

November Agenda

Regular Meeting of Trustees

The regular meeting of the Board of Trustees of School District #35 has been scheduled for **Wednesday, November 18, 2020** at **6:00pm** via **Zoom**. (All policies can be found at www.gallatingatewayschool.com.)

Call to Order

Pledge of Allegiance

Presiding Trustee's explanation of procedures

Public Comment- Non Agenda Items- Sign in sheet

GUEST: Mike DuCuennois- CrossHarbor Capital Informational Presentation

Consent Agenda

Minutes: October 21, 2020- regular meeting; November 6, 2020-special meeting; **Finance:** Warrants; Cash Reconciliation- July 2020, August 2020, and September 2020; **Personnel:** Hire: Classified/Certified Substitutes

Superintendent's Report

District Clerk's Report

Old Business

Discuss and Consider Board Communications and Standard Operating Procedures

- Community email correspondence- how to include in public comment
- Email disclaimer statement
- Board email addresses- one email vs. individual emails
- In-person vs. virtual meetings- how to move forward
- Posting virtual meeting procedures- calendar vs. agenda
- Zoom meeting procedures and script for presiding officer

Revise 2020-2021- Action Plan for Strategic Plan

New Business

Action Items:

Consider Remote Learning Curriculum & Plan

Rescind Motion for Assistant Cook offer of Employment

Hire: Assistant Cook

2020-2021 General Fund Line-item Budget Adoption

Review and Consider Revisions to District Clerk Evaluation Tool

Voting on MTSBA FY22 Dues Revenue Estimate

Set Date for Special Meeting- to consider Building Committee Recommendation

Consider date change for December regular meeting

Committee Reports

Building Committee

- Open the Apply Phase- request from Cushing Terrell/Martel

Next Meetings:

Special Meeting- TBD- building committee recommendation

Special Meeting- December 4, 2020 @ 10am- agenda setting

Regular Meeting- December 16, 2020 @ 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 comments 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

Zoom procedures:

1. Please ensure your mic is muted until called upon by the Board Chair
2. Public Comment is accepted two times during the meeting:
 - a. During non-agenda public comment for items not on the agenda
 - b. After the Board motion and discussion on an agenda item.
3. To participate from a mobile device or computer:
 - a. Please use the “Raise Hand” button under “Participants” button at the bottom of your screen
 - b. Once called on please unmute yourself to provide comments
4. To participate from a phone when dialed in:
 - a. *9 to raise and lower hand for public comment

Once called on please press *6 to unmute yourself to provide comments

Join Zoom Meeting

Please click this URL to join. <https://us02web.zoom.us/j/81288720227?pwd=aGQreUdyY1VGWDhFeXNMa0EwN01adz09>

Passcode: 64LhKn

Description: The regular meeting of the Board of Trustees of School District #35 has been scheduled for Wednesday, November 18, 2020 at 6:00pm

Or join by phone:

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

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

Webinar ID: 812 8872 0227

Passcode: 823751

International numbers available: <https://us02web.zoom.us/j/keRLX9PLd>

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

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

CALL TO ORDER

The Board of Trustees of the Gallatin Gateway School District #35 met at 6:00 pm on Wednesday, October 21, 2020, in the Gallatin Gateway School Board Room and via Zoom. Board Chair Aaron Schwieterman presided and called the meeting to order at 6:11pm.

TRUSTEES PRESENT

Aaron Schwieterman, Board Chair; Julie Fleury, Vice Chair; Mary Martin, Carissa Paulson, Patti Ringo

TRUSTEES ABSENT

None

STAFF PRESENT

Theresa Keel, Superintendent, Carrie Fisher, District Clerk; Ashley Davis, Teacher; Fraulein Jaffe, Assistant Clerk; Erica Clar, Administrative Secretary.

OTHERS PRESENT

No sign-in sheet due to COVID-19 and meeting being held virtually

Morgan Stuart, Megan Nowlin, Lynn Nowlin, Zach Nowlin, Cassandra Elwell, Amy Kimmel,

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. He 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; 3) public comment periods are not intended to be a question and answer session.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

RECOGNITION: Board Chair Aaron Swieterman and Vice Chair Julie Fleury recognized Superintendent Theresa Keel for receiving the 4Rivers Regional Superintendent of the Year award.

CONSENT AGENDA

Motion: Trustee Patti Ringo to approve the consent agenda as presented. **Minutes:** September 16, 2020-special meeting; September 16, 2020-regular meeting; October 1, 2020- special meeting; and October 2, 2020- special meeting; **Finance:** Warrants #36738-36759 (claims), -99743-99737 (electronic claims) and #75733-74741 (payroll), #-99743- -99737 (direct deposits/electronic payroll); #-88146- -88143(electronic voids). **Personnel:** Hire: Classified/Certified Substitutes: Maxine Daniel, Connie Evenson, Brooke Savage, Dayna Bergin, Diane Belcourt, April Bettilyon, Cyndee Bishop, Cynthia Corliss, Kevin Germann, Mary Jo Haberman, Kimberli Jones, Cheryl Juergens, David Keightley, Rebecca Lieurance, Brad Parsch, Teresa Ann Quatraro, Leigh Strohn, Barry Sulam, and Debra Tysse.

Seconded: Vice Chair Julie Fleury

Public Comment: None
For: Fleury, Martin, Paulson, Ringo, Schwieterman
Opposed: None
Motion passed unanimously.

SUPERINTENDENT REPORT

Superintendent Keel shared the following with the Board: 1) Enrollment: 153; 2) Weekly PLC's; 3) Star Math/Reading data; 4) PIR Days- October 15 & 16; 5) Student Council Elections- planned for November 3; 6) Bonzed Museum project; 7) Volunteers- Brad Parsch, Morgan Stuart, Allison Bos, Brittany Flanigan, Britt Ewert, Amy Kimmel; 8) Building Committee happenings; 9) Deep clean of gym and 8th grade classroom; 10) Super Discuss and Cuss; 11) 8th grade parent meeting; 12) Outdoor tent setup; 13) Several middle school students quarantined as close contacts; 14) Safety Award from MSGIA

DISTRICT CLERK REPORT

District Clerk Carrie Fisher reviewed the following with the Board: 1) FY20 audit documents- began process to send to auditor; 2) FY20 GASB #75 report; 3) Fall ANB Count = 153; 4) Quarterly payroll reports submitted; 5) GGS received Gary Griffith Safety Member of the Year award from MSGIA 6) Building Committee Meeting scheduled for October 28, 2020; 7) Grease Trap cleaning; 8) Boys' bathroom repaired- October 6; 9) Outdoor cafeteria tents- thank you Seth Nowlin and Joe Robb; 10) Bus Route change; 11) Assistant Clerk interviews; 12) Virtual adult education course; 13) Board training opportunities; and 14) Important dates.

OLD BUSINESS

Board Communications and Standard Operating Procedures

The Board continued to brainstorm some ideas regarding board/community communications and standard operating procedures. Ideas included: 1) discussed email correspondence during agenda setting meetings to determine if can be answered by the Board chair, Superintendent, or if it should be a board discussion; 2) engage and communicate with the community by sending our completing an "annual report" 2x/year. This will be discussed further at next month's meeting

NEW BUSINESS

Athletics: Boys'/Girls' Basketball Programs

Superintendent Keel recommended that girls' and boys' basketball grades 5-8 be held in intramural format to maintain the cohort model. She also noted that her recommendation would be to hold boys' and girls' basketball simultaneously for the duration of both seasons. She explained that her recommendation would be to live stream all scrimmages through facebook.

Motion: Trustee Julie Fleury to hold girls' and boys' basketball for grades 5-8 in an intramural format and hold boys' and girls programs simultaneously.

Seconded: Trustee Patti Ringo

Public Comment: None

For: Fleury, Martin, Paulson, Ringo, Schwieterman

Opposed: None

Motion passed unanimously

Hire: Basketball Coaches

Motion: Vice Chair Julie Fleury to hire Levi Clark as the girl's basketball assistant coach (\$700/season stipend) and boys' basketball head coach (\$1200/season stipend) pending adequate fingerprint/background check; and hire MacKinzie Verke as the boys' assistant coach (\$700/season stipend).

Seconded: Trustee Patti Ringo
Public Comment: None
For: Fleury, Martin, Paulson, Ringo, Schwieterman
Opposed: None
Motion passed unanimously

Hire: Assistant Cook

Motion: Trustee Patti Ringo to hire Miranda Tucker as the Assistant Cook at \$14/hour, not to exceed 30 hours/week and \$2125 in annual flex benefits beginning no sooner than October 22, 2020 and ending no later than June 11, 2020 pending completion and acceptance of a pre-employment physical and fingerprint background check.

Seconded: Vice Chair Julie Fleury
Public Comment: None
For: Fleury, Martin, Paulson, Ringo, Schwieterman
Opposed: None
Motion passed unanimously.

2020-2021 Other Budgeted Funds Line-item budget Adoption

Motion: Vice Chair Julie Fleury to adopt the 2020-2021 line-item budgets for the following funds: transportation, bus depreciation, tuition, retirement, adult education, technology, flexibility, debt service, and building reserve.

Second: Trustee Patti Ringo
Public Comment: None
For: Fleury, Martin, Paulson, Ringo, Schwieterman
Opposed: None
Motion passed unanimously

Review and Adopt 2020-2021 Action Plan for Strategic Plan

Motion: Vice Chair Julie Fleury to adopt the 2020-2021 action plan for the Strategic Plan as presented.

Second: Trustee Patti Ringo
Public Comment: None
For: Fleury, Martin, Paulson, Ringo, Schwieterman
Opposed: None
Motion passed unanimously

The Board will revise the action plan at a future meeting after developing an action plan for: IV. Leadership, Communication & Collaboration: *We will create a school and school board environment abt is open to community, parent, and staff discussion and communication.*

Review and Consider Revisions to Superintendent Evaluation Tool

Motion: Vice Chair Julie Fleury to approve the Superintendent Evaluation as presented with no changes.
Seconded: Trustee Carissa Paulson
Public Comment: None
For: Fleury, Martin, Paulson, Ringo, Schwieterman
Opposed: None
Motion passed unanimously

Review and adopt District Policy Revisions and Additions:

Motion: Vice Chair Julie Fleury to adopt the following policy additions and revisions:

#3210- Equal Educational Opportunity, Nondiscrimination, and Sex Equity- revised- with optional wording included by MTSBA “*gender identity, sexual orientation, or failure to conform to stereotypical notions of masculinity or femininity*”

#3225- Sexual Harassment of Students- revised

#3225F- Sexual Harassment Reporting/Intake Form for Students-new

#3225P-Sexual Harassment Grievance Procedure- Students- new

#3226- Bullying/Harassment/Intimidation/Hazing-revised

#3310- Student Discipline- revised

#5010- Equal Opportunity, Non-Discrimination, and Sex Equity- revised

#5012- Sexual Harassment of Employees- revised

#5012P- Sexual Harassment Grievance Procedure-Employees- revised

#5012F- Sexual Harassment Reporting/Intake Form for Employees-new

#5015- Bullying/Harassment/Intimidation-revised

7425F- Class Fundraising Notice- new

Seconded: Trustee Patti Ringo

Public Comment: None

For: Fleury, Martin, Paulson, Ringo, Schwieterman

Opposed: None

Motion passed unanimously

Next Meetings:

- Building Committee Meeting- October 28, 2020 at 6:30pm
- Special Meeting- November 6, 2020 at 10am- agenda setting
- Regular Meeting- November 18, 2020 at 6:00pm

ADJOURNMENT

Board Chair Aaron Schwieterman adjourned the meeting at 7:59pm.

Aaron Schwieterman, Board Chair

Carrie Fisher, District Clerk

MINUTES
SPECIAL COMMITTEE MEETING
BOARD OF TRUSTEES, GALLATIN GATEWAY SCHOOL DISTRICT #35

Call to Order

A committee of the Board of Trustees of the Gallatin Gateway School District #35 met at 10am Friday, October 6, 2020 virtually via Zoom. Board Chair Aaron Schweierman presided and called the meeting to order at 10:05am.

Trustees Present

Aaron Schwieterman, Board Chair; and Julie Fleury, Board Vice-Chair

Trustees Absent

None

Staff Present

Theresa Keel, Superintendent; and Carrie Fisher, District Clerk

Others Present

None

Presiding Trustee's Explanation of Procedures

Board Chair Aaron Schwieterman explained the public comment process to be followed for addressing the Board in accordance with Gallatin Gateway School policy. He 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

NEW BUSINESS

Set agenda for November 18, 2020 regular meeting

Board Chair Aaron Schwieterman led a discussion regarding the agenda for the November 18, 2020 regular meeting. The individuals present discussed agenda items to be included on the agenda and District Clerk Carrie Fisher will finalize the agenda with the Superintendent.

Next Agenda Setting Meeting:

December 4, 2020 at 10am.

Adjournment

Board Chair Aaron Schwieterman adjourned the meeting at 10:50am.

Aaron Schwieterman, Board Chair

Carrie Fisher, District Clerk

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, District Clerk

SUBJECT: Warrant Register Summary

DATE: November 16, 2020

Warrant Numbers (including Direct Deposit/ACH):

Claim (A/P) Warrants #'s:
#36760- #36785

Electronic Payment:
#-99712 #-99703

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

Payroll Warrant #'s:
#75742 - #74750

Direct Deposits/ACH #'s:
#-88140 - #-88106

Voided Payroll Warrant #'s:
None

Thank you.

11/16/20
15:27:46

GALLATIN GATEWAY ELEMENTARY
Claims and/or Payroll Checks List
For the Accounting Period: 11/20

Page: 1 of 1
Report ID: W100X

Claims

Accounts Payable

Check			Date			
Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Issued	Notes
-99712	E	1305 BMO MASTERCARD	567.36	11/20	11/13/20	
-99711	E	1305 BMO MASTERCARD	93.79	11/20	11/13/20	
-99710	E	1305 BMO MASTERCARD	356.05	11/20	11/13/20	
-99709	E	1305 BMO MASTERCARD	28.79	11/20	11/13/20	
-99708	E	1305 BMO MASTERCARD	525.50	11/20	11/13/20	
-99707	E	1305 BMO MASTERCARD	286.80	11/20	11/13/20	
-99706	E	1305 BMO MASTERCARD	7461.13	11/20	11/13/20	
-99705	E	1305 BMO MASTERCARD	1829.24	11/20	11/13/20	
-99704	E	1305 BMO MASTERCARD	323.01	11/20	11/13/20	
-99703	E	1305 BMO MASTERCARD	6.00	11/20	11/13/20	
36760	SC	1606 3 BROTHERS PLUMBING & HEATING	285.00	11/20	11/18/20	
36761	SC	43 ALSCO-AMERICAN LINEN DIVISION	344.03	11/20	11/18/20	
36762	SC	1328 BRIDGER ANALYTICAL LAB, INC	28.00	11/20	11/18/20	
36763	SC	228 CENTURYLINK	7.58	11/20	11/18/20	
36764	SC	229 CENTURYLINK	13.18	11/20	11/18/20	
36765	SC	262 COMMERCIAL ENERGY OF MONTANA INC	437.84	11/20	11/18/20	
36766	SC	1503 COMPANION CORPORATION	200.00	11/20	11/18/20	
36767	SC	1756 CONNIE EVENSON	51.15	11/20	11/18/20	
36768	SC	1337 CORE CONTROL	450.00	11/20	11/18/20	
36769	SC	1415 GALLATIN COUNTY TREASURER	203.61	11/20	11/18/20	
36770	SC	471 GRANITE TECHNOLOGY SOLUTIONS INC	31.25	11/20	11/18/20	
36771	SC	577 J&H INC	38.87	11/20	11/18/20	
36772	SC	1665 KEEL, THERESA	54.96	11/20	11/18/20	
36773	SC	1608 MARTIN, MARY T.	659.93	11/20	11/18/20	
36774	SC	856 NORTHWESTERN ENERGY	2126.22	11/20	11/18/20	
36775	SC	1757 OLEN, HAILEE	9.99	11/20	11/18/20	
36776	SC	880 OTT JONES SCULPTURE	807.15	11/20	11/18/20	
36777	SC	1724 PURITAN COMMERCIAL CLEANING & SER	5876.00	11/20	11/18/20	
36778	SC	1750 RAM	568.99	11/20	11/18/20	
36779	SC	1110 SYSCO FOOD SERVICES OF MT	2988.93	11/20	11/18/20	
36780	SC	1118 TEAR IT UP LLC	52.56	11/20	11/18/20	
36781	SC	666 THOMAS, LORRIE	100.00	11/20	11/18/20	
36782	SC	1506 THREE SEASONS, INC	710.00	11/20	11/18/20	
36783	SC	420 US FOODS	3961.12	11/20	11/18/20	
36784	SC	43 ALSCO-AMERICAN LINEN DIVISION	61.43	11/20	11/18/20	
36785	SC	1131 THE CARRIAGE HOUSE CAR WASH	17.00	11/20	11/18/20	

Claims Total # of Checks: 36 Total: 31562.46

Grand Total # of Checks: 36 Total: 31562.46

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 1 of 23
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
E	1305 BMO MASTERCARD					
	2498	567.36				
	C.FISHER PCARD TRANSACTIONS #3574 NOVEMBER 5, 2020 STATEMENT					
1	CC-541 10/08/20 RANDOM DRUG TESTING- CB	55.00				
	THE CHEMNET CONSORTIUM					
2	CC-542 10/13/20 MONTHLY SUBSCRIPTION- ZOOM PHO	15.86		115	625	198
	ZOOM VIDEO COMMUNICATIONS INC.					
3	CC-543 10/23/20 MONTHLY SUBSCRIPTION	37.00		101	625	
	SURVEY MONKEY					
4	CC-544 10/30/20 MONTHLY TRASH SERVICE	294.36		101	625	
	MONTHLY TRASH SERVICE L&L SITE SERVICES					
5	CC-544 10/30/20 MONTHLY TRASH SERVICE	33.45		110	625	
	MONTHLY TRASH SERVICE L&L SITE SERVICES					
6	CC-544 10/30/20 MONTHLY TRASH SERVICE	6.69		117	625	
	MONTHLY TRASH SERVICE L&L SITE SERVICES					
7	CC-545 11/03/20 TITLE IX TRAINING- MARTIN	125.00		101	625	
	MTSBA - MONTANA SCHOOL BOARD ASSOCIATION					
	2499	93.79				
1	CC-550 11/02/20 TORTILLAS	24.45		101	625	
	COUNSELING MATERIALS ALBERTSONS					
2	CC-550 11/02/20 TORTILLAS	10.48		101	625	
	COUNSELING MATERIALS ALBERTSONS					
3	CC-549 10/28/20	41.20		101	625	
	COUNSELING MATERIALS ALBERTSONS					
4	CC-549 10/28/20	17.66		101	625	
	COUNSELING MATERIALS ALBERTSONS					

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 2 of 23
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
	2500	356.05					
	GGS TRANSPORTATION PCARD TRANSACTIONS #7639 NOVEMBER 5, 2020 STATEMENT						
1	CC-514 10/07/20 FUEL SOUTH	76.86					
	CASEY'S CORNER STORE						
	CC-515 10/07/20 FUEL NORTH	39.82		110		625	
	CASEY'S CORNER STORE						
3	CC-551 10/20/20 FUEL NORTH	63.40		110		625	
	COUNSELING MATERIALS						
	CASEY'S CORNER STORE						
4	CC-552 10/20/20 FUEL NORTH	49.83		110		625	
	COUNSELING MATERIALS						
	CASEY'S CORNER STORE						
5	CC-553 10/26/20 GLOVES	22.37		110		625	
	COUNSELING MATERIALS						
	OWENHOUSE ACE HARDWARE						
6	CC-554 10/28/20 FUEL NORTH	30.92		110		625	
	COUNSELING MATERIALS						
	CASEY'S CORNER STORE						
7	CC-555 10/28/20 FUEL SOUTH	72.85		110		625	
	COUNSELING MATERIALS						
	CASEY'S CORNER STORE						
	2501	28.79					
	ALIX DAVIS PCARD TRANSACTIONS #8175 NOVEMBER 5, 2020 STATEMENT						
1	Year subscription	12.00					
	NATIONAL GEOGRAPHIC SOCIETY						
2	I voted stickers	12.09*	21107	184	81	710-3407	610
	AMAZON.COM						
3	I voted stickers	4.70*	21111	184	82	710-3407	610
	AMAZON.COM						
	2502	525.50					
	T.KEEL PCARD TRANSACTIONS #5027 NOVEMBER 5, 2020 STATEMENT						
1	CC-564 10/14/20 STAFF INCENTIVE-PRIZES	68.00					
	LUMBERJAXE THROWING COMPANY						
2	CC-565 10/14/20 STAFF INCENTIVE-PRIZES	68.00		115		625	110
	LUMBERJAXE THROWING COMPANY						

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 3 of 23
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
3	CC-566 10/14/20 STAFF- DINNER INCENTIVE	139.50		115	625		110
	DOMINOS- DC			CC Accounting: 115- 80-100-2316-610-110			
4	CC-567 10/08/20 MCEL REGISTRATION	250.00		115	625		110
	MTSBA - MONTANA SCHOOL BOARD ASSOCIATION			CC Accounting: 115- 80-100-2321-582-110			
	2503	286.80					
	ASHLEY DAVIS PCARD TRANSACTIONS #1614 NOVEMBER 5, 2020 STATEMENT						
1	CC-568 10/16/20 ART SUPPLIES- BRUSHES	10.79					
	INSTRUCTIONAL SUPPLIES- 115 AMAZON.COM			CC Accounting: 115- 81-100-1000-610-145			
				115	625		145
2	CC-568 10/16/20 ART SUPPLIES- BRUSHES	4.20		115	625		145
	INSTRUCTIONAL SUPPLIES- 115 AMAZON.COM			CC Accounting: 115- 82-100-1000-610-145			
3	CC-568 10/17/20 ART SUPPLIES- PAINT	126.15		115	625		145
	Year-end Art Order-FY19 AMAZON.COM			CC Accounting: 115- 81-100-1000-610-145			
4	CC-568 10/17/20 ART SUPPLIES- PAINT	87.67		115	625		145
	Year-end Art Order-FY19 AMAZON.COM			CC Accounting: 115- 82-100-1000-610-145			
5	CC-568 10/20/20 ART SUPPLIES- PAINT	17.74		115	625		145
	INSTRUCTIONAL SUPPLIES- 115 AMAZON.COM			CC Accounting: 115- 81-100-1000-610-145			
6	CC-568 10/20/20 ART SUPPLIES- PAINT	6.90		115	625		145
	INSTRUCTIONAL SUPPLIES- 115 AMAZON.COM			CC Accounting: 115- 82-100-1000-610-145			
7	CC-568 10/20/20 ART SUPPLIES- PAINT	24.01		115	625		145
	INSTRUCTIONAL SUPPLIES- 115 AMAZON.COM			CC Accounting: 115- 81-100-1000-610-145			
8	CC-568 10/20/20 ART SUPPLIES- PAINT	9.34		115	625		145
	INSTRUCTIONAL SUPPLIES- 115 AMAZON.COM			CC Accounting: 115- 82-100-1000-610-145			
	2504	7,461.13					
	E.CLARK PCARD TRANSACTIONS #4213 NOVEMBER 5, 2020 STATEMENT- PAGE #1						
1	Large Jacket	47.75					
	HANDS ON INC.			* 21108 115 80 100-2316			
							610 110
2	XXI, Jacket	49.25*	21108	115	80	100-2316	610 110
	HANDS ON INC.						

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 4 of 23
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
3	Lego Mindstorms Education	604.55	20196	101		999		
	LEGO EDUCATION							
	PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-							
4	Lego Mindstorms Education	235.10	20196	101		999		
	LEGO EDUCATION							
	PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-							
5	EV3 Core Set	2,217.10	20196	101		999		
	LEGO EDUCATION							
	PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-							
6	EV3 Core Set	862.20	20196	101		999		
	LEGO EDUCATION							
	PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-							
7	Play Condition	18.76*	21091	115	82	100-1000	610	194
	ECKROTH MUSIC							
8	Play Condition	48.24*	21091	115	81	100-1000	610	194
	ECKROTH MUSIC							
9	Shop Fee	1.96*	21091	115	82	100-1000	610	194
	ECKROTH MUSIC							
10	Shop Fee	5.04*	21091	115	81	100-1000	610	194
	ECKROTH MUSIC							
11	Clean	14.00*	21091	115	82	100-1000	610	194
	ECKROTH MUSIC							
12	Clean	36.00*	21091	115	81	100-1000	610	194
	ECKROTH MUSIC							
13	Clean 2	14.00*	21091	115	82	100-1000	610	194
	ECKROTH MUSIC							
14	Clean 2	36.00*	21091	115	81	100-1000	610	194
	ECKROTH MUSIC							
15	Shop Fee 2	1.96*	21091	115	82	100-1000	610	194
	ECKROTH MUSIC							
16	Shop Fee 2	5.04*	21091	115	81	100-1000	610	194
	ECKROTH MUSIC							
17	Play Condition 2	18.76*	21091	115	82	100-1000	610	194
	ECKROTH MUSIC							
18	Play Condition 2	48.24*	21091	115	81	100-1000	610	194
	ECKROTH MUSIC							
19	Repair Parts 2	1.68*	21091	115	82	100-1000	610	194
	ECKROTH MUSIC							
20	Repair Parts 2	4.32*	21091	115	81	100-1000	610	194
	ECKROTH MUSIC							
21	FOLDERS & SEALS	13.10	20225	101		999		
	SCHOOL SPECIALTY INC.							
	PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-							
22	FOLDERS & SEALS	5.09	20225	101		999		
	SCHOOL SPECIALTY INC.							
	PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-							
23	PEN GEL ASSORT	14.97	20225	101		999		
	SCHOOL SPECIALTY INC.							
	PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-							

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 5 of 23
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
24	PEN GEL ASSORT SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	5.82	20225	101		999		
25	LAUNDRY DETERGENT SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	15.58	20225	101		999		
26	LAUNDRY DETERGENT SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	6.06	20225	101		999		
27	7 IN SCISSOR SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	7.15	20225	101		999		
28	7 IN SCISSOR SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	2.78	20225	101		999		
29	Poster Markers Classic SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	5.75	20225	101		999		
30	Poster Markers Classic SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	2.24	20225	101		999		
31	dry erase magnetic name p SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 80-100-1000-610-	13.90	20230	101		999		
32	Magnetic easel chart stan SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 80-100-1000-610-	278.92	20230	101		999		
33	shipping SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 80-100-1000-610-	33.47	20230	101		999		
34	2081255211 07/20/20 GR MECHANICAL PENCIL SCHOOL SPECIALTY INC.	6.44*	21048	115	80	100-2316	610	145
35	2081255211 07/20/20 BL MECHANICAL PENCIL SCHOOL SPECIALTY INC.	6.44*	21048	115	80	100-2316	610	145
36	2081255211 07/20/20 PK MECHANICAL PENCIL SCHOOL SPECIALTY INC.	6.44*	21048	115	80	100-2316	610	145
37	2081255211 07/20/20 BL HIGHLIGHTER SCHOOL SPECIALTY INC.	11.82*	21048	115	80	100-2316	610	145
38	2081255211 07/20/20 YW HIGHLIGHTER SCHOOL SPECIALTY INC.	19.32*	21048	115	80	100-2316	610	145
39	2081255211 07/20/20 ERASERS W/ GRIP SCHOOL SPECIALTY INC.	13.95*	21048	115	80	100-2316	610	145
40	07/20/20 Mod Podge- Gloss SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	19.09	20207	101		999		
41	07/20/20 Mod Podge- Gloss SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	7.42	20207	101		999		

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 6 of 23
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
42	07/20/20 Mod Podge- Matte SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	19.09	20207	101		999	
43	07/20/20 Mod Podge- Matte SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	7.42	20207	101		999	
44	07/20/20 Modelilng Clay- Earth SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	21.47	20207	101		999	
45	07/20/20 Modelilng Clay- Earth SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	8.35	20207	101		999	
46	07/20/20 Erasers SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	7.85	20207	101		999	
47	07/20/20 Erasers SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	3.05	20207	101		999	
48	07/20/20 Metallic Sharpies SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	35.57	20207	101		999	
49	07/20/20 Metallic Sharpies SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	13.82	20207	101		999	
50	07/20/20 Ultra Fine Point Sharpies SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	37.44	20207	101		999	
51	07/20/20 Ultra Fine Point Sharpies SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	14.55	20207	101		999	
52	07/20/20 Glue Sticks SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	4.11	20207	101		999	
53	07/20/20 Glue Sticks SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	1.60	20207	101		999	
54	07/20/20 Clothes Pins SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	4.48	20207	101		999	
55	07/20/20 Clothes Pins SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	1.74	20207	101		999	
56	07/20/20 Acrylic Orange SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	15.70	20207	101		999	
57	07/20/20 Acrylic Orange SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	6.10	20207	101		999	

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 7 of 23
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
58	07/20/20 Acrylic Magenta SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	15.70	20207	101		999	
59	07/20/20 Acrylic Magenta SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	6.10	20207	101		999	
60	07/20/20 Acrylic Purple SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	15.70	20207	101		999	
61	07/20/20 Acrylic Purple SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	6.10	20207	101		999	
62	07/20/20 Magic Rub Erasers SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	12.72	20207	101		999	
63	07/20/20 Magic Rub Erasers SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	4.94	20207	101		999	
64	07/20/20 Palettes SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	11.69	20207	101		999	
65	07/20/20 Palettes SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	4.55	20207	101		999	
66	07/20/20 Paint cups SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	4.19	20207	101		999	
67	07/20/20 Paint cups SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	1.63	20207	101		999	
68	07/20/20 Glue sticks- lg SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	8.22	20207	101		999	
69	07/20/20 Glue sticks- lg SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	3.20	20207	101		999	
70	07/20/20 Glue sticks- sm SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	9.53	20207	101		999	
71	07/20/20 Glue sticks- sm SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	3.71	20207	101		999	
72	07/20/20 Glue gun SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	9.72	20207	101		999	
73	07/20/20 Glue gun SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	3.78	20207	101		999	

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 8 of 23
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
74	07/20/20 Trimmer SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	60.52	20207	101		999	
75	07/20/20 Trimmer SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	23.52	20207	101		999	
76	07/20/20 Tape Dispenser SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	5.61	20207	101		999	
77	07/20/20 Tape Dispenser SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	2.18	20207	101		999	
78	07/20/20 Colored Pencil Sharpener SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	33.69	20207	101		999	
79	07/20/20 Colored Pencil Sharpener SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	13.10	20207	101		999	
80	07/20/20 Rulers SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	5.51	20207	101		999	
81	07/20/20 Rulers SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	2.14	20207	101		999	
82	07/20/20 Stapler SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	13.10	20207	101		999	
83	07/20/20 Stapler SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	5.09	20207	101		999	
84	07/20/20 Paper Punch SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	2.05	20207	101		999	
85	07/20/20 Paper Punch SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	0.80	20207	101		999	
86	07/20/20 Scissors SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	11.58	20207	101		999	
87	07/20/20 Scissors SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	4.50	20207	101		999	
88	07/20/20 Clips SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	1.92	20207	101		999	
89	07/20/20 Clips SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	0.75	20207	101		999	

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 9 of 23
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
90	07/20/20 Sketchbooks SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	68.70	20207	101		999	
91	07/20/20 Sketchbooks SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	26.70	20207	101		999	
92	07/20/20 Colored Pencils SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	11.13	20207	101		999	
93	07/20/20 Colored Pencils SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	4.33	20207	101		999	
94	07/20/20 Tempera Gold SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	8.09	20207	101		999	
95	07/20/20 Tempera Gold SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	3.15	20207	101		999	
96	07/20/20 Acrylic Black SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	47.09	20207	101		999	
97	07/20/20 Acrylic Black SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	18.31	20207	101		999	
98	07/20/20 Acrylic White SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	58.87	20207	101		999	
99	07/20/20 Acrylic White SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	22.88	20207	101		999	
100	07/20/20 Acrylic Cobalt Blue SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	11.77	20207	101		999	
101	07/20/20 Acrylic Cobalt Blue SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	4.58	20207	101		999	
102	07/20/20 Acrylic Cool Yellow SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	23.55	20207	101		999	
103	07/20/20 Acrylic Cool Yellow SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	9.15	20207	101		999	
104	07/20/20 Acrylic Burnt Umber SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	15.70	20207	101		999	
105	07/20/20 Acrylic Burnt Umber SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	6.10	20207	101		999	

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 10 of 23
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
106	07/20/20 Acrylic Metallic SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	13.24	20207	101		999	
107	07/20/20 Acrylic Metallic SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	5.15	20207	101		999	
108	07/20/20 Sponge Brushes SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	6.83	20207	101		999	
109	07/20/20 Sponge Brushes SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	2.65	20207	101		999	
110	07/20/20 Kid Gloves SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	11.69	20207	101		999	
111	07/20/20 Kid Gloves SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	4.55	20207	101		999	
112	07/20/20 Adult Aprons SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	31.11	20207	101		999	
113	07/20/20 Adult Aprons SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	12.09	20207	101		999	
114	07/20/20 Masks SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	5.05	20207	101		999	
115	07/20/20 Masks SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	1.96	20207	101		999	
116	07/20/20 Wiggle Eyes SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	8.56	20207	101		999	
117	07/20/20 Wiggle Eyes SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	3.33	20207	101		999	
118	07/20/20 White Const. Paper SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	17.07	20207	101		999	
119	07/20/20 White Const. Paper SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	6.63	20207	101		999	
120	07/20/20 Sharpie Black SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	4.37	20207	101		999	
121	07/20/20 Sharpie Black SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	1.70	20207	101		999	

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 11 of 23
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
122	07/20/20 Black Const. Paper SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	6.83	20207	101		999	
123	07/20/20 Black Const. Paper SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	2.65	20207	101		999	
124	07/20/20 Sponges SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	7.43	20207	101		999	
125	07/20/20 Sponges SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	2.89	20207	101		999	
126	07/20/20 Popsicle Sticks SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	1.17	20207	101		999	
127	07/20/20 Popsicle Sticks SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	0.46	20207	101		999	
128	07/20/20 Pottery Clay SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	36.03	20207	101		999	
129	07/20/20 Pottery Clay SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	14.01	20207	101		999	
130	07/20/20 Air-dry Clay SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-	62.89	20207	101		999	
131	07/20/20 Air-dry Clay SCHOOL SPECIALTY INC. PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-	24.44	20207	101		999	
132	07/20/20 10 great makerspace... FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	18.64	20221	101		999	
133	07/20/20 10 great makerspace... FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	7.25	20221	101		999	
134	07/20/20 13...Children Sh FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	169.25	20221	101		999	
135	07/20/20 13...Children Sh FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	65.83	20221	101		999	
136	07/20/20 ADRIFT AT SEA FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	11.88	20221	101		999	
137	07/20/20 ADRIFT AT SEA FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	4.62	20221	101		999	

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 12 of 23
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
138	07/20/20 ALL ABOUT OCEANS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	12.27	20221	101		999	
139	07/20/20 ALL ABOUT OCEANS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	4.77	20221	101		999	
140	07/20/20 ALL ABOUT RAIN FORESTS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	12.27	20221	101		999	
141	07/20/20 ALL ABOUT RAIN FORESTS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	4.77	20221	101		999	
142	07/20/20 ALL THE IMPOSSIBLE THINGS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	13.61	20221	101		999	
143	07/20/20 ALL THE IMPOSSIBLE THINGS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	5.30	20221	101		999	
144	07/20/20 ANGLERFISH FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	10.88	20221	101		999	
145	07/20/20 ANGLERFISH FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	4.23	20221	101		999	
146	07/20/20 ANIMALS IN HIDING FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	11.09	20221	101		999	
147	07/20/20 ANIMALS IN HIDING FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	4.32	20221	101		999	
148	07/20/20 ARC OF A SCYTHE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	35.02	20221	101		999	
150	07/20/20 ARCTIC OCEAN FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	15.15	20221	101		999	
151	07/20/20 ARCTIC OCEAN FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	5.89	20221	101		999	
152	07/20/20 ART MASTERCLASS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	9.42	20221	101		999	
153	07/20/20 ART MASTERCLASS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	3.67	20221	101		999	
154	07/20/20 ATTACK OF THE 50-FOOT FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	4.47	20221	101		999	

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 13 of 23
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
155	07/20/20 ATTACK OF THE 50-FOOT FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	1.74	20221	101		999	
156	07/20/20 THE BAD GUYS IN SUPERBAD FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	8.50	20221	101		999	
157	07/20/20 THE BAD GUYS IN SUPERBAD FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	3.31	20221	101		999	
158	07/20/20 THE BAD GUYS IN THE BADDE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	8.50	20221	101		999	
159	07/20/20 THE BAD GUYS IN THE BADDE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	3.31	20221	101		999	
160	07/20/20 THE BAD GUYS IN THE BIG B FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	8.50	20221	101		999	
161	07/20/20 THE BAD GUYS IN THE BIG B FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	3.31	20221	101		999	
162	07/20/20 BARNYARD DANCE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	7.51	20221	101		999	
163	07/20/20 BARNYARD DANCE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	2.92	20221	101		999	
164	07/20/20 BARTIMAEUS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	39.93	20221	101		999	
165	07/20/20 BARTIMAEUS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	15.53	20221	101		999	
166	07/20/20 BINK AND GOLLIE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	27.02	20221	101		999	
167	07/20/20 BINK AND GOLLIE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	10.51	20221	101		999	
168	07/20/20 BOOKS OF ELSEWHERE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	51.15	20221	101		999	
169	07/20/20 BOOKS OF ELSEWHERE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	19.90	20221	101		999	
170	07/20/20 BOWSER & BIRDIE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	29.83	20221	101		999	

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 14 of 23
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
171	07/20/20 BOWSER & BIRDIE FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	11.60	20221	101		999	
172	07/20/20 THE BOY WHO BIT PICASSO FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	11.26	20221	101		999	
173	07/20/20 THE BOY WHO BIT PICASSO FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	4.38	20221	101		999	
174	07/20/20 CAPTAIN AWESOME FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	187.06	20221	101		999	
175	07/20/20 CAPTAIN AWESOME FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	72.76	20221	101		999	
176	07/20/20 CELEBRATE CHRISTMAS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	9.65	20221	101		999	
177	07/20/20 CELEBRATE CHRISTMAS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	3.76	20221	101		999	
178	07/20/20 CHRISTMAS AND HANUKKAH FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	18.68	20221	101		999	
179	07/20/20 CHRISTMAS AND HANUKKAH FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	7.27	20221	101		999	
180	07/20/20 CHRISTMAS IN SWEDEN FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	14.07	20221	101		999	
181	07/20/20 CHRISTMAS IN SWEDEN FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	5.47	20221	101		999	
182	07/20/20 ERIC CARLE'S OPPOSITES FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	5.05	20221	101		999	
183	07/20/20 ERIC CARLE'S OPPOSITES FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	1.97	20221	101		999	
184	07/20/20 FOREST OF GOOD AND EVIL FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	17.39	20221	101		999	
186	07/20/20 GOBLIN SHARKS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	12.89	20221	101		999	
187	07/20/20 GOBLIN SHARKS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	5.02	20221	101		999	

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 15 of 23
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
188	07/20/20 GREAT WHITE SHARKS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	12.89	20221	101		999	
189	07/20/20 GREAT WHITE SHARKS FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	5.02	20221	101		999	
190	07/20/20 HARRY POTTER AND THE SORC FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	13.11	20221	101		999	
191	07/20/20 HARRY POTTER AND THE SORC FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	5.10	20221	101		999	
192	07/20/20 THE HUGE PACIFIC OCEAN FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	12.39	20221	101		999	
193	07/20/20 THE HUGE PACIFIC OCEAN FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	4.82	20221	101		999	
194	07/20/20 IT'S NOT EASY BEING A FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	10.09	20221	101		999	
195	07/20/20 IT'S NOT EASY BEING A FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	3.92	20221	101		999	
196	07/20/20 JUMP, FROG, JUMP FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	9.65	20221	101		999	
197	07/20/20 JUMP, FROG, JUMP FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	3.76	20221	101		999	
198	07/20/20 LIONFISH FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	12.89	20221	101		999	
199	07/20/20 LIONFISH FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	5.02	20221	101		999	
200	07/20/20 NUDIBRANCH FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	12.89	20221	101		999	
201	07/20/20 NUDIBRANCH FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	5.02	20221	101		999	
202	07/20/20 THE SHIP OF THE DEAD FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	10.16	20221	101		999	
203	07/20/20 THE SHIP OF THE DEAD FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	3.95	20221	101		999	

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 16 of 23
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
204	07/20/20 STAR WARS: JEDI FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	73.67	20221	101		999	
205	07/20/20 STAR WARS: JEDI FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	28.66	20221	101		999	
206	07/20/20 THE TYRANT'S TOMB FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-2225-640-	15.11	20221	101		999	
207	07/20/20 THE TYRANT'S TOMB FOLLETT SCHOOL SOLUTIONS PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-2225-640-	5.88	20221	101		999	
208	A BOOK FOR ESCARGOT FOLLETT SCHOOL SOLUTIONS	10.54	21126	101	81	100-2225	640
209	A BOOK FOR ESCARGOT FOLLETT SCHOOL SOLUTIONS	4.10*	21126	101	82	100-2225	640
210	CHILD OF THE UNIVERSE FOLLETT SCHOOL SOLUTIONS	11.15	21126	101	81	100-2225	640
211	CHILD OF THE UNIVERSE FOLLETT SCHOOL SOLUTIONS	4.34*	21126	101	82	100-2225	640
212	HAMSTER HOLMES FOLLETT SCHOOL SOLUTIONS	11.15	21126	101	81	100-2225	640
213	HAMSTER HOLMES FOLLETT SCHOOL SOLUTIONS	4.34*	21126	101	82	100-2225	640
214	MABEL FOLLETT SCHOOL SOLUTIONS	10.54	21126	101	81	100-2225	640
215	MABEL FOLLETT SCHOOL SOLUTIONS	4.10*	21126	101	82	100-2225	640
216	RAGWEED AND POPPY FOLLETT SCHOOL SOLUTIONS	10.54	21126	101	81	100-2225	640
217	RAGWEED AND POPPY FOLLETT SCHOOL SOLUTIONS	4.10*	21126	101	82	100-2225	640
218	SMART GEORGE FOLLETT SCHOOL SOLUTIONS	11.15	21126	101	81	100-2225	640
219	SMART GEORGE FOLLETT SCHOOL SOLUTIONS	4.34*	21126	101	82	100-2225	640
220	WAYS TO WELCOME FOLLETT SCHOOL SOLUTIONS	11.76	21126	101	81	100-2225	640
221	WAYS TO WELCOME FOLLETT SCHOOL SOLUTIONS	4.58*	21126	101	82	100-2225	640
222	WHEREVER I GO FOLLETT SCHOOL SOLUTIONS	11.15	21126	101	81	100-2225	640
223	WHEREVER I GO FOLLETT SCHOOL SOLUTIONS	4.34*	21126	101	82	100-2225	640
224	Quartly Invoice QUADIENT, INC	110.10	21112	101	80	100-2300	532

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 17 of 23
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
	2505	1,829.24				
	E.CLARK PCARD TRANSACTIONS #4213 NOVEMBER 5, 2020 STATEMENT- PAGE #2					
1	CC-533 10/12/20 BOTTLED WATER	8.99				
				CC Accounting: 115- 80-770-1000-610-198		
				115	625	198
	CASEY'S CORNER STORE					
2	CC-559 10/09/20 Refund of fees for new credit	-44.00		101	625	
				CC Accounting: 101- 80-100-2500-810		
	BMO MASTERCARD					
3	HEPA AIR FILTER	14.04*	21106	115	82 770-1000	610 198
	AMAZON.COM					
4	HEPA AIR FILTER	39.95*	21106	115	81 770-1000	610 198
	AMAZON.COM					
5	SanDisk Memory Card	28.04	21109	101	81 100-1000	682
	AMAZON.COM					
6	SanDisk Memory Card	10.91	21109	101	82 100-1000	682
	AMAZON.COM					
7	Membership Renewal	239.00	21113	101	80 100-2321	810
	ASCD - MEMBERSHIP PROCESSING CENTER					
8	PROPANE HEATERS	300.43*	21114	115	81 770-1000	610 198
	AMAZON.COM					
9	PROPANE HEATERS	105.55*	21114	115	82 770-1000	610 198
	AMAZON.COM					
10	SHIPPING	19.23*	21114	115	81 770-1000	610 198
	AMAZON.COM					
11	SHIPPING	6.75*	21114	115	82 770-1000	610 198
	AMAZON.COM					
12	CMP3 G8 Math Manipulative	276.47*	21104	101	82 100-1000	610
	SAVVAS					
13	3day	43.52*	21104	101	82 100-1000	610
	SAVVAS					
14	Student Atlases	96.84	20212	101	999	
	SOCIAL STUDIES SCHOOL SERVICE					
	PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-					
15	Student Atlases	37.66	20212	101	999	
	SOCIAL STUDIES SCHOOL SERVICE					
	PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-					
16	Student Guide	90.00	20212	101	999	
	SOCIAL STUDIES SCHOOL SERVICE					
	PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-					
17	Student Guide	35.00	20212	101	999	
	SOCIAL STUDIES SCHOOL SERVICE					
	PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-					
18	SHIPPING	22.42	20212	101	999	
	SOCIAL STUDIES SCHOOL SERVICE					
	PO Accounting (Org/Prog/Func/Obj/Proj: 81-100-1000-610-					
19	SHIPPING	8.73	20212	101	999	
	SOCIAL STUDIES SCHOOL SERVICE					
	PO Accounting (Org/Prog/Func/Obj/Proj: 82-100-1000-610-					

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 18 of 23
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
20	15x26 HOUSE OF CLEAN	488.71	21097	101	80	100-2600	610
21	HOUSE OF CLEAN 2506	1.00	21097	101	80	100-2600	610
		323.01					
E.CLARK PCARD TRANSACTIONS #4213 NOVEMBER 5, 2020 STATEMENT- PAGE #3							
1	CC-537 10/30/20 HEATER REFUND	-431.96					
		CC Accounting: 115- 80-770-1000-610-198		115	625		198
COUNSELING MATERIALS AMAZON.COM							
2	CC-561 10/27/20 WATER	6.67		115	625		198
		CC Accounting: 115- 80-770-1000-610-198					
ALBERTSONS							
3	CC-562 10/12/20 BOTTLED WATER	6.99		115	625		198
		CC Accounting: 115- 80-770-1000-610-198					
CASEY'S CORNER STORE							
4	CC-563 10/23/20 APPLES	166.88		112	625		
		CC Accounting: 112- 80-910-3100-630					
TOWN & COUNTRY WAREHOUSE GROCERY							
7	PROPANE HEATERS AMAZON.COM	281.19*	21121	115	81	770-1000	610 198
8	PROPANE HEATERS AMAZON.COM	98.79*	21121	115	82	770-1000	610 198
9	SHIPPING AMAZON.COM	118.39*	21121	115	81	770-1000	610 198
10	SHIPPING AMAZON.COM	41.59*	21121	115	82	770-1000	610 198
11	Promotion AMAZON.COM	-14.06*	21121	115	81	770-1000	610 198
12	Promotion AMAZON.COM	-4.94*	21121	115	82	770-1000	610 198
13	Promotion AMAZON.COM	-28.12*	21121	115	81	770-1000	610 198
14	Promotion AMAZON.COM	-9.88*	21121	115	82	770-1000	610 198
15	RECHARGEABLE BATTERY AMAZON.COM	29.99*	21098	115	80	770-2600	440 198
16	MECHANICAL PENCILS AMAZON.COM	14.00*	21098	115	81	100-1000	610 145
17	MECHANICAL PENCILS AMAZON.COM	5.45*	21098	115	82	100-1000	610 145
18	MEDICATION AMAZON.COM	5.46	21098	101	81	100-1000	610
19	MEDICATION AMAZON.COM	2.13*	21098	101	82	100-1000	610
20	NURSE TOOLS AMAZON.COM	10.08	21098	101	81	100-2131	610

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 19 of 23
Report ID: AP100W

* Over spent expenditure

Warrant Claim	Vendor #/Name	Amount					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj Proj
21	NURSE TOOLS	3.92*	21098	101	82	100-2131	610
	AMAZON.COM						
22	VEGGIE STICKERS	14.72*	21098	115	81	100-1000	610 145
	AMAZON.COM						
23	VEGGIE STICKERS	5.72*	21098	115	82	100-1000	610 145
	AMAZON.COM						
	2507	6.00					
M. COON PCARD TRANSACTIONS #3608							
NOVEMBER 5, 2020 STATEMENT							
1	CC-569 10/19/20 POSTAGE FOR CHROMEBOOK SHIPPIN	6.00					
						CC Accounting: 101- 80-100-2300-532	
						101 625	
4 KORNNERS MAIL							
		Total Check:	11,477.67				
36760S	1606 3 BROTHERS PLUMBING & HEATING						
	2508	285.00					
1	2096 10/29/20 PLUMBING REPAIRS	285.00		101	80	100-2600	440
		Total Check:	285.00				
36761S	43 ALSCO-AMERICAN LINEN DIVISION						
	2509	344.03					
1	1615397 10/19/20 APRONS,MOP,TOWELS,RUGS	37.21		101	80	100-2600	610
2	1615397 10/19/20 APRONS,MOP,TOWELS,RUGS	3.10		110	80	100-2700	610
3	1615397 10/19/20 APRONS,MOP,TOWELS,RUGS	21.71*		112	80	910-3100	610
4	1617080 10/26/20 APRONS,MOP,TOWELS,RUGS	101.40		101	80	100-2600	610
5	1617080 10/26/20 APRONS,MOP,TOWELS,RUGS	8.45		110	80	100-2700	610
6	1617080 10/26/20 APRONS,MOP,TOWELS,RUGS	59.15*		112	80	910-3100	610
7	1618764 11/02/20 APRONS,MOP,TOWELS,RUGS	36.67		101	80	100-2600	610
8	1618764 11/02/20 APRONS,MOP,TOWELS,RUGS	3.06		110	80	100-2700	610
9	1618764 11/02/20 APRONS,MOP,TOWELS,RUGS	21.40*		112	80	910-3100	610
10	1620452 11/09/20 APRONS,MOP,TOWELS,RUGS	31.13		101	80	100-2600	610
11	1620452 11/09/20 APRONS,MOP,TOWELS,RUGS	2.59		110	80	100-2700	610
12	1620452 11/09/20 APRONS,MOP,TOWELS,RUGS	18.16*		112	80	910-3100	610
		Total Check:	344.03				
36762S	1328 BRIDGER ANALYTICAL LAB, INC						
	2510	28.00					
1	2011173 11/13/20 WATER TESTING	27.44		101	80	100-2600	421
2	2011173 11/13/20 WATER TESTING	0.56		117	80	610-2600	421
		Total Check:	28.00				

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 20 of 23
Report ID: AP100W

* ... Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	FO #	Fund Org	Prog-Func	Obj Proj
36763S	228 CENTURYLINK					
	2530	7.58				
1	11/26/20 PHONE- MONTHLY CHARGES	5.53		101 80	100-2300	531
2	11/26/20 PHONE- MONTHLY CHARGES	1.90		110 80	100-2300	531
3	11/26/20 PHONE- MONTHLY CHARGES	0.15		117 80	610-2300	531
	Total Check:	7.58				
36764S	229 CENTURYLINK					
	2511	13.18				
1	161290383 10/20/20 PHONE- LONG DISTANCE	9.62		101 80	100-2300	531
2	161290383 10/20/20 PHONE- LONG DISTANCE	3.30		110 80	100-2300	531
3	161290383 10/20/20 PHONE- LONG DISTANCE	0.26		117 80	610-2300	531
	Total Check:	13.18				
36765S	262 COMMERCIAL ENERGY OF MONTANA INC					
	2512	437.84				
1	NWE062360 11/03/20 GAS ON NWE	429.08		101 80	100-2600	411
2	NWE062360 11/03/20 GAS ON NWE	8.76		117 80	610-2600	411
	Total Check:	437.84				
36766S	1503 COMPANION CORPORATION					
	2513	200.00				
1	116155 07/01/20 DATA TRANSFER SERVICES LIBRARY BOOKS-101	144.00*		101 81	100-2225	340
2	116155 07/01/20 DATA TRANSFER SERVICES LIBRARY BOOKS-101	56.00*		101 82	100-2225	340
	Total Check:	200.00				
36767S	1756 CONNIE EVENSON					
	2515	51.15				
1	10/19/20 REFUND- MEAL ACCOUNT- ERYNN	51.15		112	1621	
	Total Check:	51.15				
36768S	1337 CORE CONTROL					
	2514	450.00				
1	WO-1991 10/23/20 HVAC REPAIR- 5TH GRADE	210.00		101 80	100-2600	440
2	WO-1964 10/23/20 HVAC REPAIR- ROOM 103	240.00		101 80	100-2600	440
	Total Check:	450.00				
36769S	1415 GALLATIN COUNTY TREASURER					
	2531	203.61				
TOTAL FOR YEAR-- PAID IN FULL						
1	11/13/20 W/S DISTRICT TAXES	203.61		101 80	100-2300	810
	Total Check:	203.61				

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 21 of 23
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
36770S	471 GRANITE TECHNOLOGY SOLUTIONS INC					
2516		31.25				
1	INV_5854 10/31/20 SERVICE CALL-PHONE SYSTEM	31.25		101 80	100-2600	440
	Total Check:	31.25				
36771S	577 J&H INC					
2517		38.87				
1	594173 10/15/20 COPIER- BUSINESS OFFICE	38.87		101 80	100-2500	550
	Total Check:	38.87				
36772S	1665 KEEL, THERESA					
2518		54.96				
1	10/28/20 REIMBURSEMENT- EXTENTION CORDS	54.96		101 80	100-2600	610
	Total Check:	54.96				
36773S	1608 MARTIN, MARY T.					
2519		659.93				
3	11/04/20 REIMBURSEMENT-FACILITY FLYERS	532.00*		101 80	100-2530	610
4	10/31/20 REIMBURSEMENT- PARTY POPPERS	20.11*		184 81	710-3407	610
	INSTRUCTIONAL SUPPLIES- 115					
5	10/31/20 REIMBURSEMENT- PARTY POPPERS	7.82*		184 82	710-3407	610
	INSTRUCTIONAL SUPPLIES- 115					
6	10/29/20 REIMBURSEMENT- GIFT CARDS	72.00*		115 81	100-1000	610 145
	INSTRUCTIONAL SUPPLIES- 115					
7	10/29/20 REIMBURSEMENT- GIFT CARDS	28.00*		115 82	100-1000	610 145
	INSTRUCTIONAL SUPPLIES- 115					
	Total Check:	659.93				
36774S	856 NORTHWESTERN ENERGY					
2520		2,126.22				
1	11/03/20 ELECTRICITY	956.37		101 80	100-2600	412
	ELECTRICITY					
2	11/03/20 ELECTRICITY	245.22*		110 80	100-2600	412
	ELECTRICITY					
3	11/03/20 ELECTRICITY	24.52		117 80	610-2600	412
	ELECTRICITY					
4	11/03/20 POWER-LIGHTS	99.42		101 80	100-2600	410
	POWER-LIGHTS					
5	11/03/20 POWER-LIGHTS	103.57		110 80	100-2600	410
	POWER-LIGHTS					
6	11/03/20 POWER-LIGHTS	4.14		117 80	610-2600	410
	POWER-LIGHTS					
7	11/03/20 NATURAL GAS	679.12		101 80	100-2600	411
	NATURAL GAS					
8	11/03/20 NATURAL GAS	13.86		117 80	610-2600	411
	NATURAL GAS					
	Total Check:	2,126.22				

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 22 of 23
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
36775S	1757 OLEN, HAILEE					
	2521	9.99				
1	10/19/20 REIMBURSEMENT- SUPPLIES	9.99		101 81	100-1000	610
	Total Check:	9.99				
36776S	880 OTT JONES SCULPTURE					
	2522	807.15				
1	10/30/20 SUPPLIES- CLAY	143.40		101 81	100-1000	610
2	10/30/20 PREP, CLEANUP, TEACHING	663.75*		115 81	100-1000	340 110
	Total Check:	807.15				
36777S	1724 PURITAN COMMERCIAL CLEANING &					
	2523	5,876.00				
1	26050 11/01/20 MONTHLY CUSTODIAL SERVICES	4,583.28		101 80	100-2600	433
2	26050 11/01/20 MONTHLY CUSTODIAL SERVICES	1,175.20		110 80	100-2600	433
3	26050 11/01/20 MONTHLY CUSTODIAL SERVICES	117.52		117 80	610-2600	433
	Total Check:	5,876.00				
36778S	1750 RAM					
	2524	568.99				
1	4731 11/03/20 COMPUTER REPLACEMENT- COON	568.99		101 80	100-1000	660
	Total Check:	568.99				
36779S	1110 SYSCO FOOD SERVICES OF MT					
	2525	2,988.93				
1	243978925 10/27/20 FOOD	496.45*		112 80	910-3100	630
2	243970101 10/20/20 FOOD	761.64*		112 80	910-3100	630
3	243970101 10/20/20 SUPPLIES	183.88*		112 80	910-3100	610
4	243989406 11/03/20 FOOD	627.75*		112 80	910-3100	630
5	243989406 11/03/20 SUPPLIES	250.25*		112 80	910-3100	610
6	243940444 09/29/20 FOOD	599.63*		112 80	910-3100	630
7	243906312 09/03/20 SUPPLIES	69.33*		112 80	910-3100	610
	Total Check:	2,988.93				
36780S	1118 TEAR IT UP LLC					
	2528	52.56				
1	B-46262 10/28/20 DOCUMENT SHREDDING	52.56		101 80	100-2300	330
	Total Check:	52.56				
36781S	666 THOMAS, LORRIE					
	2526	100.00				
1	10/29/20 BACTERIOLOGICAL- NOVEMBER	98.00		101 80	100-2600	421
2	10/29/20 BACTERIOLOGICAL- NOVEMBER	2.00		117 80	610-2600	421
	Total Check:	100.00				

11/13/20
14:55:33

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 23 of 23
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
36782S	1506 THREE SEASONS, INC						
	2527	710.00					
1	1913 10/28/20 SNOW PLOWING- OCTOBER	532.50		101	80	100-2630	432
2	1913 10/28/20 SNOW PLOWING- OCTOBER	177.50		110	80	100-2630	432
	Total Check:	710.00					
36783S	420 US FOODS						
	2529	3,961.12					
1	5947428 10/12/20 FOOD	188.27		101	80	910-3100	630
2	5947428 10/12/20 FOOD	439.29*		112	80	910-3100	630
3	5955137 10/29/20 FOOD	126.57		101	80	910-3100	630
4	5955137 10/29/20 FOOD	295.32*		112	80	910-3100	630
5	5955137 10/29/20 SUPPLIES	15.65*		112	80	910-3100	610
6	5952187 10/22/20 FOOD	156.54		101	80	910-3100	630
7	5952187 10/22/20 FOOD	365.27*		112	80	910-3100	630
8	5949042 10/15/20 FOOD	85.68		101	80	910-3100	630
9	5949042 10/15/20 FOOD	199.93*		112	80	910-3100	630
10	5950357 10/19/20 FOOD	164.39		101	80	910-3100	630
11	5950357 10/19/20 FOOD	383.57*		112	80	910-3100	630
12	5953383 10/26/20 FOOD	205.90		101	80	910-3100	630
13	5953383 10/26/20 FOOD	480.42*		112	80	910-3100	630
14	5955136 10/29/20 FOOD	239.09		101	80	910-3100	630
15	5955136 10/29/20 FOOD	557.89*		112	80	910-3100	630
16	5955136 10/29/20 SUPPLIES	32.26*		112	80	910-3100	610
17	5955138 10/29/20 FOOD	7.52		101	80	910-3100	630
18	5955138 10/29/20 FOOD	17.56*		112	80	910-3100	630
	Total Check:	3,961.12					
	# of Claims	34	Total:	31,484.03			

11/16/20
15:27:05

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 11/20

Page: 1 of 1
Report ID: AP100W

* Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
36784S	43 ALSCO-AMERICAN LINEN DIVISION					
	2534	61.43				
1	1622111 11/16/20 RUGS, APRONS, MOPS, LINEN	36.86		101 80 100-2600		610
2	1622111 11/16/20 RUGS, APRONS, MOPS, LINEN	3.07		110 80 100-2700		610
3	1622111 11/16/20 RUGS, APRONS, MOPS, LINEN	21.50*		112 80 910-3100		610
	Total Check:	61.43				
36785S	1131 THE CARRIAGE HOUSE CAR WASH					
	2533	17.00				
1	4694 10/31/20 CAR WASH- BUSES (X2)	17.00		110 80 100-2740		440
	Total Check:	17.00				
	# of Claims	2	Total:	78.43		



GALLATIN GATEWAY SCHOOL

TO: Gallatin Gateway School Board of Trustees

FROM: Carrie Fisher, Business Manager/Clerk

DATE: September 21, 2020

RE: Cash Reconciliation as of July 31, 2020

County Treasurer Cash vs Book Cash *AS OF July 31, 2020*

<u>Fund Name:</u>	<u>Fund #:</u>	County Treasurer <u>Cash:</u>	Book <u>Cash</u>	<u>Difference:</u>
General	101	\$123,216.84	\$121,734.58	\$1,482.26 **
Transportation	110	\$20,978.67	\$20,978.67	\$0.00
Bus Depreciation	111	\$36,639.90	\$36,639.90	\$0.00
Food	112	\$1,078.30	\$1,078.30	\$0.00
Tuition	113	\$3,046.28	\$3,046.28	\$0.00
Retirement	114	\$52,024.32	\$52,024.32	\$0.00
Miscellaneous	115	\$1,308.98	\$1,533.98	-\$225.00 **
Adult Education	117	\$6,715.47	\$6,715.47	\$0.00
Compensated Absences	121	\$7,222.15	\$7,222.15	\$0.00
Technology	128	\$792.47	\$792.47	\$0.00
Flexibility	129	\$11,268.79	\$11,268.79	\$0.00
Debt Service	150	\$1,627.02	\$1,627.02	\$0.00
Building	160	\$2,149.03	\$2,149.03	\$0.00
Building Reserve	161	\$102,669.43	\$102,669.43	\$0.00
Endowment	181	\$1,516.30	\$1,516.30	\$0.00
Extra-Curricular	184	\$14,111.59	\$14,111.59	\$0.00
Payroll Clearing	186	\$13,067.85	\$13,067.85 *	\$0.00
Claims Clearing	187	\$16,259.88	-\$785.86 *	\$17,045.74 ***
 Total		 \$415,693.27	 \$397,390.27	 \$18,303.00

* Equals Outstanding Warrants.

** ERROR ON TRANSFER REPORT

***JV CORRECTION NEEDED FOR BMO STATEMENT CREDIT



GALLATIN GATEWAY SCHOOL

TO: Gallatin Gateway School Board of Trustees

FROM: Carrie Fisher, Business Manager/Clerk

DATE: October 30, 2020

RE: Cash Reconciliation as of August 31, 2020

County Treasurer Cash vs Book Cash AS OF August 31, 2020

<u>Fund Name:</u>	<u>Fund #:</u>	<u>County Treasurer Cash:</u>	<u>Book Cash</u>	<u>Difference:</u>
General	101	\$162,527.73	\$123,383.09	\$39,144.64 **
Transportation	110	\$22,751.82	\$22,619.23	\$132.59 **
Bus Depreciation	111	\$37,094.57	\$37,094.57	\$0.00
Food	112	\$253.80	\$253.80	\$0.00
Tuition	113	\$3,172.62	\$3,172.62	\$0.00
Retirement	114	\$51,384.96	\$51,384.96	\$0.00
Miscellaneous	115	\$85,726.17	\$78,624.54	\$7,101.63 **
Adult Education	117	\$6,318.94	\$6,202.43	\$116.51 **
Compensated Absences	121	\$7,222.15	\$7,222.15	\$0.00
Technology	128	\$2,218.88	\$1,481.39	\$737.49 **
Flexibility	129	\$11,268.79	\$11,268.79	\$0.00
Debt Service	150	\$3,255.01	\$3,255.01	\$0.00
Building	160	\$2,149.03	\$2,149.03	\$0.00
Building Reserve	161	\$90,499.64	\$90,499.64	\$0.00
Endowment	181	\$1,516.30	\$1,516.30	\$0.00
Extra-Curricular	184	\$14,111.59	\$14,111.59	\$0.00
Payroll Clearing	186	\$4,153.26	\$1,942.21 *	\$2,211.05 **
Claims Clearing	187	-\$44,415.73	-\$15,385.87 *	-\$29,029.86 **
 Total		 \$461,209.53	 \$440,795.48	 \$20,414.05

* Equals Outstanding Warrants.

**TRANSFER LETTER CORRECTION NEEDED- SENT OCTOBER 2020



GALLATIN GATEWAY SCHOOL

TO: Gallatin Gateway School Board of Trustees

FROM: Carrie Fisher, Business Manager/Clerk

DATE: October 30, 2020

RE: Cash Reconciliation as of September 30, 2020

County Treasurer Cash vs Book Cash *AS OF September 30 2020*

<u>Fund Name:</u>	<u>Fund #:</u>	County Treasurer <u>Cash:</u>	Book <u>Cash</u>	<u>Difference:</u>
General	101	\$130,316.33	\$87,220.78	\$43,095.55 **
Transportation	110	\$15,393.29	\$15,098.92	\$294.37 **
Bus Depreciation	111	\$37,134.26	\$37,134.26	\$0.00
Food	112	-\$3,362.90	-\$3,362.90	\$0.00
Tuition	113	\$3,189.83	\$3,189.83	\$0.00
Retirement	114	\$42,564.41	\$42,564.41	\$0.00
Miscellaneous	115	\$57,620.95	\$22,488.32	\$35,132.63 **
Adult Education	117	\$5,442.66	\$5,181.30	\$261.36 **
Compensated Absences	121	\$7,222.15	\$7,222.15	\$0.00
Technology	128	\$1,531.15	\$606.17	\$924.98 **
Flexibility	129	\$11,268.79	\$11,268.79	\$0.00
Debt Service	150	\$3,415.35	\$3,415.35	\$0.00
Building	160	\$2,149.03	\$2,149.03	\$0.00
Building Reserve	161	\$87,012.46	\$87,012.46	\$0.00
Endowment	181	\$1,516.30	\$1,516.30	\$0.00
Extra-Curricular	184	\$14,111.59	\$14,111.59	\$0.00
Payroll Clearing	186	\$2,599.57	\$2,599.57 *	\$0.00
Claims Clearing	187	-\$53,742.77	\$7,763.12 *	-\$61,505.89 **
 Total		 \$365,382.45	 \$347,179.45	 \$18,203.00

* Equals Outstanding Warrants.

**TRANSFER LETTER CORRECTION NEEDED- SENT OCTOBER 2020

November/December- as of November 13, 2020
Certified/Classified Substitute Recommendations:

Bus Driver

Maxine Daniel

Kitchen/Food Service

Connie Evenson

Brooke Savage

Teachers/Aides/Other

Diane Belcourt

Dayna Bergin

April Bettilyon

Cyndee Bishop

Cynthia Corliss

Connie Evenson

Jason Fischer

Kevin Germann

Mary Jo Haberman

Kimberli Jones

Cheryl Juergens

David Keightley

Kris Keller

Rebecca Lieurance

Christine Maltaverne

Brad Parsch

Teresa Ann Quatraro

Leigh Strohn

Barry Sulam

Debra Tysse

Office/Clerical

Connie Evenson

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



SUPERINTENDENT REPORT

Theresa Keel

Supt. Happenings

- Attended 4 Rivers MASS
- Attended BISD Rural Superintendent Meeting
- Attended 1 504 Meeting, 3 IEP Meetings, 3 Rtl Meetings
- 6 EPAS Observations

Strategic Goals

Individual Student Success

- Weekly PLCs for Curriculum (ELA, K-2, MS Math, SS, Primary, Intermediate)
- Campus PLCs — SBAC Test Administration certification, Parent/Teacher Conference Coaching, Using Questioning and Discussion techniques
- Need to test for G/T
- Schoolwide collaboration for Veterans' Day!
- Curriculum Material vetting for Remote Learners.

Staff and Volunteers

- Have a significant substitute shortage, Rtl Staffing Shortage due to Remote Learner services
- Will have completed Round I of EPAS observation before Christmas Break
- Big thanks to all the parents and volunteers who helped out for our Fall Festival Day
- Big thanks to Chantel Jaeger, Neal Krogstad, and George Wintle for the program, photography and editing for the Veterans' Day Program!

Facilities

- Building Committee Workshops, Survey distributed
- Puritan Cleaners provided a Deep Clean of the 1st Grade Classroom
- Still needing to hold lunch in classrooms on cold days — heaters unavailable.

Leadership, Communication, Collaboration

- Super Discuss and Cuss, Nov. 17 — State of the District
- Met w/ Mike DuCuennois with Cross Harbor Capital
- Discussed relationship between the School District and Gateway Village
- Discussed Impact Fees @ \$163,234 — Fees are to be distributed per the lawsuit settlement at the end of each phase. Cross Harbor is offering to pay them up front.
- Cross Harbor has offered to provide a Duplex that they will lease, either by the room (3 bed/2bath) or by the residence for "well below market price" specifically for school district employee housing to use as a recruitment/retainment tool.
- Discussed student number impact, and while we both agree that there is no real predictor of student growth, we can calculate students on about a 1.7 doors per lot ratio average. Based on that, we can conservatively estimate approximately 50 kids for the first two phases.
- Phases one and two lots could be deeded by September of 2021, and phase one housing to be well into construction completion by the 22-23 school year.
- Cross Harbor has offered to support the cost of bond communication for the District and for the PACs who will be advocating for the potential Bond — posters, postage, signage, etc.



November 18, 2020



SUPERINTENDENT REPORT

Theresa Keel

Safety

- COVID Update attached
- Held individual Fire Drills for each classroom
- Working with SRO and Project Child Safe!



Enrollment Summary

Grade	Total	Home-	In Per-	Boys	Girls	OD
K	17	0	17	10	7	7
1	12	2	10	6	6	4
2	14	0	14	6	8	3
3	16	2	14	11	5	4
4	17	1	16	8	9	4
5	14	0	14	11	3	2
6	20	0	20	13	7	6
7	21	3	18	10	11	3
8	22	1	21	11	11	3
Total:	153	9	144	86	67	36
Enrollment as						

COVID-19 Statistics for GGS

	Staff Positive Test	Student Positive Test	Staff Quarantined due to Close Contact at GGS	Students Quarantined due to Close Contact at GGS	Students Quarantined due to Close Contact outside of GGS
Current	2	1	0	3*	4
Total	4	2	1**	50	8

*An employee from the Special Education Cooperative who serves students on our campus has tested positive for COVID-19. One Preschool age child and two GGS students are quarantined due to Close Contact with that employee.

**Two employees were working from home, due to their children being quarantined.

One Volunteer has tested positive for COVID-19

SCHOOL FINANCE & OPERATIONS

- Completing cash reconciliations (catch up due to late reports from County Treasurer)
- Purchased Zoom webinar version to assist with Board meeting management
 - Attended two online user trainings
- Black Mountain Training- Leave Management
- MASBO Student Activity Committee- next meeting November 18
- MASBO Training- Expenditure & Compensation training
- Tax calculator and bond information for facility project loaded to District website.
- District Clerk leave- out of office- Dec 9-13 (tentative)

FACILITIES & GROUNDS

- Building Committee Meetings- two workshops/listening sessions. Next committee meeting on Monday, November 23 @ 6:30pm.
 - Community Survey live and closes at NOON on November 23, 2020.
- Plumbing repairs- art room, old boys bathroom, renovated girls bathroom, and science room
- Heating repairs- 5th grade room, art room, science room

TRANSPORTATION

- TR-1 & TR-2 completed for both routes.
- Transportation summary attached.

FOOD SERVICE

- Assistant Cook position reopened and interview held- hiring recommendation provided prior to meeting
- Food Service summary- data still being compiled

ADULT EDUCATION

- Several virtual courses offered
- Adult Education summary attached.

DISTRICT CLERK REPORT

OCTOBER 2020

BOARD TRAINING

1. Lead & Learn Series on MTSBA website- recordings

IMPORTANT DATES:

November 23- Building Committee meeting @ 6:30pm (via Zoom)

November 25-27- No School- Thanksgiving break

December 4- Agenda Setting Meeting @ 10am via Zoom

December 16- Regular Board meeting @ 6pm via Zoom (tentative- could change based on November 18 meeting)

December 18- Early Release- 1:23pm

December 19-January 3- No School- Winter Break

January 4- No School- PIR Day



TRANSPORTATION SUMMARY 20-21

	Total riders registered:	Driver:	Bus Model:	Rated Capacity:
North	23	Mrs. Brenner	2018 Bluebird	71
South	33	Mr. Lee	2020 International	71

September 2019- February 2020

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

NORTH		SOUTH	
AM	PM	AM	PM
10.5	15.7	15.0	15.8
45.71%	47.58%	45.37%	47.83%
7	3	10	5
15	23	20	22
13.11		15.38	

Adult Education Summary

2020-2021

Course	Course Attendance	Course Fees Collected	Estimated Instructor Costs	Course Material Costs	Estimated Net Profit
Beat Quarantine Burnout	4	\$32.00	\$0.00	\$0.00	\$32.00
Back to School Dinner Dash	10	\$252.00	\$135.00	\$0.00	\$117.00
Intro to Watercolor: Cattle	7	\$170.00	\$75.00	\$0.00	\$95.00
Secrets of a Well-Kept Kitchen	5	\$157.50	\$127.50	\$0.00	\$30.00
Intro to Watercolor: Horse Study	8	\$184.00	\$75.00	\$0.00	\$109.00
AVERAGE/TOTALS:	6.80	\$795.50	\$412.50	\$0.00	\$383.00

as of November 16, 2020

Agenda Item: Board Communications & Standard Operating Procedures

Please make a motion overall or for each item.

1. Community Email correspondence- how to include in public comment

- a. Background: Community members are emailing individual board members or all board members with input, recommendations, ideas, and complaints.
- b. Issue: For the board to take action on any of this correspondence it must do it during a public meeting as a group. Therefore, the Board should decide how to appropriately address the correspondence. Ideas have been discussed at previous meetings which included: 1) Review & discuss correspondence during the agenda setting meeting and decide which correspondence should be added to the agenda and which correspondence can be referred to the Superintendent or other District employee to address and 2) Include all correspondence in the the Board packet each month for the entire board to decide which correspondence should be added to the next agenda and which correspondence can be referred to the Superintendent or other District employee to address. In addition, when emailed individually, Board members expressed concern about sharing the communication with other Board members, but individual trustees do not hold individual power, so all members must be included for any action to be taken regarding the correspondence.
- c. Recommendation: 1) Ensure all Board members receive the same correspondence; and 2) Review & discuss correspondence during the agenda setting meeting and decide which correspondence should be added to the agenda and which correspondence can be referred to the Superintendent or other District employee to address.
- d. Rationale: This will allow for a more timely response to the correspondence and ensure all trustees are provided the information. In addition, this allows for Board meetings to be conducted as efficiently as possible.

2. Email disclaimer statement

- a. Background: Community members are emailing individual board members or all board members with input, recommendations, ideas, and complaints. These emails are public records; all correspondence should be retained and is subject to public disclosure.
- b. Issue: Previous discussions by the board have noted that the Board was not sure if the public is aware that any email correspondence sent to the Board is public. Therefore, the Board reached out and asked MTSBA to provide wording to include on the website and in all email communications from the Board. The recommended disclaimer statement provided by MTSBA: *"DISCLOSURE: Please be advised that when you email individual trustees or the Board as a whole, such email communications are treated as public records, are required to be maintained by the District as an official public record, and are subject to further disclosure to members of the public. The only exception to public disclosure is when the contents of your email communication infringes on an individual's right of privacy that clearly exceeds the merits of public disclosure."*
- c. Recommendation: To include the recommended disclosure statement in all email correspondence from the Board and also to be included on the district website.
- d. Rationale: This will provide the community with a better understanding of how their email correspondence will be handled by the District, and it is not necessarily private communication.

3. Board email addresses- one email vs. individual emails

- a. Background: Community members are emailing individual board members or all board members with input, recommendations, ideas, and complaints. These emails are public record and all correspondence should be retained. If sent to an individual trustee, not all board members are receiving the communications.
 - b. Issue: Previous discussions by the board have discussed the idea of having one email address for the Board, similar to Bozeman, that all members can access.
 - c. Recommendation: To set up one email for the Board. The Board Chair will only respond to the emails and will do so within 24 hours with a scripted response to thank the individual for the email and tell them how it will be handled (i.e. reviewed at the next agenda setting or regular meeting).
 - d. Rationale: This will ensure all board members receive email correspondence at the same time and clarify and affirm that the Board acts as a collective, not individual members. One email address will allow for all members to see responses.
4. *Posting virtual meeting procedures- calendar vs. agenda*
- a. Background: Currently the District Clerk has been including the link to join Zoom meetings on the individual agenda and school district online calendar.
 - b. Issue: In recent weeks the incorrect link was on an agenda for a committee meeting. This caused the committee to meet again to redo the meeting.
 - c. Recommendation: to only include the Zoom link on the school calendar on the website.
 - d. Rationale: By including the link on the agenda and having it on the District website the risk of one of them being incorrect increases. When a Zoom meeting is created it automatically adds it to the District calendar. The more places the link is placed the higher the chances it can be incorrect. Oftentimes, there are multiple meetings each week and multiple agendas- the easier the process the less likely for mistakes to occur. However, since it has been our past practice to include the link on the agenda it is important for the Board to discuss and approve of this change to ensure maximum transparency.
5. *Zoom meeting procedures and script for presiding officer*
- a. Background: Zoom meetings have been used since the school closure in March 2020. The procedures have been evolving during this process.
 - b. Issue: It appears Board meetings will be continuing longer than expected and the need for specific virtual meeting processes and procedures is becoming more apparent. There have been some challenging meetings over the past several months, and it causes frustration for Board members and community members present. The Board and committee meetings have not been held as efficiently and effectively as they could be.
 - c. Recommendation: to adopt the following procedures and process for virtual (Zoom) meetings.
 - i. Setup of the meeting: All meetings will be set up using the webinar add-on in Zoom
 - ii. Statement for Board Chair or other presiding office to read at the beginning of the meeting:
 “The Board recognizes the value of public comment and the importance of involving the 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 in the following ways throughout this meeting: 1) during the “Public comment on non-agenda items” portion of the agenda; 2) prior to a final decision on presented motions; and 3) at the discretion of the Board

Chair on any matter of significant interest to the public. It is important to note that all participants remember Board meetings are held in public, but are not public meetings, Therefore, public comment is not intended to be a question and answer session between the Board and public. In addition, public participants may be interrupted or terminated if comments are out of order, too lengthy, personally-directed, abusive, obscene, irrelevant, or violates the privacy of another individual.

For agenda items requiring action, the Board's process is to present a motion, a second, conduct Board discussion, and then receive public comment. The Board will then engage in further discussion prior to voting on the issue.

As the Board Chair, I will limit comments to one per person on each agenda item and each person is limited to _____ minutes. If you wish to participate, please wait until the Board asks for public comment and raise your hand. If you are on a mobile device or computer, please use the "Raise hand" button at the bottom of your screen, if you are participating by phone press *9 to raise and lower your hand. As the presiding officer I will acknowledge you and you will be unmuted to provide your comment. Prior to providing your comment, please identify yourself to the Board."

- d. Rationale: By developing specific procedures the Board and community know exactly how meetings will be conducted and what to expect during the meeting.
 - i. Meeting setup: The webinar setting will allow those on the Board or committee to be visible and unmuted during the meeting. It will also allow better controls for public comment during appropriate times. Input from the community will occur by raising hands. In the past, we have had issues with the chat function because community members have side conversations and interrupt the meeting.
 - ii. Setting the expectation at the beginning of the meeting will provide the community with a clear map of how the Board will conduct its business, but also allow for public participation.

2020-2021 Gallatin Gateway School District #35 Goals

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.

I. Individualized Student Success				
<u>Objective</u>	<u>Action Steps</u>	<u>Resources Needed</u>	<u>Timeline</u>	<u>Position(s)</u>
We will establish high expectations for each student and provide the necessary supports, to attain proficiency and continued growth for individual student success.	We will develop a guaranteed and viable curriculum by working with the ACE consortium. Work will focus on curriculum alignment, assessment analysis, and data analysis.	<ul style="list-style-type: none"> - Time to work within PLC to align curriculum materials to ACE pacing - Time to develop formative and summative assessments to measure Standards 	<ul style="list-style-type: none"> - Reference PDAC 2020-2021 	<ul style="list-style-type: none"> - Teachers - Superintendent
	We will use District Curriculum Materials with fidelity according to alignment with the ACE Consortium	<ul style="list-style-type: none"> - Time to develop effective instructional plans using materials in all grade levels 	<ul style="list-style-type: none"> - Ongoing training and collaboration 	<ul style="list-style-type: none"> - Teachers – Grade K-8 - Superintendent
	Use Star Assessment for progress monitoring, growth monitoring, etc.	<ul style="list-style-type: none"> - Continued subscription to Renaissance - Dedicated Classroom Time 	<ul style="list-style-type: none"> - All Year 	<ul style="list-style-type: none"> - All Math teachers - Technology Dir - Superintendent
	Give the SBAC Interim Assessments in November and February to measure progress toward SBAC Summative	<ul style="list-style-type: none"> - Dedicated Classroom Time 	<ul style="list-style-type: none"> - November 2020, February 2021 	<ul style="list-style-type: none"> - Teachers - Testing Coordinator - Superintendent
We will enhance the educational opportunities for each student through after-school programming and provide our families with the tools needed to best support their children.	We will partner with United Way to provide an after-school program to serve the needs of students with working parents	<ul style="list-style-type: none"> - MOA w/United Way <ul style="list-style-type: none"> o Need Coordinator - Location in Cafeteria or other space 	<ul style="list-style-type: none"> - Ongoing 	<ul style="list-style-type: none"> - Superintendent - School Board - Business Manager - After School Program Coordinator - Whole Child Committee - United Way

II. Staff and Volunteers				
<u>Objective</u>	<u>Action Steps</u>	<u>Resources Needed</u>	<u>Timeline</u>	<u>Position(s)</u>
We will enhance the professional development opportunities for our staff with a clear focus on increasing the individual success of each student.	With guidance from the PDAC, the district will plan, implement, and analyze the efficacy of staff professional development.	<ul style="list-style-type: none"> - PDAC recommendation as adopted by the Board in June 2020 - Information generated from staff feedback on professional development 	<ul style="list-style-type: none"> - The PDAC will tentatively plan to meet in November 2020, April 2021, May 2021, August 2021 	<ul style="list-style-type: none"> - Superintendent - School Board - Business Manager - Professional Development Advisory Committee
	The EPAS teacher evaluation model will continue to be used by the district with a focus on teacher growth.	<ul style="list-style-type: none"> - EPAS training materials (online at OPI) - Opportunities for additional EPAS training - Time during the year to discuss EPAS models and individual implementation 	<ul style="list-style-type: none"> - EPAS Calendar provided to Teachers by Sept. 7, 2020 	<ul style="list-style-type: none"> - Teachers - Superintendent
	The Mentoring Team for the 2020-2021 school year, will provide a 2-day orientation for new staff (certified and classified) and yearlong training based on the mentoring handbook	<ul style="list-style-type: none"> - Time to meet with teachers who will serve as mentors - Stipends for mentors with accountability expectations - Daily Stipends for new teachers during staff orientation 	<ul style="list-style-type: none"> - Ongoing meetings with new staff through the year 	<ul style="list-style-type: none"> - Superintendent - Mentoring Team - New Staff (Certified and Classified) - Business Manager
	We will conduct classified staff evaluations to include goal setting meetings at the beginning of the year	<ul style="list-style-type: none"> - Time to meet with classified staff 	<ul style="list-style-type: none"> - Evaluations to be completed by the end of May 2021 	<ul style="list-style-type: none"> - Superintendent - District Clerk - Classified Staff
We will align curriculum from subject to subject, grade to grade and secondary transition.	We will use the PLC model during Team Meeting time and on Wednesdays to align the curriculum, analyze data, and plan transitions.	<ul style="list-style-type: none"> - Training on ACE Curriculum - Training on PLC Model - Form to track and analyze team discussion and shape future discussion 	<ul style="list-style-type: none"> - Wednesdays and weekly team meetings, monthly subject area meetings and PIR Days 	<ul style="list-style-type: none"> - Superintendent - Teachers
	We will provide opportunities for teachers to collaborate with teachers in other schools for the purpose of transition	<ul style="list-style-type: none"> - Knowledge of opportunities to collaborate with teachers at BSD7 and BSD44 	<ul style="list-style-type: none"> - Regular participation in Rural Superintendent Meetings with BSD7 - Ongoing - 	<ul style="list-style-type: none"> - Superintendent - Teachers

II. Staff and Volunteers				
Objective	Action Steps	- Resources Needed	- Timeline	- Persons Responsible
We will deliberately develop and promote a positive culture by enhancing the physical workspace and workplace climate.	We will schedule monthly Staff/Teacher community team building opportunities	- Flex funds to finance Team Building	- Monthly	- Superintendent - District Clerk - School Secretary
	We will use an employee satisfaction survey at least once per year to measure culture and climate.	- Staff Survey	- Yearly	- Superintendent - School Board
We will offer volunteer and substitute training to enable qualified subs and volunteers to maximize their effect on student success.	Offer training through Adult Education courses – offered to all County Schools	- Funding for substitute/volunteer course supplies - Adult education time - Volunteer Coordinator - Volunteer	- Fall of 2020 - Spring of 2021	- Superintendent - Adult Ed - County Superintendent - Volunteer Coordinator
We will facilitate consistent information, through the school, from PIE, Ed Foundation, and Boosters	- Meet with each organization regularly - Ensure each organization has a regularly scheduled meeting on the School Calendar - Communicate through Website, email, flyers, and Social Media about events, meetings and volunteer opportunities	- Time to attend the meetings - Consistent information output	- Ongoing	- Superintendent - Board members of each organization - Teachers/Staff - Administrative Secretary - Clerk

III. Facilities				
<u>Objective</u>	<u>Action Steps</u>	<u>Resources Needed</u>	<u>Timeline</u>	<u>Position(s)</u>
We will initiate programs that are environmentally responsible, that provide additional opportunities for our students, staff and community to collaborate, and which support the school and community.	- Develop a comprehensive Green House Curriculum that includes K-8	- Funding for materials - Curriculum Development time for each grade level - Volunteers to help manage	- Spring 2021 curriculum begins -	- Superintendent - Business Manager - Teachers/Staff -
We will continue the process for a bond in Feb 2021 through a Building Committee Process	-	- DA Davidson - Martel/Cushing - Facilities Plan	- Bond election by Feb 2021 - Begin construction/renovation June 2021	- Superintendent - Business Manager - School Board - Martel/Cushing - Building Committee

IV. Leadership, Communication and Collaboration				
Objective				
We will enhance the effectiveness of our communication with students, staff, parents and community members	We will work to maintain an updated district website and establish a Social Media Presence	<ul style="list-style-type: none"> - Training on Catapult - User access to upload information 	- Ongoing	<ul style="list-style-type: none"> - Clerk - Superintendent - Administrative Secretary
	Conduct monthly community meetings with superintendent to provide parents and community the opportunity to provide input into district initiatives		- Ongoing	- Superintendent
	Compose monthly Superintendent Newsletter	<ul style="list-style-type: none"> - Time - Website Update 	- First newsletter will go out after the September Board Meeting	- Superintendent
	We will find ways to provide opportunities for community engagement with the members of the Board	<ul style="list-style-type: none"> - Time - Organization - Communication 		<ul style="list-style-type: none"> - Superintendent - School Board
We will create a school and school board environment that is open to community, parent, and staff discussion and communication.	We will create a biannual News letter mailing from the Board.	<ul style="list-style-type: none"> -Funding - Time - District Information - District Addresses 	<ul style="list-style-type: none"> - Starting Spring of 2021 - Ongoing twice a year, Spring and Fall 	<ul style="list-style-type: none"> - Board Trustees — Julie Fleury - Superintendent (info) - Business Manager (info)
	Create procedures for timely community and parent Response.	<ul style="list-style-type: none"> - Email Template for Timely response (MTSBA) - Designate who responds. -Website Communication 	<ul style="list-style-type: none"> - Starting Dec 2020 Board Meeting - Ongoing 	<ul style="list-style-type: none"> - Board Trustees - Business Manager - Administrative Secretary
	Continued Board education.	<ul style="list-style-type: none"> - MTSBA educational courses - MTSBA Lead Board Trustee Orientation 	<ul style="list-style-type: none"> - Ongoing - Summer of 2021 Board Orientation 	<ul style="list-style-type: none"> - Board of Trustees - Business Manager
	Educate public on our procedures for communication to the board during board meetings.	<ul style="list-style-type: none"> - Written (on agenda) and Verbal statement for public comment procedures during Board Meetings. - Website Communication 	<ul style="list-style-type: none"> - Starting Dec 2020 Board Meeting - Ongoing 	<ul style="list-style-type: none"> - Board Chair - Business Manager

V. Safety

<u>Objective</u>	<u>Action Steps</u>	<u>Resources Needed</u>	<u>Timeline</u>	<u>Position(s)</u>
We will enhance the safety and security of our school building and property.	<ul style="list-style-type: none"> - Training on Security cameras in the Buses and throughout the school - Installation of cameras for Playground area 	<ul style="list-style-type: none"> - Funding for training - Time for application installation - Additional Cameras for Playground Area 	<ul style="list-style-type: none"> - Dependent on Building Committee process 	<ul style="list-style-type: none"> - Superintendent - Clerk - Administrative Secretary - Tech. Director
We will enhance our safety procedures and training for all emergency situations.	<ul style="list-style-type: none"> - Initiate “Fight/Flight” training through Adult Ed - Monthly Fire Drills - Monthly rotation of Drills for (Shelter in Place, Lockdown, Earthquake) - Staff training on Catapult EMS 	<ul style="list-style-type: none"> - Coordination with First Responders - Contact Sheriff’s Office to coordinate Fight training - Catapult EMS 	<ul style="list-style-type: none"> - Ongoing - Adult Ed Class for 2nd Semester 	<ul style="list-style-type: none"> - Superintendent - School Resource Officer - CERT Team
	Quarterly Safety Committee meetings will occur to provide input on training for staff, understanding of necessary training, and provide updates to Gallatin Gateway School Safety Plan	<ul style="list-style-type: none"> - Time to meet and collaborate - Input from necessary stakeholders - Training with First Responders 	<ul style="list-style-type: none"> - Meetings will occur in October, January, April, June - Quarterly updates will be provided to the board - Recommendations for revision to the Safety Plan yearly during the summer 	<ul style="list-style-type: none"> - Superintendent - Safety Committee
We will enhance our counseling support for students	Counselor coordinates with SST and Principal to ensure implementation of MTSS	<ul style="list-style-type: none"> - Monthly MTSS meetings 	<ul style="list-style-type: none"> - Ongoing 	<ul style="list-style-type: none"> - Superintendent - Counselor - Student Support Admin - Teachers - Whole Child Committee
	Increase awareness of issues related to bullying and implement a cohesive anti-bullying program at GGS	<ul style="list-style-type: none"> - Funding - Knowledge of resources 	<ul style="list-style-type: none"> - Bullying on each MTSS agenda 	<ul style="list-style-type: none"> - Superintendent - Counselor - Teachers - Whole Child Committee

V. Safety				
Objective	Action Steps	- Resources Needed	- Timeframe	- Person's Responsible
We will increase our awareness of training on and implementation of alternative means of addressing student behaviors.	Use of SWSS to track student discipline data to make informed decisions about student behaviors	<ul style="list-style-type: none"> - Understanding of the construct and how it may work at GGS - Time to analyze materials 	<ul style="list-style-type: none"> - Ongoing 	<ul style="list-style-type: none"> - Superintendent - Counselor - Whole Child Committee - MTSS Leadership Team
	Development of RtI Behavior Matrix to assist students in need of behavior intervention	<ul style="list-style-type: none"> - Teacher Training 	<ul style="list-style-type: none"> - Ongoing 	<ul style="list-style-type: none"> - Counselor - Superintendent - MTSS Leadership Team - Whole Child Committee - Teachers

Recommendation for Power Homeschool Services

Background: Spring of 2020, GGS used Google Classroom as the platform for learning during mandated Distance Learning. This model was very successful, although, certainly not the best replacement for in-person instruction, based on our Fall Star Assessment results.

Fall of 2020, Teachers collaborated and determined that for our 11 remote learners, we would try to replicate the in-person classroom experience through the Google Classroom platform. After the first quarter, it became evident through parent feedback and teacher feedback that the platform was not working. The school district does not have the personnel to give an in-person learning experience to the remote learners. Parents and remote learners were frustrated due to our inability to provide the guidance and communication they need for the Remote Learners to be successful.

The teachers and staff vetted the Power Homeschool platform, by Acellus. Acellus is a certified homeschool product that will provide our remote learners with video lessons, aligned schoolwork, quizzes and tests. Instruction, grades and attendance are included in the platform. Acellus is aligned to the Montana Standards, and teachers indicate that it is closely aligned to the scope and sequence that we use through the ACE Consortium.

Remote learners will continue to have an on-campus facilitator to provide technical support and support if a student is not completing work. Remote learners will not be learning content from the on-campus curriculum materials; however, their content will be aligned with what the on-campus students are learning, so that if they return to in-person instruction, they will be aligned with the rest of their grade level.

GGS specific cross-curricular projects will be assigned by the teacher as an add-on to the content the Remote Learners will be responsible for from Power Homeschool (ie Bronze Museum, Wax Museum, etc.). Remote Learners will also continue to participate in all District and State assessments, such as Star, SBAC, Interims, etc.

Parents of Remote Learners have been given the opportunity to look at the program, and provide feedback. Teachers and Staff believe this will be a good product to provide a good remote education.

Electives and Specials will NOT be provided through Power Homeschool, but continued through Google Classroom, as the parents and teachers feel it is a working model.

Cost of Power Homeschool is \$25 per month per student, with an estimated total cost of \$2000, which will be paid for with the Governor's COVID funds.

The Superintendent recommends that the GGS Board adopt Acellus Power Homeschool as a K-8 Remote Learning Curriculum.

Agenda Item: Rescind Motion for Assistant Cook offer of Employment

Recommended motion:

Rescind prior motion on October 21, 2020 to offer employment to Miranda Tucker.

Background:

On October 21, 2020 the Board made the following motion:

“Motion: Trustee Patti Ringo to hire Miranda Tucker as the Assistant Cook at \$14/hour, not to exceed 30 hours/week and \$2125 in annual flex benefits beginning no sooner than October 22, 2020 and ending no later than June 11, 2020 pending completion and acceptance of a pre-employment physical and fingerprint background check.

Seconded: Vice Chair Julie Fleury

Public Comment: None

For: Fleury, Martin, Paulson, Ringo, Schwieterman

Opposed: None

Motion passed unanimously.”

The applicant accepted the position verbally on October 15.

The applicant was notified via email on October 22 that the Board made the motion pending fingerprint/background check and pre-employment physical.

There has been no contact from the applicant regarding the progress towards the fingerprint/background check or the pre-employment physical. Multiple attempts were made to contact the applicant and on October 29 via text message the applicant indicated she still wanted the position, but was out of town for a family emergency and would be back the following Monday (November 2). Multiple attempts have been made since then to contact the applicant via email, phone, and text message with no response.

Tony Koenig was contacted on November 16 via phone to inquire about the District’s next steps and his recommendation was that the District rescind the motion to offer employment.

Recommendation:

to rescind the offer of employment to Miranda Tucker.

Rationale:

It is imperative that we fill the assistant cook position as soon as possible and since the applicant will not respond to communications it is assumed she has abandoned the position.

Assistant Cook Hire Recommendation

Motion: to hire Delaney Campbell as the Assistant Cook at \$14/hour, not to exceed 30 hours/week and \$2125 in annual flex benefits beginning no sooner than November 19, 2020 and ending no later than June 11, 2020 pending completion and acceptance of a pre-employment physical and fingerprint background check.

Recommendation:

Delaney Campbell

Pay and benefits:

\$14/hour not to exceed 30 hours/week beginning no sooner than November 19, 2020 and ending no later than June 11, 2020.

Flexible Benefits: \$2125/year

Recommendation:

Miranda Tucker

Background

Delaney has vast experience in areas such as working with special needs children, sanitation procedures, and food production. In fact, is currently employed as a farm worker and assisting with goat cheese production. Ms. Keel, Ms. Fisher, and Ms. McClure interviewed Delaney and feel she will be a great addition to the GGS food service team.

Preliminary General Fund Budget

GENERAL FUND EXPENDITURES		FY2018 BUDGET	FY2019 BUDGET	FY2020 Budget	FY2021 Budget	Diff FY20-FY21
1000- INSTRUCTION - K-6 SCHOOL						
101.81.100.1000.112	CERTIFIED SALARIES	\$ 463,847.00	\$ 482,519.00	\$ 347,402.00	\$ 394,593.00	\$ 47,191.00
101.81.100.1000.117	PARAPROFESIONALS	\$ 43,721.00	\$ 37,134.00	\$ 50,260.00	\$ 38,110.00	\$ (12,150.00)
101.81.100.1000.122	SUBSTITUTE TEACHERS	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 6,080.00	\$ (1,920.00)
101.81.100.1000.160	SICK LEAVE PAYOUT	\$ 20,000.00	\$ 18,000.00	\$ 15,000.00	\$ 2,500.00	\$ (12,500.00)
101.81.100.1000.170	VACATION/ANNUAL LEAVE PAYOUT	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
101.81.100.1000.190	BEAREAVEMENT LEAVE	\$ -	\$ -	\$ -	\$ 1,368.00	\$ 1,368.00
101.81.100.1000.250	WORKERS COMPENSATION	\$ 2,738.00	\$ 2,619.00	\$ 2,047.00	\$ 1,911.00	\$ (136.00)
101.81.100.1000.260	HEALTH INSURANCE	\$ 79,122.00	\$ 78,314.00	\$ 57,672.00	\$ 68,963.00	\$ 11,291.00
101.81.100.1000.610	SUPPLIES	\$ -	\$ -	\$ 10,000.00	\$ 15,000.00	\$ 5,000.00
101.81.100.1000.650	PERIODICALS	\$ -	\$ -	\$ 300.00	\$ 300.00	\$ -
101.81.100.1000.680	COMPUTER SOFTWARE	\$ -	\$ -	\$ 1,000.00	\$ 13,000.00	\$ 12,000.00
101.81.100.1000.682	SUPPLIES- TECHNOLOGY	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
1000- INSTRUCTION -7-8 SCHOOL						
101.82.100.1000.112	CERTIFIED SALARIES	\$ -	\$ -	\$ 143,076.00	\$ 106,765.00	\$ (36,311.00)
101.82.100.1000.117	PARAPROFESIONALS	\$ -	\$ -	\$ -	\$ 13,858.00	\$ 13,858.00
101.82.100.1000.122	SUBSTITUTE TEACHERS	\$ -	\$ -	\$ -	\$ 1,920.00	\$ 1,920.00
101.82.100.1000.160	SICK LEAVE PAYOUT	\$ -	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00
101.82.100.1000.170	VACATION/ANNUAL LEAVE PAYOUT	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
101.82.100.1000.190	BEAREAVEMENT LEAVE	\$ -	\$ -	\$ -	\$ 432.00	\$ 432.00
101.82.100.1000.250	WORKERS COMPENSATION	\$ -	\$ -	\$ 838.00	\$ 533.00	\$ (305.00)
101.82.100.1000.260	HEALTH INSURANCE	\$ -	\$ -	\$ 21,459.00	\$ 18,195.00	\$ (3,264.00)
101.82.100.1000.610	SUPPLIES	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -
101.82.100.1000.650	PERIODICALS	\$ 700.00	\$ 400.00	\$ 100.00	\$ 100.00	\$ -
101.82.100.1000.680	COMPUTER SOFTWARE	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ -
101.82.100.1000.682	SUPPLIES- TECHNOLOGY	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
TOTAL		\$ 618,928.00	\$ 628,986.00	\$ 664,654.00	\$ 703,628.00	\$ 38,974.00
2100- SUPPORT SERVICES - STUDENTS- K-6 SCHOOL						
101.81.100.2100.113	SCHOOL NURSE SALARY (PRIMARY CARE CLINIC)	\$ 5,461.00	\$ 5,391.00	\$ 6,267.00	\$ 4,648.92	\$ (1,618.08)
101.81.100.2100.170	VACATION/ANNUAL LEAVE PAYOUT	\$ -	\$ -	\$ -	\$ 152.00	\$ 152.00
101.81.100.2100.250	WORKERS COMPENSATION	\$ 37.00	\$ 27.00	\$ 31.00	\$ 18.00	\$ (13.00)
101.81.100.2100.260	HEALTH INSURANCE	\$ 313.00	\$ 201.00	\$ 201.00	\$ 244.00	\$ 43.00
2100- SUPPORT SERVICES - STUDENTS- 7-8 SCHOOL						
101.82.100.2100.113	SCHOOL NURSE SALARY (PRIMARY CARE CLINIC)	\$ -	\$ -	\$ -	\$ 1,468.09	\$ 1,468.09
101.82.100.2100.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 48.00	\$ 48.00
101.82.100.2100.260	HEALTH INSURANCE	\$ -	\$ -	\$ -	\$ 6.00	\$ 6.00
101.80.100.2100.610	SUPPLIES	\$ -	\$ -	\$ -	\$ 56.00	\$ 56.00
TOTAL		\$ 5,811.00	\$ 5,619.00	\$ 6,499.00	\$ 6,641.01	\$ (192.00)

I Preliminary General Fund Budget

GENERAL FUND EXPENDITURES	FY2018 BUDGET	FY2019 BUDGET	FY2020 Budget	FY2021 Budget	Diff FY20-FY21
2114- STUDENT ACCOUNTING SERVICES- K-6 SCHOOL					
101.81.100.2114.680 COMPUTER SOFTWARE	\$ -	\$ -	\$ -	\$ 3,225.00	\$ 3,225.00
2114- STUDENT ACCOUNTING SERVICES- 7-8 SCHOOL					
101.82.100.2114.680 COMPUTER SOFTWARE	\$ -	\$ -	\$ -	\$ 1,253.00	\$ 1,253.00
TOTAL	\$ -	\$ -	\$ -	\$ 4,478.00	\$ 4,478.00
2120- GUIDANCE SERVICES-K-6 SCHOOL					
101.81.100.2120.113 PROFESSIONAL SALARY- GUIDANCE COUNSELOR	\$ 23,751.00	\$ 39,828.00	\$ 29,653.00	\$ 32,909.00	\$ 3,256.00
101.81.100.2120.170 VACATION/ANNUAL LEAVE PAYOUT	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00
101.81.100.2120.250 WORKERS COMPENSATION	\$ 128.00	\$ 200.00	\$ 156.00	\$ 145.00	\$ (11.00)
101.81.100.2120.260 HEALTH INSURANCE	\$ 7,374.00	\$ 6,212.00	\$ 4,355.00	\$ 4,646.00	\$ 291.00
101.81.100.2120.610 SUPPLIES	\$ 250.00	\$ 250.00	\$ 500.00	\$ 700.00	\$ 200.00
101.81.100.2120.680 COMPUTER SOFTWARE	\$ -	\$ -	\$ -	\$ 225.00	\$ 225.00
101.81.100.2120.810 DUES & FEES	\$ -	\$ -	\$ 100.00	\$ 506.00	\$ 406.00
2120- GUIDANCE SERVICES-7-8 SCHOOL					
101.82.100.2120.113 PROFESSIONAL SALARY- GUIDANCE COUNSELOR	\$ -	\$ -	\$ -	\$ 11,492.00	\$ 11,492.00
101.82.100.2120.170 VACATION/ANNUAL LEAVE PAYOUT	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00
101.82.100.2120.250 WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 51.00	\$ 51.00
101.82.100.2120.260 HEALTH INSURANCE	\$ -	\$ -	\$ -	\$ 1,622.00	\$ 1,622.00
101.82.100.2120.610 SUPPLIES	\$ -	\$ -	\$ -	\$ 300.00	\$ 300.00
101.82.100.2120.680 COMPUTER SOFTWARE	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00
101.82.100.2120.810 DUES & FEES	\$ -	\$ -	\$ -	\$ 169.00	\$ 169.00
TOTAL	\$ 31,503.00	\$ 46,490.00	\$ 34,764.00	\$ 53,165.00	\$ 18,401.00
2131- HEATH SERVICES- MEDICAL- K-6 SCHOOL					
101.81.100.2131.610 SUPPLIES	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00
2131- HEATH SERVICES- MEDICAL- 7-8 SCHOOL					
101.82.100.2131.610 SUPPLIES	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00
TOTAL	\$ -	\$ -	\$ -	\$ 700.00	\$ 700.00
2212- CURRICULUM SERVICES- K-6 SCHOOL					
101.81.100.2213.810 DUES & FEES	\$ -	\$ -	\$ -	\$ 2,850.00	\$ 2,850.00
2212- CURRICULUM SERVICES- 7-8 SCHOOL					
101.82.100.2213.810 DUES & FEES	\$ -	\$ -	\$ -	\$ 900.00	\$ 900.00
TOTAL	\$ -	\$ -	\$ -	\$ 3,750.00	\$ 3,750.00
2213- INSTRUCTIONAL STAFF TRAINING/PROFESSIONAL DEVELOPMENT- K-6 SCHOOL					
101.81.100.2213.150 MENTOR STIPEND	\$ -	\$ -	\$ -	\$ 1,368.00	\$ 1,368.00
101.81.100.2213.250 WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 6.00	\$ 6.00
101.81.100.2213.320 PROFESSIONAL/EDUCATIONAL SERVICES	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00
101.81.100.2213.582 TRAVEL/IN-SERVICE TRAINING	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00
2213- INSTRUCTIONAL STAFF TRAINING/PROFESSIONAL DEVELOPMENT- 7-8 SCHOOL					

Preliminary General Fund Budget

GENERAL FUND EXPENDITURES		FY2018 BUDGET	FY2019 BUDGET	FY2020 Budget	FY2021 Budget	Diff FY20-FY21
101.82.100.2213.150	MENTOR STIPEND	\$ -	\$ -	\$ -	\$ 432.00	\$ 432.00
101.82.100.2213.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 2.00	\$ 2.00
101.82.100.2213.320	PROFESSIONAL/EDUCATIONAL SERVICES	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
101.82.100.2213.582	TRAVEL/IN-SERVICE TRAINING	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00
TOTAL		\$ -	\$ -	\$ -	\$ 5,808.00	\$ 5,808.00
2225-SCHOOL LIBRARY-K-6 SCHOOL						
101.81.100.2225.113	PROFESSIONAL SALARY- LIBRARY MEDIA SPECIALIST	\$ 21,063.00	\$ 22,248.00	\$ 17,180.00	\$ 18,676.00	\$ 1,496.00
101.81.100.2225.150	STIPEND	\$ -	\$ -	\$ -	\$ 760.00	\$ 760.00
101.81.100.2225.250	WORKERS COMPENSATION	\$ 113.00	\$ 112.00	\$ 91.00	\$ 86.00	\$ (5.00)
101.81.100.2225.260	HEALTH INSURANCE	\$ 3,696.00	\$ 3,654.00	\$ 2,673.00	\$ 2,728.00	\$ 55.00
101.81.100.2225.610	SUPPLIES	\$ 600.00	\$ 500.00	\$ 500.00	\$ 700.00	\$ 200.00
101.81.100.2225.640	BOOKS	\$ 2,000.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ -
101.81.100.2225.660	MINOR EQUIPMENT	\$ 200.00	\$ 200.00	\$ 200.00	\$ 500.00	\$ 300.00
101.81.100.2225.680	COMPUTER SOFTWARE	\$ 300.00	\$ 875.00	\$ 3,200.00	\$ 3,200.00	\$ -
2225-SCHOOL LIBRARY-7-8 SCHOOL						
101.82.100.2225.113	PROFESSIONAL SALARY- LIBRARY MEDIA SPECIALIST			\$ 6,681.00	\$ 6,562.00	\$ (119.00)
101.82.100.2225.150	STIPEND	\$ -	\$ -	\$ -	\$ 240.00	\$ 240.00
101.82.100.2225.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 30.00	\$ 30.00
101.82.100.2225.260	HEALTH INSURANCE	\$ -	\$ -	\$ -	\$ 959.00	\$ 959.00
101.82.100.2225.610	SUPPLIES	\$ -	\$ -	\$ -	\$ 300.00	\$ 300.00
101.82.100.2225.640	BOOKS	\$ -	\$ -	\$ -	\$ 550.00	\$ 550.00
101.82.100.2225.660	MINOR EQUIPMENT	\$ -	\$ -	\$ -	\$ 250.00	\$ 250.00
101.82.100.2225.660	COMPUTER SOFTWARE	\$ -	\$ -	\$ -	\$ 780.00	\$ 780.00
TOTAL		\$ 27,972.00	\$ 29,089.00	\$ 33,025.00	\$ 38,821.00	\$ 5,796.00
280.1000- SPECIAL ED INSTRUCTION- K-6						
101.81.280.1000.112	CERTIFIED SALARIES	\$ 50,632.00	\$ 34,708.00	\$ 25,990.00	\$ 18,144.00	\$ (7,846.00)
101.81.280.1000.117	PARAPROFESIONALS	\$ 21,504.00	\$ 24,266.00	\$ 12,180.00	\$ -	\$ (12,180.00)
101.81.280.1000.122	SUBSTITUTE TEACHERS	\$ 170.00	\$ 170.00	\$ 340.00	\$ 340.00	\$ -
101.81.280.1000.160	SICK LEAVE PAYOUT	\$ 1,000.00	\$ 1,000.00	\$ 1,700.00	\$ 580.00	\$ (1,120.00)
101.81.280.1000.170	VACATION/ANNUAL LEAVE PAYOUT	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00
101.81.280.1000.250	WORKERS COMPENSATION	\$ 388.00	\$ 296.00	\$ 137.00	\$ 80.00	\$ (57.00)
101.81.280.1000.260	HEALTH INSURANCE	\$ 9,554.00	\$ 9,433.00	\$ 5,126.00	\$ 3,687.00	\$ (1,439.00)
101.81.280.1000.610	SUPPLIES	\$ 350.00	\$ 350.00	\$ 350.00	\$ 500.00	\$ 150.00
101.81.280.1000.682	SUPPLIES-TECHNOLOGY	\$ 150.00	\$ 150.00	\$ 150.00	\$ 200.00	\$ 50.00
101.81.280.1000.920	RESOURCES TRANSFER TO COOPERATIVE	\$ 2,527.00	\$ 2,666.59	\$ 2,850.28	\$ 2,236.63	\$ (613.65)
280.1000- SPECIAL ED INSTRUCTION- 7-8						
101.82.280.1000.112	CERTIFIED SALARIES	\$ -	\$ -	\$ -	\$ 18,144.00	\$ 18,144.00
101.82.280.1000.117	PARAPROFESIONALS	\$ -	\$ -	\$ -	\$ 11,130.00	\$ 11,130.00

) Preliminary General Fund Budget

GENERAL FUND EXPENDITURES		FY2018 BUDGET	FY2019 BUDGET	FY2020 Budget	FY2021 Budget	Diff FY20-FY21
101.82.280.1000.122	SUBSTITUTE TEACHERS	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00
101.82.280.1000.160	SICK LEAVE PAYOUT	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00
101.82.280.1000.170	VACATION/ANNUAL LEAVE PAYOUT	\$ -	\$ -	\$ -	\$ 350.00	\$ 350.00
101.82.280.1000.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 129.00	\$ 129.00
101.82.280.1000.260	HEALTH INSURANCE	\$ -	\$ -	\$ -	\$ 4,788.00	\$ 4,788.00
101.82.280.1000.610	SUPPLIES	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00
101.82.280.1000.682	SUPPLIES-TECHNOLOGY	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00
101.82.280.1000.920	RESOURCES TRANSFER TO COOPERATIVE	\$ -	\$ -	\$ -	\$ 706.31	\$ 706.31
TOTAL		\$ 86,275.00	\$ 73,039.59	\$ 48,823.28	\$ 62,514.94	\$ 13,691.66
365.2225- INDIAN EDUCATION/LIBRARY- K-6 SCHOOL						
101.81.365.2225.640	BOOKS	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ -
365.2225- INDIAN EDUCATION/LIBRARY- 7-8 SCHOOL						
101.82.365.2225.640	BOOKS	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00
TOTAL		\$ 86,275.00	\$ 73,039.59	\$ 48,823.28	\$ 700.00	\$ 200.00
34XX-EXTRACURRICULAR PROGRAMS - SCHOOL SPONSORED ACTIVITIES -NON-ATHLETICS- K-6 SCHOOL						
101.81.710.3407.150	STUDENT COUNCIL ADVISOR			\$ 600.00	\$ 264.00	\$ (336.00)
101.81.710.3407.250	WORKERS COMPENSATION	\$ 16.00	\$ 14.00	\$ 15.00	\$ 1.00	\$ (14.00)
101.81.710.3423.150	CLASS OF 2023- ADVISOR STIPEND	\$ -	\$ -	\$ -	\$ 600.00	\$ 600.00
101.81.710.3423.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 3.00	\$ 3.00
101.81.710.3424.150	CLASS OF 2024- ADVISOR STIPEND	\$ -	\$ -	\$ -	\$ 150.00	\$ 150.00
101.81.710.3424.250	WORKERS COMPENSATION	\$ 16.00	\$ 14.00	\$ 15.00	\$ 1.00	\$ (14.00)
34XX-EXTRACURRICULAR PROGRAMS - SCHOOL SPONSORED ACTIVITIES -NON-ATHLETICS- 7-8 SCHOOL						
101.82.710.3407.150	STUDENT COUNCIL ADVISOR				\$ 336.00	\$ 336.00
101.82.710.3407.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 1.00	\$ 1.00
101.82.710.3421.150	CLASS OF 2021-ADVISOR STIPEND	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
101.82.710.3421.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 4.00	\$ 4.00
101.82.710.3421.582	TRAVEL/IN SERVICE TRAINING (SCHOOL CHAPERONES)	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
TOTAL		\$ 3,032.00	\$ 3,028.00	\$ 3,630.00	\$ 5,360.00	\$ 1,730.00
35XX-EXTRACURRICULAR PROGRAMS - SCHOOL SPONSORED ACTIVITIES -ATHLETICS- K-6 SCHOOL						
101.81.720.3500.119	OTHER SUPERVISORY- ATHLETIC DIRECTOR	\$ 849.00	\$ 2,991.00	\$ 5,000.00	\$ 3,700.00	\$ (1,300.00)
101.81.720.3500.250	WORKERS COMPENSATION	\$ 74.00	\$ 69.00	\$ 80.00	\$ 16.00	\$ (64.00)
101.81.720.3501.150	COACH-VOLLEYBALL STIPENDS	\$ -	\$ -	\$ -	\$ 836.00	\$ 836.00
101.81.720.3501.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 4.00	\$ 4.00
101.81.720.3503.150	COACH-GIRLS BASKETBALL STIPENDS	\$ -	\$ -	\$ -	\$ 836.00	\$ 836.00
101.81.720.3503.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 4.00	\$ 4.00
101.81.720.3504.150	COACH-BOYS BASKETBALL STIPENDS	\$ -	\$ -	\$ -	\$ 836.00	\$ 836.00
101.81.720.3504.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 4.00	\$ 4.00

) Preliminary General Fund Budget

GENERAL FUND EXPENDITURES		FY2018 BUDGET	FY2019 BUDGET	FY2020 Budget	FY2021 Budget	Diff FY20-FY21
101.81.720.3504.150	COACH-WRESTLING STIPENDS	\$ -	\$ -	\$ -	\$ 528.00	\$ 528.00
101.81.720.3504.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 2.00	\$ 2.00
101.81.720.3505.150	COACH-TRACK STIPENDS	\$ -	\$ -	\$ -	\$ 1,056.00	\$ 1,056.00
101.81.720.3505.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 5.00	\$ 5.00
101.81.720.3506.150	COACH-CHEERLEADING STIPENDS	\$ -	\$ -	\$ -	\$ 264.00	\$ 264.00
101.81.720.3506.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 1.00	\$ 1.00
35XX-EXTRACURRICULAR PROGRAMS - SCHOOL SPONSORED ACTIVITIES -ATHLETICS- 7-8 SCHOOL						
101.82.720.3500.119	OTHER SUPERVISORY- ATHLETIC DIRECTOR	\$ -	\$ -	\$ -	\$ 1,300.00	\$ 1,300.00
101.82.720.3500.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 6.00	\$ 6.00
101.82.720.3501.150	COACH-VOLLEYBALL STIPENDS	\$ -	\$ -	\$ -	\$ 1,064.00	\$ 1,064.00
101.82.720.3501.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 5.00	\$ 5.00
101.82.720.3503.150	COACH-GIRLS BASKETBALL STIPENDS	\$ -	\$ -	\$ -	\$ 1,064.00	\$ 1,064.00
101.82.720.3503.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 5.00	\$ 5.00
101.82.720.3504.150	COACH-BOYS BASKETBALL STIPENDS	\$ -	\$ -	\$ -	\$ 1,064.00	\$ 1,064.00
101.82.720.3504.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 5.00	\$ 5.00
101.82.720.3504.150	COACH-WRESTLING STIPENDS	\$ -	\$ -	\$ -	\$ 672.00	\$ 672.00
101.82.720.3504.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 3.00	\$ 3.00
101.82.720.3505.150	COACH-TRACK STIPENDS	\$ -	\$ -	\$ -	\$ 1,344.00	\$ 1,344.00
101.82.720.3505.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 6.00	\$ 6.00
101.82.720.3506.150	COACH-CHEERLEADING STIPENDS	\$ -	\$ -	\$ -	\$ 336.00	\$ 336.00
101.82.720.3506.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 1.00	\$ 1.00
TOTAL		\$ 923.00	\$ 3,060.00	\$ 5,080.00	\$ 14,967.00	\$ 2,137.00
2300- SUPPORT SERVICES-GENERAL ADMINISTRATION- DISTRICT LEVEL						
101.80.100.2300.330	OTHER PROFESSIONAL SERVICES	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ -
101.80.100.2300.331	PROFESSIONAL SERVICES - AUDITOR	\$ 6,800.00	\$ 9,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
101.80.100.2300.332	PROFESSIONAL SERVICES - LEGAL	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00	\$ 10,000.00	\$ 8,000.00
101.80.100.2300.340	TECHNICAL SERVICES	\$ -	\$ -	\$ 1,275.00	\$ 1,275.00	\$ -
101.80.100.2300.530	COMMUNICATIONS- INTERNET SERVICE	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	\$ -
101.80.100.2300.531	COMMUNICATIONS- TELEPHONE	\$ 1,971.00	\$ 1,971.00	\$ 2,300.00	\$ 2,300.00	\$ -
101.80.100.2300.532	POSTAGE	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ -
101.80.100.2300.540	ADVERTISING	\$ 750.00	\$ 500.00	\$ 1,300.00	\$ 1,300.00	\$ -
101.80.100.2300.550	PRINTING/DUPLICATING	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ -
101.80.100.2300.582	TRAVEL OUT OF DISTRICT/INSERVICE TRAINING	\$ 1,225.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
101.80.100.2300.610	SUPPLIES	\$ 1,500.00	\$ 1,000.00	\$ 1,700.00	\$ 1,700.00	\$ -
101.80.100.2300.660	MINOR EQUIPMENT	\$ 500.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
101.80.100.2300.680	COMPUTER SOFTWARE	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -
101.80.100.2300.810	DUES AND FEES	\$ 7,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ -

Preliminary General Fund Budget

GENERAL FUND EXPENDITURES	FY2018 BUDGET	FY2019 BUDGET	FY2020 Budget	FY2021 Budget	Diff FY20-FY21
TOTAL	\$ 37,496.00	\$ 38,471.00	\$ 43,575.00	\$ 51,575.00	\$ 8,000.00
ELECTION SERVICES - 2314					
101.80.100.2314.110 SALARIES	\$ -	\$ -	\$ -		\$ -
101.80.100.2314.250 WORKERS COMPENSATION	\$ -	\$ -	\$ -		\$ -
101.80.100.2314.330 OTHER PROFESSIONAL SERVICES	\$ 450.00	\$ 450.00	\$ 500.00	\$ 3,000.00	\$ 2,500.00
101.80.100.2314.540 ADVERTISING	\$ 75.00	\$ 75.00	\$ 100.00	\$ 250.00	\$ 150.00
TOTAL	\$ 525.00	\$ 525.00	\$ 600.00	\$ 3,250.00	\$ 2,650.00
SUPERINTENDENT SERVICES-2321					
101.80.100.2321.111 ADMINISTRATIVE SALARY- SUPERINTENDENT	\$ -	\$ -	\$ 58,520.00	\$ 63,197.00	\$ 4,677.00
101.80.100.2321.115 OFFICE/CLERICAL SALARY- ADMIN SECRETARY	\$ -	\$ -	\$ 33,968.00	\$ 34,826.00	\$ 858.00
101.80.100.2321.125 OFFICE/CLERICAL SUBSTITUTE	\$ -	\$ -	\$ 1,575.00	\$ 600.00	\$ (975.00)
101.80.100.2321.160 SICK LEAVE PAYOUT	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00
101.80.100.2321.170 VACATION/ANNUAL LEAVE PAYOUT	\$ -	\$ -	\$ 3,000.00	\$ 2,500.00	\$ (500.00)
101.80.100.2321.250 WORKERS COMPENSATION	\$ -	\$ -	\$ 483.00	\$ 429.00	\$ (54.00)
101.80.100.2321.260 HEALTH INSURANCE	\$ -	\$ -	\$ 12,270.00	\$ 11,631.00	\$ (639.00)
101.80.100.2321.582 TRAVEL OUT OF DISTRICT/INSERVICE TRAINING	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -
101.80.100.2321.610 SUPPLIES	\$ -	\$ -	\$ 250.00	\$ 250.00	\$ -
101.80.100.2321.780 MAJOR TECHNOLOGY HARDWARE	\$ -	\$ -	\$ 1,200.00	\$ 1,200.00	\$ -
101.80.100.2321.810 DUES AND FEES	\$ -	\$ -	\$ 2,500.00	\$ 3,000.00	\$ 500.00
TOTAL			\$ 116,766.00	\$ 121,133.00	\$ 3,867.00
2500-SUPPORT SERVICES-BUSINESS- DISTRICT LEVEL					
101.80.100.2500.111 ADMINISTRATIVE SALARY - Business Mngr/Clerk	\$ 42,217.00	\$ 43,480.00	\$ 44,000.00	\$ 41,974.00	\$ (2,026.00)
101.80.100.2500.115 OFFICE/CLERICAL/TECHNOLOGY SALARY	\$ -	\$ -	\$ 9,009.00	\$ 7,695.00	\$ (1,314.00)
101.80.100.2500.190 LEAVE PAY	\$ 8,700.00	\$ 8,961.00	\$ 6,000.00	\$ 6,000.00	\$ -
101.80.100.2500.250 WORKERS COMPENSATION	\$ 216.00	\$ 208.00	\$ 275.00	\$ 219.00	\$ (56.00)
101.80.100.2500.260 HEALTH INSURANCE	\$ 1,968.00	\$ 1,912.00	\$ 1,912.00	\$ 2,549.00	\$ 637.00
101.80.100.2500.330 OTHER PROFESSIONAL SERVICES	\$ 3,650.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ -
101.80.100.2500.340 TECHNICAL SERVICES	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ -
101.80.100.2500.532 POSTAGE	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ -
101.80.100.2500.550 PRINTING/DUPLICATING	\$ 360.00	\$ 360.00	\$ 400.00	\$ 400.00	\$ -
101.80.100.2500.582 TRAVEL OUT OF DISTRICT/INSERVICE TRAINING	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -
101.80.100.2500.610 SUPPLIES	\$ 500.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
101.80.100.2500.660 MINOR EQUIPMENT	\$ -	\$ -	\$ 2,300.00	\$ 2,300.00	\$ -
101.80.100.2500.680 COMPUTER SOFTWARE (BMS ANNUAL FEE)	\$ 6,185.00	\$ 7,000.00	\$ 8,500.00	\$ 8,900.00	\$ 400.00
101.80.100.2500.810 DUES AND FEES	\$ 1,500.00	\$ 700.00	\$ 1,000.00	\$ 3,300.00	\$ 2,300.00
TOTAL	\$ 66,846.00	\$ 67,921.00	\$ 79,196.00	\$ 79,137.00	\$ (59.00)
2517- PROPERTY ACCOUNTING SERVICES					
101.80.2517.115 OFFICE/CLERICAL/TECHNOLOGY SALARY	\$ -	\$ -	\$ -	\$ 3,300.00	\$ 3,300.00

Preliminary General Fund Budget

GENERAL FUND EXPENDITURES		FY2018 BUDGET	FY2019 BUDGET	FY2020 Budget	FY2021 Budget	Diff FY20-FY21
101.80.2517.250	WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ 18.00	\$ 18.00
101.80.2517.540	ADVERTISING	\$ -	\$ -	\$ -	\$ 50.00	\$ 50.00
TOTAL		\$ -	\$ -	\$ -	\$ 3,368.00	\$ 3,368.00
2574-NON-INSTRUCTIONAL STAFF TRAINING						
101.80.2574.582	TRAVEL OUT OF DISTRICT/INSERVICE TRAINING	\$ -	\$ -	\$ -	\$ 1,800.00	\$ 1,800.00
TOTAL		\$ -	\$ -	\$ -	\$ 1,800.00	\$ 1,800.00
2600-OPERATIONS & MAINTENANCE						
101.80.100.2600.114	CUSTODIAL/MAINTENANCE SALARY (SUMMER)	\$ 4,080.00	\$ 5,040.00	\$ 5,500.00	\$ 6,500.00	\$ 1,000.00
101.80.100.2600.114	CUSTODIAL/MAINTENANCE SALARY (STUDENT SUMMER)	\$ -	\$ -	\$ 600.00	\$ 600.00	\$ -
101.80.100.2600.250	WORKERS COMPENSATION	\$ 22.00	\$ 25.00	\$ 50.00	\$ 55.00	\$ 5.00
101.80.100.2600.410	POWER-LIGHTS	\$ 1,000.00	\$ 1,050.00	\$ 1,102.50	\$ 2,000.00	\$ 897.50
101.80.100.2600.411	NATURAL GAS	\$ 11,000.00	\$ 11,550.00	\$ 12,127.50	\$ 12,733.88	\$ 606.38
101.80.100.2600.412	ELECTRICITY	\$ 14,500.00	\$ 15,225.00	\$ 15,986.25	\$ 16,785.56	\$ 799.31
101.80.100.2600.420	OTHER UTILITIES- SEWER	\$ -	\$ 10,716.48	\$ 10,716.48	\$ 10,716.48	\$ -
101.80.100.2600.421	WATER TESTS	\$ 2,000.00	\$ 1,800.00	\$ 1,800.00	\$ 2,000.00	\$ 200.00
101.80.100.2600.431	DISPOSAL SERVICE	\$ 5,800.00	\$ 6,019.00	\$ 4,085.00	\$ 4,080.00	\$ (5.00)
101.80.100.2600.433	CONTRACTED CUSTODIAL SERVICES	\$ 27,000.00	\$ 26,956.80	\$ 33,300.00	\$ 70,512.00	\$ 37,212.00
101.80.100.2600.440	REPAIR AND MAINTENANCE SERVICES	\$ 12,080.46	\$ 15,000.75	\$ 20,000.00	\$ 25,000.00	\$ 5,000.00
101.80.100.2600.520	INSURANCE	\$ 13,094.25	\$ 13,487.08	\$ 10,006.10	\$ 10,558.60	\$ 552.50
101.80.100.2600.531	TELEPHONE	\$ -	\$ -	\$ -	\$ -	\$ -
101.80.100.2600.610	SUPPLIES	\$ 5,200.00	\$ 5,200.00	\$ 6,000.00	\$ 6,500.00	\$ 500.00
101.80.100.2600.660	MINOR EQUIPMENT	\$ -	\$ -	\$ -	\$ 1,300.00	\$ 1,300.00
101.80.100.2600.810	DUES AND FEES	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -
101.80.100.2630.432	SNOW PLOW SERVICES	\$ 4,000.00	\$ 4,000.00	\$ 6,000.00	\$ 6,300.00	\$ 300.00
101.80.100.2630.440	REPAIR AND MAINTENANCE SERVICES	\$ -	\$ -	\$ -	\$ 3,500.00	\$ 3,500.00
TOTAL		\$ 101,276.71	\$ 117,570.11	\$ 128,773.83	\$ 180,641.52	\$ 51,867.69
ENTERPRISE PROGRAMS -FOOD SERVICES - 910.3100						
101.80.910.3100.116	SALARIES-Cooks	\$ 12,978.00	\$ 12,062.00	\$ 17,435.00	\$ 11,676.00	\$ (5,759.00)
101.80.910.3100.119	OTHER SUPERVISORY- FOOD SERVICE SUPERVISOR	\$ 2,546.00	\$ 2,597.00	\$ -	\$ -	\$ -
101.80.910.3100.126	SUBSTITUTE COOKS	\$ 90.00	\$ 288.00	\$ 300.00	\$ 250.00	\$ (50.00)
101.80.910.3100.190	LEAVE PAY	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
101.80.910.3100.250	WORKERS COMPENSATION	\$ 886.00	\$ 789.00	\$ 1,171.00	\$ 632.00	\$ (539.00)
101.80.910.3100.260	HEALTH INSURANCE	\$ 1,558.00	\$ 1,503.00	\$ 1,290.00	\$ 1,100.00	\$ (190.00)
101.80.910.3100.330	OTHER PROFESSIONAL SERVICES	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ -
101.80.910.3100.540	ADVERTISING	\$ 350.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ -
101.80.910.3100.582	TRAVEL OUT OF DISTRICT/INSERVICE TRAINING	\$ 500.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ -
101.80.910.3100.610	SUPPLIES	\$ 500.00	\$ 250.00	\$ 300.00	\$ 300.00	\$ -
101.80.910.3100.630	FOOD	\$ 7,805.00	\$ 4,483.93	\$ 5,156.30	\$ 8,380.48	\$ 3,224.18

Preliminary General Fund Budget

GENERAL FUND EXPENDITURES	FY2018 BUDGET	FY2019 BUDGET	FY2020 Budget	FY2021 Budget	Diff FY20-FY21
TOTAL	\$ 27,363.00	\$ 22,472.93	\$ 26,152.30	\$ 24,338.48	\$ 3,679.37
GENERAL FUND TOTALS				\$ 1,365,775.95	

\$	1,365,775.95
\$	1,365,775.95
\$	<u>0.00</u>

Agenda Item: Review and Consider Revisions to District Clerk Evaluation Tool

Recommended Motion: to adopt the District Clerk Evaluation Tool with no changes for the 2020-2021 evaluation year.

Background:

The District Clerk's evaluation was converted to a Google Form during the 2019-2020 school year using a tool previously adopted by the Board. Each year the Board reviews the tool and procedure to ensure it still meets the needs of the District.

The Clerk's evaluation is generally held in March of each year and is scheduled during a regular meeting in January or February of each year.

EVALUATION OF DISTRICT CLERK GALLATIN GATEWAY SCHOOL DISTRICT #35

This evaluation is being conducted to provide the District Clerk with the School Board's assessment of his/her strengths and weaknesses relative to performance as the District Clerk of this school district. It is the intent that this instrument will serve to provide the 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/District Clerk working relationship and the achievement of their mutual goal: To make the school district the most effective it can be.

1. Email address *

PROCESS:

1. The 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 District Clerk's evaluation meeting.
3. The 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 District Clerk during closed session. A final overall performance form will be given to the District Clerk to be placed in his/her personnel file. The 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.

2. District Clerk Name

Mark only one oval.

Carrie Fisher

3. School Year

Mark only one oval.

2019-2020

2020-2021

2021-2022

2022-2023

4. Today's Date

Example: January 7, 2019

DOMAIN ONE:

RELATIONSHIP WITH THE BOARD AND ADMINISTRATIVE TEAM
Gallatin Gateway School's District Clerk:

5. 1. Keeps the Board informed of meetings and activities and prepares the Board meeting packets in a timely manner.

Check all that apply.

U

D

P

E

6. 2. Is receptive to board member ideas and suggestions and works hard to accomplish directives.

Check all that apply.

- U
- D
- P
- E

7. 3. Follows up on all problems and issues brought to his/her attention in a timely manner.

Check all that apply.

- U
- D
- P
- E

8. 4. Accepts constructive criticism as a suggestion for improvement, working toward a positive change.

Check all that apply.

- U
- D
- P
- E

9. 5. Demonstrates willingness to try new methods.

Check all that apply.

- U
- D
- P
- E

10. 6. Keeps the Board and Superintendent informed of his/her activities.

Check all that apply.

U

D

P

E

11. 7. Maintains confidentiality of employment and student matters.

Check all that apply.

U

D

P

E

12. 8. Works closely and maintains a positive relationship with the Superintendent.

Check all that apply.

U

D

P

E

13. 9. Performs other duties as assigned by the Board.

Check all that apply.

U

D

P

E

14. 10. Communicates clearly and demonstrates effective communication skills.

Check all that apply.

- U
- D
- P
- E

15. COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH

DOMAIN
TWO:

ACCOUNTING MANAGEMENT, RECORD KEEPING, PROGRAM MANAGEMENT, AND
FINANCIAL PLANNING
Gallatin Gateway School's District Clerk:

16. 1. Maintains detailed records of all receipts, expenditures, and disbursements.

Check all that apply.

- U
- D
- P
- E

17. 2. Maintains records of all funds reconciling monthly with County Treasurer.

Check all that apply.

U

D

P

E

18. 3. Completes monthly, quarterly, and annual reports as scheduled, including the Trustees' Financial Summary.

Check all that apply.

U

D

P

E

19. 4. Prepares a balanced budget that is realistic and in a clear, concise and legible format.

Check all that apply.

U

D

P

E

20. 5. Effectively administers and monitors the budget, making necessary adjustments to ensure a balanced budget at year-end.

Check all that apply.

U

D

P

E

21. 6. Provides appropriate information to staff and community as necessary regarding payroll, budget, facilities, adult education, transportation, food service, and other public information.

Check all that apply.

- U
- D
- P
- E

22. 7. Achieves audits with few findings or major concerns.

Check all that apply.

- U
- D
- P
- E

23. 8. Publishes legal and public notices as required and acts as election administrator.

Check all that apply.

- U
- D
- P
- E

24. 9. Complies with District Policies and Goals, maintaining up-to-date policy manuals.

Check all that apply.

- U
- D
- P
- E

25. 10. Acts as custodian of all records, reports, and historical documents of the district.

Check all that apply.

- U
- D
- P
- E

26. 11. Keeps the Board appropriately informed regarding district programs such as food service, transportation, adult education, & facilities.

Check all that apply.

- U
- D
- P
- E

27. 12. Effectively monitors facility maintenance and improvements and keeps the Board informed as necessary.

Check all that apply.

- U
- D
- P
- E

28. 13. Effectively manages and evaluates District employees in the following programs: Adult Education, Food Service, and Transportation.

Check all that apply.

- U
- D
- P
- E

29. 14. Monitors and evaluates the District program effectiveness and makes appropriate recommendations to the Board as necessary as it relates to adult education, transportation, food service, and facilities.

Check all that apply.

- U
- D
- P
- E

30. COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH

DOMAIN THREE:

PROFESSIONAL DEVELOPMENT
Gallatin Gateway School's District Clerk:

31. 1. Attends regional clerk's meetings, MASBO/MTSBA workshops and other necessary training sessions.

Check all that apply.

- U
- D
- P
- E

32. 2. Keeps informed on local, state, federal, and legal requirements in school business.

Check all that apply.

- U
- D
- P
- E

33. 3. Tries to improve competencies in his/her professional field.

Check all that apply.

- U
- D
- P
- E

34. 4. Displays a positive attitude toward his/her responsibilities.

Check all that apply.

- U
- D
- P
- E

35. 5. Adjusts easily to changes in plans or procedures.

Check all that apply.

U

D

P

E

36. 6. Communicates effectively and maintains positive and professional relationships with students and colleagues.

Check all that apply.

U

D

P

E

37. 7. Communicates effectively and maintains positive and professional relationships with parents and community members.

Check all that apply.

U

D

P

E

38. 8. Solves problems and handles stressful situations with finesse and professionalism.

Check all that apply.

U

D

P

E

39. 9. Displays initiative when determining tasks and goals.

Check all that apply.

U

D

P

E

40. 10. Shows perseverance even when faced with obstacles.

Check all that apply.

U

D

P

E

41. 11. Effectively manages time and responsibilities.

Check all that apply.

U

D

P

E

42. 12. Makes thoughtful judgments and decisions.

Check all that apply.

U

D

P

E

43. 13. Serves as an advocate for the Board and District.

Check all that apply.

- U
- D
- P
- E

44. 14. Maintains a positive image in the community and is respected as a professional in the District and community.

Check all that apply.

- U
- D
- P
- E

45. COMMENDATIONS/RECOMMENDED AREA(S) OF GROWTH:

This content is neither created nor endorsed by Google.

Google Forms



[Link to eBOARDsolutions](#) | [About Us](#) | [Contact Us](#) | [Code of Conduct](#) | [Search](#) | [Links](#) | [My MTSBA](#) | 3



Developing the full potential of each child through school board leadership

[Connect2MTSBA](#) / [Community Home](#) / [Discussion](#) / Topic Thread

MTSBA Connect

[Community Home](#) [Discussion](#) 2.2K [Library](#) 200 [Events](#) 0 [Members](#) 3.1K

[Expand all](#) | [Collapse all](#)

MTSBA FY22 Dues Revenue Estimate Ballot


1. MTSBA FY22 Dues Revenue Estimate Ballot

0 Like



[Debra Silk](#)

Actions ▼

Posted 21 hours ago |  [view attached](#)

Reply

2020 Ballot
Montana School Boards Association

To: MTSBA Member District Board Chairs
From: Lance Melton, MTSBA Executive Director
Re: Voting on FY22 Dues Revenue Estimate
Date: November 11, 2020

As you will recall, with the flipping of our resolution cycle, our Annual Meeting of members took place in June of 2020. Historically, the Annual Meeting is where the membership would vote on the next fiscal year's estimated dues increase and other business items that require a vote of the membership. Since the June 2020 Annual Meeting, the MTSBA Board of Directors has approved the FY22 dues estimate. Article III, Section 7 of the MTSBA Bylaws provides an alternative process for conducting voting on these issues as follows:

SECTION 7. SECTION 7. VOTING BETWEEN MEETINGS OF MEMBERS. Voting at times other than at annual or special meetings shall be on ballots distributed by the Executive Director as authorized by the Board of Directors. Such ballots shall contain a full explanation of the question presented, shall indicate the number of votes to be cast by the member school district, shall instruct the manner in which the ballot is to be marked and shall be mailed to the chairperson of each member school board by the Executive Director at least thirty (30) days in advance of the deadline for returning the marked ballots. All ballots cast must be signed by the chairperson of the member school board and shall be tallied by the Executive Director. The results of the balloting shall be provided to the membership via mail and/or electronic means.

In the past, we have sent out hard copy ballots for voting on Association matters. However, last December, the membership amended the MTSBA Bylaws to conduct the business of the Association via electronic means.

ARTICLE XII – CONDUCTING BUSINESS THROUGH ELECTRONIC MEANS

The Association may conduct any business via technology and/or other electronic means. Therefore, any reference in these Bylaws to written notice, mailings, signatures, distribution of information, conducting meetings or otherwise conducting any business of the Association shall be construed to specifically authorize such conduct in whole or in part through technological means. Such authority shall include but shall not be construed as being limited to: video and conference calls, electronic ballots, electronic meetings, and elections.

Pursuant to the MTSBA Bylaw language above, the following is a live link for your Board of Trustees to cast its vote on the FY22 MTSBA Dues Revenue Estimate that comes as a (seconded motion of the MTSBA Board of Directors:

https://www.surveymonkey.com/r/MTSBA_Membership_FY22_Dues_Revenue_Estimate

Below are the instructions for submitting your Board's vote on the FY22 Dues Revenue Estimate.

INSTRUCTIONS FOR VOTING ON FY22 DUES REVENUE ESTIMATE

1. Your Board should place this issue on your November or December meeting agenda(s) and vote on this issue. *NOTE: Be sure to review the attached memorandum providing background information on how dues are calculated and the FY22 Dues Estimates.*
2. Your Board Chair (or the Clerk of the District on the Board's behalf) must click on the link provided and fill out the ballot consistent with the Board Chair's directive. In that regard, you will need to provide:
 1. The NAME of your school district. *NOTE: DO NOT submit your District's Number;*
 2. The NAME of the individual submitting the ballot on the District's behalf. *NOTE: The individual submitting the electronic ballot on behalf of your District has to either be: (1) your Board Chair, or (2) your District Clerk;*
 3. Mark whether your Board approves or opposes the FY22 Dues Estimate;
 4. Insert the Board Chair's name. By doing so, this constitutes and has the legal impact of your Board Chair's legal signature; and
 5. Submit your District's ballot.
3. Your District's electronic ballot needs to be submitted no later than **5:00 p.m., on Friday, December 18, 2020**. The link will be closed at that time.
4. MTSBA will tabulate the returned ballots in accordance with the weighted votes of each District and inform the membership of the results of this vote on Connect2 the week of December 28, 2020.

Thank you!

 Debra Silk
 Assoc Exec Dir & General Counsel
 Montana School Boards Association

Attachment(s)



[FY22 Dues Revenue Estimate Memorandum.pdf](#)

162K

1 version



FY22 DUES REVENUE ESTIMATE

TO: MTSBA Member School Boards
 FROM: Lance Melton, Executive Director
 RE: Dues Revenue Estimate for FY2022
 DATE: November 11, 2020

Pursuant to the MTSBA Bylaws, below is a dues revenue estimate for the fiscal year beginning July 1, 2021. The MTSBA Board of Directors has voted on this issue and recommends the membership’s approval of the FY22 dues revenue estimate as presented.

Refresher Regarding How MTSBA Dues are Calculated:

The MTSBA bylaws include a dues formula that is based on total current spending by each member three years preceding the year to which the dues apply. The lag between the year of spending vs. the year of dues to which such spending applies is to ensure that we are relying on audited data submitted by OPI to the National Center for Education Statistics.

The dues formula is largely sensitive to each member’s local funding, providing a decrease in dues when a member’s expenditures drop from year to year and providing an increase in each year when a member’s expenditures rise. If a member’s spending places them in one of the floors, caps or flat rates, the dues for such member change according to the total percentage change in expenditures by all members in the applicable year.

The percentage by which total current spending of all members increased from FY18 to FY19 was 3.42%. That inflation factor has been applied to all floors, caps and flat rates as well as to spending thresholds as required by the Bylaws.

The following is a chart that identifies the various assessment rates, floors, caps and flat rates as specified in the Bylaws. The chart below is in an adjusted form as specified in the Bylaws and is presented for your approval.

FY22 Dues Formula, Formula Change Per Bylaws				
FY19 Spending Low	FY19 Spending High	Assessment	Floor	Cap
\$0	\$385,976	Flat Rate	\$392	\$392
\$385,977	\$2,324,421	0.14%	\$392	\$2,565
\$2,324,422	\$4,636,603	0.11%	\$2,565	\$4,332
\$4,636,604	\$6,870,365	0.09%	\$4,332	\$5,330
\$6,870,366	\$10,863,305	0.08%	\$5,330	\$7,045
\$10,863,306	Above Floor, not 1 of 7 largest members	0.06%	\$7,045	\$13,776
Seven Largest Members	Flat Rate	Flat Rate	\$19,322	\$19,322
Coop Members	Flat Rate	Flat Rate	\$794	\$794

Estimated Dues Revenue Required by the MTSBA Bylaws:

The MTSBA Bylaws provide that I am to “*estimate the financial impact of the formula above upon projected revenue from regular voting member dues for the Corporation in the subsequent year. In making such estimate, the Executive Director shall adjust the floors, caps and flat rates by the same percentage that spending of the membership overall has changed.*”

Once the revenue estimate is complete, it is subject to approval by the MTSBA Board of Directors. Once approved by the MTSBA Board, the dues revenue estimate is presented to the members for their approval. With our flipped schedule for conducting our Annual Meeting, approval or rejection of the dues revenue estimate by our members is being conducted through an electronic ballot distributed to each member school board per the MTSBA Bylaws.

For purposes of estimating the dues revenue for FY2022, I have used OPI’s data set for total current spending for FY2019, which reflected an increase in total current spending by our members of 3.42% from FY18-19:

- FY18 Total Current Spending = \$1.643 Billion
- FY19 Total Current Spending = \$1.7 Billion
- Growth in Total Current Spending, \$\$, FY18-19 = \$56.3 million
- Growth in Total Current Spending, %, FY18-19 = 3.42%

Pursuant to the Bylaws, I have estimated the impact of this growth on our existing dues formula by adjusting the floors, caps, flat rates and spending classifications by 3.42% and by applying the Bylaws-adjusted formula to total current spending of the members from FY19.

On the basis of these referenced calculations, I estimate that MTSBA dues revenue would increase under the adjusted formula by approximately \$34,010, from \$1,020,565 in FY21 to \$1,054,575 in FY22.

1. The increase in dues represents approximately 0.69% of MTSBA’s budgeted revenues for FY21 and this increase, if approved, will help MTSBA meet the inflationary costs of operation in FY22 and continue to provide expanded dues-based services to our members.
2. This projected increase represents estimated membership dues revenue growth of 3.33% and is based on 100% member retention and no member consolidating, dissolving, or quitting between now and FY22.
3. Provided that we experience average growth in overall revenues from FY21 to FY22, I estimate that the FY22 dues will represent approximately 21% of overall revenues.

If you have any questions, please let me know.

Sincerely,



Lance Melton, Executive Director

Agenda Item: Set Date for Special Meeting to consider Building Committee Recommendation

Recommended Motion: to hold a special meeting via Zoom on November 30, 2020 at 6pm to consider the Building Committee Recommendation regarding the facility project.

Background:

On October 1, 2019 the Board tasked the Building Committee to provide a recommendation at the November Board meeting regarding a concept for the Board to move forward with for the facility project. The committee was unable to meet the timeline for the regular meeting, but is asking the Board to consider holding a special meeting to consider their recommendation. By holding the meeting at the end of November it still allows the Board to call for an election prior to the regular school election in May.

This recommendation will include:

1. Proposed election date (Feb or May or other)
2. Proposed bond amount
3. Proposed Preliminary concept idea (i.e. keep or rebuild 1914)

Therefore, the Board will need to also decide if it would like to call for an election earlier than May 2020. If so, they will likely need to do that ASAP-- it must be 70 day prior to election day.

Agenda Item: Consider Date Change for December Regular Meeting

Recommended Motion: to hold the regular December meeting via Zoom on _____ at 6pm.

Background:

Not all Board members can attend the regular meeting on December 16, 2020.

Recommendation:

Hold the meeting on Monday, December 14 or Tuesday, December 15.



MEMORANDUM

Date: November 6, 2020

To: Gallatin Gateway School - Attn: Theresa K./ Carrie F./ School Board

From: Martel/Cushing Terrell Design Build team

RE: Extended Explore phase scope & refinement of Apply phase

We are seeking board approval at the regular November meeting to open the Apply phase fees. Below is an outline of the extended Explore phase scope & refinement of the Apply phase.

The Explore Phase scope of work has extended past the original outline after the Board Meeting presentation on 10.01.2020. The additional scope identified with the Building Committee (BC) includes:

- BC meeting 08 via zoom: 10.28.20
- Community Survey 3.0 (11.4.20 launch-Nov.23 close)
- BC/Community session 09 at school: 11.12.2020
- BC/Community session 10 via zoom: 11.16.2020
- Board Meeting (special meeting for BC preferred concept recommendation): 11.30.20
- The items listed above overlap into the Apply phase scope that we are currently working through with the Building Committee. The revised scope concessions for the remainder of the Apply phase are as follows:
 - Dec. 2020: Design Build team refinement of preferred concept
 - Early Jan.2021: BC/Community session - feedback on preferred concept
 - Early Jan.2021: BC workshop – BC prioritize direction from community feedback
 - Mid Jan.2021: Design Build team refinement of preferred concept
 - End of Jan.2021: Special Board Meeting (concept refinement summary) with Building Committee recommendation for board approval to take to Bond.
 - Jan.2021 (90 days for elections notification)
 - May 2021 bond election