

12.13.2023 Agenda Regular Meeting of Trustees

The regular meeting of the Board of Trustees of School District #35 has been scheduled for **Wednesday, December 13 at 6:00 P.M. in the library and via Zoom.**

Call to Order
Pledge of Allegiance
Presiding Trustee's Explanation of Procedures
Public Comment- Non Agenda Items

Consent Agenda

Minutes: 11.15.2023 & 12.1.2023

Finance: Warrant Cash Transfer Report; Trial Balance with Revenues and Expenditures; Outstanding Claim Warrants

Personnel: Personnel Resolution; Substitute List

Superintendent Report
District Clerk-Business Manager Report

Old Business

Discussion Items:

Committee Updates: Facilities Committee

Action Items:

Policy Series 6000 Second Reading

New Business

Discussion Items:

Safety Compliance Report

Action Items:

MTSBA Policy Changes First Reading

Next Meeting:

January 3, 2024 Special Board Meeting 1pm

Superintendent Evaluation Data Review

January 5, 2024 Agenda Planning 10am

January 17, 2024 Regular Board Meeting 6pm

Adjournment

The Core Purpose of Gallatin Gateway School is to embrace an engaging learning culture in a safe, nurturing environment where each student thrives now and into the future.

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.

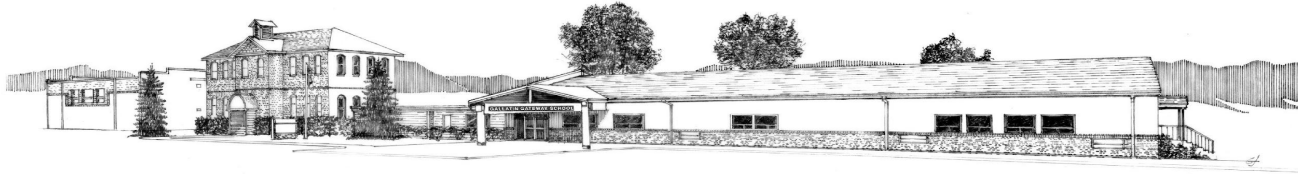
Individuals wishing to be heard by the Chairperson shall first be recognized by the Chairperson. Individuals, after identifying themselves, will proceed to make comments as briefly as the subject permits. The Chairperson may interrupt or terminate an individual’s statement when appropriate, including 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. *Login details are on the district website -- [See District Calendar](#)*
2. *Please ensure your mic is muted until called upon by the Chair*
3. *Public Comment is accepted two times during the meeting:*
 - a. *During non-agenda public comment for items not on the agenda*
 - b. *When the Chair opens it for public comment as determined appropriate*
4. *To participate from a mobile device or computer:*
 - a. *Please use the “Raise Hand” button under “Participants” button at the bottom of your screen*
 - b. *Once called on please unmute yourself to provide comments*
5. *To participate from a phone when dialed in:*
 - a. **9 to raise and lower hand for public comment*
 - b. *Once called on please press *6 to unmute yourself to provide comment*



**11.15.2023 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 P.M. on November 15, 2023, in the Gallatin Gateway School Library and via Zoom. Board Chair Aaron Schwieterman presided and called the meeting to order at 6:05 P.M.

TRUSTEES PRESENT

Aaron Schwieterman, Board Chair; Mary Thurber, Vice Chair; Carissa Paulson, Tim Melton

TRUSTEES ABSENT

Brian Nickolay

STAFF PRESENT

Kelly Henderson, Superintendent; Brittney Bateman, District Clerk

OTHERS PRESENT

Erica Parrish and Amanda Kilty
Zoom: Liz Cunningham

PLEDGE OF ALLEGIANCE

The meeting attendees recited the *Pledge of Allegiance*.

PRESIDING TRUSTEE'S EXPLANATION OF PROCEDURES

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

PUBLIC COMMENT ON NON-AGENDA ITEMS

Amanda Kilty and Erica Parrish led a discussion about the counseling absence and what the district is doing to provide staff and students counseling needs. Both of them are counselors and offered help to the district if needed.

CONSENT AGENDA

Motion: Trustee Thurber to approve the consent agenda as presented. **Minutes:** 10.18.2023; 11.1.2023 & 11.1.2023; **Finance:** Warrant Cash Transfer Letter; Redeemed Claim Warrants; Outstanding Claim

Warrants; Electronic Liabilities; Redeemed Payroll Warrants; Outstanding Payroll Warrants; Journal Voucher Detail; **Personnel:** Personnel Resolution; Substitute List
Seconded: Trustee Paulson
Public Comment: None
For: Schwieterman, Thurber, Paulson, Melton
Opposed: None
Motion passed unanimously 4-0

SUPERINTENDENT REPORT

Superintendent Kelly Henderson gave the Board an update regarding what happened over the last month in the district. A few of the items discussed include: 1) individual student success; 2) staff & volunteers; 3) leadership

DISTRICT CLERK REPORT

District Clerk Brittney Bateman gave the Board an update regarding what happened over the last month in the district. A few of the items discussed include: 1) elections; 2) adult education; 3) food service

OLD BUSINESS

Discussion Items:

TEST Information with Liz Cunningham

Liz Cunningham from TEST spoke to the board about some of their products. She described the Access Control Module and what it can do. She showed the board a map of the school with locations marked for the cameras and the access controls.

Committee Updates

An update regarding the following committees was given by the assigned board trustee.

Facilities Committee - Aaron Schweiterman and Tim Melton

The Facilities Committee met the night before and had a productive meeting. Things discussed include: major needs; bond possibility; mechanical repairs; locker rooms being turned into classrooms and a kitchen remodel.

Safety Committee - Brian Nickolay

The safety committee will meet in December.

Whole Child - Mary Thurber

The Whole Child Committee is having a hard time finding dates and times that work for everyone involved. Trustee Thurber reported the group is made up of eight (8) diverse individuals. She is going to work with Kitchen Manager Shelby Taylor, since food service is included in the wellness plan.

PDAC - Carissa Paulson

The PDAC Committee will meet in January.

Action Items:

Review and Consider Revisions to Superintendent Evaluation Tool and Staff/Parent Surveys

The Board met during a work study session to review the superintendent evaluation tools including the community, staff, and board surveys. The changes recommended during this meeting are included in the new surveys.

Motion: Trustee Melton to approve the changes to the tools/surveys.

Seconded: Trustee Paulson
Public Comment: None
For: Schwieterman, Thurber, Paulson, Melton
Opposed: None
Motion passed unanimously 4-0

NEW BUSINESS

Discussion Items:

Discuss and Consider Policy Series 6000 Administration - First Reading

The group discussed the 6000 policy series to see if any changes need to be made. This topic will be brought back to the board for a final vote.

Action Items:

Discuss and Consider the Superintendent's Goals

The superintendent goals were reviewed and revised based on the current work of the district to improve facilities and increase student achievement.

Motion: Trustee Melton to approve the Superintendent's Goals for the 2023-2024 school year.

Seconded: Trustee Thurber

Public Comment: None

For: Schwieterman, Thurber, Paulson, Melton

Opposed: None

Motion passed unanimously 4-0

Next Meetings:

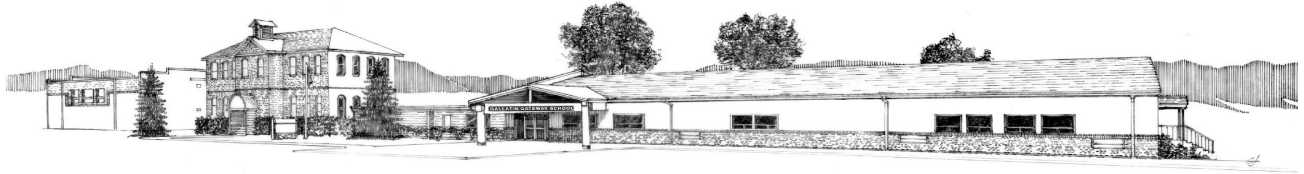
- 11.29.2023 Work Study Session at 1pm
- 12.1.2023 Agenda Setting at 10am
- 12.13.2023 December Regular Board Meeting at 6pm

ADJOURNMENT

Board Chair Aaron Schwieterman adjourned the meeting at 7:40 P.M.

Aaron Schwieterman, Board Chair

Brittney Bateman, District Clerk



**12.1.2023 MINUTES
SPECIAL BOARD 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 10:00 A.M. on December 1, 2023, in the Gallatin Gateway School Library. Board Chair Aaron Schwieterman presided and called the meeting to order at 10:00 A.M.

TRUSTEES PRESENT

Aaron Schwieterman, Board Chair

COMMITTEE MEMBERS PRESENT

Kelly Henderson, Superintendent; Brittney Bateman, District Clerk

COMMITTEE MEMBERS ABSENT

Mary Thurber, Vice Chair

OTHERS PRESENT

None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

NEW BUSINESS

Agenda Setting for 12.13.2023 Meeting

Board Chair Aaron Schwieterman led a discussion regarding the agenda for the December 13, 2023 regular meeting. The individuals present discussed agenda items to be included on the agenda.

ADJOURNMENT

Board Chair Aaron Schwieterman adjourned the meeting at 10:16 A.M.

Aaron Schwieterman, Board Chair

Brittney Bateman, District Clerk

12/11/23
13:12:46

GALLATIN GATEWAY ELEMENTARY
Warrant Cash Transfer Report
For the Accounting Period: 11/23

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Fund	Amount
Payroll	
101 GENERAL	103,034.74
110 TRANSPORTATION	3,333.30
112 FOOD SERVICE	2,589.45
114 RETIREMENT	16,290.27
115 MISC. PROGRAMS	4,645.72
117 ADULT EDUCATION FUND	438.04
128 TECHNOLOGY FUNDS	841.74
Total:	131,173.26
Claims	
101 GENERAL	5,473.88
110 TRANSPORTATION	4,015.25
112 FOOD SERVICE	817.11
115 MISC. PROGRAMS	2,128.43
117 ADULT EDUCATION FUND	247.25
128 TECHNOLOGY FUNDS	1,251.07
161 BUILDING RESERVE	10,551.44
184 STUDENT ACTIVITY/EXTRACURRICUL	30.00
Total:	24,514.43
Grand Total:	155,687.69

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GALLATIN GATEWAY ELEMENTARY
Trial Balance with Revenues and Expenditures - Summarized
For the Accounting Period: 11 / 23

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101 GENERAL

		Debit Balance	Credit Balance
101.101	CASH		265,129.93
101.120	TAXES RECEIVABLE-REAL PROPERTY	13,927.00	
101.130	TAXES RECEIVABLE-PERSONAL PROP	4,070.00	
101.621	ACCOUNTS PAYABLE	6,851.63	
101.625	CREDIT CARD PAYABLE		13,767.89
101.680	DEFERRED REVENUE		17,997.00
101.953	RESERVED FOR ENCUMBRANCES		40,337.19
101.970	UNRESERVED FUND BALANCE		94,723.99
101.999		40,337.19	
101..1110	DISTRICT TAX LEVIES		14,370.16
101..1190	PENALTIES AND INTEREST ON TAXE		311.07
101..1510	INVESTMENT EARNINGS		610.00
101..1900.166	MISC. REVENUE		3,000.00
101..1920.193	CONTRIBUTIONS AND DONATIONS		20.00
101..3110	STATE EQUALIZATION		162,784.32
101..3111	STATE - QUALITY EDUCATOR		17,512.62
101..3112	STATE - AT RISK		723.69
101..3113	STATE - INDIAN EDUCATION FOR A		1,140.51
101..3114	STATE - AMERICAN INDIAN ACHIEV		282.00
101..3115	STATE SPECIAL EDUCATION ALLOWA		6,985.71
101..3116	DATA - ACHIEVEMENT		1,091.85
101..9999	Prior Year PO Revenue		39,980.13
101..000.100.1000.320	PROFESSIONAL/EDUCATIONAL SERVI		1,697.50
101..000.100.1000.610	SUPPLIES	776.45	
101..000.100.1000.610.785	SUPPLIES	47,282.08	
101..000.100.1000.680	COMPUTER SOFTWARE		10,873.20
101..000.100.1000.730	MAJOR NEW EQUIPMENT	1,515.90	
101..000.100.2131.800	OTHER	277.70	
101..000.100.2300.330	OTHER PROFESSIONAL SERVICES	150.00	
101..000.100.2316.610	SUPPLIES	467.81	
101..000.100.2500.310	OFFICIAL/ADMINSTRATIVE SERVICE	206.75	
101..000.100.2500.331	PROF. SERV. AUDITOR	540.00	
101..000.100.2600.410	POWER - LIGHTS	1,493.29	
101..000.100.2600.412	ELECTRICITY	3,190.81	
101..000.100.2600.431	DISPOSAL SERVICE	1,223.25	
101..000.100.2600.610	SUPPLIES	555.50	
101..080.100.1000.150	STIPEND	6,374.00	
101..080.100.1000.250	WORKERS' COMPENSATION	26.73	
101..080.100.1000.260	HEALTH INS	22.20	
101..080.100.1000.610	SUPPLIES	6,822.18	
101..080.100.1000.680	COMPUTER SOFTWARE	418.50	
101..080.100.1000.681	MAJOR COMPUTER SOFTWARE	150.00	
101..080.100.1000.810	DUES AND FEES	521.00	
101..080.100.1340.610	SUPPLIES	17.96	
101..080.100.1470.610	SUPPLIES	82.50	
101..080.100.2120.610	SUPPLIES	64.00	
101..080.100.2120.680	COMPUTER SOFTWARE	7,549.99	
101..080.100.2131.610	SUPPLIES	258.24	

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101 GENERAL

		Debit Balance	Credit Balance
101.080.100.2212.610	SUPPLIES	894.24	
101.080.100.2212.810	DUES AND FEES	3,750.00	
101.080.100.2225.330	OTHER PROFESSIONAL SERVICES	1,252.78	
101.080.100.2225.610	SUPPLIES	105.17	
101.080.100.2300.320	PROFESSIONAL/EDUCATIONAL SERVI	3,003.51	
101.080.100.2300.330	OTHER PROFESSIONAL SERVICES	2,793.70	
101.080.100.2300.331	PROF. SERV. AUDITOR	7,926.00	
101.080.100.2300.332	PROF. SERV. LEGAL	1,643.40	
101.080.100.2300.530	COMMUNICATIONS- INTERNET SERVICE	994.20	
101.080.100.2300.531	COMMUNICATIONS- TELEPHONE	1,145.07	
101.080.100.2300.532	POSTAGE	499.45	
101.080.100.2300.535	COMMUNICATIONS	32.82	
101.080.100.2300.540	ADVERTISING	55.00	
101.080.100.2300.550	PRINTING/DUPLICATING	13,174.51	
101.080.100.2300.610	SUPPLIES	45.98	
101.080.100.2300.660	MINOR EQUIPMENT	591.38	
101.080.100.2300.680	COMPUTER SOFTWARE	2,178.90	
101.080.100.2300.810	DUES AND FEES	5,777.40	
101.080.100.2312.111	ADMINISTRATIVE SALARY	17,680.28	
101.080.100.2312.250	WORKERS' COMPENSATION	74.16	
101.080.100.2312.260	HEALTH INS	350.55	
101.080.100.2316.610	SUPPLIES	2,292.14	
101.080.100.2321.111	ADMINISTRATIVE SALARY	22,073.36	
101.080.100.2321.115	OFFICE/CLERICAL SALARY	12,689.60	
101.080.100.2321.250	WORKERS' COMPENSATION	145.80	
101.080.100.2321.260	HEALTH INS	2,146.63	
101.080.100.2500.111	ADMINISTRATIVE SALARY	75.00	
101.080.100.2500.115	OFFICE/CLERICAL SALARY	6,913.10	
101.080.100.2500.250	WORKERS' COMPENSATION	29.30	
101.080.100.2500.260	HEALTH INS	7.70	
101.080.100.2500.310	OFFICIAL/ADMINSTRATIVE SERVICE	0.23	
101.080.100.2500.331	PROF. SERV. AUDITOR	28,858.74	
101.080.100.2500.610	SUPPLIES	1,458.89	
101.080.100.2500.680	COMPUTER SOFTWARE	736.40	
101.080.100.2500.810	DUES AND FEES	1,085.80	
101.080.100.2580.682	SUPPLIES- TECHNOLOGY	3,524.00	
101.080.100.2600.114	CUSTODIAL SALARY	26,426.00	
101.080.100.2600.250	WORKERS' COMPENSATION	389.50	
101.080.100.2600.260	HEALTH INS	2,447.49	
101.080.100.2600.330	OTHER PROFESSIONAL SERVICES	141.80	
101.080.100.2600.412	ELECTRICITY	3,316.34	
101.080.100.2600.420	OTHER UTILITY SERVICES- SEWER	4,686.65	
101.080.100.2600.421	WATER TESTS	968.97	
101.080.100.2600.431	DISPOSAL SERVICE	1,013.50	
101.080.100.2600.433	CUSTODIAL SERVICES	7,560.00	
101.080.100.2600.440	REPAIR AND MAINTENANCE SERVICE	2,153.55	
101.080.100.2600.520	INSURANCE	26,810.00	
101.080.100.2600.610	SUPPLIES	9,514.17	
101.080.100.2600.681	MAJOR COMPUTER SOFTWARE	2,430.00	
101.080.100.2600.800	OTHER	350.00	
101.080.100.2630.440	REPAIR AND MAINTENANCE SERVICE	1,324.00	

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GALLATIN GATEWAY ELEMENTARY
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101 GENERAL

		Debit Balance	Credit Balance
101..080.610.2600.421	WATER TESTS		2.00
101..080.910.3100.116	COOKS	3,120.00	
101..080.910.3100.250	WORKERS' COMPENSATION		13.08
101..080.910.3100.260	HEALTH INS		132.45
101..080.910.3100.630	FOOD	2,811.60	
101..081.100.1000.112	CERTIFIED SALARIES	135,326.04	
101..081.100.1000.117	PARAPROFESSIONALS	14,061.79	
101..081.100.1000.122	SUBSTITUTE TEACHERS	1,105.20	
101..081.100.1000.250	WORKERS' COMPENSATION		634.87
101..081.100.1000.260	HEALTH INS	24,663.69	
101..081.100.1000.610	SUPPLIES	34,597.44	
101..081.100.1000.660	MINOR EQUIPMENT		591.38
101..081.100.1000.680	COMPUTER SOFTWARE	1,632.00	
101..081.100.2100.113	PROFESSIONAL-OTHER CERTIFIED S	1,914.92	
101..081.100.2100.250	WORKERS' COMPENSATION		8.04
101..081.100.2100.260	HEALTH INS		96.20
101..081.100.2120.113	PROFESSIONAL-OTHER CERTIFIED S	7,872.09	
101..081.100.2120.250	WORKERS' COMPENSATION		33.01
101..081.100.2120.260	HEALTH INS	1,105.52	
101..081.100.2120.680	COMPUTER SOFTWARE	1,199.00	
101..081.100.2212.810	DUES AND FEES		220.70
101..081.100.2225.330	OTHER PROFESSIONAL SERVICES	1,823.25	
101..081.100.2225.610	SUPPLIES	1,358.06	
101..081.100.2225.640	BOOKS		872.31
101..081.100.2800.330	OTHER PROFESSIONAL SERVICES		67.12
101..081.280.1000.112	CERTIFIED SALARIES	8,847.78	
101..081.280.1000.250	WORKERS' COMPENSATION		37.12
101..081.280.1000.260	HEALTH INS	1,435.23	
101..081.720.3500.150	STIPEND		950.00
101..081.720.3500.250	WORKERS' COMPENSATION		22.73
101..082.100.1000.112	CERTIFIED SALARIES	31,847.76	
101..082.100.1000.117	PARAPROFESSIONALS	1,731.81	
101..082.100.1000.122	SUBSTITUTE TEACHERS	379.80	
101..082.100.1000.250	WORKERS' COMPENSATION		143.62
101..082.100.1000.260	HEALTH INS	5,997.99	
101..082.100.1000.581	TRAVEL IN-DISTRICT		116.59
101..082.100.1000.610	SUPPLIES	13,790.11	
101..082.100.1000.610.194	SUPPLIES	1,350.00	
101..082.100.1000.680	COMPUTER SOFTWARE		85.00
101..082.100.1000.681	MAJOR COMPUTER SOFTWARE		55.00
101..082.100.1000.810	DUES AND FEES		180.00
101..082.100.2100.113	PROFESSIONAL-OTHER CERTIFIED S	672.82	
101..082.100.2100.250	WORKERS' COMPENSATION		2.82
101..082.100.2100.260	HEALTH INS		33.80
101..082.100.2120.113	PROFESSIONAL-OTHER CERTIFIED S	2,485.92	
101..082.100.2120.250	WORKERS' COMPENSATION		10.43
101..082.100.2120.260	HEALTH INS	349.11	
101..082.100.2212.810	DUES AND FEES		369.00
101..082.100.2213.582.223	TRAVEL OUT-OF-DISTRICT/INSERVI		198.00
101..082.100.2225.330	OTHER PROFESSIONAL SERVICES	607.75	
101..082.100.2225.610	SUPPLIES	528.17	

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101 GENERAL

		Debit Balance	Credit Balance
101..082.100.2225.640	BOOKS	339.25	
101..082.280.1000.112	CERTIFIED SALARIES	3,108.69	
101..082.280.1000.250	WORKERS' COMPENSATION	13.03	
101..082.280.1000.260	HEALTH INS	504.27	
101..082.710.3422.150	STIPEND	200.00	
101..082.710.3422.250	WORKERS' COMPENSATION	0.84	
101..082.720.3500.150	STIPEND	950.00	
101..082.720.3500.250	WORKERS' COMPENSATION	22.74	
	Total	693,338.76	693,338.76

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110 TRANSPORTATION

		Debit Balance	Credit Balance
110.101	CASH	18,195.40	
110.120	TAXES RECEIVABLE-REAL PROPERTY	2,648.00	
110.130	TAXES RECEIVABLE-PERSONAL PROP	766.00	
110.180	DUE FROM OTHER GOV	14,565.94	
110.625	CREDIT CARD PAYABLE		561.79
110.680	DEFERRED REVENUE		3,414.00
110.970	UNRESERVED FUND BALANCE		40,557.17
110..1110	DISTRICT TAX LEVIES		2,757.67
110..1410	TRANSPORTATION FEES		348.00
110..1510	INVESTMENT EARNINGS		1,007.84
110..2220	CO. TRANSPORTATION REIMBURSEME		14,565.94
110..3210	STATE TRANSPORTATION AID		2,044.14
110..080.100.2300.530	COMMUNICATIONS- INTERNET SERVICE	298.27	
110..080.100.2300.531	COMMUNICATIONS- TELEPHONE	270.69	
110..080.100.2312.111	ADMINISTRATIVE SALARY	4,592.27	
110..080.100.2312.250	WORKERS' COMPENSATION	19.25	
110..080.100.2312.260	HEALTH INS	95.78	
110..080.100.2321.111	ADMINISTRATIVE SALARY	5,733.32	
110..080.100.2321.115	OFFICE/CLERICAL SALARY	2,266.02	
110..080.100.2321.250	WORKERS' COMPENSATION	33.55	
110..080.100.2321.260	HEALTH INS	389.55	
110..080.100.2500.115	OFFICE/CLERICAL SALARY	2,488.91	
110..080.100.2500.250	WORKERS' COMPENSATION	10.45	
110..080.100.2500.260	HEALTH INS	3.30	
110..080.100.2600.412	ELECTRICITY	247.25	
110..080.100.2630.432	SNOW PLOWING SERVICES	399.55	
110..080.100.2700.510	STUDENT TRANSPORTATION SERVICE	11,879.80	
110..082.100.2700.510	STUDENT TRANSPORTATION SERVICE	353.25	
	Total	65,256.55	65,256.55

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111 BUS DEPRECIATION

		Debit Balance	Credit Balance
111.101	CASH	130,488.18	
111.120	TAXES RECEIVABLE-REAL PROPERTY	791.00	
111.130	TAXES RECEIVABLE-PERSONAL PROP	230.00	
111.680	DEFERRED REVENUE		1,021.00
111.970	UNRESERVED FUND BALANCE		128,261.13
111..1110	DISTRICT TAX LEVIES		818.74
111..1510	INVESTMENT EARNINGS		1,408.31
	Total	131,509.18	131,509.18

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112 FOOD SERVICE

		Debit Balance	Credit Balance
112.101	CASH		33,416.33
112.621	ACCOUNTS PAYABLE		616.16
112.625	CREDIT CARD PAYABLE		29,613.57
112.970	UNRESERVED FUND BALANCE	10,844.71	
112..1510	INVESTMENT EARNINGS		236.65
112..1611	REIMB. LUNCH		4,229.06
112..1625	OTHER FOOD SALES		989.00
112..1632	FOOD SALES, ADULT		5.00
112..1900	MISC. REVENUE		850.00
112..1920	CONTRIBUTIONS AND DONATIONS		183.02
112..4550	FEDERAL CHILD NUTRITION		1,065.11
112..080.100.3100.910	OPERATING TRANSFER TO OTHER FUNDS	53.31	
112..080.910.3100.116	COOKS	12,131.11	
112..080.910.3100.250	WORKERS' COMPENSATION	50.88	
112..080.910.3100.260	HEALTH INS	1,541.05	
112..080.910.3100.440	REPAIR AND MAINTENANCE SERVICE	1,578.60	
112..080.910.3100.610	SUPPLIES	518.53	
112..080.910.3100.610.163	SUPPLIES	29,431.65	
112..080.910.3100.630	FOOD	13,646.07	
112..080.910.3100.800	OTHER	1,042.99	
112..080.910.3100.810	DUES AND FEES	115.00	
112..080.910.3100.810.163	DUES AND FEES	250.00	
	Total	71,203.90	71,203.90

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113 TUITION

		Debit Balance	Credit Balance
113.101	CASH	15,373.34	
113.120	TAXES RECEIVABLE-REAL PROPERTY	11.00	
113.130	TAXES RECEIVABLE-PERSONAL PROP	6.00	
113.680	DEFERRED REVENUE		17.00
113.970	UNRESERVED FUND BALANCE		15,173.12
113..1510	INVESTMENT EARNINGS		200.22
	Total	15,390.34	15,390.34

114 RETIREMENT

		Debit Balance	Credit Balance
114.101	CASH	25,743.48	
114.180	DUE FROM OTHER GOV	117,332.40	
114.970	UNRESERVED FUND BALANCE		79,689.87
114..1510	INVESTMENT EARNINGS		1,487.06
114..2240	COUNTY RETIREMENT DISTRIBUTION		117,332.40
114..080.100.1000.210	SOCIAL SECURITY AND MEDICARE	487.61	
114..080.100.1000.240	UNEMPLOYMENT	19.13	
114..080.100.2312.210	SOCIAL SECURITY AND MEDICARE	1,703.82	
114..080.100.2312.230	PERS	1,944.50	
114..080.100.2312.240	UNEMPLOYMENT	66.82	
114..080.100.2321.210	SOCIAL SECURITY AND MEDICARE	3,271.28	
114..080.100.2321.220	TRS	2,633.28	
114..080.100.2321.230	PERS	1,304.90	
114..080.100.2321.240	UNEMPLOYMENT	128.28	
114..080.100.2500.210	SOCIAL SECURITY AND MEDICARE	725.00	
114..080.100.2500.230	PERS	562.95	
114..080.100.2500.240	UNEMPLOYMENT	28.43	
114..080.100.2580.210	SOCIAL SECURITY AND MEDICARE	162.95	
114..080.100.2580.220	TRS	201.71	
114..080.100.2580.240	UNEMPLOYMENT	6.39	
114..080.100.2600.210	SOCIAL SECURITY AND MEDICARE	2,021.59	
114..080.100.2600.230	PERS	1,814.80	
114..080.100.2600.240	UNEMPLOYMENT	79.28	
114..080.610.2312.210	SOCIAL SECURITY AND MEDICARE	52.71	
114..080.610.2312.230	PERS	60.13	
114..080.610.2312.240	UNEMPLOYMENT	2.07	
114..080.610.2321.210	SOCIAL SECURITY AND MEDICARE	77.37	
114..080.610.2321.220	TRS	81.44	
114..080.610.2321.230	PERS	13.17	
114..080.610.2321.240	UNEMPLOYMENT	3.04	
114..080.910.3100.210	SOCIAL SECURITY AND MEDICARE	1,166.72	
114..080.910.3100.230	PERS	1,255.35	
114..080.910.3100.240	UNEMPLOYMENT	45.76	
114..081.100.1000.210	SOCIAL SECURITY AND MEDICARE	11,013.90	
114..081.100.1000.220	TRS	13,814.10	
114..081.100.1000.230	PERS	115.40	
114..081.100.1000.240	UNEMPLOYMENT	451.56	
114..081.100.2100.210	SOCIAL SECURITY AND MEDICARE	146.49	
114..081.100.2100.240	UNEMPLOYMENT	5.75	
114..081.100.2120.210	SOCIAL SECURITY AND MEDICARE	602.20	
114..081.100.2120.220	TRS	745.50	
114..081.100.2120.240	UNEMPLOYMENT	23.61	
114..081.280.1000.210	SOCIAL SECURITY AND MEDICARE	676.86	
114..081.280.1000.220	TRS	837.88	
114..081.280.1000.240	UNEMPLOYMENT	26.54	
114..081.720.3500.210	SOCIAL SECURITY AND MEDICARE	72.68	
114..081.720.3500.240	UNEMPLOYMENT	2.85	
114..082.100.1000.210	SOCIAL SECURITY AND MEDICARE	2,579.03	

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114 RETIREMENT

		Debit Balance	Credit Balance
114..082.100.1000.220	TRS	3,139.22	
114..082.100.1000.230	PERS	38.56	
114..082.100.1000.240	UNEMPLOYMENT	101.84	
114..082.100.2100.210	SOCIAL SECURITY AND MEDICARE	51.48	
114..082.100.2100.240	UNEMPLOYMENT	2.02	
114..082.100.2120.210	SOCIAL SECURITY AND MEDICARE	190.17	
114..082.100.2120.220	TRS	235.41	
114..082.100.2120.240	UNEMPLOYMENT	7.46	
114..082.280.1000.210	SOCIAL SECURITY AND MEDICARE	237.80	
114..082.280.1000.220	TRS	294.39	
114..082.280.1000.240	UNEMPLOYMENT	9.34	
114..082.710.3422.210	SOCIAL SECURITY AND MEDICARE	14.80	
114..082.710.3422.240	UNEMPLOYMENT	0.60	
114..082.720.3500.210	SOCIAL SECURITY AND MEDICARE	72.68	
114..082.720.3500.240	UNEMPLOYMENT	2.85	
	Total	198,509.33	198,509.33

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115 MISC. PROGRAMS

		Debit Balance	Credit Balance
115.101	CASH		70,412.15
115.180	DUE FROM OTHER GOV	92,192.94	
115.190	ACCOUNTS RECEIVABLE	57,795.16	
115.625	CREDIT CARD PAYABLE		1,399.53
115.970	UNRESERVED FUND BALANCE		166,520.67
115..1900.160	MISC. REVENUE		8.00
115..1900.169	MISC. REVENUE		2,128.88
115..1900.711	MISC. REVENUE		300.00
115..1920.160	CONTRIBUTIONS AND DONATIONS		1,013.00
115..3290.223	OTHER STATE GRANTS		1,500.00
115..3357.110	MEDICAID- MAC REIMBURSEMENT		775.52
115..9999	Prior Year PO Revenue		630.00
115..000.100.2600.440.145	REPAIR AND MAINTENANCE SERVICE	6,000.00	
115..080.100.1000.610.145	SUPPLIES	53.00	
115..080.100.1000.660.430	MINOR EQUIPMENT	7,470.00	
115..080.100.2300.810.110	DUES AND FEES	1,280.63	
115..080.100.2700.510.710	STUDENT TRANSPORTATION SERVICE	847.80	
115..080.775.1000.640.775	BOOKS	1,280.00	
115..080.787.1000.113.787	PROFESSIONAL-OTHER CERTIFIED S	15,631.25	
115..080.787.1000.210.787	SOCIAL SECURITY AND MEDICARE	1,182.44	
115..080.787.1000.240.787	UNEMPLOYMENT	46.90	
115..080.787.1000.250.787	WORKERS' COMPENSATION	65.57	
115..080.787.1000.260.787	HEALTH INS	30.50	
115..081.100.1000.610.145	SUPPLIES	416.50	
115..081.420.1000.112.434	CERTIFIED SALARIES	3,518.12	
115..081.420.1000.117.434	PARAPROFESSIONALS	685.24	
115..081.420.1000.210.434	SOCIAL SECURITY AND MEDICARE	321.55	
115..081.420.1000.220.434	TRS	398.07	
115..081.420.1000.240.434	UNEMPLOYMENT	12.61	
115..081.420.1000.250.434	WORKERS' COMPENSATION	17.64	
115..081.420.1000.260.434	HEALTH INS	705.33	
115..081.787.1000.330.787	OTHER PROFESSIONAL SERVICES	2,400.00	
115..082.100.1000.210.430	SOCIAL SECURITY AND MEDICARE	215.85	
115..082.100.1000.220.430	TRS	267.21	
115..082.100.1000.240.430	UNEMPLOYMENT	8.45	
115..082.100.1000.250.430	WORKERS' COMPENSATION	11.83	
115..082.100.1000.260.430	HEALTH INS	399.94	
115..082.100.1000.583.430	INSERVICE	2,821.70	
115..082.100.1000.610.145	SUPPLIES	178.50	
115..082.100.1000.800.711	OTHER	46,670.00	
115..082.100.3400.610.711	SUPPLIES	43.70	
115..082.420.1000.117.434	PARAPROFESSIONALS	249.18	
115..082.420.1000.210.434	SOCIAL SECURITY AND MEDICARE	19.06	
115..082.420.1000.220.434	TRS	23.60	
115..082.420.1000.240.434	UNEMPLOYMENT	0.74	
115..082.420.1000.250.434	WORKERS' COMPENSATION	1.04	
115..082.420.1000.260.434	HEALTH INS	26.14	
115..082.710.3400.810.710	DUES AND FEES	1,399.56	

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115 MISC. PROGRAMS

	Debit Balance	Credit Balance
Total	244,687.75	244,687.75

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117 ADULT EDUCATION FUND

		Debit Balance	Credit Balance
117.101	CASH	10,261.14	
117.120	TAXES RECEIVABLE-REAL PROPERTY	329.00	
117.130	TAXES RECEIVABLE-PERSONAL PROP	102.00	
117.621	ACCOUNTS PAYABLE		2.00
117.625	CREDIT CARD PAYABLE		319.35
117.680	DEFERRED REVENUE		431.00
117.970	UNRESERVED FUND BALANCE		12,807.08
117..1110	DISTRICT TAX LEVIES		256.03
117..1510	INVESTMENT EARNINGS		396.97
117..000.650.1000.350	CONTRACTED SERVICES WITH OTHER	1,200.00	
117..080.100.2490.530	COMMUNICATIONS- INTERNET SERVICE	298.24	
117..080.100.2490.530.145	COMMUNICATIONS- INTERNET SERVICE		298.24
117..080.100.2490.531	COMMUNICATIONS- TELEPHONE	106.16	
117..080.100.2490.531.145	COMMUNICATIONS- TELEPHONE		106.16
117..080.610.2300.530	COMMUNICATIONS- INTERNET SERVICE	298.27	
117..080.610.2300.531	COMMUNICATIONS- TELEPHONE	21.65	
117..080.610.2312.111	ADMINISTRATIVE SALARY	688.85	
117..080.610.2312.250	WORKERS' COMPENSATION	2.89	
117..080.610.2312.260	HEALTH INS	0.67	
117..080.610.2321.111	ADMINISTRATIVE SALARY	860.00	
117..080.610.2321.115	OFFICE/CLERICAL SALARY	151.06	
117..080.610.2321.250	WORKERS' COMPENSATION	4.25	
117..080.610.2321.260	HEALTH INS	27.62	
117..080.610.2600.412	ELECTRICITY	247.25	
117..080.610.2600.421	WATER TESTS	17.78	
	Total	14,616.83	14,616.83

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121 COMPENSATED ABSENCES LIABILITY FUND

		Debit Balance	Credit Balance
121.101	CASH	573.61	
121.970	UNRESERVED FUND BALANCE		566.13
121..1510	INVESTMENT EARNINGS		7.48
	Total	573.61	573.61

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128 TECHNOLOGY FUNDS

		Debit Balance	Credit Balance
128.101	CASH	7,456.86	
128.120	TAXES RECEIVABLE-REAL PROPERTY	482.00	
128.130	TAXES RECEIVABLE-PERSONAL PROP	141.00	
128.625	CREDIT CARD PAYABLE		4,334.20
128.680	DEFERRED REVENUE		623.00
128.970	UNRESERVED FUND BALANCE		12,338.13
128..1110	DISTRICT TAX LEVIES		498.06
128..1510	INVESTMENT EARNINGS		287.49
128..3281	STATE TECH GRANT		1,023.28
128..000.100.1000.680	COMPUTER SOFTWARE	41.23	
128..080.100.1000.610	SUPPLIES	32.56	
128..080.100.1000.680	COMPUTER SOFTWARE	3,903.95	
128..080.100.2300.530	COMMUNICATIONS- INTERNET SERVICE	397.69	
128..080.100.2580.112	CERTIFIED SALARIES	2,130.03	
128..080.100.2580.250	WORKERS' COMPENSATION	8.94	
128..080.100.2580.260	HEALTH INS	642.65	
128..081.100.1000.660	MINOR EQUIPMENT	3,601.62	
128..082.100.1000.660	MINOR EQUIPMENT	265.63	
	Total	19,104.16	19,104.16

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129 FLEXIBILITY FUND

		Debit Balance	Credit Balance
129.101	CASH	11,719.43	
129.970	UNRESERVED FUND BALANCE		11,566.79
129..1510	INVESTMENT EARNINGS		152.64
	Total	11,719.43	11,719.43

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150 DEBT SERVICE

		Debit Balance	Credit Balance
150.101	CASH	6,168.57	
150.120	TAXES RECEIVABLE-REAL PROPERTY	169.00	
150.130	TAXES RECEIVABLE-PERSONAL PROP	99.00	
150.680	DEFERRED REVENUE		268.00
150.970	UNRESERVED FUND BALANCE		6,087.29
150..1510	INVESTMENT EARNINGS		81.28
	Total	6,436.57	6,436.57

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160 BUILDING

		Debit Balance	Credit Balance
160.101	CASH	13,745.18	
160.970	UNRESERVED FUND BALANCE		2,205.84
160..1510	INVESTMENT EARNINGS	29.82	
160..1900	MISC. REVENUE		36,276.98
160..1910	RENTALS		200.00
160..000.100.2630.730	MAJOR NEW EQUIPMENT	7,000.00	
160..080.100.2600.440	REPAIR AND MAINTENANCE SERVICE	17,907.82	
	Total	38,682.82	38,682.82

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161 BUILDING RESERVE

		Debit Balance	Credit Balance
161.101	CASH	168,296.62	
161.120	TAXES RECEIVABLE-REAL PROPERTY	2,154.00	
161.130	TAXES RECEIVABLE-PERSONAL PROP	605.00	
161.621	ACCOUNTS PAYABLE		1,425.00
161.625	CREDIT CARD PAYABLE		5,154.77
161.680	DEFERRED REVENUE		2,759.00
161.970	UNRESERVED FUND BALANCE		203,497.38
161..1110.612	DISTRICT TAX LEVIES		2,177.97
161..1110.613	DISTRICT TAX LEVIES		86.38
161..1510.612	INVESTMENT EARNINGS		2,924.70
161..000.100.2600.440.612	REPAIR AND MAINTENANCE SERVICE	3,004.20	
161..000.100.2600.610.612	SUPPLIES	529.60	
161..000.100.2600.610.680	SUPPLIES	601.00	
161..000.100.2600.660.613	MINOR EQUIPMENT	1,407.88	
161..080.100.2600.330.613	OTHER PROFESSIONAL SERVICES	2,640.00	
161..080.100.2600.440.612	REPAIR AND MAINTENANCE SERVICE	8,691.27	
161..080.100.2600.440.613	REPAIR AND MAINTENANCE SERVICE	7,641.86	
161..080.100.2600.440.680	REPAIR AND MAINTENANCE SERVICE	15,353.28	
161..080.100.2600.610.680	SUPPLIES	157.40	
161..080.100.2600.660.613	MINOR EQUIPMENT	1,645.82	
161..080.100.2600.800.680	OTHER	674.88	
161..082.100.2600.660.613	MINOR EQUIPMENT	4,622.39	
	Total	218,025.20	218,025.20

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181 ENDOWMENT

		Debit Balance	Credit Balance
181.101	CASH	1,576.95	
181.970	UNRESERVED FUND BALANCE		1,556.41
181..1510	INVESTMENT EARNINGS		20.54
	Total	1,576.95	1,576.95

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184 STUDENT ACTIVITY/EXTRACURRICUL

		Debit Balance	Credit Balance
184.101	CASH	57,151.14	
184.970	UNRESERVED FUND BALANCE		44,095.99
184..1510	INVESTMENT EARNINGS		354.80
184..1700	STUDENT EXTRACURRICULAR ACTIVI		63.00
184..1701	VOLLEYBALL (ATHLETICS)		1,900.00
184..1702	GIRLS BASKETBALL (ATHLETICS)		300.00
184..1705	TRACK (ATHLETICS)		140.00
184..1708	Yearbooks (Journalism Class)		436.00
184..1723	CLASS OF 2023		1,320.00
184..1724	CLASS OF 2024		216.00
184..1900.711	MISC. REVENUE		1,956.00
184..1920	CONTRIBUTIONS AND DONATIONS		5,000.00
184..1920.710	CONTRIBUTIONS AND DONATIONS		1,399.35
184..080.100.2100.630.710	FOOD	30.00	
	Total	57,181.14	57,181.14

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186 PAYROLL CLEARING FUND

		Debit Balance	Credit Balance
186.101	CASH	36,906.06	
186.610	SIT	41.00	
186.612	UNEMPLOYMENT	6.29	
186.613	FIT	43.18	
186.614	FICA	242.66	
186.616	TRS		3,224.98
186.617	WORK COMP	7.39	
186.618	LIFE INSURANCE PAYABLE		1,351.61
186.620	WARRANTS PAYABLE		7,616.26
186.677	MUST		25,084.23
186.678	FLEX PLAN	30.50	
	Total	37,277.08	37,277.08

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187 CLAIMS CLEARING FUND

		Debit Balance	Credit Balance
187.101	CASH	110,580.11	
187.620	WARRANTS PAYABLE		110,480.11
187..1702	GIRLS BASKETBALL (ATHLETICS)		100.00
	Total	110,580.11	110,580.11

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198 GENERAL FIXED ASSET ACCOUNT

		Debit Balance	Credit Balance
198.311	LAND	58,361.62	
198.321	LAND IMPROVEMENTS	104,501.00	
198.331	BUILDING	1,725,319.80	
198.341	MACHINERY & EQUIPMENT	154,203.00	
198.910	INVESTMENT GENERAL FIX ASSETS		2,042,385.42
	Total	2,042,385.42	2,042,385.42

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199 GENERAL LONG TERM DEBT ACCOUNT

		Debit Balance	Credit Balance
199.403	AMOUNT AVAILABLE	16,126.45	
199.405	AMOUNT TO BE PROVIDED	1,062,214.59	
199.710	BONDS PAYABLE		975,000.00
199.760	COMPENSATED ABSENCES PAYABLE		103,341.04
	Total	1,078,341.04	1,078,341.04

GALLATIN GATEWAY ELEMENTARY
Outstanding Check Report
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Warrant #	Type	Vendor #/Name	Amount	Date Issued	Date Redeemed
36729	S	1747 HARGROVE, JOHN	17.05	09/30/20	_____
36905	S	1783 SHEPHERD, RICHARD	29.20	04/21/21	_____
37323	S	666 THOMAS, LORRIE	200.00	03/11/22	_____
37334	S	501 HARLOW'S BUS SALES, INC.	63.76	03/31/22	_____
37335	S	545 HOUSE OF CLEAN a Hillyard	34.50	03/31/22	_____
37352	S	485 MCCLURE, BOBBIE JO	39.35	04/15/22	_____
37369	S	153 BOZEMAN DAILY CHRONICLE	90.00	05/03/22	_____
37550	S	1918 KEARNS-DANIEL, KELSEY	20.96	12/15/22	_____
37634	S	1911 AMBER MAURIELLO	60.00	04/18/23	_____
37734	S	106 BEARING THE LIGHT, LLC	90.00	08/21/23	_____
37735	S	123 BIG SKY PUBLISHING	55.00	08/21/23	_____
37748	S	1923 LocoRobo Innovations Inc	4750.00	08/21/23	_____
37751	S	996 SAM - SCHOOL ADMINISTRATORS	432.30	08/21/23	_____
37835	S	349 DRAKE IRRIGATION	205.00	10/10/23	_____
37846	S	1144 THE MATH LEARNING CENTER	134.31	10/10/23	_____
37849	S	1429 AED SUPERSTORE	258.24	10/18/23	_____
37851	S	1966 Barry, Madeline	43.70	10/18/23	_____
37852	S	1902 Butler Industries	7560.00	10/18/23	_____
37856	S	1967 Malmborg School District #47	135.80	10/18/23	_____
37857	S	901 PERSONALIZE IT	18.00	10/18/23	_____
37858	S	1004 SCENIC CITY ENTERPRISES, INC	770.00	10/18/23	_____
37860	S	1569 SHI	1111.73	10/18/23	_____
37863	S	1254 WILSON LANGUAGE TRAINING	270.00	10/18/23	_____
37864	S	38 ALLPORT EDITIONS	343.15	10/24/23	_____
37865	S	46 AMAZON.COM	67.40	10/24/23	_____
37866	S	150 BOZEMAN ARBORCARE TREE	1950.00	10/24/23	_____
37867	S	1337 CORE CONTROL	800.00	10/24/23	_____
37869	S	1909 Global Travel Alliance	46670.00	10/24/23	_____
37870	S	1917 Harlow's School Bus Service	3590.20	10/24/23	_____
37871	S	545 HOUSE OF CLEAN a Hillyard	99.40	10/24/23	_____
37872	S	577 KELLEY CONNECT	1800.00	10/24/23	_____
37874	S	420 US FOODS	635.47	10/24/23	_____
37875	S	1968 WOODLAND MANUFACTURING	82.99	10/24/23	_____
37876	S	1969 ANDYS GLASS	690.00	10/27/23	_____
37877	S	545 HOUSE OF CLEAN a Hillyard	2405.20	10/27/23	_____
37879	S	1569 SHI	1504.45	10/27/23	_____
37880	S	420 US FOODS	438.94	10/27/23	_____
37881	S	1975 Brittany Sneed	36.01	10/31/23	_____
37882	S	1552 CAPSTONE	1199.00	10/31/23	_____
37883	S	1972 Casey Ventures, Inc.	910.00	10/31/23	_____
37884	S	609 KENYON NOBLE	79.96	10/31/23	_____
37885	S	1973 Keyboarding Online	418.50	10/31/23	_____
37886	S	1974 Shelby Taylor	90.39	10/31/23	_____
37887	S	666 THOMAS, LORRIE	100.00	10/31/23	_____
37888	S	420 US FOODS	115.72	10/31/23	_____
37889	S	1254 WILSON LANGUAGE TRAINING	2400.00	10/31/23	_____
37890	S	1975 Brittany Sneed	17.30	11/03/23	_____
37891	S	1431 MSU CONCESSIONS	30.00	11/06/23	_____
37892	S	1977 Amanda McClish	198.00	11/07/23	_____
37893	S	445 GALLATIN-MADISON SPECIAL ED.	1280.63	11/07/23	_____
37894	S	577 KELLEY CONNECT	178.10	11/07/23	_____
37895	S	686 MASBO	950.00	11/07/23	_____
37897	S	1569 SHI	1842.45	11/07/23	_____

12/08/23
11:55:22

GALLATIN GATEWAY ELEMENTARY
Outstanding Check Report
For the Accounting Period: 11/23

Page: 2 of 3
Report ID: AP310

Warrant #	Type	Vendor #/Name	Amount	Date Issued	Date Redeemed
37898	S	1960 Stoner, Darwin	2657.50	11/07/23	_____
37900	S	1311 DPHHS	115.00	11/27/23	_____
37901	S	1917 Harlow's School Bus Service	1884.00	11/27/23	_____
37902	S	856 NORTHWESTERN ENERGY	2472.47	11/27/23	_____
37903	S	1974 Shelby Taylor	8.34	11/27/23	_____
37904	S	1144 THE MATH LEARNING CENTER	131.00	11/27/23	_____
37905	S	1976 POWER TRAIN PLUS	4901.37	11/27/23	_____
37906	S	36 ALLEGRA	279.66	11/27/23	_____
37907	S	161 BOZEMAN SAFE & LOCK	144.00	11/27/23	_____
37908	S	1337 CORE CONTROL	2992.57	11/27/23	_____
37909	S	349 DRAKE IRRIGATION	320.00	11/27/23	_____
37910	S	1917 Harlow's School Bus Service	2731.80	11/27/23	_____
37911	S	1986 MELTON, MELISSA	250.00	11/27/23	_____
37912	S	1645 SWANK MOVIE LICENSING, USA	521.00	11/27/23	_____
37913	S	420 US FOODS	609.24	11/27/23	_____
37914	S	1786 BIGHORN FIRE ACADEMY, INC	1200.00	12/05/23	_____
37915	S	903 PETERS, MICHAEL L.	1950.00	12/05/23	_____
		Total for Claim Checks	110480.11		
		Count for Claim Checks	70		

Superintendent's Report

December 13, 2023



Strategic Goals

Individual Student Success

- Special Education students - 12
- Students with 504's - 13
- Check In/Check Out - 5 students
- No behavior incidents to date

Staff and Volunteers

- Continuation of goal setting and observations for staff on 9-19-2023
- PLC meeting topics: Teaming/PLC time to work on intervention/enrichment, grades for mid-term and data compilation

Facilities

- Working on the Fire Suppression Range Hood for the Cafeteria
- Continuing to order and receive supplies for the Healthy Foods Grant

Activities:

- MASBO, Safety, Security and Innovations Symposium
- Preparing for the Audit process

Other:

Enrollment: We increased enrollment by 8 students in the last week. I've included in the documents the county Superintendent's enrollment history.

Accreditation process changes: Part of the changes in the accreditation process is to provide stakeholders with questions to complete the comprehensive needs assessment. I'll be working with the staff during the January 3 PIR day to narrow down the questions for the survey.

Superintendent's evaluation: Brittney will be sending out the evaluation information to you shortly. Please make sure that you complete it by December 20th so that it can be compiled and available for the January 3rd Work Study session.

Enrollment Summary

Grade	Total	Boys	Girls	OD
K#1	11	6	5	3
K#2	10	3	7	1
1	16	7	9	5
2	14	6	8	0
3	17	11	6	3
4	10	7	3	2
5	13	5	8	2
6	16	9	7	4
7	15	6	9	2
8	14	8	6	2
Total:	136	68	68	24
Enrollment as of:	<i>12/4/2023</i>			



GALLATIN COUNTY SUPERINTENDENT OF SCHOOLS

School District Enrollment 10-Year Comparison 2014-2023

		Number of Students Enrolled										Net Change		Percent Change	
ELEMENTARY (K-8)	#	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	1 Year	10 Years	1 Year	10 Years
MANHATTAN	3	388	413	435	452	487	489	478	503	#REF!	445	#REF!	57	#REF!	15%
BOZEMAN	7	4,321	4,509	4,624	4,684	4,742	4,851	4,469	4,708	#REF!	4,643	#REF!	322	#REF!	7%
WILLOW CREEK	15	43	37	43	59	50	49	36	43	#REF!	46	#REF!	3	#REF!	#REF!
SPRINGHILL*	20	14	11	16	16	16	14	18	13	#REF!	15	#REF!	1	#REF!	#REF!
COTTONWOOD*	22	18	18	15	17	13	14	17	15	#REF!	19	#REF!	1	#REF!	#REF!
THREE FORKS	24	409	424	453	490	504	527	523	510	#REF!	540	#REF!	131	#REF!	#REF!
PASS CREEK*	25	8	6	8	12	13	14	12	11	#REF!	13	#REF!	5	#REF!	63%
MONFORTON*	27	367	419	493	526	575	622	612	668	#REF!	675	#REF!	308	#REF!	84%
GALLATIN GATEWAY*	35	152	149	148	150	164	172	153	152	#REF!	132	#REF!	-20	#REF!	-13%
ANDERSON*	41	203	217	222	212	207	197	208	205	#REF!	217	#REF!	14	#REF!	7%
LAMOTTE*	43	72	63	70	58	63	67	70	66	#REF!	47	#REF!	-25	#REF!	-35%
BELGRADE	44	2,346	2,396	2,391	2,448	2,430	2,462	2,296	2,355	#REF!	2,284	#REF!	-62	#REF!	-3%
MALMBORG*	47	12	10	4	6	7	12	12	7	#REF!	7	#REF!	-5	#REF!	-42%
WEST YELLOWSTONE (K-12)	69	191	201	207	203	217	213	193	190	#REF!	203	#REF!	12	#REF!	6%
BIG SKY (K-12)**	72	226	263	266	266	273	274	297	291	#REF!	282	#REF!	56	#REF!	25%
AMSTERDAM	75	167	158	137	136	139	143	136	156	#REF!	165	#REF!	-2	#REF!	-1%
TOTAL		8,937	9,294	9,532	9,735	9,900	10,120	9,530	9,893	#REF!	9,733	#REF!	796	#REF!	9%

		Number of Students Enrolled										Net Change		Percent Change	
HIGH SCHOOL (9-12)	#	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	1 Year	10 Years	1 Year	10 Years
MANHATTAN	3	204	220	239	256	271	259	249	262	#REF!	242	#REF!	38	#REF!	19%
BOZEMAN	7	1,973	1,996	2,118	2,168	2,224	2,261	2,402	2,509	#REF!	2,743	#REF!	770	#REF!	39%
WILLOW CREEK	15	9	10	4	8	9	11	8	11	#REF!	7	#REF!	-2	#REF!	-22%
THREE FORKS	24	168	167	177	195	200	226	227	255	#REF!	255	#REF!	87	#REF!	52%
BELGRADE	44	857	826	859	901	965	1,003	986	1,037	#REF!	999	#REF!	142	#REF!	17%
WEST YELLOWSTONE (K-12)	69	52	71	57	67	79	88	89	86	#REF!	70	#REF!	18	#REF!	35%
BIG SKY (K-12)**	72	77	51	87	101	97	107	111	109	#REF!	113	#REF!	36	#REF!	47%
TOTAL		3,340	3,341	3,541	3,696	3,845	3,955	4,072	4,269	#REF!	4,429	#REF!	1,089	#REF!	33%

*District enrolls students in grades K-8 only; students in grades 9-12 attend high school in other districts.

**Lone Peak High School District was created in 2008 per § 20-6-326, MCA. The district was renamed Big Sky School District (K-12) in July 2011.



Clerk Report

DECEMBER 2023

- Reconciled with County up to date
- Trainings: Seasons of the Budget, ERIC Trainings, Payroll Workshop and Facilities and Bond Workshop



December 4, 2023

Brittney Bateman, District Clerk
 Kelly Henderson, District Superintendent
 Gallatin Gateway Elementary – PO Box 265
 Gallatin Gateway, MT 59730

Dear Superintendent Henderson and Clerk Bateman:

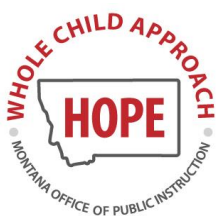
The comparison below of budgeted expenditures to actual expenditures indicates a general fund budget overdraft occurred in fiscal year 2023. This comparison was made for the general fund only.

2023 Budget		1,351,226.40
2023 Budget Amendments	+	0.00
2023 Available Budget		<u>1,351,226.40</u>
2023 Expenditures	--	1,461,899.59
2023 Budget Overdraft		<u>110,673.19</u>

Gallatin Gateway Elementary School over spent their general fund budget authority for FY2023 by \$110,673.19. The budget overdraft has an impact on the guaranteed tax base aid (GTBA) for the FY2024 budgets.

If the \$110,673.19 had not been spent in FY2023, this amount would have increased the remaining fund balance available for the FY2024 budget. Based on the table below, had there not been an overdraft of \$110,673.19, a total of \$63,476.42 would have been reappropriated to fund the FY2024 budget.

FY2024	Original	Reserve Limit	Overdraft	Recalculated
Fund Balance	\$ 94,366.93		\$ 110,673.19	\$ 205,040.12
Operating Reserves	\$ 94,366.93	\$ 134,379.36		\$ 134,379.36
Excess Reserves	\$ -	\$ 7,184.34		\$ 7,184.34
Fund Balance Reappropriated	\$ -			<u>\$ 63,476.42</u>



If the overdraft had not happened BASE mills would have been reduced to 15.90 mills. GTBA would have been calculated at \$100,408.50, rather than \$119,227.20 (see below).

FY2024	GTB Adjustment		
	Original	Recalculated	Difference
Base Budget limit	\$ 1,075,995.39	\$ 1,075,995.39	\$ -
Direct State Aid	\$ 542,614.37	\$ 542,614.37	\$ -
Quality Educator	\$ 58,375.42	\$ 58,375.42	\$ -
At Risk Component	\$ 2,412.30	\$ 2,412.30	\$ -
Indian Education for All	\$ 3,801.69	\$ 3,801.69	\$ -
Student Achievement Gap	\$ 940.00	\$ 940.00	\$ -
Data For Achievement	\$ 3,639.51	\$ 3,639.51	\$ -
SPED	\$ 23,285.71	\$ 23,285.71	\$ -
Reappropriated Fund Balance	\$ -	\$ 63,476.42	\$ 63,476.42
Non Levy Revenues	\$ 37,961.13	\$ 37,961.13	\$ -
Natural Resources Development	\$ -	\$ -	\$ -
Total Revenues to Fund Budget	\$ 673,030.13	\$ 736,506.55	\$ (63,476.42)
BASE Levy Requirements	\$ 402,965.26	\$ 339,488.84	\$ (63,476.42)
GTB Subsidy Per Base Mill	\$ 6,315.00	\$ 6,315.00	\$ -
Taxable Value Per Mill	\$ 15,029.99	\$ 15,029.99	\$ -
Adjusted Taxable Value	\$ 21,344.99	\$ 21,344.99	\$ -
Mill Levy	18.88	15.90	(2.98)
GTB Subsidy	\$ 119,227.20	\$ 100,408.50	\$ 18,818.70

Please be advised that the Office of Public Instruction (OPI) will calculate and pay GTBA based on 15.90 mills for the elementary school. You should anticipate a revenue shortfall in the FY2024 general fund budget of \$18,818.70 in the elementary school.

Section 20-9-133(2), MCA, states, "...the trustees and all officers and employees of the district are limited in making expenditures or incurring liabilities to the total amount of each fund's budget.... money of the district may not be used to pay expenditures made, liabilities incurred, or warrants issued in excess of the final budget for each budgeted fund."

To ensure the trustees have adequate information with which to monitor the district's spending within the adopted budget, ARM 10.10.505 requires the district clerk to provide revenue and expenditure reports to the board of trustees. OPI recommends that boards review budget-to-actual reports each month to ensure adequate budgetary control.

In accordance with ARM 10.22.105, the Superintendent of Public Instruction requests that the trustees provide a written explanation of the over-expenditure and a description of the changes or controls that have been, or will be, put into place to prevent budget overdrafts in the future.

Please provide an explanation of why the overdraft occurred, within 30 days of the date of this letter. You can send it by email to autumn.belmont@mt.gov or to the address shown at the top of this letter.

If you should need any assistance, you are welcome to contact Autumn Belmont at (406) 444-9852 or OPISchoolFinance@mt.gov

Sincerely,

Barbara Quinn

Barbara Quinn, CPA | Senior Finance Manager

Cc: Audit file
Aaron Schwieterman, Chairperson, Board of Trustees
John Nielson, Gallatin County Superintendent of Schools

Old Business
DISCUSSION ITEM

Board Committee Updates

Presented by: Governing Board

Background: (Include funding sources as appropriate)

Facilities

Safety

Whole Child

PDAC



Kelly Henderson <super@gallatingatewayschool.com>

Notes from meeting with Dan McGee

3 messages

Kelly Henderson <super@gallatingatewayschool.com>

Mon, Nov 27, 2023 at 10:50 AM

To: Brittney Bateman <district-clerk@gallatingatewayschool.com>, Aaron Schwieterman <schwieterman@gallatingatewayschool.com>, Tim Melton <melton@gallatingatewayschool.com>

Here are the notes that I have from the meeting:

Timing/public sentiment about property tax - we could do a bond (we have the time) but he does not recommend it with the increases in property taxes and school-related taxes. If we decided on the bond, we would focus on boilers and the roof. We could possibly add the kitchen remodel and additional classroom space. Right now there is high interest in public schools but low public favor in increasing taxes.

Other ideas for funding:

- Fed grant at Energy.gov - opens January. The grant focuses on energy efficiency.
- Rebates with utilities
- Short-term building reserve levy (we have one so that isn't really an option for us)

Things to do/consider:

- Educate parents on what we've done over the past years and what needs to be done in the next 5 years.
- Using the prior Core quote - add 30% to the total to give parents an idea of how much it is going to cost
- Develop a plan to piecemeal the projects with prioritization
- Make sure we update our master plan with building project updates
- Have a public meeting focusing on the budget and development
- Have a new energy audit to show what we need to focus on for the grant.

Brittney and I spoke with him after the meeting, he indicated that he would wait until the next election cycle in May 2025 to see if the climate cools from all the tax-related issues across the state. He thought that we should certainly try for the grant to cover HVAC and Roofing and possibly the kitchen remodel.

--

Kelly Henderson
Superintendent
Gallatin Gateway School District

Tim Melton <melton@gallatingatewayschool.com>

Tue, Nov 28, 2023 at 12:05 PM

To: Kelly Henderson <super@gallatingatewayschool.com>

Cc: Brittney Bateman <district-clerk@gallatingatewayschool.com>, Aaron Schwieterman <schwieterman@gallatingatewayschool.com>

Hi Kelly!

Thank you for the debrief- I appreciate it!

Bummer on the current climate not being a good one for a bond, but we all expected it. I don't necessarily think that it is all bad, however. It might turn out to be a good thing.

I'm assuming this is the grant he's mentioning? <https://www.energy.gov/scep/renew-americas-schools-grant>

If so, it looks like they had +1,000 submissions and only approved 24 applications. There were two recipients from Montana it looks like:

- <https://www.energy.gov/sites/default/files/2023-07/Charlo-School-District-v2.pdf>
- <https://www.energy.gov/sites/default/files/2023-07/Winnett-Public-School-District-%231-v2.pdf>

Seems like they were both coal fuel related- or at least that was their angle. Something for us to keep in mind as we start the process.

Exploring all options outside of a bond looks to be the name of the game for the next year. I know I've asked you guys enough times that I should remember by now (I'll write it down this time!) but how much was our last quote from Core again?

The messaging & education to the parents and community that he mentioned could certainly be beneficial as we begin to gain traction- and we could express our understanding that the majority of the tax base is older, has fixed incomes, and doesn't have kids in school anymore so we're doing all we can to avoid further burdening them with property tax increases.....but we still need heat so let's work together in solving this dilemma! I think if/when we gain traction we could garner a larger private donation that will help to cover the costs.

And I also think we're going the right direction with getting these security/safety items up to snuff first.

We will get there, I'm sure of it!!

Thanks again,

-Tim

[Quoted text hidden]

Kelly Henderson <super@gallatingatewayschool.com>

Tue, Nov 28, 2023 at 2:45 PM

To: Tim Melton <melton@gallatingatewayschool.com>

Cc: Brittney Bateman <district-clerk@gallatingatewayschool.com>, Aaron Schwieterman <schwieterman@gallatingatewayschool.com>

Hi Tim.

Yes, the grant you found is the one that he is suggesting.

The last quote from Core was \$242,000 for replacement.

I think we could make some significant progress once we decide what our path is going to be.

Kelly

[Quoted text hidden]

Old Business
ACTION ITEM

Policy Series 6000 - 2nd Reading

Presented by: Kelly Henderson

Background: (Include funding sources as appropriate) The Board reviewed Policy Series 6000 on first reading at the November board meeting. No changes in the policy series were noted.

Recommendation: Administration recommends approval of Policy Series 6000 upon 2nd reading.

GALLATIN GATEWAY SCHOOL DISTRICT

R = required

**6000 SERIES
ADMINISTRATION**

TABLE OF CONTENTS

6000	Goals
R 6110	Superintendent – Duties and Authority
R 6110P	Superintendent – Board Responsibilities
6121	District Organization

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Gallatin Gateway Elementary

Adopted on: 08/20/12

Reviewed on: 6/26/17

6000

ADMINISTRATION

Revised on:

Goals

The administrative staff's primary functions are to manage the District and to facilitate the implementation of a quality educational program. The administrative staff is responsible for:

1. Effectively and efficiently managing the District's programs, budget, and buildings;
2. Providing educational leadership;
3. Developing and maintaining channels for communication between the school system and community;
4. Developing procedures and regulations which implement Board policy; and
5. Planning, organizing, implementing, and evaluating educational programs.

Legal references: Mont. Const. Art. X, §8
 § 20-3-324, MCA Powers and Duties
 § 20-4-402, MCA Duties of district superintendent
 10.55.701, ARM Board of Trustees

Gallatin Gateway Elementary

Adopted on:
Reviewed on:
Revised on: 6/26/17

6110 - R

ADMINISTRATION

Superintendent – Duties and Authority

Duties and Authorities

The Superintendent is the District's executive officer and is responsible for the administration and management of District schools, in accordance with Board policies and directives and state and federal law. The Superintendent is authorized to develop administrative procedures to implement Board policy and to delegate duties and responsibilities; however, delegation of a power or duty does not relieve the Superintendent of responsibility for that which was delegated.

Qualifications and Appointment

The Superintendent will have the experience and skills necessary to work effectively with the Board, District employees, students, and the community. The Superintendent must be appropriately licensed and endorsed in accordance with state statutes and Board of Public Education rules; or considered appropriately assigned if the Superintendent is enrolled in an internship program as defined in ARM 10.55.602 and meets the requirements of ARM 10.55.607 and ARM 10.55.702. When the office of the Superintendent becomes vacant, the Board shall determine the appropriate process for filling that vacancy, and shall appoint the individual chosen by the majority of the Board.

Administrative Work Year

The Superintendents' work year will correspond with the District's fiscal year, unless otherwise stated in an employment agreement. In addition to legal holidays, the Superintendent will have vacation periods as approved by the Board of Trustees. [The Board of Trustees must give the Superintendent prior approval for time away from the District as included in this policy.]

Evaluation

At least annually, and in accordance with the Superintendent's contract, the Board will evaluate the performance of the Superintendent, using standards and objectives developed by the Superintendent and the Board, which are consistent with District mission and goal statements. A specific time shall be designated for a formal evaluation session. The evaluation will include a discussion of professional strengths, as well as performance areas needing improvement.

Compensation and Benefits

The Board and the Superintendent will enter into a contract which conforms to this policy and state law. The contract will govern the employment relationship between the Board and the Superintendent.

Legal Reference: § 20-4-402, MCADuties of district superintendent or county high school principal

ARM 10.55.602	Definition of Internship
ARM 10.55.607	Internships
ARM 10.55.702	Licensure and Duties of District Administrator – District Superintendent

Gallatin Gateway Elementary

Adopted on: 6/26/17

Reviewed on:

Revised on: 6/27/2018

6110P - R

ADMINISTRATION

Superintendent – Board Responsibilities

Page 1 of 2

The Board will:	The Superintendent will:
Select the Superintendent and delegate to him/her all necessary administrative powers.	Serve as chief executive officer of the District.
Adopt policies for the operations of the school system and review administrative procedures.	Recommend policies or policy changes to the Board and develop procedures which implement Board policy.
Formulate a statement of goals reflecting the philosophy of the District.	Provide leadership in the development, operation, supervision, and evaluation of the educational program.
Adopt annual objectives for improvement of the District.	Recommend annual objectives for improvement of the District.
Approve courses of study.	Recommend courses of study.
Approve textbooks.	Recommend textbooks.
Approve the annual budget.	Prepare and submit the annual budget.
Employ certificated and classified staff, in its discretion, upon recommendation of the Superintendent.	Recommend candidates for employment as certificated and classified staff.
Authorize the allocation of certificated and classified staff.	Recommend staff needs based on student enrollment, direct and assign teachers and other employees of the schools under his/her supervision; shall organize, reorganize, and arrange the administrative and supervisory staff, including instruction and business affairs, as best serves the District, subject to the approval of the Board.
Approve contracts for major construction, remodeling, or maintenance.	Recommend contracts for major construction, remodeling, or maintenance.
Approve payment of vouchers and payroll.	Recommend payment of vouchers and payroll.

The Board will:	The Superintendent will:
Approve proposed major changes of school plant and facilities.	Prepare reports regarding school plant and facilities needs.
Approve collective bargaining agreements.	Supervise negotiation of collective bargaining agreements.
Assure that appropriate criteria and processes for evaluating staff are in place.	Establish criteria and processes for evaluating staff.
Appoint citizens and staff to serve on special Board committees, if necessary.	Recommend formation of <i>ad hoc</i> citizens' committees.
Conduct regular meetings.	As necessary, attend all Board meetings and all Board and citizen committee meetings, serve as an ex-officio member of all Board committees, and provide administrative recommendations on each item of business considered by each of these groups.
Serve as final arbitrator for staff, citizens, and students.	Inform the Board of appeals and implement any such forthcoming Board decisions.
Promptly refer to the Superintendent all criticisms, complaints, and suggestions called to its attention.	Respond and take action on all criticism, complaints, and suggestions, as appropriate.
Authorize the ongoing professional enrichment of its administrative leader, as feasible.	Undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations.
Approve appropriate District expenditures recommended by the Superintendent for the purpose of ongoing District operations.	Diligently investigate and make purchases that benefit the most efficient and functional operation of the District.

NOTE: A copy of the Superintendent's evaluation tool and job description may be included.

Legal Reference: ARM 10.55.701 Board of Trustees

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6 Adopted on: 08/20/12

7 Reviewed on:

8 6121

9 ADMINISTRATION
10
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14 Revised on: 6/26/17

15 District Organization

16 The Superintendent shall develop an organizational chart indicating the channels of authority and
17 reporting relationships for school personnel. These channels should be followed, and no level
18 should be bypassed, except in unusual circumstances.
19

20 The organization of District positions of employment for purposes of supervision, services,
21 leadership, administration of Board policy, and all other operational tasks shall be on a "line and
22 staff" basis. District personnel occupying these positions of employment shall carry out their
23 duties and responsibilities on the basis of line and staff organization.
24

25 All personnel should refer matters requiring administrative action to the responsible
26 administrator, and may appeal a decision to a higher administrative officer. Whenever possible,
27 each employee should be primarily responsible to only one immediate supervisor. When this is
28 not possible, the division of responsibility must be clear.
29

30 If the Superintendent is temporarily absent, the succession of authority and responsibility of the
31 respective office shall follow a succession plan, developed by the Superintendent and provided to
32 the Board.
33

34
35 Legal References: § 20-3-324, MCA Powers and duties
36 10.55.701, ARM Board of Trustees
37
38
39

New Business
DISCUSSION ITEM

Safety Compliance Report

Presented by: Kelly Henderson

Background: (Include funding sources as appropriate) The district had a safety compliance review in November. No serious hazards were noted by the technician. The following items were found to be non-serious hazards that we are working to repair:

1. Replacement of a cord due to a gap in the covering
2. Boiler junction box was missing the cover in the basement.
3. Paneling in the girls locker room had no labeling for the switches.

Safety Compliance Report

For

**Gallatin Gateway School
100 Mill St
Gallatin Gateway, MT 59730**

**Inspection Date:
11/09/2023**

**Inspection Number:
2023INSP00299**



Submitted By:

CJ Holland, Safety Compliance

On 11/30/2023

**Compliance Bureau
Montana Department of Labor and Industry**

Executive Summary

On 11/09/2023, CJ Holland, Safety Compliance Specialist from the DLI – Compliance Bureau conducted a safety compliance inspection at Gallatin Gateway School.

The inspection consisted of an opening conference, a review of recordkeeping and applicable safety and health programs, a hazard survey, and a closing conference. During the opening conference the scope of the visit as well as the employer's obligation and rights were discussed. Findings from the hazard survey, requirements for interim protection measures, procedures for reporting corrective actions, correction due dates, and procedures for requesting extensions were discussed and reviewed during the closing conference. Any Serious Hazards noted in this report require a response with the corrective actions taken. Although not required, it is encouraged to report corrective action taken for items categorized as Other Than Serious.

Hazard Description and Correction Recommendations

Serious Hazards

- No serious hazards

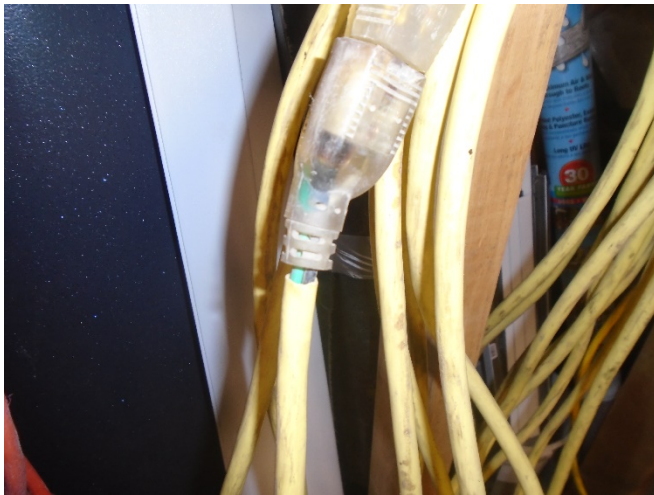
Other than Serious Hazards

Item Number: 1

Standard: 29 CFR 1910.305(g)(2)(iii): Flexible cords and cables shall be connected to devices and fittings so that strain relief is provided that will prevent pull from being directly transmitted to joints or terminal screws.

Condition: A cord was lacking strain relief.

Recommended Action: Have a qualified person repair or replace cord.



Item Number: 2

Standard: 29 CFR 1910.305(b)(2)(i): All pull boxes, junction boxes, and fittings shall be provided with covers identified for the purpose. If metal covers are used, they shall be grounded. In completed installations, each outlet box shall have a cover, faceplate, or fixture canopy. Covers of outlet boxes having holes through which flexible cord pendants pass shall be provided with bushings designed for the purpose or shall have smooth, well-rounded surfaces on which the cords may bear.

Condition: In boiler 2 a junction box was missing the cover.

Recommended Action: Replace cover.



Item Number: 3

Standard: 29 CFR 1910.303(f)(2): Each service, feeder, and branch circuit, at its disconnecting means or overcurrent device, shall be legibly marked to indicate its purpose, unless located and arranged so the purpose is evident.

Condition: The panel in the girls locker room had no labeling for the switches.

Recommended Action: Label the switches for what they power.



Montana Safety Culture Act Evaluation

Gallatin Gateway School is compliant with the MSCA.

Regulatory Assistance and Training Resources

Provided below are resources to assist employers in maintaining a safe and healthful workplace.

Safety Consultation Request – <http://erd.dli.mt.gov/safety-health>

Safety Training via Safety Fest Montana – <https://safetyfestmt.dli.mt.gov/>

Federal OSHA Regulations & Guidance – <http://www.osha.gov/>

Montana Safety Culture Act – <https://erd.dli.mt.gov/safety-health/safety-culture-act/>

Closing Comments

The Montana Department of Labor & Industry appreciates Gallatin Gateway School concern for the safety and health of their employees. Your efforts and diligence on correcting the hazards identified is appreciated.

Each employer has the right to request an appeal on any of the above hazards under MCA 50-71-119(4). If there are questions or additional help is required, please contact CJ Holland at 406-444-2625 or Charles.Holland@mt.gov

Submitted by,

CJ Holland

CJ Holland
Safety Compliance Specialist
Compliance Bureau

Appendix A
List of Hazards

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

Inspection Number: # 2023INSP00299

This list of hazards should be posted, unedited, in a prominent place where it is readily observable by all affected employees for thirty (30) days or until the hazards are corrected, whichever period is longer.

This is a notification of serious hazards identified during the inspection. Please contact CJ Holland at 406-444-2625 for any further information.

Hazard Summary – Serious Hazards

- No serious hazards

New Business
ACTION ITEM

MTSBA Policy Changes - First Reading

Presented by: Kelly Henderson

Background: (Include funding sources as appropriate) The model policy updates were provided to the district on November 30th. The first set of policies have required updates based on the legislative session. The second set up of updates are recommended. The third set of updates have legal reference updates and the final update is the termination of the COVID related policies. We have already terminated those policies in June.

MTSBA Model Policies with Required Updates

- MTSBA Model Policy 1400 – Board Meetings. This policy was updated to accurately state the requirements by which a board of trustees may convene an emergency meeting.
- MTSBA Model Policy 1420 – Board Meeting Procedure. This policy was updated to reflect the changes in the law from HB 890. The policy now outlines the process for Class 1 and 2 districts to complete and maintain recordings of school board meetings as will be required starting July 1, 2024.
- MTSBA Model Policy 1511 – Code of Ethics. This policy was updated to remove the reference to the National School Boards Association.
- MTSBA Model Policy 1610 – Goals and Objectives. This policy was updated to reflect the changes in the accreditation standards at 10.55.601 ARM and 10.55.701 ARM. The policy now outlines how the board of trustees shall conduct and complete the integrated strategic action plan as required by rule.
- MTSBA Model Policy 2151F – Assumption of Risk Form. This form was updated to reflect the changes in the law from HB 676 and SB 518. The form can now be used for extracurricular activities, athletics, clubs, and events.
- MTSBA Model Policy 2320 – Field Trips and Excursions. This policy was updated to reflect the changes in the law from HB 676 and SB 518. The policy now cross references Policy 8132 to detail how parents consent to school trips.
- MTSBA Model Policy 3141 – Non-Resident Enrollment. This policy was replaced in its entirety to reflect the changes in the law from HB 203. The previous policy shall not be retained. The new policy details the process for nonresident students to enroll in a district when required by law and when extenuating circumstances do not exist. The policy now outlines how districts may establish application deadlines, priority processes, and standards for capacity as permitted by law. The policy should be carefully reviewed with applicable options selected and information inserted prior to adoption. The related MTSBA Model Policy 7008 will remain in place for the remainder of this school year but will be addressed in policy updates distributed in 2024.
- MTSBA Model Policy 3305 – Seclusion and Restraint. This policy was updated to reflect the changes in the law from HB 676 and SB 518. The policy now includes methods for parental consent for health intervention or screening.
- MTSBA Model Policy 3310P- Risk Assessments. This policy was updated to reflect the changes in the law from HB 676 and SB 518. The policy now includes methods for parental consent for

health intervention or screening.

- MTSBA Model Policy 3410 – Student Health and Examinations. This policy was updated to reflect the changes in the law from HB 676 and SB 518. The policy now includes methods for parental consent for health intervention or screening.
- MTSBA Model policy 3410F – Medical Consent Form. This form was updated to reflect the changes in the law from HB 676 and SB 518. The form now includes methods for parental consent for health intervention or screening.
- MTSBA Model Policy 3413F2 – Immunization Religious Exemption Form. This form was updated to reflect the changes in law from HB 715. This form was previously distributed to districts on October 12, 2023.
- MTSBA Model Policy 3431 – Emergency Treatment. This policy was updated to reflect the changes in the law from HB 676 and SB 518 through authorization to act in an emergency situation consistent with Policies 3305 and 3310P.
- MTSBA Model Policy 3600F1, 3600F2, 3600P – Student Records Procedures and Forms. This procedure and form were updated to reflect the changes in the law from HB 676 and SB 518 by ensuring video and audio recordings are clearly listed as directory information, when applicable.
- MTSBA Model Policy 5121 – Applicability of Personnel Policies and Professional Development. This policy was updated to reflect the changes in rule at 10.55.723 ARM requiring collaboration with staff on mentoring and induction for inclusion in the integrated strategic action plan.
- MTSBA Model Policy 5223 – Personal Conduct. This policy was updated to clearly state the expectations for staff to comply with ethical standards governing public employees in Montana law.
- MTSBA Model Policy 5330 – Maternity and Paternity Leave. This policy was updated to clarify the use of accumulated leave for an employee on maternity or paternity leave.
- MTSBA Model Policy 7320 – Purchasing. This policy was updated to comply with Montana law governing non-discrimination in public bidding procedures.
- MTSBA Model Policy 8110 – Bus Routes and Schedules. This policy was updated to comply with standards governing trustee approval of bus routes and installation of crossing arms on buses.
- MTSBA Model Policy 8125 – School Bus Emergencies. This policy was updated to comply with standards to complete school bus emergency drills for students.
- MTSBA Model Policy 8132 – Activity Trips. This policy was updated to reflect the changes in the law from HB 676 and SB 518. The policy now outlines how parents will be provide the opportunity to consent to trips and rooming assignments and details the process for districts to use activity specific transportation methods and lodging.
- MTSBA Model Policy 8210 – Procurement Policy for School Food Purchases and Use of Federal Funds. This policy was updated to comply with new guidance and interpretations of regulations governing school nutrition and food services procurement.

MTSBA Model Policies with Recommended Updates

- MTSBA Model Policy 1240 – Duties of Individual Trustees. This policy was updated to clarify the legal requirement for trustee visits to schools and cross reference with Policy 1520.
- MTSBA Model Policy 1520 – Board Staff Communications. This policy was updated to clarify the options staff have to raise concerns in the district, communicate with trustees, and establish a method for collaborative trustee visits to schools.

- MTSBA Model Policy 3310P2-Academic Honesty and Responsible Use of Resources. This procedure was developed to assist districts in managing student use of technology, including artificial intelligence, in a responsible and academically relevant manner.
- MTSBA Model Policy 5231 – Personnel Records. This policy was updated to require staff to maintain an accurate and up to date mailing address with the school district.

MTSBA Model Policies with Legal Reference Updates Not Requiring Board Action

- MTSBA Model Policy 1650 – Public Charter Schools
- MTSBA Model Policy 2158 – Family Engagement Policy
- MTSBA Model Policy 2500 – English Language Learner Program
- MTSBA Model Policy 3210 – Equal Educational Opportunity
- MTSBA Model Policy 6140 – Duties and Qualifications of Administrators

MTSBA Model Policies to Terminate

- MTSBA Model Policies 1900-1912 – Emergency Policies. To avoid confusion in district operations, these policies should be removed from the policy manual through a formal motion and vote of the board of trustees.

Recommendation: Administration recommends approval of the policy updates on first reading.

November 30, 2023

The MTSBA Policy Services team has prepared updates to the MTSBA Model Policy Manuals in continued response to legislation approved during the 2023 Legislative Session in addition to amendments to Chapter 55 as adopted by the Board of Public Education. This edition of MTSBA Policy Notes provides revisions to the MTSBA Model Policy Manuals needed to ensure compliance with changes to law and revised best practice. The bill or rule related to a policy are noted with links to read the applicable provisions. The specific policies are outlined below.

- Changes which stem from statutory or administrative rule change are required updates. Other updates are noted as recommended to assist in revising advised practice. Districts that have previously adopted an existing model policy will adopt required changes. If a district has not previously adopted an existing model policy, it may do so now with the applicable changes.
- The remaining policies listed only have updates to the legal references. The content of these policies does not change and do not require a vote of the board of trustees to revise the legal reference. MTSBA will complete the changes to the references automatically through the Simbli platform management functions.
- All the policies will require the number of readings specified in each district's Policy 1310.
- The marked-up word versions of the policies are attached. The updates will also be available when logged into the district's policy website by clicking on "MTSBA Communications." Please [report back to MTSBA staff](#) when the policies have been adopted by the board of trustees. You can send word versions as adopted, the meeting minutes, or a list of the policies adopted with the date of the meeting. MTSBA staff will then update the district's policy manual website as hosted on MTSBA.org to reflect the adopted changes as they relate to your current policies, adopted/revised on date, and headers.
- MTSBA staff will present details on the policy updates at an MTSBA Thursday Think Tank in December.

If you would like customized updates to reflect existing district policy or if you have any questions about the updates, please contact MTSBA at policy@mtsba.org.

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District Website Links

It is important for each district that participates in the [MTSBA Policy Services Program](#) to check the policy link on their district's website. Please do so today. The format of the policies hosted by MTSBA have either converted to the new platform or have been changed to a standard pdf format to ensure accessibility. Please update any links to the district manual on your district website to the [district's link as it appears on MTSBA.org](#). This will ensure the public, staff, and trustees still have access to your policies during the conversion process.

Emergency Policy Termination

MTSBA staff will be removing the 1900 Emergency Series heading from all Simbli sites in December 2023. If the district has not terminated these policies or adopted the replacement policies, please contact MTSBA to complete that process.

Simbli Conversion

All active districts with adopted manuals not requiring recodification have been converted and uploaded to the policy hosting platform. These districts have received notification of the conversion and guidance on using the new site. If you have any questions about the conversion or use of the site, please contact MTSBA at policy@mtsba.org.

Thank you to each district that participates in the MTSBA Policy Maintenance Service Program. We appreciate your continued collaboration on school policy matters.