



Shelby Public School District #14



1010 Oilfield Ave ~ Shelby, MT 59474

www.ShelbyPublicSchools.org

Phone: (406) 424-8910 ~ Fax: (406) 434-2959

SHELBY SCHOOL BOARD MEETING AGENDA

Location: Shelby Board Room, District Office

Date: Tuesday, January 10, 2017

Time: 7:00 PM

6:00 PM Athletic/Music Committee Meeting

- | | |
|---|----------------------|
| 1. Call To Order | Ms. James |
| 2. Pledge Allegiance | Ms. James |
| 3. Review and Approval of Minutes | Ms. James |
| 4. Review and Approval of Claims, Sequences and Voided Checks | Ms. Flynn |
| 5. Public Comment | Ms. James |
| 6. Reports | |
| a. Pole Vault Request | Olivia Stewart |
| b. Community Health Improvement Plan | Kristi Aklestad |
| c. New Teacher Report | Denise Rauch |
| d. New Teacher Report | Jessilou De La Torre |
| e. Elementary Report | Ms. Allen |
| f. JH/HS Report | Mr. French |
| g. Superintendent Schedule | Mr. Crump |
| 7. Action Items | Mr. Crump |
| a. Hiring | |
| i. Payroll Clerk - Jessica Larson | |
| b. Board Policy Second and Final Reading / Revisions | |
| i. Policy 8205 - Meal Charge | |
| ii. Policy 8210 - Procurement for School Food Purchases | |
| iii. Policy 2510 - School Wellness | |
| c. MHS Annual Meeting Proposals | |
| i. Executive Board Term | |
| ii. 8th Grade Participation | |
| iii. Transfer By-Law | |
| iv. Jewelry Rule | |
| v. Tournament Expense | |
| d. SEA CBA | |
| e. Attendance/Transportation Agreements | |
| 8. Discussion Items | Mr. Crump |
| a. Junior High Comet Name | |
| b. Schedule Superintendent Evaluation | |
| 9. Correspondence | Mr. Crump |
| 10. Next Meeting of the Board - Tuesday, February 14, 2017 | Ms. James |
| 11. Adjournment | Ms. James |

MINUTES
December 13, 2016

CALL TO ORDER

A regular meeting of the Board of Trustees, School District #14, Toole County, Montana, was held in the Board Room of the Administrative Offices at 1010 Oilfield Avenue. The meeting was called to order at 7:00 p.m. by Chairperson Brian Aklestad.

Members present were: Brian Aklestad, Rikki James, Anna Fretheim, Jay Hould, Dan Leck and Krista Mellinger. Member(s) absent: Richard Jorata. The superintendent, clerk, elementary and high school principal were present. Visitors present were Suzanne Hough, John Hough, Ron Buck, Ron Gruber, Janelle Koschmeder, Jennifer Mosley, Thad White, Julie Olsen, Charlotte Hanson and members of the FFA.

The **Pledge of Allegiance** was recited.

APPROVAL OF MINUTES

A motion was made to approve the minutes of the November 8, 2016 regular board meeting.

Motion: Rikki James

Second: Dan Leck- passed unanimously.

Approval of Bills and Student Activity Accounts

A motion was made to approve the claims approval list with the exception of the payment to Wells Fargo Credit Card in the amount of \$6630.47 for the payment of the loader rental from Midway Rental. The approved warrants were numbered 68332 through 68408. The student activity checks for this month were numbered 13630 through 13707. The claims approval list may be referenced in the claims approval file in the Administration office and the Student Activities accounts may be referenced in the Student Activities file in the administration office.

Motion: Jay Hould

Second: Krista Mellinger- passed unanimously.

Voided Checks

A motion was made to void the following Student Account Checks:

Check number 13677 in the amount of \$72.00 and check number 13653 in the amount of \$72.00.

Motion: Rikki James

Second: Jay Hould- passed unanimously.

Public Comment

Mr. Hough thanked 3 Rivers for broadcasting the Coyote Classic Tournament and Mr. Aklestad thanked the District for hosting the Speech and Drama Meet. Mr. Aklestad added that the meet went very well. Thad White also thanked the District for the Staff Christmas Party; Mr. French praised all the people that worked in concessions and game officials during the Coyote Classic Tournament; Mr. Leck added that it was a big undertaking and thanked all of the staff that worked during the tournament and he also praised the 8th grade boys basketball team for winning the final four tournament. Mrs. Allen commented that the band and choir concerts were great and Mrs. James also commented that the school's website is a great addition which allowed the public to watch the elementary Christmas program.

Reports

FFA Trip Review

The students showed a power point presentation about their experiences during their trip to Indianapolis for the FFA National Convention. The class members thanked the Board for giving them the opportunity to attend the National Convention and they also thanked their teacher Mr. Thad White and Julie Olsen who was their chaperone during the trip. The students explained that it was a great educational experience and they hoped that the younger students will be able to attend the convention later if given the opportunity.

New Teacher Report

Paul Ekness is the new special education teacher for the junior high and high school students. He

explained to the Board his methods on how to teach kids according to their specific needs and abilities. He said that one of his goals is to put younger kids to inclusion.

Carol Perisho is the new guidance counselor for the junior high and high school students. She explained to the Board on the duties and responsibilities of the guidance counselor. She said that it is important that students can determine and achieve their post-high school goals and their post-graduation plans. She added that since she is from out of town, she does not know most of the students in our district and she is working really hard on making connections with them.

Elementary Report

Elementary Principal Erica Allen presented her monthly report to the Board. She told the Board that during the parent/teacher conference, 86% of students had at least one parent that attended.

Junior High/High School Report

Junior High/High School Principal Philip French read his written report to the Board. He also told the Board that the parent/teacher conference was well attended.

Superintendent Schedule

Mr. Crump informed the Board that he will be interviewing applicants for the payroll clerk. He also informed the Board that he will be taking a Christmas vacation starting on December 23rd and will be back on January 3rd, 2017.

ACTION ITEMS

Hiring

Mr. Crump made recommendations to approve the hiring of the following personnel:

Head Coach High School Track- Bill Hansell

Assistant Coaches High School Track- Paul Ekness, Eric Tokerud and Sarah Lubke

Head Coach High School Golf- Travis Clark

Assistant Coach High School Golf- Tom Reynolds

Assistant Coach High School Wrestling- TJ Wanken

Motion: Krista Mellinger

Second: Anna Fretheim- passed unanimously.

Junior High Volleyball Coach- Bridget Blevins

Motion: Dan Leck

Second: Rikki James- passed unanimously.

SEA CBA

Negotiation with the teachers is not finalized.

Principal Contract

Negotiation with the principal is not finalized.

Student Account Creation

Mr. Crump made a recommendation to create a Nutrition Class Account in Student Accounts.

Motion: Rikki James

Second: Krista Mellinger- passed unanimously.

Board Policy First Reading/Revisions

A motion was made to approve the first reading/revisions on the following board policies:

Policy # 8205- Meal Charge

Policy # 8210- Procurement for School Food Purchases

Policy # 2510- School Wellness

Motion: Rikki James

Second: Dan Leck- passed unanimously.

Transportation/Student Attendance Agreements

A motion was made to approve additional transportation and school attendance agreements as presented.

Transportation Agreement- 1

Motion: Rikki James

Second: Anna Fretheim- passed unanimously.

Student Attendance Agreements- 2

Motion: Rikki James

Second: Krista Mellinger- passed unanimously.

Discussion Items

Review Walk Through

Mr. Crump read through the list of projects needed to be done at the schools which will be put on hold since the district tax revenue is short due to protested taxes.

Facebook Page Creation Update

Mr. Crump told the Board that he is getting some advise from facebook users and he will accept more input from different people. He added that information is getting out quickly and efficiently.

Junior High Comet Name

Discussion on reasons for keeping or eliminating the Comet name continued. The Board wanted to hear from the elementary kids so there will be more discussion about this on the next board meeting.

Correspondence

A thank you card was received by the Board from the Shelby High School Athletics thanking them for the concession coverage during the Coyote Classic Basketball Tournament. Another thank you card was received from the Speech and Drama team, thanking the Board and the Administration for their continuing support and help during the meet.

NEXT MEETING OF THE BOARD

Regular Meeting, Tuesday, January 10, 2017, 7:00 p.m.

Board Room, District Administration Office, 1010 Oilfield Avenue, Shelby, Montana

ADJOURNMENT

Chairperson Brian Aklestad adjourned the meeting at 9:37 p.m.

BUSINESS MANAGER/CLERK

VICE-CHAIRPERSON OF THE BOARD

SHELBY SCHOOL DISTRICT
Budget vs. Actual Report
For the Accounting Period: 12 / 16

Fund	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
101 General Fund	193,279.31	881,242.60	784.32	882,026.92	2,591,393.81	1,709,366.89
110 Transportation Fund	13,047.90	55,184.53	0.00	55,184.53	198,900.00	143,715.47
111 Bus Depreciation Fund	0.00	0.00	0.00	0.00	35,000.00	35,000.00
113 Tuition	0.00	220.00	0.00	220.00	30,000.00	29,780.00
114 Retirement	23,660.39	102,678.22	0.00	102,678.22	365,000.00	262,321.78
128 Technology Fund	0.00	48,866.16	0.00	48,866.16	52,085.88	3,219.72
129 Flexibility Fund	0.00	0.00	0.00	0.00	47,807.54	47,807.54
150 Debt Service	0.00	300.00	0.00	300.00	283,475.00	283,175.00
201 General Fund	113,037.81	587,847.02	2,870.43	590,717.45	1,599,668.00	1,008,950.55
210 Transportation Fund	9,367.72	42,628.06	0.00	42,628.06	135,355.62	92,727.56
211 Bus Depreciation Fund	0.00	0.00	0.00	0.00	136,861.74	136,861.74
213 Tuition	0.00	0.00	0.00	0.00	50,000.00	50,000.00
214 Retirement	15,333.96	72,224.97	0.00	72,224.97	230,000.00	157,775.03
217 ADULT EDUCATION FUND	5,325.56	21,845.20	0.00	21,845.20	80,000.00	58,154.80
228 Technology Fund	0.00	31,299.19	10,634.35	41,933.54	49,200.71	7,267.17
229 Flexibility Fund	300.00	300.00	0.00	300.00	39,371.66	39,071.66
261 Building Reserve	1,472.73	12,225.26	0.00	12,225.26	49,640.00	37,414.74
Grand Total:	374,825.38	1,856,861.21	14,289.10	1,871,150.31	5,973,759.96	4,102,609.65

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
52086	5143 3 RIVERS TELEPHONE COOPERATIVE	2,269.84				
Camrose 0210						
1	01/01/17 fiber lease/dsl	553.22		101	100-1000	531
2	01/01/17 fiber lease/dsl	553.22*		201	100-1000	531
3	01/01/17 fiber lease/dsl	553.21		101	100-2300	531
4	01/01/17 fiber lease/dsl	553.21*		201	100-2300	531
5	01/01/17 admin phone bill	13.20		101	100-2300	531
6	01/01/17 el phone bill	6.32		101	100-2400	531
7	01/01/17 hs phone bill	29.36		201	100-2400	531
8	01/01/17 GTCC phone bill	8.10		182	107-2212	531 570
52111	6646 ALL SEASON HEATING & AIR	344.35				
1	26875 12/13/16 service call/parts-HS	344.35		201	100-2600	440
52121	5928 ARMACOST TRANE SERVICE CO	1,029.99				
1	29903 12/22/16 fixed boiler issues/parts	1,029.99		201	100-2600	440
2	29903 12/22/16 needed additional repairs	0.00		201	100-2600	440
52096	59 BEN TAYLOR INC	1,881.82				
1	4408 12/31/16 HS athletic trips	424.14		201	720-3500	624
2	4408 12/31/16 HS extra-curricular trips	112.95		201	710-3400	624
3	4408 12/31/16 bus route fuel 60% EL	544.90		210	100-2700	624
4	4408 12/31/16 bus route fuel 40% HS	366.26		110	100-2700	624
5	4408 12/31/16 Camrose school fuel	113.95*		101 71	100-1000	624
7	4408 12/31/16 EL athletic trips	88.07		101	720-3500	624
8	3908 11/23/16 district's vehicles	103.12*		101	100-2400	624
9	3908 11/23/16 district's vehicles	68.74*		201	100-2400	624
10	3908 11/23/16 driver's education	59.69		218	100-1000	624
52097	59 BEN TAYLOR INC	1,629.61				
1	128307 12/29/16 return	-41.23		215	451-1000	610 827
2	128309 12/29/16 welding tip	45.37		215	451-1000	610 827
3	126316 12/05/16 welding supplies	1,625.47		215	451-1000	610 827
52108	1673 BRUCO INC	391.29				
1	356463 12/09/16 service call/parts	391.29		261	100-2600	440
52092	5023 CAMROSE COLONY	617.84				
1	12/21/16 December food program	617.84		212	910-3100	630
52084	3 CITY OF SHELBY WATER DEPT	1,856.18				
1	12/27/16 bus barn/water/garbage	78.28		110	100-2700	421
	BUS BARN WATER BILL					
2	12/27/16 bus barn/water/garbage	52.18		210	100-2700	421
	BUS BARN WATER BILL					
3	12/27/16 water/garbage/sewer/landfill	1,035.44		101	100-2600	421
	WATER, GARBAGE & LANDFILL BILL					

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4	12/27/16 water/garbage/sewer/landfill WATER, GARBAGE & LANDFILL BILL	690.28		201	100-2600	421
52081	6906 COLLEEN BILLMAN	151.00				
1	11/19/16 reimb meals-FFA in Bozeman	81.00		201	710-3400	582
2	12/06/16 JH Ball	12.00		101	720-3500	582
3	12/10/16 Wrestling team in Whitehall	46.00		201	720-3500	582
4	12/12/16 HS BBall	12.00		201	720-3500	582
52120	1610 COMBUSTION SERVICE COMPANY INC	2,065.79				
2	29664 12/31/16 repair boiler leaks-labor&part	2,065.79		101	100-2600	440
3	29664 12/31/16 Fireye EP 160 programmer	0.00		101	100-2600	440
52083	15 CULLIGAN SOFT WATER SERVICE	133.00				
1	12/31/16 Admin water/cooler rental	8.00*		210	100-2700	450
2	12/31/16 EL water/cooler rental	8.00		101	100-2600	450
3	12/31/16 HS water/cooler rental	117.00*		201	100-2600	450
52114	5932 DALLAS STIRLING	59.96				
1	01/05/17 verizon data plan/Dec 2016	29.98		101	100-1000	531
2	01/05/17 verizon data plan/Jan 2017	29.98*		201	100-1000	531
52122	220 DAVIS BUSINESS MACHINES	1,469.05				
#4048-01- GTCC						
1	210714 01/05/17 base rate-12/01-12/31	167.77		101	100-1000	440
2	210714 01/05/17 base rate-12/01-12/31	111.84		201	100-1000	440
3	207305 12/02/16 copy charges	530.83		101	100-1000	440
4	207305 12/02/16 copy charges	353.88		201	100-1000	440
5	210802 01/06/17 GTCC copy charges 12/06-01/05	11.17		182	108-2212	550 580
6	209362 12/08/16 3 toners-EL	168.00		101	100-1000	610
7	209455 12/09/16 GTCC copy charges 11/06-12/05	68.56		182	108-2212	550 580
8	209590 12/12/16 staples-EL	57.00		101	100-1000	610
52104	7009 DE LAGE LANDEN FINANCIAL SERVICES,	275.00				
1	52787988 12/24/16 copier lease 12-15 to 01-14	275.00		182	108-2212	550 580
G733	2851 DIANA KNUDSON	330.80				
1	01/04/17 mileage out of district	183.60		182	107-2212	582 570
2	01/04/17 mileage in district	97.20		182	108-2212	596 580
3	01/04/17 phone allowance	50.00		182	107-2212	531 570
52093	6971 District 7 Music Festival -Shelby	315.00				
1	01/05/17 Honor Band students	175.00	10753	201	710-3400	582
2	01/05/17 Honor Choir students	140.00	10753	201	710-3400	582

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
52123	2896 EBMS	54,522.22				
8	01/01/16 health ins premium/January	46,264.69*		189	100-2500	260
9	01/01/16 El retiree premium/January	2,727.50		101	100-1000	261
11	01/01/16 HS retiree premium/January	975.61*		201	100-2500	261
12	01/01/16 retirees premium/TRS ACH	4,554.42*		189	100-2500	260
52080	6960 EBMS, INC	292.00				
1	000102761 11/30/16 ACA Management	175.20*		101	100-2400	810
2	000102761 11/30/16 tool usage fee-November	116.80		201	100-2400	810
52128	74 FOOD SERVICES OF AMERICA	2,019.81				
1	5230511 12/06/16 food bill	403.63		212	910-3100	630
2	5234436 12/12/16 credit	-11.97		212	910-3100	630
3	5234439 12/12/16 credit	-15.94		212	910-3100	630
4	5234653 12/13/16 food bill	223.65		212	910-3100	630
5	5238643 12/20/16 food bill	714.56		212	910-3100	630
6	5238644 12/20/16 food bill	705.88		212	910-3100	630
52091	22 GENERAL DISTRIBUTING CO	75.33				
1	00500325 12/31/16 C02-Acetylene	75.33		201	100-1000	610
52106	227 GREAT FALLS PUBLIC SCHOOLS	81.00				
1	01/03/17 wrestlers-concession charges	81.00		201	720-3500	582
52107	1356 Hi Line Redi-Mix, LLC	1,081.44				
1	1693 11/07/16 football field-electrical work	1,081.44		261	100-2600	440
2	1693 11/07/16 done by Klette Electric	0.00		261	100-2600	440
52090	7012 HILL COUNTY HEALTH DEPARTMENT	45.02				
1	50915 05/09/15 tb testing- not paid since	27.02		201	100-1000	340
2	50915 05/09/15 not receive the invoice	18.00		101	100-1000	340
52088	3436 KENCO ENTERPRISES INC.	114.00				
1	1357091 01/01/17 alarm monitoring 01-01/01-31	68.40		101	100-2600	340
2	1357091 01/01/17 alarm monitoring 01-01/01-31	45.60*		201	100-2600	340
52082	6458 KEVIN DODSON	64.00				
1	11/18/16 EL students-Great Falls	18.00		101	710-3400	582
2	12/10/16 S&D in Malta	35.00		201	710-3400	582
3	12/13/16 Science class- Great Falls	11.00		201	710-3400	582
52110	6418 KUSTOM SERVICES	1,400.00				
2	1633 12/10/16 plow snow with loader	500.00*		110	100-2600	432
3	1633 12/16/16 plow snow with loader	300.00		210	100-2600	432
4	1633 12/25/16 plow snow with loader	300.00		201	100-2600	432
5	1633 12/26/16 plow snow with loader	300.00		101	100-2600	432

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
52087		5735 LANE AND ASSOCIATES INC	251.46						
1		5126 12/19/16 drug test/DOT- pre-employment	91.48		110	100-2700	330		
2		5126 12/19/16 drug test/DOT- pre-employment	60.98		210	100-2700	330		
3		5142 12/27/16 drug test/DOT- pre-employment	99.00		110	100-2700	330		
52101		2 MARIAS RIVER ELECTRIC COOP	8,070.29						
1		12/22/16 electric bill	4,485.65		101	100-2600	412		
		P0 Accounting (Org/Prog/Func/Obj/Proj: -100-1000-452-							
2		12/22/16 electric bill	2,990.42		201	100-2600	412		
		P0 Accounting (Org/Prog/Func/Obj/Proj: -100-1000-452-							
3		12/22/16 bus barn	577.36		210	100-2700	412		
		P0 Accounting (Org/Prog/Func/Obj/Proj: -100-1000-452-							
4		12/22/16 RECCS-community garden	16.86		115	434-1000	610	272	
G735		7013 MATTHEW JOHNSON	334.90						
1		01/04/17 presenter stipend less TRS	183.70		182	108-2212	320	580	
2		01/04/17 mileage	151.20		182	108-2212	596	580	
52105		5571 MONTANA INTERQUEST CANINES	375.00						
1		885 12/12/16 K-9 inspection 12-16-16	375.00		201	100-1000	340		
G734		6742 MONTANA TEACHERS RETIREMENT	33.84						
1		01/04/17 employee/employer contribution	33.84		182	108-2212	220	580	
52099		6923 MONTANA-WYOMING SYSTEMS	507.50						
1		BIL5207 12/14/16 IClass cards	304.50						
					101	100-2400	610		
2		BIL5207 12/14/16 delivered in Aug. did not get	203.00		201	100-2400	610		
3		BIL5207 12/14/16 the bill in December	0.00		201	100-2400	610		
52113		1924 NASCO MODESTO	96.80						
1		234339 10/31/16 all temp 7/16 hot glue st	30.12	10736	101	100-1000	610		
2		234339 10/31/16 x-acto school	43.95	10736	101	100-1000	610		
3		234339 10/31/16 shipping	22.73	10736	101	100-1000	610		
52094		5303 NORTHERN ROCKIES MEDICAL CENTER	38.00						
1		10/10/16 tb testing	38.00		201	100-1000	340		
52125		2636 PACIFIC STEEL & RECYCLING	801.56						
1		685658 12/12/16 Metal strip and sheets-shop	801.56	10716	201	100-1000	610		
52126		7014 PICKET FENCE MEMORIES	51.00						
1		20162116 12/04/16 web registration- 2016 Shelby	51.00		201	710-3400	810		
2		20162116 12/04/16 Invitational meet	0.00		201	710-3400	810		

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
52077	39 PITNEY BOWES	415.17				
1	3302235240 12/01/16 postage machine rental	207.59		101	100-5200	840
2	3302235240 12/01/16 postage machine rental	207.58		201	100-5200	840
52112	758 QUILL CORPORATION	656.82				
1	2955068 12/27/16 admin office supplies	90.14*		101	100-2500	610
2	2293230 12/01/16 water cups	6.21		201	100-2500	610
3	2296336 12/01/16 elementary school supplies	70.20		115	420-1000	610 336
4	2339239 12/05/16 elementary school supplies	19.14		115	420-1000	610 336
5	2335954 12/05/16 elementary school supplies	8.71		115	420-1000	610 336
6	2303011 12/02/16 elementary school supplies	62.37		101	100-1000	610
7	2285213 12/01/16 elementary school supplies	97.71		101	100-1000	610
8	2470217 12/08/16 11X17 paper-HS	302.34		201	100-1000	610
G736	97 SCHOOL ADMINISTRATORS OF MT	105.00				
1	01/03/17 conference registration	105.00		182	107-2212	531 570
52102	1 SHELBY GAS ASSOCIATION	15,388.20				
el 60%						
hs 40%						
switch between 110 & 210 every month						
cf						
1	12/22/16 bus barn gas	1,243.40		110	100-2700	411
2	12/22/16 EL & HS gas charges	8,486.88		101	100-2600	411
3	12/22/16 EL & HS gas charges	5,657.92		201	100-2600	411
52115	3835 SHELBY HIGH SCHOOL - EXPLORE	53.00				
1	11/18/16 lunch workers-Nov. 14-18	53.00		212	910-3100	570
52116	5577 SHELBY HIGH SCHOOL - FRESHMAN	21.20				
Lunch Workers # of days X 4 hours X 2.65 per hour						
cf						
1	11/22/16 lunch workers/Nov. 21-22	21.20				
				212	910-3100	570
52117	5789 SHELBY HIGH SCHOOL - JUNIOR CLASS	53.00				
Lunch Workers # of days X 4 hours X 2.65 per hour						
cf						
1	12/02/16 lunch workers- Nov 28/Dec 02	53.00				
				212	910-3100	570

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
52118		6292 SHELBY HIGH SCHOOL - SENIOR CLASS	53.00						
1		12/09/16 Lunch workers-Dec 5-9	53.00		212		910-3100	570	
52119		5767 SHELBY HIGH SCHOOL - SOPHOMORE	53.00						
1		12/16/16 Lunch workers-Dec 12-16	53.00		212		910-3100	570	
52109		61 SHELBY PAINT AND HARDWARE	83.95						
1		010401 12/07/16 Shop Supplies	81.03	10729	201		100-1000	610	
2		9687 10/12/16 Shop Supplies	2.92	10729	201		100-1000	610	
52095		6904 SIMPLEX GRINNELL	884.78						
1		82767132 07/29/16 Camrose-fire alarm mainten	884.78*		101	71	100-1000	340	
2		82767132 07/29/16 repair and parts	0.00*		101	71	100-1000	340	
52127		75 SYSCO FOOD SERVICES OF MONTANA	6,210.11						
1		14300268P 12/06/16 credit	-108.20		212		910-3100	630	
2		143033194 12/14/16 credit	-36.41		212		910-3100	630	
3		143035640 12/16/16 credit	-46.80		212		910-3100	630	
4		143019988 12/05/16 food bill	623.84		212		910-3100	630	
5		143021962 12/06/16 food bill	251.26		212		910-3100	630	
6		143025986 12/08/16 food bill	1,466.28		212		910-3100	630	
7		143029696 12/12/16 food bill	830.78		212		910-3100	630	
8		143031937 12/13/16 food bill	847.31		212		910-3100	630	
9		143035045 12/15/16 food bill	920.11*		212		460-3100	630	
10		143036749 12/16/16 food bill	361.10		212		910-3100	630	
11		143038474 12/19/16 food bill	873.22		212		910-3100	630	
12		143040545 12/20/16 food bill	194.73*		212		460-3100	630	
13		1430332SS 12/01/16 food bill -OPI	10.96		212		910-3100	630	
14		14300445S 12/27/16 food bill -OPI	21.93		212		910-3100	630	
52098		3128 TLC CATERING PLUS	247.80						
1		12/17/16 wrestlers lunch/breakfast bags	247.80		201		720-3500	610	
2		12/17/16 Whi tehall	0.00		201		720-3500	610	
52100		3705 UNITED STATES POSTAL SERVICE	791.98						
gtcc Act 5	182	107 2212 532 570							
reccs Act 3	115	434 2000 532 XXX							
CF									
1		12/31/16 postage admin Act 1	55.02		101		100-2500	532	
2		12/31/16 postage admin Act 1	36.68		201		100-2500	532	
3		12/31/16 postage el /hs Act 2, 4	339.79		101		100-2400	532	
4		12/31/16 postage el /hs Act 2, 4	226.52		201		100-2400	532	
5		12/31/16 postage gtcc Act 5	133.97		182		107-2212	532	570

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
52103 3	6644 US BANCORP Equipment Finance Inc. 01/02/17 copier lease/vo ag	80.00 80.00		201	100-1000	452
52089 1	5585 VERIZON WIRELESS 9777394893 12/21/16 Hintz/Crump	141.06 117.82*		110	100-2700	531
2	9777394893 12/21/16 RECCS cell phone bill	23.24		115	434-2210	531 272
G737 1	3484 VISA (for GTCC) 01/03/17 office supplies	1,041.54 332.81		182	108-2212	600 580
2	01/03/17 meals and lodging	520.13		182	108-2212	592 580
3	01/03/17 conference in Bozeman	75.00*		182	107-2212	320 570
4	01/03/17 3 Rivers phone & internet	113.60		182	107-2212	531 570
52124 1	6183 VISION NET INC 12/14/16 video streaming- 6 months	300.00 300.00		229	100-2600	340
52085 1	2127 WELLS FARGO BANK 12/19/16 safe deposit box rent	55.00 27.50		101	100-2300	450
2	12/19/16 safe deposit box rent	27.50		201	100-2300	450
52129 1	E 6023 WELLS FARGO BANK P CARD SYSTEM 12/11/16 RECCS purchases	8,348.51 80.29		115	434-1000	610 272
2	12/02/16 E Allen-gas/supplies	63.26		101	100-2400	610
3	12/09/16 C Billman-fuel activity trip	100.00		201	720-3500	582
4	12/27/16 R Buck- purchases	144.00		101	100-1000	610
5	12/08/16 E Crump-meeting meals	27.86*		101	100-2500	610
6	12/31/16 Lee Davis- EL supplies	696.10	10757	101	100-2600	610
7	12/10/16 K Dodson- fuel/activity trip	49.00		101	720-3500	582
8	12/14/16 M Flynn-lunch-interview panel	52.40		101	100-2300	610
9	12/10/16 M Garcia-concession supplies	370.26		201	100-1000	610
10	12/10/16 will be reimb by Student Acct.	0.00		201	100-1000	610
11	11/30/16 P French- animal food	14.00		201	100-1000	610
12	12/14/16 K Griffis purchases	23.50		201	100-1000	610
13	12/31/16 bus supplies & repairs	1,079.64	10756	110	100-2700	610
14	12/31/16 bus supplies & repairs	719.75	10756	210	100-2700	610
15	11/30/16 J Hough-lodging Tech conf.	269.50		101	100-2300	582
16	12/14/16 screen surgeons	516.00		101	100-1000	610
17	12/14/16 screen surgeons	344.00		201	100-1000	610
18	12/21/16 L Kimmet -parts/materials	620.84	10752	201	100-2600	610
19	12/27/16 G Knickerbocker- paint supplie	77.45		110	100-2700	610
20	11/30/16 B Aklstad-lodging Tech & Law	269.50		201	100-2300	582
21	12/10/16 S&D Lodging & meals	533.23		201	720-3500	582
22	12/21/16 S O'Brien credit on purchases	-40.13		201	100-1000	610
23	11/29/16 math resource books	43.31	10575	101	999	
24	P0 Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610- 11/29/16 medical dosage calculatio	151.39	10593	201	999	
	P0 Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-					

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SHELBY SCHOOL DISTRICT
Claim Approval List
For the Accounting Period: 12/16

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* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
25	11/29/16 L Tokerud books	108.05*	10721	201	100-1000	582
26	11/29/16 Lodging and Meals	14.46	10724	201	710-3400	582
27	12/19/16 M White-Nutrition Class suppli	320.73		201	100-1000	610
28	12/21/06 T White-wrestlers meals	1,700.12		201	720-3500	582
29	12/21/16 & Lodging-Whitehall/GFalls	0.00		201	720-3500	582

of Claims 56 Total: 120,058.81

Total Electronic Claims 8,348.51

Total Non-Electronic Claims 111,710.30

SHELBY SCHOOL DISTRICT
Fund Summary for Claims
For the Accounting Period: 12/16

Fund/Account	Amount
101 General Fund	
101	\$25,813.16
110 Transportation Fund	
101	\$3,653.33
115 Miscellaneous Federal Funds	
101	\$218.44
182 Interlocal Agreement	
101	\$2,342.88
189 Health Insurance	
101	\$50,819.11
201 General Fund	
101	\$22,405.73
210 Transportation Fund	
101	\$2,263.17
212 Food Services	
101	\$9,080.96
215 Miscellaneous Federal Funds	
101	\$1,629.61
218 Traffic Education or Driver's Ed.	
101	\$59.69
229 Flexibility Fund	
101	\$300.00
261 Building Reserve	
101	\$1,472.73
Total :	\$120,058.81

I have carefully examined the above Register and refer the same to the Board of Trustees.

Filed: _____

Allowed Amount \$ _____

Disallowed Amount \$ _____

Approved by the Board of Trustees

Chairman

Attest: _____
Clerk

182 Interlocal Agreement

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
100	Regular Education Programs -						
107	GTCC Interlocal Funds						
2212	Instruction of Curriculum Development Services						
112-570	Professional -Education GTCC Interlocal Dues	5,914.25	35,485.50	0.00	35,485.50	70,970.64	35,485.14
115-570	Office/Clerical/Technology GTCC Interlocal Dues	2,757.24	17,197.56	0.00	17,197.56	38,451.93	21,254.37
160-570	Sick Leave GTCC Interlocal Dues	0.00	0.00	0.00	0.00	3,000.00	3,000.00
170-570	Vacation Leave GTCC Interlocal Dues	0.00	0.00	0.00	0.00	2,000.00	2,000.00
210-570	Social Security/Medicare GTCC Interlocal Dues	717.68	4,132.77	0.00	4,132.77	6,500.00	2,367.23
220-570	Teachers' Retirement GTCC Interlocal Dues	518.68	3,112.08	0.00	3,112.08	6,200.00	3,087.92
230-570	PERS GTCC Interlocal Dues	304.34	1,595.51	0.00	1,595.51	2,700.00	1,104.49
240-570	Unemployment Compensation GTCC Interlocal Dues	16.44	93.78	0.00	93.78	500.00	406.22
250-570	Workers' Compensation GTCC Interlocal Dues	53.14	303.22	0.00	303.22	600.00	296.78
260-570	Health Insurance GTCC Interlocal Dues	0.00	24,841.40	0.00	24,841.40	24,841.40	0.00
320-570	Professional -Educational Services GTCC Interlocal Dues	1,075.00	2,575.00	0.00	2,575.00	2,500.00	-75.00
340-570	Technical Services GTCC Interlocal Dues	0.00	0.00	0.00	0.00	1,000.00	1,000.00
440-570	Repair and Maintenance Services GTCC Interlocal Dues	0.00	0.00	0.00	0.00	1,000.00	1,000.00
531-570	Telephone GTCC Interlocal Dues	276.70	1,102.41	0.00	1,102.41	2,500.00	1,397.59
532-570	Postage GTCC Interlocal Dues	133.97	366.20	0.00	366.20	500.00	133.80
582-570	Travel Out-of-District GTCC Interlocal Dues	183.60	1,472.04	0.00	1,472.04	4,000.00	2,527.96
610-570	Supplies GTCC Interlocal Dues	0.00	0.00	0.00	0.00	3,629.78	3,629.78
650-570	Periodicals GTCC Interlocal Dues	0.00	0.00	0.00	0.00	100.00	100.00
660-570	Minor Equipment-New GTCC Interlocal Dues	0.00	0.00	0.00	0.00	1,500.00	1,500.00
681-570	Software GTCC Interlocal Dues	0.00	0.00	0.00	0.00	400.00	400.00
810-570	Dues & Fees GTCC Interlocal Dues	0.00	99.00	0.00	99.00	800.00	701.00
	Function Total:	11,951.04	92,376.47	0.00	92,376.47	173,693.75	81,317.28
	Program Total:	11,951.04	92,376.47	0.00	92,376.47	173,693.75	81,317.28

182 Interlocal Agreement

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
108	GTCC Professional Development - Dues						
2212	Instruction of Curriculum Development Services						
150-580	Stipends	0.00	0.00	0.00	0.00	3,000.00	3,000.00
	GTCC Professional Development Dues						
210-580	Social Security/Medicare	0.00	0.00	0.00	0.00	400.00	400.00
	GTCC Professional Development Dues						
220-580	Teachers' Retirement	33.84	2,908.29	0.00	2,908.29	3,000.00	91.71
	GTCC Professional Development Dues						
230-580	PERS	0.00	0.00	0.00	0.00	50.00	50.00
	GTCC Professional Development Dues						
240-580	Unemployment Compensation	0.00	0.00	0.00	0.00	30.00	30.00
	GTCC Professional Development Dues						
250-580	Workers' Compensation	0.00	0.00	0.00	0.00	30.00	30.00
	GTCC Professional Development Dues						
320-580	Professional-Educational Services	183.70	25,729.70	0.00	25,729.70	55,134.16	29,404.46
	GTCC Professional Development Dues						
330-580	Other Professional Services	0.00	860.00	0.00	860.00	500.00	-360.00
	GTCC Professional Development Dues						
340-580	Technical Services	0.00	0.00	0.00	0.00	1,000.00	1,000.00
	GTCC Professional Development Dues						
550-580	Printing, Binding and Duplication	354.73	2,912.22	0.00	2,912.22	8,000.00	5,087.78
	GTCC Professional Development Dues						
592-580	Meals & Lodging	520.13	31,639.90	0.00	31,639.90	48,550.00	16,910.10
	GTCC Professional Development Dues						
596-580	Mileage	248.40	4,687.56	0.00	4,687.56	5,000.00	312.44
	GTCC Professional Development Dues						
600-580	Supplies and Materials	332.81	7,774.57	0.00	7,774.57	8,585.30	810.73
	GTCC Professional Development Dues						
	Function Total:	1,673.61	76,512.24	0.00	76,512.24	133,279.46	56,767.22
	Program Total:	1,673.61	76,512.24	0.00	76,512.24	133,279.46	56,767.22
	Program Group Total:	13,624.65	168,888.71	0.00	168,888.71	306,973.21	138,084.50
	Fund Total:	13,624.65	168,888.71	0.00	168,888.71	306,973.21	138,084.50
	Grand Total:	13,624.65	168,888.71	0.00	168,888.71	306,973.21	138,084.50

SHELBY SCHOOL DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 11 / 16

Fund	Recei ved Current Month	Recei ved YTD	Esti mated Revenue	Revenue To Be Recei ved	% Recei ved
101 General Fund	559,152.07	934,165.00	0.00	-934,165.00	** %
110 Transportati on Fund	37,097.78	38,384.95	0.00	-38,384.95	** %
111 Bus Depreciati on Fund	11,810.57	12,866.08	0.00	-12,866.08	** %
113 Tui ti on	4,102.96	4,352.29	0.00	-4,352.29	** %
114 Reti rement	17,495.93	57,582.48	0.00	-57,582.48	** %
150 Debt Servi ce	84,443.40	92,038.37	0.00	-92,038.37	** %
201 General Fund	410,282.49	636,098.36	0.00	-636,098.36	** %
210 Transportati on Fund	34,813.35	47,300.68	0.00	-47,300.68	** %
211 Bus Depreciati on Fund	11,213.13	13,321.37	0.00	-13,321.37	** %
213 Tui ti on	15,937.30	17,502.37	0.00	-17,502.37	** %
214 Reti rement	8,628.55	31,506.87	0.00	-31,506.87	** %
217 ADULT EDUCATION FUND	24,988.77	28,438.24	0.00	-28,438.24	** %
228 Technol ogy Fund	15,214.23	18,522.36	0.00	-18,522.36	** %
229 Flexi bili ty Fund	-353.65	3,162.66	0.00	-3,162.66	** %
250 Debt Servi ce	45,567.67	51,629.24	0.00	-51,629.24	** %
261 Bui l di ng Reserve	16,038.73	18,234.42	0.00	-18,234.42	** %
Grand Total :	1,296,433.28	2,005,105.74	0.00	-2,005,105.74	** %

Account	Opening Balance	Receipts				Invest (+)	Misc.	Misc.	Closing Balance
		Disbursed (-)	in Transit (+)	Deposits (+)	Transfers (+)		Earnings (+)	Charges (-)	
407 ART CLUB	1951.96	0.00	0.00	306.00	0.00		0.28	0.00	2258.24
101 ATHLETICS	19515.45	10176.23	0.00	7324.64	1250.05		2.26	0.00	17916.17
405 AUTO/WOOD SHOP/VI CA	4318.49	1149.85	0.00	0.00	0.00		0.40	0.00	3169.04
402 BAND	1675.38	61.00	0.00	227.00	-425.75		0.18	0.00	1415.81
408 BAND & CHOIR UNIFORMS/TRAVEL	1062.14	0.00	0.00	0.00	0.00		0.13	0.00	1062.27
112 BOYS BASKETBALL	491.16	0.00	0.00	0.00	0.00		0.06	0.00	491.22
213 BPA	2877.72	40.00	0.00	0.00	0.00		0.36	0.00	2838.08
203 CHEERLEADERS	779.65	0.00	0.00	0.00	0.00		0.10	0.00	779.75
403 CHOIR	3674.74	360.05	0.00	441.00	0.00		0.47	0.00	3756.16
317 CLASS OF 2017 (SR)	4816.69	0.00	0.00	0.00	0.00		0.61	0.00	4817.30
318 CLASS OF 2018 (JR)	8011.71	1368.85	0.00	0.00	0.00		0.83	0.00	6643.69
319 CLASS OF 2019 (SO)	2412.63	0.00	0.00	0.00	0.00		0.31	0.00	2412.94
320 CLASS OF 2020 (FR)	2034.59	0.00	0.00	0.00	96.95		0.27	0.00	2131.81
202 CONCESSIONS	2851.18	5572.07	0.00	8334.50	-1642.90		0.47	55.00	3916.18
108 CROSS COUNTRY	544.60	0.00	0.00	0.00	0.00		0.07	0.00	544.67
503 DISTRICT 7 MUSIC FESTIVAL	-801.10	1007.16	0.00	3940.70	0.00		0.27	0.00	2132.71
206 EXPLORE AMERICA	3161.86	0.00	0.00	0.00	0.00		0.40	0.00	3162.26
212 FCCLA	386.65	0.00	0.00	0.00	0.00		0.05	0.00	386.70
211 FFA	7565.36	3735.00	0.00	376.80	425.75		0.58	0.00	4633.49
209 FINE ARTS	2766.42	31.04	0.00	0.00	0.00		0.34	0.00	2735.72
107 FOOTBALL	436.03	0.00	0.00	0.00	0.00		0.05	0.00	436.08
406 FRENCH CLUB	2659.86	0.00	0.00	0.00	0.00		0.33	0.00	2660.19
111 GIRLS BASKETBALL	3733.89	1144.00	0.00	0.00	73.20		0.33	0.00	2663.42
115 GOLF	181.48	0.00	0.00	0.00	0.00		0.02	0.00	181.50
208 HOWL	100.04	0.00	0.00	0.00	0.00		0.01	0.00	100.05
221 JOBS FOR MONTANA GRADS	390.24	0.00	0.00	0.00	0.00		0.05	0.00	390.29
220 KEY CLUB	400.55	243.00	0.00	0.00	0.00		0.03	0.00	157.58
640 MIDDLE SCHOOL BAND	6189.58	169.50	0.00	80.97	0.00		0.77	0.00	6101.82
610 MIDDLE SCHOOL BOYS ATHLETICS	1158.42	235.36	0.00	251.00	0.00		0.15	0.00	1174.21
624 MIDDLE SCHOOL BUILDERS CLUB	1304.52	0.00	0.00	0.00	0.00		0.16	0.00	1304.68
622 MIDDLE SCHOOL CHEERLEADERS	2530.44	0.00	0.00	0.00	0.00		0.32	0.00	2530.76
641 MIDDLE SCHOOL CHOIR	2.29	0.00	0.00	0.00	17.10		0.00	0.00	19.39
611 MIDDLE SCHOOL GIRLS ATHLETICS	489.07	0.00	0.00	0.00	0.00		0.06	0.00	489.13
643 MIDDLE SCHOOL HOME EC	618.79	0.00	0.00	0.00	0.00		0.07	0.00	618.86
621 MIDDLE SCHOOL STUDENT COUNCIL	763.49	0.00	0.00	0.00	0.00		0.10	0.00	763.59
612 MIDDLE SCHOOL UNIFORM MAINTENANCE	5004.21	0.00	0.00	0.00	0.00		0.62	0.00	5004.83
222 MISSOULA CHILDREN'S THEATRE	1203.10	0.00	0.00	0.00	0.00		0.15	0.00	1203.25
401 NHS	1131.81	0.00	0.00	31.80	229.60		0.17	0.00	1393.38
501 RECOGNITION	5336.49	21.24	0.00	0.00	0.00		0.67	0.00	5315.92
214 SCHOOL PLAY	1570.08	0.00	0.00	0.00	0.00		0.20	0.00	1570.28
216 SCIENCE CLUB	1991.47	0.00	0.00	0.00	0.00		0.25	0.00	1991.72
700 SHELBY ELEMENTARY	1012.48	0.00	0.00	318.00	0.00		0.16	0.00	1330.64
114 SOFTBALL	408.85	0.00	0.00	0.00	0.00		0.05	0.00	408.90
205 SPEECH & DRAMA	2369.23	27.00	0.00	530.00	-24.00		0.35	0.00	2848.58
201 STUDENT COUNCIL	1699.89	0.00	0.00	0.00	0.00		0.21	0.00	1700.10
102 TOURNAMENT FUNDS	1834.37	4665.88	0.00	10000.00	0.00		0.90	0.00	7169.39
113 TRACK	528.46	0.00	0.00	0.00	0.00		0.06	0.00	528.52
104 UNIFORM MAINTENANCE	4820.35	0.00	0.00	0.00	0.00		0.61	0.00	4820.96
109 VOLLEYBALL	664.26	0.00	0.00	0.00	0.00		0.09	0.00	664.35
110 WRESTLING	2693.67	92.00	0.00	0.00	0.00		0.33	0.00	2602.00
207 YEARBOOK	7568.28	0.00	0.00	132.00	0.00		0.97	0.00	7701.25

01/06/17
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SHELBY SCHOOLS
Statement of Activity by Account Name for 12/01/16 to 12/31/16

Page: 2 of 2
Report ID: S100

Account	Opening Balance	Disbursed (-)	Receipts in Transit (+)	Deposits (+)	Transfers (+)	Invest (+)	Misc. Earnings (+)	Misc. Charges (-)	Closing Balance

Total for Student Accounts	130892.97	30099.23		32294.41			16.68	55.00	133049.83
Bank Account Totals	130892.97	30099.23	0.00	32294.41	0.00		16.68	55.00	133049.83
							Bank Balance		133049.83
							Plus Outstanding Checks		41819.38
							Minus Outstanding Deposits		32294.41

							Balance		142574.80
							Minus Receipts in Transit		0.00

							Statement Balance		142574.80

Elementary Board Report

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
Colony #s		13	13	13	13	13				
K		34	35	35	35	35				
1		44	43	41	40	40				
2		34	33	33	33	34				
3		31	31	30	30	30				
4		28	29	29	30	30				
5		25	23	23	23	24				
6		37	35	34	34	35				
Total Elem.		246	242	238	238	241				

Month in Review:

- December - Daily MBI Challenges
- December 13th and 15th Elementary Music Programs
- December 14th Camrose Colony Christmas Play for the Heritage Center
- December 19th Camrose Colony Christmas Play for parents
- December 21st - K-12 Band/Choir Concert
- December 21st - Schoolwide MBI Challenge Celebration
- January 3rd - School-wide Rules Rodeo
- January 4th - January kick-off MBI Assembly - "Be Positive"

Schedule for this Month:

- January 9-13 DIBELS and STAR Benchmark testing.
- January 16th - PD
- January 18th - IAT Meeting
- January 27th - MBI Celebration Assembly
- Month of January & February - Student Council Fundraiser
- January - Student Council meet with Mayor and City Council

PAWS Students of the Month:

Benson Haight always shares nicely with others. He is kind and helpful always.
John Jansen is always helping without asking. If he sees something needs to be picked up or someone needs help he is right there to help.
Cael Blevins is always willing to help me in any way. Most of the time, I do not have to ask him, he will just help others on his own. I am very proud of the efforts he puts towards being helpful.
Elena Martinez is always willing to help others especially when she's done with her worksheets and always offers her help to a teacher.

Hadley Clary is always helping others, offering her scissors, glue or pencils to those who don't have one or have lost theirs. She is a great helper!

Elly McDermott goes out of her way to help both adults and peers. She never hesitates to lend a helping hand in any situation. I am very proud of her!

Jadis Scarborough is a very helpful and giving person. She is always willing to give of herself to help her classmates or the teacher.

Shane Cuthbert is always there to give a helping hand. He sees a student or teacher in need and he is there to help or give of his time. He has such a big heart and is always smiling!

Brendan Clark is great at sharing and giving. He is also very helpful to me and to his classmates.

Donnie Tronson is very helpful to his classmates and his teacher. He goes out of his way to be helpful.

Randon Richman is extremely helpful in and out of the classroom. If a fellow student is having trouble, Randon is willing to give a helping hand. If the teacher needs assistance, Randon is a right there to give a hand.

Kyle McDermott is always looking to help out a fellow classmate or teacher.

Carter Len is very helpful to all of his classmates. He is also empathetic and wants to make sure everyone is included and happy.

Joryn Bunnell has stepped up this year to be a positive influence in the classroom. He helps those in need with school work or to help to understand new concepts. He has empathy for his classmates and is a great help to Ms. Rewerts.

Nathan Benjamin has been very helpful in cleaning up after inside recess so his class is ready for walking program.

Cade Hadford-Alexander is always helpful and looks to help pick up the equipment after PE.

Danyka Carlisle is very kind and willing to share with classmates and includes others in music.

Logan Smith is constantly doing nice things to help others have a great day. We often witness him pushing in chairs for others without being asked. He also will turn all the computers on for Mrs. Scarborough in the morning. "I fixed your computers."

JH/High School Board Report January 10, 2017

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
7	28	28	28	28	28					
8	30	27	27	28	29					
9	37	38	35	35	37					
10	24	23	23	23	23					
11	30	30	30	31	31					
12	28	26	26	25	25					
Total	177	172	169	170	173					

Month in Review:

- With a continued emphasis on recognition, this month we have selected our Students of the Month for December with the category being 'Best Peer'
 - A list of the students selected will be in next week's Promoter
- Upcoming monthly categories are:
 - January - Best Student
 - February - Most Grit and Perseverance
 - March - Citizenship Student of the Month
 - April - Student of the Year - encompassing all of the above citizenship and academic Qualities
- Junior High/High School Holiday Concert for the public was December 19th
- Junior High/High School Holiday Concert for the students of Shelby Public Schools was December 19th
- We welcomed our students and staff back to school January 3rd after the Christmas break
- The 'Snowball Winter Wonderland Dance' was held on Saturday, January 7th hosted by the Freshman class
- The Business Professionals of America club attended the BPA Conference in Kalispell on Monday, January 9th
- There will auditions for the school play beginning on Monday January 23rd
- Junior High students have begun planning and researching their Science Fair projects
 - The Science Fair is scheduled for Thursday, March 2nd
- The Junior High decorated a Christmas tree for the museum and won "People's Choice" for their amazing tree.

Schedule for this Month:

- We will be conducting semester exams this week
 - Wednesday January 11 extended periods 1, 3, 5, 7
 - Thursday January 12 extended periods 2, 4, 6, 8
- 2nd semester begins Tuesday January 17th
- PIR day for staff is Monday January 16th
- 8th grade ski trip to Teton Pass will be Friday January 20th
- High school and Junior High winter sports are all in full swing throughout January

The December high school students selected as 'Best Peer' are:

- Ag Science - Austin Taylor
- Art - Sam Aklestad
- Business Ed - Haylee Nieman
- English - Colt Pederson
- Math - Karra Lohr
- Music - Michael Sanchez
- Physical Ed - Brittany Brusven
- Science - Zach Torgerson
- Social Studies - Baylen Moss
- Vocational - Nick Kuster

The December junior high school students selected as 'Best Peer' are:

- Ag Science - Blair Luly
- Art - Brianna Hurley
- English - Kyle Welker
- Math - Rowdy White
- Music - Emma Taylor
- Physical Ed - Shaun Salvesson
- Science - Robert Thornton
- Social Studies - Ambree Haight
- Vocational - Trista Klein

1 **Shelby School District**

2
3 **INSTRUCTION**

2510
Page 1 of 2

4
5
6 School Wellness

7
8 The Shelby School District is committed to providing school environments that promote
9 and protect children’s health, well-being, and ability to learn by supporting healthy eating
10 and physical activity. Therefore, it is the policy of the Shelby School District that:

- 11
- 12 • The School District will engage students, parents, teachers (especially teachers of
13 physical education), food service professionals, school health professionals, and
14 other interested community members in developing, implementing, monitoring,
15 and reviewing District-wide nutrition and physical activity policies and
16 procedures.
 - 17 • The School District will inform and update the public **every 3 years, at a**
18 **minimum,** (including parents, students, and others in the community) about the
19 content and implementation of the local wellness policies. The District will also
20 measure periodically and make available to the public an assessment of the local
21 wellness policy, including:
 - 22 • The extent to which schools are in compliance with the local wellness
23 policy;
 - 24 • The extent to which the LEA’s (Local Education Association) local
25 wellness policy compares to model local school wellness policies; and
 - 26 • The progress made in attaining the goals of the local wellness policy.
 - 27 • All students in grades K-12 will have opportunities, support, and encouragement
28 to be physically active on a regular basis.
 - 29 • Foods and beverages sold or served at school will meet the nutrition
30 recommendations of the *U.S. Dietary Guidelines for Americans*.
 - 31 • Qualified child nutrition professionals will provide students with access to a
32 variety of affordable, nutritious, and appealing foods that meet the health and
33 nutrition needs of students; will accommodate the religious, ethnic, and cultural
34 diversity of the student body in meal planning; and will provide clean, safe, and
35 pleasant settings and adequate time for students to eat.
 - 36 • To the maximum extent practicable, all schools in our district will participate in
37 available federal school meal programs (including the School Breakfast Program,
38 National School Lunch Program [including after-school snacks]).
 - 39 • Schools will provide nutrition education and physical education to foster lifelong
40 habits of healthy eating and physical activity, and will establish linkages between
41 health education and school meal programs, and with related community services.
- 42
43
44
45
46

1
2
3
4 The Superintendent or his/her designee will develop procedures based on the following
5 five (5) areas of requirement.

- 6
7 a. Nutrition Education Goals
8 b. Physical Activity Goals
9 c. Nutrition Standards for all Foods and Beverages
10 d. Other School-Based Wellness Activities
11 e. Governance and Evaluation

12
13 Legal Reference P.L. 108-265 Child Nutrition and WIC Reauthorization Act of 2004
14 P.L. 111-296 The Healthy, Hunger-Free Kids Act of 2010
15

16 Policy History:

17 Adopted on: June 13, 2006

18 Reviewed on: 8/09/2011

19 Revised on: 10/09/2012

20

Shelby Public Schools

Adopted on:
Reviewed on:
Revised on:

8205 – R NONINSTRUCTIONAL OPERATIONS

Meal Charge Policy

Note: For the purpose of this policy, parent includes guardian, caretaker relative, and any adult responsible for the care of the child.

K-12

The district does not like to see a student miss a meal. If there are no available funds in the student’s account, he/she will be given a breakfast or lunch on account. A letter will be sent home with your child requesting payment within the week. Notice via phone and mail will continue until the account is balanced.

Zero-Balance Prevention

Parents can track balances themselves online on Infinite Campus by following the links to the Shelby Public Schools website www.shelbypublicschools.org. The building secretary will assist parents with setting up their user name and password.

Parents are responsible for meal payment to the food service program. Notices of low or deficit balances will be sent to parents at regular intervals during the school year.

School staff will monitor the student at meal periods to make certain the student is receiving a breakfast/lunch provided by the parent. The District will notify the “Child Protective Services” in the event any student is not being provided a breakfast/lunch by a parent.

Shelby Public Schools

Adopted on:
Reviewed on:
Revised on:

8210 - R NONINSTRUCTIONAL OPERATIONS

Procurement Policy for School Food Purchases

The Shelby School District will adhere to the following requirements for any procurement related to food service:

Purchases:

- Purchases greater than \$80,000:
 - If the aggregate amount exceeds eighty thousand dollars (\$80,000), the contract must be awarded through a formal bid process and a call for bids or request for proposals shall be published according to 20-9-204, MCA. No contract shall be divided for the purpose of avoiding the formal procurement process.
 - The District may enter into a cooperative purchasing contract for procurement of supplies with one or more districts or a Cooperative Services Program. This allows the District to participate in a cooperative purchasing group to purchases supplies through the group without bidding if the cooperative purchasing group has a publicly available master list of items available with pricing included and provides an opportunity at least twice yearly for any vendor, including a Montana vendor, to compete, based on a lowest responsible bidder standard.

Standards of Conduct for District Employees:

- The Shelby School District maintains the following code of conduct for any employees engaged in award and administration of contracts supported by Federal Funds:
- No District employee will engage in any procurement when there is a conflict of interest, real or perceived, and District employees cannot solicit or accept any gratuities, favors or anything of monetary value from prospective vendors. This shall not preclude district personnel from serving on boards or participating in organizations that support the district’s need to obtain quality services and supplies.
- No District employee shall participate in the selection, award or administration of a contract when any of the following persons have a financial interest in the firm selected for award:
 - The employee
 - Any member of his/her immediate family
 - People with whom there is an intimate personal relationship
 - An organization which employs or is about to employ any of the above
- The District would like all employees to behave with the utmost integrity and never be self-serving, be fair in all aspects of the procurement process, be alert to conflicts of interest, and avoid any compromising situations.
- Employees found to be in violation of this policy are subject to disciplinary action, up to and including termination.

Shelby Public School Facilities Walkthrough 12.2.2016

Elementary

- Cafeteria:
 - Storage issue: Suggested building a room on the NE corner of the cafeteria for storage. Switch janitor's closet inside with storage closet outside by playground if needed.
- Choir room/general classrooms:
 - Wood lockers switched to shelving or storage cabinets. Move some into hallways if possible to use instead of wall mounted boxes on west hallway upstairs.
- Structure:
 - Concrete sinking around the school, especially SW corner by door. Have concrete removed and re-done with rebar from the foundation out into the concrete to keep it from sinking.
 - Weatherstripping on exterior doors to block out sunlight and inclement weather.
 - Fix door magnet on SW door.
- Copier area downstairs:
 - Create storage for paper, etc. by copier to clean up the area. Clean up cords. Possibly turn small area into a copy room.
- Upstairs/storage around stairs:
 - Possibly add walls or a partition to create a closed off area for storage of custodial machines or open up the paper room to allow for more shelving. Trophy cabinets unused. Move student instrument storage. Keep janitor closets closed and locked for safety. New paper cutters with finger guards.
- Library:
 - Insulation around SW corner reading area. Possibly remove benches to allow for more bookshelves. Kids use the floor more for reading.
 - Move computers in computer area to SW corner. Install shelving for more books on current computer wall. Already have shelves, this is a project for during
 - Christmas break.
 - No opening windows, need to figure out some air conditioning and ventilation. Quote on central air. Louvers and baffles for air handler vents (Computer room consideration).
- Upstairs Hallways:
 - Move lockers that aren't used in classrooms to hallways for student storage.
 - Cracks on west wall, ceiling cracks
 - Rooms in NE and SE corners, opening windows, shades.
- Building Exterior:
 - Concrete NE side, water pooling, sump pump not working. Need to get more water away from building. Remove concrete from basketball hoop over to gym wall, except sidewalks. Install rock or redo concrete so water flows properly, possible move gutters to help with water flow. Look at planting more grass for drainage.
 - Bricks on roof SW door...
 - French drains need something to route the water away from the building into the grass.
 - Gutters need cleaned and sealed.
 - Garden hose valve needs re-mounted by SW door.
 - Plywood on heater vent by cafeteria outside
 - Irrigation pipes need repaired NW by the gym.
 - Loading dock.

High School

- Exterior:
 - South exterior entryways, concrete on window sills, paint
 - Window replaced eventually
- Cafeteria/gym foyer:
 - Ceiling/drop ceiling. Sheet metal ceiling, textured for sound deadening.
 - Windows in cafeteria
 - Holes in wall by gym from award plaques
 - Faceplate on camera junction box by kitchen.
- Horseshoe/Gym:
 - Duct tape around heat pipes needs cleaned up/replaced/painted.
 - Sprinkler mounts coming off, holes in ceiling
 - Wooden stands in horseshoe bleachers need to be replaced with something more substantial and durable. Safety.
 - Replace speakers. Sound quality.
- Football Field:
 - Sidewalks, parking lot in softball field w/ two entrances/exits. Community garden
 - Drainage project on SE Side of field.
 - Hot water for concessions, greywater drain.
- Parking lots:
 - How many handicap parking spots are required? The number we have seems excessive.
- General classrooms:
 - No big complaints. New paint looks nice. Cleanliness.
- SPED room:
 - Need new table that is wheelchair accessible. Taller underneath.
- Bathrooms:
 - Need painted. Urinal partitions.
- Auditorium:
 - Broken speaker needs fixed
 - Ceiling tiles replaced. One missing
 - Fix front of stage
 - Weathersripping on rear doors for sunlight and inclement weather
 - Check on price of new auditorium seats. Fundraiser
- Upstairs/computer lab:
 - Need caps replaced on air handler vents.

Vo-Ag Building

- Breezeway/closed walkway between gym and vo-ag building.
- Bathrooms need painted. Urinal dividers
- Smoke alarm cover missing.
- Shop:
 - Clean and maintain all filter systems and Post safety rules.

Administration Building:

- Continue to get water away from building
- Paint exterior, replace some ceiling tiles
- Furnace needs fixed above classrooms on east side of building.
- Ventilation in bus garages, man doors need installed.



MONTANA HIGH SCHOOL ASSOCIATION
2017 ANNUAL MEETING

Monday, January 16, 2017
Best Western Heritage Inn
Great Falls, Montana

PROPOSALS

1. Proposal to Amend Executive Board Term for MTSBA Representative----- 1
Presented by: Plevna High School

2. Proposal to Amend Eighth Grade Participation/Academic/Transfer By-Laws-----2-3
Presented by: Fromberg, Ennis and Manhattan Christian High Schools

3. Proposal to Amend Transfer By-Law----- 3
Presented by: MHSAA Executive Board

4. Proposal to Amend Jewelry Rule ----- 4
Presented by: Hot Springs High School

5. Proposal to Amend Allowable Post Season Tournament Expenses -----4-5
Presented by: MHSAA Executive Board

1. PROPOSAL TO AMEND EXECUTIVE BOARD TERM FOR MTSBA REPRESENTATIVE

Plevna High School proposes the following amendment to By-Laws, Article I, Section (4) Administration, 4.2 on page 8 of the current MHSA Handbook:

- 4.2 One (1) member of the Executive Board shall be elected at each annual meeting of the Association for a term of four (4) years, except as is hereinafter provided. Except for appointees of the Governor and the State Superintendent, only a superintendent, high school principal, activities director, or a member of the Executive Board of the Montana School Boards Association who is a school board member from a school district with a member school is eligible to be a member of the Executive Board. The appointees of the Governor and State Superintendent shall be lay persons and to the extent possible shall be appointed from diverse geographical areas within the state. The first gubernatorial appointee shall serve for a period of three (3) years. In addition to the elected members of the Executive Board, the Governor of the State of Montana shall appoint one (1) lay person to serve on the Executive Board and the Superintendent of Public Instruction of the State of Montana shall appoint one (1) lay person to serve on the Executive Board. The terms of the appointed members of the Executive Board, except as provided for above, shall be four (4) years. No member of the Executive Board shall be elected to successive terms, except an appointed school board member who is a Montana School Boards Association Director may be elected by the Montana School Boards Association at its annual meeting for an unexpired ~~or a new~~ **subsequent four (4) year term(s)**. The Montana High School Association permits those persons who are appointed to fill the unexpired term of a board member who dies or resigns to be eligible to succeed themselves at the next Annual Meeting of the Association provided that the appointee is not filling more than half of the unexpired term of the board member who dies or resigns. Four (4) members of the Executive Board shall be superintendents, high school principals or activities directors; one (1) of which shall be elected from a school playing Class AA basketball; one (1) of which must be elected from a school playing Class A basketball; one (1) of which must be elected from a school playing Class B basketball, and one (1) of which must be elected from a school playing Class C basketball. The fifth member of the Board must be a school board member elected by the membership of the Montana School Boards Association. The sixth member shall be a lay member appointed by the Governor of the State of Montana. The seventh board member shall be a lay member appointed by the Superintendent of Public Instruction of the State of Montana. The initial appointments made by the governor and the state superintendent shall be made immediately following the 1990 Annual Meeting wherein the bylaw change is made expanding the size of the Executive Board from a five (5) to seven (7) member board.

Rationale:

Currently, the MTSBA Representative on the MHSA Executive Board is the only member who is eligible for multiple terms, but that representation is capped at two full terms. The proposed amendment ensures that the MTSBA term is filled by an individual who is committed to high school activities and also has the flexibility to fill the MHSA term while serving on the MTSBA board. When a dedicated member of the MTSBA Board is willing to commit to multiple terms for MHSA without interruption, the interests of both organizations are best served by allowing multiple, subsequent appointments of the same individual that could exceed two full terms.

2. PROPOSAL TO AMEND EIGHTH GRADE PARTICIPATION/ACADEMIC/TRANSFER BY-LAWS

Ennis, Fromberg and Manhattan Christian High Schools propose the following amendments to By-Laws, Article II, Section (5) Students Below Ninth Grade on page 11 and to Section (10) Transfer Rule on page 12 of the current MHSA Handbook:

Page 11

Section (5) STUDENTS BELOW NINTH GRADE

5.1 No student who is enrolled in a grade below the ninth shall be eligible to participate in an Association Contest, except as noted in 5.3 or eighth grade students meeting the following requirements:

- a. Eighth grade students may play on high school ~~volleyball, track relay and/or basketball~~ teams. **Any eighth grade student may participate if approved by a school district's local school board.**
- b. ~~Permission for eighth grade participation must be requested by the school and authorization granted by the Executive Director of the MHSA. Once granted approval, those eighth grade participants are eligible to participate in varsity and JV competition.~~ **Schools must notify the MHSA Executive Director with the exact motion made by the Board of Trustees that they will be utilizing eighth grade participants and for what sports they will be competing. After notification those eighth grade participants are eligible to participate in any school stipulated MHSA sport.**
- c. Any eighth grade student allowed to participate will have eight semesters of high school eligibility remaining.
- d. All eighth grade students participating must meet the academic requirements.

The official MHSA waiver form must be used.

5.2 A ninth grade student may not play on a 7th and/or an 8th grade team.

5.3 Any student who is at least fifteen (15) years old on or before midnight August 31 may be declared eligible for participation in Montana High School Association contests by the Executive Director. The Montana high school for which the student will participate must file a request with the Executive Director for consideration. Any student who is declared eligible under this section must participate in athletics at the high school level (grades 9-12) only.

Section (10) TRANSFER RULE

10.1 Any student **(including eighth grade students allowed high school participation)** who transfers from one member high school, home school, or non-member school to a member high school is ineligible to participate in a varsity Association Contest for 90 P.I. days or its equivalent in districts with extended school days/four day weeks from the date of enrollment in the school to which he/she transfers. A student and his/her parents or legal guardians must reside in the attendance area of the school in which he/she is enrolled except for a student enrolling in ninth grade for the first time (see Section (12) Record of Transfer.) This rule applies to a student who transfers after twenty (20) days of enrollment or after he/she participates in an athletic contest while enrolled in grades 9, 10, 11 and 12, **EXCEPT** the following students may be declared eligible:

Rationale:

As enrollment numbers and sport participation numbers continue to decline, it has become common for many Class C schools to use eighth graders to form teams (both JV and Varsity). Currently, the Executive Director of the MHSAA must grant authorization. Allowing local school districts to determine eighth grade participation would provide local control and greater equity for 8th grade students in Montana.

B schools or larger C schools may benefit by getting additional lower level games with C schools who can add 8th graders.

3. PROPOSAL TO AMEND TRANSFER RULE

The MHSAA Executive Board proposes the following amendment to By-Laws, Article II, Section (10) Transfer Rule on page 12 of the current MHSAA Handbook:

Section (10) TRANSFER RULE

10.1 Any student who transfers from one member high school, home school, or non-member school to a member high school is ineligible to participate in a varsity Association Contest for ~~90 P.I. days or its equivalent in districts with extended school days/four day weeks~~ **the number of P.I. days in the current semester of the school to which he/she transfers** from the date of enrollment in the school to which he/she transfers.

Interpretations

- **For schools on trimesters, the equivalent will be the number of P.I. days in the first trimester and the number of P.I. days equal to half of the second trimester combined.**
- **If a student transfers at the beginning of the semester to School Z, and School Z has 89 P.I. days in that semester (not P.I.R. days or equivalent hours) the student is ineligible for varsity competition until the end of the 89th P.I. day of the semester.**
- **If a student transfers on October 1 to School W and School W is on a four-day week and has 77 P.I. days in the current the semester, the student will be ineligible for varsity competition for 77 P.I. days beginning on October 1st.**
- **Date of enrollment means the first day he/she attends classes.**

A student and his/her parents or legal guardians must reside in the attendance area of the school in which he/she is enrolled except for a student enrolling in ninth grade for the first time (see Section (12) Record of Transfer.) This rule applies to a student who transfers after twenty (20) days of enrollment or after he/she participates in an athletic contest while enrolled in grades 9, 10, 11 and 12, **EXCEPT** the following students may be declared eligible:

Rationale:

For many years the standard length of a semester for most schools was 90 pupil instruction days. Because of the ability for schools to extend days and utilize four day weeks, length of semester can vary significantly from school to school. Using the current 90 P.I. days or its equivalent in hours to determine when a transfer student would be varsity eligible had some students eligible after the actual semester ended, while other schools' students became eligible for varsity competition because of equivalent hours long before the semester even concluded. These inconsistencies were concerning as students were treated disparately depending on their school's calendar and schedule. Eliminating the 90 P.I. days and using the number of days in the current semester for a transfer student provides consistency once again. All transfer students will be ineligible for the semester (or the number of days in the semester) of the school to which they transfer. There may be some difference in days; however, they will always be ineligible for the semester or the days in that semester at the school in which they participate.

4. PROPOSAL TO AMEND JEWELRY RULE

Hot Springs High School proposes the deletion of Rules and Regulations, Section (6) MHSJ Jewelry Policy, on page 20 of the current MHSJ Handbook and the implementation of NFHS sport specific rules regarding the wearing of jewelry during MHSJ sponsored activities:

~~Section (6) — MHSJ JEWELRY POLICY~~

~~No jewelry, which includes visible body piercing objects, shall be worn in any sport. Any piece of jewelry that is visible at the start of or during a contest is in violation of the MHSJ Jewelry Policy. Religious medals must be taped to the body and under the uniform. Medical alerts must be taped to the body so they are visible.~~

Rationale:

There are a number of individual sports where the wearing of jewelry has no bearing on the contest or the safety of the individual/s involved. The NFHS studies the safety of athletes nationwide and addresses those issues in their rule books. The jewelry rule can be left up to the individual NFHS sport specific rules book.

5. PROPOSAL TO AMEND ALLOWABLE POST SEASON TOURNAMENT EXPENSES

The MHSJ Executive Board proposes the following amendments to the allowable applicable post season tournament expenses in the team sports of basketball, football, soccer, softball and volleyball and related references in the current MHSJ Handbook:

(5) Team expenses are to be computed as follows:

- a. In addition to the certified players on the tournament roster per diem will be allowed at ~~\$30.00~~ **\$45.00** per day plus travel expense allowance of \$2.50 per mile for one round trip for each school participating.
- b. The decision to stay at the tournament site or to commute rests with each school. If a school elects to commute to the tournament site, any or all days the tournament is in session, they will be paid expenses as follows:
 1. \$2.50 per mile for each round trip, maximum of one round trip per day, plus ~~\$15.00~~ **\$20.00** a day per person for meal allowance for each day they commute while the tournament is in session if the team is competing those days or has a bye and has a scheduled practice session approved by the tournament manager on the tournament floor. If a team commutes to the tournament site and does not have a game, they do not receive mileage or per diem for that day. If both genders commute on one bus the team competing receives mileage and per diem accordingly.
 2. For the days when the team stays overnight at the tournament site, the regular schedule of ~~\$30.00~~ **\$45.00** applies. If both genders traveled on one bus and are staying overnight at the tournament site they will receive ~~\$30.00~~ **\$45.00** per day for the days they stay overnight even if they don't play on a particular day when the tournament is in session.

Corresponding changes to be made in each of the sports sections listed.

Rationale:

These amendments are being proposed by the Executive Board in response to concerns expressed by member schools that costs for team travel continue to rise, particularly the cost of housing student-athletes in motels. The current team expense allowances are not adequately covering the actual costs in most cases. In those sports where a profit is realized after current team expense calculations are met, the profit is equally distributed to the schools within the classification. However, some schools believe it is more appropriate to fully reimburse participating teams before any profit distribution occurs.

The last increase in the per diem amounts occurred in the 1997-1998 school year.

Fiscal Note to Schools:

Increased reimbursement payments will be made to traveling teams for affected post season tournaments.