

THREE FORKS PUBLIC SCHOOLS

School District No. J-24 . 212 East Neal . Three Forks, MT 59752

Robert DoBell, Ed.D. Superintendent 285-6830
Steve Fanning, Elementary Principal 285-6830
Randi Strickland, District Clerk 285-6830
Laurie Mack, Elementary Secretary 285-6830
Elementary Fax 285-3216



Justin Helvik, High School Principal 285-3224
Gayla Sieler, High School Secretary 285-3224
Paula McDonald, Middle School Secretary 285-3224
Dale Kober, Board Chairperson 285-3153
High School Fax 285-3503

Three Forks Schools
School Board Meeting
Tuesday, April 14, 2015 5:00pm
Three Forks School Conference Room

Pledge:

- I. Adjustments to the Order of the Agenda
- II. Approval of Agenda
- III. Approval of the Minutes: Regular Schoolboard Monthly Meeting on Tuesday March 10, 2015
- IV. Visitors and Patrons
 - a. Three Forks K-12 Special Olympics Team - Lisa Malmquist, and Lindsey Aasheim
- V. Communications and Petitions
 - a. Graduation Matters Grant Award \$3,000 – High School - Mr. Helvik
- VI. Public Comment Period (Non-Agenda Items and Non Personnel Related Items)
- VII. Student Council Report
 - a. Essie Hostler, President
- VIII. Principals Report
 - a. Steve Fanning – Elementary K-5 Principal
 - b. Justin Helvik- Middle/High School 6-12 Principal
- IX. Financial Report
 - a. Randi Strickland, Business Manager and Clerk
- X. Superintendents Report
 - a. Robert DoBell
- XI. Old Business
 - a. Tabled motion of the K-12 Special Olympics Stipend of \$3,000 each for Lyndsey Aasheim and Lisa Malmquist.
- XII. New Business
 - a. Recommendation to hire Tom Pyfer as a bus driver at \$10.00/hour for the remainder of the 2015-2016 school year.
 - b. Recommendation to hire Jody McCurry and Kathy Rutherford for the JH class play at a stipend of \$858.00 each.
 - c. Recommendation to hire Julie Jensen as JH Track coach at a stipend of \$1716
 - d. Recommendation to hire Stan Provenza as assistant JH Track coach at a stipend of \$1716
 - e. Recommendation to hire Cassidie Jarvie as assistant JH Track coach at a stipend of \$1716.
 - f. Recommendation to hire all classified personnel for the 2015-2016 school year. Salaries and benefits dependent upon the passage of the operational mill levy in May 2015. (See attached salary schedule breakdown)
 - g. Recommendation to award the cleaning contract bid for the Three Forks School District #J24 to AB Cleaning, Inc. for the 2015-2016 school year at an annual compensation of \$113,000.
 - h. Recommendation to accept Tyler Palmer's resignation as head football coach.
 - i. Recommendation to accept Jeff Darlington's resignation as assistant football coach.

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- j. Recommendation to accept Chris Boyce's resignation as assistant football coach.
- k. Recommendation to accept Kris Ford's resignation as head cross-country coach.
- l. Recommendation to accept Mike Sauvageau's resignation as head boys basketball coach.
- m. Recommendation to accept Shelby Jensen's resignation as co-cheer coach.
- n. Recommendation to accept Ashton Carrier's verbal resignation as co-cheer coach.
- o. Recommendation to accept Amy Locke's resignation as Junior Class Advisor.

XIII. Claims Approval

- a. Recommendation to void the attached checks that are over 12 months old.

XIV. Adjourn: _____

2015-2016 Classified Employee Salaries

Secretaries	
YEARS	
0	\$ 11.00
1	\$ 11.30
2	\$ 11.60
3	\$ 11.90
4	\$ 12.20
5	\$ 12.50
6	\$ 12.80
7	\$ 13.10
8	\$ 13.40
9	\$ 13.70
10	\$ 14.00
11	\$ 14.30
12	\$ 14.60
13	\$ 14.90
14	\$ 15.20
15	\$ 15.50
16	\$ 15.80
17	\$ 16.10
18	\$ 16.40
19	\$ 16.70
20	\$ 17.00
21	\$ 17.30
22	\$ 17.60
23	\$ 17.90
24	\$ 18.20
25	\$ 18.50
26	\$ 18.80

Secretaries			
	Hours	Experience	15-16 Salary
Gayla Sieler	1,600	14	\$ 24,928
Paula McDonald	1,900	12	\$ 28,434
Lori Mack	1,600	21	\$ 28,372

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Classified - Kitchen Staff	
YEARS	
0	\$ 11.00
1	\$ 11.30
2	\$ 11.60
3	\$ 11.90
4	\$ 12.20
5	\$ 12.50
6	\$ 12.80
7	\$ 13.10
8	\$ 13.40
9	\$ 13.70
10	\$ 14.00
11	\$ 14.30
12	\$ 14.60
13	\$ 14.90
14	\$ 15.20
15	\$ 15.50
16	\$ 15.80
17	\$ 16.10
18	\$ 16.40
19	\$ 16.70
20	\$ 17.00
21	\$ 17.30
22	\$ 17.60
23	\$ 17.90
24	\$ 18.20
25	\$ 18.50
26	\$ 18.80

Kitchen Staff			
	Hours	Experience	15-16 Salary
Hd-Fawn Venzor	1,560	9	\$ 21,372
Helper-Judy Harris	1,080	16	\$ 17,064
DW-Pam LeBlanc	750	4	\$ 9,150
Helper-Deanna Thurston	720	22	\$ 12,672
Helper-Mickey Zeiger	1,260	3	\$ 14,994

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Para-Educators No License

YEARS

0	\$ 11.00
1	\$ 11.30
2	\$ 11.60
3	\$ 11.90
4	\$ 12.20
5	\$ 12.50
6	\$ 12.80
7	\$ 13.10
8	\$ 13.40
9	\$ 13.70
10	\$ 14.00
11	\$ 14.30
12	\$ 14.60
13	\$ 14.90
14	\$ 15.20
15	\$ 15.50
16	\$ 15.80
17	\$ 16.10
18	\$ 16.40
19	\$ 16.70
20	\$ 17.00
21	\$ 17.30
22	\$ 17.60
23	\$ 17.90
24	\$ 18.20
25	\$ 18.50
26	\$ 18.80

Para-Professionals

	Hours	Experience	15-16 Salary
Karen Speegle	1,260	13	\$ 18,774
Marilyn Randolph	1,080	12	\$ 15,768
Trina Robinson	1,260	15	\$ 19,530
Eileen Darlinton	1,260	7	\$ 16,506
Carolyn Miller	1,260	6	\$ 16,128
Erin Hayder	1,260	6	\$ 16,128
Stephanie Whitcome	1,080	3	\$ 12,852
Tamika Page	1,080	3	\$ 12,852
Sara Bauman	375	3	\$ 4,463
Brenda Massey	1,260	8	\$ 16,884
Roxy McDermott	1260	2	\$ 14,616

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Para Educators With Teaching License

0	\$ 14.50
1	\$ 14.80
2	\$ 15.10
3	\$ 15.40
4	\$ 15.70
5	\$ 16.00
6	\$ 16.30
7	\$ 16.60
8	\$ 16.90
9	\$ 17.20
10	\$ 17.50
11	\$ 17.80
12	\$ 18.10
13	\$ 18.40
14	\$ 18.70
15	\$ 19.00
16	\$ 19.30
17	\$ 19.60
18	\$ 19.90
19	\$ 20.20
20	\$ 20.50
21	\$ 20.80
22	\$ 21.10
23	\$ 21.40
24	\$ 21.70
25	\$ 22.00
26	\$ 22.30

Para-Professionals with a Teaching License

	Hours	Experience	15-16 Salary
Linda Hessen	1,260	10	\$ 22,050
Deena Moeykens	610	9	\$ 10,492

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Bus Drivers	
YEARS	
0	\$ 12.40
1	\$ 12.70
2	\$ 13.00
3	\$ 13.30
4	\$ 13.60
5	\$ 13.90
6	\$ 14.20
7	\$ 14.50
8	\$ 14.80
9	\$ 15.10
10	\$ 15.40
11	\$ 15.70
12	\$ 16.00
13	\$ 16.30
14	\$ 16.60
15	\$ 16.90
16	\$ 17.20
17	\$ 17.50
18	\$ 17.80
19	\$ 18.10
20	\$ 18.40
21	\$ 18.70
22	\$ 19.00
23	\$ 19.30
24	\$ 19.60
25	\$ 19.90
26	\$ 20.20

Bus Drivers			
	Hours	Experience	15-16 Salary
Scott Murphy	810	16	\$ 13,932
Bill Frank	810	11	\$ 12,717
Deanna Thurston	900	5	\$ 12,510
Tom Pyfer	810	0	\$ 10,044

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Regular Board Meeting -- March 10, 2015

Present: Chairperson - Dale Kober, Vice-Chairperson - Lori Van Vleet, Trustees Kathy Lien, Joe Petersen and Lori Sayers, Superintendent - Robert DoBell, HS/MS Principal - Justin Helvik, EL Principal - Steve Fanning, District Business Manager/Clerk - Randi Strickland.

Guests: Lucy Frank, Greg Overman, Linda Semones, Katy Hansen, Kris Ford, David Ford, Steven Hamilton, Sue Pitcher, Kathy Rutherford, Mr. Partain, Bailey Partain, Lydia Rumelhart, Hannah Rumelhart, Erica Buchholz, Maggie Kosevich, Destiny Gear, Rachel Hostler, Maria Marquez.

Chairperson Kober called the meeting to order at 5:03 pm and led the attendees in the pledge of allegiance.

ADDITIONS OR DELETIONS TO THE AGENDA:

- A. The term "each" under item g within New Business needs to be removed.

APPROVAL OF THE AGENDA:

- A. Trustee Petersen made a motion, seconded by Trustee Sayers to approve of the agenda. All members voted in favor.

APPROVAL OF THE MINUTES:

- A. Trustee Lien made a motion, seconded by Trustee Sayers to approve of the minutes of the February 10, 2015 regular board meeting. All members voted in favor.
- B. Trustee Van Vleet made a motion, seconded by Trustee Petersen to approve of the minutes from the Negotiations meeting on February 10, 2015. All members voted in favor.
- C. Trustee Sayers made a motion, seconded by Trustee Lien to approve of the minutes from the Negotiations meetings on February 25, 2015. All members voted in favor.

VISITORS AND PATRONS:

- A. Student Hannah Rumelhart presented her science fair project on strawberry plants and PH levels. Her science fair presentation qualified for the state science fair. Bailey Partain presented her science fair project "brush, spit, clean, repeat", a project focused on the sanitary process of brushing your teeth and sanitizing the tooth brush afterwards. Her project qualified for the state science fair and won a white ribbon at the regional science fair. The Three Forks science fair team took second overall at the regional science fair.

- B. Greg Overman presented his Speech and Drama team and spoke about the fantastic work done by each member throughout the season. Lydia Rummelhart, Erica Buchholz, Maggie Kosevich, Destiny Gear, Rachel Hostler, Maria Marquez each spoke about their involvement on the Speech and Drama team and about the opportunities and learning points participating in the program has provided them. Lucy Frank recognized that coach Greg Overman was named the Speech and Drama coach of the year for the second year in a row. She thanked him for his amazing leadership.

COMMUNICATIONS AND PETITIONS:

- A. Mayor Steven Hamilton presented information that was received by the Governor's office to the Board of Trustees. The Three Forks Elementary is one of the top 20 Districts in the state that participate in providing breakfast to students each day. Three Forks provides breakfast to every 71 out of 100 students who attend the District. The Governor thanked the Elementary school for its outstanding effort to provide breakfast, the most important meal of each day, to so many students. Superintendent DoBell thanked the kitchen staff for their exemplary work in achieving such great recognition.

PUBLIC COMMENT:

- A. Trustee Van Vleet inquired about the qualification process for the National Honor Society per a letter she received from a parent. She will follow up with the National Honor Society representatives and the parent.

STUDENT COUNCIL REPORT:

- A. Student Body President Essie Hostler provided the Student Council Report. Basketball season recently ended and Golf and Track season has officially begun. Prom is quickly approaching and is going to be a huge event. After prom is also going to be offered again this year and is a great program to prevent under age drinking during and after prom. Seniors are excited for the senior trip as well.

PRINCIPAL'S REPORT:

- A. Elementary Principal Steve Fanning reported on the current Elementary activities.
 - a. Principal Fanning recognized the new rollout of the District Strategic Plan model utilizing the 5 goal sets. It has assisted him in formulating his Principal's report and focus on the core values/subjects as contained in the District's new Strategic Plan.
 - b. MBI Update: The K-5 MBI team recently completed 2 surveys in order to better evaluate programs within our school. The results allow talking points and opportunities for the staff to celebrate successes. 3-5 grade students completed

- a MyVoice Survey, which is being evaluated and discussed by staff members. The results will be publicized soon after discussion amongst the staff members.
- c. The Sidekick program is going really well with the Elementary students and all participants seem to be benefiting positively from the program.
 - d. The Little Wolves program was a fantastic success again this year. Principal Fanning thanked all the volunteer coaches and individuals who helped make the program a success.
 - e. Mrs. Semones has started an Elementary Spanish class with 12 and 10 participants in each age group. The District is really excited about the new program. Principal Fanning thanked Mrs. Semones for her hard work on getting the program started.
 - f. Family Fun Night was enjoyed by all attendees this year. Principal Fanning thanked all volunteers and teaching staff for assisting with the project.
 - g. Kindergarten screening will roll out in April this year. Once the date is identified it will be publicized to the community.
 - h. Certified staff evaluations are nearly complete. Classified staff evaluations will be completed by April.
 - i. Staff members recently participated in MBI Classroom problem solving training in Helena, which provided the opportunity to brainstorm ideas for the future and review existing practices.
 - j. Staff members will be attending a mentor training in Billings as well as Special Education training regarding updates in SPED law and resources in the coming month.
 - k. iPad training is going extremely well and devices are used each day.
 - l. A meeting with the Arthur Blank Foundation will take place next week regarding a grant application for an elementary playground expansion.
 - m. K-5 enrollment is currently at 290. There's a possibility that this number will increase come spring based on current feedback from incoming families contacting the District.
- B. Middle/High School Principal Justin Helvik reported on the current MS/HS activities.
- a. The 6-12 count is 290, which has remained consistent throughout the year.
 - b. MTSS (Multi-Tiered Systems of Support) Update: The results of the Student Voice survey were discussed by the MBI team and will be presented soon for the High School forum, which will be held on March 18-19. Teachers will run this forum independent of administrative participation in order to reach out to students for their suggestions and interests in improvement.
 - c. Student council meetings are going well. Planning is already underway on scheduling for the coming year.

- d. The Sidekick program is off and running and appears to be a success thus far.
- e. Principal Helvik is planning a 6th grade parent and student orientation, which will be discussed further once scheduling is solidified up a bit more.
- f. The iPad integration is running very smoothly and the devices are used each day.
- g. Principal Helvik and Principal Fanning will attend a Google Apps conference on Saturday, May 2.
- h. The old gym floor will be refinished this summer, which will feature a student designed logo designed by the winner of a student competition. There are two winners of the competition who are collaborating to finalize the logo. The winners are Cameron Ashcraft and Erica Buholz. The FCS room will also receive a large makeover later this summer.
- i. Golf and Track season are underway. Golf so far has 24 participants and Track has 31 participants thus far.

FINANCIAL REPORT:

- A. District Business Manager/Clerk Randi Strickland reported on the current financial affairs of the District.
- B. Adult Ed has concluded with all attending community members paying dues in full and sharing very positive feedback. All instructors will be paid by the end of this week.
- C. Ms. Strickland has been in contact with the District Clerk at Willow Creek Schools regarding the football co-op. The co-op is in effect through the 2015-2016 year and contains an agreement to allow Willow Creek students to participate in the Three Forks football program in exchange for payment of a stipend equivalent to an assistant coaches' pay on the District's extra-curricular schedule included in the CBA. The District has not received payment to date for the stipend and has presented the Willow Creek clerk with a copy of the MHSA agreement to be discussed at their March school board meeting.
- D. The next election deadline is March 26th for individuals interested in filing for the open trustee seat. To date we have one individual, Zac McCauley, who has picked up a packet.
- E. The annual staff Wellness Fair will be held on Thursday, March 19th and is available to all District employees as well as their spouses and dependents. The interest thus far has been great.
- F. Ms. Strickland will attend the monthly clerk's meeting on March 24th. She will also attend the Region 4 meeting for Gallatin County Districts on March 26th.

SUPERINTENDENT'S REPORT:

- A. Superintendent DoBell is working with the Department of Revenue on the upcoming re-evaluation of the taxable values within the District, which will affect how mills are calculated in the District and the value of which will be asked for in the upcoming mill levy.
- B. Superintendent DoBell presented a legislative update summary for each current bill.
- C. Superintendent DoBell and District Clerk Strickland will attend a presentation meeting at Holcim on Thursday, March 12th to present mill levy information. Trustee Van Vleet volunteered to attend the meeting in representation of the Board of Trustees.
- D. The Century Link bid for fiber optic installation has significantly decreased from the original bid, which includes a downpayment that can be provided by Federal REAP and Building reserve funds. The monthly fee is eligible for e-rate at a 70% discount. The District must formally advertise for bids on projects that exceed \$50,000 in cost. Because the Century Link proposal came so late in March, the District will not have time to advertise for bids and then complete the application to qualify for the e-rate discount for the current year, but will move forward with the proposal the following school year.
- E. Superintendent DoBell asked the Board of Trustees to look at two provided proposal dates for follow up negotiations meetings with the classified staff groups (kitchen, bus drivers, para-educators) and to touch base with him as soon as possible on a final date.
- F. Friday, March 13 will be a certified staff discussion regarding salary matrix, extra-curricular salary structure, etc in order to prepare for future negotiations.
- G. Superintendent DoBell contacted the Gallatin Valley Mental Health Department today regarding getting a mental health team for the District at no cost with exception of provided space and a computer for families in need of the support. Conversations regarding this service will continue.
- H. General Fund Budget update:
 - a. Elementary Expended:
 - i. Committed \$1,263,233.92
 - ii. % Remaining 45.64%
 - b. High School Expended:
 - i. Committed \$739,493.57
 - ii. % Remaining 47.76%
- I. Mill Levy Update:
 - a. Superintendent DoBell and Clerk Strickland will visit Holcim on March 12 to present mill levy information and answer questions.
 - b. Superintendent DoBell is reaching out to all small business owners in the event that they would like to sit down and ask questions regarding the mill levy.

- c. Teachers are working on budgets for the coming school year and will turn them into their building principals for additional administrative discussion regarding wish lists and needs as the District budget provides.
- J. The Quality Schools Grant Program requires that the full \$30 million included in House Bill 2 be approved by legislature in order for our District's facility use program needs related to electrical improvement to be funded. The sprinkler system and landscaping project will receive an estimate soon and provided the bid, will be on the agenda for this summer.

OLD BUSINESS:

- A. Superintendent DoBell made the recommendation to approve of the second reading of the following board policies:
 - a. 1310 District Policy and Procedures
 - b. 2410P High School Graduation Requirements
 - c. 3231 Student Search and Seizure
 - d. 5125 Whistle Blowing and Retaliation
 - e. 5336 Compensatory Time and Overtime for Classified Employees
- B. Trustee Petersen made a motion, seconded by Trustee Van Vleet to approve of the second reading of the board policies as listed above. All members voted in favor.

NEW BUSINESS:

- A. High School senior Serena Whitcome asked the Board of Trustees to grant the senior class permission to travel to Seattle for their senior trip. 36 out of 48 students will be attending this year and the class did a great job earning all necessary funds to attend the trip. Trustee Sayers made a motion, seconded by Trustee Lien to approve of the senior class trip to Seattle. All members voted in favor.
- B. Superintendent DoBell made the recommendation to approve a resolution to set a May 5, 2015 school board trustee election and operational general fund mill levy for the following amounts:
 - a. Elementary District: \$73,109, which is an additional 7.51 mills.
 - b. High School District: \$37,882, which is an additional 3.95 mills.
- C. Trustee Lien made a motion, seconded by Trustee Sayers to approve of the resolution. All members voted in favor.
- D. Trustee Petersen made a motion, seconded by Trustee Sayers to approve of the official ballot language for the Elementary and High School general fund mill levy election. All members voted in favor.
- E. Trustee Lien made a motion, seconded by Trustee Sayers to approve of the official language for the trustee ballot. All members voted in favor.

- F. Superintendent DoBell made the recommendation to hire all tenured certified personnel for the 2015-2016 school year. Salaries and benefits dependent upon negotiations and passage of the operational mill levy in May 2015 (list provided to Board of Trustees). Trustee Petersen made a motion, seconded by Trustee Lien to hire all tenured certified personnell for the 2015-2016 school year, salaries and benefits dependent upon negotiations and the passage of the operational mill levy in May 2015. All members voted in favor.
- G. Superintendent DoBell made the recommendation to hire all non-tenured certified personnel for the 2015-2016 school year. Salaries and benefits dependent upon negotiations and passage of the operational mill levy in May 2015 (list provided to Board of Trustees). Trustee Sayers made a motion, seconded by Trustee Petersen to hire all non-tenured certified personnel for the 2015-2016 school year, salaries and benefits contingent upon negotiations and the passage of the mill levy in May 2015. All members voted in favor.
- H. Superintendent DoBell made the recommendation to accept a letter of resignation from Lana Torrence as a kitchen aide. Trustee Lien made a motion, seconded by Trustee Sayers to accept the letter of resignation from Lana Torrence. All members voted in favor.
- I. Superintendent DoBell made the recommendation to accept a letter of resignation from Lisa Malmquist as the junior high track coach. Trustee Petersen made a motion, seconded by Trustee Lien to accept the letter of resignation from Lisa Malmquist. All members voted in favor.
- J. Superintendent DoBell made the recommendation to hire Kathy Rutherford and Steven Hamilton as Academic Olympics advisors for the 2014-2015 school year at a stipend of \$858 to be shared by the two advisors. Trustee Lien made a motion, seconded by Trustee Petersen to hire Kathy Rutherford and Steven Hamilton as Academic Olympics advisors for the 2014-2015 school year at a stipend of \$858 to be split between the two advisors. All members voted in favor.
- K. Superintendent DoBell made the recommendation to table hiring Lisa Malmquist and Lyndsey Aasheim as Special Olympics advisors at a \$2,000 stipend each for the 2014-2015 school year due to the position not existing in the current Collective Bargaining Agreement. This position must go through official negotiations in order to offer a stipend to advisors. Trustee Petersen made the motion, seconded by Trustee Lien to table the discussion of recommendation to hire Lisa Malmquist and Lyndsey Aasheim as Special Olympics advisors at a stipend of \$2,000 each for the 2014-2015 school year. All members voted in favor.

- L. Trustee Lien made a motion, seconded by Trustee Sayers to advertise for bids for the Three Forks School District #J-24 cleaning contract for the 2015-2016 school year to be advertised in the local newspaper and online. All members voted in favor.
- M. Superintendent DoBell made the recommendation to approve of the 2015-2016 school calendar. Trustee Lien made a motion, seconded by Trustee Sayers to approve of the 2015-2016 school calendar. All members voted in favor.

CLAIMS APPROVAL:

- A. Trustee Petersen made a motion, seconded by Trustee Lien to approve of the claims. All members voted in favor.

ADJOURNMENT:

- A. Trustee Sayers made a motion, seconded by Trustee Lien to adjourn the meeting. All members voted in favor. Chairperson Kober adjourned the regular board meeting at 6:56 pm.

District Clerk

Chairperson, Board of Trustees

Dated



Montana
Office of Public Instruction
Denise Juneau, State Superintendent

opi.mt.gov

Office of Public Instruction
P.O. Box 202501
Helena, MT, 59620-2501
(406) 444-3095
(888) 231-9393
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March 10, 2015

Justin Helvik
Three Forks Schools
212 E Neal St
Three Forks, MT 59752

Dear Principal Helvik:

I am pleased to inform you that the Graduation Matters Three Forks has been awarded a \$3,000 grant to support the school-community efforts of Graduation Matters Three Forks. Through our partnership with the Dennis & Phyllis Washington Foundation, the Steele-Reese Foundation, AT&T, State Farm Insurance and the Going to the Sun Rally Foundation, the Office of Public Instruction was able to award 36 communities funding to launch or to help build local Graduation Matters initiatives.

As part of the grant, you are required to send a minimum of three school and community members to our Graduation Matters Montana Summer Summit, scheduled for June 17, 2014 at the MSU-Bozeman campus. The GMM Summit is being held during the MBI Summer Institute in order to better coordinate our efforts at the state-level and to encourage GMM participants to take advantage of the resources available at the Institute.

Please find enclosed a budget reporting sheet and accounting guidance. If you have any questions regarding your grant, next steps, or if you would like to invite us to an upcoming GMM meeting to support your work moving forward, please contact Deb Halliday at 444-3559 or Jennifer Bezanson at 444-3526.

Thank you once again for joining with the Office of Public Instruction and communities across the state as we work together to increase the number of Montana students who graduate from high school excited and prepared for their next steps in life.

Sincerely,

A handwritten signature in cursive script that reads "Denise Juneau".

Denise Juneau
Superintendent of Public Instruction

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High School Fax 285-3503

April 9, 2015

April 2015 School Board Meeting Superintendents Report

Educational Leadership:

Assumptions About the Future:

Demographics:

- ✓ Educating the residents of the district concerning the tax impact of the upcoming mill levy.
 - Grandparents Day Lunch: April 24, 2015
 - School Board Forum and Mill Levy information April 28, 2015 7:00-8:45
- ✓ Working with the Three Forks Chamber of Commerce to prepare for anticipated growth
- ✓ Working to promote the Three Forks School District #J24 as the best in the state of Montana.

Legislation and Regulation and Politics and Social Values:

- ✓ Montana Legislature Information:
- ✓ HB 3 - \$9,000,000 funding for all Montana schools this school year voted down.
- ✓ Impact to Three Forks Schools:
 - Elementary School Budget: \$22,734.05
 - High School Budget: \$14,438.56
 - Transportation: \$1,346.76
 - Total: \$38,519.37
 - E-mailed Representative Monforton, no return correspondence
- ✓ HB 2 – Lew Jones, reinserted the \$9,000,000 into the budget for schools, however this is typically one of the last bills to vote on in the session and the end of the session is Friday May 1, 2015.
- ✓ The Plan if HB 2 is not passed:
 - All end of the year general fund spending has been put on hold until the outcome of HB 2
 - Use remaining general fund and reserves to keep the school operating.

Business and Economic Climate:

- ✓ Fiber Optic Internet Update – Still working with Century Link
 - E-Rate will begin again in October and we can put service out to bid and get on next years e-rate 70% discount for the service.

Technology and Science:

- ✓ iPad Carts and their use daily – Professional Development for staff – Dean Phillips
- ✓ Presentation at Googlefest in Missoula – Sentinel High School Saturday May 2, 2015

Strategic Plan Goals:

Goal #1 Student Centered –

Negotiations Team:

- The union would like to wait until after the election to start formal discussions.
- Insurance Update: Payne West Insurance is looking at an 8.6% increase.
- Gallatin Valley Mental Health – Contact for an intervention team for next year

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Goal #2 Community Engagement/Relations –

General Fund Budget Update –

- Elementary Expended
 - Committed \$1,332,451.58
 - Percentage Remaining 42.66%
- High School Expended
 - Committed \$780,513.02
 - Percentage Remaining 44.87%

Mill Levy Update -

- Community meetings:
 - School board forum Tuesday April 28, 2015
 - Small Business Owners – Will meet with anyone that wants information.

Teacher Budgets for 2015-2016 school year – Principals

Goal #3 Operations and Capacity Building –

- Twitter (Professional Development)
- #MTEDCHAT Tuesday's from 8-9pm MDT

Goal #4 Technology Integration –

- RAM Electronics in Bozeman – Network Administrators

Goal #5 Facility Maintenance and Enhancement –

- Quality Schools Grant Program and Electrical Project Update
- Building Reserve Fund - Summer Project List (See Attached)

Upcoming events:

- | | |
|-------------------|--|
| 1. April 15, 2015 | Bikes and Kindles for Books Assembly |
| 2. April 15, 2015 | Staff PIR Day 3:30-5:30pm Technology Dean Phillips |
| 3. April 17, 2015 | Blackhawk ATK – CTE Business sponsor conference |
| 4. April 24, 2015 | Grandparents Day Lunch (Mill levy update) |
| 5. April 28, 2015 | School board Forum and Mill Levy Update 7:00-8:45pm HS Library |
| 6. May 2, 2015 | Googlefest Missoula |
| 7. May 5, 2015 | Mail Ballot and (Election Day) |
| 8. May 6, 2015 | Make-up PIR day 3:30-5:30pm |
| 9. May 6, 2015 | MASS Superintendents Meeting – Belgrade 11:00-2:00pm |
| 10. May 11, 2015 | Chamber of Commerce Meeting City Offices – 7pm |
| 11. May 12, 2015 | School board meeting 5pm |

In collaboration with our community, the core purpose of the Three Forks Public School District is to be the model of excellence in education by using best practices, meeting the needs of every student, and instilling a love of lifelong learning.

THREE FORKS PUBLIC SCHOOLS

School District No. J-24 . 212 East Neal . Three Forks, MT 59752

Robert DoBell, Ed.D. Superintendent 285-6830
Steve Fanning, Elementary Principal 285-6830
Randi Strickland, District Clerk 285-6830
Laurie Mack, Elementary Secretary 285-6830
Elementary Fax 285-3216



Justin Helvik, High School Principal 285-3224
Gayla Sieler, High School Secretary 285-3224
Paula McDonald, Middle School Secretary 285-3224
Dale Kober, Board Chairperson 285-3153
High School Fax 285-3503

March 19, 2015

Three Forks School District #J24 2015 Building Reserve Summer Projects

Old Gym Floor Sanding, Refinishing, Lines, Logo	\$ 7,000
New Gym Re-Finishing	\$ 5,000
Old Gym Wall Mats	\$ 5,000
Family Consumer Science Kitchen Remodel	\$ 28,712
Sprinkler Movement	\$ 5,000
Painting Around the School	\$ 800
TOTAL	\$ 51,512

In collaboration with our community, the core purpose of the Three Forks Public School District is to be the model of excellence in education by using best practices, meeting the needs of every student, and instilling a love of lifelong learning.



MTSBA Bill Status Update, Current Through April 9, 2015, 8:00 a.m.

Items For Which MTSBA Is Advocating That Have Not Yet Passed The Legislature:

1. **House Bill 2**, which also contains the House Bill 3 supplemental for K12 education. House Bill 2 is scheduled for second reading in the Senate on April 9, 2015.
2. **HB 356, CTE Funding, Representative Jones** (transmitted to the Senate with a \$1 million appropriation). Heard in and immediately passed by Senate Education, April 8, 2015.
3. **HB 373, Increase Bonding Limits, Representative Staffanson**, which was amended in the Senate and returned to the House. Not yet scheduled for concurrence vote on the Senate floor.
4. **HB 374, Suicide Awareness Training, Representative McClafferty**, which was amended in the Senate and returned to the House. Not yet scheduled for concurrence vote on the Senate floor.
5. **SB 128, Decennial School Funding Study, Senator Hansen**, passed Senate, heard in House Appropriations on April 8.
6. **SB 213, School Safety, Senator Thomas**, which was approved by the Senate and concurred by the House Education Committee. Scheduled for second reading in the House on April 9, 2015.
7. **SB 272, Indian Language Immersion Schools, Senator Windy Boy**, passed the Senate, concurred in House Education. Not yet scheduled for concurrence vote on the House floor.
8. **SB 345, Revising the process of the Board of Public Education's rulemaking, Senator Arntzen**, which has passed the Senate, and which was concurred in House Education on April 8, 2015. An amendment coordinating SB 345 with HB 377 (Lamm, voiding the Board of Public Education's adoption of common core) is anticipated on the House Floor and SB 345 will have to be returned to the Senate by Saturday, April 11 in order to meet transmittal deadlines.
9. **Bills to address the needs of oil and gas impacted school districts**, including **SB 252** (Senator Jones), **SB 260** (Senator Moore) and **HB 423** (Representative Staffanson). All have made it through the first chamber. **HB 423** was referred to Senate Education, with a hearing scheduled for April 13, 2015. **Senate Bills 252 and 260** have been heard in and are awaiting executive action in House Education. Amendments on both bills (252 and 260) are expected and both bills must be returned to the Senate by April 20 in order to meet transmittal deadlines. The next meeting of House Education is currently scheduled for Friday, April 10, 2015, which is when we anticipate that executive action on SB 260 and 252 will occur.
10. **SJ 10, Performance Audit of OPI Data Collection, Senator Jones**. Passed the Senate, amended to include an audit of privacy protections for students and passed out of House Education on April 8, 2015. Not yet scheduled for concurrence vote on the House floor.
11. **School Facilities Grant Funding** (could be addressed through amendment to HB 2 or SB 416 – at this point, prospects look dim).
12. **HJ 26, Interim Study of Youth Concussion Protection Laws, Representative Pierson**. Referred to House Education and scheduled for hearing on April 10, 2015.

Items MTSBA Opposes That Remain Alive:

1. **House Bill 114, Representative Miller**, require school districts to use TIF funding for tax relief. Passed the House by a wide margin due to the support of the Department of Revenue and the Office of Public Instruction. As bad as this bill is, it is unlikely we will be able to stop it given the bipartisan (and misguided) support for the bill. Heard in Senate Taxation on April 8. We are seeking amendments to allow use of TIF funds to address facilities deficiencies cited in 2008 Department of Administration report.

2. **House Bill 377, Representative Lamm**, voiding the Board of Public Education's adoption of Common Core. The bill contradicts the order of the court in Board of Public Education vs. Administrative Code Committee (1992, Judge Sherlock), where Judge Sherlock held that the Board of Public Education has constitutional-based rule making authority that is independent of Legislative oversight or control. This bill passed the House and was tabled in Senate Education on April 8, 2015. This hopefully means the bill is dead for the session.
3. **House Bill 322, Representative Jones**, voucher for "special needs" students (not just IDEA) to attend private and parochial schools, passed the House, heard in and concurred by Senate Education. Not yet schedule for a concurrence vote on the Senate floor.
4. **House Bill 433, Representative Berglee**, tax credits for private and parochial schools, passed the House. Hearing in the Senate Judiciary Committee on April 8, 2015. A motion to pass the bill following the hearing failed on a 6-6 vote but no follow up motion to table was made, so the bill remains in committee where it is subject to further committee action.
5. **House Bill 596, Charter Schools, Representative Knudsen**, charter schools without supervision and control by elected school boards. Passed the House 52-47. Referred to Senate Education and scheduled for hearing on April 13, 2015.

Items Monitored by MTSBA That Remain Alive:

1. **Senate Bill 410, Public and Private School Tax Credit, Senator Jones**. The bill provides a tax credit for both public and private schools and includes a provision, added at our request, that specifies that the tax credits must be administered in compliance with Article X, Section 6 (prohibition on direct or indirect appropriations or payments for parochial education) and Article V, Section 11(5) (prohibition on appropriations to private purposes). We continue to monitor this bill to ensure that the required compliance with Article X, Section 6 remains in the bill on the House side. We believe that the Governor may allow this bill to pass, either with or without his signature, in its current form. The bill was referred to House Education and a hearing is scheduled for April 10.
2. **House Bill 284, Prohibiting Bullying, Representative Dudik**. This bill was amended in the House to allow bullying under the guise of religious beliefs (similar to the law recently passed in Indiana). The Senate removed those amendments, and also removed the requirement that school districts adopt policy (because schools have all adopted policy under the Board of Public Education's rule requiring same). What remains in the bill is a sound definition of bullying that is consistent with the Board of Public Education's rule and MTSBA model policy, a prohibition on bullying and a provision specifying that a victim of bullying can pursue any civil or criminal remedy available in the law after exhausting their administrative remedies through the school district. We are watching to ensure that the harmful amendments added in the House are not added back into the bill through conference committee. Returned to House.

Upcoming Deadlines of Note:

1. Return of amendments to general bills to originating chamber by Saturday April 11;
2. Return of amendments to appropriation and revenue bills and referenda to originating chamber by Monday April 20;
3. Transmittal of interim study resolutions by Saturday April 25.
4. Adjournment of the Session currently scheduled for Friday, May 1.

Funds 101 - 101

Fund	Org	Prog	Func	Obj	Proj	Function	Object	Project	Curr. Approp.	Committed	Remaining
101			100	1000	112	INSTRUCTION	TEACHERS SALARY		1,123,558.00	506,158.84	617,399.16
101			100	1000	117	INSTRUCTION	TEACHER AIDS SALARY		42,000.00	42,386.70	-386.70
101			100	1000	120	INSTRUCTION	TEMPORARY SAL (SUB)		27,500.00	14,130.63	13,369.37
101			100	1000	160	INSTRUCTION	SICK LEAVE		13,000.00	0.00	13,000.00
101			100	1000	170	INSTRUCTION	VACATION LEAVE		16,000.00	0.00	16,000.00
101			100	1000	250	INSTRUCTION	WORKERS' COMP		17,000.00	2,313.31	14,686.69
101			100	1000	260	INSTRUCTION	HEALTH INSURANCE		217,000.00	230,299.09	-13,299.09
101			100	1000	320	INSTRUCTION	PROF-EDUCATIONAL SER		2,000.00	5,159.00	-3,159.00
101			100	1000	440	INSTRUCTION	REPAIR AND MAINT SER		1,000.00	0.00	1,000.00
101			100	1000	582	INSTRUCTION	TRAVEL OUT/DIST		10,000.00	0.00	10,000.00
101			100	1000	610	INSTRUCTION	SUPPLIES		30,000.00	4,118.06	25,881.94
101			100	1000	640	INSTRUCTION	BOOKS		10,000.00	22,194.61	7,805.39
101			100	1000	660	INSTRUCTION	MINOR EQUIP NEW		13,000.00	9,877.26	122.74
101			100	1000	730	INSTRUCTION	EQUIPMENT-NEW		4,500.00	2,328.79	10,671.21
101			100	1000	800	INSTRUCTION	OTHER OBJECTS		0.00	0.00	4,500.00
101			100	1000	***	*****			1,526,558.00	839,521.29	687,036.71
101			100	2130	113	HEALTH SERVICES	PROF-OTHER SALARY		1,000.00	0.00	1,000.00
101			100	2130	***	*****			1,000.00	0.00	1,000.00
101			100	2200	112	SUP SEV INST-STAFF	TEACHERS SALARY		52,838.00	30,353.49	22,484.51
101			100	2200	250	SUP SEV INST-STAFF	WORKERS' COMP		0.00	120.15	-120.15
101			100	2200	260	SUP SEV INST-STAFF	HEALTH INSURANCE		0.00	1,206.00	-1,206.00
101			100	2200	***	*****			52,838.00	31,679.64	21,158.36
101			100	2213	582	STAFF DEVELOPMENT	TRAVEL OUT/DIST		2,200.00	0.00	2,200.00
101			100	2213	***	*****			2,200.00	0.00	2,200.00
101			100	2220	610	EDUCATION MEDIA SER	SUPPLIES		1,500.00	1,273.33	226.67
101			100	2220	640	EDUCATION MEDIA SER	BOOKS		3,000.00	915.10	2,084.90
101			100	2220	800	EDUCATION MEDIA SER	OTHER OBJECTS		1,000.00	33.00	967.00
101			100	2220	***	*****			5,500.00	2,221.43	3,278.57
101			100	2300	111	SUPPORT SEV GEN ADM	ADMIN SALARY		55,918.00	23,066.40	32,851.60
101			100	2300	115	SUPPORT SEV GEN ADM	OFFICE/CLERICAL SAL		23,665.00	13,997.56	9,667.44
101			100	2300	250	SUPPORT SEV GEN ADM	WORKERS' COMP		0.00	137.20	-137.20
101			100	2300	582	SUPPORT SEV GEN ADM	TRAVEL OUT/DIST		1,600.00	1,702.61	-102.61
101			100	2300	610	SUPPORT SEV GEN ADM	SUPPLIES		8,000.00	12,262.45	-4,262.45
101			100	2300	800	SUPPORT SEV GEN ADM	OTHER OBJECTS		900.00	831.17	68.83
101			100	2300	810	SUPPORT SEV GEN ADM	DUES & FEES		405.00	231.48	173.52
101			100	2300	***	*****			90,488.00	52,228.87	38,259.13
101			100	2400	111	SUPPORT SER ADMINIST	ADMIN SALARY		55,440.00	36,960.00	18,480.00
101			100	2400	115	SUPPORT SER ADMINIST	OFFICE/CLERICAL SAL		47,750.00	49,278.17	-1,528.17
101			100	2400	120	SUPPORT SER ADMINIST	TEMPORARY SAL (SUB)		300.00	0.00	300.00
101			100	2400	250	SUPPORT SER ADMINIST	WORKERS' COMP		0.00	234.69	-234.69
101			100	2400	260	SUPPORT SER ADMINIST	HEALTH INSURANCE		0.00	836.17	-836.17
101			100	2400	330	SUPPORT SER ADMINIST	OTHER PROF SER		6,500.00	3,761.48	2,738.52
101			100	2400	440	SUPPORT SER ADMINIST	REPAIR AND MAINT SER		11,000.00	7,094.70	3,905.30
101			100	2400	582	SUPPORT SER ADMINIST	TRAVEL OUT/DIST		2,500.00	3,596.81	-1,096.81
101			100	2400	610	SUPPORT SER ADMINIST	SUPPLIES		8,000.00	11,803.99	-3,803.99
101			100	2400	800	SUPPORT SER ADMINIST	OTHER OBJECTS		825.00	953.65	-128.65

Funds 101- 101

Fund	Org	Prog	Func	Obj	Proj	Function	Object	Project	Curr. Approp.	Committed	Remaining
101			100	2400	810	SUPPORT SER ADMINIST	DUES & FEES		900.00	543.48	356.52
101			100	2400	***	*****			133,215.00	115,063.14	18,151.86
101			100	2500	340	SUPPORT SER BUSINESS	TECHNICAL SER		5,000.00	4,967.38	32.62
101			100	2500	***	*****			5,000.00	4,967.38	32.62
101			100	2600	114	OP & MAINT PLANT SER	TECHNICAL SALARY		20,000.00	8,896.39	11,103.61
101			100	2600	120	OP & MAINT PLANT SER	TEMPORARY SAL (SUB)		10,000.00	5,013.23	4,986.77
101			100	2600	130	OP & MAINT PLANT SER	OVERTIME SALARIES		700.00	0.00	700.00
101			100	2600	250	OP & MAINT PLANT SER	WORKERS' COMP		1,000.00	550.96	449.04
101			100	2600	260	OP & MAINT PLANT SER	HEALTH INSURANCE		0.00	265.14	-265.14
101			100	2600	411	OP & MAINT PLANT SER	GAS		35,000.00	18,708.00	16,292.00
101			100	2600	412	OP & MAINT PLANT SER	ELECTRICITY		35,000.00	29,876.81	5,123.19
101			100	2600	420	OP & MAINT PLANT SER	OTHER UTILITY		0.00	405.48	-405.48
101			100	2600	421	OP & MAINT PLANT SER	WATER/SEWER		11,000.00	5,454.53	5,545.47
101			100	2600	431	OP & MAINT PLANT SER	DISPOSAL SVC-GARBAGE		5,500.00	5,426.18	73.82
101			100	2600	440	OP & MAINT PLANT SER	REPAIR AND MAINT SER		81,760.00	75,043.39	6,716.61
101			100	2600	520	OP & MAINT PLANT SER	INSURANCE, NON-EMPLOY		16,516.00	16,516.00	0.00
101			100	2600	610	OP & MAINT PLANT SER	SUPPLIES		21,000.00	17,218.49	3,781.51
101			100	2600	730	OP & MAINT PLANT SER	EQUIPMENT-NEW		7,000.00	109.05	6,890.95
101			100	2600	800	OP & MAINT PLANT SER	OTHER OBJECTS		1,000.00	0.00	1,000.00
101			100	2600	***	*****			245,476.00	183,483.65	61,992.35
101			100	***	***	*****			2,062,275.00	1,229,165.40	833,109.60
101			280	1000	112	INSTRUCTION	TEACHERS SALARY		53,165.00	26,582.52	26,582.48
101			280	1000	113	INSTRUCTION	PROF-OTHER SALARY		46,865.00	26,086.50	20,778.50
101			280	1000	117	INSTRUCTION	TEACHER AIDS SALARY		57,054.00	24,346.73	32,707.27
101			280	1000	250	INSTRUCTION	WORKERS' COMP		0.00	340.05	-340.05
101			280	1000	260	INSTRUCTION	HEALTH INSURANCE		14,000.00	579.07	13,420.93
101			280	1000	320	INSTRUCTION	PROF-EDUCATIONAL SER		6,000.00	0.00	6,000.00
101			280	1000	440	INSTRUCTION	REPAIR AND MAINT SER		500.00	0.00	500.00
101			280	1000	582	INSTRUCTION	TRAVEL OUT/DIST		300.00	0.00	300.00
101			280	1000	610	INSTRUCTION	SUPPLIES		3,500.00	3,152.45	347.55
101			280	1000	640	INSTRUCTION	BOOKS		600.00	210.00	390.00
101			280	1000	660	INSTRUCTION	MINOR EQUIP NEW		3,500.00	1,197.00	2,303.00
101			280	1000	***	*****			185,484.00	82,494.32	102,989.68
101			280	***	***	*****			185,484.00	82,494.32	102,989.68
101			365	1000	582	INSTRUCTION	TRAVEL OUT/DIST		2,500.00	50.00	2,450.00
101			365	1000	610	INSTRUCTION	SUPPLIES		2,100.00	0.00	2,100.00
101			365	1000	640	INSTRUCTION	BOOKS		500.00	0.00	500.00
101			365	1000	810	INSTRUCTION	DUES & FEES		3,000.00	0.00	3,000.00
101			365	1000	***	*****			8,100.00	50.00	8,050.00
101			365	***	***	*****			8,100.00	50.00	8,050.00
101			720	3500	120	ATHLETICS/SCHOOL SP.	TEMPORARY SAL (SUB)		17,000.00	14,174.21	2,825.79
101			720	3500	250	ATHLETICS/SCHOOL SP.	WORKERS' COMP		0.00	52.37	-52.37
101			720	3500	582	ATHLETICS/SCHOOL SP.	TRAVEL OUT/DIST		8,000.00	0.00	8,000.00
101			720	3500	610	ATHLETICS/SCHOOL SP.	SUPPLIES		6,500.00	0.00	6,500.00

THREE FORKS PUBLIC SCHOOLS
Summary Budget
For the Accounting Period: 4 / 15

Funds 101- 101

Fund Org	Prog	Func	Obj	Proj	Function	Object	Project	Curr. Approp.	Committed	Remaining
101		720	3500	660		ATHLETICS/SCHOOL SP. MINOR EQUIP NEW		5,000.00	0.00	5,000.00
101		720	3500	***				36,500.00	14,226.58	22,273.42
101		720	****	***				36,500.00	14,226.58	22,273.42
101		910	3100	116		FOOD SERVICES		28,637.00	3,933.48	24,703.52
101		910	3100	120		FOOD SERVICES		1,500.00	542.35	957.65
101		910	3100	250		FOOD SERVICES		0.00	694.32	-694.32
101		910	3100	260		FOOD SERVICES		1,300.00	1,345.13	-45.13
101		910	3100	582		FOOD SERVICES		200.00	0.00	200.00
101		910	3100	***		TRAVEL OUT/DIST		31,637.00	6,515.28	25,121.72
101		910	****	***				31,637.00	6,515.28	25,121.72
101		***	****	***				2,323,996.00	1,332,451.58	991,544.42
101		***	****	***				2,323,996.00	1,332,451.58	991,544.42
Grand Total								2,323,996.00	1,332,451.58	991,544.42

Funds 201 - 201

Fund	Org	Prog	Func	Obj	Proj	Function	Object	Project	Curr. Approp.	Committed	Remaining
201	100	1000	112			INSTRUCTION	TEACHERS SALARY		591,531.00	296,849.57	294,681.43
201	100	1000	117			INSTRUCTION	TEACHER AIDS SALARY		5,800.00	0.00	5,800.00
201	100	1000	120			INSTRUCTION	TEMPORARY SAL (SUB)		21,000.00	11,178.32	9,821.68
201	100	1000	160			INSTRUCTION	SICK LEAVE		2,000.00	0.00	2,000.00
201	100	1000	170			INSTRUCTION	VACATION LEAVE		2,000.00	0.00	2,000.00
201	100	1000	250			INSTRUCTION	WORKERS' COMP		4,500.00	0.00	4,500.00
201	100	1000	260			INSTRUCTION	HEALTH INSURANCE		121,000.00	1,268.93	3,231.07
201	100	1000	320			INSTRUCTION	PROF-EDUCATIONAL SER		600.00	97,386.22	23,613.78
201	100	1000	440			INSTRUCTION	REPAIR AND MAINT SER		1,000.00	3,257.25	-2,657.25
201	100	1000	516			INSTRUCTION	Field Trips		1,000.00	0.00	1,000.00
201	100	1000	582			INSTRUCTION	TRAVEL OUT/DIST		8,800.00	0.00	8,800.00
201	100	1000	610			INSTRUCTION	SUPPLIES		6,000.00	5,297.85	702.15
201	100	1000	640			INSTRUCTION	BOOKS		33,500.00	31,320.67	2,179.33
201	100	1000	650			INSTRUCTION	PERIODICALS		10,000.00	1,206.39	8,793.61
201	100	1000	660			INSTRUCTION	MINOR EQUIP NEW		3,600.00	662.95	2,937.05
201	100	1000	800			INSTRUCTION	OTHER OBJECTS		11,000.00	1,268.94	9,731.06
201	100	1000	800			INSTRUCTION	OTHER OBJECTS		5,000.00	675.00	4,325.00
201	100	1000	***			INSTRUCTION	OTHER OBJECTS		827,331.00	450,372.09	376,958.91
201	100	2200	112			SUP SEV INST-STAFF	TEACHERS SALARY		29,803.00	13,286.01	16,516.99
201	100	2200	117			SUP SEV INST-STAFF	TEACHER AIDS SALARY		3,000.00	0.00	3,000.00
201	100	2200	250			SUP SEV INST-STAFF	WORKERS' COMP		0.00	55.19	-55.19
201	100	2200	***			SUP SEV INST-STAFF	WORKERS' COMP		32,803.00	13,341.20	19,461.80
201	100	2213	582			STAFF DEVELOPMENT	TRAVEL OUT/DIST		1,500.00	0.00	1,500.00
201	100	2213	***			STAFF DEVELOPMENT	TRAVEL OUT/DIST		1,500.00	0.00	1,500.00
201	100	2220	610			EDUCATION MEDIA SER	SUPPLIES		1,000.00	702.64	297.36
201	100	2220	640			EDUCATION MEDIA SER	BOOKS		1,000.00	3,151.36	-2,151.36
201	100	2220	***			EDUCATION MEDIA SER	BOOKS		2,000.00	3,854.00	-1,854.00
201	100	2300	111			SUPPORT SEV GEN ADM	ADMIN SALARY		48,000.00	34,999.98	13,000.02
201	100	2300	115			SUPPORT SEV GEN ADM	OFFICE/CLERICAL SAL		31,822.00	19,228.41	12,593.59
201	100	2300	250			SUPPORT SEV GEN ADM	WORKERS' COMP		0.00	214.52	-214.52
201	100	2300	440			SUPPORT SEV GEN ADM	REPAIR AND MAINT SER		8,000.00	5,741.78	2,258.22
201	100	2300	582			SUPPORT SEV GEN ADM	TRAVEL OUT/DIST		2,000.00	1,566.66	433.34
201	100	2300	610			SUPPORT SEV GEN ADM	SUPPLIES		7,000.00	5,792.78	1,207.22
201	100	2300	800			SUPPORT SEV GEN ADM	OTHER OBJECTS		1,000.00	738.27	261.73
201	100	2300	810			SUPPORT SEV GEN ADM	OTHER OBJECTS		600.00	114.01	485.99
201	100	2300	***			SUPPORT SEV GEN ADM	DUES & FEES		98,422.00	68,396.41	30,025.59
201	100	2400	111			SUPPORT SER ADMINIST	ADMIN SALARY		11,259.00	7,280.00	3,979.00
201	100	2400	115			SUPPORT SER ADMINIST	OFFICE/CLERICAL SAL		26,929.00	17,528.71	9,400.29
201	100	2400	120			SUPPORT SER ADMINIST	TEMPORARY SAL (SUB)		400.00	0.00	400.00
201	100	2400	250			SUPPORT SER ADMINIST	WORKERS' COMP		0.00	83.94	-83.94
201	100	2400	260			SUPPORT SER ADMINIST	HEALTH INSURANCE		0.00	611.04	-611.04
201	100	2400	330			SUPPORT SER ADMINIST	OTHER PROF SER		5,000.00	2,146.48	2,853.52
201	100	2400	582			SUPPORT SER ADMINIST	TRAVEL OUT/DIST		1,500.00	1,282.62	217.38
201	100	2400	610			SUPPORT SER ADMINIST	SUPPLIES		4,500.00	5,022.05	-522.05
201	100	2400	800			SUPPORT SER ADMINIST	OTHER OBJECTS		0.00	383.16	-383.16
201	100	2400	***			SUPPORT SER ADMINIST	OTHER OBJECTS		49,588.00	34,338.00	15,250.00
201	100	2500	340			SUPPORT SER BUSINESS	TECHNICAL SER		4,500.00	2,446.62	2,053.38

Funds 201 - 201

Fund	Org	Prog	Func	Obj	Proj	Function	Object	Project	Curr. Approp.	Committed	Remaining
201		100	2500	***	****				4,500.00	2,446.62	2,053.38
201		100	2600	114		OP & MAINT PLANT SER	TECHNICAL SALARY		31,500.00	25,322.66	6,177.34
201		100	2600	120		OP & MAINT PLANT SER	TEMPORARY SAL (SUB)		2,000.00	3,470.27	-1,470.27
201		100	2600	130		OP & MAINT PLANT SER	OVERTIME SALARIES		500.00	0.00	500.00
201		100	2600	250		OP & MAINT PLANT SER	WORKERS' COMP		0.00	1,138.44	-1,138.44
201		100	2600	260		OP & MAINT PLANT SER	HEALTH INSURANCE		0.00	1,390.72	-1,390.72
201		100	2600	411		OP & MAINT PLANT SER	GAS		20,000.00	9,319.18	10,680.82
201		100	2600	412		OP & MAINT PLANT SER	ELECTRICITY		32,000.00	14,671.53	17,328.47
201		100	2600	420		OP & MAINT PLANT SER	OTHER UTILITY		0.00	238.14	-238.14
201		100	2600	421		OP & MAINT PLANT SER	WATER/SEWER		8,000.00	2,828.42	5,171.58
201		100	2600	431		OP & MAINT PLANT SER	DISPOSAL SVC-GARBAGE		5,500.00	2,672.60	2,827.40
201		100	2600	440		OP & MAINT PLANT SER	REPAIR AND MAINT SER		43,939.00	36,859.21	7,079.79
201		100	2600	520		OP & MAINT PLANT SER	INSURANCE, NON-EMPLOY		7,500.00	7,500.00	0.00
201		100	2600	610		OP & MAINT PLANT SER	SUPPLIES		12,000.00	7,990.67	4,009.33
201		100	2600	660		OP & MAINT PLANT SER	MINOR EQUIP NEW		2,000.00	0.00	2,000.00
201		100	2600	***	****				164,939.00	113,401.84	51,537.16
201		100	****	***	****				1,181,083.00	686,150.16	494,932.84
201		280	1000	112		INSTRUCTION	TEACHERS SALARY		48,000.00	33,309.00	14,691.00
201		280	1000	117		INSTRUCTION	TEACHER AIDS SALARY		13,500.00	0.00	13,500.00
201		280	1000	250		INSTRUCTION	WORKERS' COMP		0.00	137.57	-137.57
201		280	1000	260		INSTRUCTION	HEALTH INSURANCE		8,000.00	0.00	8,000.00
201		280	1000	320		INSTRUCTION	PROF-EDUCATIONAL SER		1,500.00	0.00	1,500.00
201		280	1000	581		INSTRUCTION	TRAVEL IN/DIST		2,000.00	579.17	1,420.83
201		280	1000	610		INSTRUCTION	SUPPLIES		500.00	0.00	500.00
201		280	1000	640		INSTRUCTION	BOOKS		1,000.00	0.00	1,000.00
201		280	1000	680		INSTRUCTION	SOFTWARE		500.00	0.00	500.00
201		280	1000	730		INSTRUCTION	EQUIPMENT-NEW		600.00	0.00	600.00
201		280	1000	***	****				75,600.00	34,025.74	41,574.26
201		280	****	***	****				75,600.00	34,025.74	41,574.26
201		365	1000	582		INSTRUCTION	TRAVEL OUT/DIST		1,000.00	103.50	896.50
201		365	1000	610		INSTRUCTION	SUPPLIES		1,000.00	0.00	1,000.00
201		365	1000	***	****				2,000.00	103.50	1,896.50
201		365	****	***	****				2,000.00	103.50	1,896.50
201		710	3400	120		EXTRA-CUR ACTIVITIES	TEMPORARY SAL (SUB)		27,000.00	16,841.58	10,158.42
201		710	3400	250		EXTRA-CUR ACTIVITIES	WORKERS' COMP		0.00	137.27	-137.27
201		710	3400	260		EXTRA-CUR ACTIVITIES	HEALTH INSURANCE		0.00	45.74	-45.74
201		710	3400	582		EXTRA-CUR ACTIVITIES	TRAVEL OUT/DIST		11,000.00	183.15	10,816.85
201		710	3400	610		EXTRA-CUR ACTIVITIES	SUPPLIES		8,500.00	0.00	8,500.00
201		710	3400	660		EXTRA-CUR ACTIVITIES	MINOR EQUIP NEW		900.00	0.00	900.00
201		710	3400	***	****				47,400.00	17,207.74	30,192.26
201		710	****	***	****				47,400.00	17,207.74	30,192.26
201		720	3500	119		ATHLETICS/SCHOOL SP.	ACT DIRECTOR SALARY		4,862.00	2,430.99	2,431.01
201		720	3500	120		ATHLETICS/SCHOOL SP.	TEMPORARY SAL (SUB)		55,000.00	35,612.40	19,387.60

THREE FORKS PUBLIC SCHOOLS
Summary Budget
For the Accounting Period: 4 / 15

Funds 201 - 201

Fund	Org	Prog	Func	Obj	Proj	Function	Object	Project	Curr. Approp.	Committed	Remaining
201		720	3500	250		ATHLETICS/SCHOOL SP.	WORKERS' COMP		300.00	267.98	32.02
201		720	3500	582		ATHLETICS/SCHOOL SP.	TRAVEL OUT/DIST		20,000.00	0.00	20,000.00
201		720	3500	610		ATHLETICS/SCHOOL SP.	SUPPLIES		10,000.00	4,150.00	5,850.00
201		720	3500	660		ATHLETICS/SCHOOL SP.	MINOR EQUIP NEW		10,000.00	0.00	10,000.00
201		720	3500	810		ATHLETICS/SCHOOL SP.	DUES & FEES		4,000.00	0.00	4,000.00
201		720	3500	****		****			104,162.00	42,461.37	61,700.63
201		720	****	****		****			104,162.00	42,461.37	61,700.63
201		910	3100	120		FOOD SERVICES	TEMPORARY SAL (SUB)		2,500.00	542.15	1,957.85
201		910	3100	250		FOOD SERVICES	WORKERS' COMP		0.00	22.36	-22.36
201		910	3100	582		FOOD SERVICES	TRAVEL OUT/DIST		650.00	0.00	650.00
201		910	3100	660		FOOD SERVICES	MINOR EQUIP NEW		2,400.00	0.00	2,400.00
201		910	3100	****		****			5,550.00	564.51	4,985.49
201		910	****	****		****			5,550.00	564.51	4,985.49
201		****	****	****		****			1,415,795.00	780,513.02	635,281.98
201		****	****	****		****			1,415,795.00	780,513.02	635,281.98
201		****	****	****		****			1,415,795.00	780,513.02	635,281.98
Grand Total									1,415,795.00	780,513.02	635,281.98

Professional Janitorial Service Proposal

Prepared for:

Three Forks Public Schools

212 East Neal
Three Forks, MT 59752

Submitted By:

AB Cleaning, Inc.

190 Horizon Loop
Three Forks, MT 59752
(406) 600-2943

Three Forks Public Schools
Professional Janitorial Service Proposal

General

AB Cleaning, Inc. agrees to provide all labor and supervision necessary to assure performance of specified cleaning service for the Three Forks School. This shall include all services described in the written specifications attached.

The school will furnish cleaning supplies and equipment.

Compensation

Cleaning Services for July 1, 2015 through June 30, 2016 for a total of \$113,000.00

Service Schedule

Cleaning service operations described in this comprehensive program will be performed 5 days per week from August 17, 2015 through June 30, 2016.

Cleaning services from July 1, 2015 through August 12, 2015, will include trash, cleaning restrooms, classrooms and offices on an as needed basis, including Summer School and Drivers Education.

The cleaning crew will observe holidays and days off as identified on the Three Forks School Calendar for 2015-2016 School year.

Supervision

Adequate personnel and supervision will be furnished to ensure quality service.

AB Cleaning, Inc. will comply with current OSHA regulations and proven procedures pertaining to all work performed at the Three Forks School.

Insurance

AB Cleaning, Inc. will furnish all forms of insurance required by law within 30 days of acceptance of the bid and shall maintain the same in force.

- *Comprehensive General Liability
 - *Property Damage
 - *Workers' Compensation
 - *Bonding
-

Employee Status

Personnel supplied by AB Cleaning, Inc. and will not for any purpose be considered employees or agents of the Three Forks School.

Equal Opportunity Employer

AB Cleaning, Inc. is an equal opportunity employer. All necessary employment forms will be maintained by our office as required by law.

Term

The term of this agreement shall be for a period of one (1) year.

Cancellation

This agreement may be terminated or canceled at any time with a minimum of thirty (30) days written notice from either party.

Agreement

This Agreement ("this Agreement") is made and entered into as of _____, 20____, by and between AB Cleaning, Inc., with its principal place of business located at 190 Horizon Loop, Three Forks, MT 59752 and Three Forks Public Schools with its principal place of business located at 212 East Neal, Three Forks, MT 59752.

NOW, THEREFORE, in consideration of the mutual promises and benefits to be derived by the parties they mutually agree to the terms and conditions as outlined above in this agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement effective as of the date and year first written above.

AB Cleaning, Inc.

By: _____

Name: _____

Date: _____

Title: _____

Three Forks Public Schools

By: _____

Name: _____

Date: _____

Title: _____

Three Forks Public Schools

Job Specifications

Elementary - Entrance

<u>Task Description</u>	<u>Service Days</u>
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed
Clean Both Sides Of Door Glass (weather permitting) and Wipe Frames	1 day/wk.
Spot Clean Entrance Glass	4 days/wk.

Middle School - Entrance

<u>Task Description</u>	<u>Service Days</u>
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed
Clean Both Sides Of Door Glass (weather permitting) and Wipe Frames	1 day/wk.
Spot Clean Entrance Glass	4 days/wk.
Vacuum Walk-Off Mats	5 days/wk.

High School - Entrance

<u>Task Description</u>	<u>Service Days</u>
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed
Clean Both Sides Of Door Glass (weather permitting) and Wipe Frames	1 day/wk.
Spot Clean Entrance Glass	4 days/wk.

Elementary - School Hallways

<u>Task Description</u>	<u>Service Days</u>
Spot Clean All Walls, Lockers, Light Switches And Doors	As needed
Detail Vacuum All Carpet	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum - Corners And Edges	As needed
Empty And Remove Trash, Replace Liner if needed.	5 days/wk.
Clean And Polish Drinking Fountains	5 days/wk.

Middle School - Hallways

<u>Task Description</u>	<u>Service Days</u>
Spot Clean All Walls, Lockers, Light Switches And Doors	As needed
Detail Vacuum All Carpet	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum - Corners And Edges	As needed
Empty And Remove Trash, Replace liner if needed.	5 days/wk.

High School - Hallways

<u>Task Description</u>	<u>Service Days</u>
Spot Clean All Walls, Lockers, Light Switches And Doors	As needed
Detail Vacuum All Carpet	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum - Corners And Edges	As needed
Clean Both Sides Of Door Glass (weather permitting) and Wipe Frames	1 day/wk.
Spot Clean Entrance Glass	4 days/wk.
Empty And Remove Trash, Replace Liner if needed.	5 days/wk.
Clean And Polish Drinking Fountains	5 days/wk.

Elementary - Offices

<u>Task Description</u>	<u>Service Days</u>
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	5 days/wk.
Empty And Remove Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed

Middle School - Offices

<u>Task Description</u>	<u>Service Days</u>
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	5 days/wk.
Empty And Remove Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed

High School - Offices

<u>Task Description</u>	<u>Service Days</u>
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	5 days/wk.
Empty And Remove Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed

High School - Conference Room

<u>Task Description</u>	<u>Service Days</u>
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	As needed
Empty And Remove Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	As needed
Detail Vacuum - Corners And Edges	As needed

Elementary - Classrooms

<u>Task Description</u>	<u>Service Days</u>
Spot Clean All Walls, Cabinet Fronts, Cubbies, Supply Dispensers, Light Switches And Doors	5 days/wk.
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	5 days/wk.
Empty And Remove School Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed
Dust Mop Hard Surface Floors	5 days/wk.
Damp Mop Hard Surface Floors- Use Appropriate Cleaner	5 days/wk.
Refill Supply Dispensers	As needed
Deep Clean: Detail cleaning of offices, classrooms and hallways including: - Wash Walls; - Damp wipe all high and low surfaces including ceiling vents, tops of lockers, hall signage, display cases, baseboards, etc. - Wipe out lockers and cubbies to remove stickers, adhesive resin, gum, trash, etc. - Shampoo elementary classroom area rugs; - Wipe off cleared off counters, cabinet doors, doors, door jams removing adhesive resin, markers, grime, etc. - Remove wash classroom chairs to remove paint, markers, gum, etc. - Wipe out classroom desks to remove adhesive resin, crayon, markers, stickers, trash, etc. - Wash trash cans and recycle bins; - Remove and clean screens, mini blinds and vacuum shades; - Wipe out supply dispensers; - Scrub corners, edges and hard to reach floor areas to strip old wax. - Detail vacuum carpeted areas including edges, under desks, and behind doors; - Move classroom furniture back into classroom.	Annual
Clean Sinks and Counter Using Appropriate Cleaner	5 days/wk.

Middle School - Classrooms

<u>Task Description</u>	<u>Service Days</u>
Spot Clean All Walls, Cabinet Fronts, Supply Dispensers, Light Switches And Doors	5 days/wk.
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	5 days/wk.
Empty And Remove School Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed
Refill Supply Dispensers	As needed
Deep Clean: Detail cleaning of offices, classrooms and hallways including: - Empty classroom (except for science classrooms) - Wash Walls; - Damp wipe all high and low surfaces including ceiling vents, tops of lockers, hall signage, display cases, baseboards, etc. - Wipe out lockers to remove stickers, adhesive resin, gum, trash, etc. - Wipe off cleared off counters, cabinet doors, doors, door jams removing adhesive resin, markers, grime, etc. - Wipe out classroom desks to remove markers, stickers, trash, etc. - Wash trash cans and recycle bins; - Remove and clean screens, mini blinds and vacuum shades; - Wipe out supply dispensers; - Detail vacuum carpeted areas including edges, under desks, and behind doors; - Move classroom furniture back into classrooms (except for science classrooms).	Annual
Clean Sinks and Counter Using Appropriate Cleaner	5 days/wk.

High School - Classrooms

<u>Task Description</u>	<u>Service Days</u>
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	5 days/wk.
Empty And Remove School Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed
Dust Mop Hard Surface Floors	5 days/wk.
Damp Mop Hard Surface Floors- Use Appropriate Cleaner	5 days/wk.
Deep Clean: Detail cleaning of offices, classrooms and hallways including: - Empty classroom furniture; - Wash Walls; - Damp wipe all high and low surfaces including ceiling vents, tops of lockers, hall signage, display cases, baseboards, etc. - Wipe out lockers to remove graffiti, adhesive resin, gum, trash, etc. - Shampoo classroom area rugs; - Wipe off cleared off counters, cabinet doors, doors, door jams removing adhesive resin, markers, grime, etc. - Wipe out classroom desks to remove graffiti, trash, etc. - Wash trash cans and recycle bins; - Remove and clean screens, mini blinds and vacuum shades; - Wipe out supply dispensers; - Detail vacuum carpeted areas including edges, under desks, and behind doors; - Move classroom furniture back into classroom.	Annual

Elementary - Library

<u>Task Description</u>	<u>Service Days</u>
Empty And Remove School Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed
Damp Wipe Cleared Off Horizontal Surfaces - Use Appropriate Cleaner.	3 days/wk.

MS/HS - Library

<u>Task Description</u>	<u>Service Days</u>
Empty And Remove School Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed
Damp Wipe Cleared Off Horizontal Surfaces - Use Appropriate Cleaner.	5 days/wk.

Art Rooms

<u>Task Description</u>	<u>Service Days</u>
Spot Clean All Walls, Cabinet Fronts, Lockers, Light Switches And Doors	5 days/wk.
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	5 days/wk.
Empty And Remove School Trash, Replace Liner If Needed	5 days/wk.
Dust Mop Hard Surface Floors	5 days/wk.
Spot Mop Stains And Spills Using Appropriate Cleaner	4 days/wk.
Damp Mop Hard Surface Floors- Use Appropriate Cleaner	1 day/wk.
Clean Sinks and Counter Using Appropriate Cleaner	5 days/wk.

Elementary - Music Room

<u>Task Description</u>	<u>Service Days</u>
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	2 days/wk.
Empty And Remove School Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed
Dust Mop Hard Surface Floors	5 days/wk.
Damp Mop Hard Surface Floors- Use Appropriate Cleaner	2 days/wk.

MS/HS - Music Room

<u>Task Description</u>	<u>Service Days</u>
Empty And Remove School Trash, Replace Liner If Needed	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed

Science Lab

<u>Task Description</u>	<u>Service Days</u>
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	5 days/wk.
Empty And Remove Trash, Replace Liner If Needed	5 days/wk.
Dust Mop Hard Surface Floors	5 days/wk.
Damp Mop Hard Surface Floors- Use Appropriate Cleaner	5 days/wk.
Clean Sinks and Counter Using Appropriate Cleaner	5 days/wk.

Elementary - Sick Room

<u>Task Description</u>	<u>Service Days</u>
Empty And Remove Trash. Replace Liner if needed.	As needed
Dust Mop Hard Surface Floors	5 days/wk.
Damp Mop Hard Surface Floors- Use Appropriate Cleaner	5 days/wk.
Remove Soiled Sheets and Remake Bed. Launderer Bedding.	As needed

Elementary - Staff Lounge

<u>Task Description</u>	<u>Service Days</u>
Spot Vacuum All Carpet	5 days/wk.
Spot Clean Carpet, i.e. Spills, Gum	As needed
Empty And Remove Trash. Replace Liner Daily.	5 days/wk.
Clean Sinks and Counter Using Appropriate Cleaner	5 days/wk.

MS/HS - Staff Lounge

<u>Task Description</u>	<u>Service Days</u>
Spot Clean Carpet, i.e. Spills, Gum	As needed
Detail Vacuum All Carpet	5 days/wk.
Detail Vacuum - Corners And Edges	As needed
Empty And Remove Trash	5 days/wk.
Clean Sinks and Counter Using Appropriate Cleaner	5 days/wk.

MS/HS - Commons

<u>Task Description</u>	<u>Service Days</u>
Spot Clean Walls And Light Switches	5 days/wk.
Dust Mop Hard Surface Floors	5 days/wk.
Vacuum Hard Surface Floors Using Appropriate Attachment	5 days/wk.
Damp Mop Hard Surface Floors- Use Appropriate Cleaner	5 days/wk.
Clean and Polish Drinking Fountains.	5 days/wk.
Wipe Front Of Vending Machines	1 day/wk.
Empty And Remove Trash. Replace Liner daily.	5 days/wk.

MS/HS - Auditorium

<u>Task Description</u>	<u>Service Days</u>
Check For Litter, Spot Dust chairs	As needed
Remove Litter And Dust Chairs	As needed
Dust Mop Hard Surface Floors	As needed
Vacuum Hard Surface Floors Using Appropriate Attachment	As needed
Spot Mop Stains And Spills Using Appropriate Cleaner	As needed
Damp Mop Hard Surface Floors- Use Appropriate Cleaner	As needed
Empty And Remove Trash	As needed

Middle School - Restrooms

<u>Task Description</u>	<u>Service Days</u>
Deep Clean: Detail cleaning of restrooms including: - Wash Walls, doors, and door jams; - Damp wipe all high and low surfaces including ceiling vents, registers, baseboards, etc. - Wash trash cans; - Wipe out supply dispensers: including paper towels, hand soap, toilet paper holders and feminine disposal containers; - Scrub toilets and sinks to remove hard water build up. - Scrub corners, edges and hard to reach floor areas to stripping wax.	Annual
Empty Trash, Refill Supply Dispensers, Clean And Disinfect Restroom Fixtures, Clean Mirrors, Counters, Partitions And Chrome, Sweep And Mop Floor Using Appropriate Cleaner	5 days/wk.

High School - Restrooms

<u>Task Description</u>	<u>Service Days</u>
Deep Clean: Detail cleaning of restrooms including: - Wash Walls, doors, and door jams; - Damp wipe all high and low surfaces including ceiling vents, registers, baseboards, etc. - Wash trash cans; - Wipe out supply dispensers: including paper towels, hand soap, toilet paper holders and feminine disposal containers; - Scrub toilets and sinks to remove hard water build up. - Scrub corners, edges and hard to reach floor areas to stripping wax.	Annual
Empty Trash, Refill Supply Dispensers, Clean And Disinfect Restroom Fixtures, Clean Mirrors, Counters, Partitions And Chrome, Sweep And Mop Floor Using Appropriate Cleaner	5 days/wk.

Elementary - Restrooms

<u>Task Description</u>	<u>Service Days</u>
Deep Clean: Detail cleaning of restrooms including: - Wash Walls, doors, and door jams; - Damp wipe all high and low surfaces including ceiling vents, registers, baseboards, etc. - Wash trash cans; - Wipe out supply dispensers: including paper towels, hand soap, toilet paper holders and feminine disposal containers; - Scrub toilets and sinks to remove hard water build up. - Scrub corners, edges and hard to reach floor areas to stripping wax.	Annual
Empty Trash, Refill Supply Dispensers, Clean And Disinfect Restroom Fixtures, Clean Mirrors, Counters, Partitions And Chrome, Sweep And Mop Floor Using Appropriate Cleaner	5 days/wk.

Other Requirements

<u>Task Description</u>	<u>Service Days</u>
Site Supervision	5 days/week
Clean and Arrange Janitor Closet	As needed
Prepare for the Next Day	5 days/week
Turn off Lights	5 days/week
Shut and Lock Doors	5 days/week
Outside windows will be cleaned in August prior to school starting. Hard water mineral deposits will be removed from windows as much as possible.	Annual
Complete machine stripping and refinish waxable floors with 2 coats of over/under and 2 coats of wax. We will move some items, the heavy items such as the table in the Science room will be moved by the school.	Annual
Hallway areas will be cleared of tables, chairs, desks, clothing, etc. to allow for a smooth and effective cleaning process to minimize any unnecessary disruptions. Areas will be sprayed with pretreatment solution. Carpet will be thoroughly hot-water rinsed and extracted using carpet shampooer. Being careful to avoid over wetting. Commercial high speed air movers will be used when needed to circulate air and absorb carpet dampness more quickly and effectively.	Monthly

Three Forks Public Schools

Measurement Summary

Area	Square Footage				Total
	Carpet	Waxable	Non-wax	Wood	
Elementary - Entrance	415.4	--	--	--	415.4
Middle School - Entrance	155.7	--	--	--	155.7
High School - Entrance	20.0	--	--	--	20.0
Elementary - School Hallways	5,724.0	150.0	--	--	5,874.0
Middle School - Hallways	1,711.0	--	--	--	1,711.0
High School - Hallways	2,291.6	--	--	--	2,291.6
Elementary - Offices	1,668.0	--	--	--	1,668.0
Middle School - Offices	113.4	--	--	--	113.4
High School - Offices	400.0	195.8	--	--	595.8
High School - Conference Room	486.0	--	--	--	486.0
Elementary - Classrooms	11,268.2	3,490.2	--	--	14,758.4
Middle School - Classrooms	4,302.0	--	--	--	4,302.0
High School - Classrooms	5,171.9	3,863.8	--	--	9,035.7
Elementary - Library	1,350.0	--	--	--	1,350.0
MS/HS - Library	2,660.0	--	--	--	2,660.0
Art Rooms	--	2,607.2	--	--	2,607.2
Elementary - Music Room	1,248.0	312.0	--	--	1,560.0
MS/HS - Music Room	2,018.4	--	--	--	2,018.4
Science Lab	--	2,728.0	--	--	2,728.0
Elementary - Sick Room	--	64.0	--	--	64.0
Elementary - Staff Lounge	352.0	--	--	--	352.0
MS/HS - Staff Lounge	408.9	--	--	--	408.9
MS/HS - Commons	--	1,705.0	--	--	1,705.0
MS/HS - Auditorium	--	3,263.4	--	--	3,263.4
Elementary - Restrooms	--	1,089.9	--	--	1,089.9
Middle School - Restrooms	--	365.3	--	--	365.3
High School - Restrooms	--	813.5	--	--	813.5
Totals:	41,764.5	20,648.1			62,412.6

Three Forks Public Schools

Task Hours Summary

Task Description	Average Hours Per:			
	Day	Week	Month	Year
Detail Vacuum - Corners And Edges	0.1	0.5	2.1	24.8
Detail Vacuum All Carpet	3.9	19.5	84.5	1,013.7
Spot Clean Carpet, i.e. Spills, Gum	0.0	0.1	0.5	5.5
Spot Vacuum All Carpet	0.0	0.0	0.2	2.1
Damp Mop Hard Surface Floors- Use Appropriate Cleaner	2.6	12.9	55.9	670.3
Dust Mop Hard Surface Floors	1.7	8.6	37.5	449.7
Spot Mop Stains And Spills Using Appropriate Cleaner	0.1	0.3	1.3	15.7
Vacuum Hard Surface Floors Using Appropriate Attachment	0.2	1.0	4.5	53.6
Damp Wipe Cleared Off Horizontal Surfaces-Use Appropriate Cleaner	2.3	11.4	49.4	592.7
Spot Clean All Walls, Cabinet Fronts, Cubbies, Supply Dispensers, Light Switches And Doors	0.2	1.0	4.2	50.5
Spot Clean All Walls, Cabinet Fronts, Lockers, Light Switches And Doors	0.0	0.2	0.9	10.9
Spot Clean All Walls, Cabinet Fronts, Supply Dispensers, Light Switches And Doors	0.1	0.3	1.3	15.0
Spot Clean All Walls, Lockers, Light Switches And Doors	0.0	0.0	0.2	1.9
Spot Clean Walls And Light Switches	0.0	0.2	0.8	9.7
Clean And Arrange Janitor Closet	0.0	0.1	0.3	3.0
Prepare For The Next Day	0.3	1.3	5.4	65.4
Shut And Lock Doors	0.2	0.8	3.3	39.6
Site Supervision	1.9	9.5	41.3	495.3
Turn Off Lights	0.1	0.3	1.3	15.8
Check For Litter, Spot Dust chairs	0.0	0.0	0.0	0.4
Remove Litter And Dust Chairs	0.0	0.0	0.1	1.0
Clean Both Sides Of Door Glass (weather permitting) and Wipe Frames	0.2	0.8	3.5	41.8
Spot Clean Entrance Glass	0.4	1.8	7.6	91.1

Clean And Polish Drinking Fountains	0.1	0.5	2.4	28.6
Empty And Remove Trash	0.1	0.3	1.1	13.6
Empty And Remove Trash, Replace Liner if needed.	0.4	2.2	9.5	114.3
Empty And Remove Trash. Replace Liner daily.	0.1	0.5	2.1	25.4
Clean Sinks and Counter Using Appropriate Cleaner	1.4	6.8	29.6	354.7
Wipe Front Of Vending Machines	0.0	0.0	0.2	2.3
Vacuum Walk-Off Mats	0.0	0.0	0.2	2.5
Empty And Remove School Trash, Replace Liner If Needed	0.1	0.6	2.7	32.9
Empty And Remove Trash, Replace Liner If Needed	0.2	0.9	3.8	45.0
Empty And Remove Trash. Replace Liner if needed.	0.0	0.0	0.0	0.0
Empty Trash, Refill Supply Dispensers, Clean And Disinfect Restroom Fixtures, Clean Mirrors, Counters, Partitions And Chrome, Sweep And Mop Floor Using Appropriate Cleaner	3.0	15.2	66.1	792.8
Clean and Polish Drinking Fountains.	0.0	0.2	0.7	8.7
Complete machine stripping and refinish waxable floors with 2 coats of over/under and 2 coats of wax. We will move some items, the heavy items such as the tables in the science room will be moved by the school.	1.4	6.9	30.0	360.0
Damp Wipe Cleared Off Horizontal Surfaces - Use Appropriate Cleaner.	0.3	1.3	5.8	69.3
Deep Clean: Detail cleaning of offices, classrooms and hallways including: - Wash Walls; - Damp wipe all high and low surfaces including ceiling vents, tops of lockers, hall signage, display cases, baseboards, etc. - Wipe out lockers and cubbies to remove stickers, adhesive resin, gum, trash, etc. - Shampoo, elementary classroom area rugs; - Wipe off cleared off counters, cabinet doors, doors, door jams removing adhesive resin, markers, grime, etc. - Power wash classroom chairs to remove paint, markers, gum, etc. - Wipe out classroom desks to remove adhesive resin, crayon, markers, stickers, trash, etc. - Wash trash cans and recycle bins; - Remove and clean screens, mini blinds and vacuum shades; - Wipe out supply dispensers; - Scrub corners, edges and hard to reach floor areas to strip old wax. - Detail vacuum carpeted areas including edges, under desks, and behind doors; - Move classroom furniture back into classroom.	3.2	16.2	70.0	840.0
Deep Clean: Detail cleaning of restrooms including: - Wash Walls, doors, and door jams; - Damp wipe all high and low surfaces including ceiling vents, registers, baseboards, etc. - Wash trash cans; - Wipe out supply dispensers: including paper towels, hand soap, toilet paper holders and feminine disposal containers; - Scrub toilets and sinks to remove hard water build up. - Scrub corners, edges and hard to reach floor areas to stripping wax.	0.5	2.6	11.3	136.0
Hallway areas will be cleared of tables, chairs, desks, clothing, etc. to allow for a smooth and effective cleaning process to minimize any unnecessary disruptions. Areas will be spared with pretreatment solution. Carpet will be thoroughly hot-water rinsed and extracted using carpet shampooer. Being careful to avoid over wetting. Commercial high speed air movers will be used when needed to circulate air and absorb carpet dampness more quickly and effectively.	0.4	1.8	8.0	96.0
Outside windows will be cleaned in August prior to school starting. Hard water mineral deposits will be removed from windows as much as possible.	0.2	0.8	3.3	40.0

Refill Supply Dispensers	0.0	0.0	0.2	2.0
Remove Soiled Sheets and Remake Bed. Launderer Bedding.	0.0	0.0	0.1	1.0



Three Forks Public Schools

Area Hours Summary

Area	Avg. hrs. per day
Elementary - Entrance	0.3 hrs.
Middle School - Entrance	0.1 hrs.
High School - Entrance	0.0 hrs.
Elementary - School Hallways	0.9 hrs.
Middle School - Hallways	0.4 hrs.
High School - Hallways	0.4 hrs.
Elementary - Offices	0.2 hrs.
Middle School - Offices	0.0 hrs.
High School - Offices	0.1 hrs.
High School - Conference Room	0.0 hrs.
Elementary - Classrooms	4.9 hrs.
Middle School - Classrooms	1.8 hrs.
High School - Classrooms	3.1 hrs.
Elementary - Library	0.2 hrs.
MS/HS - Library	0.4 hrs.
Art Rooms	0.9 hrs.
Elementary - Music Room	0.2 hrs.
MS/HS - Music Room	0.2 hrs.
Science Lab	1.7 hrs.
Elementary - Sick Room	0.0 hrs.
Elementary - Staff Lounge	0.1 hrs.
MS/HS - Staff Lounge	0.1 hrs.
MS/HS - Commons	0.9 hrs.
MS/HS - Auditorium	0.1 hrs.

Elementary - Restrooms	2.0 hrs.
Middle School - Restrooms	0.5 hrs.
High School - Restrooms	0.9 hrs.
Other Requirements	3.6 hrs.
<hr/>	
Total:	24.0 hrs.



Three Forks Public Schools

Building Hours Summary

Total Hours Per Year:	6,240.0 hrs.
Monthly Average Hours:	520.0 hrs.
Weekly Average Hours:	120.0 hrs.
Daily Average Hours:	24.0 hrs.

March 16 2015

Mr. Justin Helvik – Mr. Mike Sauvageau

Three Forks Schools

212 E Neal. Three Forks, MT

Dear Mr. Helvik and Mr. Sauvageau;

I am writing to inform you that I am resigning from the position of Head Football coach at Three Forks High School.

I am extremely thankful to the community and the school for their support, in giving me the chance to do what I love. I'd specifically like to thank; Mike Sauvageau, John Overstreet and Tom Blakely for giving me this great opportunity.

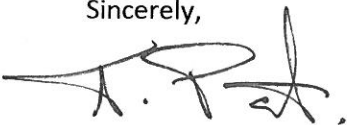
I'd also like to thank everyone that has played for me, and coached with me over the past seven years. I am very proud of what we collectively did during that time. The memories we made, the laughs and tears we shared - will stick with me for the rest of my life. I will treasure them.

I got into the coaching profession in hopes to positively impact the character and attitude of young men, in the same way I was impacted by my coach. I accomplished my mission. Whether an individual was a member of our program for one year, or four years, I can say unequivocally, he will be a better man because of his time in this football program.

It is certainly difficult to walk away from something I committed half my life to over the last seven years. Change is part of life however, and I am just ready for a change. The school board and administrative support was great. One cannot have an experience in the coaching profession as great as mine, without that.

Thank you again, for everything.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Palmer', with a stylized flourish at the end.

Tyler Palmer

----- Forwarded message -----

From: **Jeff Darlinton** <darlinton_jeff@yahoo.com>

Date: Wed, Mar 18, 2015 at 7:55 AM

Subject: Regarding coaching football

To: [jhelvik](mailto:jhelvik@threeforks.k12.mt.us) <jhelvik@threeforks.k12.mt.us>

I am sending this email to inform you i am resigning from my position as highschool assistant football coach.

Jeff Darlinton

--

Justin Helvik

Three Forks MS/HS Principal

212 East Neal

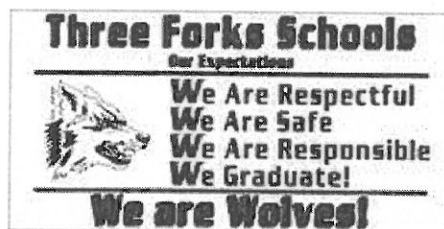
Three Forks, MT 59752

(406) 285-3224 (office)

(406) 740-0549 (cell)

jhelvik@threeforks.k12.mt.us

@Mr_Helvik (Twitter)



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Robert DoBell

From: Justin Helvik
Sent: Monday, March 16, 2015 12:55 PM
To: DoBell, Robert
Subject: Fwd: Three Forks Football assistant coaching position

Follow Up Flag: Follow up
Flag Status: Flagged

FYI...

----- Forwarded message -----

From: Chris Boyce <cboyce@live.com>
Date: Mon, Mar 16, 2015 at 12:47 PM
Subject: Three Forks Football assistant coaching position
To: "jhelvik@threeforks.k12.mt.us" <jhelvik@threeforks.k12.mt.us>

Dear Mr. Helvik,

I regret to inform you that I will be unable to coach football this upcoming 2015 season. Unfortunately, due to the simple fact that I am now a graduate sociology student at the University of Montana, it would be next to impossible to make the necessary accommodations. Thanks for everything, especially for the opportunity. I hope and wish you all the very best in both the academic and athletic spheres; as always, GO WOLVES!!!

Sincerely,

Chris Boyce

--

Justin Helvik
Three Forks MS/HS Principal
212 East Neal
Three Forks, MT 59752
(406) 285-3224 (office)
(406) 740-0549 (cell)
jhelvik@threeforks.k12.mt.us
@Mr_Helvik (Twitter)

March 18, 2015

Mr. Helvik
Three Forks High School Principal
212 East Neal Street
Three Forks, MT 59752

Dear Mr. Helvik:

It is with a heavy heart that I write this letter resigning from the head cross country coaching position. The last two years of coaching the cross country team at Three Forks Schools has been a privilege. I have enjoyed helping the runners appreciate running and become better athletes. I want to thank the district and the parents for allowing me to be part of this amazing program. It has truly been an honor and a blessing to work with the TF cross country team.

Regards,

A handwritten signature in black ink, appearing to read "Kris Ford". The signature is fluid and cursive, with a large loop at the end.

Kris Ford

March 30, 2015

Three Forks High School
212 E. Neal
Three Forks, MT. 59752

Mr. Robert Dobell
Mr. Justin Helvik

Please accept this letter as my official resignation for the Head Boys Basketball position at Three Forks High School.

Sincerely,

A handwritten signature in cursive script that reads "Mike Sauvageau".

Mike Sauvageau

Dear Mr. Helvik

Thank you for giving me the opportunity to coach cheerleading during this winter season! We had fun with the three we got to come out! I am sorry to say that I will not be coaching next year due to other jobs and responsibilities. If the coach coming in the following season has any questions, I would be happy to answer them!

Thank you,

Shelbie Jensen

----- Forwarded message -----

From: Amy Locke <ael_montana@yahoo.com>

Date: Wed, Apr 1, 2015 at 10:24 AM

Subject: letter of resignation

To: "jhelvik@threeforks.k12.mt.us" <jhelvik@threeforks.k12.mt.us>

Dear Mr. Helvik,

I am writing to inform you of my intent to resign as junior class advisor. I have enjoyed being the advisor for the last two years, however, due to time restraints I will no longer be able to continue.

Thank you for your time.

Sincerely,

Amy Locke

--

Justin Helvik

Three Forks MS/HS Principal

212 East Neal

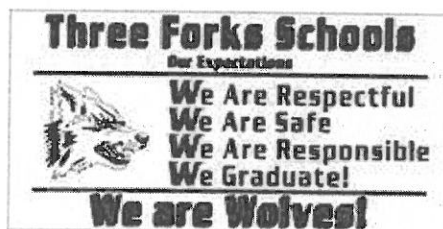
Three Forks, MT 59752

(406) 285-3224 (office)

(406) 740-0549 (cell)

jhelvik@threeforks.k12.mt.us

@Mr_Helvik (Twitter)



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THREE FORKS PUBLIC SCHOOLS
Claims by Vendor Report
For the Accounting Period: 3/15

Vendor	Claim #	# of Lines	Date Accepted	Check	Amount
899 ALLEGIANCE	CL 7299	2	03/11/15	37750	50.00
87 AMSAN CUSTODIAL	CL 7246	2	03/10/15	37751	847.09
	CL 7330	2	03/26/15	37825	982.45
993 ANGELIC REALMS	CL 7317	2	03/16/15	37804	266.50
	CL 7319	2	03/16/15	37804	9,166.67
536 BARNES & NOBLE INC.	CL 7247	1	03/10/15	37752	268.95
80 BELGRADE SALES/SERV	CL 7331	1	03/26/15	37826	86.76
1240 BLUE TARP FINANCIAL, INC.	CL 7332	1	03/26/15	37827	220.24
1872 BOOKS ARE FUN	CL 7248	1	03/10/15	37753	52.00
2042 BUNKHOUSE DESIGNS	CL 7333	1	03/26/15	37828	231.00
321 BURDICK'S LOCKSMITH	CL 7334	1	03/26/15	37829	127.50
1052 CAROLINA BIOLOGICAL SUPPLY COMPANY	CL 7249	1	03/10/15	37754	505.01
1998 CENTURY LINK BUSINESS SERVICES	CL 7250	1	03/10/15	37755	3.55
1877 CHEMSEARCH	CL 7335	2	03/26/15	37830	252.05
8 CITY OF THREE FORKS	CL 7251	2	03/10/15	37756	940.90
1437 CLIFFORD, GAYLE	CL 7309	2	03/16/15	37805	320.00
1922 DARLINTON, NORM	CL 7252	3	03/10/15	37757	185.26
	CL 7336	1	03/26/15	37831	87.75
	CL 7337	1	03/26/15	37831	82.88
1924 DAVIS BUSINESS MACHINES	CL 7253	1	03/10/15	37758	69.00
	CL 7254	4	03/10/15	37758	725.48
	CL 7338	3	03/26/15	37832	349.70
2301 DE LAGE LANDEN	CL 7255	2	03/10/15	37759	236.92
476 ELLISON EDUC. EQUIP.	CL 7256	1	03/10/15	37760	67.25
2332 ERUAUX, MICHELLE	CL 7308	2	03/16/15	37806	310.00
2069 FANNING STEVEN	CL 7257	3	03/10/15	37761	125.36
90 FCCLA	CL 7339	1	03/26/15	37833	1,900.00
2189 FIRST BANKCARD VISA	CL 7258	5	03/10/15	37762	515.11
	CL 7297	1	03/11/15	37762	165.81
	CL 7298	1	03/11/15	37762	20.86
2190 FIRST BANKCARD VISA	CL 7259	4	03/10/15	37763	258.35
2191 FIRST BANKCARD VISA	CL 7260	3	03/10/15	37764	121.23
2193 FIRST BANKCARD VISA	CL 7261	2	03/10/15	37765	418.48
2194 FIRST BANKCARD VISA	CL 7262	6	03/10/15	37766	159.93
	CL 7296	1	03/11/15	37766	190.98
2195 FIRST BANKCARD VISA	CL 7263	3	03/10/15	37767	546.28
2196 FIRST BANKCARD VISA	CL 7264	6	03/10/15	37768	544.57
648 FITNESS FINDERS, INC.	CL 7340	1	03/26/15	37834	333.45
128 FOOD SERV. OF AMER.	CL 7295	1	03/11/15	37769	4,614.49
	CL 7341	1	03/26/15	37835	1,082.75
1821 FORD, KRIS	CL 7303	2	03/11/15	37798	300.00
480 FRANK, WILLIAM M.	CL 7342	1	03/26/15	37836	29.25
2216 FRANZ FAMILY BAKERIES	CL 7265	2	03/10/15	37770	238.33
	CL 7343	4	03/26/15	37837	339.78
2 GENERAL DISTRIBUTING	CL 7266	1	03/10/15	37771	119.00
2079 GRAYBEAL'S ALL SERVICE	CL 7267	2	03/10/15	37772	358.90
2307 GULLICKSON, GARY	CL 7268	2	03/10/15	37773	261.63
500 HAMILTON, MEL	CL 7307	2	03/16/15	37807	640.00
1871 HAMILTON, STEVEN	CL 7269	2	03/10/15	37774	39.25
2337 HAW, LYNN	CL 7314	1	03/16/15	37808	40.00
2272 HEALTHCARE SERVICE CORPORATION	CL 7373	2	04/07/15	37861	29,643.42
	CL 7374	2	04/07/15	37862	29,595.20
2274 HELVIK, JUSTIN	CL 7306	2	03/12/15	37803	400.00
	CL 7344	1	03/26/15	37838	197.80

THREE FORKS PUBLIC SCHOOLS
Claims by Vendor Report
For the Accounting Period: 3/15

Vendor	Claim #	# of Lines	Date Accepted	Check	Amount
59 HOUSE OF CLEAN	CL 7345	2	03/26/15	37839	161.49
1178 JENSEN, JULIE	CL 7366	1	03/27/15	37840	197.80
214 JONES SCHOOL SUPPLY	CL 7270	1	03/10/15	37775	74.84
2036 KALEVA P.C., ELIZABETH A.	CL 7318	1	03/16/15	37809	130.00
801 KENNEDY, LESLIE	CL 7346	1	03/26/15	37841	61.22
57 LAKESHORE	CL 7369	1	03/27/15	37842	244.87
1070 LANE & ASSOCIATES	CL 7271	2	03/10/15	37776	201.96
1972 LAUVER, ROBERT	CL 7302	2	03/11/15	37799	120.00
2338 LIVING HEALTHY TOGETHER, LLC	CL 7320	1	03/19/15	37816	880.00
1156 LIVINGOOD ENTERPRISES INC.	CL 7347	2	03/26/15	37843	450.00
1704 LOCKE, AMY	CL 7367	1	03/27/15	37844	197.80
1490 MAC PROPANE INC.	CL 7272	2	03/10/15	37777	217.50
1944 MACK, SHANN	CL 7348	1	03/26/15	37845	53.00
915 MAIN STREET OFFICE	CL 7273	2	03/10/15	37778	469.29
2336 MCCORMICK, STEVE	CL 7313	1	03/16/15	37810	400.00
2335 MCLEES, MAY	CL 7312	2	03/16/15	37811	320.00
131 MEADOW GOLD BILLINGS	CL 7274	1	03/10/15	37779	6,852.66
375 MECHANICAL TECHNOLOGY INC.	CL 7326	2	03/23/15	37822	106.08
	CL 7327	1	03/23/15	37822	5,398.73
2130 MOUNTAIN SUPPLY CO. -BOZEMAN	CL 7349	2	03/26/15	37846	228.29
2331 NOBLE, RAYMOND	CL 7304	2	03/11/15	37800	1,200.00
106 NORTHWESTERN ENERGY	CL 7275	2	03/10/15	37780	5,944.25
948 PALMER, TYLER	CL 7301	2	03/11/15	37801	400.00
1568 PERRIN, CORIE	CL 7350	1	03/26/15	37847	41.95
809 PURCHASE POWER	CL 7351	1	03/26/15	37848	98.00
2339 PYFER, TOM	CL 7328	2	03/23/15	37823	99.00
2161 REDSTONE LEASING	CL 7276	2	03/10/15	37781	413.50
2162 REPUBLIC SERVICES #886	CL 7277	2	03/10/15	37782	1,127.62
1723 ROBINSON, TRINA	CL 7323	1	03/19/15	37817	17.99
2333 ROCHFORD, CHERYL	CL 7310	2	03/16/15	37812	120.00
808 ROSE, KAREN	CL 7352	1	03/26/15	37849	12.39
2295 RUMELHART, LYDIA	CL 7322	1	03/19/15	37818	120.00
1235 SCHOLASTIC BOOK FAIRS	CL 7353	1	03/26/15	37850	69.00
140 SEILER'S ACE HARD.	CL 7278	2	03/10/15	37783	244.87
	CL 7300	1	03/11/15	37797	26.74
1997 SHELL ENERGY NO. AMERICA L.P.	CL 7279	2	03/10/15	37784	4,239.41
1187 SIMPLY OFFICE SUPPLIES INC.	CL 7280	1	03/10/15	37785	149.99
	CL 7281	2	03/10/15	37785	93.31
	CL 7282	2	03/10/15	37785	90.00
891 SNA	CL 7316	1	03/16/15	37813	179.50
2177 SOUTHWEST MONTANA SCHOOL SERVICES	CL 7315	1	03/16/15	37814	85.32
1389 STAPLES CREDIT PLAN	CL 7354	1	03/26/15	37851	135.93
	CL 7355	1	03/26/15	37851	64.99
	CL 7356	1	03/26/15	37851	41.64
	CL 7357	1	03/26/15	37851	14.98
	CL 7370	1	03/27/15	37851	449.99
	CL 7371	1	03/27/15	37851	399.99
	CL 7372	1	03/27/15	37851	449.98
2224 STRICKLAND, RANDI	CL 7368	1	03/27/15	37852	71.30
2340 STUCKER, KEN	CL 7358	1	03/26/15	37853	675.00
1622 SUBSCRIPTION SERVICE OF AMERICA	CL 7359	1	03/26/15	37854	201.01
1140 SUPERIOR - SHOWBOARD CO.	CL 7360	1	03/26/15	37855	588.10
50 SYSCO/CONTINENTAL K.	CL 7283	1	03/10/15	37786	4,185.12
	CL 7361	1	03/26/15	37856	2,977.76

04/10/15
13:15:31

THREE FORKS PUBLIC SCHOOLS
Claims by Vendor Report
For the Accounting Period: 3/15

Page: 1 of 1
Report ID: AP220

Vendor	Claim #	# of Lines	Date Accepted	Check	Amount
1985 SYMETRA LIFE INSURANCE COMPANY	CL 7329	2	03/25/15	37824	2,323.35
				Total:	2,323.35

04/10/15
12:44:37

THREE FORKS PUBLIC SCHOOLS
Check Register For Payrolls from 03/01/15 to 03/31/15

Page: 1 of 6
Report ID: W100A

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed
-85433	236 LINDSEY M AASHEIM	2001.31	03/10/15	3/15
-85432	201 SERRA A. BAUMAN	1072.29	03/10/15	3/15
-85431	177 AUDRIA K. BLOCH	633.68	03/10/15	3/15
-85430	13 PAMELA K. CAREY	1666.74	03/10/15	3/15
-85429	17 SANDRA J. CUTLER	2537.44	03/10/15	3/15
-85428	231 BRADLEY C DAHL	2224.38	03/10/15	3/15
-85427	18 EILEEN A. DARLINTON	1081.89	03/10/15	3/15
-85426	188 ROBERT DOBELL	4161.53	03/10/15	3/15
-85425	189 STEVEN FANNING	3831.82	03/10/15	3/15
-85424	24 CATHERINE L. FELZ	2811.93	03/10/15	3/15
-85423	25 KRISTEN FORD	2812.04	03/10/15	3/15
-85422	27 LUCY A. FRANK	2469.38	03/10/15	3/15
-85421	28 WILLIAM M. FRANK	915.55	03/10/15	3/15
-85420	208 JENNA FROMME	1664.87	03/10/15	3/15
-85419	36 STEVEN B. HAMILTON	2100.91	03/10/15	3/15
-85418	39 ERIN K. HANSEN	2703.61	03/10/15	3/15
-85417	40 AARON M. HARKINS	2083.29	03/10/15	3/15
-85416	41 JUDY R. HARRIS	1125.37	03/10/15	3/15
-85415	43 ERIN L. HAYDER	1050.87	03/10/15	3/15
-85414	233 JUSTIN P HELVIK	3842.61	03/10/15	3/15
-85413	45 LINDA H. HESSEN	1156.14	03/10/15	3/15
-85412	46 GREGORY W. HEYS	2674.46	03/10/15	3/15
-85411	238 ELEANORA M HILTON-TAYLOR	953.72	03/10/15	3/15
-85410	170 CASSIDEE JARVIE	1899.89	03/10/15	3/15
-85409	52 JULIE A. JENSEN	2778.14	03/10/15	3/15
-85408	222 SHELBY A. JENSEN	667.91	03/10/15	3/15

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Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed
-85407	56 LESLIE KENNEDY	1642.41	03/10/15	3/15
-85406	158 ROBERT LAUVER	1539.25	03/10/15	3/15
-85405	237 DAVID L LAWSON	1991.85	03/10/15	3/15
-85404	240 JAMI J LAWSON	2044.68	03/10/15	3/15
-85403	60 AMY E. LOCKE	2662.00	03/10/15	3/15
-85402	62 LAURIE MACK	1676.11	03/10/15	3/15
-85401	63 SHANN W. MACK	1768.49	03/10/15	3/15
-85400	167 SHELBY J. MACK	1786.25	03/10/15	3/15
-85399	64 KATIE L. MAGNUS	1978.56	03/10/15	3/15
-85398	65 LISA A. MALMQUIST	2925.10	03/10/15	3/15
-85397	66 BRENDA L. MASSEY	1063.50	03/10/15	3/15
-85396	156 KIMBERLY MCCAULEY	73.88	03/10/15	3/15
-85395	68 JAY T. MCCURRY	2573.00	03/10/15	3/15
-85394	69 JODY L. MCCURRY	2135.98	03/10/15	3/15
-85393	71 PAULA MCDONALD	1474.43	03/10/15	3/15
-85392	75 CAROLYN MILLER	702.18	03/10/15	3/15
-85391	74 KERRI L. MOORE	2993.16	03/10/15	3/15
-85390	77 SCOTT D. MURPHY	1278.70	03/10/15	3/15
-85389	80 LACY L. NOBLE	1851.58	03/10/15	3/15
-85388	232 GARRET M OKSNESS	1783.42	03/10/15	3/15
-85387	171 GREGORY OVERMAN	1948.31	03/10/15	3/15
-85386	85 TYLER R. PALMER	2024.29	03/10/15	3/15
-85385	89 CORIE M. PERRIN	2649.61	03/10/15	3/15
-85384	92 SUSAN E. PITCHER	2747.86	03/10/15	3/15
-85383	211 STANLEY PROVENZA	2430.98	03/10/15	3/15
-85382	95 MARILYN K. RANDOLPH	575.62	03/10/15	3/15

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-85381	239 JOLIE M REIJNDERS	323.79	03/10/15	3/15
-85380	212 LYNSDAY RICHARDS	2356.64	03/10/15	3/15
-85379	96 LONNIE M. RICHARDSON	3102.02	03/10/15	3/15
-85378	97 TRINA M. ROBINSON	1194.36	03/10/15	3/15
-85377	98 KAREN M. ROSE	1009.73	03/10/15	3/15
-85376	99 KATHY A. RUTHERFORD	2711.13	03/10/15	3/15
-85375	103 MICHAEL SAUVAGEAU	3012.92	03/10/15	3/15
-85374	106 LINDA G. SEMONES	3104.80	03/10/15	3/15
-85373	108 GAYLA SIELER	1577.75	03/10/15	3/15
-85372	111 STEVEN R. STEINBACHER	1663.16	03/10/15	3/15
-85371	112 JEFFERY L. STRICKLAND	2790.61	03/10/15	3/15
-85370	113 LACI A. STRICKLAND	2171.56	03/10/15	3/15
-85369	221 RANDI L. STRICKLAND	3226.67	03/10/15	3/15
-85368	116 DEANNA M. THURSTON	735.57	03/10/15	3/15
-85367	183 LANA K TORRENCE	323.94	03/10/15	3/15
-85366	120 FAWN VENZOR	1313.23	03/10/15	3/15
-85365	121 CRAIG B. VIETZ	3247.82	03/10/15	3/15
-85364	125 TRACY L. WELTER	2550.38	03/10/15	3/15
-85363	235 LENA L WILSON	1701.11	03/10/15	3/15
-85362	128 JOAN M. WYCOFF	2741.71	03/10/15	3/15
-85361	136 CHRISTINE L. ZEIGER	1218.27	03/10/15	3/15
-85360	248 DRU A. ZEIGER	187.00	03/10/15	3/15
-85359	181 MARGARET M. ZEIGER	1183.92	03/10/15	3/15
-85358	193 deanna m. thurston	988.67	03/10/15	3/15
-85357	FIT EFTPS	55749.86	03/11/15	3/15
-85356	P.E.R.S. PERS	3830.50	03/11/15	3/15

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed
-85355	PERS RETIREE PUBLIC EMPLOYEE RETIREME	100.25	03/11/15	3/15
-85354	94 MARY P. RAFFETY	0.00	03/11/15	3/15
-85353	TSA-ING ING RELIASTAR LIFE INS.	50.00	03/16/15	3/15
-85352	TSA-PUTNAM PUTNAM INVESTMENTS	200.00	03/16/15	3/15
-85351	TSA-SECURITY SECURITY BENEFIT	700.00	03/16/15	3/15
-85350	TSA-WADDELL & WADDELL & REED, INC.	125.00	03/16/15	3/15
33913	252 DAVID R. CHOJNACKI	593.59	03/10/15	_____
33914	255 ROBERT M. DUNDAS	144.76	03/10/15	_____
33915	253 GARY W. GULLICKSON	212.33	03/10/15	_____
33916	224 Leah I. Golding	1074.64	03/10/15	_____
33917	35 MELVIN HAMILTON	1157.29	03/10/15	_____
33918	223 Peggy J. Judd	38.48	03/10/15	_____
33919	254 TRACY R. KAMERMAN	1077.70	03/10/15	_____
33920	203 LORIE A. LANE	808.45	03/10/15	_____
33921	174 PAMELA LEBLANC	675.77	03/10/15	_____
33922	234 ROXI L MCDERMOTT	1153.20	03/10/15	_____
33923	153 ROBERT A. MIOTKE	218.31	03/10/15	_____
33924	246 RAYMOND J. NOBLE	78.96	03/10/15	_____
33925	243 JADE G OLECK	515.34	03/10/15	_____
33926	198 TAMIKA J. PAGE	1020.66	03/10/15	_____
33927	110 KAREN SPEEGLE	1301.53	03/10/15	_____
33928	217 MELISSA STONE	474.45	03/10/15	_____
33929	225 SARA J. THARP	168.53	03/10/15	_____
33930	163 STEPHANIE WHITCOME	1057.21	03/10/15	_____
33931	214 PATRICIA ZUELKE	570.57	03/10/15	_____
33932	250 ASHTON C. CARRIER	329.15	03/10/15	_____

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Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed
33933	20 NORMAN R. DARLINTON	1635.35	03/10/15	_____
33934	36 STEVEN B. HAMILTON	357.22	03/10/15	_____
33935	40 AARON M. HARKINS	733.79	03/10/15	_____
33936	46 GREGORY W. HEYS	766.64	03/10/15	_____
33937	52 JULIE A. JENSEN	716.43	03/10/15	_____
33938	222 SHELBY A. JENSEN	307.60	03/10/15	_____
33939	237 DAVID L LAWSON	1000.15	03/10/15	_____
33940	62 LAURIE MACK	1002.05	03/10/15	_____
33941	63 SHANN W. MACK	936.54	03/10/15	_____
33942	79 RICHARD S. NICHOLS	909.43	03/10/15	_____
33943	85 TYLER R. PALMER	936.54	03/10/15	_____
33944	86 WESLEY W. PARKER	812.48	03/10/15	_____
33945	211 STANLEY PROVENZA	695.32	03/10/15	_____
33946	99 KATHY A. RUTHERFORD	354.22	03/10/15	_____
33947	103 MICHAEL SAUVAGEAU	2044.92	03/10/15	_____
33948	112 JEFFERY L. STRICKLAND	1141.73	03/10/15	_____
33949	120 FAWN VENZOR	78.51	03/10/15	_____
33950	125 TRACY L. WELTER	1199.68	03/10/15	_____
33951	SIT DEPARTMENT OF REVENUE	9212.00	03/11/15	_____
33952	AFLAC AFTR TAX AFLAC	323.05	03/11/15	_____
33953	FLEX-DEP.CARE ALLEGIANCE	2018.31	03/11/15	_____
33954	P.E.R.S. PERS	2316.09	03/09/15	_____
33955	MEA/MFT DUES MEA/MFT	972.98	03/12/15	_____
33956	HSA BSWB EMPE BIG SKY WESTERN BANK	360.00	03/13/15	_____
33957	HSA BSWB EMPE2 BIG SKY WESTERN BANK #2	271.00	03/13/15	_____
33958	HSA FSB EMPE FIRST SECURITY BANK	4688.00	03/13/15	_____

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33959	HSA MAN EMPE MANHATTAN BANK	275.00	03/13/15	_____
33960	HSA OPP EMPLR OPPORTUNITY BANK OF MONT	201.00	03/13/15	_____
33961	HSA RMB EMPLR ROCKY MOUNTAIN CREDIT UN	201.00	03/13/15	_____
33962	HSA STOCK EMPE STOCKMAN BANK OF MONTANA	75.00	03/13/15	_____
33963	CELLULAR PHONES VERIZON WIRELESS	705.89	03/23/15	_____
33964	SYMETRA LIFE IN SYMETRA LIFE INSURANCE C	4266.10	03/25/15	_____
# of Checks:	136	Total:	260620.28	Electronic Checks: 206,435.34 Non-electronic Checks: 54,184.94

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THREE FORKS PUBLIC SCHOOLS
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Check #/ Account	Vendor #/Name/Description	Date	Check Amount	Account Amount	Period Cleared	Requisition #
10726	405 LAUREL HIGH SCHOOL	01/10/13	250.00			
10749	405 LAUREL HIGH SCHOOL	01/15/13	135.00			
10922	999999 BELGRADE HIGH CONCESSIONS	02/21/13	155.75			
11149	999999 LEROY ARNESON	07/09/13	195.00		4/14	
11731	104 BROADWATER COUNTY HIGH SCHOOL	12/12/13	130.00		6/14	
11732	104 BROADWATER COUNTY HIGH SCHOOL	12/12/13	125.00		6/14	
11781	999999 HANNAH ROCHELLE	01/02/14	22.50			
11845	407 FAIRFIELD HIGH SCHOOL	01/16/14	300.00		5/14	
11883	999999 GLASGOW SCHOOLS	01/28/14	75.00		6/14	
11939	500 PAUL SHAW	02/04/14	115.20		4/14	
12004	509 SHARE OUR STRENGTH	02/18/14	902.00		5/14	
12062	999999 THREE FORKS BOOSTER CLUB	03/13/14	50.00		4/14	
12065	347 SCHOLASTIC BOOK FAIRS	03/13/14	3867.87		4/14	
12069	40 WALMART	03/18/14	47.48		4/14	
12070	371 KERRI MOORE	03/18/14	8.78		5/14	
12071	510 DISTRICT V MUSIC	03/18/14	450.00		4/14	
12073	120 THREE FORKS MARKET	03/18/14	346.38		4/14	
12076	511 ALEX NUSBAUM	03/21/14	150.00		5/14	
12077	999999 ASMSU PRODUCTIONS	03/21/14	100.00			
12078	147 STAPLES	03/25/14	699.93		4/14	
12079	432 SALT LAKE MARRIOTT AT CITY CREEK	03/25/14	2752.40		4/14	
12080	999999 CODIE WAHRMAN	03/25/14	300.00		4/14	
12081	226 BRIDGER CREEK GOLF COURSE	03/25/14	150.00		4/14	
12082	283 SWEET GRASS COUNTY HIGH SCHOOL	03/25/14	150.00		4/14	
12083	512 SKYVIEW HS	03/25/14	60.00		4/14	
12085	999999 MADISON FLAGET	03/25/14	25.00		4/14	
12086	153 ENNIS HIGH SCHOOL	03/27/14	200.00		4/14	
12087	484 ALISA MEEKS	03/27/14	200.00		4/14	
12088	12 UNIVERSAL ATHLETIC	03/27/14	155.00		4/14	
12089	513 UNION MARKET MSU	04/01/14	220.57		4/14	
12090	96 MANHATTAN HIGH SCHOOL	04/01/14	40.00		4/14	
12091	121 LUCY FRANK	04/01/14	250.00		4/14	
12092	514 BILL ROBERTS GOLF COURSE	04/01/14	100.00		4/14	
12093	140 JEFF STRICKLAND	04/01/14	100.00		4/14	
12094	74 CATHE FELZ	04/01/14	62.28		4/14	
12095	10 TRACY WELTER	04/01/14	272.00		4/14	
12096	999999 ANN PRICE	04/01/14	43.00		4/14	
12097	140 JEFF STRICKLAND	04/01/14	372.00		4/14	
12098	74 CATHE FELZ	04/01/14	594.80		4/14	
12099	125 KRIS FORD	04/02/14	817.46		4/14	
12100	515 JERRY BREEN	04/02/14	235.50		4/14	
12101	23 SERVICE CANDY CO.	04/03/14	1059.32		4/14	
12102	118 MEL HAMILTON	04/03/14	34.38		4/14	
12103	117 SUE PITCHER	04/03/14	544.00		4/14	
12104	999999 EASTERN STATE MUSIC FESTIVAL	04/08/14	105.00		5/14	
12105	274 NASSP/NASC	04/08/14	85.00		4/14	
12106	65 GREG HEYS	04/08/14	112.20		4/14	
12107	5 FIRST BANK CARD	04/08/14	5.50		6/14	
12108	3 PEPSI-COLA	04/08/14	726.38		4/14	
12109	6 SEILER'S HARDWARE	04/08/14	111.41		4/14	

Check #/ Account	Vendor #/Name/Description	Date	Check Amount	Account Amount	Period Cleared	Requisition #
12110	233 THREE FORKS LUMBER	04/08/14	94.95		4/14	
12111	68 STAGELINE PIZZA	04/08/14	75.00		4/14	
12112	62 FAWN VENZOR	04/08/14	89.79		4/14	
12113	1 SYSCO	04/08/14	380.73		4/14	
12114	227 RUBY'S INN & CONVENTION CENTER	04/08/14	406.25		4/14	
12115	5 FIRST BANK CARD	04/08/14	29.73		4/14	
12116	5 FIRST BANK CARD	04/08/14	1462.62		4/14	
12117	5 FIRST BANK CARD	04/08/14	2366.50		4/14	
12118	5 FIRST BANK CARD	04/08/14	1796.18		4/14	
12119	5 FIRST BANK CARD	04/08/14	715.12		4/14	
12120	5 FIRST BANK CARD	04/08/14	293.53		4/14	
12121	5 FIRST BANK CARD	04/08/14	2233.00		4/14	
12122	5 FIRST BANK CARD	04/08/14	221.81		4/14	
12123	363 LANA TORRENCE	04/08/14	18.00		4/14	
12124	214 WILDFLOWER DESIGNS	04/10/14	156.65		4/14	
12125	14 RIDDELL	04/10/14	770.67		4/14	
12126	12 UNIVERSAL ATHLETIC	04/10/14	570.22		4/14	
12127	35 VERIZON	04/10/14	154.88		4/14	
12128	197 MONTANA FCCLA	04/10/14	27.00		4/14	
12129	999999 MCDONALDS	04/10/14	88.16		4/14	

70 Checks for 29959.88