789.00	672.90	14 %
260 HEALTH INS	145.76	328.07	1,503.00	1,503.00	1,174.93	21 %
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	150.00	150.00	150.00	0 %
540 ADVERTISING	0.00	0.00	150.00	150.00	150.00	0 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	270.00	200.00	200.00	-70.00	135 %
610 SUPPLIES	97.09	97.09	224.00	224.00	126.91	43 %
630 FOOD	2,855.82	4,739.65	4,484.00	4,484.00	-255.65	105 %
810 DUES AND FEES	0.00	42.00	0.00	0.00	-42.00	*** %
Function Total:	4,714.06	8,255.37	21,447.00	21,447.00	13,191.63	38 %
Program Total:	4,714.06	8,255.37	21,447.00	21,447.00	13,191.63	38 %
Program Group Total:	4,714.06	8,255.37	21,447.00	21,447.00	13,191.63	38 %
Fund Total:	101,098.57	290,413.76	1,227,342.00	1,227,342.00	936,928.24	23 %

110 TRANSPORTATION

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
2300 GENERAL ADMINISTRATION						
530 COMMUNICATIONS- INTERNET SERVICE	0.00	207.89	1,955.00	1,955.00	1,747.11	10 %
531 COMMUNICATIONS- TELEPHONE	156.63	316.76	1,200.00	1,200.00	883.24	26 %
680 COMPUTER SOFTWARE	0.00	45.00	0.00	0.00	-45.00	*** %
Function Total:	156.63	569.65	3,155.00	3,155.00	2,585.35	18 %
2500 BUSINESS SERVICES						
111 ADMINISTRATIVE SALARY	1,066.23	4,829.28	14,493.00	14,493.00	9,663.72	33 %
190 LEAVE - PAY	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
250 WORKERS' COMPENSATION	5.17	23.01	69.00	69.00	45.99	33 %
260 HEALTH INS	53.13	212.50	638.00	638.00	425.50	33 %
Function Total:	1,124.53	5,064.79	16,200.00	16,200.00	11,135.21	31 %
2600 OPERATIONS & MAINTENANCE						
410 POWER - LIGHTS	90.81	334.88	1,215.00	1,215.00	880.12	27 %
412 ELECTRICITY	287.85	850.00	3,075.00	3,075.00	2,225.00	27 %
431 DISPOSAL SERVICE	0.00	299.06	700.00	700.00	400.94	42 %
433 CUSTODIAL SERVICES	576.00	2,304.00	6,912.00	6,912.00	4,608.00	33 %
Function Total:	954.66	3,787.94	11,902.00	11,902.00	8,114.06	31 %
2630 GROUNDS- CARE AND UPKEEP						
432 SNOW PLOWING SERVICES	0.00	0.00	2,200.00	2,200.00	2,200.00	0 %
Function Total:	0.00	0.00	2,200.00	2,200.00	2,200.00	0 %
2700 STUDENT TRANSPORTATION						
115 OFFICE/CLERICAL SALARY	335.61	1,546.13	4,438.00	4,438.00	2,891.87	34 %
118 BUS DRIVERS	2,603.22	3,647.16	13,261.00	13,261.00	9,613.84	27 %
119 OTHER SUPERVISORY SALARIES	1,803.52	7,214.08	21,642.00	21,642.00	14,427.92	33 %
125 SUBSTITUTE- OFFICE/CLERICAL	42.90	42.90	115.00	115.00	72.10	37 %
180 BONUS	0.00	0.00	1,360.00	1,360.00	1,360.00	0 %
190 LEAVE - PAY	0.00	0.00	800.00	800.00	800.00	0 %
250 WORKERS' COMPENSATION	187.29	285.97	965.00	965.00	679.03	29 %
260 HEALTH INS	369.45	1,183.56	3,401.00	3,401.00	2,217.44	34 %
330 OTHER PROFESSIONAL SERVICES	0.00	52.50	650.00	650.00	597.50	8 %
440 REPAIR AND MAINTENANCE SERVICE	33.79	80.95	6,000.00	6,000.00	5,919.05	1 %
520 INSURANCE	0.00	6,406.20	6,406.00	6,406.00	-0.20	100 %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	14.17	30.63	250.00	250.00	219.37	12 %
610 SUPPLIES	84.16	99.86	750.00	750.00	650.14	13 %
624 FUEL	779.18	779.18	4,450.00	4,450.00	3,670.82	17 %
660 MINOR EQUIPMENT	0.00	0.00	700.00	700.00	700.00	0 %
810 DUES AND FEES	0.00	0.00	150.00	150.00	150.00	0 %
Function Total:	6,253.29	21,369.12	65,338.00	65,338.00	43,968.88	32 %
2740 TRANSPORTATION SERVICING & MAIN						
440 REPAIR AND MAINTENANCE SERVICE	165.00	2,718.34	0.00	0.00	-2,718.34	*** %
582 TRAVEL OUT-OF-DISTRICT/INSERVI	0.00	0.00	355.00	355.00	355.00	0 %
610 SUPPLIES	0.00	0.00	600.00	600.00	600.00	0 %
Function Total:	165.00	2,718.34	955.00	955.00	-1,763.34	284 %
Program Total:	8,654.11	33,509.84	99,750.00	99,750.00	66,240.16	33 %
Program Group Total:	8,654.11	33,509.84	99,750.00	99,750.00	66,240.16	33 %
Fund Total:	8,654.11	33,509.84	99,750.00	99,750.00	66,240.16	33 %

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111 BUS DEPRECIATION

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

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113 TUITION

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

114 RETIREMENT

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
1000 INSTRUCTION						
210 SOCIAL SECURITY AND MEDICARE	3,346.41	6,580.76	42,000.00	42,000.00	35,419.24	15 %
220 TRS	4,066.93	7,877.45	45,524.00	45,524.00	37,646.55	17 %
240 UNEMPLOYMENT	220.62	434.24	2,502.00	2,502.00	2,067.76	17 %
Function Total:	7,633.96	14,892.45	90,026.00	90,026.00	75,133.55	16 %
2100 STUDENTS						
210 SOCIAL SECURITY AND MEDICARE	34.36	52.98	412.00	412.00	359.02	12 %
220 TRS	40.30	62.13	0.00	0.00	-62.13	*** %
240 UNEMPLOYMENT	2.15	3.32	26.00	26.00	22.68	12 %
Function Total:	76.81	118.43	438.00	438.00	319.57	27 %
2120 GUIDANCE PROGRAM						
210 SOCIAL SECURITY AND MEDICARE	231.73	463.94	3,047.00	3,047.00	2,583.06	15 %
220 TRS	297.71	595.42	3,573.00	3,573.00	2,977.58	16 %
240 UNEMPLOYMENT	15.93	31.86	191.00	191.00	159.14	16 %
Function Total:	545.37	1,091.22	6,811.00	6,811.00	5,719.78	16 %
2210 IMPROVEMENT OF INSTRUCTION SER						
210 SOCIAL SECURITY AND MEDICARE	0.00	0.00	1,702.00	1,702.00	1,702.00	0 %
220 TRS	0.00	0.00	1,996.00	1,996.00	1,996.00	0 %
240 UNEMPLOYMENT	0.00	0.00	107.00	107.00	107.00	0 %
Function Total:	0.00	0.00	3,805.00	3,805.00	3,805.00	0 %
2225 LIBRARY SERVICES						
210 SOCIAL SECURITY AND MEDICARE	146.30	294.29	2,000.00	2,000.00	1,705.71	14 %
220 TRS	199.57	399.14	1,850.00	1,850.00	1,450.86	21 %
240 UNEMPLOYMENT	10.68	21.36	109.00	109.00	87.64	19 %
Function Total:	356.55	714.79	3,959.00	3,959.00	3,244.21	18 %
2400 SCHOOL ADMINISTRATION						
210 SOCIAL SECURITY AND MEDICARE	581.02	2,386.87	6,933.00	6,933.00	4,546.13	34 %
220 TRS	433.57	1,734.22	5,203.00	5,203.00	3,468.78	33 %
230 PERS	230.39	967.19	2,771.00	2,771.00	1,803.81	34 %
240 UNEMPLOYMENT	36.51	150.99	441.00	441.00	290.01	34 %
Function Total:	1,281.49	5,239.27	15,348.00	15,348.00	10,108.73	34 %
2500 BUSINESS SERVICES						
210 SOCIAL SECURITY AND MEDICARE	326.27	1,477.76	4,435.00	4,435.00	2,957.24	33 %
230 PERS	353.99	1,603.33	4,812.00	4,812.00	3,208.67	33 %
240 UNEMPLOYMENT	20.47	92.72	278.00	278.00	185.28	33 %
Function Total:	700.73	3,173.81	9,525.00	9,525.00	6,351.19	33 %
2580 TECHNOLOGY COORDINATOR						
210 SOCIAL SECURITY AND MEDICARE	79.80	159.61	3,500.00	3,500.00	3,340.39	4 %
220 TRS	98.95	197.90	2,500.00	2,500.00	2,302.10	7 %
240 UNEMPLOYMENT	5.30	10.60	64.00	64.00	53.40	16 %
Function Total:	184.05	368.11	6,064.00	6,064.00	5,695.89	6 %
2600 OPERATIONS & MAINTENANCE						
210 SOCIAL SECURITY AND MEDICARE	0.00	275.86	373.00	373.00	97.14	73 %
220 TRS	0.00	0.00	150.00	150.00	150.00	0 %
240 UNEMPLOYMENT	0.00	17.31	24.00	24.00	6.69	72 %
Function Total:	0.00	293.17	547.00	547.00	253.83	53 %

114 RETIREMENT

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
2700 STUDENT TRANSPORTATION						
210 SOCIAL SECURITY AND MEDICARE	381.39	963.74	5,000.00	5,000.00	4,036.26	19 %
220 TRS	161.77	647.10	2,800.00	2,800.00	2,152.90	23 %
230 PERS	162.88	311.80	500.00	500.00	188.20	62 %
240 UNEMPLOYMENT	23.94	60.72	200.00	200.00	139.28	30 %
Function Total:	729.98	1,983.36	8,500.00	8,500.00	6,516.64	23 %
Program Total:	11,508.94	27,874.61	145,023.00	145,023.00	117,148.39	19 %
Program Group Total:	11,508.94	27,874.61	145,023.00	145,023.00	117,148.39	19 %
200						
280 SPECIAL EDUCATION						
1000 INSTRUCTION						
210 SOCIAL SECURITY AND MEDICARE	375.01	619.74	6,500.00	6,500.00	5,880.26	9 %
220 TRS	454.89	756.55	6,500.00	6,500.00	5,743.45	11 %
240 UNEMPLOYMENT	24.33	40.47	283.00	283.00	242.53	14 %
Function Total:	854.22	1,416.76	13,283.00	13,283.00	11,866.24	10 %
2490 SCHOOL ADMIN SUPPORT SERVICES- SPEC ED DIRECTOR						
210 SOCIAL SECURITY AND MEDICARE	16.56	65.95	197.00	197.00	131.05	33 %
220 TRS	19.41	77.65	233.00	233.00	155.35	33 %
240 UNEMPLOYMENT	1.04	4.16	12.00	12.00	7.84	34 %
Function Total:	37.01	147.76	442.00	442.00	294.24	33 %
6200 RESOURCES TRANSFERED						
920 RESOURCES TRANSFER TO COOP	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
Function Total:	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
Program Total:	891.23	1,564.52	18,525.00	18,525.00	16,960.48	8 %
Program Group Total:	891.23	1,564.52	18,525.00	18,525.00	16,960.48	8 %
600						
610 ADULT CONTINUING EDUCATION PRO						
1000 INSTRUCTION						
210 SOCIAL SECURITY AND MEDICARE	5.52	21.98	300.00	300.00	278.02	7 %
220 TRS	6.47	25.89	100.00	100.00	74.11	25 %
240 UNEMPLOYMENT	0.35	1.39	30.00	30.00	28.61	4 %
Function Total:	12.34	49.26	430.00	430.00	380.74	11 %
Program Total:	12.34	49.26	430.00	430.00	380.74	11 %
Program Group Total:	12.34	49.26	430.00	430.00	380.74	11 %
700						
710 EXTRACURRICULAR PROGRAM						
3400 EXTRACURRICULAR ACTIVITIES						
210 SOCIAL SECURITY AND MEDICARE	0.00	120.68	300.00	300.00	179.32	40 %
240 UNEMPLOYMENT	0.00	7.68	30.00	30.00	22.32	25 %
Function Total:	0.00	128.36	330.00	330.00	201.64	38 %
Program Total:	0.00	128.36	330.00	330.00	201.64	38 %
720 ATHLETICS						
3500 EXTRACURRICULAR ATHLETICS						
210 SOCIAL SECURITY AND MEDICARE	166.54	198.67	1,049.00	1,049.00	850.33	18 %
220 TRS	6.47	25.89	100.00	100.00	74.11	25 %
240 UNEMPLOYMENT	10.51	12.59	75.00	75.00	62.41	16 %
Function Total:	183.52	237.15	1,224.00	1,224.00	986.85	19 %
Program Total:	183.52	237.15	1,224.00	1,224.00	986.85	19 %

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GALLATIN GATEWAY ELEMENTARY
Statement of Expenditure - Budget vs. Actual Report
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114 RETIREMENT

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Program Group Total:	183.52	365.51	1,554.00	1,554.00	1,188.49	23 %
900						
910 FOOD SERVICES						
3100 FOOD SERVICES						
210 SOCIAL SECURITY AND MEDICARE	352.19	669.54	4,000.00	4,000.00	3,330.46	16 %
220 TRS	19.41	77.65	350.00	350.00	272.35	22 %
230 PERS	364.15	603.40	4,300.00	4,300.00	3,696.60	14 %
240 UNEMPLOYMENT	22.09	42.03	314.00	314.00	271.97	13 %
Function Total:	757.84	1,392.62	8,964.00	8,964.00	7,571.38	15 %
Program Total:	757.84	1,392.62	8,964.00	8,964.00	7,571.38	15 %
Program Group Total:	757.84	1,392.62	8,964.00	8,964.00	7,571.38	15 %
Fund Total:	13,353.87	31,246.52	174,496.00	174,496.00	143,249.48	17 %

117 ADULT EDUCATION FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
600						
610 ADULT CONTINUING EDUCATION PRO						
1000 INSTRUCTION						
119 OTHER SUPERVISORY SALARIES	72.15	288.57	3,500.00	3,500.00	3,211.43	8 %
124 TEMPORARY- TECHNICAL- A/E INSTRUCTORS	0.00	0.00	2,800.00	2,800.00	2,800.00	0 %
250 WORKERS' COMPENSATION	0.37	1.47	50.00	50.00	48.53	2 %
610 SUPPLIES	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
660 MINOR EQUIPMENT	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
682 SUPPLIES- TECHNOLOGY	0.00	0.00	1,700.00	1,700.00	1,700.00	0 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	6,299.00	6,299.00	6,299.00	0 %
Function Total:	72.52	290.04	17,349.00	17,349.00	17,058.96	1 %
2300 GENERAL ADMINISTRATION						
530 COMMUNICATIONS- INTERNET SERVICE	0.00	207.89	1,966.00	1,966.00	1,758.11	10 %
531 COMMUNICATIONS- TELEPHONE	12.53	25.35	200.00	200.00	174.65	12 %
Function Total:	12.53	233.24	2,166.00	2,166.00	1,932.76	10 %
2600 OPERATIONS & MAINTENANCE						
410 POWER - LIGHTS	3.63	13.39	0.00	0.00	-13.39	*** %
411 NATURAL GAS	5.43	24.29	0.00	0.00	-24.29	*** %
412 ELECTRICITY	28.78	84.99	0.00	0.00	-84.99	*** %
421 WATER TESTS	2.56	10.20	0.00	0.00	-10.20	*** %
431 DISPOSAL SERVICE	0.00	59.81	0.00	0.00	-59.81	*** %
433 CUSTODIAL SERVICES	57.60	230.40	0.00	0.00	-230.40	*** %
520 INSURANCE	0.00	1,067.70	0.00	0.00	-1,067.70	*** %
Function Total:	98.00	1,490.78	0.00	0.00	-1,490.78	*** %
Program Total:	183.05	2,014.06	19,515.00	19,515.00	17,500.94	10 %
Program Group Total:	183.05	2,014.06	19,515.00	19,515.00	17,500.94	10 %
Fund Total:	183.05	2,014.06	19,515.00	19,515.00	17,500.94	10 %

128 TECHNOLOGY FUNDS

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
1000 INSTRUCTION						
660 MINOR EQUIPMENT	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
680 COMPUTER SOFTWARE	300.00	535.00	1,351.00	1,351.00	816.00	39 %
682 SUPPLIES- TECHNOLOGY	0.00	0.00	200.00	200.00	200.00	0 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	2,576.00	2,576.00	2,576.00	0 %
Function Total:	300.00	535.00	5,127.00	5,127.00	4,592.00	10 %
2300 GENERAL ADMINISTRATION						
530 COMMUNICATIONS- INTERNET SERVICE	0.00	277.19	2,606.00	2,606.00	2,328.81	10 %
680 COMPUTER SOFTWARE	0.00	1,188.00	0.00	0.00	-1,188.00	*** %
Function Total:	0.00	1,465.19	2,606.00	2,606.00	1,140.81	56 %
2580 TECHNOLOGY COORDINATOR						
112 CERTIFIED SALARIES	1,103.13	2,206.26	13,238.00	13,238.00	11,031.74	16 %
250 WORKERS' COMPENSATION	5.54	11.08	66.00	66.00	54.92	16 %
260 HEALTH INS	121.80	243.60	1,464.00	1,464.00	1,220.40	16 %
Function Total:	1,230.47	2,460.94	14,768.00	14,768.00	12,307.06	16 %
Program Total:	1,530.47	4,461.13	22,501.00	22,501.00	18,039.87	19 %
Program Group Total:	1,530.47	4,461.13	22,501.00	22,501.00	18,039.87	19 %
Fund Total:	1,530.47	4,461.13	22,501.00	22,501.00	18,039.87	19 %

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129 FLEXIBILITY FUND

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

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150 DEBT SERVICE

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

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GALLATIN GATEWAY ELEMENTARY
Statement of Expenditure - Budget vs. Actual Report
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161 BUILDING RESERVE

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 ELEMENTARY						
100 ELEMENTARY						
2600 OPERATIONS & MAINTENANCE						
330 OTHER PROFESSIONAL SERVICES	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
440 REPAIR AND MAINTENANCE SERVICE	0.00	0.00	58,208.00	58,208.00	58,208.00	0 %
660 MINOR EQUIPMENT	0.00	0.00	20,139.00	20,139.00	20,139.00	0 %
780 MAJOR TECHNOLOGY HARDWARE	0.00	0.00	72,000.00	72,000.00	72,000.00	0 %
Function Total:	0.00	0.00	160,347.00	160,347.00	160,347.00	0 %
Program Total:	0.00	0.00	160,347.00	160,347.00	160,347.00	0 %
Program Group Total:	0.00	0.00	160,347.00	160,347.00	160,347.00	0 %
Fund Total:	0.00	0.00	160,347.00	160,347.00	160,347.00	0 %
Grand Total:	124,820.07	361,995.31	1,920,434.00	1,920,434.00	1,558,438.69	18 %



GALLATIN GATEWAY SCHOOL

TO: Gallatin Gateway School Board of Trustees

FROM: Carrie Fisher, Business Manager/Clerk

DATE: October 15, 2018

RE: Cash Reconciliation as of August 31, 2018

County Treasurer Cash vs Book Cash AS OF August 31, 2018

<u>Fund Name:</u>	<u>Fund #:</u>	<u>County Treasurer Cash:</u>	<u>Book Cash</u>	<u>Difference:</u>
General	101	\$117,103.59	\$117,103.59	\$0.00
Transportation	110	\$15,967.40	\$15,967.40	\$0.00
Bus Depreciation	111	\$63,040.37	\$63,040.37	\$0.00
Food	112	\$9,798.11	\$9,798.11	\$0.00
Tuition	113	\$877.11	\$877.11	\$0.00
Retirement	114	\$89,930.91	\$89,930.91	\$0.00
Miscellaneous	115	\$36,172.70	\$36,172.70	\$0.00
Adult Education	117	\$17,819.05	\$17,819.05	\$0.00
Compensated Absences	121	\$10,114.96	\$10,114.96	\$0.00
Technology	128	\$4,795.45	\$4,795.45	\$0.00
Flexibility	129	\$10,945.40	\$10,945.40	\$0.00
Debt Service	150	\$3,773.87	\$3,773.87	\$0.00
Building	160	\$2,083.01	\$2,083.01	\$0.00
Building Reserve	161	\$105,143.72	\$105,143.72	\$0.00
Endowment	181	\$1,469.72	\$1,469.72	\$0.00
Payroll Clearing	186	\$567.31	\$567.31 *	\$0.00
Claims Clearing	187	\$9,148.51	\$9,148.51 *	\$0.00 ****
 Total		 \$498,751.19	 \$498,751.19	 \$0.00

* Equals Outstanding Warrants.

9-0400.30 GRANT / PROJECT RECAP WORKSHEET

School:
 District No.
 Legal Entity (LE) No.
 Month and Year:

Gallatin Gateway
 35
 0364
 August-18

Treasurer's Balance	36172.70
Fund 15 Balance	36172.70
Difference	0.00

Project Reporter	Title of Program (enter here)	Beginning Cash	Total Receipts	Total Disbursements	Ending Cash Balance	Reconciliation	Notes RE reconciliation:
100	PD Scholarship	\$0.00			\$0.00		
101	Fuel it Up 60 Equipment Grant	\$0.00			\$0.00		
102	Donation- Christmas Giving	\$64.23			\$64.23		
103	Breakfast Expansion- YC	\$273.83			\$273.83		
104	Breakfast Expansion- No Kid Hungry	\$0.00			\$0.00		
105	1st Grade Blessing Bags	\$8.26			\$8.26		
107	Missoula Children's Theater	\$0.00			\$0.00		
110	Medicaid- MAC Reimbursement	\$8,282.49	\$3,240.75		\$11,523.24		
112	Snack Cart	\$3,111.28			\$3,111.28		
115	Exxon Mobile Grant	\$1,000.00			\$1,000.00		
116	Salesville Merchantile- School Store	\$583.67			\$583.67		
130	Textbook Donations	\$603.55			\$603.55		
137	Art	\$3,660.13	\$7.25	\$7.25	\$3,660.13		
144	Gym Renovation	\$250.00			\$250.00		
145	Miscellaneous	\$6,459.21	\$50.65	\$411.96	\$6,097.90		
147	Archery	\$0.00			\$0.00		
148	Green House	\$215.13			\$215.13		
149	Facility Rental	\$180.00			\$180.00		
151	PIE	\$0.00			\$0.00		
152	Madeline Grant	\$0.00			\$0.00		
153	One Class at a Time- HOLT	\$0.00			\$0.00		
155	Asthma Grant	\$367.23			\$367.23		
156	One Class at a Time- MATTHEWS	\$24.00			\$24.00		
157	One Class at a Time- RUBIO	\$11.86			\$11.86		
158	One Class at a Time- KROB	\$0.00			\$0.00		
160	Library	\$4,399.81			\$4,399.81		
162	FSA Excess Funds	\$15,484.29		\$16.50	\$15,467.79		
165	Mentor Program	\$0.00			\$0.00		
166	Primary Care Clinic- Nurse	-\$796.09	\$1,500.00		\$703.91		
167	Math/Science Donation	\$1,000.00			\$1,000.00		
168	Kindergarten Donation	\$50.00			\$50.00		
169	Pcard Rebate	\$463.89	\$1,909.35		\$2,373.24		
170	Technology Donations	\$206.47			\$206.47		
171	MEA Grant- Davis	\$395.13			\$395.13		
172	Madeline Mueller- School Culture	\$1,459.67			\$1,459.67		
193	Music	-\$271.44		\$749.00	-\$1,020.44		
194	Music-Band	\$7,579.81			\$7,579.81		
195	Book Fair	\$157.90			\$157.90		
200	STREAM Math Grant (yager)	\$0.00			\$0.00		
202	LATOR GATORS- afterschool program	\$20,000.00	\$557.00		\$20,557.00		
212	OPI Kitchen	\$0.00			\$0.00		
329	State Grant	\$0.00			\$0.00		
412	TitleVI, REAP	\$0.00			\$0.00		
413	REAP (FY17)	\$0.00			\$0.00		
420	Title I, Part A	\$0.00			\$0.00		
421	Title I (FY17)	\$558.24			\$558.24		
422	REAP (FY16)	\$0.00			\$0.00		
423	Title I (FY18)	-\$7,481.67		\$5,228.50	-\$12,710.17		
424	REAP (FY18)	-\$9,697.04			-\$9,697.04		
456	CoOp Excess Funds	\$0.00			\$0.00		
465	Smarter Lunch Room	\$500.00			\$500.00		
650	Adult Education	\$508.43			\$508.43		
710	Field Trips	-\$30,236.23	\$5,944.87		-\$24,291.36		
TOTALS		\$29,376.04	\$ 13,209.87	6,413.21	36,172.70		36,172.70

2018-2019 Extra-Curricular Recap & Reconciliation

	Balance July 1, 2018	Revenues	Expenditures	Balance Before Transfers	Transfers In(Out)	Current Cash Balance	Non-Cash Balance	Total Account Balance
Class of 2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Class of 2017	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00
Class of 2018	\$16,838.63	\$12,802.08	\$734.42	\$28,906.29	\$0.00	\$28,906.29	\$0.00	\$28,906.29
Class of 2019	\$703.10	\$0.00	\$0.00	\$703.10	\$0.00	\$703.10	\$0.00	\$703.10
Class of 2020	\$2,640.08	\$0.00	\$0.00	\$2,640.08	\$0.00	\$2,640.08	\$0.00	\$2,640.08
Class of 2021	\$32.71	\$0.00	\$0.00	\$32.71	\$0.00	\$32.71	\$0.00	\$32.71
Class of 2022	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	-\$38.25	\$0.00	\$0.00	-\$38.25	\$0.00	(\$38.25)	\$0.00	(\$38.25)
Student Council	\$317.54	\$0.00	\$0.00	\$317.54	\$0.00	\$317.54	\$0.00	\$317.54
	<u>\$22,993.81</u>	<u>\$12,802.08</u>	<u>\$734.42</u>	<u>\$35,061.47</u>	<u>\$0.00</u>	<u>\$35,061.47</u>	<u>\$0.00</u>	<u>\$35,061.47</u>

Balance as of:

September 30, 2018



DISTRICT CLERK

CARRIE FISHER

October/November - as of October 15, 2018
Certified/Classified Substitute Recommendations:

Bus Driver

Maxine Daniel
Gary Jones

Kitchen/Food Service

Stacy Webb (Roscoe)
Connie Evenson
Jeff Krogstad

Teachers/Aides/Other

Shelly Berezay
Dayna Bergin
April Bettilyon
Tina Colstad
Cynthia Corliss
Kate Cottingham
Connie Evenson
Jason Fischer
Kevin Germann
Jennifer Gilbert
Wendy Hourigan
Skyla Jenkins
Kris Keller
Spencer Kirkemo
Jeff Krogstad

Miranda Leutz
Alexander Luebbe
Bethany Macquarrie
Heidi Maus
Hannah Mayer
Darcy Nordhagen
Brad Parsch
Teresa Ann Quatraro
Robin Schauers
Travis W. Silver
Nicorie Steinpfad
Barry Sulam
Mary Thurber-Martin

Office/Clerical

Connie Evenson

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



Sub Teacher

Skelton, Linda <Linda.Skelton@gallatin.mt.gov>

Tue, Oct 23, 2018 at 2:43 PM

To: "Travis Anderson (anderson@gallatingatewayschool.com)" <anderson@gallatingatewayschool.com>, "fisher@gallatingatewayschool.com" <fisher@gallatingatewayschool.com>

Hi,

Karen Fujimori called and said she was told she was not on the sub list. I thought I sent this out on 10/2, once her background check came in. Just wanted you to know she was approved. She is anxious to get started.

Linda G. Skelton

Gallatin County Superintendent of School's Office

311 W. Main, Room 107

Bozeman, MT 59715

406.582.3090 Phone

406.582.3093 Fax

email: *linda.skelton@gallatin.mt.gov*

For more information on Gallatin Valley Schools please visit

http://www.gallatin.mt.gov/Public_Documents/gallatincomt_schools/schools



Gallatin Gateway Sub List 10-2-2018.pdf

99K

Agenda Item: MASBO Training for Business Manager

Helena Technology Workshop

November 13, 8:30-4:00pm

Delta Helena Colonial 2301 Colonial Drive, Helena

406-443-2100

The cost per person is \$80.

Lunch is NOT included.

There will be a \$20 cancellation fee if cancelled after 11/6.

Helena Elections Workshop

November 14, 8:00-4:00pm

Delta Helena Colonial 2301 Colonial Drive, Helena

406-443-2100

The cost is \$80 per person.

Lunch is NOT included.

There is a \$20 cancellation fee if cancelled after 11/7.

> Agenda
not
posted
yet

Notes:

- No hotel will be needed
- Other than \$80/day (\$160 total) the other cost will be mileage (approx. \$97.00)

Recommended Motion:

To approve the Business Manager, Carrie Fisher to attend the MASBO Technology and Election training in Helena, November 13 & 14, 2018.



**MONTANA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS
TECHNOLOGY WORKSHOP
Helena - Delta Helena Colonial
Tuesday, November 13, 2018**

Room 1 – GALLERY ROOM

8:30 a.m. – 9:30 a.m. **Working with Excel Spreadsheets**
Denise Williams, MASBO
Focus will be on skills needed for the OPI-GEMS presentation

9:30 a.m. – 10:30 a.m. **Technology Tips**
Denise Williams, MASBO
Open discussion about best practices using technology and managing technology budgets

10:30 a.m. – Noon **OPI-GEMS Data Warehouse**
Brett Carter, Office of Public Instruction
What's in GEMS, and how to get it and use it

Noon – 1:30 p.m. Lunch on your own

Room 2 – HELENA ROOM

8:30 a.m. – 12:30 p.m. **Black Mountain Software User Group Training**

12:30 p.m. – 1:30 p.m. Lunch on your own

Room 3 – CLARK ROOM

8:30 a.m. – 12:30 p.m. **Tyler Technology Infinite Visions User Group Training**

12:30 p.m. – 1:30 p.m. Lunch on your own

1:30 p.m. – 2:30 p.m. **CyberSecurity and What's New in Technology**
Jeff Patterson, Schoolhouse IT

2:30 p.m. – 3:30 p.m. **E-Rate in Schools**
Jeff Patterson, Schoolhouse IT

3:30 p.m. – 4:00 p.m. **Wrap-Up and Open Q&A**
Jeff Patterson, Schoolhouse IT

5th Grade Field Trip Recommendation

1) To travel to Butte in lieu of traveling to West Yellowstone

Recommendation:

To approve the 5th graders to travel to Butte in lieu of traveling to West Yellowstone for their annual trip

Rationale:

- Traveling to West Yellowstone has become increasingly expensive due to the increasing cost of hotel rooms (\$135/night government rate).
- The Bar-N-Ranch has gone through multiple owners since the trip's beginning and is no longer available for GGS use. This is the area where much of the outdoor learning activities took place.
- We have move the ropes course to a middle school trip in the fall, thus it is no longer part of this trip.
- A trip to Butte is more cost effective due to cheaper hotel rooms (\$94/night).
- Many of the activities in Butte directly relate to science standards and are more concentrated in area than West Yellowstone; therefore, many of the learning activities are located closer together.
- The travel distance to the two towns (76.3 miles to West Yellowstone and 87.4 miles to Butte) are very similar, so it will not be an additional expense in travel.
- The amount of learning standards covered in this trip, combined with the more fiscally conservative price to traveling to Butte makes this a great option for a substitute trip.

Motion: to approve the travel of the 5th grade class to Butte in lieu of their approved trip to West Yellowstone

Resources:

<http://thecopperkingmansion.com/>

<http://miningmuseum.org/>

<https://www.escapology.com/en/butte-mt/>

<http://butteelevated.com/play/attractions/>

<http://www.sciencemine.org/about-the-science-mine>

<https://ilovepasties.com/>

<http://silverbowpizza.com/>

https://www.ihg.com/holidayinnexpress/hotels/us/en/butte/btmhw/hoteldetail?cm_mmc=Google+Maps+-ex+-USEN+-btmhw

Butte Trip Day 1:

8:30am- leave for Butte

10:00- arrive in Butte- head to Mining Museum- rock scavenger hunt (Free)

[155 Museum Way, Butte, MT 59701](#)

5-PS1-3. Make observations and measurements to identify materials based on their properties. [Clarification Statement: Examples of materials to be identified could include baking soda and other powders, metals, minerals, and liquids. Examples of properties could include color, hardness, reflectivity, electrical conductivity, thermal conductivity, response to magnetic forces, and solubility; density is not intended as an identifiable property.] [Assessment Boundary: Assessment does not include density or distinguishing mass and weight.]

11am- Underground Mining Tour- 11 or 2:30 (11am, hour and a half, done at 12)

[155 Museum Way, Butte, MT 59701](#)

12:15- Lunch at Joe's Pasties (Historic Tie) OR Sack lunch

[1641 Grand Ave, Butte, MT 59701](#)

Budget: 10/person?

1:30 - Head to Copper King Mansion for a tour

[219 W Granite St, Butte, MT 59701](#)

Social Studies Content 3: Students apply geographic knowledge and skills (e.g., location, place, human/environment interactions, movement, and regions). 4: Describe how human movement and settlement patterns reflect the wants and needs of diverse cultures.

2:45- Leave for Science Mine
[36 E Granite St, Butte, MT 59701](#)

3:00- Science Mine- approximately 2 hours- \$3 per person
Hands-on science learning in all discipline areas (earth, physics, chemistry)

5:30- Silver Bow Pizza and Arcade
3500 Harrison Ave, Butte, MT 59701
Budget: 10/person?

7:30/8- Head back to Holiday Inn Express (\$127/night/room)
2609 Harrison Ave, Butte, MT 59701
Approximately # rooms
Supervised swimming until 9

9:45 pm- Students in rooms/Lights Out

Butte Trip Day 2:

8am- Continental breakfast at the hotel/Announcements

9am- leave hotel for Berkeley Pit
1000 George Street
Butte, MT 59701

(obtain and combine information from a variety of sources to communicate that energy and fuels are derived from natural resources and how their uses affect the environment 4- ESS3-1. NGSS Identifier)

9:30am- walking tour of Butte (2 hours) Old Butte Historical Adventures
-jail, speakeasy, granite memorial (Include map)- no map of yet, still waiting on chamber materials.

[117 North Main Street](#)
[Butte, MT 59701](#)

This will be changed a little bit for us so that we're not visiting a brothel or a speakeasy

[Old Butte Walking Tour](#)

Time? Trolley Tour

Time? Movie at the mall of the Story of Lady of the Rockies
Address

Reclamation effort- Bring in official who can talk about the reclamation efforts (Is this in Butte or at school)

Assessment of experience to be completed at school in collaboration with Mrs. Senenfelder:
Something similar to this.

What attracted pioneers to the Butte area in the 1800s and early 1900s?

Explain two scientific facts learned from your visit to the Berkeley Pit?

What is one thing you learned at the Science Mine?

Item	Cost	Total
Copper King Mansion	\$5/child	115
Science Mine	\$3/child	69
Silver Bow Pizza	Depends- \$10/Child?	230
Pasty Shop	10	230
Pit Visit	\$2 (23)	46
Busses	247.77 each (2)	495.54
Hotel Rooms	94 + taxes per room (7)	1316
Trolley	\$8/child	184
Walking Tour	10?	230
TOTAL	\$116/person (23 people)	2685.54

Maria at butte chamber of commerce

Hiring Recommendations for Boys' Basketball, Girls' Basketball, and Wrestling- 2018:

Boys' Basketball:

Head Coach – Josh Tuininga

Assistant Coach – Marissa Quinlan (Possibly, not sure yet)

Girls' Basketball:

Head Coach – Marissa Quinlan

Assistant Coach – Josh Tuinianga

Wrestling:

Head Coach – Wyatt Rabel

Recommended motion:

To hire:

Boys' Basketball:

Head Coach – Josh Tuininga- \$1200/season stipend

Assistant Coach – Marissa Quinlan (Possibly, not sure yet)- \$700/season stipend

Beginning October 22, 2018 and ending no later than December 18, 2018. Pending adequate background/fingerprint check.

Girls' Basketball:

Head Coach – Marissa Quinlan- \$1200/season stipend

Assistant Coach – Josh Tuinianga- \$700/season stipend

Beginning January 7, 2019 and ending no later than March 5, 2019. Pending adequate background/fingerprint check.

Wrestling:

Head Coach – Wyatt Rabel- \$1200/season stipend

Beginning February 11, 2019 and ending no later than March 23, 2019. Pending adequate background/fingerprint check.

October 2018 Superintendent's Report:

Estimated Enrollment Summary as of 10/1/2018 (Fall Count)

Grade	Total	Boys	Girls	Out of District
K	11	5	6	6
1	19	11	8	5
2	19	10	9	5
3	14	9	5	2
4	23	13	10	5
5	19	10	9	4
6	27	13	14	7
7	23	11	12	6
8	9	5	4	1
Total	164	87	77	41

The District's Core Values:

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

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

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

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

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

Progress on 2018-2019 Gallatin Gateway School District Goals

I. Individual Student Success:

- a. Goal I.1.A – Dovetailed Curriculum – The STAR math and reading assessments have been successfully administered to students for the second time. This meets the goal set by the Board to STAR test ever midterm. We will be administering the third round of STAR testing at the end of the 1st quarter.

- b. Goal I.1.B – Lucy Calkins & Bridges Math – On October 11, I attended the rural school administrator’s meeting with Bozeman Public Schools. During the meeting, we were able to discuss the Bridges Math and Lucky Calkins curricular materials. LaMotte School has invited us to observe the Lucy Calkins program being implemented in their school, and Bozeman has invited us to observe the Bridges Math program being implemented in classrooms within their district. This is a great opportunity for our teachers to better understand those programs, while being able to see it in action. We do not have dates set for these classroom visits, but I am hoping to start in the very near future.
- c. Goal I.2.B – Financial Stability of Later Gators – Julie Fleury and I have visited about the WCC working with Mrs. Jaffe and the Later Gators program on some marketing ideas. It is the hope of all groups that these strategies help promote the program and provide for greater financial stability.

II. Staff and Volunteers:

- a. Goal II.1.B – EPAS – The goal setting meetings with certified staff are complete and I plan on starting formal classroom observations after the MEA break. I am still working on finalizing a goal setting form with classified staff and will be conducting those meetings prior to November 1.
- b. Goal II.1.C – Mentoring Team – The Mentoring Team met in October to discuss upcoming events and how to help new staff members be prepared for those events. As you can see in the artifact included, there are several school-wide events happening in the next month.
- c. Goal II.2.A – Team Meeting Focus – This month, we are trying something different with team meetings. First of all, we are having several team meetings through the month. One meeting will focus on content teams (math, ELA, MTSS), one meeting will focus on grade level teams, and the final team meeting will focus on scheduling parent/teacher conferences. To make time for this, I have greatly condensed the material covered during staff meetings.

III. Facilities:

- a. Goal III.2.A – Core Controls – Due to the lengthy list of suggested repairs in the Friday, September 14, 2018 memo from Core Controls, I am including their proposal (dated September 19, 2018) to install a new refrigeration unit and address many of the deficiencies associated with the walk-in freezer. I will also be asking that the Board consider using Building Reserve Funds in addressing this matter.
- b. Goal III.2.B – Campus Improvements – Several issues were noted during the September 19 walkthrough of the external campus. I will provide the Board a comprehensive spreadsheet of the issues noted and the steps to address them following the internal walkthrough on October 24. Thus far the following matters have been addressed on the external list: Northwestern Energy has replaced the

missing access cap on the light near the basketball court, Wayne Thiem has been contacted and will be coming to look at the fence issues, Chris Sinness will be here October 18-19 to fix the hand railing outside the fire exit, and Big Sky Metal Art has visited the school and will be submitting a bid to address several of the metal issues noted in the previous walkthrough. The issues Big Sky Metal Art will be addressing are: replacing the plastic letters outside the main door with metal ones, fixing the wobbly hand rail outside the gym, and rebuilding the fire exit access gate outside the counselor's office.

IV. Leadership, Communication and Collaboration:

- a. Goal IV.1.A – GGS Website – The staff pages are live on the new website. The teachers have been working to update their pages weekly to include regular parent communication. I really like the work that they put into creating them and think everyone did a good job. Be sure to check them out!
- b. Goal IV.1.C – Superintendent Newsletter – I will be sending out the October newsletter on October 26. Please be sure to submit your answer for math question of the month and encourage your friends to do the same.
- c. Goal IV.1.D – Community Engagement – The Chili & Cornbread Cook-Off was a big success! We had a great turnout and I appreciate the folks from BSD7 for taking the time to provide materials related to HS2. Finally, the event raised \$510 to support the Missoula Children's Theater!
- d. Goal IV.1.D – Community Engagement – We conducted our fall Walk/Bike to School Day on October 10. The event was a little chilly, but everyone had a great time. A big thank you goes out to everyone who helped make the event a success!
- e. Goal IV.1.D – Community Engagement – We will be participating in this year's Bobcat Basketball Day on November 6. Due to the fact that we cannot transport all of our students safely on two busses, we will only be taking students in grades K-5. This is a fun event and I appreciate the work that MSU puts into making it a reality.
- f. Goal IV.2.A – Community Collaboration – Mr. Michael Chamberlain (Special Assistant to the US Secretary of Education for Rural Education and Outreach) and Mr. Dennis Parman (Director of Montana Rural Education Association) visited GGS on September 28 to tour the campus and discuss matters related to the unique nature of operating a rural school. We had a wonderful visit and it was good to discuss topics such as: recruiting and retaining quality teachers, school funding, and other factors as they relate to rural education in Montana.

V. Safety:

- a. Goal V.2.B – Safety Procedures – It is with a great deal of concern that I report to the Board that Deputy Kristine Shackleford has taken a position with the State of Montana, and it is my understanding that her current position of SRO will not be filled. I am writing a letter to Sherriff Brian Gootkin, along with the County

Commissioners, urging them to reconsider this decision. I certainly understand the concept of strained resources in a growing community and the struggles that presents; however, I feel it is necessary to voice our concern and advocate for school safety. I will have the letter available at the October 24 meeting and will seek input from the Board prior to sending.

- b. Goal V.3.B – Bullying Awareness – As many of you know, October is National Bullying Prevention Month and I wanted to share some of the great things that Mrs. Grafel has been working on. She has coordinated the wearing of a blue shirt on October 5, has conducted several MBI lessons on bullying, and is creating a Counselor newsletter which will have an October focus on bullying. She is doing a great job of keeping this topic on the front burner and I greatly appreciate her efforts.

Additional Information:

- Gallatin Gateway School has been randomly selected to administer the NAEP test to our 4th graders on January 29, 2019. This is a nationally normed test and the information is used to present educational progress across the country. We will not receive the GGS results of the exam and are required to administer this test in order to continue receiving state and federal funding.
- The Office of Public Instruction (OPI) will be here on November 28 to conduct a regularly scheduled audit of our food service. Bobbie Jo and Carrie have been busy collecting the necessary artifacts requested by OPI and I will eagerly give the Board the findings of the audit once we receive them.
- Finally, Friday, November 2 will be the end of the 1st quarter. It is hard to imagine that we are nearing the end of the first quarter of the year. Therefore, our fall parent/teacher conferences will occur on November 7 & 8. Conferences will be conducted on November 7 from 1:00-6:30 pm and on November 8 from 1:00-8:00 pm.

Upcoming Events:

- October 18 & 19 – No School
- October 24 – Montana Crunch Time @ 2:00 pm
- October 24 – Regular School Board Meeting @ 5:00 pm
- October 29 – Superintendent/Parent Meeting @ 6:00 pm
- November 2 – End of 1st Quarter
- November 6 – Bobcat Basketball Day (Grades K-5)
- November 7 & 8 – Parent/Teacher Conferences (Half Day)
- November 8 – Veteran’s Day Assembly @ 8:30 am
- November 9 – No School
- November 14 – Regular School Board Meeting @ 6:00
- November 21-23 – No School Thanksgiving

Goal I, 2, B

Later Gators YTD Report

<u>Week</u>	<u>Total</u>	<u>DEMOGRAPHIC</u>				<u>FINANCIAL</u>				<u>Revenue</u>
		<u>K-2</u>	<u>3-5</u>	<u>6-8</u>	<u>*Faculty</u>	<u>Free</u>	<u>Reduced</u>	<u>Full Pay</u>	<u>Sibling</u>	
1	21	16 76%	4 19%	1 5%	1 5%	5 24%	0 0%	11 52%	4 19%	\$ 117.00
2	27	15 56%	10 37%	2 7%	3 11%	9 33%	2 4%	14 52%	1 4%	\$ 130.50
3	28	18 64%	9 32%	1 4%	1 4%	12 43%	0 0%	14 50%	1 4%	\$ 130.50
4	19	12 63%	7 37%	0 0%	1 5%	13 68%	0 0%	6 32%	0 0%	\$ 54.00
5	18	9 50%	8 44%	1 6%	1 6%	8 44%	0 0%	7 39%	3 17%	\$ 76.50
6	24	17 71%	7 29%	0 0%	1 4%	14 58%	0 0%	8 33%	2 8%	\$ 81.00
YTD	137	87 64%	45 33%	5 4%	8 6%	61 45%	2 1%	60 44%	11 8%	\$ 589.50

*Faculty children included in grade totals

Goal I. 2. B

Later Gators YTD Report

<u>Week</u>	<u>Total</u>	<u>DEMOGRAPHIC</u>				<u>FINANCIAL</u>				<u>Revenue</u>
		<u>K-2</u>	<u>3-5</u>	<u>6-8</u>	<u>*Faculty</u>	<u>Free</u>	<u>Reduced</u>	<u>Full Pay</u>	<u>Sibling</u>	
7	36	19 53%	14 39%	3 8%	2 6%	10 28%	4 11%	13 36%	10 28%	\$ 162.00
YTD	173	106 61%	59 34%	8 5%	10 6%	71 41%	6 3%	73 42%	21 12%	\$ 751.50

*Faculty children included in grade totals

Goal H. I. C

October 16 Meeting

- Holiday Celebrations
- Discuss PowerSchool/PowerTeacher comments for report cards
- Prepare for end of quarter grading
- Showing work for P/T Conferences
- Problems or Concerns

October 23 Meeting

- Change of Schedule due to quarter change
- Coping with stress
- Communication with coworkers
- Problems or Concerns

Upcoming events:

- November 2 ~ End of Quarter
- November 7 & 8 ~ Conferences
- November 8 ~ Veterans Day Assembly 8:30
- November 9 ~ PIR No School
- November 21-23 ~ Thanksgiving Break
- December 20 ~ Winter Program
- December 24 - January 4 ~ Winter Break

Goal III. 2. A

PROPRIETARY AND CONFIDENTIAL PROPERTY OF CORE CONTROL, INC.
DISTRIBUTION OF THIS INFORMATION TO OTHER THAN THE INTENDED RECIPIENT IS PROHIBITED.

PROPOSAL

Core Control, Inc.
705 Osterman Dr, Ste F
Bozeman MT 59715



406.582.9428 V
888.582.9428 T
406.556.0165 F

www.corecontrolmt.com

Date: September 19, 2018

Customer: Gallatin Gateway School
PO Box 265
Gallatin Gateway, MT 59730

Submitted via: email
anderson@gallatingatewayschool.com

Contact: Travis Anderson

Project No: 180919-MD-52

Project: Walk in Combination Unit

Location: Gallatin Gateway School

Scope of Work: Includes the new refrigeration unit, a like kind and quality replacement. Installation, test and balance. Unit can be installed with very little disruption to the contents inside. Typical school and kitchen activities can remain while work is completed. Disposal of old unit.

Bid: TOTAL **\$7,925.00**

Invoicing: *A deposit of \$2650.00 will be required prior to ordering of materials or commencement of work.*

An invoice for \$2650.00 will be issued with Net 30 terms when work commences.

A final invoice for the balance of \$2625.00 will be issued with Net 30 terms when the work is complete.

This bid is based on the information/documents provided 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 constitutes a guarantee of cost. If problems are identified during the installation that require services and/or materials beyond the scope of work described, an additional estimate will be provided before any additional work is done. Core Control reserves the right to withdraw this bid if a contract is not signed within 90 days.

Kevin Dineen
Account Manager
kevind@corecontrolmt.com

Approved:

Signature

Date

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 Net 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. Contact our Accounting Department at the phone number above or at



Goal III. 2. A

705 Osterman Drive, Suite F
Bozeman, Montana 59715

www.corecontrolmt.com

Bozeman 406.582.9428

Butte 406.299.8071

Helena 406.204.4799

Friday, September 14, 2018

Gallatin Gateway School District Board
RE: Service Agreement report (Summer 2018)

To Whom It May Concern:

During the summer months of 2018, Core Control performed upon services outlined in a service agreement that went into effect June 1, 2018. Below is the report of findings and services performed.

Gym East AHU: Changed filters and belt. Checked pulley alignment and tuned belt tension. Check electrical connections and retrieve sports balls from above unit.

Gym West AHU: Changed filters and belt. Checked pulley alignment and tuned belt tension. Check electrical connections.

Pantry furnace: Changed belt and adjusted motor mount to better align pulleys. Added SAE-20 oil to fan bearings and motor bearings per factory recommendation.

Walk-in Freezer: Check compressor and fan operation. Check evaporator and condenser coils and clean. Condenser coil damaged from previous weather event. Defrost heater found to be bent away from coil, resulting in poor defrost performance. Unit found without liquid line solenoid valve which likely contributes to premature compressor failures. Door gaskets in very poor condition resulting from door heater being left energized when freezer had been turned off for the summer. Made note inside of electrical panel to de-energize multiple breakers during summer shutdown. Evaporator drain pan rivet had become separated causing water to drip inside of cooler instead of down drain line. Several electrical connections looked to have overheated. Recommend total replacement of low-temp skid. Formal proposal will be submitted to Superintendent.

Computer Lab AC unit: Cleaned coil on outdoor unit and changed filters on indoor unit. Checked performance and found unit to be slightly undercharged. Topped off with 2 lbs of R22 refrigerant.

Kitchen MAU: Clean mesh pre-filter with water to remove built up debris. Check and adjust belt tension. Inspect controls for loose wiring or hot spots.

Rinnai water heater: Check and clean water filter. Burner, heat exchanger, venting all okay.

All boilers were serviced on 8/29/18. The service checklists for each boiler as well as for the mechanical room are attached.

Regarding Metasys Control system, the scheduled service is forthcoming. This summer was particularly busy for our programmers and we want to insure we get the best technician to deliver on each facet of the service

COUNSELOR'S CORNER

October is National Bully Prevention Month

For half of the month, I will be discussing bullying once a week with each grade level. The rest of the month will be Red Ribbon lessons.

With the bullying lessons we are discussing what bully behavior is. We are also talking about what to do if they are being bullied or witness bullying.

It would help me out a lot if you discussed being a buddy vs. a bully at home with your students.

Please reinforce the following things to do if they are bullied:

1. Walk away from the bully.
2. Stand up to the bully. Say stop!
3. Tell an adult about the bullying.
4. Ignore the bully.
5. Don't be a bystander. Lend a hand.
6. We will be buddies, not bullies at GGS!



School Counselor,
Mrs. Nicole Grafel

PH: 406-763-4415 X28
EMAIL: grafel@gallatingatewayschool.com

Please visit my school website for resources regarding bullying that you can use to discuss it with your student(s)!

A BIG thank you to all that helped make our WEAR BLUE DAY against bullying such a success.

Please check out my website for pictures of that day. It was great!



What are bullies?



- People who say mean things
- People who want to hurt others
- People who leave others out

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October 29th-November 2nd is National Red Ribbon Week.



The last two weeks of October we will be discussing Red Ribbon Week which is devoted to anti-drugs and alcohol.

Since its beginning in 1985, the Red Ribbon Campaign has touched the lives of millions of people around the world. In 1988, National Family Partnership sponsored the first National Red Ribbon Celebration. Today, the Red Ribbon serves as a catalyst to help communities to educate youth and encourage participation in drug prevention activities. For more information please visit www.redribbon.org.

Please come by the school during Red Ribbon Week and see the classroom doors that the 7th and 8th graders decorated for the week. They are awesome! You will also be able to find pictures on my school website.

Last week of October will be Red Ribbon Spirit Week.

Please see the attached flyer about the themes for each day!

September: Respect—
We had a great month talking about treating ourselves and other with respect.

This Month:
October: Safety
(Bully/Red Ribbon)

Up Coming Themes:
November: Gratitude
December: Giving

Please discuss Red Ribbon Week with your student at home. It will help support what we are discussing at school.

Grades K-3: Making Healthy Choices for our bodies.
Grades 4 and 5: The Effects of drugs and alcohol on our bodies and how they can affect our futures.

Grades 6-8: The Effects of drugs and alcohol on our bodies. What is your Natural High? (what can you turn to instead of drugs?)



Red Ribbon Lesson Resources

Please visit my school website for resources regarding National Red Ribbon Week so you can discuss things with your student(s)!

Goal K.S.B

OCTOBER IS NATIONAL BULLYING PREVENTION MONTH

All of Gallatin Gateway School is going to wear a blue shirt next Friday, October 5th to show our support against bullying and join the **World Day of Bullying Prevention.**

Join us to stop bullying and cyberbullying! Make it the day that bullying prevention is heard around the world! By wearing a blue shirt, GGS will be using our voice and sending a message that this is the day that bullying prevention is heard around the world. Change the Culture!

Thanks for your support! Mrs. Grafel, GGS Counselor

OCTOBER IS NATIONAL BULLYING PREVENTION MONTH

All of Gallatin Gateway School is going to wear a blue shirt next Friday, October 5th to show our support against bullying and join the **World Day of Bullying Prevention.**

Join us to stop bullying and cyberbullying! Make it the day that bullying prevention is heard around the world! By wearing a blue shirt, GGS will be using our voice and sending a message that this is the day that bullying prevention is heard around the world. Change the Culture!

Thanks for your support! Mrs. Grafel, GGS Counselor

Goal 1.3.B



October 29th-November 2nd is National Red Ribbon Week.

Since its beginning in 1985, the Red Ribbon Campaign has touched the lives of millions of people around the world. In 1988, National Family Partnership sponsored the first National Red Ribbon Celebration. Today, the Red Ribbon serves as a catalyst to help communities to educate youth and encourage participation in drug prevention activities. For more information please visit www.redribbon.org.

Gallatin Gateway School will be celebrating Red Ribbon Week with Spirit Days to show that we Pledge to be DRUG FREE. Each day will have a different theme.

Spirit Days:

Monday: Superhero Day! You have the POWER to be DRUG FREE! Wear your favorite superhero clothing.

Tuesday: Wacky Wear & Crazy Hair Day! From my head to my toes, I am DRUG FREE! Wear your wackiest wear and make your hair crazy to show you are drug free!

Wednesday: PJ's Day! Follow your dreams, DON'T DO DRUGS! Come to school in your pajamas.

Thursday: Bobcat Colors Day! Team up against drugs! Wear MSU/Bobcat colors (blue and gold) to school.

Friday: Wear Red Day! Proud to be DRUG FREE! Wear RED to finish up the Red Ribbon Week and pledge to be DRUG FREE.



Also.....come by the school during Red Ribbon week to check out the amazing classroom door decorations that the 7th and 8th graders did!

Elsie Arntzen, Superintendent
PO Box 202501
Helena, MT 59620-2501
406.444.5643
In-State Toll-free : 888.231.0393
TTY Users: 406.444.0235
opi.mt.gov

OFFICE OF PUBLIC INSTRUCTION
STATE OF MONTANA

Putting Montana Students First **A⁺**



DATE: Oct 1, 2018

TO: Travis Anderson Superintendent
Gallatin Gateway Elem

FROM: Christine Emerson, Director
School Nutrition Programs

RE: School Nutrition Programs Administrative Review

Staff from the Office of Public Instruction, School Nutrition Programs will conduct an administrative review of school nutrition programs at your district on **November 28, 2018**. We will meet with the Superintendent, Clerk, and Food Service Director as schedules allow.

The review aims to ensure school nutrition programs operated by your district meet federal and state reimbursement requirements. The review also confirms that nutritious and appealing meals are being served to students. There will also be time for technical assistance during the review.

Please refer to the **School Nutrition Programs Checklist** for school nutrition program requirements that will be discussed during the review. Specialists will also conduct a Procurement Review in conjunction with the Administrative Review. Compliance monitoring ensures food for school meals is competitively purchased and schools are following procedures and standards of conduct that meet regulations. Please refer to the **Procurement Checklist** to assist in meeting federal procurement regulations.

A menu review will also be conducted as a part of the administrative review. The **Menu Review Folder** must include required menu documentation as outlined in the **Menu Review Checklist**. This documentation must be returned no later than 10 days prior to the date of review. Please ensure that the Food Service Director receives the Menu Review Folder to allow adequate time to meet this deadline. To avoid fiscal action related to the menu review portion of the administrative review, ensure menu related findings from the 2015-16 school year have been corrected.

If you have questions about the onsite review, please contact:
Caroline Olson, School Nutrition Specialist, at 406.437.4688 or caroline.olson@mt.gov

If you have questions about the menu review, please contact:
Jill Griffin, School Nutrition Specialist, at 406.444.3574 or jgriffin3@mt.gov.

C: **Bobbie Jo Gunderson, Kitchen Manager**
Carrie Fisher, Business Manager

Enclosures: School Nutrition Programs Checklist
Procurement Checklist
Menu Review Folder

Professional Development Reflection Survey

Annual Expectations, Strategic Plan, and Annual Goal with Travis Anderson
Website Introduction with Carrie and Erica
Thursday, August 23, 2018 9:15-12:00

1. **How valuable were the ideas, information, and concepts to you?** **2.67**
1- Not Important 2- Fairly Important 3 - Very Important

2. **How effective and relevant was the presentation of the material?** **2.33**
1- Not Important 2- Fairly Important 3 - Very Important

3. **Overall how would you rate today's topic?** **2.67**
1- Not Important 2- Fairly Important 3 - Very Important

4. **What idea/ideas were most valuable to you?**
 - All of it - being able to be on the same page as a staff is important
 - Directions and goals of the district
 - The tutorial on the website
 - I appreciate the idea, but I'd rather just read it myself instead of having it read to me
 - Breakfast was nice
 - Being informed of them
 - Learning about the website
 - General website navigation
 - Strategic planning is a continued process evolving within the year and assessed yearly, enhancing realistic expectations for students.
 - Expectations
 - The website
 - Having a bulleted list for what all we needed on our website.
 - The overall goal of the school as well as the plan that showed the steps we need to take in order to meet those goals

5. **How could this professional development be improved to help you in your teaching?**
 - More time to use the Internet and ask questions about goals and strategic plan
 - Provide more time to work on website
 - Don't just read off a list that we can read, please provide more insight or additional information
 - Just hand out the papers next time.
 - Efficiently use my time for realistic school year preparation
 - Communication with parents with the website and more time to work
 - Real-time tutorials, more time to work on the website
 - I could have used more hands on training with the website. One hour was not sufficient to learn or work on anything
 - No Improvements needed
 - We only had about 10 minutes to work on the website after the hour introductions, which is not enough time.

MTSS School Wide Expectations and Lesson Planning
Thursday, August 23, 2018 1:00-3:00

1. How valuable were the ideas, information, and concepts to you? 2.67
1- Not Important 2- Fairly Important 3 - Very Important

2. How effective and relevant was the presentation of the material? 2.17
1- Not Important 2- Fairly Important 3 - Very Important

3. Overall how would you rate today's topic? 2.33
1- Not Important 2- Fairly Important 3 - Very Important

4. What Idea/Ideas were most valuable to you?

- All of it, being able to be on the same page as a staff is important
- School wide expectations
- To be all on the same page
- Monthly themes
- What are the school wide expectations
- Having school wide expectation is very valuable so every staff member is on the same page about expectations
- General school expectations
- MTSS was new for me. I learned the value and concept that applies to effective teaching/support. I learned more about curriculum I application curriculum not limited to textbooks
- How to use the lesson planner online tool since I need to turn in plans
- Color copy of expectations
- Talking as a whole group about hallway expectations and making sure its the same across all grade level
- Deciding what to focus on each month as a team

5. How could this professional development be improved to help you in your teaching?

- More organized and seemed not very well thought out or prepared
- Seemed unorganized not well put together
- This was PBIS, not MTSS. I would rather have the papers handed out. This was a waste of time. MTSS should also look at academic interventions.
- It would have been more effective to make the lesson plans and then share them with the group. It didn't feel like this was a priority - the need for them as well as the necessity for school-wide roll out
- It gives me a basic guideline to run my classroom and help me with management
- Smaller groups facilitated by experienced staff members
- No improvements needed
- More on MTSS and how it is delivered school-side
- More copies of all expectations, vision of where this is headed
- I almost feel we needed more time dedicated to these topics. I'd appreciate being a part of further meetings.

Andrea Meiers - ACE Curriculum Consortium
Friday, August 24, 2018 all day

1. **How valuable were the ideas, information, and concepts to you?** **2.42**
1- Not Important 2- Fairly Important 3 - Very Important
2. **How effective and relevant was the presentation of the material?** **2.0**
1- Not Important 2- Fairly Important 3 - Very Important
3. **Overall how would you rate today's topic?** **2.17**
1- Not Important 2- Fairly Important 3 - Very Important

4. What Idea/Ideas were most valuable to you?

- All of it. There was too much sitting and listening without practical use/practice
- Align and standard prioritizing
- Reviewing Atlas breakdowns of standards to get a sense of yearly progressions.
- How to use the website and the discussion of standards based grading
- Helped me realize standardize grading is going to be harder than I thought. Brought great conversation amongst staff.
- ACE use and navigation
- I learned a lot from her open dialog and questions (thinking outside the box) only stayed for half the sessions - breakout meeting with other staff.
- Connecting your curriculum to national standards
- Talking about standards based grading and the ideals behind it and figuring out what is important to grade and why it matters.

5. How could this professional development be improved to help you in your teaching?

- Hands-on, Hands-on, Hands-on. Work with website while trainers are there to answer questions and help with navigation
- I have heard from veteran staff that it was same training as before and did not feel like as though it was an effective use of time.
- We got off topic. I wanted to work and see my grade level expectations but we talked about standards based grading, which we don't do. We never talked or dove into the curriculum
- Supplement ACE work with relevant material for subject areas not available on ATlas. Not make teachers sit through introductory presentations. Actual curriculum alignment consultant work. Not more sitting.
- I found this training to be relevant and well presented. I have no changes or improvements to suggest
- Helped me have ideas to use in class as well as activities to standards based grades
- Delivery was disorganized, scattered, and irrelevant to our school's current system
- More examples
- No improvement needed
- More resources on their website for other subject areas besides the common subjects.
- Working on better grading practices.

**Active Shooter Training with the Gallatin County Sheriff's Department
Monday, August 27, 2018**

1. How valuable were the ideas, information, and concepts to you? 2.67
1- Not Important 2- Fairly Important 3 - Very Important

2. How effective and relevant was the presentation of the material? 2.58
1- Not Important 2- Fairly Important 3 - Very Important

3. Overall how would you rate today's topic? 2.58
1- Not Important 2- Fairly Important 3 - Very Important

4. What idea/ideas were most valuable to you?

- All of them. I didn't really know what to do in case that should happen until that training.
- Hands-on training
- Asking what I would do?
- Hands-on training, Opportunity for Q&A. Very Knowledgeable trainers.
- The sound of shots and the mind shift that my room could be the first entered by the shooter
- How to confront an attacker
- Overall protection, strategies, hands-on methods
- Specifics and techniques, strategies to protect children, and staff to ensure safety
- The whole training was good
- All of it
- The actual scenario-style practice we went through
- I have mixed feelings on this topic. I think it is important to be prepared and aware, but I hate that it is necessary

5. How could this professional development be improved to help you in your teaching?

- More training on our school specific drills. I.e.: earthquake, lockdown, shelter, in place, etc.
- I would like to have our emergency/safety plans and procedures reviewed by trainers. Especially active shooter protocols since part of our plan contradicts the training.
- Frequent trainings/drills
- Help me know what to do if something were to happen at the school
- Add more brush-up classes, enjoyed the drills and sheriffs staff, Interaction was valuable
- More practice throughout the year. Solidify plan of action

Hello Gallatin Gateway community,

Earlier this school year, the Gallatin Gateway School Board committed to evaluating and potentially revamping the School District's Adult Education Program.

What is an Adult Education Program?

The Adult Education Fund is guided by Montana Code Annotated 20-7-705 and was established to provide any area of instruction approved by the trustees, including basic and secondary general education and vocation/technical education for persons 16 years of age or older who are not regularly enrolled, full-time pupils.

Adult Education funds can only be spent on expenditures associated with or stemming from the Adult Education Program. Adult Ed funds cannot be transferred to other expense accounts to cover non-Adult Ed associated costs like textbooks for students or food for breakfast/lunch service. Adult Ed funds must be used for Adult Education programming.

With that said, GGS wants to provide Adult Education programming that you find valuable, enriching, and dynamic.

Will you please share with us your thoughts and preferences regarding Adult Education offerings at GGS? Suggestions can range from an adult basketball league to welding and yoga classes. Want to learn how to balance your checkbook, bake a cake, or keep a compost pile? Let us know!

In answering a few short questions, you'll help us be able to provide pertinent programming that is of interest to you.

Thank you in advance for your time and feedback!

Gallatin Gateway School Board

Survey Questions:

1. Male/Female
2. Age
3. Education Level
 - a. Attended high school
 - b. Graduated high school
 - c. Attended college
 - d. Graduated college
 - e. Other:
4. What activities/hobbies would you be interested in learning more about/pursuing? (Ex: photography, aromatherapy, Spanish, painting, sewing)
5. Are there areas where further training would help you advance in your professional/work life? (Ex: learning particular software programs; basic plumbing; bookkeeping)
6. If you're a parent, grandparent, or caregiver, would classes on raising children be beneficial? (Ex: Love & Logic; school safety protocols & procedures; social media; suicide prevention; reading and math interventions (supporting your child's academic work))

Gallatin Gateway School Facility Advisory Committee

The scope of the Gallatin Gateway School facility planning advisory committee will be to gather and analyze information to recommend short-term, mid-term, and long-range written plans for the Gallatin Gateway School (GGS) building/facility/grounds maintenance and to make recommendations to the GGS Board for consideration in Board facility maintenance and cost planning.

1. The committee will assess the school facility needs and recommend facility goals for short-term and mid-term planning.
2. The committee will assess the school facility needs and recommend facility goals for the next 20 years for long-range planning.
3. The committee will propose a maintenance plan with priority-based recommendations and general cost estimates.
4. The committee will meet and report quarterly, or more frequently as deemed necessary to the school board.
5. The advisory committee will:
 - be appointed by the Chairman of the GGS Board.
 - have no school maintenance decision-making or spending authority.
 - be comprised of community volunteers and at least one but not to exceed two board members.
 - include no more than 7 members.
6. School administration and staff members will be available by appointment as a resource to the advisory committee to share knowledge of the building and needs of the facility.
7. The Advisory Committee agenda will be provided to GGS administration no less than four business days prior to the meeting to be posted for the public. The District Clerk will post the approved minutes on the school webpage under the heading: School Board School Facility Advisory Committee.
8. The ongoing need, scope, and members of the advisory committee will be reviewed annually by the school board.



core control

705 Osterman Drive, Suite F
Bozeman, Montana 59715

www.corecontrolmt.com

Bozeman 406.582.9428

Butte 406.299.8071

Helena 406.204.4799

Friday, September 14, 2018

Gallatin Gateway School District Board
RE: Service Agreement report (Summer 2018)

To Whom It May Concern:

During the summer months of 2018, Core Control performed upon services outlined in a service agreement that went into effect June 1, 2018. Below is the report of findings and services performed.

Gym East AHU: Changed filters and belt. Checked pulley alignment and tuned belt tension. Check electrical connections and retrieve sports balls from above unit.

Gym West AHU: Changed filters and belt. Checked pulley alignment and tuned belt tension. Check electrical connections.

Pantry furnace: Changed belt and adjusted motor mount to better align pulleys. Added SAE-20 oil to fan bearings and motor bearings per factory recommendation.

Walk-in Freezer: Check compressor and fan operation. Check evaporator and condenser coils and clean. Condenser coil damaged from previous weather event. Defrost heater found to be bent away from coil, resulting in poor defrost performance. Unit found without liquid line solenoid valve which likely contributes to premature compressor failures. Door gaskets in very poor condition resulting from door heater being left energized when freezer had been turned off for the summer. Made note inside of electrical panel to de-energize multiple breakers during summer shutdown. Evaporator drain pan rivet had become separated causing water to drip inside of cooler instead of down drain line. Several electrical connections looked to have overheated. Recommend total replacement of low-temp skid. Formal proposal will be submitted to Superintendent.

Computer Lab AC unit: Cleaned coil on outdoor unit and changed filters on indoor unit. Checked performance and found unit to be slightly undercharged. Topped off with 2 lbs of R22 refrigerant.

Kitchen MAU: Clean mesh pre-filter with water to remove built up debris. Check and adjust belt tension. Inspect controls for loose wiring or hot spots.

Rinnai water heater: Check and clean water filter. Burner, heat exchanger, venting all okay.

All boilers were serviced on 8/29/18. The service checklists for each boiler as well as for the mechanical room are attached.

Regarding Metasys Control system, the scheduled service is forthcoming. This summer was particularly busy for our programmers and we want to insure we get the best technician to deliver on each facet of the service



core control

705 Osterman Drive, Suite F
Bozeman, Montana 59715

www.corecontrolmt.com

Bozeman 406.582.9428
Butte 406.299.8071
Helena 406.204.4799

agreement. Service on the control system will be performed separately and a report of findings will be issued following that service.

Respectfully submitted

Eric Bueling
Service Superintendent

ITEM	P	F	N	Details
			A	
Burner (Inspect/clean)	✓			Cleaned
Heat Exchanger (Inspect/clean)	✓			Cleaned
Linkages (air/gas mixing)	✓			
Ignition Control	✓			
Fault history (record and reset)	✓			
Gas control valve	✓			
Gas cock	✓			
Pilot assembly	✓			Replaced
Ignitor	✓			Condition: Ohms (if cold):
Flame sensor	✓			Type: Hit surface ignitor/flame sensor
Pressure relief valve	✓			
Vent pipe	✓			
Auto-vent damper			✓	
Electrical terminations	✓			
Aquastat	✓			Setpoint: BAS
High-limit (manual reset)	✓			Setpoint (20 deg higher than aquastat): Not labeled
Secondary limit			✓	Setpoint:
Flow switch	✓			
Low water cut off			✓	
Low gas pressure switch	✓			Setpoint:
High gas pressure switch			✓	Setpoint:
Fan proving switch	✓			Exercised:
Boiler ignition (sound/smell)	✓			
Combustion analysis	✓			O2 7.8 CO2 7.4 CO 136PPM
Combustion tuning	✓			
Sealed combustion port	✓			
Flame signal	✓			VDC/uA/display
Gas supply pressure	✓			12.4" static, 7.1" high fire
Manifold pressure	✓			Low fire: High fire: 3.3, 3.4, 3.4"
Temperature rise (Out-In)	✓			18 degree delta T
Condensate Trap			✓	
Condensate neutralizer			✓	

NOTES:

Boiler pump amps 6
 induced blower 3 amps
 Expansion tank 15psi

Technician: Chad Marks

Job ID: Gallatin Gateway School

Date: 8/28/2018

Equipment tag: Loch B2

Make: LochInvar

Model: CHN751

Serial: 1012748

ITEM	P	F	N	Details
			A	
Burner (Inspect/clean)	✓			Cleaned
Heat Exchanger (Inspect/clean)	✓			
Linkages (air/gas mixing)			✓	
Ignition Control	✓			
Fault history (record and reset)	✓			
Gas control valve	✓			
Gas cock	✓			
Pilot assembly	✓			Replaced
Ignitor	✓			Condition: Ohms (if cold):
Flame sensor	✓			Type: Hot surface ignitor/sensor
Pressure relief valve	✓			
Vent pipe	✓			
Auto-vent damper			✓	
Electrical terminations	✓			
Aquastat	✓			Setpoint: BMS
High-limit (manual reset)	✓			Setpoint (20 deg higher than aquastat): Unknown
Secondary limit			✓	Setpoint:
Flow switch	✓			
Low water cut off			✓	None installed
Low gas pressure switch	✓			Setpoint:
High gas pressure switch			✓	Setpoint:
Fan proving switch	✓			Exercised:
Boiler Ignition (sound/smell)	✓			
Combustion analysis	✓			
Combustion tuning	✓			O2 7.1% CO2 7.8% CO 83 PPM
Sealed combustion port	✓			
Flame signal	✓			VDC/uA/display
Gas supply pressure	✓			11.9"wc static 7.18" high
Manifold pressure				Low fire: High fire: 3.4, 3.4, 3.4
Temperature rise (Out-In)	✓			16F
Condensate Trap			✓	
Condensate neutralizer			✓	

NOTES:

Boiler pump motor teco model S55JXDYE-2681 Nameplate amps 5.7 actual
 No glycol in system
 PH 7.5

Standard Work Procedure

Technician: BR

General Mechanical
Job ID: HH-081318-01

Annual Preventative Maintenance
Date: 8/29

ITEM	P	F	N	A	Details
Thermostat					Batteries: Quantity: False Calls: BAS
Chimney Condition					Type:
CO Detectors			✓		None
Leaks (size/location)	✓				
Piping insulation condition	✓				
Indirect DHW tank				✓	Setpoint:
Indirect DHW Pump				✓	Amps:
Glycol feeder				✓	Level:
System water condition				✓	pH: 8.4 Freeze point: Condition: Bad
System Loop Pump(s)	✓				Amps: 3 Bottom
Pump Strainers Cleaned				✓	
Expansion Tank				✓	Service Valve with boiler drain: Pressure: Rec service valve & drain
Air Separator	✓				
Auto Air Vents	✓				
System Pressure					Test gauge:
Auto-Fill Valve	✓				
Backflow Preventer					Replaced
3-way Mixing Valve				✓	Setpoint:
Exercise all ball valves	✓				
Building Water Pressure					
Building PRV					
Zone Pumps	✓				
Zone Valves				✓	
Zone Dampers				✓	
Clean Mechanical Room	✓				
Air-side inspection	✓				
Electrical enclosures	✓				
Disconnects On/Auto	✓				

NOTES:

Zone 1 GF 43-75F R-2.15 A-1.8

Zone 2 GF 43-75F R 2.15 A 1.6

Zone 3 GF 43-75F R ~~2.15~~ A 1.4

Standard Work Procedure

Technician: ER

Boiler (Hot water)
Job ID: HH-081318-01

Annual Preventative Maintenance

Date: 8.29

Equipment tag: Boiler #2 Make: Burnham
Right

Model: K807HNEI-ES

Serial: 66161014

ITEM	P	F	N A	Details
Burner (Inspect/clean)	✓			<u>Cleaned</u>
Heat Exchanger (Inspect/clean)	✓			
Linkages (air/gas mixing)			✓	
Ignition Control	✓			
Fault history (record and reset)			✓	
Gas control valve	✓			
Gas cock		✓		<u>1" old type</u>
Pilot assembly	✓			
Ignitor			✓	Condition: Ohms (if cold):
Flame sensor	✓			Type: <u>Rod cleaned</u>
Pressure relief valve	✓			<u>30#</u>
Vent pipe	✓			
Auto-vent damper	✓			
Electrical terminations	✓			
Aquastat	✓			Setpoint: <u>180</u>
High-limit (manual reset)	✓			Setpoint (20 deg higher than aquastat): <u>210</u>
Secondary limit	✓			Setpoint: <u>210</u>
Flow switch			✓	
Low water cut off	✓			
Low gas pressure switch			✓	Setpoint:
High gas pressure switch			✓	Setpoint:
Fan proving switch			✓	Exercised:
Boiler ignition (sound/smell)	✓			
Combustion analysis	✓			
Combustion tuning				
Sealed combustion port				
Flame signal	✓			VDC/ <u>uA</u> /display
Gas supply pressure				
Manifold pressure	✓			Low fire: High fire: <u>3.2</u>
Temperature rise (Out-In)	✓			<u>15°</u>
Condensate Trap			✓	
Condensate neutralizer			✓	

Safety Controls ✓

Roll out/spill SW

Boiler pump - GF 43.75K R-2:15 A-

Standard Work Procedure

Technician: ER

Boiler (Hot water)

Job ID: HH-081318-01

Annual Preventative Maintenance

Date: 8-29

Equipment tag: Boiler # 1

Make: BURNHAM

Model: K80THNEIES

Serial: 65161015

Left

ITEM	P	F	N A	Details
Burner (Inspect/clean)	✓			cleaned
Heat Exchanger (Inspect/clean)	✓			Inspect
Linkages (air/gas mixing)			✓	
Ignition Control	✓			
Fault history (record and reset)			✓	
Gas control valve	✓			
Gas cock		✓		old type
Pilot assembly	✓			cleaned
Ignitor	✓			Condition: Ohms (if cold):
Flame sensor	✓			Type: Rod - cleaned
Pressure relief valve	✓			30#
Vent pipe	✓			
Auto-vent damper				
Electrical terminations	✓			checked
Aquastat	✓			Setpoint: 180
High-limit (manual reset)	✓	✓		Setpoint (20 deg higher than aquastat): does not have 210
Secondary limit	✓			Setpoint: does not have
Flow switch	✓		✓	
Low water cut off	✓			Tested
Low gas pressure switch			✓	Setpoint:
High gas pressure switch			✓	Setpoint:
Fan proving switch			✓	Exercised:
Boiler ignition (sound/smell)	✓			
Combustion analysis	✓			
Combustion tuning	✓			
Sealed combustion port	✓			
Flame signal	✓			VDC/uA/display
Gas supply pressure				
Manifold pressure	✓			Low fire: N/A High fire: 3.5
Temperature rise (Out-In)			14	
Condensate Trap			✓	
Condensate neutralizer			✓	

NOTES:

Boiler Pump GF 43.75 F R-1.96 A-1.8

Walk-In Freezer Repair Recommendation

1) Install a new refrigeration unit on the walk-in freezer

Recommendation:

To use Building Reserve Funds to approve the proposal to replace the refrigeration unit on the walk-in freezer

Rationale:

- The bid submitted by Core Controls was requested after a discussion with them during regular summer maintenance.
- As noted in the September 14 report from Core, there are issues with the refrigeration unit on the walk-in freezer that need to be addressed.
- Utilizing Building Reserve Funds allow us to address this matter early in the fiscal year without worrying about the lasting impacts on the General Fund.
- Core will install a new unit and remove the old one with minimal impact to the regular activities in the kitchen.

Motion: to approve the use of Building Reserve Funds to address the bids submitted by Core Controls for the amount of \$7,925.00 to replace the refrigeration unit on the walk-in freezer.

PROPOSAL

Core Control, Inc.
705 Osterman Dr, Ste F
Bozeman MT 59715



406.582.9428 V
888.582.9428 T
406.556.0165 F

www.corecontrolmt.com

Date: September 19, 2018

Customer: Gallatin Gateway School
PO Box 265
Gallatin Gateway, MT 59730

Submitted via: email
anderson@gallatingatewayschool.com

Contact: Travis Anderson

Project No: 180919-MD-52

Project: Walk in Combination Unit

Location: Gallatin Gateway School

Scope of Work: Includes the new refrigeration unit, a like kind and quality replacement. Installation, test and balance. Unit can be installed with very little disruption to the contents inside. Typical school and kitchen activities can remain while work is completed. Disposal of old unit.

Bid: TOTAL **\$7,925.00**

Invoicing: *A deposit of \$2650.00 will be required prior to ordering of materials or commencement of work.*

An invoice for \$2650.00 will be issued with Net 30 terms when work commences.

A final invoice for the balance of \$2625.00 will be issued with Net 30 terms when the work is complete.

This bid is based on the information/documents provided 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 constitutes a guarantee of cost. If problems are identified during the installation that require services and/or materials beyond the scope of work described, an additional estimate will be provided before any additional work is done. Core Control reserves the right to withdraw this bid if a contract is not signed within 90 days.

Kevin Dineen
Account Manager
kevind@corecontrolmt.com

Approved:

Signature

Date

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 Net 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 from the Customer, the Customer agrees to pay reasonable attorneys' fees which may be due. Contact our Accounting Department at the phone number above or at

GALLATIN GATEWAY SCHOOL SUPERINTENDENT SUMMATIVE EVALUATION FORM

- The Summative Evaluation Form provides written feedback about the performance of the superintendent related to five domains established by the Board of Trustees of Gallatin Gateway School.
- The Summative Evaluation Form is a written record of the conversations which took place during the Formal Evaluation Meeting.
- The Summative Evaluation Form includes the evaluator ratings of superintendent performance on each domain of the evaluation tool, and an overall rating of superintendent performance.

Evaluation Process

1. Superintendent's Formal Evaluation will be conducted during a special meeting in January each year, and prior to February 1
2. Each Board member will receive individual forms to complete two weeks prior to Superintendent's evaluation meeting.
3. During the special board meeting the Board will discuss the evaluation with the Superintendent during closed session and a final overall performance form will be attached to the minutes of the meeting and made available to the public upon request.

Description of Four Ratings

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

Developing - Evidence of novice performance; fundamental knowledge and implementation of leadership standards. Integration of leadership standards is inconsistent. Superintendent is making progress towards proficiency.

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

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

**SUPERINTENDENT
SUMMATIVE EVALUATION FORM**

Superintendent School Year
School Date

DOMAIN ONE: VISION AND GOALS

Gallatin Gateway School's Superintendent:

1. In collaboration with others, such as the school and/or district improvement team or board, uses multiple sources of information and assists in analyzing data to establish rigorous and concrete school and/or district improvement goals in the context of student achievement and instructional programs.
2. Provides leadership for major initiatives and change efforts relative to the school and/or district improvement goals. Is committed to doing the work required for continuous school and district improvement.
3. Promotes high expectations for teaching and learning. Is committed to ensuring that all students have the knowledge and skills necessary to become successful in future educational activities.
4. Communicates effectively to appropriate stakeholders about progress toward meeting the school and/or district improvement plan goals. Participates in a process to regularly monitor, evaluate and revise school and/or district improvement goals.

COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH

Unsatisfactory Developing Proficient Exemplary

DOMAIN TWO: CULTURE OF LEARNING

Gallatin Gateway School's Superintendent:

1. Provides leadership for assessing, developing, and improving the school and/or district culture and instructional program that is conducive to student learning. Articulates the desired school and/or district instructional program and shows evidence about how he or she reinforces the instructional program and culture.
2. Participates in monitoring and evaluating the effectiveness of the curriculum, instruction, or assessment of students. Evaluates staff and provides ongoing coaching for improvement. Uses a variety of sources of information to make decisions.
3. Helps to ensure that staff has professional growth opportunities that enhance staff's performance and improve student learning. Is accessible and approachable by staff, families, and community and is visible in the school and/or district community. Supports the use of technology as appropriate in teaching and learning.
4. Systematically and fairly recognizes accomplishments of staff and students toward a positive school and/or district culture. Uses and analyzes data to instill the importance of continually developing programs and strategies to enhance opportunities for learning.

COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH

Unsatisfactory

Developing

Proficient

Exemplary

DOMAIN THREE: MANAGEMENT

Gallatin Gateway School's Superintendent:

1. Addresses and resolves issues as they arise, in a timely manner, and works to prevent potential problems. Operational procedures are designed and managed to maximize opportunities for learning for all students.
2. Manages fiscal and physical resources responsibly, efficiently, and effectively.
3. Protects instructional time by managing operational procedures to maximize learning. Efficiently manages his or her time so that teaching and learning are a high priority.
4. Complies with federal and state law and district policies. School and/or district contractual agreements are effectively managed. Maintains confidentiality and privacy of school and/or district records, including student and staff information.
5. Works to ensure a safe and secure school and/or district environment and a culture that is conducive to teaching and learning. Challenges that could potentially interrupt teaching and learning are addressed and resolved.

COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH

Unsatisfactory

Developing

Proficient

Exemplary

DOMAIN FOUR: PROFESSIONAL RESPONSIBILITIES

Gallatin Gateway School's Superintendent:

1. Fosters and maintains positive professional relationships with staff. Is respectful of others' opinions and demonstrates an appreciation for and sensitivity to diversity in the school and/or district community.
2. Collaboratively works to establish a culture that encourages and welcomes families and community members and seeks ways in which to engage families and community members in student learning.
3. Is fair and consistent when dealing with students and staff. Demonstrates values, beliefs, and attitudes that inspire all students and staff to higher levels of performance.
4. Chooses and participates in professional growth that is aligned with his or her professional needs or aligned with the needs of the school and/or district.

COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH

Unsatisfactory

Developing

Proficient

Exemplary

DOMAIN FIVE: AGENT OF THE BOARD OF TRUSTEES

Gallatin Gateway School's Superintendent:

1. Serves as CEO of the Board of Trustees by maintaining communication and an effective working relationship, making sound recommendations for board action, and by carrying out board policies.
2. Supervises preparation of attendance reports, test results, and other reports as required by the Office of Public Instruction and other agencies.
3. Oversees financial management of the District, proposes budget item priorities and long-range financial needs, and manages expenditures within the approved budget.
4. Oversees facility management and planning for future facility needs.
5. Manages the supervisory responsibilities of Title I, Transportation, Food Service, Adult Education, Special Education, Homeless Liaison, 504 Compliance, and Athletics.

COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH:

Unsatisfactory

Developing

Proficient

Exemplary

**SUPERINTENDENT
SUMMATIVE EVALUATION FORM**

SUMMATIVE EVALUATION RATING

- Unsatisfactory** **Developing** **Proficient** **Exemplary**

IMPROVEMENT PLAN REQUIRED FOR:

DOMAIN ONE

DOMAIN TWO

**SUPERINTENDENT
SUMMATIVE EVALUATION FORM**

DOMAIN THREE

DOMAIN FOUR

DOMAIN FIVE

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

Superintendent

Date

Board Chair

Date

**Gallatin Gateway School
SUPERINTENDENT EVALUATION
Overall Performance Summary**

School Board Members:

Aaron Schwieterman, Chair	_____
Julie Fleury, Vice-Chair	_____
Carissa Paulson, Trustee	_____
Lessa Racow, Trustee	_____
Donna Shockley, Trustee	_____

Review Period: January 2018- January 2019

The superintendent's overall performance for the review period:

DOMAIN ONE: VISION AND GOALS

_____Unsatisfactory _____ Developing _____ Proficient _____ Exemplary

DOMAIN TWO: CULTURE OF LEARNING

_____Unsatisfactory _____ Developing _____ Proficient _____ Exemplary

DOMAIN THREE: MANAGEMENT

_____Unsatisfactory _____ Developing _____ Proficient _____ Exemplary

DOMAIN FOUR: PROFESSIONAL RESPONSIBILITIES

_____Unsatisfactory _____ Developing _____ Proficient _____ Exemplary

DOMAIN FIVE: AGENT OF THE BOARD OF TRUSTEES

_____Unsatisfactory _____ Developing _____ Proficient _____ Exemplary

Superintendent	<input type="text"/>	Date	<input type="text"/>
Board Chair	<input type="text"/>	Date	<input type="text"/>

Description of Four Ratings

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

Developing - Evidence of novice performance; fundamental knowledge and implementation of leadership standards. Integration of leadership standards is inconsistent. Superintendent is making progress towards proficiency.

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

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

EVALUATION OF BUSINESS MANAGER/DISTRICT CLERK

GALLATIN GATEWAY SCHOOL DISTRICT #35

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

PROCESS:

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

Description of Four Ratings

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

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

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

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

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

Business Manager/District Clerk

School Year

Date

DOMAIN ONE: RELATIONSHIP WITH THE BOARD AND ADMINISTRATIVE TEAM
Gallatin Gateway School's Business Manager/District Clerk:

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

COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH

Unsatisfactory

Developing

Proficient

Exemplary

Not Observed

DOMAIN TWO: ACCOUNTING MANAGEMENT

Gallatin Gateway School's Business Manager/District Clerk:

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

COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH

- Unsatisfactory Developing Proficient Exemplary
- Not Observed

DOMAIN THREE: FINANCIAL PLANNING AND RECORD KEEPING

Gallatin Gateway School's Business Manager/District Clerk:

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

COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH

Unsatisfactory

Developing

Proficient

Exemplary

Not Observed

DOMAIN FOUR: PROFESSIONAL DEVELOPMENT

Gallatin Gateway School's Business Manager/District Clerk:

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

COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH

Unsatisfactory

Developing

Proficient

Exemplary

Not Observed

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

SUMMATIVE EVALUATION RATING

Unsatisfactory

Developing

Proficient

Exemplary

IMPROVEMENT PLAN REQUIRED FOR:

DOMAIN ONE

DOMAIN TWO

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

DOMAIN THREE

DOMAIN FOUR

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

Business Manager/District Clerk Date

Board Chair Date

Gallatin Gateway School
BUSINESS MANAGER/DISTRICT CLERK
Overall Performance Summary

School Board Members:

Chair	Aaron Schwieterman
Vice-Chair	Julie Fleury
Trustee	Carissa Paulson
Trustee	Lessa Racow
Trustee	Donna Shockley

Review Period: March 2018- March 2019

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

DOMAIN ONE: RELATIONSHIP WITH BOARD

___Unsatisfactory ___Developing ___Proficient ___Exemplary

DOMAIN TWO: ACCOUNTING MANAGEMENT

___Unsatisfactory ___Developing ___Proficient ___Exemplary

DOMAIN THREE: FINANCIAL PLANNING AND RECORD KEEPING

___Unsatisfactory ___Developing ___Proficient ___Exemplary

DOMAIN FOUR: PROFESSIONAL DEVELOPMENT

___Unsatisfactory ___Developing ___Proficient ___Exemplary

Business Manager/District Clerk

Date

Board Chair

Date

**GALLATIN GATEWAY SCHOOL
BUSINESS MANAGER/DISTRICT CLERK
SELF EVALUATION**

1. What area(s) of my job do I enjoy most?

2. What area(s) of my job would I like to improve?

3. Accomplishments this year:

4. Goals for next year:

5. Recommendations to the Board:

6. Recommendations to the Superintendent:

Business Manager Clerk Signature

Date

Board Chair Signature

Date