



Potomac Elementary School

School Board Agenda

April 11, 2016

Phone (406) 244-5581

Fax (406) 244-5840

www.potomacschoolmontana.us

*“Potomac School equips each student for his/her future
within a culture of excellence that values the small community experience.”*

7:00 PM

Public Input:

Consent Agenda:

Chair Vann

1. Minutes March 14, 2016
2. Warrant List
3. Business Card
4. Petty Cash
5. Extracurricular

Reports:

1. Teacher Reports – Kristina Davis – 6th Science,
Business & Finance Elective Class, 3D Printer
Kristy Pohlman - Third Grade Happenings
2. Principal’s Report
3. Clerks Report
4. Board Professional Development Reports

Kristina Davis
Kristy Pohlman
Principal Williams
Jill Thornton
Board Members

Old Business:

1. School Board Calendar
2. Election Review – Election by Acclimation
3. 2016-2017 School Calendar

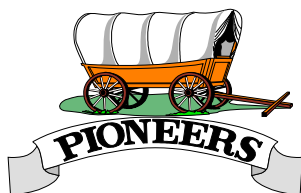
Chair Vann
Chair Vann
Principal Williams

New Business:

1. Personnel – B Ryan Resignation
2. Personnel – Certified Teachers recommended for Rehire:
K Davis, D Gaglia, T Klein, K Pohlman, S Schmill & A Stitt
3. Personnel – Principal recommended for Rehire: A Williams
4. Personnel – N Linnell
5. Negotiation Committee for Principal & Clerk
6. MUST Health Ins Group approval for 2016-2017
7. Missoula County Election Contract for 2017

Principal Williams
Principal Williams
Chair Vann
Nancy Linnell
Chair Vann
Chair Vann
Chair Vann

Next Meeting May 9, 2016 – 7:00 pm



Potomac Elementary School

School Board Minutes

for

March 14, 2016

Phone (406) 244-5581

Fax (406) 244-5840

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Call to Order

Board Chair Cliff Vann called the meeting to order at 7:00 pm by leading all in the Pledge of Allegiance. Those trustees present were: Gary Long, Craig Nelson, Jason Nordberg and Kelsy Ployhar. Jill Thornton, clerk, and Angie Williams, Principal, were also in attendance.

Public Input (for issues not on the agenda)

Consent Agenda

Warrant Lists – Total Claims = \$26,051.80, Total Payroll = \$68,722.47

Business Cards – Included in Total Claims noted.

Petty Cash – Supplemental to monthly warrants used between Board Meetings – Reimbursed thru Claims.

Extracurricular (Student Accounts) – Beg. Balance Feb 1, 2015 - \$30,776.09; End Balance Feb 29, 2016 - \$32,043.35

Jason moved to approve the consent agenda. Gary seconded the motion. **Passed 5-0**

Teacher Reports

Abby Stitt presented what Animal Wonders, a local animal resource, brought to the students. They have over 80 animals currently, and their program brings 5 animals to school at a time, once every week for 5 weeks. They present the animals and discuss adaptations and classifications. They have been coming to the school since 2012-2013, and their program is made possible by a combination of PTC and School funding.

Damian Gaglia talked about our Poet in the Schools program that comes through the Missoula Writers Collaborative. This year Robert Lee taught 5th through 8th grades, and Mr. Derrick taught Kindergarten through 4th grade. They teach the students the skills they need to write poetry and make it their own. Recently students are working on a student anthology. In the 7th and 8th grade classes, 180 poems were written from our 15 students.

Principals Report

Athletics- Girls' basketball is wrapping up. The tournament is this week . Our girls have done exceptionally well with 8 wins, 3 losses! Track will begin March 28th. Amy Vann and Lyndi Oien will be the track coaches. I am working on getting the long jump pit put in before then, and Amy has been checking out our equipment and seeing what else we could use.

Kitchen Report - Mike Evans and Victoria have been working hard on our new cooler in the storage room. When you get a chance, stop in and see it. The plan for the kitchen remodel is coming along.

Professional Development- The teachers have been participating in a book study with me for the last couple months. We have been reading “Mindset: The New Psychology of Success” by Carol Dweck. The author writes about the differences between a growth mindset and a fixed mindset. She gives examples of real people in sports, the business world, schools and personal relationships with both mindsets. The book has initiated some great conversations, and I really appreciate the teachers taking the journey with me. I've learned a lot, and from our conversations, I think they have too.

Gail and Diane have been taking an online class designed for paraprofessionals through MEA-MFT. We have great staff here that strive to grow and have a love for learning!

Calendar- When working on the proposed 2016-17 calendar in your packet, I proposed to the teachers changing our daily schedule to 7:50-4:00 instead of 4:30. We talked about whether the longer day is actually productive for the students. I have checked other schools that have a 4 day week and haven't found any that went over 8 hours a day. We did discuss the issue of homework and using the last half hour as a study hall. Some students use their time wisely and some don't. But to give adequate time for students there is a double communication arts period for the older students that time can be used for a study hall. Therefore, students will still have plenty of opportunity to complete their homework.

This change affected the number of days to go to school, but still aligns perfectly with the high school schedule which is nice for the families with students in both. I also changed the Explorer's schedule to the same as the school day instead of going to 6 o'clock.

Other items I've been working on:

- Evaluations
- Special education meetings, procedures, etc...
- Schedule and planning for next year

Upcoming-

March 14-18 CRT Science given to 4th and 8th graders

March 19 Adult Ed class- CPR/First Aid

April 4-8 Spring Break

Clerks Report

Next School years budget calculations are complete, and a preliminary detail budget is being worked out. The current years budget was also reviewed. Updates included the cost for the variable rate substitute we needed for Kindergarten, our Counselor, as well as additional Maintenance and Technology costs needed. These were offset by a reduction in our Special Education costs due to Angie Williams, our Principal, teaching the students and some savings in our budgeted extracurricular/athletic costs. At this point, and with those changes, we are working well within our planned budget for the year.

Board Professional Development Reports

Craig worked setting up our Bingo fundraiser, as well as negotiations. Kelsy also did negotiations, home basketball games, archery and Bingo. Gary reviewed the financial data and board packet with Jill in preparation for this meeting, and also attended Bingo. Jason did negotiations, archery and Bingo.

School Board Calendar

Kelsy is to review the next board meeting packet.

Election Review

At this point, Angie does not feel it is necessary to hold a Technology Levy. Kelsy moved to cancel the Tech Levy. Craig seconded the motion. **Passed 5-0**

Negotiation Committee - PACE

Craig and Jason met with Gail and Diane to review and propose a new contract for the Potomac Association of Classified Employees (PACE). This negotiation was only to consider wages, not language. The committee agreed on a 2.5%

increase in hourly pay for our Classified Staff. Kelsy moved to approve the new Collective Bargaining Agreement between PACE and the Potomac School District for 2016-2017 with those changes. Craig seconded the motion. **Passed 5-0**

Out of District Attendance Agreement

Angie recommended approving a new out of district attendance agreement for a new 1st grade student (LG). Kelsy moved to approve the attendance agreement for LG. Craig seconded the motion. **Passed 5-0**

Personnel

Angie presented Nancy Linnell’s resignation to the board. Gary moved to regretfully accept Nancy Linnell’s resignation. Kelsy seconded the motion. **Passed 5-0**

Angie recommended the board hire Debra Blodget as our new head cook. She has management experience as well as good references. Kelsy moved to hire Debra Blodget pending an approved background check. Craig seconded the motion. **Passed 5-0**

Angie recommended the board hire Lindy Oine as a substitute. Craig moved to hire Lindy Oine pending an approved background check. Kelsy seconded the motion. **Passed 5-0**

Student Behavior and Discipline Review

Angie presented an amendment to the student handbook on discipline. It is aligning the handbook with our policy. Kelsy moved to approve the amendment to the Student Handbook. Craig seconded the motion. **Passed 5-0**

Angie also brought a new District Discipline Referral Form to the board. Our counselor, Ms Mayo, has been doing a good job using themes to focus on bringing out the best behavior in our students, instead of just listing poor behavior.

Sherry White said the bus seems to be better now that discipline issues are being dealt with by the Principal.

Credit Card for Kristina – 8th grade trip

Jason moved to apply for a credit card for Kristina to bring on the 8th grade trip. Craig seconded the motion. **Passed 5-0**

2016-2017 School Calendar

The staff worked out a new calendar that shortens each school day to 8 hours and 10 minutes, instead of the 8 hours and 40 minutes we currently have. The way this calendar would work is by matching the number of days on our calendar to the high school calendars, instead of getting our sooner as we currently do.

The school board was concerned about this issue, and asked Angie to bring a list of the ‘pros and cons’ of changing our calendar to the next board meeting.

Adjourn

Chair Vann adjourned the Board meeting at 9:26 pm.

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
14255	9005S 101198	AMERICAN EXPRESS	62.71					
1		CC-369 03/09/16 Food	12.58		112 625			
		COSTCO						
2		CC-369 03/13/16 Food	30.75		112 625			
		COSTCO						
3		CC-369 03/26/16 Food	19.38		112 625			
		COSTCO						
14265	9006S 101272	BETH COPENHAVER	15.00					
1		03/16/16 Fingerprinting	15.00		101 100-2500		330	
14258	9007S	3 BLACKFOOT TELEPHONE COOPERATI	411.44					
1		04/01/16 Telephone Bill	411.44		101 100-2600		531	
14257	9008S 101225	BUSINESS CARD 3334	282.55					
1		CC-371 02/25/16 Geography Bee Lunch	35.70		101 625			
		CULLYS						
2		CC-371 02/25/16 21st Century Conf Lunch	30.50		115 625		121	
		BREWHOUSE GRILLE						
3		CC-371 03/09/16 Spelling Bee Winners Lunch	28.40		101 625			
		CULLYS						
4		CC-371 03/16/16 MT NC Ed Services Region Sympo	100.00		101 625			
		MNCESR						
5		CC-371 03/17/16 Fuel for Athletics Trans	10.01		101 625			
		TOWN PUMP						
6		CC-371 03/18/16 Office Supplies	52.98		101 625			
		STAPLES						
7		CC-371 03/24/16 Sports Banquet food	24.96		101 625			
		MISSOULA FRESH MARKET						
14256	9009S 101125	BUSINESS CARD 8901	400.00					
1		CC-370 03/09/16 8 \$50 GC from Mt Teach Foundat	400.00		115 625		101	
		MICHAELS #9812						

Quick Reference for Expenditure Coding

Fund Codes	Program Codes	Function Codes	Object Codes
101 General Fund	100's Regular Programs	1000's Instruction	100's Personnel Salaries
110 Trans Fund	120's Contingency Funds	2225's School Library	200's Personnel Benefits
112 Food Fund	280's Special Education	2310's Board of Trustees	300's Prof Services
114 Retirement Fund	300's State Grants	2400's Administration	400's Purchased Property
115 Misc Fund	400's Federal Grants	2500's Business Services	500's Other Purchased
117 Adult Ed Fund	700's Extracurricular	2600's Operations & Maint	600's Supplies & Materials
128 Tech Fund	800's Community Services	2620's Comm Ctr Oper & Maint	700's Prop & Equip Acquisition
161 Bldg Reserve Fund	910's Food Services	2700's Student Transportation	800's Other Expenditures
		3100's Food Services	
Example		3500's Extracurricular	

101-100-2600-411 is a Regular General Fund Expenditure for School Heating Fuel

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
14259	9010S 101023	CHAD MANNING	50.00					
1		01/15/16 Monthly Water Tests - School	12.50		101	100-2600	330	
2		01/15/16 Monthly Water Tests - Comm Ctr	12.50		101	100-2620	330	
3		02/15/16 Monthly Water Tests - School	12.50		101	100-2600	330	
4		02/15/16 Monthly Water Tests - Comm Ctr	12.50		101	100-2620	330	
14260	9011S 100898	COMPUTER GUYS INC.	411.65					
1		83387 03/09/16 On Site Tech Labor	411.65		101	128-2500	330	
14261	9012S 101228	CRISSINA QUINN	15.58					
1		04/01/16 Walmart 21st Cent Supplies	15.58		115	100-1000	610	121
14262	9013S 101127	EVANS BASIC CARPENTRY	6,165.82					
1		649 03/13/16 8' x 12' Walk In cooler Instal	6,165.82		115	100-2600	460	648
14263	9014S	292 FISTER ELECTRIC INC	345.36					
1		1601015 03/15/16 Electrical for Walk In Cooler	345.36		115	100-2600	460	648
14264	9015S	176 FOOD SERVICES OF AMERICA	2,810.56					
1		8298381 03/02/16 Food	639.39		112	910-3100	570	
2		8298381 03/02/16 Supplies	103.56		112	910-3100	610	
3		8305537 03/09/16 Food	640.78		112	910-3100	570	
4		8312652 03/16/16 Food	529.96		112	910-3100	570	
5		8312652 03/16/16 Supplies	34.37		112	910-3100	610	
6		8319681 03/26/16 Food	418.32		112	910-3100	570	
7		8319681 03/26/16 Supplies	130.84		112	910-3100	610	
8		8326545 03/30/16 Food	313.34		112	910-3100	570	
14266	9016S	82 MAJESTIC BUS SERVICE, INC	9,371.22					
1		5490 03/02/16 Girls BB to Target Range	113.10		115	103-2700	513	136
2		5491 03/10/16 BB to Frenchtown	154.05		115	103-2700	513	136
3		5492 03/15/16 Girls BB to Clinton	115.05		115	103-2700	513	136
4		5493 03/16/16 Girls BB to Bonner	82.00		115	103-2700	513	136
5		5494 03/17/16 Fieldtrip to Insectarium/YMCA	134.67		115	103-2700	513	136
6		5495 03/25/16 Explorers to Missoula	105.36		115	100-1000	516	121
7		5496 04/01/16 Morrison Lane	335.29		110	100-2700	513	
8		5497 04/01/16 Bus Contract	8,331.70		110	100-2700	513	
14267	9017S	10 MISSOULA ELECTRIC COOP INC	1,654.52					
1		03/29/16 School Electric	691.60		101	100-2600	412	
2		03/29/16 Comm Ctr Electric	962.92		101	100-2620	412	

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114 Retirement Fund	300's State Grants	2400's Administration	400's Purchased Property
115 Misc Fund	400's Federal Grants	2500's Business Services	500's Other Purchased
117 Adult Ed Fund	700's Extracurricular	2600's Operations & Maint	600's Supplies & Materials
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161 Bldg Reserve Fund	910's Food Services	2700's Student Transportation	800's Other Expenditures
		3100's Food Services	
		3500's Extracurricular	

Example
101-100-2600-411 is a Regular General Fund Expenditure for School Heating Fuel

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
14268	9018S	64 MISSOULA TEXTILE SERVICES	296.23					
1		779671 03/10/16 Maint supplies	140.06		101	100-2600	610	
2		784479 03/24/16 Maint supplies	156.17		101	100-2600	610	
14269	9019S	218 MONTANA ENVIRONMENTAL LABORATORY	40.00					
1		1603048 03/30/16 Arsenic Testing Comm Ctr	20.00		101	100-2620	330	
2		1603047 03/30/16 Arsenic Testing School	20.00		101	100-2600	330	
14270	9020S	9 REPUBLIC SERVICES #889	242.80					
1		03/28/16 Disposal Services School	121.40		101	100-2600	431	
2		03/28/16 Disposal Services Comm Ctr	121.40		101	100-2620	431	
14271	9021S	101204 SPECTRUM DISCOVERY	75.00					
1		23634 03/25/16 Explorers Brain Zone Fieldtrip	75.00		115	100-1000	516	121
14272	9022S	101251 TASTE BUDS KITCHEN	176.00					
1		03/25/16 Explorers Fieldtrip	176.00		115	100-1000	516	121
14273	9023S	100977 WESTERN BUSINESS EQUIPMENT, INC	860.00					
1		127864 03/14/16 Lexmark Color Toners	860.00		101	100-1000	610	
		# of Claims 19	Total: 23,686.44					

23,686.44

Quick Reference for Expenditure Coding

Fund Codes	Program Codes	Function Codes	Object Codes
101 General Fund	100's Regular Programs	1000's Instruction	100's Personnel Salaries
110 Trans Fund	120's Contingency Funds	2225's School Library	200's Personnel Benefits
112 Food Fund	280's Special Education	2310's Board of Trustees	300's Prof Services
114 Retirement Fund	300's State Grants	2400's Administration	400's Purchased Property
115 Misc Fund	400's Federal Grants	2500's Business Services	500's Other Purchased
117 Adult Ed Fund	700's Extracurricular	2600's Operations & Maint	600's Supplies & Materials
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		3100's Food Services	
		3500's Extracurricular	

Example
101-100-2600-411 is a Regular General Fund Expenditure for School Heating Fuel

POTOMAC ELEMENTARY SCHOOL
Credit Card Transactions Paid by Credit Card Vendor
For the Accounting Period: 4/16

CC Vendor	Check#	Claim#	CC #	PO #	Check		Vendor Paid	Description	Amount	Fund Org	Prg-Func-Obj	Proj
					Ln#	Per						
AMERICAN EXPRESS	9005	14255	369		1	4/16	COSTCO	Food	12.58	112	910-3100-570	
	9005	14255	369		2	4/16	COSTCO	Food	30.75	112	910-3100-570	
	9005	14255	369		3	4/16	COSTCO	Food	19.38	112	910-3100-570	
	Total									62.71		
BUSINESS CARD 333	9008	14257	371		1	4/16	CULLYS	Geography Bee Lunch	35.70	101	100-1000-610	
	9008	14257	371		2	4/16	BREWHOUSE GRILLE	21st Century Conf	30.50	115	100-1000-582	121
	9008	14257	371		3	4/16	CULLYS	Spelling Bee Winners	28.40	101	100-1000-610	
	9008	14257	371		4	4/16	MNCESR	MT NC Ed Services	100.00	101	100-2400-582	
	9008	14257	371		5	4/16	TOWN PUMP	Fuel for Athletics	10.01	101	100-1000-610	
	9008	14257	371		6	4/16	STAPLES	Office Supplies	52.98	101	100-1000-610	
	9008	14257	371		7	4/16	MISSOULA FRESH MA	Sports Banquet food	24.96	101	100-1000-610	
	Total									282.55		
BUSINESS CARD 890	9009	14256	370		1	4/16	MICHAELS #9812	8 \$50 GC from Mt	400.00	115	100-1000-610	101
	Total									400.00		
Grand Total:									745.26			

Total for Payroll Checks

	Employee	Employer	Amount
	-----	-----	-----
J001 HOURS (REGULAR SUB)	8.25		660.00
J007 HOURS (21 CENTURY AIDE)	27.18		434.88
J008 HOURS (21 CENTURY TEAC)	5.87		117.40
J011 HOURS (21ST CENT ADMIN)	89.25		1,785.00
J012 HOURS (ADULT ED)	2.00		40.00
PERS HOURS (Personal Time Used)	58.75		872.40
REG HOURS (Regular Time)	2,482.18		48,059.99
SICK HOURS (Sick Time)	188.90		2,453.84
STIP HOURS (Stipend)	0.00		68.32
GROSS PAY	54,491.83	0.00	
NET PAY	34,181.57	0.00	
NET PAY (CHECKS)	2,351.33		
NET PAY (DIRECT DEPOSIT)	31,830.24		
ACCIDENT/AFA	92.18	0.00	
ANNUITY-HORACE	200.00	0.00	
DISABILITY	62.00	0.00	
FIT	4,086.89	0.00	
FLEX PLAN	383.50	0.00	
HEALTH - MUST	4,879.37	8,304.00	
LIFE/AFA	21.00	0.00	
MEDICARE	712.21	712.21	
P.E.R.S.	759.85	769.47	
PACE	74.10	0.00	
PEA/MEA	403.44	0.00	
SIT	1,948.00	0.00	
SOCIAL SECURITY	3,045.41	3,045.41	
TRS	3,624.81	3,856.09	
UNEMPL. INSUR.	0.00	212.52	
UNUM LIFE INS C	17.50	11.20	
WORKERS' COMP	0.00	590.49	
1ST INTERSTATE	4,455.19	0.00	
CS	2,890.76	0.00	
FBSMSLA	4,980.09	0.00	
GB	3,481.30	0.00	
MFCU	5,790.81	0.00	
PSCU	2,262.39	0.00	
TRB	4,307.25	0.00	
USB	1,981.91	0.00	
WSB	1,680.54	0.00	
FIT/SIT BASE	44,534.62	0.00	
MEDICARE BASE	49,119.28	0.00	
PERS BASE	9,618.36	0.00	
SOC SEC BASE	49,119.28	0.00	
TRS BASE	44,476.28	0.00	
UN BASE	54,491.83	0.00	
WC BASE	54,491.83	0.00	
Total		17,501.39	
Total Payroll Expense (Gross Pay + Employer Contributions):			71,993.22

Potomac Student Accounts
General Ledger
As of March 31, 2016

Date	Num	Name	Memo	Deposits	Checks	Balance
Petty Cash						423.86
03/01/2016	1200	Referee	3-1-16 Ref		31.00	392.86
03/01/2016	1201	Referee	3-1-16 Ref		31.00	361.86
03/01/2016	dep		Ref Cks & Food Services Reimb	370.14		732.00
03/08/2016	1202	Referee	3-8-16 Ref		31.00	701.00
03/08/2016	1203	Referee	3-8-16 Ref		31.00	670.00
03/15/2016	1205	Business Card 3334	EYH from PTC deposit for STEM		240.00	430.00
03/15/2016	1206	Business Card 8181	EYH from PTC deposit for STEM		120.00	310.00
03/15/2016	1207	business Card 8901	EYH from PTC deposit for STEM		30.00	280.00
03/15/2016	dep		Victorias Food Services Cash	225.70		505.70
03/15/2016	dep		Victorias Amex Reimb	8.00		513.70
03/15/2016	dep		Two Brick Purchases	170.00		683.70
03/15/2016	1204	American Express	Victorias Amex Reimb		7.97	675.73
03/15/2016	1210	Montana Criminal Records	Background Check		23.25	652.48
03/15/2016	1211	A1 Vacuum	Maint Supplies		39.98	612.50
03/17/2016	1209	Missoula Butterfly House & Insectarium	K-8 Field Trip		116.00	496.50
03/26/2016	1212	Montana Criminal Records	Background Check		27.25	469.25
Total Petty Cash				773.84	728.45	469.25
Two Rivers accts						32,043.35
Bike-a-Thon						10,000.29
Book Fair						501.69
Class of 2016						7,448.18
03/02/2016	2251	Long Beach Marine Institute	2nd Installment for Trip		1,404.00	6,044.18
Total Class of 2016				0.00	1,404.00	6,044.18
8th Grade Fund						2,333.26
Donation Bake Sale						0.00
03/11/2016	CC's	Target	Bingo Concession Supplies		14.97	-14.97
03/11/2016	CC's	Costco	Bingo Concession Supplies		427.04	-442.01
03/12/2016	2252	Subway	Bingo Concession Supplies		225.00	-667.01
03/15/2016	dep		Bingo Concession Sales	1,374.49		707.48
03/15/2016	dep		Staff Concession Purchases	124.00		831.48
Total Donation Bake Sale				1,498.49	667.01	831.48
Explorers						3,830.00
03/15/2016	2254	Discovery Ski Area	Ski Trip 1-8-16		609.00	3,221.00
Total Explorers				0.00	609.00	3,221.00
Music						788.82
Science Activity						2,010.96
Outdoor School						386.51
Robotics						363.74
Misc Science Donations						1,138.58
Olympiad						122.13
Total Science Activity						2,010.96
Student Activities						1,312.96
03/15/2016	2253	Janette Ployhar	Dr Seuess Cookies		88.90	1,224.06
Total Student Activities				0.00	88.90	1,224.06
Student Council						3,817.19
Total Two Rivers accts				1,498.49	2,768.91	30,772.93

101 GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 Regular Ed. Programs						
100 Regular Ed. Programs						
1000 Instruction						
112 Professional Ed.	25,277.60	203,031.49	303,331.00	303,331.00	100,299.51	66 %
113 Professional Other	3,931.00	7,249.60	0.00	13,932.00	6,682.40	52 %
117 Teacher's Aides	210.26	1,740.47	1,820.00	1,820.00	79.53	95 %
122 Prof/Ed/Sub Teachers	1,081.42	6,061.56	11,276.00	11,276.00	5,214.44	53 %
250 Workers' Comp.	189.29	995.39	1,956.00	1,956.00	960.61	50 %
260 Health Insurance	4,072.03	34,116.47	48,261.00	48,261.00	14,144.53	70 %
330 Other Professional	0.00	1,003.81	3,000.00	3,000.00	1,996.19	33 %
516 Field Trips	0.00	170.00	0.00	0.00	-170.00	*** %
582 Travel Out-of-Dist.	0.00	0.00	300.00	300.00	300.00	0 %
610 Supplies	1,012.05	7,138.49	11,200.00	11,200.00	4,061.51	63 %
640 Books	0.00	2,681.90	3,000.00	3,000.00	318.10	89 %
680 Software	0.00	780.00	260.00	260.00	-520.00	300 %
810 Dues and Fees	0.00	100.00	0.00	0.00	-100.00	*** %
Function Total :	35,773.65	265,069.18	384,404.00	398,336.00	133,266.82	66 %
2225 School Library						
640 Books	0.00	0.00	2,250.00	2,250.00	2,250.00	0 %
Function Total :	0.00	0.00	2,250.00	2,250.00	2,250.00	0 %
2310 Board of Trustees						
330 Other Professional	0.00	1,124.36	800.00	800.00	-324.36	140 %
350 Contracted Services	0.00	44.00	650.00	650.00	606.00	6 %
810 Dues and Fees	0.00	1,505.00	1,450.00	1,450.00	-55.00	103 %
Function Total :	0.00	2,673.36	2,900.00	2,900.00	226.64	92 %
2400 School Admin.						
111 Administrative	3,750.00	37,500.00	45,000.00	45,000.00	7,500.00	83 %
115 Office/Clerical	2,502.27	16,664.77	23,333.00	23,333.00	6,668.23	71 %
250 Workers' Comp.	38.80	256.87	424.00	424.00	167.13	60 %
260 Health Insurance	904.20	8,500.34	10,850.00	10,850.00	2,349.66	78 %
330 Other Professional	0.00	663.35	9,656.00	9,656.00	8,992.65	6 %
550 Printing & Binding	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
582 Travel Out-of-Dist.	100.00	906.66	300.00	300.00	-606.66	302 %
640 Books	0.00	24.00	200.00	200.00	176.00	12 %
810 Dues and Fees	0.00	1,145.00	1,545.00	1,545.00	400.00	74 %
Function Total :	7,295.27	65,660.99	93,308.00	93,308.00	27,647.01	70 %
2500 Sup. Serv.-Business						
111 Administrative	1,908.71	17,178.41	22,905.00	22,905.00	5,726.59	74 %
250 Workers' Comp.	11.84	78.54	142.00	142.00	63.46	55 %
260 Health Insurance	324.00	2,916.00	3,888.00	3,888.00	972.00	75 %
330 Other Professional	15.00	5,043.75	8,447.00	8,447.00	3,403.25	59 %
532 Postage	0.00	532.69	1,569.00	1,569.00	1,036.31	33 %
540 Advertising	0.00	89.77	57.00	57.00	-32.77	157 %
582 Travel Out-of-Dist.	0.00	188.82	941.00	941.00	752.18	20 %
610 Supplies	0.00	58.34	430.00	430.00	371.66	13 %
680 Software	0.00	94.49	240.00	240.00	145.51	39 %
810 Dues and Fees	0.00	110.00	125.00	125.00	15.00	88 %
Function Total :	2,259.55	26,290.81	38,744.00	38,744.00	12,453.19	67 %

101 GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 Regular Ed. Programs						
100 Regular Ed. Programs						
2600 Oper. & Maint. Plant						
114 Custodial /Maint	829.77	7,121.93	9,790.00	9,790.00	2,668.07	72 %
250 Workers' Comp.	63.63	414.59	751.00	751.00	336.41	55 %
260 Health Insurance	242.80	2,186.03	3,240.00	3,240.00	1,053.97	67 %
330 Other Professional	45.00	2,300.00	3,537.00	3,537.00	1,237.00	65 %
411 Gas	0.00	2,150.57	7,488.00	7,488.00	5,337.43	28 %
412 Electricity	691.60	5,850.99	8,370.00	8,370.00	2,519.01	69 %
431 Disposal Services	121.40	1,103.58	1,470.00	1,470.00	366.42	75 %
520 Insurance	0.00	0.00	8,022.00	8,022.00	8,022.00	0 %
531 Telephone	411.44	3,375.65	4,500.00	4,500.00	1,124.35	75 %
610 Supplies	296.23	4,783.26	7,500.00	7,500.00	2,716.74	63 %
810 Dues and Fees	0.00	100.00	100.00	100.00	0.00	100 %
Function Total :	2,701.87	29,386.60	54,768.00	54,768.00	25,381.40	53 %
2620 Operation of Community Center						
114 Custodial /Maint	829.77	7,121.75	9,790.00	9,790.00	2,668.25	72 %
250 Workers' Comp.	63.63	414.57	751.00	751.00	336.43	55 %
260 Health Insurance	242.80	2,185.97	3,240.00	3,240.00	1,054.03	67 %
330 Other Professional	45.00	567.88	975.00	975.00	407.12	58 %
412 Electricity	962.92	7,141.08	8,278.00	8,278.00	1,136.92	86 %
431 Disposal Services	121.40	1,103.57	1,470.00	1,470.00	366.43	75 %
450 Rentals	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
610 Supplies	0.00	134.62	400.00	400.00	265.38	33 %
810 Dues and Fees	0.00	100.00	100.00	100.00	0.00	100 %
Function Total :	2,265.52	18,769.44	26,204.00	26,204.00	7,434.56	71 %
Program Total :	50,295.86	407,850.38	602,578.00	616,510.00	208,659.62	66 %
120 CONTINGENCY FUNDS						
2400 School Adm'n.						
112 Professional Ed.	664.57	2,049.96	0.00	2,420.00	370.04	84 %
250 Workers' Comp.	4.12	5.94	0.00	10.00	4.06	59 %
330 Other Professional	0.00	1,101.30	0.00	1,101.30	0.00	100 %
Function Total :	668.69	3,157.20	0.00	3,531.30	374.10	89 %
2600 Oper. & Maint. Plant						
440 Repair and Maint.	0.00	2,305.50	4,500.00	4,500.00	2,194.50	51 %
460 Minor Construction	0.00	6,187.48	20,449.00	29,566.70	23,379.22	20 %
Function Total :	0.00	8,492.98	24,949.00	34,066.70	25,573.72	24 %
3500 Extracurricular/Ath.						
610 Supplies	0.00	1,229.70	6,000.00	1,630.00	400.30	75 %
810 Dues and Fees	0.00	1,352.00	0.00	2,500.00	1,148.00	54 %
Function Total :	0.00	2,581.70	6,000.00	4,130.00	1,548.30	62 %
Program Total :	668.69	14,231.88	30,949.00	41,728.00	27,496.12	34 %
128 Technology						
2500 Sup. Serv. -Business						
330 Other Professional	411.65	8,099.55	8,000.00	9,000.00	900.45	89 %
610 Supplies	0.00	783.92	2,300.00	2,300.00	1,516.08	34 %
680 Software	0.00	362.00	600.00	600.00	238.00	60 %
Function Total :	411.65	9,245.47	10,900.00	11,900.00	2,654.53	77 %
Program Total :	411.65	9,245.47	10,900.00	11,900.00	2,654.53	77 %
Program Group Total :	51,376.20	431,327.73	644,427.00	670,138.00	238,810.27	64 %

POTOMAC ELEMENTARY SCHOOL
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 16

101 GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
200 Special Programs						
280 Special Education						
1000 Instruction						
112 Professional Ed.	0.00	0.00	24,373.00	0.00	0.00	0 %
117 Teacher's Aides	3,028.51	17,315.72	13,138.00	19,300.00	1,984.28	89 %
250 Workers' Comp.	18.80	74.08	233.00	233.00	158.92	31 %
260 Health Insurance	488.67	3,567.29	12,960.00	5,460.00	1,892.71	65 %
Function Total:	3,535.98	20,957.09	50,704.00	24,993.00	4,035.91	83 %
6200 Resources Trans.						
920 Res. Trans. Other Sch	0.00	1,563.41	2,000.00	2,000.00	436.59	78 %
Function Total:	0.00	1,563.41	2,000.00	2,000.00	436.59	78 %
Program Total:	3,535.98	22,520.50	52,704.00	26,993.00	4,472.50	83 %
Program Group Total:	3,535.98	22,520.50	52,704.00	26,993.00	4,472.50	83 %
300 Vocational Programs						
365 Indian Ed						
1000 Instruction						
112 Professional Ed.	0.00	0.00	3,024.00	3,024.00	3,024.00	0 %
Function Total:	0.00	0.00	3,024.00	3,024.00	3,024.00	0 %
Program Total:	0.00	0.00	3,024.00	3,024.00	3,024.00	0 %
Program Group Total:	0.00	0.00	3,024.00	3,024.00	3,024.00	0 %
700						
710 School Sponsored Ext						
3500 Extracurricular/Ath.						
810 Dues and Fees	0.00	600.00	600.00	600.00	0.00	100 %
Function Total:	0.00	600.00	600.00	600.00	0.00	100 %
Program Total:	0.00	600.00	600.00	600.00	0.00	100 %
Program Group Total:	0.00	600.00	600.00	600.00	0.00	100 %
900 Enterprise Programs						
910 Food Services						
3100 Food Services						
116 Cooks	630.81	3,890.61	6,549.00	6,549.00	2,658.39	59 %
250 Workers' Comp.	3.92	16.71	503.00	503.00	486.29	3 %
260 Health Insurance	540.96	4,868.72	6,480.00	6,480.00	1,611.28	75 %
570 Food Services	0.00	0.00	1,520.00	1,520.00	1,520.00	0 %
582 Travel Out-of-Dist.	0.00	0.00	400.00	400.00	400.00	0 %
Function Total:	1,175.69	8,776.04	15,452.00	15,452.00	6,675.96	56 %
Program Total:	1,175.69	8,776.04	15,452.00	15,452.00	6,675.96	56 %
Program Group Total:	1,175.69	8,776.04	15,452.00	15,452.00	6,675.96	56 %
Fund Total:	56,087.87	463,224.27	716,207.00	716,207.00	252,982.73	64 %

POTOMAC ELEMENTARY SCHOOL
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 16

110 TRANSPORTATION FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 Regular Ed. Programs						
100 Regular Ed. Programs						
2500 Sup. Serv. -Business						
111 Administrative	795.30	7,157.69	9,544.00	9,544.00	2,386.31	74 %
250 Workers' Comp.	4.94	32.77	59.00	59.00	26.23	55 %
260 Health Insurance	135.00	1,215.00	1,620.00	1,620.00	405.00	75 %
Function Total :	935.24	8,405.46	11,223.00	11,223.00	2,817.54	74 %
2700 Student Transp.						
111 Administrative	1,250.00	12,500.00	15,000.00	15,000.00	2,500.00	83 %
250 Workers' Comp.	7.76	53.42	93.00	93.00	39.58	57 %
260 Health Insurance	121.40	1,214.00	1,620.00	1,620.00	406.00	74 %
513 Bus Contractors	8,666.99	69,335.92	87,483.00	87,483.00	18,147.08	79 %
515 Trans. Contingency	0.00	0.00	2,500.00	2,500.00	2,500.00	0 %
610 Supplies	0.00	550.00	0.00	0.00	-550.00	*** %
Function Total :	10,046.15	83,653.34	106,696.00	106,696.00	23,042.66	78 %
Program Total :	10,981.39	92,058.80	117,919.00	117,919.00	25,860.20	78 %
Program Group Total :	10,981.39	92,058.80	117,919.00	117,919.00	25,860.20	78 %
Fund Total :	10,981.39	92,058.80	117,919.00	117,919.00	25,860.20	78 %

112 FOOD SERVICES FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
900 Enterprise Programs						
910 Food Services						
3100 Food Services						
116 Cooks	1,920.23	11,836.02	17,056.00	17,056.00	5,219.98	69 %
250 Workers' Comp.	147.25	638.79	1,308.00	1,308.00	669.21	48 %
330 Other Professional	0.00	0.00	250.00	250.00	250.00	0 %
440 Repair and Maint.	0.00	200.00	1,000.00	1,000.00	800.00	20 %
570 Food Services	2,604.50	14,963.50	20,000.00	20,000.00	5,036.50	74 %
582 Travel Out-of-Dist.	0.00	0.00	600.00	600.00	600.00	0 %
610 Supplies	268.77	1,708.08	1,450.00	1,450.00	-258.08	117 %
810 Dues and Fees	0.00	85.00	250.00	250.00	165.00	34 %
Function Total :	4,940.75	29,431.39	41,914.00	41,914.00	12,482.61	70 %
Program Total :	4,940.75	29,431.39	41,914.00	41,914.00	12,482.61	70 %
Program Group Total :	4,940.75	29,431.39	41,914.00	41,914.00	12,482.61	70 %
Fund Total :	4,940.75	29,431.39	41,914.00	41,914.00	12,482.61	70 %

114 RETIREMENT FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 Regular Ed. Programs						
100 Regular Ed. Programs						
1000 Instruction						
210 Social Security/Med.	2,283.53	16,321.92	25,972.00	25,972.00	9,650.08	62 %
220 Teachers' Retirement	2,593.97	18,799.32	29,824.00	29,824.00	11,024.68	63 %
230 PERS	28.41	62.46	0.00	0.00	-62.46	*** %
240 Unemployment Comp.	118.95	564.67	1,745.00	1,745.00	1,180.33	32 %
Function Total:	5,024.86	35,748.37	57,541.00	57,541.00	21,792.63	62 %
2400 School Admin.						
210 Social Security/Med.	394.86	3,834.69	4,558.00	4,558.00	723.31	84 %
220 Teachers' Retirement	325.12	3,576.35	4,679.00	4,679.00	1,102.65	76 %
230 PERS	200.18	1,333.18	1,772.00	1,772.00	438.82	75 %
240 Unemployment Comp.	24.38	225.83	330.00	330.00	104.17	68 %
Function Total:	944.54	8,970.05	11,339.00	11,339.00	2,368.95	79 %
2500 Sup. Serv. -Business						
210 Social Security/Med.	164.55	1,331.48	1,572.00	1,572.00	240.52	84 %
230 PERS	216.32	1,946.90	2,555.00	2,555.00	608.10	76 %
240 Unemployment Comp.	10.55	94.95	135.00	135.00	40.05	70 %
Function Total:	391.42	3,373.33	4,262.00	4,262.00	888.67	79 %
2600 Oper. & Maint. Plant						
210 Social Security/Med.	61.81	534.59	710.00	710.00	175.41	75 %
230 PERS	66.38	569.75	770.00	770.00	200.25	73 %
240 Unemployment Comp.	3.23	27.75	41.00	41.00	13.25	67 %
Function Total:	131.42	1,132.09	1,521.00	1,521.00	388.91	74 %
2620 Operation of Community Center						
210 Social Security/Med.	61.82	534.54	710.00	710.00	175.46	75 %
230 PERS	66.38	569.75	753.00	753.00	183.25	75 %
240 Unemployment Comp.	3.24	27.80	41.00	41.00	13.20	67 %
Function Total:	131.44	1,132.09	1,504.00	1,504.00	371.91	75 %
2700 Student Transp.						
210 Social Security/Med.	95.63	669.41	1,115.00	1,115.00	445.59	60 %
220 Teachers' Retirement	108.38	758.65	1,350.00	1,350.00	591.35	56 %
240 Unemployment Comp.	4.88	34.16	68.00	68.00	33.84	50 %
Function Total:	208.89	1,462.22	2,533.00	2,533.00	1,070.78	57 %
Program Total:	6,832.57	51,818.15	78,700.00	78,700.00	26,881.85	65 %
120 CONTINGENCY FUNDS						
1000 Instruction						
210 Social Security/Med.	0.00	0.00	517.00	517.00	517.00	0 %
240 Unemployment Comp.	0.00	0.00	30.00	30.00	30.00	0 %
Function Total:	0.00	0.00	547.00	547.00	547.00	0 %
2400 School Admin.						
210 Social Security/Med.	50.84	156.83	0.00	0.00	-156.83	*** %
220 Teachers' Retirement	57.62	177.73	0.00	0.00	-177.73	*** %
240 Unemployment Comp.	2.59	7.99	0.00	0.00	-7.99	*** %
Function Total:	111.05	342.55	0.00	0.00	-342.55	*** %
Program Total:	111.05	342.55	547.00	547.00	204.45	62 %
Program Group Total:	6,943.62	52,160.70	79,247.00	79,247.00	27,086.30	65 %

114 RETIREMENT FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
200 Special Programs						
280 Special Education						
1000 Instruction						
210 Social Security/Med.	159.67	798.94	1,016.00	1,016.00	217.06	78 %
220 Teachers' Retirement	262.57	1,501.25	1,262.00	1,262.00	-239.25	118 %
240 Unemployment Comp.	11.81	67.54	62.00	62.00	-5.54	108 %
Function Total :	434.05	2,367.73	2,340.00	2,340.00	-27.73	101 %
6200 Resources Trans.						
920 Res. Trans. Other Sch	0.00	0.00	3,323.00	3,323.00	3,323.00	0 %
Function Total :	0.00	0.00	3,323.00	3,323.00	3,323.00	0 %
Program Total :	434.05	2,367.73	5,663.00	5,663.00	3,295.27	41 %
Program Group Total :	434.05	2,367.73	5,663.00	5,663.00	3,295.27	41 %
900 Enterprise Programs						
910 Food Services						
3100 Food Services						
210 Social Security/Med.	60.81	515.75	525.00	525.00	9.25	98 %
220 Teachers' Retirement	54.69	337.32	187.00	187.00	-150.32	180 %
230 PERS	153.62	946.88	1,328.00	1,328.00	381.12	71 %
240 Unemployment Comp.	9.95	61.34	81.00	81.00	19.66	75 %
Function Total :	279.07	1,861.29	2,121.00	2,121.00	259.71	87 %
Program Total :	279.07	1,861.29	2,121.00	2,121.00	259.71	87 %
Program Group Total :	279.07	1,861.29	2,121.00	2,121.00	259.71	87 %
Fund Total :	7,656.74	56,389.72	87,031.00	87,031.00	30,641.28	64 %

117 ADULT EDUCATION FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 Regular Ed. Programs						
100 Regular Ed. Programs						
1000 Instruction						
100 Personnel Serv. -Sal.	0.00	100.00	0.00	0.00	-100.00	*** %
250 Workers' Comp.	0.00	0.62	0.00	0.00	-0.62	*** %
260 Health Insurance	0.00	242.10	0.00	0.00	-242.10	*** %
Function Total :	0.00	342.72	0.00	0.00	-342.72	*** %
Program Total :	0.00	342.72	0.00	0.00	-342.72	*** %
Program Group Total :	0.00	342.72	0.00	0.00	-342.72	*** %
600 Adult Continuing Ed.						
600 Adult Continuing Ed.						
2322 Community Relations						
111 Administrative	0.00	70.00	0.00	0.00	-70.00	*** %
112 Professional Ed.	40.00	40.00	0.00	0.00	-40.00	*** %
210 Social Security/Med.	3.06	3.06	0.00	0.00	-3.06	*** %
220 Teachers' Retirement	3.47	3.47	0.00	0.00	-3.47	*** %
240 Unemployment Comp.	0.16	0.16	0.00	0.00	-0.16	*** %
250 Workers' Comp.	0.25	0.34	0.00	0.00	-0.34	*** %
260 Health Insurance	7.64	7.64	0.00	0.00	-7.64	*** %
610 Supplies	0.00	0.00	10,454.00	10,454.00	10,454.00	0 %
Function Total :	54.58	124.67	10,454.00	10,454.00	10,329.33	1 %
Program Total :	54.58	124.67	10,454.00	10,454.00	10,329.33	1 %
Program Group Total :	54.58	124.67	10,454.00	10,454.00	10,329.33	1 %
Fund Total :	54.58	467.39	10,454.00	10,454.00	9,986.61	4 %

128 TECHNOLOGY FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 Regular Ed. Programs						
100 Regular Ed. Programs						
1000 Instruction						
680 Software	0.00	0.00	4,666.00	4,666.00	4,666.00	0 %
Function Total :	0.00	0.00	4,666.00	4,666.00	4,666.00	0 %
Program Total :	0.00	0.00	4,666.00	4,666.00	4,666.00	0 %
Program Group Total :	0.00	0.00	4,666.00	4,666.00	4,666.00	0 %
Fund Total :	0.00	0.00	4,666.00	4,666.00	4,666.00	0 %

POTOMAC ELEMENTARY SCHOOL
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 16

161 BUILDING RESERVE

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 Regular Ed. Programs						
100 Regular Ed. Programs						
2600 Oper. & Maint. Plant						
460-122 Minor Construction	0.00	13,790.00	16,387.00	16,387.00	2,597.00	84 %
School Safety Transfer to Building						
Function Total :	0.00	13,790.00	16,387.00	16,387.00	2,597.00	84 %
Program Total :	0.00	13,790.00	16,387.00	16,387.00	2,597.00	84 %
Program Group Total :	0.00	13,790.00	16,387.00	16,387.00	2,597.00	84 %
Fund Total :	0.00	13,790.00	16,387.00	16,387.00	2,597.00	84 %
Grand Total :	79,721.33	655,361.57	994,578.00	994,578.00	339,216.43	65 %

*** POS ARE EXCLUDED ***

Program-Function-Object	Expended Current Month	Expended YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (83) Committed
101 Local Donations						
115 MISC. PROGRAMS FUND						
100 Regular Ed. Programs						
100 Regular Ed. Programs						
1000 Instruction						
610 Supplies	400.00	2,277.00	10,418.09	10,418.09	8,141.09	21 %
Function Total :	400.00	2,277.00	10,418.09	10,418.09	8,141.09	21
Program Total :	400.00	2,277.00	10,418.09	10,418.09	8,141.09	21 %
Program Group Total :	400.00	2,277.00	10,418.09	10,418.09	8,141.09	21 %
Project Total :	400.00	2,277.00	10,418.09	10,418.09	8,141.09	21 %
102 Explorers						
115 MISC. PROGRAMS FUND						
100 Regular Ed. Programs						
100 Regular Ed. Programs						
1000 Instruction						
582 Travel Out-of-Dist.	0.00	0.00	4,283.21	4,283.21	4,283.21	0 %
610 Supplies	0.00	74.46	0.00	0.00	-74.46	*** %
Function Total :	0.00	74.46	4,283.21	4,283.21	4,208.75	***
Program Total :	0.00	74.46	4,283.21	4,283.21	4,208.75	1 %
Program Group Total :	0.00	74.46	4,283.21	4,283.21	4,208.75	1 %
Project Total :	0.00	74.46	4,283.21	4,283.21	4,208.75	1 %
103 Campus Maintenance Fund						
115 MISC. PROGRAMS FUND						
100 Regular Ed. Programs						
100 Regular Ed. Programs						
2600 Oper. & Maint. Plant						
460 Minor Construction	0.00	20.00	85.00	85.00	65.00	23 %
Function Total :	0.00	20.00	85.00	85.00	65.00	23
Program Total :	0.00	20.00	85.00	85.00	65.00	23 %
Program Group Total :	0.00	20.00	85.00	85.00	65.00	23 %
Project Total :	0.00	20.00	85.00	85.00	65.00	23 %
115 REAP 14-15						
115 MISC. PROGRAMS FUND						

*** POS ARE EXCLUDED ***

Program-Function-Object	Expended Current Month	Expended YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (83) Committed
400 Other Instructional						
412 REAP						
1000 Instruction						
330 Other Professional	0.00	1,424.00	7,307.30	7,307.30	5,883.30	19 %
Function Total :	0.00	1,424.00	7,307.30	7,307.30	5,883.30	19 %
Program Total :	0.00	1,424.00	7,307.30	7,307.30	5,883.30	19 %
Program Group Total :	0.00	1,424.00	7,307.30	7,307.30	5,883.30	19 %
Project Total :	0.00	1,424.00	7,307.30	7,307.30	5,883.30	19 %
121 21st Century Grant						
115 MISC. PROGRAMS FUND						
100 Regular Ed. Programs						
100 Regular Ed. Programs						
1000 Instruction						
111 Administrative	1,785.00	12,272.20	18,055.00	18,055.00	5,782.80	67 %
112 Professional Ed.	117.40	4,340.50	9,000.00	9,000.00	4,659.50	48 %
117 Teacher's Aides	434.88	4,098.97	4,320.00	4,320.00	221.03	94 %
210 Social Security/Med.	170.65	1,544.10	2,655.50	2,655.50	1,111.40	58 %
220 Teachers' Retirement	202.64	1,666.48	2,921.50	2,921.50	1,255.02	57 %
240 Unemployment Comp.	9.11	80.73	149.00	149.00	68.27	54 %
250 Workers' Comp.	14.51	98.94	184.00	184.00	85.06	53 %
260 Health Insurance	513.38	4,435.42	5,940.00	5,940.00	1,504.58	74 %
330 Other Professional	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
450 Rentals	0.00	0.00	6,396.00	6,396.00	6,396.00	0 %
516 Field Trips	356.36	5,783.95	6,500.00	6,500.00	716.05	88 %
582 Travel Out-of-Dist.	30.50	740.44	1,000.00	1,000.00	259.56	74 %
610 Supplies	15.58	456.68	558.00	558.00	101.32	81 %
Function Total :	3,650.01	35,518.41	59,679.00	59,679.00	24,160.59	81 %
Program Total :	3,650.01	35,518.41	59,679.00	59,679.00	24,160.59	59 %
Program Group Total :	3,650.01	35,518.41	59,679.00	59,679.00	24,160.59	59 %
Project Total :	3,650.01	35,518.41	59,679.00	59,679.00	24,160.59	59 %
130 Pioneer Field Grant Monies						
115 MISC. PROGRAMS FUND						
100 Regular Ed. Programs						
100 Regular Ed. Programs						
2600 Oper. & Maint. Plant						
330 Other Professional	0.00	0.00	10,858.33	0.00	0.00	0 %
Function Total :	0.00	0.00	10,858.33	0.00	0.00	0 %
Program Total :	0.00	0.00	10,858.33	0.00	0.00	0 %

*** POS ARE EXCLUDED ***

Program-Function-Object	Expended Current Month	Expended YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (83) Committed
106 Pioneer Field						
2600 Oper. & Maint. Plant						
460 Minor Construction	0.00	29,990.43	0.00	30,858.33	867.90	97 %
Function Total :	0.00	29,990.43	0.00	30,858.33	867.90	97
Program Total :	0.00	29,990.43	0.00	30,858.33	867.90	97 %
Program Group Total :	0.00	29,990.43	10,858.33	30,858.33	867.90	97 %
Project Total :	0.00	29,990.43	10,858.33	30,858.33	867.90	97 %
136 Donations for Students						
115 MISC. PROGRAMS FUND						
100 Regular Ed. Programs						
103 Local Donations - Student Activity						
2700 Student Transp.						
513 Bus Contractors	598.87	3,698.21	5,342.26	5,342.26	1,644.05	69 %
Function Total :	598.87	3,698.21	5,342.26	5,342.26	1,644.05	69
Program Total :	598.87	3,698.21	5,342.26	5,342.26	1,644.05	69 %
Program Group Total :	598.87	3,698.21	5,342.26	5,342.26	1,644.05	69 %
Project Total :	598.87	3,698.21	5,342.26	5,342.26	1,644.05	69 %
212 Blackfoot Challenge Grant						
115 MISC. PROGRAMS FUND						
100 Regular Ed. Programs						
100 Regular Ed. Programs						
1000 Instruction						
516 Field Trips	0.00	0.00	310.00	310.00	310.00	0 %
Function Total :	0.00	0.00	310.00	310.00	310.00	0
Program Total :	0.00	0.00	310.00	310.00	310.00	0 %
Program Group Total :	0.00	0.00	310.00	310.00	310.00	0 %
Project Total :	0.00	0.00	310.00	310.00	310.00	0 %
326 Title 2015-2016						
115 MISC. PROGRAMS FUND						
400 Other Instructional						
420 Title I						
1000 Instruction						
112 Professional Ed.	799.83	4,798.97	9,598.00	9,598.00	4,799.03	50 %
117 Teacher's Aides	2,056.42	13,766.71	10,200.00	10,200.00	-3,566.71	134 %
210 Social Security/Med.	208.27	1,351.69	1,515.00	1,515.00	163.31	89 %
220 Teachers' Retirement	247.63	1,609.64	1,677.00	1,677.00	67.36	95 %
240 Unemployment Comp.	11.14	72.42	92.00	92.00	19.58	78 %
250 Workers' Comp.	17.73	78.87	113.00	113.00	34.13	69 %
260 Health Insurance	641.32	4,978.36	6,588.00	6,588.00	1,609.64	75 %

*** POS ARE EXCLUDED ***

Program-Function-Object	Expended Current Month	Expended YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (83) Committed
610 Supplies	0.00	0.00	1,455.00	1,455.00	1,455.00	0 %
Function Total :	3,982.34	26,656.66	31,238.00	31,238.00	4,581.34	0
2300 General Admin						
111 Administrative	477.18	4,294.61	5,726.00	5,726.00	1,431.39	75 %
210 Social Security/Med.	29.04	234.96	437.00	437.00	202.04	53 %
230 PERS	38.18	343.60	390.00	390.00	46.40	88 %
240 Unemployment Comp.	1.86	16.74	25.00	25.00	8.26	66 %
250 Workers' Comp.	2.96	19.64	33.00	33.00	13.36	59 %
260 Health Insurance	81.00	729.00	972.00	972.00	243.00	75 %
Function Total :	630.22	5,638.55	7,583.00	7,583.00	1,944.45	75
Program Total :	4,612.56	32,295.21	38,821.00	38,821.00	6,525.79	83 %
Program Group Total :	4,612.56	32,295.21	38,821.00	38,821.00	6,525.79	83 %
Project Total :	4,612.56	32,295.21	38,821.00	38,821.00	6,525.79	83 %
515 Early Start Program						
115 MISC. PROGRAMS FUND						
500 Non-Public Sch/Prog						
515 Early Start						
1000 Instruction						
119 Other Sup. Salaries	170.90	762.50	1,000.00	1,000.00	237.50	76 %
210 Social Security/Med.	13.08	58.34	0.00	0.00	-58.34	*** %
240 Unemployment Comp.	0.67	2.99	0.00	0.00	-2.99	*** %
250 Workers' Comp.	1.06	2.82	0.00	0.00	-2.82	*** %
640 Books	0.00	25.94	200.00	200.00	174.06	12 %
Function Total :	185.71	852.59	1,200.00	1,200.00	347.41	12
Program Total :	185.71	852.59	1,200.00	1,200.00	347.41	71 %
Program Group Total :	185.71	852.59	1,200.00	1,200.00	347.41	71 %
Project Total :	185.71	852.59	1,200.00	1,200.00	347.41	71 %
648 Capital Investment and Deferred Maintenance						
115 MISC. PROGRAMS FUND						
100 Regular Ed. Programs						
100 Regular Ed. Programs						
2600 Oper. & Maint. Plant						
460 Minor Construction	6,511.18	15,261.18	32,813.51	32,813.51	17,552.33	46 %
Function Total :	6,511.18	15,261.18	32,813.51	32,813.51	17,552.33	46
Program Total :	6,511.18	15,261.18	32,813.51	32,813.51	17,552.33	46 %
Program Group Total :	6,511.18	15,261.18	32,813.51	32,813.51	17,552.33	46 %
Project Total :	6,511.18	15,261.18	32,813.51	32,813.51	17,552.33	46 %
658 Indian Ed 07-08						
115 MISC. PROGRAMS FUND						

*** POS ARE EXCLUDED ***

Program-Function-Object	Expended Current Month	Expended YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (83) Committed
300 Vocational Programs						
365 Indian Ed						
1000 Instruction						
610 Supplies	0.00	0.00	790.60	790.60	790.60	0 %
Function Total :	0.00	0.00	790.60	790.60	790.60	0
Program Total :	0.00	0.00	790.60	790.60	790.60	0 %
Program Group Total :	0.00	0.00	790.60	790.60	790.60	0 %
Project Total :	0.00	0.00	790.60	790.60	790.60	0 %
659 Indian Ed 2008-2009						
115 MISC. PROGRAMS FUND						
300 Vocational Programs						
365 Indian Ed						
1000 Instruction						
610 Supplies	0.00	0.00	1,081.88	1,081.88	1,081.88	0 %
Function Total :	0.00	0.00	1,081.88	1,081.88	1,081.88	0
Program Total :	0.00	0.00	1,081.88	1,081.88	1,081.88	0 %
Program Group Total :	0.00	0.00	1,081.88	1,081.88	1,081.88	0 %
Project Total :	0.00	0.00	1,081.88	1,081.88	1,081.88	0 %
Grand Total :	15,958.33	121,411.49	172,990.18	192,990.18	71,578.69	62 %

**** Report totals by Fiscal Year, not Project date range.

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
101 GENERAL FUND						
E 100-1000 Regular Ed. Programs-Instruction						
112 Professional Ed.						
PR 160400 1	Payroll Expenditure		/ /	4/16		25,277.60
					Object Total :	25,277.60
113 Professional Other						
PR 160400 2	Payroll Expenditure		/ /	4/16		3,931.00
					Object Total :	3,931.00
117 Teacher's Aides						
PR 160400 3	Payroll Expenditure		/ /	4/16		210.26
					Object Total :	210.26
122 Prof/Ed/Sub Teachers						
PR 160400 4	Payroll Expenditure		/ /	4/16		1,081.42
					Object Total :	1,081.42
250 Workers' Comp.						
PR 160400 5	Employer Contributions		/ /	4/16		189.29
					Object Total :	189.29
260 Health Insurance						
PR 160400 6	Employer Contributions		/ /	4/16		4,072.03
					Object Total :	4,072.03
610 Supplies						
CC 371 1	Geography Bee Lunch	101185	02/25/16	4/16		35.70
CC 371 3	Spelling Bee Winners Lunch	101185	03/09/16	4/16		28.40
CC 371 5	Fuel for Athletics Trans	101271	03/17/16	4/16		10.01
CC 371 6	Office Supplies	33	03/18/16	4/16		52.98
CC 371 7	Sports Banquet food	101227	03/24/16	4/16		24.96
CL 14273 1	Lexmark Color Toners	127864	03/14/16	4/16	100977 WESTERN BUSINESS EQUIPMENT,	860.00
					Object Total :	1,012.05
					Program-Function Total :	35,773.65
E 100-2400 Regular Ed. Programs-School Admin.						

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
101 GENERAL FUND						
E 100-2400 Regular Ed. Programs-School Admi n.						
111 Administrative						
PR 160400 7	Payrol l Expendi ture	/ /	4/16			3,750.00
					Object Total :	3,750.00
115 Office/Clerical						
PR 160400 8	Payrol l Expendi ture	/ /	4/16			2,502.27
					Object Total :	2,502.27
250 Workers' Comp.						
PR 160400 9	Empl oyer Contri buti ons	/ /	4/16			38.80
					Object Total :	38.80
260 Health Insurance						
PR 160400 10	Empl oyer Contri buti ons	/ /	4/16			904.20
					Object Total :	904.20
582 Travel Out-of-Dist.						
CC 371 4	MT NC Ed Servi ces Regi on Sympo	101035	03/16/16	4/16		100.00
					Object Total :	100.00
					Program-Function Total :	7,295.27
E 100-2500 Regular Ed. Programs-Sup. Serv. -Business						
111 Administrative						
PR 160400 11	Payrol l Expendi ture	/ /	4/16			1,908.71
					Object Total :	1,908.71
250 Workers' Comp.						
PR 160400 12	Empl oyer Contri buti ons	/ /	4/16			11.84
					Object Total :	11.84
260 Health Insurance						
PR 160400 13	Empl oyer Contri buti ons	/ /	4/16			324.00
					Object Total :	324.00
330 Other Professional						
CL 14265 1	Fi ngerpri nti ng		03/16/16	4/16	101272 BETH COPENHAVER	15.00
					Object Total :	15.00

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
101 GENERAL FUND						
Program-Function Total :						2,259.55
E 100-2600 Regular Ed.	Programs-Oper. & Maint. Plant					
114 Custodial/Maint						
PR 160400 14	Payroll Expenditure		/ /	4/16		829.77
Object Total :						829.77
250 Workers' Comp.						
PR 160400 15	Employer Contributions		/ /	4/16		63.63
Object Total :						63.63
260 Health Insurance						
PR 160400 16	Employer Contributions		/ /	4/16		242.80
Object Total :						242.80
330 Other Professional						
CL 14259 1	Monthly Water Tests - School		01/15/16	4/16	101023 CHAD MANNING	12.50
CL 14259 3	Monthly Water Tests - School		02/15/16	4/16	101023 CHAD MANNING	12.50
CL 14269 2	Arsenic Testing School	1603047	03/30/16	4/16	218 MONTANA ENVIRONMENTAL	20.00
Object Total :						45.00
412 Electricity						
CL 14267 1	School Electric		03/29/16	4/16	10 MISSOULA ELECTRIC COOP INC	691.60
Object Total :						691.60
431 Disposal Services						
CL 14270 1	Disposal Services School		03/28/16	4/16	9 REPUBLIC SERVICES #889	121.40
Object Total :						121.40
531 Telephone						
CL 14258 1	Telephone Bill		04/01/16	4/16	3 BLACKFOOT TELEPHONE	411.44
Object Total :						411.44
610 Supplies						
CL 14268 1	Maint supplies	779671	03/10/16	4/16	64 MISSOULA TEXTILE SERVICES	140.06
CL 14268 2	Maint supplies	784479	03/24/16	4/16	64 MISSOULA TEXTILE SERVICES	156.17
Object Total :						296.23
Program-Function Total :						2,701.87

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
101 GENERAL FUND						
E 100-2620 Regular Ed. Programs-Operation of Community Center						
114 Custodial/Maint						
PR 160400 17	Payroll Expenditure		/ /	4/16		829.77
					Object Total:	829.77
250 Workers' Comp.						
PR 160400 18	Employer Contributions		/ /	4/16		63.63
					Object Total:	63.63
260 Health Insurance						
PR 160400 19	Employer Contributions		/ /	4/16		242.80
					Object Total:	242.80
330 Other Professional						
CL 14259 2	Monthly Water Tests - Comm Ctr		01/15/16	4/16	101023 CHAD MANNING	12.50
CL 14259 4	Monthly Water Tests - Comm Ctr		02/15/16	4/16	101023 CHAD MANNING	12.50
CL 14269 1	Arsenic Testing Comm Ctr	1603048	03/30/16	4/16	218 MONTANA ENVIRONMENTAL	20.00
					Object Total:	45.00
412 Electricity						
CL 14267 2	Comm Ctr Electric		03/29/16	4/16	10 MISSOULA ELECTRIC COOP INC	962.92
					Object Total:	962.92
431 Disposal Services						
CL 14270 2	Disposal Services Comm Ctr		03/28/16	4/16	9 REPUBLIC SERVICES #889	121.40
					Object Total:	121.40
					Program-Function Total:	2,265.52
E 120-2400 CONTINGENCY FUNDS-School Adm n.						
112 Professional Ed.						
PR 160400 20	Payroll Expenditure		/ /	4/16		664.57
					Object Total:	664.57
250 Workers' Comp.						
PR 160400 21	Employer Contributions		/ /	4/16		4.12
					Object Total:	4.12
					Program-Function Total:	668.69

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
101 GENERAL FUND						
E 128-2500 Technology-Sup. Serv. -Business						
330 Other Professional						
CL 14260 1	On Site Tech Labor	83387	03/09/16	4/16	100898 COMPUTER GUYS INC.	411.65
						Object Total : 411.65
						Program-Function Total : 411.65
E 280-1000 Special Education-Instruction						
117 Teacher's Aides						
PR 160400 22	Payroll Expenditure		/ /	4/16		3,028.51
						Object Total : 3,028.51
250 Workers' Comp.						
PR 160400 23	Employer Contributions		/ /	4/16		18.80
						Object Total : 18.80
260 Health Insurance						
PR 160400 24	Employer Contributions		/ /	4/16		488.67
						Object Total : 488.67
						Program-Function Total : 3,535.98
E 910-3100 Food Services-Food Services						
116 Cooks						
PR 160400 25	Payroll Expenditure		/ /	4/16		630.81
						Object Total : 630.81
250 Workers' Comp.						
PR 160400 26	Employer Contributions		/ /	4/16		3.92
						Object Total : 3.92
260 Health Insurance						
PR 160400 27	Employer Contributions		/ /	4/16		540.96
						Object Total : 540.96
						Program-Function Total : 1,175.69
						Fund Total : 56,087.87

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
110 TRANSPORTATION FUND						
E 100-2500 Regular Ed. Programs-Sup. Serv.-Business						
111 Administrative						
PR 160400 30	Payroll Expenditure	/ /	4/16			795.30
						Object Total: 795.30
250 Workers' Comp.						
PR 160400 31	Employer Contributions	/ /	4/16			4.94
						Object Total: 4.94
260 Health Insurance						
PR 160400 32	Employer Contributions	/ /	4/16			135.00
						Object Total: 135.00
						Program-Function Total: 935.24
E 100-2700 Regular Ed. Programs-Student Transp.						
111 Administrative						
PR 160400 33	Payroll Expenditure	/ /	4/16			1,250.00
						Object Total: 1,250.00
250 Workers' Comp.						
PR 160400 34	Employer Contributions	/ /	4/16			7.76
						Object Total: 7.76
260 Health Insurance						
PR 160400 35	Employer Contributions	/ /	4/16			121.40
						Object Total: 121.40
513 Bus Contractors						
CL 14266 7	Morrison Lane	5496	04/01/16	4/16	82 MAJESTIC BUS SERVICE, INC	335.29
CL 14266 8	Bus Contract	5497	04/01/16	4/16	82 MAJESTIC BUS SERVICE, INC	8,331.70
						Object Total: 8,666.99
						Program-Function Total: 10,046.15
						Fund Total: 10,981.39

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
112 FOOD SERVICES FUND						
E 910-3100 Food Services-Food Services						
116 Cooks						
PR 160400 38	Payroll Expenditure		/ /	4/16		1,920.23
						Object Total: 1,920.23
250 Workers' Comp.						
PR 160400 39	Employer Contributions		/ /	4/16		147.25
						Object Total: 147.25
570 Food Services						
CC 369 1	Food	101223	03/09/16	4/16		12.58
CC 369 2	Food	101223	03/13/16	4/16		30.75
CC 369 3	Food	101223	03/26/16	4/16		19.38
CL 14264 1	Food	8298381	03/02/16	4/16	176 FOOD SERVICES OF AMERICA	639.39
CL 14264 3	Food	8305537	03/09/16	4/16	176 FOOD SERVICES OF AMERICA	640.78
CL 14264 4	Food	8312652	03/16/16	4/16	176 FOOD SERVICES OF AMERICA	529.96
CL 14264 6	Food	8319681	03/26/16	4/16	176 FOOD SERVICES OF AMERICA	418.32
CL 14264 8	Food	8326545	03/30/16	4/16	176 FOOD SERVICES OF AMERICA	313.34
						Object Total: 2,604.50
610 Supplies						
CL 14264 2	Supplies	8298381	03/02/16	4/16	176 FOOD SERVICES OF AMERICA	103.56
CL 14264 5	Supplies	8312652	03/16/16	4/16	176 FOOD SERVICES OF AMERICA	34.37
CL 14264 7	Supplies	8319681	03/26/16	4/16	176 FOOD SERVICES OF AMERICA	130.84
						Object Total: 268.77
						Program-Function Total: 4,940.75
						Fund Total: 4,940.75

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
114 RETIREMENT FUND						
E 100-1000 Regular Ed. Programs-Instruction						
210 Social Security/Med.						
PR 160400 42	Employer Contributions	/ /	4/16			2,283.53
					Object Total:	2,283.53
220 Teachers' Retirement						
PR 160400 43	Employer Contributions	/ /	4/16			2,593.97
					Object Total:	2,593.97
230 PERS						
PR 160400 44	Employer Contributions	/ /	4/16			28.41
					Object Total:	28.41
240 Unemployment Comp.						
PR 160400 45	Employer Contributions	/ /	4/16			118.95
					Object Total:	118.95
					Program-Function Total:	5,024.86
E 100-2400 Regular Ed. Programs-School Admin.						
210 Social Security/Med.						
PR 160400 46	Employer Contributions	/ /	4/16			394.86
					Object Total:	394.86
220 Teachers' Retirement						
PR 160400 47	Employer Contributions	/ /	4/16			325.12
					Object Total:	325.12
230 PERS						
PR 160400 48	Employer Contributions	/ /	4/16			200.18
					Object Total:	200.18
240 Unemployment Comp.						
PR 160400 49	Employer Contributions	/ /	4/16			24.38
					Object Total:	24.38
					Program-Function Total:	944.54

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Acct. Date	Per.	Vendor	Amount
114 RETIREMENT FUND						
E 100-2500 Regular Ed. Programs-Sup. Serv.-Business						
210 Social Security/Med.						
PR 160400 50	Employer Contributions	/ /	4/16			164.55
					Object Total:	164.55
230 PERS						
PR 160400 51	Employer Contributions	/ /	4/16			216.32
					Object Total:	216.32
240 Unemployment Comp.						
PR 160400 52	Employer Contributions	/ /	4/16			10.55
					Object Total:	10.55
					Program-Function Total:	391.42
E 100-2600 Regular Ed. Programs-Oper. & Maint. Plant						
210 Social Security/Med.						
PR 160400 53	Employer Contributions	/ /	4/16			61.81
					Object Total:	61.81
230 PERS						
PR 160400 54	Employer Contributions	/ /	4/16			66.38
					Object Total:	66.38
240 Unemployment Comp.						
PR 160400 55	Employer Contributions	/ /	4/16			3.23
					Object Total:	3.23
					Program-Function Total:	131.42
E 100-2620 Regular Ed. Programs-Operation of Community Center						
210 Social Security/Med.						
PR 160400 56	Employer Contributions	/ /	4/16			61.82
					Object Total:	61.82
230 PERS						
PR 160400 57	Employer Contributions	/ /	4/16			66.38
					Object Total:	66.38

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Acct. Date Per.	Vendor	Amount
114 RETIREMENT FUND					
E 100-2620 Regular Ed. Programs-Operation of Community Center					
240 Unemployment Comp.					
PR 160400 58	Employer Contributions	/ /	4/16		3.24
				Object Total:	3.24
				Program-Function Total:	131.44
E 100-2700 Regular Ed. Programs-Student Transp.					
210 Social Security/Med.					
PR 160400 59	Employer Contributions	/ /	4/16		95.63
				Object Total:	95.63
220 Teachers' Retirement					
PR 160400 60	Employer Contributions	/ /	4/16		108.38
				Object Total:	108.38
240 Unemployment Comp.					
PR 160400 61	Employer Contributions	/ /	4/16		4.88
				Object Total:	4.88
				Program-Function Total:	208.89
E 120-2400 CONTINGENCY FUNDS-School Adm n.					
210 Social Security/Med.					
PR 160400 62	Employer Contributions	/ /	4/16		50.84
				Object Total:	50.84
220 Teachers' Retirement					
PR 160400 63	Employer Contributions	/ /	4/16		57.62
				Object Total:	57.62
240 Unemployment Comp.					
PR 160400 64	Employer Contributions	/ /	4/16		2.59
				Object Total:	2.59
				Program-Function Total:	111.05
E 280-1000 Special Education-Instruction					

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
114 RETIREMENT FUND						
E 280-1000 Special Education-Instruction						
210 Social Security/Med.						
PR 160400 65	Employer Contributions	/ /	4/16			159.67
					Object Total:	159.67
220 Teachers' Retirement						
PR 160400 66	Employer Contributions	/ /	4/16			262.57
					Object Total:	262.57
240 Unemployment Comp.						
PR 160400 67	Employer Contributions	/ /	4/16			11.81
					Object Total:	11.81
					Program-Function Total:	434.05
E 910-3100 Food Services-Food Services						
210 Social Security/Med.						
PR 160400 68	Employer Contributions	/ /	4/16			60.81
					Object Total:	60.81
220 Teachers' Retirement						
PR 160400 69	Employer Contributions	/ /	4/16			54.69
					Object Total:	54.69
230 PERS						
PR 160400 70	Employer Contributions	/ /	4/16			153.62
					Object Total:	153.62
240 Unemployment Comp.						
PR 160400 71	Employer Contributions	/ /	4/16			9.95
					Object Total:	9.95
					Program-Function Total:	279.07
					Fund Total:	7,656.74

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
115 MISC. PROGRAMS FUND						
E 100-1000 Regular Ed. Programs-Instruction						
111 Administrative						
121 21st Century Grant						
PR 160400 73	Payroll Expenditure	/ /	4/16			1,785.00
					Project Total:	1,785.00
					Object Total:	1,785.00
112 Professional Ed.						
121 21st Century Grant						
PR 160400 74	Payroll Expenditure	/ /	4/16			117.40
					Project Total:	117.40
					Object Total:	117.40
117 Teacher's Aides						
121 21st Century Grant						
PR 160400 75	Payroll Expenditure	/ /	4/16			434.88
					Project Total:	434.88
					Object Total:	434.88
210 Social Security/Med.						
121 21st Century Grant						
PR 160400 76	Employer Contributions	/ /	4/16			170.65
					Project Total:	170.65
					Object Total:	170.65
220 Teachers' Retirement						
121 21st Century Grant						
PR 160400 77	Employer Contributions	/ /	4/16			202.64
					Project Total:	202.64
					Object Total:	202.64
240 Unemployment Comp.						
121 21st Century Grant						
PR 160400 78	Employer Contributions	/ /	4/16			9.11
					Project Total:	9.11
					Object Total:	9.11
250 Workers' Comp.						
121 21st Century Grant						
PR 160400 79	Employer Contributions	/ /	4/16			14.51
					Project Total:	14.51
					Object Total:	14.51
260 Health Insurance						
121 21st Century Grant						
PR 160400 80	Employer Contributions	/ /	4/16			513.38
					Project Total:	513.38
					Object Total:	513.38
516 Field Trips						
121 21st Century Grant						
CL 14266 6	Explorers to Missoula	5495	03/25/16	4/16	82 MAJESTIC BUS SERVICE, INC	105.36
CL 14271 1	Explorers Brain Zone Fieldtrip	23634	03/25/16	4/16	101204 SPECTRUM DISCOVERY	75.00
CL 14272 1	Explorers Fieldtrip		03/25/16	4/16	101251 TASTE BUDS KITCHEN	176.00
					Project Total:	356.36
					Object Total:	356.36

Fund/Account/ Doc/Line #	Description	Invoice	Invoice Date	Acct. Per.	Vendor	Amount
115 MISC. PROGRAMS FUND						
E 100-1000 Regular Ed. Programs-Instruction						
582 Travel Out-of-Dist.						
121 21st Century Grant						
CC 371 2	21st Century Conf Lunch	101270	02/25/16	4/16		30.50
					Project Total:	30.50
					Object Total:	30.50
610 Supplies						
101 Local Donations						
CC 370 1	8 \$50 GC from Mt Teach Foundat	162	03/09/16	4/16		400.00
					Project Total:	400.00
121 21st Century Grant						
CL 14261 1	Walmart 21st Cent Supplies		04/01/16	4/16	101228 CRISSINA QUIINN	15.58
					Project Total:	15.58
					Object Total:	415.58
					Program-Function Total:	4,050.01
E 100-2600 Regular Ed. Programs-Oper. & Maint. Plant						
460 Minor Construction						
648 Capital Investment and Deferred Maintenance						
CL 14262 1	8' x 12' Walk In cooler Instal	649	03/13/16	4/16	101127 EVANS BASIC CARPENTRY	6,165.82
CL 14263 1	Electrical for Walk In Cooler	1601015	03/15/16	4/16	292 FISTER ELECTRIC INC	345.36
					Project Total:	6,511.18
					Object Total:	6,511.18
					Program-Function Total:	6,511.18
E 103-2700 Local Donations - Student Activity-Student Transp.						
513 Bus Contractors						
136 Donations for Students						
CL 14266 1	Girls BB to Target Range	5490	03/02/16	4/16	82 MAJESTIC BUS SERVICE, INC	113.10
CL 14266 2	BB to Frenchtown	5491	03/10/16	4/16	82 MAJESTIC BUS SERVICE, INC	154.05
CL 14266 3	Girls BB to Clinton	5492	03/15/16	4/16	82 MAJESTIC BUS SERVICE, INC	115.05
CL 14266 4	Girls BB to Bonner	5493	03/16/16	4/16	82 MAJESTIC BUS SERVICE, INC	82.00
CL 14266 5	Fieldtrip to Insectarium/YMCA	5494	03/17/16	4/16	82 MAJESTIC BUS SERVICE, INC	134.67
					Project Total:	598.87
					Object Total:	598.87
					Program-Function Total:	598.87
E 420-1000 Title I-Instruction						
112 Professional Ed.						
326 Title 2015-2016						
PR 160400 81	Payroll Expenditure		/ /	4/16		799.83
					Project Total:	799.83
					Object Total:	799.83
117 Teacher's Aides						
326 Title 2015-2016						
PR 160400 82	Payroll Expenditure		/ /	4/16		2,056.42
					Project Total:	2,056.42
					Object Total:	2,056.42

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
115 MISC. PROGRAMS FUND						
E 420-1000 Title I-Instruction						
210 Social Security/Med.						
326 Title 2015-2016						
PR 160400 83	Employer Contributions		/ /	4/16		208.27
					Project Total:	208.27
					Object Total:	208.27
220 Teachers' Retirement						
326 Title 2015-2016						
PR 160400 84	Employer Contributions		/ /	4/16		247.63
					Project Total:	247.63
					Object Total:	247.63
240 Unemployment Comp.						
326 Title 2015-2016						
PR 160400 85	Employer Contributions		/ /	4/16		11.14
					Project Total:	11.14
					Object Total:	11.14
250 Workers' Comp.						
326 Title 2015-2016						
PR 160400 86	Employer Contributions		/ /	4/16		17.73
					Project Total:	17.73
					Object Total:	17.73
260 Health Insurance						
326 Title 2015-2016						
PR 160400 87	Employer Contributions		/ /	4/16		641.32
					Project Total:	641.32
					Object Total:	641.32
					Program-Function Total:	3,982.34
E 420-2300 Title I-General Admin						
111 Administrative						
326 Title 2015-2016						
PR 160400 88	Payroll Expenditure		/ /	4/16		477.18
					Project Total:	477.18
					Object Total:	477.18
210 Social Security/Med.						
326 Title 2015-2016						
PR 160400 89	Employer Contributions		/ /	4/16		29.04
					Project Total:	29.04
					Object Total:	29.04
230 PERS						
326 Title 2015-2016						
PR 160400 90	Employer Contributions		/ /	4/16		38.18
					Project Total:	38.18
					Object Total:	38.18
240 Unemployment Comp.						
326 Title 2015-2016						
PR 160400 91	Employer Contributions		/ /	4/16		1.86
					Project Total:	1.86
					Object Total:	1.86

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
115 MISC. PROGRAMS FUND						
E 420-2300 Title I-General Admin						
250 Workers' Comp.						
326 Title 2015-2016						
PR 160400 92	Employer Contributions	/ /	4/16			2.96
					Project Total:	2.96
					Object Total:	2.96
260 Health Insurance						
326 Title 2015-2016						
PR 160400 93	Employer Contributions	/ /	4/16			81.00
					Project Total:	81.00
					Object Total:	81.00
					Program-Function Total:	630.22
E 515-1000 Early Start-Instruction						
119 Other Sup. Salaries						
515 Early Start Program						
PR 160400 94	Payroll Expenditure	/ /	4/16			170.90
					Project Total:	170.90
					Object Total:	170.90
210 Social Security/Med.						
515 Early Start Program						
PR 160400 95	Employer Contributions	/ /	4/16			13.08
					Project Total:	13.08
					Object Total:	13.08
240 Unemployment Comp.						
515 Early Start Program						
PR 160400 96	Employer Contributions	/ /	4/16			0.67
					Project Total:	0.67
					Object Total:	0.67
250 Workers' Comp.						
515 Early Start Program						
PR 160400 97	Employer Contributions	/ /	4/16			1.06
					Project Total:	1.06
					Object Total:	1.06
					Program-Function Total:	185.71
					Fund Total:	15,958.33

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
117 ADULT EDUCATION FUND						
E 600-2322 Adult Continuing Ed.-Community Relations						
112 Professional Ed.						
PR 160400 104	Payroll Expenditure	/ /	4/16			40.00
					Object Total :	40.00
210 Social Security/Med.						
PR 160400 105	Employer Contributions	/ /	4/16			3.06
					Object Total :	3.06
220 Teachers' Retirement						
PR 160400 106	Employer Contributions	/ /	4/16			3.47
					Object Total :	3.47
240 Unemployment Comp.						
PR 160400 107	Employer Contributions	/ /	4/16			0.16
					Object Total :	0.16
250 Workers' Comp.						
PR 160400 108	Employer Contributions	/ /	4/16			0.25
					Object Total :	0.25
260 Health Insurance						
PR 160400 109	Employer Contributions	/ /	4/16			7.64
					Object Total :	7.64
					Program-Function Total :	54.58
					Fund Total :	54.58

Principal's Report

April 2016

Athletics- We have 21 kids out for track. Gary dug out the long jump pit and Tony Oien built the frame. Now we're just waiting for the sand to be delivered and we can finish it up! The first track meet is Wednesday.

Calendar- As requested at the last Board meeting, we put together pros and cons to changing the daily school schedule to release at 4:00 instead of 4:30. I have attached the form to my report.

Reports- There has been a good response to the School Discipline Report form. I visited with Mike from Majestic about the process we will use together to handle behavior and discipline on the buses. He is very agreeable to working with the school and sees the benefits of doing so.

Adult Ed- Ms. Schmill is teaching a class on hand chimes.
Carol White will be teaching a couple classes on Dancing.

Staffing- This year I have been filling the duties of the special education teacher as well as principal. I have been teaching 2 ½ -3 hours a day as well as completing all of the paperwork and reports involved with meetings and such. Some days this goes great and some days it doesn't. Looking ahead to next year the time commitment for student contact could increase to 4-5 hours a day. I can still easily handle the paperwork and be the special education coordinator, but we need a qualified person to handle instruction.

Professional Development

April 15th I'll be going to Butte for a Small Rural Schools conference on Emergency Planning.
April 19-20th Great Falls- Montana Symposium focusing on Middle school structure and programs.

On April 22nd- for the teacher work day, we will all be going to Lolo School to observe and talk to teachers and administration about their transition and how they use the standards based grading.

In June, six teachers will be going to the Literacy in Motion conference at Judd University in Elgin, IL, outside of Chicago. This is being paid for from our REAP grant funds. Many of the speakers are noted authors of children and young adult books. The focus is on firing up literacy in schools. My hope is that they will come back with a fresh perspective and united goals on building up our reading program.

Upcoming-

April 13- Track meet at Big Sky HS
April 18- Begin Smarter Balance testing
April 21- Kindergarten Roundup
April 22- Track meet at Frenchtown
April 23- STEM conference for 7-8 girls in Missoula (Kristina and I will be chaperoning.)
April 27- Track meet at Big Sky HS
June 1- Graduation

Pros and Cons to students in changing to a 4 o'clock dismissal

PROS

CONS

Adding days to the calendar gives us more days to teach/cover material. (it is better to have more days in the year than just a few minutes extra every day)

Students hours will be reduced to an 8 hour day instead of the 8 hour 40 minute day which is too long for some of them.

The ½ hour at the end of the day right now is often not effective for many students. Some will work, but others sit there or distract others.

Title I services can still be provided in the morning and other times during the day.

Sports students will not be facing as much time being gone.

The class times are still an hour long

We will be able to start after school sports practice and club activities ½ hour earlier, which makes for a shorter night for EVERYONE involved.

Students who go to Missoula for extra sports will not be missing as much school.

Kindergarten students are very tired at the end of the day and it is hard to complete work with them. Many of them start to complain & ask when they get to go home by about 4pm.

Students will have more family time during the week which may allow them time to check their folders, do their reading, get to bed at a good time, etc. (I have had parents use our late dismissal as excuses for these.)

Students that ride the bus will get home before 5:15pm

This calendar aligns with the HS- same start day, same last day, same winter and spring breaks.

Some students may be faced with homework instead of being able to have a "study hall" as some students DO take advance advantage of the study hall time

Afternoon activities may need to be shortened

Middle school students will be pulled out of other classes for title services

Providing Title services for upper school at a different time may take paras out of the lower school ELA time.

I think as it is now, some parents get home when students do. If it is earlier they may go unsupervised for a bit.

Extra busing and facility cost

Changing is "benefitting" a smaller population in regards to activities in town.

Parents/adults will need to make new childcare accommodations.

POTOMAC SCHOOL BOARD CALENDAR

*Trustee review
Friday before
monthly meeting*

(Now on School Website, drop down under Trustee Tab – Subject to Change)

July

August

Prior Year Trustee Financial Summary approval
Current Year Budget approval
School Strategic Plan & Goals
Professional Responsibilities and Goals for Principal
Set Principal Evaluation Dates
Approve Classified Offer of Employment

September

Appointment for Missoula Area Curriculum Consortium

October

8th Grade HIT approval

November

Review Strategic Plan & Goals Progress

Jason - 2pm

December

1st Principal Evaluation

Craig - 10am

January

Gary - 4pm

February

Call for an Election
Adopt resolution for any special levy
Audit Review and Approval – when completed

Cliff

March

Next Year Calendar committee report
Preliminary General Fund Budget Review
Negotiation Committees (in negotiation years)
Student Behavior & Discipline Review

Kelsy

April

Community Center Lease
Negotiations (in negotiation years)
Approval of Health Insurance Contract
Approve Certified offer of employment
Approve Principal offer of employment

Jason

May

Canvass the election
Reorganize the Board
Appoint the Business Manager/Clerk
Seat New Trustees
Authorize Board Signatures/Deletions
Approval of Election Contract with County
Approval of Bus Routes

Craig

June

Audit Contract Review and Approval

**CERTIFICATE OF ELECTION OF TRUSTEE
BY ACCLAMATION**

THIS IS TO CERTIFY that **Craig Nelson** was duly elected by acclamation to fill the office of Trustee for Potomac School District No. 11 of Missoula County, State of Montana, for a term of 3 years, beginning on the 9th day of May, 2016 and ending at the Trustee organizational meeting in May, 2019.

DATED this 11th day of April, 2016

Print Board Chair's Name

Board Chair Signature

Print District Clerk's Name

District Clerk Signature

Potomac School District No.11, Missoula County, State of Montana

Please file the following oath with the county superintendent within fifteen (15) days of your receipt of this Certificate of Election. Upon completion of taking and filing the oath of office, you will have the rights and obligations of a Trustee of the School Board pursuant to Montana law and in accordance with [20-3-324](#), MCA. You will hold this position until your successor has been qualified.

OATH OF OFFICE

I do solemnly swear that I will support, protect and defend the Constitution of the United States, and the Constitution of the State of Montana, and that I will discharge the duties of my office with fidelity.

Print newly elected Trustee's Name

Signature of newly elected Trustee

Subscribed and sworn to before me this 11th day of April, 2016

Notary Public for the State of Montana

Canvassed results must be published once in a newspaper that will give notice to the largest number of people of the district. Give the certificate and oath to the elected trustee and to the county superintendent, [20-20-416](#) and [20-3-307](#), MCA

**CERTIFICATE OF ELECTION OF TRUSTEE
BY ACCLAMATION**

THIS IS TO CERTIFY that **CLIFF VANN** was duly elected by acclamation to fill the office of Trustee for Potomac School District No. 11 of Missoula County, State of Montana, for a term of 3 years, beginning on the 9th day of May, 2016 and ending at the Trustee organizational meeting in May, 2019.

DATED this 11th day of April, 2016

Print Board Chair's Name

Board Chair Signature

Print District Clerk's Name

District Clerk Signature

Potomac School District No.11, Missoula County, State of Montana

Please file the following oath with the county superintendent within fifteen (15) days of your receipt of this Certificate of Election. Upon completion of taking and filing the oath of office, you will have the rights and obligations of a Trustee of the School Board pursuant to Montana law and in accordance with [20-3-324](#), MCA. You will hold this position until your successor has been qualified.

OATH OF OFFICE

I do solemnly swear that I will support, protect and defend the Constitution of the United States, and the Constitution of the State of Montana, and that I will discharge the duties of my office with fidelity.

Print newly elected Trustee's Name

Signature of newly elected Trustee

Subscribed and sworn to before me this 11th day of April, 2016

Notary Public for the State of Montana

Canvassed results must be published once in a newspaper that will give notice to the largest number of people of the district. Give the certificate and oath to the elected trustee and to the county superintendent, [20-20-416](#) and [20-3-307](#), MCA

Proposed Potomac Elementary School Calendar 2016 - 2017

August 2016 1

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2016 2

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2016 3

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2016 4

S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2016 5

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2017 6

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2017 7

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2017 8

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2017 9

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2017 10

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2017 11

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2017 12

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Calendar Dates

- Aug. 22-23 Staff Dev/Prep Day - No School
- Aug. 29 First Day of School
- Sept. 5 Labor Day- No School
- Sept. 15 Parent/Open House Night
- Oct. 20-23 Staff Dev/Prep Day - No School
- Nov. 9-10 Parent/Teacher Conferences**
- Nov. 23-25 Thanksgiving Vacation
- Dec. 23-Jan1 Winter Vacation
- Feb. 1-2 Parent/Teacher Conferences**
- Feb. 20 President's Day-No School
- March 20-24 Spring Break- No School
- May 29 Memorial Day - No School
- June 8 Last Day of School

NO SCHOOL FRIDAY

Explorers held on Friday 8:00-4:00
School Day 7:50-4:00

Quarter End Dates

- November 3rd Quarter 1
- January 19th Quarter 2
- April 4th Quarter 3
- June 8th Quarter 4



Symbol Codes

- No School - Holiday/Vacation
- Parent/Teacher Conferences
- No School - Staff Dev/Prep Day
- First Day of School
- Last Day of School
- Quarter End Day
- Bi-monthly staff meeting
- Staff work day

Beth Ryan

03/24/2016

Subject: Resignation letter

Dear Potomac School,

Through this letter, I would like to notify you that I am resigning from my job as a teacher with Potomac School at the end of this school year 2015/2016. I want to express my gratitude for having the opportunity to have taught within the wonderful school of Potomac.

Throughout this year I have thoroughly enjoyed working with every student at Potomac School. I was given such an amazing opportunity to personally get to know each and every student. The small community school has always been my first choice when deciding where to teach and teaching at Potomac School has been an incredible experience this year.

My goal this year was to start on my special education endorsement. I did not get a chance to achieve that goal and will be continuing that endeavor. I will be starting my special education endorsement with the University of Montana. With this decision I will always be grateful for my relationships I developed with parents, teachers, and students alike, my amazing experience in teaching nine grades and four different subjects, and the tremendous growth that I have experienced with Potomac School.

I sincerely thank you,

Beth Ryan

ELECTION CONTRACT – SCHOOL DISTRICT ELECTIONS

June 1, 2016 thru May 31, 2017

BE IT HEREBY AGREED BETWEEN SCHOOL DISTRICT 11 AND MISSOULA COUNTY, MONTANA

1. The Missoula County election Administration, hereinafter called "County", on behalf of Potomac School District 11, hereinafter called "School" and upon their request (20-20-417, MCA) shall conduct and be responsible for all aspects of all elections that come under the responsibility of said School, excluding:

- 20-20-204(1)(ii) Posting notices in three public spaces in the district; and
- 20-20-204(1)(iii) Posting notice on district's website for 10 days prior to election

2. The County shall have complete responsibility for the number of polling places or ballot drop off locations and the designation of said places/locations for each election per 13-19-207.

3. The School shall reimburse the County for actual costs of all elections conducted for said School, including but not limited to the cost of :

Judges of Election – Prevailing wage paid by County

4. The School agrees to reimburse County for the School's proportionate share of the cost of the election when held in conjunction with other political subdivisions.

5. The School shall be responsible for completing all necessary legal procedures in a timely manner to meet the time requirements as determined by the County. Failure to meet established time requirements will release County from obligation of conducting the School election. Necessary timelines will be provided to the School no later than 90 days prior to the School election.

6. If it is determined that administratively a mail ballot election is the most efficient method of conducting an election, the County maintains absolute right to conduct election in said manner.

7. The School shall be responsible for the cost of opening and closing the polling/drop off locations required for each election.

8. The School shall supply storage space for on-site storage of equipment required to conduct elections at each polling place located within the boundaries of School District No. 11. Maintenance personnel at each polling place will be responsible for setting up and taking down booths for all elections held at said polling place. This service will be supplied at no cost to the County.

9. The County will, upon request, provide the School with lists of registered voters at no charge for each School election.
10. Schools will notify County in writing of proposed date of a special election 75 days in advance. County must notify school within 5 days of notice; whether or not, County can conduct election for date selected.
11. Schools will provide a multipurpose area or gymnasium with adequate room and lighting at each polling place/ballot drop off location to accommodate the election process. The designated area shall be available for inspection by the County at least 2 weeks prior to each election and, if the designated area is not sufficient to accommodate the election process, the County reserves the right to designate an area within the polling place that will better accommodate the election process.

IN WITNESS THEREOF, the aforementioned parties have hereunto entered into this agreement on this 11th day of April, 2016. Said agreement will be in effect, until May 31, 2016.

Potomac School District No. 11

Cliff Vann, Board Chair

Missoula County Election Administrator

Signature