

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

**** 5:30 p.m. Tuesday June 17, 2025 ****

Jefferson High School Library (former)

(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 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. Principal/A.D.
3. Superintendent

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

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

1. Fill vacant board seat – *Jane Erickson*
2. Construction project update
3. Personnel - *Closed sessions are always possible for personnel issues.*
 - a. Substitutes –
 - b. Resignations –
 - c. Volunteer –
 - d. Staff employment recommendations – M Bowman – head flag football, A Michaud – asst. flag football, S McCauley- Summer help
 - e. Spring Coaches – rehire recommendations
4. Attendance Agreements – JHS resident students – to Whitehall HS, To Helena HS
5. Transportation contract- JHS resident to Butte HS
6. Classified CBA approval
7. Negotiations for Mr. Moodry
8. Handbook updates and approval
9. Property & Liability Insurance proposal approval
10. Disposal of surplus/obsolete items approval
11. Food Service Agreement with Boulder Elementary approval
12. Multi-district Agreement with Clancy Elementary approval

J. Communication and Comments

- a. Letters to the Board –

K. Commendations and Recognition

L. Follow-up/Adjournment – upcoming agenda items

NEXT REGULARLY SCHEDULED HIGH SCHOOL BOARD MEETING July 15, 2025, 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 as of June 1, 2025

Cami Robson, Chair (Clancy area position)

Erika Morris, Vice-Chair (Boulder area position)

Justin Willcut (MT City area position)

Larry Rasch (At-Large 3 position)

Lindsey Graham (Basin area position)

Clint Rieder (At-Large 1 position)

Announcements and Public Comment. The board welcomes and encourages public comments 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 people 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.

MINUTES Jefferson High School Dist. 1 Board of Trustees

May 20, 2025

Regular Meeting

Board members present in-person: Camilla Robson, Erika Morris, Justin Willcut, Corey Eveland, Lyndsey Graham (on phone), Larry Rasch (on phone) Clint Rieder

Board members absent:

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

Staff and Visitors Present: Sarah Layng (AD), Dawn Smartnick (BPA) Devyn Ottman (Counselor), Dan Sturdevant (Maintenance), Nicole Strozewski (Trap Advisor), Rory Rasmussen, Shae Jones-Moore, Holly Keough, Brian Bullock, Shaun Tatarka, Jane Erickson, Keenai Grover

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.

C. Consent Agenda

ITEM	MOTION	SECOND	AYE	NAY	Notes
Minutes	Ms. Graham	Ms. Morris	7	0	1 correction
Claims and Accounts	Mr. Willcut	Mr. Eveland	7	0	
Construction payments	Mr. Rieder	Ms. Morris	7	0	

D. Staff Report. Ms. Strozewski had 11 participants in trap club. She gave a brief report on their activities for the spring and the progress they made.

E. Student Report. -- Rory Rasmussen briefly reported on the activities of Student Council. Held elections. Rory will be returning as president, Shae Jones-Moore as vice-president, and Holly Keough as treasurer. The group is organizing the end-of-year, all-school barbeque.

F. Committee Reports --Addressed in new business below.

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. Nothing to add and no questions.
2. Principal/A.D. -- Graduation -- needs a couple board representatives. Justin Wilcut and Lindsey Graham volunteered. Ms. Layng gave a brief report on track accomplishments. 27 members qualified for state.
3. Superintendent -- Nothing to add and no questions.
4. Facilities -- Mr. Sturdevant mentioned the positive impact that the track will have on the community.

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. The sprinkler system will be replaced. Storm drains are to be installed tomorrow (May 20). In 3 weeks, curbing should be installed. Goal posts must be pulled out of the ground. They can be refurbished or replaced.
2. Personnel
 - a. Substitutes -- None

b. Volunteers – None

c. Resignations – D. DeHennis – Paraprofessional and C. Parsons – flag football

ITEM	MOTION	SECOND	AYE	NAY	Notes
Accept resignation	Ms. Morris	Mr. Wilcut	7	0	

d. Staff employment recommendations – Asst. Boys' Basketball - S Tatarka, Custodial – K Grover, Boiler contractor - F Kramer,

ITEM	MOTION	SECOND	AYE	NAY	Notes
Tatarka	Mr. Eveland	Ms. Morris	7	0	Pending Background check
Grover	Mr. Willcut	Mr. Rieder	7	0	Pending Background check
Kramer	Ms. Morris	Mr. Eveland	7	0	Pending Background check

3. Attendance agreements.

Attendance	Motion	Second	AYE	NAY	Notes
Approval for JHS attendance 0					
Approval for AYA attendance 0					
Acknowledge out-of-district 3	Ms. Graham	Ms. Morris	7	0	

4. Contract Renewals – G. Jacobsen

ITEM	MOTION	SECOND	AYE	NAY	Notes
Approve list	Mr. Willcut	Mr. Rieder	7	0	

5. Contract Non-renewals - None

6. Negotiations language and increases for BAT approved by the committee.

ITEM	MOTION	SECOND	AYE	NAY	Notes
Accept the committee recommendation	Ms. Robson	Mr. Rieder	7	0	Changes made to CBA

7. Lunch and Breakfast Prices \$.10 raise on lunch and breakfast

ITEM	MOTION	SECOND	AYE	NAY	Notes
	Ms. Morris	Ms. Graham	7	0	

8. MHSA Dues

ITEM	MOTION	SECOND	AYE	NAY	Notes
Move to pay	Ms. Graham	Mr. Willcut	7	0	

9. Prickly Pear Representative - Mr. Wilkerson

ITEM	MOTION	SECOND	AYE	NAY	Notes
	Ms. Morris	Ms. Graham	7	0	

J. Communication and Comments

K. Commendations

L. Follow-up/Adjournment – upcoming months

a. Next regular meeting – June 17, 2025 @ 5:30 p.m.

M. Adjournment - meeting adjourned at 6:16 p.m.

Signature of Chair

Signature of Clerk

MINUTES Jefferson High School Dist. 1 Board of Trustees
**** REORGANIZATIONAL MEETING ****

Board members present in-person:	Lindsey Graham	Cami Robson	Larry Rasch (on the phone)
	Justin Willcut	Clint Rieder	Erika Morris

A. Call to Order Mr. Wilkerson

B. Board Reorganization (Policy 1120) conducted by Mr. Wilkerson until a chair was elected.

- i. Seating of Trustees –
- ii. Election of Chair – called by Superintendent Ms. Morris nominated Ms. Robson as chair. Ms./Graham seconded the nomination, which passed unanimously.
- iii. Election of Vice-Chair –Ms. Graham nominated Ms. Morris. Mr. Willcut seconded the nomination which passed unanimously.
- iv. Appointment of Clerk – Ms. Robson moved to appoint Ms. Carey as the Clerk of the Board. Ms. Morris seconded the motion, which passed unanimously.
- v. Assignment of Committees – A list is included.
- vi. Establishment of Meeting Format/Times – the meetings will remain at the same time, date, and location. (5:30 p.m., 3rd Tuesday of each month, and Jefferson High School library)
- vii. Appointment of MTSBA Liaison (Policy 1135P) Ms. Morris moved to appoint Ms. Robson as liaison. Mr. Willcut seconded the motion. The motion passed unanimously.

C. New Business

- i. New Board Member Training –Mr. Wilkerson has some opportunities to share
- ii. Vacant Board Seat – Mr. Rieder moved to post the position. Ms. Graham seconded the motion, which passed unanimously.
- iii. Approval to have Jefferson County run the 2024 election by mail ballot. Ms. Morris moved to approve the resolution to have the county run the 2026 election. Ms. Graham seconded the motion, which passed unanimously.

D. Adjournment the meeting adjourned at 6:45 p.m.

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JEFFERSON HIGH SCHOOL
Claim Details
For the Accounting Period: 5/25

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* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
25796	49773S	5472 MT DIGITAL ACADEMY	184.50						
1		04-21.25-0 04/21/25 Flexcap	184.50*		215	459-1000	640	459	
25797	49765S	631 CRESCENT ELECTRIC SUPPLY CO.	153.80						
1		S513211066 04/21/25 14w Led Lamp	153.80*		201	100-2600	610		
25798	49770S	5789 Henry Schein, Inc	351.77						
3		MED SUPPLIES bandage, tape,	351.77	10891	260	999			
MOODRY									
PO Accounting (Org/Prog/Func/Obj/Proj: -100-4500-660-									
25799	49762S	385 BOULDER MONITOR & JEFFERSON CO.	125.00						
1		6807 04/30/25 2 week ad, Agenda	125.00		201	100-2300	540		
25800	49764S	4633 COMMERCIAL ENERGY OF MT INC.	1,568.07						
1		NWE087706 05/02/25 Gas on NWE System	1,568.07*		201	100-2600	411		
25801	49768S	4768 GREAT FALLS PUBLIC SCHOOLS	600.00						
Attn: Dusty Molyneaux Western State Music Festival									
1		05/01/25 State Solo and Ensemble Regist	600.00*		201	710-3400	582		
25802	49769S	1183 HARLOW'S SCHOOL BUS SERVICE, INC.	40,938.32						
1		10903 04/30/25 Routes payment 8	32,257.33*		210	100-2700	513		
2		10903 04/30/25 Freshmen field trip	316.50*		215	100-1000	582	322	
3		10903 04/30/25 Freshmen FT downtime	176.68*		215	100-1000	582	322	
4		10903 04/30/25 Band	1,344.07*		201	710-3400	582		
5		10903 04/30/25 Band downtime	265.02*		201	710-3400	582		
6		10903 04/30/25 Golf	2,498.24*		201	720-3500	582		
7		10903 04/30/25 Golf downtime	353.36*		201	720-3500	582		
8		10903 04/30/25 Tennis	1,428.47*		201	720-3500	582		
9		10903 04/30/25 Tennis downtime	265.02*		201	720-3500	582		
10		10903 04/30/25 Tennis dntm JHD bus	208.91*		201	720-3500	582		
11		10903 04/30/25 Track/field	483.19*		201	720-3500	582		
12		10903 04/30/25 Track/field dntm	618.38*		201	720-3500	582		
13		10903 04/30/25 Track/field dntm JHS Bus	723.15*		201	720-3500	582		

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
25803	-99430E	4639 WEX BANK	7,467.30						
1		104508891 04/30/25 BES Due from	1,097.74		201	170			
2		104508891 04/30/25 Route fuel	3,623.28*		210	100-2700	624		
3		104508891 04/30/25 Freshman trip	78.43*		215	100-1000	582	322	
4		104508891 04/30/25 Band	333.06*		201	710-3400	582		
5		104508891 04/30/25 Golf	619.06*		201	720-3500	582		
6		104508891 04/30/25 Tennis	528.09*		201	720-3500	582		
7		104508891 04/30/25 Track/Field	630.57*		201	720-3500	582		
8		104508891 04/30/25 Track/Field	44.69*		201	720-3500	582		
9		104508891 04/30/25 golf	68.11*		201	720-3500	582		
10		104508891 04/30/25 Tennis	28.40*		201	720-3500	582		
11		104508891 04/30/25 Softball	186.78*		201	720-3500	582		
12		104508891 04/30/25 Drivers ed	104.80*		218	100-1000	624		
13		104508891 04/30/25 Custodial	82.84		201	100-2600	624		
14		104508891 04/30/25 Welding	41.45		201	100-1000	582		
25804	49763S	2717 CITY OF BOULDER	1,364.42						
1		622-00 05/25/25 Water JHS outdoor	15.97		201	100-2600	421		
2		617-00 05/25/25 Water, Sewer, Tennis	36.45		201	100-2600	421		
3		311-00 05/25/25 Water, Sewer, JHS	1,312.00		201	100-2600	421		
25805	49771S	1608 MASBO	300.00						
1		14555 04/04/25 Great falls Inn Summer Confere	300.00		201	100-2500	582		
25806	49778S	5855 Todd Watkins Consulting Services,	463.50						
On site with Lorie to review County treasurer balancing and GL									
1		JHS050525 05/05/25 on site with Lorie to revie	463.50*		215	100-2500	330	777	
25807	49775S	1737 NORTHWESTERN ENERGY	7,212.98						
1		0133494-5 05/19/25 Electric Service	4,614.96		201	100-2600	412		
2		0133494-5 05/19/25 Unmetered Service	10.57		201	100-2600	412		
3		0133494-5 05/19/25 Natural Gas Service	1,495.47*		201	100-2600	411		
4		0133494-5 05/19/25 State and Local Taxes	1,091.98*		201	100-2600	411		
25808	49772S	5777 MENTAL HEALTH CONNECTIONS LLC	1,012.50						
1		05012025 05/01/25 Service dates 04/2/25-05/1/2	1,012.50*		215	459-1000	330	459	

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
25809	49774S	3481 MT DOJ CRIMINAL RECORDS	50.00						
1		Background - MS	25.00*	11141	201	100-2300	800		
L.CAREY									
2		Background - BA	25.00*	11148	201	100-2300	800		
L.CAREY									
25810	49767S	1002 GENERAL DISTRIBUTING	171.54						
1		0001500711 04/30/25 Cylinder Rental Acetylene	19.14*		201	390-1640	610		
2		0001498655 04/30/25 Flap disc	152.40*		201	390-1640	610		
25811	49776S	5341 QUADIENT LEASING USA INC	214.62						
1		Q1830944 04/22/25 Lease payment	214.62*		201	100-2400	532		
25812	49777S	5270 SMA ARCHITECTS	44,957.12						
1		22-001-35 04/04/25 Architect fees	44,957.12*		260	100-4500	725		
25813	49777S	5270 SMA ARCHITECTS	51,978.77						
1		22-001-34 03/04/25 Architect fees	51,978.77*		260	100-4500	725		
25814	49766S	3698 EVERGREEN IRRIGATION	950.00						
1		4591 05/09/25 Repaired broken wire crossing	950.00*		201	100-2600	440		
25815	49789S	4761 PEAK 1 ADMINISTRATION	40.00						
1		160736 05/15/25 Cobra Miniumum Fee	40.00		201	100-1000	260		
25816	49790S	5588 SHODAIR CHILDREN'S HOSPITAL	89.90						
1		0402FY2024 04/24/25 FY 24 DOR tuition	89.90*		213	280-1000	560		
25817	49785S	4733 LAYNG, SARAH	185.72						
Reimburse Sarah Layng for Track Meal									
1		Taco Bell State Track meal	185.72*		201	720-3500	582		
25818	49788S	4389 NITRO GREEN & CHRISTMAS DECOR	144.00						
1		711730 05/01/25 Pest entry ways interior	144.00*		201	100-2600	440		
25819	49784S	1086 GIULIO DISPOSAL SERVICES, INC.	173.60						
1		4112 04/30/25 8yd 2x weekly	173.60*		201	100-2600	431		

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
25820	49780S	4979 BEST WESTERN SHELBY INN AND SUITES	1,747.90						
1		37617 05/16/25 Jefferson Hs State Golf	1,747.90*		201	720-3500	582		
25821	49782S	5856 Fairfield by Marriott	2,101.68						
1		Hotel for T&F Divisional	2,101.68*		201	720-3500	582		
25822	49787S	5472 MT DIGITAL ACADEMY	246.00						
1		23354 05/19/25 FlexCap	246.00*		215	459-1000	640	459	
25823	49783S	5191 FISHER'S TECHNOLOGY	385.00						
1		1494418 05/02/25 Black and White & color copie	385.00*		201	100-2400	440		
25824	49786S	5670 LUMEN	1,594.44						
1		736239393 05/01/25 Internet fees and surcharge	1,594.44*		215	412-1000	535	620	
25825	49779S	5344 All Temp Heating & Cooling	785.64						
1		12361 05/21/25 HVAC Labor & Refriger, Defrost	785.64*		201	100-2600	440		
25826	49781S	792 ECKROTH MUSIC	167.50						
1		5639083 05/06/25 Tuba repair Stuck Valve,dent	167.50*		201	100-1470	440		
25827	49791S	5270 SMA ARCHITECTS	21,147.25						
1		22-001-36 05/05/25 Architect fees	21,147.25*		260	100-4500	725		
		*** Cancelled in 6/25 ****							
25828		2998 HOLIDAY INN - MISSOULA	1,868.16						
1		2166997 05/29/25 Tennis State hotel	1,868.16*		201	720-3500	582		
25829	49800S	5857 Staybridge Suites	4,982.04						
1		05/22/25 State Track and Feild hotel	4,982.04*		201	720-3500	582		
25831	49797S	1377 JOHNSON CONTROLS	6,710.00						
1		1-13522524 02/10/25 GYM MAU motor replacement	6,710.00*		260	100-4500	725		
25832	49797S	1377 JOHNSON CONTROLS	833.50						
1		1-13581662 02/10/25 GYM MAU motor replacement	833.50*		260	100-4500	725		

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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
25833	49798S	4283 LYONS, BONNIE	800.80						
1		39267 Contract Reimbursement Claim	800.80*		210	100-2700	514		
25834	49793S	5536 GALARUS, DOUGLAS	488.04						
1		49733 Contract Reimbursement Claim	488.04*		210	100-2700	514		
25835	49794S	5844 Guidoni, Adrian	277.20						
1		56235 Contract Reimbursement Claim	277.20*		210	100-2700	514		
25836	49799S	5472 MT DIGITAL ACADEMY	676.50						
1		12.16.24-0 12/16/24 Flexcap	676.50*		215	100-1000	640	332	
25838	-99429E	4786 MC Mastercard	2,686.73						
1		04/03/25 Due From Skills	405.35		201	170			
2		High needs SPED Supplies	968.52*	11144	215	100-1000	610	28	
DRYNAN									
AMAZON.COM									
3		sped supplies	1,187.19*	11150	215	474-1000	610	28	
DRYNAN									
AMAZON.COM									
4		04/14/25 Amazon Epoxy Resin Color Pigme	55.96*		201	100-2600	610		
5		04/08/25 Walmart.com Fraud charge	69.71		201	100-1000	610		
25839	-99428E	4786 MC Mastercard	735.49						
1		04/22/25 Due From Golf course fees	409.10		201	170			
2		04/29/25 Golf Food from state/ Division	326.39*		201	720-3500	582		
25840	-99427E	4786 MC Mastercard	1,361.09						
1		04/01/25 Due From GA	1,049.51		201	170			
2		04/04/25 Super 8 Bus driver	91.80*		201	720-3500	582		
3		04/22/25 Gas for T&F	156.78*		201	720-3500	582		
4		04/23/25 OYO hotel for Golf Bus Driver	63.00*		201	720-3500	582		
25841	-99426E	4786 MC Mastercard	1,065.07						
1		04/11/25 Due From Drama	1,065.07		201	170			

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Claim Details

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* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
25842	-99425E	4786 MC Mastercard	370.93						
1		04/10/25 Due from Trap	370.93		201	170			
25843	-99424E	4786 MC Mastercard	633.90						
1		04/09/25 Due From NHS	53.98		201	170			
2		04/17/25 Prime membership	349.00		201	100-1000	610		
3		05/02/25 Walmart return	-303.68*		201	100-2600	610		
4		05/02/25 Walmart Fertilizer	379.60*		201	100-2600	610		
5		05/02/25 Lowes Scotts Spreader	155.00*		201	100-2600	610		
25844	-99423E	4786 MC Mastercard	1,344.73						
1		2504-07959 04/14/25 Belgrade wood for Drift Bo	56.37*		201	390-1641	610		
2		17400 04/14/25 Builders First Wood for shed	1,264.39*		201	390-1641	610		
3		649008 04/30/25 Kenyon Noble Joining Biscuits	7.99*		201	390-1641	610		
4		624303 04/16/25 Kenyon Noble Joining Biscuits	15.98*		201	390-1641	610		
25845	-99422E	4786 MC Mastercard	1,658.50						
1		04/22/25 Due From Seniors	1,108.50		201	170			
2		05/02/25 Due from Trap	550.00		201	170			
25846	-99421E	4786 MC Mastercard	80.41						
1		04/26/25 Gas for Tennis	80.41*		201	720-3500	582		
25848	-99420E	4786 MC Mastercard	620.39						
1		04/09/25 HomeDepot spindle sander	299.00*		201	390-1640	610		
2		04/08/25 Blick Art Material Triangular	321.39*		201	390-1640	610		
25849	-99419E	4786 MC Mastercard	354.82						
1		04/09/25 Food & Gas for Golf	137.82*		201	720-3500	582		
2		04/09/25 Due from GA Golf entry fee	217.00		201	170			
25850	-99418E	4786 MC Mastercard	4,368.98						
1		04/22/25 Due From BPA	4,368.98		201	170			
25851	-99417E	4786 MC Mastercard	1,725.09						
1		04/24/25 Food Divisional/ State Music	1,725.09*		201	710-3400	582		

Page: 7 of 8
Report ID: AP100

Claim Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
25852 -99416E	4786 MC Mastercard	1,745.30						
1	04/08/25 Due From GA	41.00		201	170			
2	STAR combination kit of 1	1,391.00*	11149	215	474-1000	610	28	
	DRYNAN							
	Star Autism Support							
3	STAR instructional aprons	160.00*	11149	215	474-1000	610	28	
	DRYNAN							
	Star Autism Support							
4	05/01/25 Due from Spanish	153.30		201	170			
25853 -99415E	4786 MC Mastercard	6,569.65						
1	Blue Folders	29.03*	11145	201	100-2100	610		
	OTTMAN							
	AMAZON.COM							
2	The Art of War Tchr ed.	13.83	11146	201	100-1000	640		
	JACOBSEN							
	AMAZON.COM							
3	The Art of War stu ed.	149.70	11146	201	100-1000	640		
	JACOBSEN							
	AMAZON.COM							
4	04/03/25 Due From Skllills	908.40		201	170			
5	04/19/25 Due From Trap	117.87		201	170			
6	05/01/25 Usps Large Envelope	32.74*		201	100-1000	532		
7	04/01/25 Amazon Laptop Tripod on wheels	136.11*		215	392-1000	610	318	
8	04/01/25 Amazon Cart and Hard case for	109.84		215	6100		337	
9	05/02/25 Diversified Truck for Vanhool	4,944.14*		201	100-2600	440		
10	04/01/25 Amazon Samsung tv	147.99*		215	392-1000	610	318	
11	04/24/25 Plaques & such LLc credit trap	-20.00		201	100-1000	610		
25855 49792S	385 BOULDER MONITOR & JEFFERSON CO.	155.00						
1	6886 05/31/25 Agenda, Vacancies, trustee ad	155.00		201	100-2300	540		
25858 49796S	5818 ITD Solutions	7,837.50						
1	1056 05/31/25 It service agreement June	4,337.50*		215	100-2580	355	620	
2	1056 05/31/25 Lenovo v15 Laptops with 40gb r	3,500.00*		215	100-2580	355	620	
	# of Claims 57	Total: 238,822.66	# of Vendors 35					
	Total Electronic Claims	32,788.38						
	Total Non-Electronic Claims	206,034.28						

Fund/Account	Amount
201 HIGH SCHOOL GENERAL FUND	
101	58,515.70
210 HIGH SCHOOL TRANSPORTATION FUN	
101	37,446.65
213 HIGH SCHOOL TUITION FUND	
101	89.90
215 HIGH SCHOOL MISC PROGRAMS FUND	
101	16,687.20
218 HIGH SCHOOL TRAFFIC EDUCATION	
101	104.80
260 HIGH SCHOOL BUILDING FUND	
101	125,978.41
Total:	238,822.66



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 22-001-37
Date 06/06/2025

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	100.00	81,903.62	81,903.62	0.00
Subtotal	457,696.70	100.00	457,696.70	457,696.70	0.00
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	100.00	63,582.00	63,582.00	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	100.00	14,250.00	14,250.00	0.00
Civil Project Closeout Services	4,800.00	100.00	4,800.00	4,800.00	0.00
Landscape Architect	22,600.00	100.00	22,600.00	22,600.00	0.00
Subtotal	497,364.00	100.00	497,364.00	497,364.00	0.00



architecture + design

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

Invoice number 22-001-37
Date 06/06/2025

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	100.00	11,685.00	11,685.00	0.00
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	100.00	3,000.00	3,000.00	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	100.00	3,000.00	3,000.00	0.00
Subtotal	161,989.70	100.00	161,989.70	161,989.70	0.00
Amendment 01 - Track & Field Improvement Study	15,716.00	100.00	15,716.00	15,716.00	0.00
Amendment 02 -Track & Field Improvements CDs & CA	162,554.00	79.83	115,212.11	129,768.81	14,556.70
Total	1,295,320.40	97.47	1,247,978.51	1,262,535.21	14,556.70

Invoice total **14,556.70**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
22-001-37	06/06/2025	14,556.70	14,556.70				
	Total	14,556.70	14,556.70	0.00	0.00	0.00	0.00

Approved by:

Jason M. Davis
Principal

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



Clerk Report for June, 2025

From the desk of: Lorie Carey

Day-to-day:

Final teacher payrolls were finished May 30 so that Mr. Moodry could give them to each staff member as he or she "checked out". The June regular payroll was completed on Monday, June 9th for direct deposit.

As I'm writing this report, I'm in Great Falls at the MASBO conference. They have quite a variety of workshop options. Some of the ones I attended were about MHSA, student activities, fund reserves, Black Mtn Software updates, school nutrition, Infinite Campus, tuition laws, Stars information, and E-Grants coding and details.

We have plenty of work to do before the end of June.

The auditor will be at the school starting June 16. (Monday of the week of the meeting.)



June 16, 2025

Project 25-26: Enrollment: 324 (9=97, 10=80, 11=85, 12=62)

Principals Report--Mr. Mike Moodry

Academics

The final grades have been submitted. Our failure rate was 2.5%, which is up .6 percent from last year.

Students will have 9 credits to recover for the 2nd semester.

Graduation

Graduation was held Sunday, May 25, 2025 at 2:00 in JHS North Gym. We graduated 64 seniors. The ceremony lasted about 1 hour and 15 minutes.

Mrs. Ottman hosted a local scholarship awards luncheon on May 21, 2025. It was great to have our generous scholarship awardees and recipients get together. They usually don't have the chance to meet. We will continue this opportunity in future years.

State of Mind

JHS will bring State of Mind to the community on October 8-9, 2025. Their website states, "State of Mind is a statewide theatre and public dialogue tour aimed at community listening, tackling stigmas around mental and behavioral health, sharing resources and exploring strategies for care across our communities." The group will work with our student, staff and community members to develop a performance during the day. They will perform that evening for the community. The following day, there will be a community gathering to discuss the issues. More details to come.



PROGRAM BREAKDOWN



VIDEO TRAILER
AND INFO!

DAY ONE



STUDENT WORKSHOP

90MIN, FOR 15-30 HIGH SCHOOL STUDENTS,
DURING SCHOOL HOURS



ADULT WORKSHOP

75MIN, FOR 15-45 TEACHERS, STAFF, MENTAL &
BEHAVIORAL HEALTH WORKERS, PUBLIC HEALTH
DEPARTMENT STAFF, LAW ENFORCEMENT



STATE OF MIND PERFORMANCE

85MIN PROFESSIONAL THEATRE PRODUCTION

DAY TWO

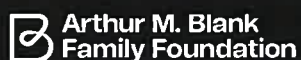
"COFFEE AND CONVERSATION"

90MIN COMMUNITY COALITION MEETING TO
REFLECT ON PREVIOUS DAY'S
ACTIVITIES AND EXPLORE POTENTIALLY NEW
LOCAL COLLABORATIONS AND ACTION STEPS



FOR INFORMATION OR TO BOOK
STATE OF MIND CONTACT:
JOSH.AASENG@UMT.EDU

PRODUCED BY
UNIVERSITY OF MONTANA'S
CO-LAB FOR CIVIC IMAGINATION &
MONTANA REPERTORY THEATRE





PROGRAM BREAKDOWN

SOM PROVIDES



WORKSHOPS AND PERFORMANCE



A TEAM OF PROFESSIONAL ACTORS, FACILITATORS, &
A LICENSED MENTAL HEALTH PROVIDER



MATERIALS FOR MARKETING AND OUTREACH



TRAVEL & ACCOMMODATIONS

COMMUNITY HOST PROVIDES

VENUE FOR WORKSHOPS
(USUALLY THE HIGH SCHOOL)



VENUE FOR PERFORMANCE
(A COMMUNITY SPOT - PREFERABLY NOT A TRADITIONAL THEATRE)

VENUE FOR COMMUNITY COALITION MEETING
(A SPOT CONDUCIVE TO TALKING AND LISTENING)



PARTICIPANTS FOR WORKSHOPS

+STUDENTS WHO OPT-IN AND REPERESENT DIVERSITY OF STUDENT BODY
+ADULTS - TEACHERS AND SCHOOL STAFF, LOCAL MENTAL AND BEHAVIORAL HEALTH
WORKERS, PUBLIC HEALTH DEPARTMENT STAFF, LAW ENFORCEMENT

AUDIENCE MEMBERS

(ANY OF THE ABOVE, PLUS THE ENTIRE COMMUNITY)



COFFEE FOR THE COMMUNITY COALITION MEETING

FOR INFORMATION OR TO BOOK
STATE OF MIND CONTACT:
JOSH.AASENG@UMT.EDU

PRODUCED BY
UNIVERSITY OF MONTANA'S
CO-LAB FOR CIVIC IMAGINATION &
MONTANA REPERTORY THEATRE

June AD Board Report:

Congratulations are in order to all our spring sports and the successes they had over the course of a couple of months! A huge congratulations is in order for our State Champion Boys' Golf team and Coach DeMars and Moodry for this accomplishment. Coach DeMars has also earned the recognition from her peers and coaches throughout Montana being named the Class B Boys' Golf Coach of the Year. Tennis had a boys' doubles team, a singles boy player, singles girl player, and girls' doubles team playing in the State tournament in Missoula. Track & Field had a number of athletes competing in the State track meet as well during that same weekend. Track & Field did see 3 school records broken and another tied by two of our girls. Both boys and girls teams placed 5th at the state meet and had a ton of success. We also had some of our girls that co-op with East Helena reach the state softball tournament for the first time in school history.

I've just finished attending the summer Class B meeting in Glasgow for athletic directors and administrators wanting to attend. This was a two-day event on June 9th and 10th discussing issues pertaining to all sports overall, and discussions with MHSA personnel. I also attended a Southern Division meeting during this time as well. There really aren't many major changes coming down the pipe for this next school year. An Arbiter rep presented on the new system schools will be required to use for game schedules rather than Dragonfly. Jefferson will still be using Dragonfly for student information. State and divisional post-season information was also addressed and confirmed during these meetings.

Summer open gyms/mats and weightlifting have been in full swing for a couple of weeks now. We have overall about 100 student-athletes attending open gyms for volleyball, basketball, weightlifting, and wrestling open mats throughout the week. The basketball teams have attended a couple of basketball tournaments already and Coach Humphrey has attended a camp in Idaho with some of his wrestlers. Mr. Bowman plans to begin open fields with his flag football players soon. Overall, there are a lot of opportunities for our athletes to grow and work on skills over the summer here at the high school. I want to commend our coaches for their commitment and time spent away from their families during the summer working to improve their programs. I truly believe this is a huge reason for the success our athletes have had over the years.

Our sports programs and coaches have done a great job the past couple of years working fundraisers helping to alleviate the District costs for their sports. Currently, the football team has organized a "purchase a yard line" fundraiser and will also assist with the annual dog competition held each year in Elk Park. Different programs also helped work concession stands raising money for their programs throughout the year. Due to individual sports fundraising efforts I have been able to use their funds to fulfill requisition requests for equipment improvements recently.

Other than this, everything else is pretty much set for the upcoming school year. Schedules are posted on our school website as well. I apologize for not being able to attend this Board Meeting as I'm currently at a throwing camp with one of my daughters during this time.

Head Coach End of Season Review

The intent of this document is to help improve our programs. This document helps guide you in preparation for a meeting with the Board following your season. Please get with your coaching staff and complete this form. Keep in mind this is not about your win/loss record, it is about providing a growth mind-set for our student-athletes and programs.

Season: __Spring 2025__

Coach: _____DeMars_____

Sport: _____Golf_____

1. What goals did you reach and how?

I reached the goal of having a full boys and girls varsity team. I reached the goal of helping students to grow in the game of golf mentally. I achieved this by constantly talking to the students about shaking off things and letting it go. You don't have to be perfect and bad shots are going to come in golf. I also reached the goal of having the boys go back-to-back state champions. I achieved this by talking to the boys about growing on the golf course mentally. We were able to overcome bad days and bounce back and persevere and reach that goal.

2. How will you proceed with your unaccomplished goals? Changes?

My goal that I didn't reach was getting a full girls team to state. We ended up 5th in the division and the top 4 teams went onto state. I would spend more time working on course management and teaching the girls where we can gain strokes around the green.

3. What did you learn from the season?

I learned that teaching the golfers more about life and the mental side of golf is a huge part. I spent more time just talking to them about what we can do mentally to help us on the golf course and in life. It isn't always about the golf swing and the fundamentals, golf is a huge mental sport.

4. How will you improve on your team cohesion?

I believe working more in groups and building that team aspect during practice. We have a very good group of golfers that want the best for each other. Watching them at tournaments, cheer each other on is huge. A lot of people believe golf is an individual sport, but I enjoy the team aspect of it. Having the golfers cheer on each other for the team is the biggest thing that I want to instill in them.

5. How will you improve your parent/community relations?

I believe that sending out a weekly update and schedule of our week to the parents and the beginning of each week to help with what is going on with the program. Just to have better communication with the parents would be my main goal.

6. What are your goals for next season?

I would really like to get a full girls team back to the state tournament. I believe we will have a very good shot and the girls seem very motivated to work hard on their game outside of the season. On the boys side, placing at the state tournament would be a big goal. Continuing to work on the mental side of the golf game and helping the kids work on that part of their game and not just the fundamentals.



2024/2025 Jefferson High School Nurse Year End Report

Nurse Office Visits

The nurse office was staffed regularly Monday – Thursday 8:30 – 3:00. The school nurse coordinated with the school secretary to ensure continuity of student health concerns when the nurse was unavailable. There were 738 documented office visits by students and staff recorded in the nurse visit log. This is a significant increase from last year, 398 office visits during the 23/24 school year. The secretary does not document in the nurse log. The most common complaints included headaches, stomach aches, menstrual cramps, minor wounds and emotional distress/mental health struggles. Most students were able to be seen by the nurse, receive some treatment and return to class. Some students were sent home to rest, recover and prevent spread of illness and some were encouraged to seek additional medical evaluation. Most office visits included some portion of education related to the reason they came to see the nurse. These topics included healthy habits and choices, infection prevention, medications, disease process, managing school stress, coping skills and mental health services available.

The nurses assisted in transitioning to a new nurse office location at the beginning of the school year. The nurse supply closet is currently fully stocked with necessary equipment to monitor vitals, and care for different types and sizes of wounds and injuries. Supplies were ordered as needed throughout the year and kept with in expiration dates. First aid kits were checked monthly and as needed for additional supplies. The school nurses coordinated with teaching staff to obtain a grant to purchase a new AED to be located in the new wing of the building. Two Opioid Reversal Agent kits were given to the school by the State. One is hung next to the AED in the new wing and the other next to the AED that is hung in the cafeteria.

Chronic Health Conditions

There are 21 students that have health conditions that the nurses follow at school. Please see below for a breakdown of conditions:

- 13 Asthma
- 1 Diabetes
- 2 Life Threatening Allergy
- 1 Seizure Disorder
- 18 other conditions (ADHD, mental health, & other systems)

Students with chronic conditions require additional paperwork from providers and health care plans so that students can receive medication in the school setting. Paperwork is obtained through working with the student's provider and parent(s)/guardian(s).

Mental Health

The Mental Health Team continued this year to coordinate resources and intentionally provide mental health education and services to the staff and students at Jefferson High School. Personnel on this team included the superintendent, principal, guidance counselor, school nurse, county health school nurse, psychiatric nurse practitioner and athletic director. Staff were educated by both Erin Ritchie RN and Stacy Abar RN on Signs of Suicide, current Jefferson County and national trends and the process for student referral for mental health concerns. Signs of Suicide were taught to 85 students in health class and 45 Senior students. Mental Health screening was offered to all students in the fall and the spring, and as indicated throughout the school year. 17 Students chose to participate in the health screening and received follow up as appropriate. Mental Health Services in-person with the Psychiatric Mental Health Nurse Practitioner or tele health, via Huddle Up, were utilized to support mental health needs.

In the Classroom

The school nurse provided education in the classroom related to reproductive topics, mental health topics, substance abuse, blood pressure, and blood typing. The school nurses also participated in the Health Fair with information on nutrition and caffeine as it relates to teens.

Nurse Update

The annual immunization review and corresponding compliance was completed at the start of the school year. Due to an increase in Pertussis cases locally, student immunizations were reviewed a second time this spring to ensure readiness in the event that this would affect our district and conversations were had with the principal related to this possibility. The school nurses assisted the principal in communicating with staff and parents information related to communicable diseases affecting students throughout the school year.

Vision and hearing screenings were completed for all driver's education students in cooperation with Erin Ritchie, RN, County health school nurse. Bulletin board and health information posters were posted around the school and updated periodically with new health related information.

Membership to the National School Nurse Association, which included membership to the Montana School Nurse Association, was purchased for the school nurse through the Connections grant. This membership provided continuing education and a discussion board on a variety of topics including mental health, infection prevention, and chronic disease implications in the school.

**Board Meeting
June 17, 2025
Informational**

New Business

Fill Vacant Board Seat- The board will need to appoint a person to fill the vacant board seat. We received an application for the position.

Recommended Motion: Move to appoint _____ to the Jefferson High School Board.

Construction/ Renovation Update- Update will be given by Construction Committee.

**Personnel
Substitutes**

Resignations-

Volunteer-

Staff Employment Recommendations

Flag Football- Interviews were conducted for Head Flag Football coach and Assistant Football coach. Recommendations were to hire Matt Bowman as the head coach and Amy Michaud as the assistant coach.

Recommended Motion: Move to hire Matt Bowman as the head flag football coach for the 2025-2026 school year.

Recommended Motion: Move to hire Amy Michaud as the assistant flag football coach for the 2025-2026 school year.

Summer Custodial/ Maintenance Help- I visited with Steve McCauley after he expressed interest in helping this summer. I would like to hire Steve as summer help.

Recommended Motion: Move to hire Steve McCauley as summer help for custodial and maintenance for the summer of 2025.

Attendance Agreements- We may need to acknowledge agreements for those students from JHS going to Helena or East Helena High Schools. We may also need to approve students coming to JHS from outside districts. We will be approving most out-of-district applications at the July meeting.

Recommended Motion: Move to acknowledge _____ JHS student attending a Helena school. Move to approve ... Helena student attending JHS.

Transportation Contracts- The board must approve transportation contracts for students that are either transported to another district that live in our district (i.e. Elk Park) or students that live over three miles from the nearest bus stop.

Recommended Motion: Move to approve the transportation contract(s) as presented.

Classified CBA Approval- I met with the union representative for the district. They agreed to the same percentage increases given to the certified and the increase in insurance premiums. Those recommendations were sent to the negotiations committee for any feedback. All members agreed to the changes.

Recommended motion: Move to approve the Classified CBA for the 2025-2026 and 2026-2027 school years.

Handbook Updates and Approval- Handbooks were sent to the Handbook/Policy committee for review.

Recommended Motion: Move to approve the handbooks for 2025-2026 as presented.

Principal Negotiations Update/ Approval

Mr. Moodry sent his proposal for negotiations. He is requesting two year language with the knowledge the board must hire him each year. He is requesting a 3.5% increase the first year and a 4% increase for the second year. He is also requesting he receive the same insurance increase as the teachers.

Recommended Motion: Move to approve the negotiated proposal from Mike Moodry.

Property & Liability Insurance Proposal Approval- We will only review and approve if I receive the proposal prior to the meeting.

Recommended Motion: Move to approve the MISPLIP proposal as presented.

Disposal of surplus/obsolete items- I would request the board pass a resolution to dispose of obsolete or surplus items. We will plan another sale to get rid of as much stuff as possible.

Recommended Motion: Move to approve a resolution to dispose of obsolete and surplus items.

Approve the Food Service Agreement with Boulder Elementary- Each year we approve the agreement with BES for food service.

Recommended Motion: Move to approve the food service agreement with BES.

Approve Multi-District agreement with Clancy School- Each year we approve the agreement with Clancy for the sharing of services if necessary.

Recommended Motion: Move to approve the Multi-District agreement with Clancy School.

Superintendent's Report

June 2025

Track and Field- The track and field are coming along. We hope to see sod very soon after the curbing is installed. They continue to work on the javelin area. We've ordered goalposts and bleachers.

Job Fair- Harlow's is having a fun day/ job fair on the 12th of July. They are trying to recruit drivers. We are invited to join in for any openings we may have. We are still looking for custodial help and paraprofessionals.

Perkins- I'm working on the Perkins grant. The grant is due June 30th. The Perkins grant is for CTE programs and gets each instructor in welding, woods, family and consumer science, and business education, money for equipment.

Title Funds- They are predicting we will see a 20% decrease in our Title I funds. We use these funds to help pay teachers to meet the needs of students that have a gap between where they test, and where they should be academically.

May 20, 2025

To the Jefferson High School Board of Trustees,

My name is Jane Erickson, and I am interested in serving on the JHS School Board for the open at-large position. I am a qualified voter and reside in Jefferson County.

I have been actively involved in public education for many years in a variety of areas and Districts: classroom teacher for 26 years, substitute teacher, instructional coach, educational consultant, PTA member, parent and soon to be grandparent of a JHS freshman. While I have never served as a Board member, I was fortunate to work alongside Board members during my teaching career with contract negotiations and mitigating conflicts as a trained Union Grievance Officer.

I have been involved with Jefferson High over 20 years. Both of my sons are JHS graduates. As a fellow educator within the District, I collaborated with English teachers in the purchase of their new curriculum. As a JHS staff member, I supported teachers' classroom literacy skills through the Federal Literacy Grant. As a consultant at the conclusion of the Literacy Grant, I designed a Peer Coaching model specifically catered to JHS, and I continue to be a Booster Club member. Through it all, the Jefferson High Board of Trustees was always supportive, at times asking tough questions so that both students and school would benefit. This is the diligent and supportive Board of which I would like to be part.

Sincerely,

A handwritten signature in cursive script that reads "Jane Erickson".

Jane Erickson
14 Bitterroot Mountain Road
Montana City, Montana

Cell: 406-431-7585 Email: jane.erickson7585@gmail.com

2025-26 Jefferson High School Handbook Revision

Student Handbook:

- Page 7: Update graduation requirements (Clarify credits needed)
- Page 13: Update Grading Guidelines and Mark Descriptions with modern language
- Page 18: Remove semester test exemption for attendance.
 - Rationale: Difficult to enforce with varying semester test requirements for different classes.
- Page 19: Update off campus driving to reflect changes from the February JHS Board meeting and parking restrictions.
- Page 23: Update Technology Use Policy with modern language.

Staff Handbook:

- Page 4: Update Grading Guidelines to match student handbook.
- Page 9: Update Leave/Staff Absences to reflect Montana Code.

Activity Handbook:

- Page 2: Update physical requirements which are now every 2 years.
- Page 4: Update sportsmanship policy to reflect change in MHSA Fan Ejection Policy.
- Page 6: Remove out of season enforcement of activity policy (unenforceable).

Safety Handbook:

- Update the handbook to eliminate the use of radio stations for communication and replace it with use of Infinite Campus and social media.

SPONSOR to SCHOOL Food Service Agreement

This agreement is made between the parties named below authorizes the School Food Authority (SFA) to claim reimbursement meals in the Montana Agreement Payment System (MAPS) for meals served to students enrolled at the recipient school as a stand-alone site or district elementary under the administering SFAs agreement to operate the federal child nutrition programs. The terms and conditions of the agreement include provisions for meals pricing, how parties will fully cooperate, work in good faith, and mutually assist each other in the performance of this Agreement.

Name of Sponsoring SFA: BOULDER ELEMENTARY SCHOOL	
MAPS Sponsor Number: 0456	MAPS Vendor Number: 0000023538
Name of Recipient School or Attendance Center: JEFFERSON HIGH SCHOOL	
Name of Claim Site: BOULDER ELEMENTARY SCHOOL	

This agreement was entered into on JUNE 16, 2025 for the duration of one (1) school year beginning JULY 1, 2025 and ending JUNE 30, 2026.

This agreement may not exceed one year term.

The sponsoring School Food Authority hereinafter will be referred to as **SFA** and the **Recipient** school, stand-alone school or attendance center will be referred to as **Recipient**.

This agreement was entered by and between the **SFA** and the **Recipient** for the purpose of the **SFA** to **provide and/or claim meals** or snacks in the following Child Nutrition Programs on behalf of the **Recipient**:

☒ Lunch served under the

☒ National School Lunch Program

☐ Summer Food Service Program

☒ Breakfast Served under the

☒ School Breakfast Program

☐ Summer Food Service Program

☒ Snack served under the

☒ After school Snack program

☐ Fresh Fruit and Vegetable Program

Check One:

☐ The **Recipient** will prepare meals and/or snacks on-site at the stand-alone facility or attendance center. SFA will claim meals and provide administrative support. (Section D of this agreement is not applicable)

☒ The SFA will claim and provide meals and/or snacks for the Recipient from:
Boulder Elementary
 (Enter school kitchen facility in which meals will be prepared)

The Recipient is: Check One:

☒ School or SFA outside of the district

☐ Attendance Center/Colony School within the district

Both parties hereby agree to adhere to the following conditions:**SECTION A: ELIGIBILITY**

1. The Recipient must meet the eligibility requirements to participate in the federal child nutrition programs, if at any point the Recipient becomes ineligible, they will notify the SFA and the SFA must drop the Recipient from participation under their sponsorship.
2. The SFA will claim reimbursement from MT OPI for all meals served to students enrolled in the Recipients meal program(s). The SFA may only claim reimbursement for complete meals or snacks served to students in accordance with each child's eligibility benefit status, at the allowable rate per program per day. If reimbursement is denied as a direct result of the failure of the Recipient to comply with the provisions of this contract, the Recipient shall assume responsibility for the amount denied.
3. The SFA will conduct the free and reduced-price meal application process including the distribution, review, and approval of applications for Recipient site(s). The SFA will provide the Recipient accurate and current eligibility roster of students and their eligibility benefit status, updating any changes as they may occur. The SFA will conduct the annual verification process, as well as any eligibility verifications for cause and will notify the recipient of any finding or changes needed.
4. Once approved by MT OPI, the term of the agreement is eligible for one (1) year as indicated above. Either party may terminate this agreement for cause with 10 days' written notice. The SFA must provide written notification to MT OPI.
5. The SFA will retain signature authority on its Office of Public Instruction Program Agreement, Free and Reduced-Price School Meal Application, Claim for Reimbursement, and non-profit Food Service Fund.
6. The Recipient will conform to the rules and regulations of the SFAs Program Agreement with the MT Office of Public Instruction and will comply with all applicable federal and state regulations.

SECTION B: MEAL PREPARATION AND FOOD SAFETY

7. The SFA will Prepare
(enter SFA or Recipient) (enter prepare and/or provide)

meals or snacks. All meals/snacks will be planned and prepared according to the relevant USDA child Nutrition Program regulations (i.e. lunches and afterschool snacks per 7 CFR Part 210; and breakfasts per 7 CFR Part 220). All meals/snacks will meet the requirements as specified in the regulations.

8. The SFA will prepare meals and snacks in the Boulder Elementary
(enter SFA or Recipient) (name of school site)

kitchen located at 205 S Washington St. Boulder This preparation site will maintain the
(address of kitchen site) MT
appropriate state and local health certifications for the facility.

9. The SFA and Recipient must develop a written food safety program that covers any facility or part of a facility where food is stored, prepared, or served. Both parties will be responsible for following the Food Safety program and HACCP plan(s). 7 CFR 210.13(c)

10. The SFA and Recipient will maintain applicable health certification and food safety training for its employees; a food service license for any facility in which meals are prepared; and any other state, county or city health licenses as required for the duration of the contract. 7 CFR 210.13(a)

11. The SFA and Recipient (if meals are prepared at recipient location) shall obtain a minimum of two food safety inspections during each school year conducted by a State or local governmental agency responsible for food safety inspections. They shall post in a publicly visible location a report of the most recent inspection conducted and provide a copy of the inspection report to a member of the public upon request. Sites participating in more than one child nutrition program shall only be required to obtain two food safety inspections per school year if the nutrition programs offered use the same facilities for the production and service of meals. 7 CFR 210.13(b)

12. All Employees of the SFA and Recipient will adhere to annual Civil Rights training and professional development training standards as set forth by job title and hours worked in association with the food service programs. Training must be documented for all child nutrition program related employees. See Exhibit G

SECTION C: MEAL COUNTING AND CLAIMING

13. The SFA will collect point of service meal counts. Point of Service
(enter SFA or Recipient)
means that point in the food service operation where a determination can accurately be made that a reimbursable free, reduced price, or paid lunch has been served to an eligible child. Daily and monthly meal counts will be collected for claiming purposes. Both parties are responsible for completing meal counting and claiming training requirements.

14. The SFA has oversight of meal counting and claiming and will assume responsibility for any overclaims identified during a review and reimburse MT OPI if any errors are found.

15. The SFA and Recipient will maintain food production records indicating food produced, portion size, quantity prepared, and recipe number or product description. Information for

nutrient analysis, including standardized recipes, nutrition fact labels, and Child Nutrition (CN) labels must be on file with the SFA. This information is required to support its claim for reimbursement and any reviews related to meals meeting menu requirements.

16. Offer vs Serve (OvS) will be implemented

☐ YES

☒ NO

If Yes, describe how OvS will be implemented:

—

17. At least two types of milk must be offered to children at contracted meals – 1% unflavored, skim flavored/unflavored, low-fat flavored/unflavored. One choice must be unflavored. Lactose-free milk is an acceptable skim or low-fat unflavored choice

18. Menu: In the event the Recipient school does not follow the SFAs menu for meals prepared on-site at stand-alone facility or attendance center, the Recipient will provide a 21-day cycle menu as part of the agreement. If a 21-day cycle menu is not provided the recipient may provide a monthly calendar of planned meals to the SFA for meal pattern requirement oversight. **See Exhibit H**

Check one:

☒ The recipient will follow the SFA planned calendar menu

☐ Recipient to provide 21-day cycle menu or planned calendar menu to SFA.

19. The SFA is responsible for the Annual Self – Review documentation for the Recipient site. Documentation is due annually in February for all sites, to be held on file as part of the administrative review requirement. The SFA may monitor the Recipient through periodic on-site visits to comply with this regulation. **See Exhibit C**

20. The SFA and Recipient will make all related records available, for a period of three years from the date of the final payment under the contract, for inspection and audit by representatives of the Office of Public Instruction, USDA and the U.S. General Accounting Office at any reasonable time and place. If audit findings have not been resolved, the records will be retained beyond the three-year period as long as required for resolution of issues raised by the audit.

SECTION D: MEAL SERVICE

Check One and follow instructions

☐ SFA is preparing/providing meals and delivering to recipient site, fill out #21-29 ☐

Recipient is preparing/providing meals at an on-site location, proceed to Section E

21. The SFA will deliver to the recipient unitized meals/snacks with adequate servings to meet the requirements for the number of meals/snacks ordered.

22. Payment shall not be made for any meals that do not meet requirements of NSLP Part 210.10, SBP Part 220.8, and SFSP Part 225.16 of the Regulation, are spoiled or unwholesome at the time of delivery or service, are delivered or served outside of agreed upon time, or do not otherwise meet the requirements of this Agreement.
23. The SFA will provide all equipment necessary to transport meals and snacks to Recipient.
24. The SFA will provide a monthly menu calendar. Menus must be reviewed, and changes made as necessary to ensure the NSLP meal patterns are met.
25. The Recipient will communicate (by way of email or phone) an accurate lunch order to the SFA by 8:30 AM each day. The Recipient will notify the SFA of any increase or decrease in the number of meals ordered no later than 8:45 AM each day.
26. The Recipient will transport the meals from the preparation site to the (enter SFA or Recipient) delivery site. Meals will be delivered by 10:00 AM. The meals will be transported in containers that maintain safe temperatures and prevent contamination.
27. The Recipient will provide the transport containers. The Containers will (enter SFA or Recipient) be cleaned and sanitized by the Recipient (enter SFA or Recipient).
28. The Recipient will furnish the serving trays, silverware, serving utensils etc (enter SFA or Recipient)

These items will be sanitized by the Recipient
(enter SFA or Recipient)

29. Employees of the Recipient will serve meals/snacks. Servers will be (enter SFA or Recipient) responsible for setting up the serving line, serving meals, cleaning up the serving line, preparing equipment for transport back to the preparation kitchen and cleaning off dining tables. The SFA will provide portioning instructions to the Recipient when applicable.

SECTION E: MEAL MODIFICATIONS FOR SPECIAL DIETS

30. Substitutions or modifications to meals for students with a disability that restricts their diet will be provided. SFA or Recipient is responsible in obtaining the Special Diet Statement for the student that is required for SFA to claim program reimbursement for the meals.
31. Fluid Milk and Non-Dairy Milk: All fluid milk served in the Program must be pasteurized fluid milk which meets State and local standards for such milk, have vitamins A and D at levels specified by the Food and Drug Administration, and must be consistent with State and local standards for such milk. Lactose-free and reduced-lactose milk that meet the fat content and flavor specifications for each age group may also be offered. Fluid milk must also meet the requirements shown in **Exhibit B**

SECTION F: PROCUREMENT AND RESOURCE MANAGEMENT

32. The SFA and Recipient agree to adhere to the procurement standards set forth in Section 210.21

of the NSLP regulations, OMB Circular 7 CFR 200.317-326.

33. The SFA and Recipient shall comply with the Buy American provision and purchase, to the maximum extent practicable, domestic commodities or products according to 7 CFR 210.21(d) **Exhibit E**

34. If the SFA is eligible to receive USDA Foods entitlement, The SFA may transfer the fair share of the USDA entitlement to the Recipient to be utilized in preparation and serving of applicable meals in Child Nutrition programs at the stand-alone site or attendance center.

All USDA foods remain the responsibility of the SFA and must adhere to all USDA Foods regulations and requirements. See **Exhibit E to determine fair share**

35. Both Parties shall comply with Resource Management and will make all related records available, for a period of three years from the date of the final payment under the contract, for inspection and audit by representatives of the Office of Public Instruction, USDA and the U.S. General Accounting Office at any reasonable time and place. Expenditures of nonprofit school food service revenues shall be in accordance with the financial management system established by the State agency. No exchange of reimbursement funds is permissible from the non-profit school food service account. See 7 CFR 210.14(a)-(c) and 7 CFR 210.19(a)

SECTION G: FEE STRUCTURE

36. Meal charges are based on the vending SFA recouping at least the estimated costs of providing the meals or snacks. If actual costs are not available, the charge may be based on the total federal reimbursement that could be received for the meal or snack including the value of USDA Foods if applicable. Vendor will not charge other fees, or request reimbursement of any costs, in addition to the fixed meal prices. Competitive quotes are not needed when SNP meals are obtained from another SFA. The SFA and Recipient may directly negotiate meal prices without additional, competitive quotes.

37. Invoicing Check One:

☒ The SFA will submit to the Recipient itemized invoices for meals and snacks provided by the SFA. The fees shall be established on a fixed price per meal basis for the actual cost of producing meals and snacks. Payments will be collected from participating children and adults, by way of state, federal reimbursements and paid meal prices established in this agreement. The Recipient will submit payment to the SFA on or before the 15th day of the following month. Fee structure worksheet to be attached with agreement. See **Exhibit A**

☐ The Recipient will submit to the SFA itemized invoices for meals and snacks prepared and served by the Recipient. The invoices will reflect the agreed upon fixed price per meal as established in this agreement. The SFA will submit payment to the Recipient on or before the _____ day of the following month. All documentation must be submitted to SFA from Recipient to support claims. No payment will be made for meals served without proper documentation. See **Exhibit A**

The established and agreed upon fixed price per meal fees for SY 26 are as follows:

National School Lunch Program School Breakfast Program Afterschool Snack Program	Paid Meal Pricing Elementary	Paid Meal Pricing High School
<input checked="" type="checkbox"/> Breakfast	\$ <u>2.25</u>	\$ <u>2.35</u>
<input checked="" type="checkbox"/> Lunch	\$ <u>3.25</u>	\$ <u>3.35</u>
<input type="checkbox"/> Afterschool Snack	\$ _____	\$ _____
<input checked="" type="checkbox"/> Special Milk or Extra Milk	\$ <u>.25</u>	\$ <u>.25</u>
<input checked="" type="checkbox"/> Adults (Lunch/Breakfast)	\$ <u>4.00 / 3.00</u>	\$ <u>4.10 / 3.10</u>
<input type="checkbox"/> SFSP <input type="checkbox"/> Lunch <input type="checkbox"/> Breakfast <input type="checkbox"/> Snack	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____

Invoices will be for the number of meals and snacks provided each month according to the agreed upon meal prices and student eligibility status established at the beginning of each school year.

CONTRACT TERMS AND CONDITIONS

38. With the exception of payment obligations for prior performance under this agreement, neither the SFA nor the Recipient will be liable for the failure to perform their respective obligations under this agreement when such failure is caused by fire, explosion, water, acts of God, civil disorder or disturbance, strikes, vandalism, war, riot, sabotage, governmental rules or regulations, or like causes that are beyond the reasonable control of such party.
39. This contract may be terminated by either party for cause or by mutual agreement between parties.
40. The SFA may terminate this contract for breach/neglect as determined by the SFA when considering such items as failure to maintain and enforce required standards of sanitation, failure to provide periodic information/statements or failure to maintain quality of service at the level satisfactory to the Contractor.

All business and information relating to the execution of this Agreement and the services thereof, including kitchen visitations, will be conducted with the SFA's Director of Food Services or

Authorized Representatives

In witness whereof, the parties hereto have executed this agreement as of the date and year first written above.

SIGNATURES:

Name and Title of SFA Authorized Representative: _____

Signature of SFA Authorized Representative: _____

Email: _____ Phone: _____

Date: _____

Name and Title of Recipient Authorized Representative: _____

Signature of Recipient Authorized Representative: _____

Email: _____ Phone: _____

Date: _____

DATE OF BOARD APPROVAL: _____

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

2. fax:

(833) 256-1665 or (202) 690-7442; or

3. email:

Program.Intake@usda.gov

This institution is an equal opportunity provider.⁹

Multidistrict Agreement
Clancy School District
Jefferson High School District

This Multidistrict Agreement (hereinafter "Agreement") is entered into this 11th day of June, 2025 by and between Clancy School District and Jefferson High School District (collectively hereinafter "Participating District" or "Participating Districts").

WHEREAS, pursuant to section 20-3-363, MCA, the boards of trustees of any two or more school districts may enter into a Multidistrict Agreement to create a multidistrict cooperative to perform any services, activities, and undertakings of the Participating Districts and to provide for the joint funding and operation and maintenance of all Participating Districts upon the terms and conditions as may be mutually agreed to by the districts subject to the conditions of section 20-3-363, MCA;

WHEREAS, an Agreement made pursuant to section 20-3-363, MCA, must be approved by the board of trustees of all Participating Districts;

WHEREAS, all expenditures in support of the Multidistrict Agreement may be made from the interlocal cooperative fund in accordance with sections 20-9-703 and 20-9-704, MCA. Each Participating District of the multidistrict cooperative may transfer funds into the interlocal cooperative fund from the general fund, any budgeted fund, or any non-budgeted fund of the Participating Districts, except as limited/prohibited law as follows:

1. transfers to the interlocal cooperative fund from each Participating District's general fund are limited to an amount not to exceed the direct state aid in support of the respective school district's general fund;
2. transfers from the retirement fund, the debt service fund or the compensated absence liability fund are prohibited; and
3. transfers may not be made with funds restricted by federal law unless such transfer is in compliance with any restrictions or conditions imposed by federal law.

WHEREAS, in accordance with section 20-9-703, MCA, Clancy School District shall be designated as the prime agency. All other Participating Districts shall be designated as cooperating agencies;

WHEREAS, expenditures from the interlocal cooperative fund are limited to those expenditures that are permitted by law and that are within the final budget for the budgeted fund from which the transfer was made.

NOW THEREFORE, the districts hereby agree as follows:

1. To create a multidistrict cooperative for the purpose of increasing flexibility necessary to maintain the current educational programs and enhance student achievement;
2. To create an interlocal cooperative fund for the purpose of transferring funds from the Participating Districts for the purpose(s) stated herein;
3. The Clancy School District is designated as the prime agency and as such shall establish a nonbudgeted interlocal cooperative fund for the purpose of the financial administration of this Multidistrict Agreement.
4. All other Participating Districts are designated as the cooperating agencies and in accordance with section 20-9-704, shall transfer its financial support under this Agreement to the prime agency by district warrant.
5. Any and all amounts transferred into the interlocal cooperative fund by any Participating District may come from: (a) the respective district's general fund in an amount not to exceed the direct state aid in support of the respective school district's general fund; or (b) any other budgeted fund of a participating district, except that funds cannot be transferred from the retirement fund or the debt service fund; or (c) any nonbudgeted fund of a Participating District, except that funds cannot be transferred from the compensated absence liability fund.
6. Transfers may not be made with funds restricted by federal law unless the transfer is in compliance with any restrictions or conditions imposed by federal law.
7. Any and all amounts transferred into the interlocal cooperative fund by each Participating District must be for the purpose stated herein as mutually agreed upon between the Participating Districts in accordance with the terms of this Agreement.
8. The term of this Agreement shall be from June 24, 2025, to June 24, 2028. This Agreement may be extended by mutual approval of each Participating District. However, the term of the Agreement may not extend beyond 3 years. Any remaining fund balance in the interlocal cooperative fund at year end may be carried over to the subsequent fiscal year.
9. The terms of this Agreement may be changed upon mutual written approval of the Participating Districts.
10. Each Participating District shall agree how the funds shall be disbursed during the current fiscal year by establishing a budget or guidelines. The prime agency shall adhere to this Agreement. The Participating Districts will be provided with a monthly accounting summary of expenditures from the prime agency.
11. The multidistrict cooperative may be dissolved upon mutual consent of all Participating Districts in writing upon 30 days written notice to all Participating Districts.

In addition, any Participating District may terminate its participation in the multi-district cooperative upon 30 days written notice to all Participating Districts. In the event that the multidistrict cooperative is dissolved in its entirety or any Participating District terminates its participation in the multidistrict cooperative, the provisions of Paragraph 12 below shall apply.

12. Upon termination of this Agreement by one or all Participating Districts, the funds of the district or districts that no longer desire to participate in this multidistrict cooperative shall be returned to such District(s) on a pro rata share of the current funds held by the prime agency after all outstanding financial obligations have been paid with said funds to revert back to the original fund(s) from which the money was transferred as a result of said District(s) participation in the multidistrict cooperative.

13. This Agreement shall be interpreted according to and governed by the laws of the State of Montana.

As agreed on this 11th day of June 2025.

Clancy School District Board Chair

Jefferson High School District Board Chair

Attest:

Business Manager/District Clerk
Clancy School District

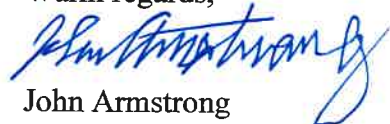
JHS Board of Trustees
PO Box 838
Boulder, MT 59632

Dear JHS Board of Trustees,

I'm writing this letter with a heart full of gratitude after learning that I've been selected as a recipient of the Fran and Dick Heard Scholarship. I want to thank you for your generosity, sincerely.

Many people don't realize the weight others may be carrying, and for me, financial stress has been one of the biggest challenges over the past year. We all go through tough times, but those challenges make accomplishments feel even more meaningful. While I can't promise a 4.0 GPA for the rest of college (though I'll certainly aim for it) or guarantee success on the wrestling mat at Minot State, one thing I can promise is that I will continue to work hard every single day. Balancing 18 credits, wrestling, and volunteer work has made it difficult to find a steady income. I've taken on work at the YMCA and picked up DoorDash shifts whenever possible, but it still hasn't been enough to cover all my expenses. Your support has lifted a weight off my shoulders, and I am very appreciative of this scholarship. Looking to make my hometown proud. Thank you once again for your incredible generosity and belief in me.

Warm regards,



John Armstrong