

**AGENDA for the REGULAR MEETING
OF THE TRUSTEES OF JEFFERSON HIGH SCHOOL DISTRICT # 1**

Tuesday, July 16, 2024 5:30 p.m. Jefferson High School Library or Cafeteria

(Board packet available upon request at the Central Office.)

This agenda is subject to changes until the Friday preceding the meeting. Please check the school website at www.jhs.k12.mt.us for the most current agenda and the packet of associated materials for the meeting.

A. Call to order-Chairperson

1. Pledge of Allegiance

B. Announcements and Public Comment. Please see information printed on the agenda and in the brochure at the entrance to the meeting about speaking to the board during this time.

C. Consent Agenda

1. Approval of Previous Minutes and High School Claims and Accounts – action

D. Student Report

E. Staff Report

F. Committee Reports

G. Administration Reports – The board briefly reviews the written reports provided in the board packet. Some specific, anticipated items are listed below. The Board will not act on items in a report unless the item appears as an action item in the new or unfinished business sections of the agenda.

1. Clerk/Business Manager
2. Facility Manager
3. Principal/A.D.
4. Superintendent

H. Unfinished Business- Action is always possible for Unfinished Business items.

I. New Business – Action is always possible for New Business items.

1. Construction/Renovation update
2. Personnel – a – c subject to possible executive session
 - a. Resignations – none
 - b. New Hires – Administrative Assistant – K. Bowman
 - c. Substitute applications – none
3. Attendance agreements – YDI, JHS students to Helena, Helena to JHS.
4. Policy Updates
 - a. Recommended New Policies – Second reading (2 readings required)
 - 2162P2- Section 504 of the Rehabilitation Act of 1973
5. Budget meeting requirements
6. Tuition rates
7. Approval of bus routes
8. Approval of transportation agreements
9. MTSBA voting authority

J. Communication and Comments

1. Letters to the Board –

K. Commendations and Recognition

L. Follow-up/Adjournment – upcoming agenda items

NEXT REGULARLY SCHEDULED HIGH SCHOOL BOARD MEETING August 20, 2024 at 5:30 P.M. Board chair-approved agenda items are due in the district office by the last Friday of the month prior to the board meeting.

All board meetings are held in the Jefferson High School Library, on the third Tuesday of each month at 6:30 p.m. (Exceptions often occur in May and August to follow legal requirements.) For updates, call the district office at 225-3740.

Jefferson High School Board Members

Erika Morris, Vice-Chair (Boulder area position)

Clint Rieder, At-Large 1 position)

Justin Willcut (MT City area position)

Jenny Genger, (At-Large 2 position)

Cami Robson, Chair (Clancy area position)

Larry Rasch (At-Large 3 position)

Lindsey Graham (Basin area position)

Announcements and Public Comment. The board welcomes and encourages public comment and wishes the public comment process to be fair and orderly. Written comments may be submitted to the board through the District Clerk's office. Individuals wishing to address the board at the board meeting must sign in on the sheet provided. The clerk will collect the sheet when the meeting begins. Comments on topics that are on the agenda may be made when the meeting reaches that item's point on the agenda. Comments on non-agenda items may be made during the "Public Comment" agenda item. To avoid violations of individual rights of privacy, a member of the public wishing to address the Board during this time will not be allowed to make comments that would infringe upon the privacy rights of any student, staff member, or member of the public during his/her designated time to speak. Abusive or obscene comments will not be allowed. Time allowed for comments may be limited. Individuals will only be called upon twice for the same topic after all persons have been called upon and as time permits. The Board may not respond to and will not act on non-agenda topics at this meeting but may schedule the topic on the agenda of a subsequent meeting.

Mission Statement

The Jefferson High School District #1's mission is to provide the best possible education for our youth for whatever path of life they choose; to be the school of choice for students, teachers, and staff; and to be the heart of the communities we serve.

COMMITTEE ASSIGNMENTS:

Negotiations/Personnel – E. Morris, J. Willcut, J. Genger

Policy/Handbook – J. Genger, L. Graham, C. Rieder

Budget/Insurance/Investments – J. Willcut, E. Morris, L. Graham

Building/Grounds/Transportation – C. Robson, L. Rasch, C. Rieder

Technology – L. Rasch, J. Willcut, C. Robson

MINUTES Jefferson High School Dist. 1 Board of Trustees

June 18, 2024

Regular Meeting

Board members present in-person: Lindsey Graham Cami Robson Larry Rasch
Erika Morris Justin Willcut Clint Rieder

Board member(s) absent: Jenny Genger

Administrators/clerk present: Erik Wilkerson-Superintendent, Mike Moodry-Principal, Lorie Carey-Business Manager

Staff and Visitors Present: Dan Sturdevant, Dawn Smartnick, Sarah Layng, Eric Gustafson, Clint Layng, Keith Shultz, Ida Valderon, Jaymee Noble, Dana Knight, Kori Laliberty

A. Call to Order The meeting was called to order by Ms. Robson-chair, at 5:30 p.m.

B. Announcements and Public Comment. Please see information printed on the back of the agenda and in the brochure at the entrance to the meeting about speaking to the board during this time. None.

C. Consent Agenda Approval of Previous Minutes and High School Claims and Accounts – action Mr. Rasch moved to approve the minutes. Ms. E Morris seconded the motion, which passed unanimously. Ms. E Morris moved to approve the claims. Mr. Rasch seconded the motion, which passed unanimously. Mr. Rasch moved to approve the payments to SMA and Dick Anderson. Ms. E Morris seconded the motion, which passed unanimously.

D. Staff Report. Mr. Gustafson and all but 2 of the class members gave a presentation about the building of the canoe.

E. Student Report. – None.

F. Committee Reports – The ad hoc committee met. The members came up with some ideas to consider and will meet again in July.

G. Administration Reports – The board briefly reviews the written reports provided in the board packet. Some specific, anticipated items are listed below. The Board will not act on items in a report unless the item appears as an action item in the new or unfinished business sections of the agenda.

1. Clerk/Business Manager – submitted in writing.
2. Facilities Manager – Mr. Sturdevant complimented Mr. Lyon, Mr. Wilkinson, and Mr. Keener. Gyms have been busy all summer. South gym June 24 – July 8 will be down for refinish. July 1 to July 28 the North Gym will get a new finish as well.
3. AD – submitted in writing. Mr. Moodry and Ms. Layng attended the Class B meeting.
4. Principal/A.D. – submitted in writing.
5. Superintendent – submitted in writing. Technology coordinator resigned. Mr. Wilkerson has been searching for a replacement, whether it is a single person or a contract with a company.

H. Unfinished Business- Action is always possible for Unfinished Business items.

I. New Business – Action is always possible for New Business items.

1. Construction/Renovation update
2. Personnel – a – d subject to possible executive session
 - a. Resignations –
 - b. Contract Renewals – Mr. Moodry sent an email to negotiations. Mr. Willcut moved to accept. Ms. Graham seconded the motion, which passed unanimously. Ms. Carey – District Clerk and Business Manager. Ms. Robson moved to renew Ms. Carey’s contract with the same increase as others received. Mr. Rasch seconded the motion, which passed unanimously.

- c. New Hires –Girls’ basketball assistant Mr. Wilkerson recommended Jack Dolan. Mr. Rasch moved to approve the recommendation. Ms. E Morris seconded the motion. The motion passed with 5 voting “yes” and Mr. Rieder abstaining. (Mr. Dolan is his nephew.) Mr. Willcut moved to accept the recommendation of Jaime Noble. Ms. L Graham seconded the motion which passed unanimously. Ms. E Morris moved to approve Dana Knight as a paraprofessional. Mr. Rasch seconded the motion, which passed unanimously. Mr. Rasch moved to approve Mr. Bowman as Asst. Flag Football coach. Mr. Willcut seconded the motion which passed unanimously.
- d. Substitute applications – none
3. Attendance Agreements – YDI, Mr. Rasch moved to acknowledge JHS students to Helena and East Helena. Ms. Graham seconded the motion which passed unanimously. Mr. Willcut moved to approve the Helena and East Helena to JHS agreements. Ms. E Morris seconded the motion which passed unanimously.
4. Policy Updates
- a. Required Updates (1 reading required.) Ms. Graham moved to approve these on 1st reading. Ms. E Morris seconded the motion which passed unanimously.
1. 2132- Student and Family Privacy Rights
 2. 3110- Entrance, Placement, and Transfer
 3. 3121- Enrollment and Attendance Records
 4. 5325- Breastfeeding Workplace
 5. 8110- Bus Routes and Schedules
 6. 8121- District Owned Vehicles
 7. 8132- Activity Trips
 8. 8502- Construction and Repairs
- b. Recommended New Policies (2 readings required.) Ms. E Morris moved to approve these policies for 1st reading. Ms. Graham seconded the motion, which passed unanimously.
- 2162P2- Section 504 of the Rehabilitation Act of 1973
- c. Policies Required to Delete (1 reading required) Mr. Rasch moved to approve the deletion of these policies on 1st reading. Mr. Willcut seconded the motion, which passed unanimously.
1. 1010FE- Early Enrollment Exceptional Circumstances
 2. 3100- Student Enrollment, Exceptional Circumstances
 3. 3100P- Student Enrollment, Exceptional Circumstances Meriting Waiver of Age Requirements for Pupils
 4. 4330F1- Waiver and Assumption of Risk
 5. 7008- Nonresident Student Attendance Agreement
5. Approval of Agreements
- a. Food Service Agreement with Boulder Elementary School. Mr. Rasch moved to approve the agreement. Mr. Rieder seconded the motion, which passed unanimously.
- b. Pool Lease Agreement. Mr. Willcut moved to approve the agreement. Mr. Rasch seconded the motion, which passed unanimously.
6. Disposal of Surplus Items. Ms. E Morris moved to approve the list. Mr. Willcut seconded the motion, which passed unanimously.
7. Negotiations Agreement Approvals addressed above and at previous meeting
8. Approve Property and Liability Insurance Proposal. Mr. Rasch moved to approve the proposal. Mr. Willcut seconded the motion, which passed unanimously.

J. Communication and Comments

- a. Letters –

K. Commendations – Mr. Moodry commended the track and golf teams and their respective coaches for their championship season.

L. Follow-up/Adjournment – upcoming months

M. Adjournment - meeting adjourned at 6:39 p.m.

Signature of Chair

Signature of Clerk

07/12/24
13:03:05

JEFFERSON HIGH SCHOOL
Claim Details
For the Accounting Period: 6/24

Page: 1 of 8
Report ID: AP100

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
24953	49286S	5795 Stafford, Rhonda	150.06					
1		05/28/24 Stafford	150.06*		215	427-1000	582	250
24958	49278S	4678 NORBECK, TIM	157.20					
1		05/28/24	157.20*		215	427-1000	582	250
24959	49265S	5650 COOP, STEVEN	184.91					
1		05/28/24 COP Reimbursement	184.91*		215	427-1000	582	339
24961	49290S	5796 Wanderscheid, Rachel	214.42					
1		05/28/24 COP Reimbursement	214.42*		215	427-1000	582	339
24963	49269S	5740 GULBERTSON, BRIANNA	356.40					
1		05/28/24 COP Reimbursement	356.40*		215	427-1000	582	339
24965	49281S	5797 Radakovich, Robbie	632.07					
1		05/28/24 COP Reimbursement	632.07*		215	427-1000	582	250
24966	49282S	5657 RICHARDS, HENRY	451.95					
1		05/28/24 COP Reimbursement	451.95*		215	427-1000	582	250
24967	49289S	5658 TAYLOR, TINA	451.95					
1		05/28/24 COP Reimbursement	451.95*		215	427-1000	582	250
24969	49261S	5798 BRITTON-BOSTWICK, MARISA	157.20					
1		05/28/24 COP Reimbursement	157.20*		215	427-1000	582	339
24971	49276S	5799 MURPHY, CAROLYN	157.20					
1		05/28/24 COP Reimbursement	157.20*		215	427-1000	582	339
24973	49291S	5800 WEBER, JOE	138.21					
1		05/28/24 COP Reimbursement	138.21*		215	427-1000	582	250
24974	49258S	5801 ANDERSON, KARLA	138.21					
1		05/28/24 COP Reimbursement	138.21*		215	427-1000	582	250

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
24976	49287S	5802 STEFALO, MCKENNA	125.76					
1		05/28/24 COP Reimbursement	125.76*		215	427-1000	582	250
24977	49266S	5803 CRICHTON, CIENNA	125.76					
1		05/28/24 COP Reimbursement	125.76*		215	427-1000	582	250
24978	49262S	5804 BROTHERS, KRISTI	138.21					
1		05/28/24 COP Reimbursement	138.21*		215	427-1000	582	250
24979	49280S	5805 PRATT, JOAN	301.30					
1		05/28/24 COP Reimbursement	301.30*		215	427-1000	582	250
24980	49270S	3111 HELENA PUBLIC SCHOOLS	2,380.73					
1		05/28/24 Bawden	440.10*		215	427-1000	582	250
2		05/28/24 Harris	423.10*		215	427-1000	582	250
3		05/28/24 Kupcho	403.60*		215	427-1000	582	250
4		05/28/24 Sutkus	270.34*		215	427-1000	582	250
5		05/28/24 Whitsel	485.57*		215	427-1000	582	250
6		05/28/24 Zentz	205.26*		215	427-1000	582	250
7		05/28/24 Carey	152.76*		215	427-1000	582	250
24981	49283S	4458 RYKAL, HEATHER	990.00					
1		06/18/24 Pickleball 2nd semester	630.00*		217	610-1000	330	
2		06/18/24 Bootcamp 2nd Semester	360.00*		217	610-1000	330	
24982	49271S	5336 HOOVER, JENN	1,410.00					
1		06/18/24 Bootcamp second semester	1,410.00*		217	610-1000	330	
24983	49274S	4733 LAYNG, SARAH	191.52					
1		06/17/24 Grouse Mtn Lodge AD Conference	191.52*		201	720-3500	582	
24984	49279S	4761 PEAK 1 ADMINISTRATION	215.00					
1		147007 06/15/24 Cobra fees	215.00		201	100-1000	260	
24985	49288S	2014 STROM AND ASSOCIATES, P.C.	12,650.00					
1		06/17/24 Fiscal Year 2023 Audit	12,650.00*		201	100-2500	330	

07/12/24
13:03:05

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Page: 3 of 8
Report ID: AP100

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
24986	49285S	5806 Speranza Springs Ranch	995.00					
1		05/28/24 Raw Heart Writing Retreat/Hesf	995.00*		215	423-1000	321	713
24988	49284S	5807 SAFELITE	229.03					
1		519383 06/12/24 Windshield for 2013 Suburban	229.03		201	100-2600	615	
24989	49294S	5793 KEN'S CUSTOM IRON, LLC	8,771.70					
1		EPA 05/28/24 MZ75 Power Hammer	7,226.00*	10944	215	451-1640	730	61
2		EPA 05/28/24 MZ75 Power Hammer	1,545.70*	10944	215	397-1640	730	319
24990	49293S	5677 DICK ANDERSON CONSTRUCTION	561,194.40					
Const Bill #15								
1		3112-15 05/31/24 Const Bill #14	561,194.40*		260	100-4500	725	
24991	-99579E	4625 MT DEPARTMENT OF REVENUE	4,727.80					
1		3112-14 04/30/24 CGR payment 14	4,727.80*		260	100-4500	725	
24992	-99578E	4625 MT DEPARTMENT OF REVENUE	5,668.63					
1		3112-15 05/31/24 CGR payment 15	5,668.63*		260	100-4500	725	
24993	-99577E	4827 CITI BUSINESS VISA-Costco	3,654.29					
1		47830G 05/23/24 Storage totes Band	197.78		201	100-1000	610	
2		47830G 05/23/24 School foods	32.95		201	910-3100	630	
3		53306g 05/23/24 School foods	32.41		201	910-3100	630	
4		20937g 05/23/24 School foods	20.30		201	910-3100	630	
5		21082G 05/23/24 2pk Vehicle Dolly	159.98*	10937	260	100-4500	660	
6		48967 06/14/24 MASBO lodging	527.24		201	100-2500	582	
7		664f6d18ea 05/23/24 FCCLA buttons	155.03		201	170		
8		4rh5115503 05/23/24 MT FCCLA	492.00		201	170		
9		98922g 06/13/24 Storage totes Bus	44.95		201	100-1000	610	
10		50989g 05/24/24 Compressor	339.00		201	100-2600	660	
11		06/21/24 Interest	102.66		201	100-2500	810	
12		1115747970 05/31/24 Computer - counselor	1,549.99*		201	100-2100	660	
24994	49295S	5807 SAFELITE	275.96					
1		06/25/24 Windshield for Chevy Van	275.96*		201	910-3100	440	

07/12/24
13:03:05

JEFFERSON HIGH SCHOOL
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For the Accounting Period: 6/24

Page: 4 of 8
Report ID: AP100

* ... Over spent expenditure

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
24995	49306S	1645 VERIZON WIRELESS	30.02					
1		9965881219 06/05/24 I-pad service	30.02*		201	100-2100	530	
24996	49300S	631 CRESCENT ELECTRIC SUPPLY CO.	572.00					
1		s512433208 06/06/24 Bulbs	572.00		201	100-2600	610	
24997	49297S	5523 CANON FINANCIAL SERVICES, INC.	730.30					
1		33159017 06/11/24 Copier Lease	730.30		201	100-5200	840	
24998	49302S	1304 JEFFERSON COUNTY SOLID WASTE	80.00					
1		42248 06/15/24 Construction/Demo	30.00		201	100-2600	440	
2		41125 06/22/24 Construction/Demo	50.00		201	100-2600	440	
24999	49298S	3402 CAREY, LORIE	292.89					
1		06/24/24 MASBO Meal and Mileage	292.89		201	100-2500	582	
25000	-99576E	4786 MC Mastercard	1,213.89					
1		06/05/24 Due from Art	1,213.89		201	170		
25001	-99575E	4786 MC Mastercard	929.84					
1		06/05/24 Due from BPA	929.84		201	170		
25002	49301S	1183 HARLOW'S SCHOOL BUS SERVICE, INC.	39,725.84					
1		8977 05/31/24 Band	306.00		201	710-3400	582	
2		8977 05/31/24 Band downtime	170.70		201	710-3400	582	
3		8977 05/31/24 Golf	2,337.84*		201	720-3500	582	
4		8977 05/31/24 Golf downtime	650.05*		201	720-3500	582	
5		8977 05/31/24 Tennis	1,009.80*		201	720-3500	582	
6		8977 05/31/24 Tennis downtime	341.40*		201	720-3500	582	
7		8977 05/31/24 Track	3,245.64*		201	720-3500	582	
8		8977 05/31/24 Track downtime	676.35*		201	720-3500	582	
9		8977 05/31/24 route contract	30,988.06*		210	100-2700	513	
25003	-99574E	4786 MC Mastercard	2,646.56					
1		06/05/24 Track Hotel	2,229.12*		201	720-3500	582	
2		06/05/24 Tennis Hotel	340.96*		201	720-3500	582	
3		06/05/24 Walmart Track Supplies	76.48		201	720-3500	610	

* Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
25010	-99568E	4786 MC Mastercard	5,831.31					
1		06/05/24 T-Shirts class of 27	680.09*		215	423-1000	610	713
2		06/05/24 Professional Dev. S Abar	320.00*		215	459-2134	321	459
3		06/05/24 Steeles Refrigerators and Mico	6,957.97*		260	100-4500	660	
4		06/05/24 Papa Murpys/Walmart Lit grant	213.88*		215	423-1000	582	713
5		06/05/24 Amazon/ American History books	805.42*		201	100-1000	640	
6		06/05/24 Owl pro 360	692.50*		201	100-2300	660	
7		06/05/24 Holiday Gas	45.26*		201	100-2100	582	
8		06/05/24 Harbor Freight	74.85		201	100-2600	615	
9		06/05/24 Home Depot Credit	-4,000.00*		260	100-4500	660	
10		06/05/24 Amazon- USB Audio SD Card REad	41.34		201	100-1000	610	
25011	-99567E	4786 MC Mastercard	1,351.58					
1		06/05/24 Due from Drama	1,351.58		201	170		
25012	-99566E	4786 MC Mastercard	226.00					
1		06/05/24 Learning Center Pizza Ranch	226.00*		215	474-1000	610	28
25013	-99565E	4786 MC Mastercard	1,725.99					
1		06/05/24 Kenyon Noble Lumber	32.99		201	100-1000	610	
3		6" helical jointer	1,394.00*	10939	215	451-1641	660	61
		Grizzly Industrial, Inc.						
4		Osc. belt sander	299.00*	10940	215	451-1641	660	61
		HOME DEPOT						
25014	49296S	899 360* BUSINESS SOLUTIONS	937.44					
1		1419318-1 06/26/24 Tissue, dispensers	937.44		201	100-2600	610	
25015	49303S	4498 LERUM AUTO	542.00					
1		0037322 06/25/24 Drivers Ed Car maintenace	68.00*		218	100-1000	440	
2		0037322 06/25/24 Toyota and Suburban maintenanc	474.00		201	100-2600	440	
25016	49305S	2144 SAFEGUARD BUSINESS SYSTEMS	360.40					
1		9004242307 05/03/24	360.40*		201	100-2500	610	
25017	49304S	1737 NORTHWESTERN ENERGY	5,358.72					
1		06/20/24 Electricity	4,147.69*		201	100-2600	412	
2		06/20/24 Gas	662.35		201	100-2600	411	
3		06/20/24 Gas Tax	548.68		201	100-2600	411	

07/12/24
13:03:05

JEFFERSON HIGH SCHOOL
Claim Details
For the Accounting Period: 6/24

Page: 7 of 8
Report ID: AP100

* Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
25018	49299S	4168 CENGAGE LEARNING	1,325.00						
1		84515374 06/12/24 Library databases	1,325.00	10764	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -100-2220-680-									
		# of Claims	54	Total:	684,701.30	# of Vendors	38		
		Total Electronic Claims	33,393.48						
		Total Non-Electronic Claims	651,307.82						

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	52,699.63
210 HIGH SCHOOL TRANSPORTATION FUN	
101	35,241.29
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	20,057.95
217 ADULT EDUCATION	
101	2,400.00
218 HIGH SCHOOL TRAFFIC EDUCATION	
101	251.80
260 HIGH SCHOOL BUILDING FUND	
101	574,050.63
Total:	684,701.30

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
25019	49334S	5140 U of M REGISTRATION	3,000.00					
1		790943399 07/01/24 Gasch Scholarship	3,000.00*		285	800-3300	870	852
25020	49326S	3481 MT DOJ CRIMINAL RECORDS	30.00					
1		168295 06/03/24 Jayme Noble	30.00	10948	201	999		
PO Accounting (Org/Prog/Func/Obj/Proj: -100-2300-800-								
25021	49336S	4639 WEX BANK	1,085.76					
1		98051699 06/30/24 Route fuel	352.50		210	621		
2		98051699 06/30/24 Custodial fuel	108.86		201	621		
3		98051699 06/30/24 Lit grant fuel	70.32		201	621		713
4		98051699 06/30/24 Due from BES	554.08		201	180		
25022	49329S	5387 MUST	1,604.00					
1		July 2024 07/01/24 BES ins CM and DO	1,604.00*		215	100-1000	260	666
25023	49327S	1828 MT HIGH SCHOOL ASSOCIATION	6,144.00					
1		07/02/24 Annual fee/catastrphe/concussi	6,144.00*		201	720-3500	810	
25024	49310S	5439 BYTESPEED	29,215.00					
1		Lenovo Chromebooks	25,268.00	10915	215	999		785
PO Accounting (Org/Prog/Func/Obj/Proj: -785-1000-660-785								
2		Lenovo Chromebooks	742.00	10915	215	999		251
PO Accounting (Org/Prog/Func/Obj/Proj: -494-1000-660-251								
3		LPT Cart AVercharge B300	2,925.00	10915	215	999		785
PO Accounting (Org/Prog/Func/Obj/Proj: -785-1000-660-785								
4		Shipping	280.00	10915	215	999		785
PO Accounting (Org/Prog/Func/Obj/Proj: -785-1000-660-785								
25025	49311S	4168 CENGAGE LEARNING	345.50					
1		84515374 06/12/24 Balance on invoice	345.50*		201	100-2220	680	
25026	49324S	1377 JOHNSON CONTROLS	867.27					
1		1-13313829 05/31/24 No hot water/ignitor	867.27*		201	100-2600	440	
25027	49315S	5191 FISHER'S TECHNOLOGY	664.11					
1		1337223 06/03/24 Copier fee	664.11*		201	100-2400	440	

* Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
25028	49317S	937 FOLLETT LIBRARY SERVICES	1,223.87						
1		Various Library Books	1,223.87	10957	215	999		713	
PO Accounting (Org/Prog/Func/Obj/Proj: -423-1000-640-713									
25029	49330S	4678 NORBECK, TIM	171.44						
1		5 04/23/24 Meals and lodging	171.44*		215	427-1000	582	250	
25030	49308S	899 360* BUSINESS SOLUTIONS	2,189.70						
1		1419318-2 07/05/24 bath tissue roll, dispenser	2,189.70*		201	100-2600	610		
25031	49331S	4776 SCHOOL SERVICES OF MONTANA	3,883.70						
1		7590 06/07/24 Consortium District	1,500.00	10872	215	999		713	
PO Accounting (Org/Prog/Func/Obj/Proj: -423-1000-321-713									
2		7590 06/07/24 Consortium Student	1,704.00	10872	215	999		713	
PO Accounting (Org/Prog/Func/Obj/Proj: -423-1000-321-713									
3		7590 06/07/24 Membership District	275.00	10872	215	999		713	
PO Accounting (Org/Prog/Func/Obj/Proj: -423-1000-321-713									
4		7590 06/07/24 Membership Student	312.40	10872	215	999		713	
PO Accounting (Org/Prog/Func/Obj/Proj: -423-1000-321-713									
5		7590 06/07/24 Discount	-1,068.00	10872	215	999		713	
PO Accounting (Org/Prog/Func/Obj/Proj: -423-1000-321-713									
6		7590 06/07/24 Membership district	1,160.30*		215	423-1000	321	713	
25032	49325S	1608 MASBO	200.00						
1		13507 06/25/24 Membership dues FY25	200.00*		215	100-2500	810	777	
25033	49332S	5687 TAYLOR MATH CONSULTING	321.00						
1		Essen of Calculus with Ea	240.00	10973	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-640-									
2		Calculus ext with early t	81.00	10973	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-640-									
25034	49316S	968 FLINN SCIENTIFIC INC.	1,714.27						
1		3011598 06/21/24 Brower classroom supplies	1,714.27	10956	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-									

* Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
25035	49316S	968 FLINN SCIENTIFIC INC.	268.00					
1		Classroom supplies for Mc	268.00	10960	201	999		
PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-								
25036	49321S	5738 HUDDLE UP CARE, INC.	2,490.00					
1		SI-13637 05/31/24 Mental Health services	2,490.00*		215	459-1000	330	459
25037	49333S	4743 TRUGREEN	1,189.00					
1		1386524 06/24/24 Spring lawn application	1,189.00*		201	100-2600	440	
25038	49308S	899 360* BUSINESS SOLUTIONS	75.03					
1		1423223-1 06/28/24 Classroom supplies	75.03	10985	201	999		
PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-								
25039	49335S	5717 WELDING SERVICES INC.	324.00					
1		6668 07/09/24 Level II/CWI Rate	324.00*		260	100-4600	340	
25040	49323S	1304 JEFFERSON COUNTY SOLID WASTE	10.00					
1		41175 06/24/24 Solid waste	10.00*		201	100-2600	431	
25041	49313S	2717 CITY OF BOULDER	1,364.42					
1		070124 07/01/24 Water and Sewer JHS main	1,312.00*		201	100-2600	421	
2		070124 07/01/24 Water JHS outdoor	15.97*		201	100-2600	421	
3		070124 07/01/24 Water and Sewer Tennis Courts	36.45*		201	100-2600	421	
25042	49318S	1086 GIULIO DISPOSAL SERVICES, INC.	173.60					
1		3673 06/30/24 8 yd 2x weekly	173.60*		201	100-2600	431	
25044	49320S	5814 HD SUPPLY FORMERLY HOME DEPOT PRO	822.24					
1		809533896 06/12/24 VECTRA WAX AND MOPHEADS	822.24*		201	100-2600	610	
25045	49312S	2152 CENTURY LINK	515.15					
1		061324 06/13/24 PHONE SERVICES	515.15*		201	100-2300	531	
25046	49319S	3079 GRAINGER	1,790.22					
1		9156074198 06/19/24 Hose Reel	546.31	10953	201	999		
PO Accounting (Org/Prog/Func/Obj/Proj: -390-1641-660-								
2		9158645318 06/21/24 Scroll Saw	1,243.91	10953	201	999		
PO Accounting (Org/Prog/Func/Obj/Proj: -390-1641-660-								

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
25048	49309S	321 BRUCO, INC	2,589.72						
1		425634 07/02/24 enviroxH202Clnr 112	1,160.64	10947	201	999			
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-2600-610-							
2		425634 07/02/24 Envirox112 dispenser	290.62	10947	201	999			
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-2600-610-							
3		425634 07/02/24 Duo Bucket w/ Wringer	349.68	10947	201	999			
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-2600-610-							
4		425634 07/02/24 Duo Tab Mop handle w/fram	137.36	10947	201	999			
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-2600-610-							
5		425634 07/02/24 Duo Mop Blue 12	610.08	10947	201	999			
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-2600-610-							
6		425634 07/02/24 Duo Bucket w/ Wringer	18.40	10947	201	999			
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-2600-610-							
7		425634 07/02/24 fuel surcharge and price incre	22.94*		201	100-2600	610		
25049	49322S	5783 INTERMOUNTAIN HEALTH	3,750.00						
1		10006569 05/31/24 Sports Med Services AJB-July	3,750.00*		215	459-2131	330	459	
25050	49314S	5334 DELTAMATH SOLUTIONS INC	350.00						
1		18162 06/28/24 Deltamath district licens	350.00	10967	201	999			
	PO Accounting	(Org/Prog/Func/Obj/Proj: -100-1000-680-							
25051	49328S	1830 MT SCHOOL BOARDS ASSOCIATION	4,447.00						
1		051724 05/17/24 Membership Renewal	4,447.00*		201	100-2300	810		
25052		5815 IDT SOLUTIONS	4,337.50						
1		1024 07/10/24 IT Service Agreement July	4,337.50*		201	100-2580	355		
25053		321 BRUCO, INC	4,498.20						
1		425598 06/27/24 Gym recoating North Gym	4,498.20*		201	100-2600	440		
25055		5814 HD SUPPLY FORMERLY HOME DEPOT PRO	65.16						
1		810066159 06/17/24 Finish Mop Looped fringe	65.16*		201	100-2600	615		
25057		5789 Henry Schein, Inc	9,100.29						
1		79157524 06/13/24 Weight room equipment	9,100.29*	10917	260	100-4500	660		

07/12/24
13:01:47

JEFFERSON HIGH SCHOOL
Claim Details
For the Accounting Period: 7/24

Page: 5 of 6
Report ID: AP100

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
25058		4389 NITRO GREEN & CHRISTMAS DECOR	137.00						
1		679790 06/20/24 Rodent control	137.00*		201	100-2600	440		
25059		5346 BSN SPORTS	6,305.13						
1		926018274 09/01/24 Wrestling Uniform	6,305.13	10991	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -720-3500-660-									
25060		899 360* BUSINESS SOLUTIONS	116.54						
1		1423223- 06/28/24 Classroom supplies	116.54	10985	201	999			
PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-									
		# of Claims	38	Total:	97,377.82	# of Vendors	33		

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	42,063.02
210 HIGH SCHOOL TRANSPORTATION FUN	
101	352.50
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	42,538.01
260 HIGH SCHOOL BUILDING FUND	
101	9,424.29
285 PRIVATE PURPOSE TRUST FUND	
101	3,000.00
Total:	97,377.82



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920 Front Street
Suite 101
Helena, MT 59601
406-442-4933

Jefferson High School District No. 1
P.O Box 838
Attn: Superintendent Erik Wilkerson
Boulder, MT 59632

Invoice number 22-001-26
Date 07/08/2024

Project 22-001 JEFFERSON HIGH SCHOOL
EXPANSION & REMODEL

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
SMA - Basic Services					
Schematic Design	77,085.76	100.00	77,085.76	77,085.76	0.00
Design Development	77,085.76	100.00	77,085.76	77,085.76	0.00
Construction Documents	207,167.98	100.00	207,167.98	207,167.98	0.00
Bidding	14,453.58	100.00	14,453.58	14,453.58	0.00
Construction Administration	81,903.62	90.00	71,256.15	73,713.26	2,457.11
Subtotal	457,696.70	98.21	447,049.23	449,506.34	2,457.11
Consultants					
Mechanical/Electrical/Plumbing Schematic Design	30,656.00	100.00	30,656.00	30,656.00	0.00
Mechanical/Electrical/Plumbing Design Development	63,313.00	100.00	63,313.00	63,313.00	0.00
Mechanical/Electrical/Plumbing Construction Documents	163,282.00	100.00	163,282.00	163,282.00	0.00
Mechanical/Electrical/Plumbing Bidding	5,731.00	100.00	5,731.00	5,731.00	0.00
Mechanical/Electrical/Plumbing Construction Administration	63,582.00	80.00	50,865.60	50,865.60	0.00
Structural Schematic Design	4,000.00	100.00	4,000.00	4,000.00	0.00
Structural Design Development	14,400.00	100.00	14,400.00	14,400.00	0.00
Structural Construction Documents	44,000.00	100.00	44,000.00	44,000.00	0.00
Structural Bidding	1,600.00	100.00	1,600.00	1,600.00	0.00
Structural Construction Administration	16,000.00	100.00	16,000.00	16,000.00	0.00
Civil Schematic Design	5,800.00	100.00	5,800.00	5,800.00	0.00
Civil Design Development	5,600.00	100.00	5,600.00	5,600.00	0.00
Civil Construction Documents	34,270.00	100.00	34,270.00	34,270.00	0.00
Civil Bid Phase Services	3,480.00	100.00	3,480.00	3,480.00	0.00
Civil Construction Phase Services	14,250.00	81.96	10,682.50	11,680.00	997.50
Civil Project Closeout Services	4,800.00	0.00	0.00	0.00	0.00
Landscape Architect	22,600.00	95.00	21,470.00	21,470.00	0.00
Subtotal	497,364.00	95.73	475,150.10	476,147.60	997.50



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Jefferson High School District No. 1
 Project 22-001 JEFFERSON HIGH SCHOOL EXPANSION & REMODEL

Invoice number 22-001-26
 Date 07/08/2024

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Additional Services					
Programming/Ed Specs	24,089.70	100.00	24,089.70	24,089.70	0.00
Phase 1 - Scope	27,265.00	100.00	27,265.00	27,265.00	0.00
Phase 2 - Specifications	23,370.00	100.00	23,370.00	23,370.00	0.00
Phase 3 - Bidding	15,580.00	100.00	15,580.00	15,580.00	0.00
Phase 4 - Contract Administration	11,685.00	42.00	4,674.00	4,907.70	233.70
Fire Protection Schematic Design	4,000.00	100.00	4,000.00	4,000.00	0.00
Fire Protection Design Development	7,000.00	100.00	7,000.00	7,000.00	0.00
Fire Protection Construction Documents	15,000.00	100.00	15,000.00	15,000.00	0.00
Fire Protection Bidding	1,000.00	100.00	1,000.00	1,000.00	0.00
Fire Protection Construction Administration	3,000.00	80.00	2,400.00	2,400.00	0.00
Special Systems Schematic Design	4,000.00	100.00	4,000.00	4,000.00	0.00
Special Systems Design Development	7,000.00	100.00	7,000.00	7,000.00	0.00
Special Systems Construction Documents	15,000.00	100.00	15,000.00	15,000.00	0.00
Special Systems Bidding	1,000.00	100.00	1,000.00	1,000.00	0.00
Special Systems Construction Administration	3,000.00	80.00	2,400.00	2,400.00	0.00
Subtotal	161,989.70	95.08	153,778.70	154,012.40	233.70
Total	1,117,050.40	96.65	1,075,978.03	1,079,666.34	3,688.31

Reimbursables

Reimbursables

	Units	Rate	Billed Amount
Mileage	60.00	0.67	40.20

Invoice total 3,728.51

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
22-001-25	06/11/2024	5,928.33	5,928.33				
22-001-26	07/08/2024	3,728.51	3,728.51				
	Total	9,656.84	9,656.84	0.00	0.00	0.00	0.00

Approved by:

Jason M. Davis
 Principal



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Jefferson High School District No. 1

Project 22-001 JEFFERSON HIGH SCHOOL EXPANSION & REMODEL

Invoice number 22-001-26

Date 07/08/2024

If you have already made payment on outstanding invoices, please disregard this aging summary. Thank you!



Application and Certificate For Payment

To Owner: JEFFERSON HIGH SCHOOL DISTRICT #1 P.O. BOX 838 BOULDER, MT 59632	Project: JEFFERSON HIGH SCHOOL 312 SOUTH MAIN ST. BOULDER, MT 59632	Application No.: 3112-16 Date: 7/1/2024 Period To: 6/30/2024
From: Dick Anderson Construction (Contractor): 3424 HIGHWAY 12 E HELENA, MT 59601	Contractor Job Number: 3112-JEFHIG Contract For:	Architect's Project No: Contract date: 5/6/2022

Contractor's Application for Payment

Change Order Summary	Additions	Deductions
Change orders approved in previous months by owner		
Change orders approved this month		
Totals		
Net change by change orders		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor: 
 By: _____ Date: 7/1/2024
 State of: Montana, County of: Lewis & Clark
 Subscribed and sworn to before me this 1 day of July 2024
 2024 (year). Notary public: 
 My commission expires 3/14/26



Architect's Certificate for Payment

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified.

Amount Certified: \$ \$389,742.58

Original contract sum \$12,031,692.65
 Net change by change orders \$0.00
 Contract sum to date \$12,031,692.65
 Total completed and stored to date \$10,767,995.35
 Retainage
 5.00% of completed work \$538,399.77
 Total earned less retainage \$10,229,595.58
 Less previous certificates for payment \$9,839,853.00
 Current sales Tax \$0.00
 7.700% of taxable
 Current payment due \$389,742.58
 Less Gross Receipts Tax 3,897.43
CURRENT PAYMENT DUE 385,845.15
 Balance to finish, including retainage \$1,802,097.07

Architect: 
 By: _____ AIA Date: 07/02/2024

This certification is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

OBLIGATIONS UPON DELAY OF PAYMENT Pursuant to the requirements of Section 28-2-2104 of the Montana Code Annotated, if a periodic or final payment is delayed more than 30 days from the date the payment is required, the Owner shall pay the contractor interest beginning on the day following the date when the payment is due at the rate specified in the contract or if the contract is silent, interest will be calculated at a rate of 1 1/2% a month, or a pro rata fraction thereof, on the unpaid balance.

Application and Certificate of Payment -- page 2

To Owner: JEFFERSON HIGH SCHOOL DIS* Application No: 3112-JEFHIG
 From (Contractor): JEFFERSON HIGH SCHOOL DIS* Contractor's Job Number: 3112-JEFHIG
 Project: 3112-JEFHIG / JEFFERSON HIGH SCHO Architect's Job Number: 3112-JEFHIG

Period To : 6/30/2024
 Detail Page 2 of 2 Pages

Item Number	Description	Scheduled Value	Work Completed		Materials Presently Stored	Completed And Stored To Date	% Comp	Balance To Finish	Retention
			Previous Application	This Period					
001	BP#01-1 FINAL CLEANING	34,000.00	16,000.00			16,000.00	47.06	18,000.00	800.00
002	BP#02-1 DEMOLITION	187,064.80	83,000.00			185,000.00	98.90	2,064.80	9,250.00
003	BP#02-2 SITEWORK	456,600.29	361,614.00	102,000.00		361,614.00	79.20	94,986.29	18,080.70
004	BP#03-1 BUILDING FOUNDA'	367,211.00	367,211.00			367,211.00	100.00		18,360.55
005	BP#03-2 CONCRETE POLISH	100,650.00	95,000.00	5,650.00		100,650.00	100.00		5,032.50
006	BP#04-1 MASONRY	58,650.00	58,072.00	578.00		58,650.00	100.00		2,932.50
007	BP#05-1 STRUCTURAL STEE	1,152,673.00	1,142,425.00			1,142,425.00	99.11	10,248.00	57,121.25
008	BP#06-1 CARPENTRY	183,059.35	170,285.00	12,774.35		183,059.35	100.00		9,152.97
009	BP#06-2 ARCHITECTURAL C	268,822.00	254,450.00	14,372.00		268,822.00	100.00		13,441.10
010	BP#07-1 BUILDING INSULATI	64,100.00	60,650.00			60,650.00	94.62	3,450.00	3,032.50
011	BP#07-2 METAL SIDING & SC	192,000.00	192,000.00			192,000.00	100.00		9,600.00
012	BP#07-3 ROOFING	325,683.00	325,683.00			325,683.00	100.00		16,284.15
013	BP#08-1 DOORS & HARDWA	210,402.00	200,400.00			200,400.00	95.25	10,002.00	10,020.00
014	BP#08-2 WINDOWS	192,510.00	192,510.00			192,510.00	100.00		9,625.50
015	BP#09-1 METAL WALL FRAMI	1,026,621.88	996,157.00	15,600.00		1,011,757.00	98.55	14,864.88	50,587.85
016	BP#09-3 PAINT	138,075.00	110,460.00			110,460.00	80.00	27,615.00	5,523.00
017	BP#09-4 FLOORING & TILE	165,030.00	106,000.00			106,000.00	64.23	59,030.00	5,300.00
018	BP#09-5 ACOUSTIC CEILING	165,080.00	151,084.00			151,084.00	91.52	13,996.00	7,554.20
019	BP#10-1 SPECIALTIES	228,688.45	217,700.00			217,700.00	95.20	10,988.45	10,885.00
020	BP#12-1 WINDOW COVERIN	17,768.00						17,768.00	
021	BP#14-1 ELEVATOR & LIFT	143,103.00	137,850.00			137,850.00	96.33	5,253.00	6,892.50
022	BP#21-1 FIRE SPRINKLER	155,910.00	151,114.00			151,114.00	96.92	4,796.00	7,555.70
023	BP#22-1 PLUMBING COMPLETE	1,103,093.00	942,064.00	28,599.00		970,663.00	87.99	132,430.00	48,533.15
024	BP#23-1 H.V.A.C. COMPLETE	1,666,373.65	1,434,555.00	69,142.00		1,503,697.00	90.24	162,676.65	75,184.85
025	BP#26-1 ELECTRICAL COMP	1,394,959.78	1,168,149.00	78,756.00		1,246,905.00	89.39	148,054.78	62,345.25
026	BP#32-1 LANDSCAPE & IRRIG	66,905.00						66,905.00	
027	ALLOWANCE - WHEEL CHAIR								
028	GC & FIXED GC/CM COSTS	819,754.00	641,732.00	59,341.00		701,073.00	85.52	118,681.00	35,053.65
029									
030	GC/CM CONTINGENCY @ 5%	267,012.00						267,012.00	
031	CMAR OH & P @ 5%	544,408.31	462,746.80	19,340.00		482,086.80	88.55	62,321.51	24,104.34
032	BOND & INSURANCE @ 1.85	216,379.47	216,379.47			216,379.47	100.00		10,818.97
033	GROSS RECEIPTS TAX 1%	119,125.67	102,448.73	4,103.00		106,551.73	89.44	12,573.94	5,327.59
Application Total		12,031,692.65	10,357,740.00	410,255.35		10,767,995.35	89.50	1,263,697.30	538,399.77

**CONTRACTOR CONDITIONAL WAIVER FOR
PROGRESS PAYMENT REQUEST AND RELEASE**

**PROJECT NO: 01-23-112
CONTRACT NO:**

**From: Dick Anderson Construction Inc
3424 Hwy 12 E
Helena, MT 59601**

Conditional Waiver and Release Upon Progress Payment

Upon receipt of payment in the amount of \$385,845.15 , to Dick Anderson Construction, Inc , for labor, services, equipment, or materials furnished to 6/30/2024, on the job of Jefferson High School located at 312 S. Main St., Boulder, MT 59632, and when the check has been properly endorsed and paid by the bank upon which it is drawn, the undersigned effectively waives, releases, and relinquishes all claims, lien rights (statutory, equitable or otherwise), causes of action, and equitable rights to compensation, payment, or damages of any kind relating to the furnishing of labor, materials, equipment, supplies, or services of any kind, up through 6/30/24 (date), except for retainage or items furnished after said date. This release shall not include any claim for damages for inefficiencies, impacts, disruptions, or delays after said date.

The undersigned further warrants and represents that all laborers, subcontractors, consultants, and suppliers of the undersigned have been paid from any prior Progress Payments and further agrees to pay from these funds all laborers, subcontractors, consultants, and suppliers who have furnished such items up through 6/30/24 (date). The undersigned further agrees to indemnify, defend, and hold the owner, Jefferson High School District #1, its surety, and the project harmless from any claims for nonpayment by any laborers, subcontractors, consultants or suppliers of the undersigned through said date.

DocuSigned by:
By: Tim Holt
600BE596J50640U
Title: Project Manager
Date: 7/2/2024

Witnessed by: Ashley Nett Date: 07/02/2024

Please return to: Dick Anderson Construction, Inc

From the desk of: 

July 2024

PAYROLL REPORT

Payroll warrants approved by the superintendent and paid.

CURRENT OFFICE ITEMS

Ms. Smartnick has been helping in the office as she did last summer. Orders are being received and sorted for each teacher.

Construction occasionally disrupts when the plumbers work on the pipes in the ceilings. It isn't too often but they usually leave a trail of dust and grit behind and all around them.

A time or two each day Dawn and I try to walk through, and sometimes around, the building to stretch our legs and to see what they've accomplished. She and I have videos and shots of the removal of the modulars.

I have been answering the findings in the audit and working on the MD&A.

We are in the throes of finishing 23/24 and starting 24/25 so the office is a beehive!

July Activity Director Report:

Open Gyms have been in full swing for about 6 weeks now giving athletes ample opportunity to work on their offseason skills and strength. I would like to give a huge kudos to our coaches that put extensive amount of time in the summer to benefit our student athletes. We've had open weight room four mornings per week, open gyms for boys' basketball 4 mornings, volleyball five evenings per week and girls' basketball four evenings per week and wrestling open mats twice per week. Flag football will begin meeting for open field Monday evenings.

Intermountain Health at the Boulder Medical Clinic will be offering free sports physicals & vaccines on August 9th from 2-5pm. Information has been posted and sent to all coaches and will be sent to all athletes and families shortly. Appointments are required.

The Montana Coaches Association Clinic will be held in Great Falls July 31st – August 2nd. Many of our coaches will be in attendance learning from the speakers during this time. Coaches, Anna DeMars, Karson Klass and Sarah Layng will be honored along with their assistants as they previously earned Coach of the Year honors in their respective sports.

Fall sports begin practices on Friday August 16th. A Fall parent/athlete and coaches meeting will be held on Monday, August 12th.



July 16, 2024

Principals Report--Mr. Mike Moodry

Projected 23-24 Enrollment: 307

Academics

We are fully staffed for next year. The teacher will be trained on the new interactive boards and other procedures for the opening of the new building on August 22.

National Conference

I am attending the joint National Principals Conference in Nashville on July 14-17. The conference includes Elementary and High School principal organizations.

Important Upcoming Dates:

August 6th: Mr. Moodry's first official day back.

August 12th: Coaches Meeting 5:00

August 12th: Fall Sports Parent Meeting: 6:00

August 16th: First Day of Fall Practice

August 19th: Season/Student Passes go on sale

August 20th: School Board Meeting

August 22nd: First Teacher PIR Day

August 26th: New student Orientation 8:00-4:00

August 27th: Teacher PIR 7:30-11:30 Student first day--12:00-4:00

August 28th: First Full Day for All Students

August 29th: New School Open House

Superintendent Report
July 16, 2024

- **Charter School-** I'll be attending the Board of Public Education meeting on July 18th to discuss why we are unable to have the Charter School this year. I will also be on a panel discussing the Charter School Performance Framework.
- **Technology-** We have a new tech coordinator with Cole Mosby from ITD Solutions. Cole has an extensive background in IT working with hospitals. He lives in Montana City and is on the Montana City School Board, so he understands schools.
- **Modular Classrooms-** The Mods have been officially moved.

Board Meeting
July 16, 2024
Informational

New Business

Construction/ Renovation Update- Update will be given by Dick Anderson, CTA, and Construction committee.

Personnel

Resignations- No resignations at this time.

Recommended Motion: Motion if necessary.

New Hires- Lorie and I conducted interviews for the assistant clerk position. We tentatively offered the position to Kari Bowman.

Recommended Motion: Move to approve the hire of Kari Bowman as assistant clerk for the 2024-2025 school year.

Substitutes- No substitute applications at this time.

Recommended Motion: Motion if necessary.

Attendance Agreements- We will present YDI students for approval, Helena area students attending JHS for approval, and JHS students attending Helena area students for acknowledgement.

Recommended Motion: Move to approve ___ YDI students, acknowledge ___ JHS Students attending Helena schools, and approve ___ Helena to JHS students for 2024-2025 school year.

Policy Updates

Policy 2162P2- Section 503 of the Rehabilitation Act of 1973- This policy was approved by the board at the last meeting. It was approved for first reading. This will be the approval upon second reading.

Recommended Motion: Move to approve Policy 2162P2 on second reading.

Tuition Rates- Although we will be getting tuition and paying tuition due to law changes in the last legislature, we can also charge tuition for out of district students. I recommend we do not charge any additional tuition for out of district students.

Recommended Motion: Move the district not charge additional tuition for out of district students.

Approval of Bus Routes- Mrs. Carey attended the yearly transportation meeting in my place. Each year after the meeting the Board must approve the bus routes agreed upon at that meeting.

Recommended Motion: Move to approve the bus routes for the 2024-2025 school year as presented.

Approval of Transportation Contracts- Each year we approve transportation contracts for those families that live over three miles from the nearest bus stop, and to whom we must provide transportation to the bus stop or school. They are only reimbursed for the mileage from their home to the nearest bus stop.

Recommended Motion: Move to approve the Individual Transportation Contracts as presented.

MTSBA Voting Authority- Each year the board gives voting authority to one member of the board.

Recommended Motion: Move to approve giving voting authority to _____ for all MTSBA votes.

1 _____ **Public Schools**

2
3 **INSTRUCTION**

2162P2

4
5 Procedure For Education of Students With Disabilities Under Section 504 of the Rehabilitation
6 Act of 1973

7
8 **1. Free Appropriate Public Education:** The district will provide a free appropriate
9 public education to school-age children with disabilities in the district's jurisdiction regardless of
10 the nature or severity of the person's disability.

11
12 **2. Child Find:** The district will annually undertake to identify and locate every qualified
13 disabled students residing in the district's jurisdiction who is not receiving a public education and
14 take appropriate steps to notify disabled children and their parents or guardians of the district's
15 responsibilities under Section 504.

16
17 **3. Equal Educational Opportunity:** The district will provide students with disabilities
18 an equal opportunity to participate in and benefit from the educational services it provides to
19 non-disabled students. The teachers of disabled students will meet comparable standards for
20 certification that teachers of non-disabled students meet. Facilities will be of comparable quality
21 and appropriate materials and equipment will be available.

22
23 **4. Confidentiality of Information:** The confidentiality of student records will be
24 maintained throughout the period of time when such records are collected, stored, disclosed or
25 destroyed by the district.

26
27 **5. Parent Involvement:**

28
29 (a) Initial Evaluation. The district will obtain the consent of parents or guardians before
30 conducting an initial evaluation of a student. The district will notify parents or guardians of the
31 evaluation results.

32
33 (b) Initial Placement. The district will notify parents or guardians before initially placing
34 a disabled student or any decision to not place a student and the reasons for the decision.

35
36 (c) Significant Change in Placement. The District will notify parents or guardians before
37 implementing a significant change in the student's placement.

38
39 (d) Right to Challenge. The district will notify parents or guardians of their right to
40 review and challenge the district's program and placement decisions if they disagree with them.

41
42 (e) Meetings. Section 504 does not give parents or guardians the right to participate in a
43 meeting during which their child's program is designed and placement is determined, as does the
44 IDEA. However, this practice is recommended.

45
46 **6. Participation in the Least Restrictive Environment:**

1
2 (a) Academic setting. To the maximum extent appropriate, the district will educate
3 disabled students with non-disabled students. In order to remove a child from the regular
4 educational environment, the district must demonstrate that education of the student in the
5 regular environment with the use of supplementary aids and services cannot be achieved
6 satisfactorily for the disabled student. Whenever the district places a student in a setting other
7 than the regular education environment, it will take into account the proximity of the alternate
8 setting to the student's home.
9

10 (b) Non-academic setting. In providing or arranging for the provision of non-academic
11 and extra-curricular services and activities, including meals, recess periods and the services and
12 activities, the district will ensure that disabled students participate with non-disabled students in
13 such activities and services to the maximum extent appropriate.
14

15 7. Referral and Screening: 16

17 (a) **Referral:** If a parent or guardian, teacher, counselor or administrator believe they are
18 observing in a student substantially limited performance in one or more major life activities that
19 is believed to be caused by a physical or mental impairment, the concerned individual should
20 complete a referral form from the counselor or request assistance from Section 504 Coordinator
21 to serve the student.
22

23 (b) **Screening:** A designated building team will review referrals to determine if an
24 evaluation is appropriate. If an evaluation appears to be necessary because of the student's needs
25 or is believed to need special education or related services, the district will obtain written consent
26 from parents or guardians to perform an evaluation and/or gather additional information and will
27 provide parents with a written statement of their rights under Section 504. If the building team
28 determines that an evaluation is not necessary, it will provide written notice to parents/guardians,
29 and forward the results of the screening to the source of the referral.
30

31 8. Evaluations: 32

33 (a) **Significant Change in Placement:** If a student is believed to be disabled and needs,
34 or is believed to need, special education or related services, the district shall evaluate the student
35 prior to placement and before any subsequent "significant change in that placement." An
36 evaluation need not include formal or written assessments but may involve, in appropriate
37 circumstances, a review and consideration of existing information. Examples of significant
38 changes in placement include:
39

- 40 (i) Expulsion;
- 41 (ii) Suspensions which exceed ten consecutive days in a school year;
- 42 (iii) Cumulative short-term suspensions which create a pattern of exclusion;
- 43 (iv) Transferring a student to home instruction; and/or
- 44 (v) Graduation from high school.
45
46

1 (b) **Tests and Evaluation Materials:** The district will establish procedures for evaluation
2 and placement which assure that tests and other evaluation materials:

- 3
4 (i) Have been validated for the specific purpose for which they are used and are
5 administered by trained personnel in the specific areas of educational need'
6 (ii) Are tailored to assess educational need and are not merely used to measure IQ and
7 (iii) Reflect aptitude or achievement or whatever else the tests purport to measure and
8 do not reflect the student's impaired sensory, manual or speaking skills (unless the
9 test is designed to measure these particular deficits).

10
11 **9. Mitigating Measures:** The determination of whether a student is substantially limited
12 in one or more major life activities will be made without regard to any ameliorative effects of
13 mitigating measures which include, but are not limited to: medication, medical supplies,
14 equipment, appliances, low-vision devices, prosthetics, hearing aids and cochlear implants or
15 other implantable hearing devices, mobility devices, oxygen therapy equipment and supplies,
16 assistive technology, reasonable accommodations, auxiliary aids or services; or learned
17 behavioral or adaptive neurological modifications. However, ameliorative effects of mitigating
18 measures may be relevant as to whether a student needs any specific accommodation or a 504
19 accommodation plan.

20
21 Low vision devices do not include ordinary eyeglasses or contact lenses. The ameliorative effects
22 of ordinary eyeglasses or contact lenses shall be considered in determining whether the
23 impairment substantially limits a major life activity.

24
25 **10. Temporary Impairments:** A student with a temporary impairment falls within the
26 scope of Section 504 if the temporary impairment substantially limits one or more of the
27 student's major life activities. A temporary impairment is one with an actual or expected duration
28 of six months or less.

29
30 **11. Placement Procedures:** The Section 504 team will convene to review all evaluation
31 results, determine eligibility as a student with a disability under Section 504 and document the
32 meeting in writing. The team composition may vary according to the needs of the student.

33
34 In interpreting evaluation data and in making placement decisions, the district will:

35
36 (a) draw upon information from a variety of sources, including aptitude and achievement
37 tests, teacher recommendations, physical condition, social or cultural background and adaptive
38 behavior;

39
40 (b) establish procedures to ensure that information obtained from all such sources is
41 documented and carefully considered;

42
43 (c) ensure that the placement decision is made by a group of persons, including persons
44 knowledgeable about the student, the meaning of the evaluation data, and the placements
45 options; and
46

1 (d) ensure that the student is educated with the student's non-disabled peers to the
2 maximum extent appropriate.

3
4 Parents and guardians of students who have a plan developed under Section 504 will be provided
5 a copy of the district policy (*see Policy 3305*) on the use of seclusion and restraint at the time
6 that the plan is created.

7
8 If the district affords a free appropriate education to a student but the parent chooses to place the
9 child elsewhere, the district is not responsible to pay for the out-of-district placement.

10
11 **12. Reevaluations:** The district will provide for periodic reevaluation of disabled
12 students. A reevaluation is also required before any "significant change of placement," as defined
13 above in Part 8.

14
15 **13. Programming to Meet Individual Needs:** The district recognizes that to be
16 appropriate, educational programs for students with disabilities must be designed to meet their
17 individual needs to the same extent that the needs of non-disabled students are met. A
18 documented procedure, such as the development of an individualized accommodation plan by a
19 knowledgeable team of educational professionals, may be appropriate.

20
21 **14. Non-Academic Services:** The district will provide nonacademic and extracurricular
22 services and activities in such a manner as is necessary to afford disabled students an equal
23 opportunity for participation in such services and activities. Nonacademic and extracurricular
24 services and activities may include counseling services, physical recreation athletics,
25 transportation, health services, recreational activities, interest groups or clubs sponsored by the
26 district, referrals to agencies which provide assistance to disabled persons and employment of
27 students, including both employment by the district and assistance in making available outside
28 employment. The district will observe reasonable health and safety standards for all students.

29
30
31 (a) **Counseling Services:** In providing personal, academic or vocational counseling,
32 guidance or placement services to its students, the district will provide these services without
33 discrimination on the basis of disability. The district will ensure that qualified students with
34 disabilities are not counseled toward more restrictive career objectives than are non- disabled
35 students with similar interests and abilities.

36
37 (b) **Physical Education and Athletics:** In providing physical education courses and
38 athletics and similar programs and activities to any of its students, the district will not
39 discriminate on the basis of disability. If the district offers physical education courses and
40 operates or supports interscholastic, club or intramural athletics, it will provide an equal
41 opportunity for qualified students with disabilities to participate in these activities.

42
43 **15. Preschool and Adult Education Programs:** In the operation of preschool
44 education, or day care program or activity, or an adult education program or activity, the district
45 will not, on the basis of disability, exclude qualified students with disabilities from the program

1 or activity and will take into account the needs of such persons in determining the aid, benefits or
2 services to be provided under the program or activity.

3 4 **16. Disciplinary Exclusion:**

5
6 (a) **Exclusions:** Students with disabilities are protected from being improperly excluded
7 from school for disciplinary reasons. Certain disciplinary exclusions of disabled students from
8 school constitute a significant change in the student's educational placement. A disciplinary
9 change in the student's educational placement occurs if the student has been suspended for more
10 than ten consecutive days or if the disciplinary exclusions constitute a "pattern of exclusion"
11 (defined below). Such disciplinary exclusions, which are change of placement, cannot be
12 implemented unless the district first determines that the student's misconduct which led to the
13 disciplinary exclusion was not a manifestation of the student's disability.

14
15 (b) **Manifestation Determinations:** If a disciplinary exclusion (suspension or expulsion)
16 which constitutes a change in placement is implemented, the school principal or educational staff
17 person responsible for the imposition of discipline must ensure that a group of qualified
18 professionals (the student's Section 504 team) determine whether or not the misconduct is a
19 manifestation of the student's disability.

20
21 The misconduct is considered a manifestation of the disability if the conduct was caused by, or
22 had a direct and substantial relationship to the student's disability. This manifestation
23 determination will take into account the student's current evaluation and individualized
24 accommodation plan under Section 504.

25
26 Under Section 504, there is no obligation to provide educational services during periods of long-
27 term suspension or expulsion when the student's misconduct has been properly determined not to
28
29 be disability-related. However, state law requires the district to provide educational services to
30 all students during a period of suspension or expulsion (See Policy/Procedure 3241).

31
32 If a student's misconduct is determined to be a manifestation of the student's disability,
33 procedures in to address the disability be instituted in lieu of either long-term suspension or
34 expulsion.

35
36 (c) **Conduct That Is a Manifestation of a Disability.** When a student has engaged in
37 misconduct which is a manifestation of to his or her disability, expulsion and/or long term
38 suspension should not be imposed if it would result in a change in educational placement (a
39 disciplinary exclusion from school of over ten consecutive days or exclusions which constitutes a
40 pattern of exclusion). Days will be measured cumulatively over the period of the entire school
41 year, with any short-term suspensions as counting toward the cumulative total.

42
43 When a student's misconduct is related to a disability, additional evaluations and/or a change of
44 placement should be considered. In this circumstance, the Section 504 team will meet to
45 determine if there is a need for further evaluation or a change of program. If further evaluation is
46 recommended, it will be conducted as soon as reasonably possible.

1
2 (d) **Pattern of Exclusion.** Suspension or emergency expulsion of a disabled student may
3 occur, without the need to determine if there is a causal connection with the disability, if the
4 suspension or emergency expulsion is ten consecutive days or less, or if more than ten
5 cumulative days is not a pattern of exclusion. A pattern of exclusion occurs if:

- 6
7 (i) The removal is for more than ten school days in a year; and
8 (ii) The student's behavior is substantially similar to the behavior that he/she was
9 previously removed for.

10
11 Additional factors to consider are the length of each removal (the total amount of time the
12 student has been removed, and the proximity of the removals to one another), and the school
13 must determine on a case-by-case basis whether a pattern of removals is significant enough to
14 constitute a change in placement.

15
16 (e) **Right to Challenge.** Students and their parent/guardian will be notified of the results
17 of the manifestation decision and of their right under the law to challenge this decision.

18
19 (f) **Drugs or Alcohol.** Students who are considered disabled under Section 504 are
20 subject to the same disciplinary processes and results as non-disabled students for misconduct
21 regarding the use, sale or possession of drugs or alcohol at school.

22
23 17. **Restraint or Isolation.** Restraint or seclusion of students who have a Section 504
24 plan will be authorized only under the limited circumstances specified in Policy 3305 and each
25 incident will require reporting and parent/guardian notification as specified in that policy and
26 procedure.

27 18. **Transportation:** If the district places a student in a program not operated by the
28 district, the district will assure that adequate transportation to and from the program is provided
29 at no cost to the parent.

30
31 Because the district provides transportation to all its students within a certain geographic area, it
32 will not discriminate in its provision of transportation to students with disabilities.

33
34 If the district proposes to terminate a qualified disabled student's bus transportation for
35 inappropriate bus behavior, the district will first determine the relationship between the student's
36 behavior and his or her disabling condition. The parent or guardian will be provided with notice
37 of the results of such determinations and of their right to challenge such determinations.

38
39 19. **Procedural Requirements:** The district will ensure compliance with the
40 requirements of Section 504 by doing the following:

41
42 (a) **Assurance.** Provide written assurance of non-discrimination whenever the district
43 receives federal money;

44
45 (b) **Designation of Employee.** Designate an employee to coordinate the district's Section
46 504 compliance activities.

1
2 (c) **Grievance Procedures.** Provide grievance procedures to resolve complaints of
3 discrimination. Students, parents or employees are entitled to file grievances. The grievance
4 procedures for the district are set out in Policy 1700;

5
6 (d) **Notice.** Provide notice to students, parents/guardians, employees, unions and
7 professional organizations of the district's nondiscrimination policy in admission and access to
8 programs and activities, and in treatment and employment. Notice will also specify the Section
9 504 coordinator for the district;

10
11 (e) **Locate.** Annually undertake to identify and locate all Section 504 qualified disabled
12 children in the district's jurisdiction who are not receiving a public education;

13
14 (f) **Annual Notification.** Annually take appropriate steps to notify disabled persons and
15 their parents/guardians of the district's responsibilities under Section 504; and

16
17 (g) **Procedural Safeguards.** Establish and implement procedural safeguards to be
18 provided to parents/guardians with respect to actions regarding the identification, evaluation or
19 educational placement of persons who, because of disability, need, or are believed to need,
20 special instruction or related services. Procedural safeguards will include:

- 21
22 (i) Notice of rights;
23 (ii) An opportunity for parents/guardians to examine relevant records;
24 (iii) An impartial hearing, initiated by either the parents/guardian or the district, with
25 opportunity for participation by the student's parents/guardians and representation
26 by legal counsel; and
27 (iv) A review procedure.

28
29 20. **Appropriate Funding:** The District recognizes that the 504 process is an
30 unfunded mandate, yet the regular education funding of the district could be the funding source
31 for serving students who are qualified as disabled under Section 504 only. However, if students
32 are dual identified as Section 504 and IDEA eligible, state and federal special education funds
33 can be used. The district will not use money appropriated by the IDEA to serve students found
34 disabled under Section 504 but not the IDEA. The district may use the IDEA money to evaluate
35 a student if the district believes that the student may also be eligible under the IDEA.

36
37 21. **Special Considerations for ADD/ ADHD Students:** Section 504 obligations
38 apply to all students with disabilities, including students with attention deficit disorder (ADD) or
39 attention-deficit/hyperactivity disorder (ADHD). Under federal guidance, there are three
40 different types of ADHD, which are categorized depending upon which symptoms are the
41 strongest: (1) predominately inattentive type; (2) predominately hyperactive-impulsive type; and
42 (3) combined type (where symptoms of the first two types are equally present).

43
44 22. **Due Process Hearing or Mediation Requests**

1 (a) Impartial Due Process Hearing. If the parent or legal guardian of a student who
2 qualifies under Section 504 for special instruction or related services disagrees with a decision of
3 the District with respect to: (1) the identification of the child as qualifying for Section 504; (2)
4 the District's evaluation of the child; and/or (3) the educational placement of the child, the
5 parents of the student are entitled to certain procedural safeguards. The student shall remain in
6 the student's current placement until the matter has been resolved through the process set forth
7 herein.

- 8
- 9 (i) The District shall provide written notice to the parent or legal guardian of a
10 Section 504 student, prior to initiating an evaluation of the child and/or
11 determining the appropriate educational placement of the child, including special
12 instruction and/or related services;
- 13
- 14 (ii) Upon request, the parent or legal guardian of the student shall be allowed to
15 examine all relevant records relating to the child's education and the District's
16 identification, evaluation, and/or placement decision;
- 17
- 18 (iii) The parent or legal guardian of the student may make a request in writing for an
19 impartial due process hearing. The written request for an impartial due process
20 hearing shall identify with specificity the areas in which the parent or legal
21 guardian is in disagreement with the District;
- 22
- 23 (iv) Upon receipt of a written request for an impartial due process hearing, a copy of
24 the written request shall be forwarded to all interested parties within three (3)
25 business days;
- 26
- 27 (v) Within ten (10) days of receipt of a written request for an impartial due process
28 hearing, the District shall select and appoint an impartial hearing officer who has
29 no professional or personal interest in the matter. In that regard, the District may
30 select a hearing officer from the list of special education hearing examiners
31 available at the Office of Public Instruction, the county superintendent or any
32 other person who would conduct the hearing in an impartial and fair manner;
- 33
- 34 (vi) Once the District has selected an impartial hearing officer, the District shall
35 provide the parent or legal guardian and all other interested parties with notice of
36 the person selected;
- 37
- 38 (vii) Within five (5) days of the District's selection of a hearing officer, a pre-hearing
39 conference shall be scheduled to set a date and time for a hearing, identify the
40 issues to be heard, and stipulate to undisputed facts to narrow the contested
41 factual issues.
- 42
- 43 (viii) The hearing officer shall, in writing, notify all parties of the date, time, and
44 location of the due process hearing;
- 45

- 1 (ix) to mediation. A mediator may be selected from the Office of Public Instruction's
2 list of trained mediators;
3
- 4 (x) At the hearing, the District and the parent or legal guardian may be represented by
5 counsel;
6
7
- 8 (xi) The hearing shall be conducted in an informal but orderly manner. Either party
9 may request that the hearing be recorded. Should either party request that the
10 hearing be recorded, it shall be recorded using either appropriate equipment or a
11 court reporter. The District shall be allowed to present its case first. Thereafter
12 the parent or legal guardian shall be allowed to present its case. Witnesses may
13 be called to testify, and documentary evidence may be admitted; however,
14 witnesses will not be subject to cross-examination, and the Montana Rules of
15 Evidence will not apply. The hearing officer shall make all decisions relating to
16 the relevancy of all evidence intended to be presented by the parties. Once all
17 evidence has been received, the hearing officer shall close the hearing. The
18 hearing officer may request that both parties submit proposed findings of fact,
19 conclusions, and decision;
20
- 21 (xii) Within twenty (20) days of the hearing, the hearing examiner should issue a
22 written report of the student's decision to the parties;
23
- 24 (xiii) Appeals may be taken as provided by law.
25

26 **23. Uniform Complaint Procedure.** If a parent or legal guardian of the student alleges
27 that the District and/or any employee of the District has engaged in discrimination or harassment
28 of the student, the parent or legal guardian will be required to proceed through the District's
29 Uniform Complaint Procedure.
30

31
32 Legal Reference: 34 C.F.R. 104.36 Procedural safeguards
33

34 Policy History:

35 Adopted on:

36 Reviewed on:

37 Revised on:
38