



Potomac Elementary School

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www.potomacschoolmontana.us

School Board Agenda

March 13, 2017

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

6:00 PM

Professional Development Discussion

7:00 PM

Public Input:

Consent Agenda:

1. Minutes February 13, 2017
2. Warrant List
3. Business Card
4. Petty Cash
5. Extracurricular

Chair Vann

Reports:

1. Teacher Reports K Betson – I Love to Read/Dr Seuss Activities
 A Stitt – Interactive Notebooks
2. Principal’s Report
3. Clerks Report – General Fund Budget Review
 and Call for Trustees
4. Board Professional Development Reports

Karry Betson &
Abby Stitt
Principal Williams

Jill Thornton
Board Members

Old Business:

1. School Board Calendar
2. Transportation Contingencies

Chair Vann
Principal Williams

New Business:

1. Personnel – A Martinez
2. Consideration & Adaptation of Resolution estimating changes in Revenues/Mills from Adult Ed, Transportation, Building Reserve and Tuition Funds
3. School Calendar 2017-2018

Principal Williams
Jill Thornton

Principal Williams

Next Meeting April 10, 2017 – 7:00 pm

03/11/17
15:31:26

POTOMAC ELEMENTARY SCHOOL
Claim Details
For the Accounting Period: 3/17

Page: 1 of 3
Report ID: AP100

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
14536	9272S	57 A-1 VACUUM & JANITORIAL SUPPL	71.96					
1		2946 02/23/17 Maintenance Supplies	71.96		101	100-2600	610	
14537	9273S	3 BLACKFOOT TELEPHONE COOPERATI	522.34					
1		03/01/17 Telephone Bill	522.34		101	100-2600	531	
14538	9274S	101316 BUSINESS CARD 2009	3.67					
1		CC-421 02/03/17 Spelling Bee Winner Lunch	31.45		101	625		
			CC Accounting: 101-		-100-1000-610			
2		CC-421 02/03/17 Supplies	-27.78		101	625		
			CC Accounting: 101-		-100-1000-610			
14539	9275S	101303 BUSINESS CARD 6227	111.25					
1		CC-422 02/07/17 Ice Chipper	24.98		101	625		
			CC Accounting: 101-		-100-2600-610			
		LOWES						
2		CC-422 02/07/17 Salt Melt & Furnace Filters	87.92		101	625		
			CC Accounting: 101-		-100-2600-610			
		ACE HARDWARE						
3		CC-422 02/07/17 Supplies	-1.65		101	625		
			CC Accounting: 101-		-100-2600-610			
14540	9276S	101304 BUSINESS CARD 6973	46.84					
1		CC-423 02/19/17 Food	24.27		101	625		
			CC Accounting: 101-		-910-3100-570			
		COSTCO						
2		CC-423 01/31/17 Food	9.95		101	625		
			CC Accounting: 101-		-910-3100-570			
		CORY'S VALLEY MARKET						
3		CC-423 01/27/17 Supplies	10.86		112	625		
			CC Accounting: 112-		-910-3100-610			
		WAL-MART						
4		CC-423 01/26/17 Food	6.70		101	625		
			CC Accounting: 101-		-910-3100-570			
		CULLYS						
5		CC-423 01/26/17 Supplies	-4.94		112	625		
			CC Accounting: 112-		-910-3100-610			
14542	9277S	101125 BUSINESS CARD 8901	28.46					
1		CC-424 02/06/17 Amazon Prime	99.00		101	625		
			CC Accounting: 101-		-100-1000-610			
		AMAZON						
2		CC-424 02/06/17 Brother Printer Toner	32.46		101	625		
			CC Accounting: 101-		-100-1000-610			
		AMAZON						
3		CC-424 02/16/17 Postage	147.00		101	625		
			CC Accounting: 101-		-100-2500-532			
		UNITED STATES POSTAL SERVICE						

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4		CC-424 02/16/17 Supplies	-250.00		101 625			
			CC Accounting: 101-		-100-1000-610			
14543	9278S 101311	CLINTON SCHOOL DISTRICT 32	3,308.73					
1		161702 03/01/17 Preschool Bus	3,308.73		110	510-2700	515	
14544	9279S 100898	COMPUTER GUYS INC.	389.16					
1		84981 02/15/17 Service work	389.16		101	128-2500	330	
14545	9280S 101006	DESIGN AIR, INC.	318.23					
1		11023 02/03/17 Furnace Maint and Repair	318.23		101	100-2600	330	
14546	9281S 101192	LINDA KOCHER	24.40					
1		02/28/17 Lunch Bill Reimbursement	24.40		112	910-3100	570	
14547	9282S	82 MAJESTIC BUS SERVICE, INC	10,542.19					
1		6035 02/03/17 Explorers to Discovery	592.60		115	100-1000	582	121
2		6036 02/16/17 Field Trips to Garnet Ghost Tn	84.00		115	100-1000	582	102
3		6037 02/21/17 Girls BBall to Clinton	143.28		115	100-1000	582	102
4		6038 02/24/17 Explorers to Condon	286.73		115	100-1000	582	121
5		6039 02/27/17 Girls BBall to Frenchtown	232.83		115	100-1000	582	102
6		6040 02/28/17 Girls BBall to Hellgate Elem	189.05		115	100-1000	582	102
7		6041 03/01/17 Morrison Lane	348.70		110	100-2700	513	
8		6042 03/01/17 Bus Contract	8,665.00		110	100-2700	513	
14548	9283S	10 MISSOULA ELECTRIC COOP INC	2,108.39					
1		02/28/17 School Electric	944.87		101	100-2600	412	
2		02/28/17 Comm Center Electric	1,163.52		101	100-2620	412	
14549	9284S	64 MISSOULA TEXTILE SERVICES	240.33					
1		892007 02/09/17 Maintenance Supplies	130.65		101	100-2600	610	
2		896785 02/23/17 Maintenance Supplies	109.68		101	100-2600	610	
14550	9285S	13 MTSBA	250.00					
1		52909 02/01/17 Budget Conf - Williams	125.00		101	100-2400	330	
2		52909 02/01/17 Budget Conf - Thornton	125.00		101	100-2500	330	
14556	9286S 100842	POTOMAC SCHOOL PETTY CASH	669.50					
1		03/01/17 Referee Reimb's	360.00		101	710-3500	810	
2		03/01/17 Water School Reimb	255.00		101	100-2600	330	
3		03/01/17 Background Check Reimb	54.50		101	100-2500	330	
14551	9287S	9 REPUBLIC SERVICES #889	251.42					
1		02/28/17 Disposal Services - School	125.71		101	100-2600	431	
2		02/28/17 Disposal Services - Comm Ctr	125.71		101	100-2620	431	

03/11/17
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Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
14553	9288S	54 SEELEY LAKE SD34	1,200.00					
1		02/27/17 Msla Area Curriculum Cons Fee	1,200.00		101	100-2400	330	
14554	9289S	101334 STEVE'S MOBILE SERVICE	329.00					
1		973817 02/17/17 Comm Ctr Floor Machine	329.00		101	100-2620	330	
14552	9290S	25 SYSCO FOOD SERVICES OF MT INC	1,418.24					
1		143101084 02/03/17 Food	230.33		101	910-3100	570	
2		143105380 02/07/17 Food	202.49		101	910-3100	570	
3		143109186 02/09/17 Food Credit	-16.74		101	910-3100	570	
4		143110634 02/10/17 Food	156.19		101	910-3100	570	
5		143110634 02/10/17 Supplies	82.54		112	910-3100	610	
6		14301782 02/16/17 Supplies Credit	-82.54		112	910-3100	610	
7		143115127 02/14/17 Food	95.71		101	910-3100	570	
8		143115128 02/14/17 Food	182.59		101	910-3100	570	
9		143124355 02/21/17 Food	281.24		101	910-3100	570	
10		143133698 02/28/17 Food	286.43		101	910-3100	570	
14555	9291S	100977 WESTERN BUSINESS EQUIPMENT, INC	1,257.75					
1		232390 02/16/17 Color Toner Maint & Toner	898.20		101	100-1000	610	
2		232070 02/14/17 Color Toner Labor & Mileage	90.55		101	100-1000	610	
3		228688 03/04/17 Black Office Printer Toner	269.00		101	100-1000	610	

of Claims 20 Total: 23,091.86

23,091.86

Total for Payroll Checks

	Employee	Employer	Amount
J001 HOURS (REGULAR SUB)	68.75		894.69
J007 HOURS (21 CENTURY AIDE)	20.37		318.40
J008 HOURS (21 CENTURY TEAC)	20.17		418.93
J011 HOURS (21ST CENT ADMIN)	61.25		1,272.16
OTHE HOURS (Other Time Used)	2.00		63.08
PERS HOURS (Personal Time Used)	19.00		566.11
REG HOURS (Regular Time)	2,387.30		43,812.30
SICK HOURS (Sick Time)	44.75		769.86
VACA HOURS (Vacation Time Used)	8.75		140.88
GROSS PAY	48,256.41	0.00	
NET PAY	30,500.60	0.00	
NET PAY (CHECKS)	5,033.62		
NET PAY (DIRECT DEPOSIT)	25,466.98		
ACCIDENT/AFA	47.45	0.00	
ADD'L MUST	284.33	0.00	
ANNUITY - AMFID	60.00	0.00	
ANNUITY-HORACE	200.00	0.00	
CANCER/AFA	16.30	0.00	
FIT	3,389.57	0.00	
FLEX PLAN	687.50	0.00	
HEALTH - MUST	3,685.00	8,942.00	
MEDICARE	630.18	630.18	
P.E.R.S.	590.05	604.98	
PACE	83.01	0.00	
PEA/MEA	437.09	0.00	
SIT	1,606.00	0.00	
SOCIAL SECURITY	2,694.53	2,694.53	
TAXED CANCER	4.60	0.00	
TRS	3,324.20	3,577.05	
UNEMPL. INSUR.	0.00	178.55	
UNUM LIFE INS C	16.00	11.20	
WORKERS' COMP	0.00	599.23	
1ST INTERSTATE	1,108.10	0.00	
CAB	1,072.74	0.00	
CS	1,898.63	0.00	
FSBMSLA	2,085.04	0.00	
MECU	3,692.17	0.00	
MFCU	4,140.97	0.00	
MFIRSTCU	1,559.59	0.00	
PSCU	2,408.04	0.00	
TRB	3,760.28	0.00	
USB	2,043.87	0.00	
WFB	1,697.55	0.00	
FIT/SIT BASE	39,345.58	0.00	
MEDICARE BASE	43,459.83	0.00	
PERS BASE	7,468.96	0.00	
SOC SEC BASE	43,459.83	0.00	
TRS BASE	40,787.45	0.00	
UN BASE	48,256.41	0.00	
WC BASE	48,256.41	0.00	
Total		17,237.72	
Total Payroll Expense (Gross Pay + Employer Contributions):		65,494.13	
Total Discounts:	1,073.21		
Total Payroll Expense (Less Discounts):	64,420.92		

Potomac Student Accounts
General Ledger
As of February 28, 2017

Date	Num	Name	Memo	Debit	Credit	Balance
Petty Cash						992.80
02/09/2017	1245	Referee	02-09 Game		72.00	920.80
02/09/2017	1246	Referee	02-09 Game		72.00	848.80
02/15/2017	1247	Referee	2-15 Game		36.00	812.80
02/15/2017	1248	Referee	2-15 Game		36.00	776.80
02/16/2017	dep		Laminating Costs Reimb	22.00		798.80
02/16/2017	dep		Deposit	72.20		871.00
02/16/2017	1249	Referee	02-16 Game\		72.00	799.00
02/16/2017	1250	Referee	02-16 Game		72.00	727.00
02/16/2017	1251	Montana Criminal Records	Background Check		27.25	699.75
Total Petty Cash				94.20	387.25	699.75
Two Rivers accts						30,318.30
Bike-a-Thon						12,812.00
02/15/2017	2289	Miss Montana Scholarship Program	Miss Montana Presentation		100.00	12,712.00
Total Bike-a-Thon				0.00	100.00	12,712.00
Book Fair						336.69
Class of 2017						2,628.81
02/16/2017	dep		Superbowl	135.00		2,763.81
02/16/2017	dep		Spaghetti Dinner	465.85		3,229.66
Total Class of 2017				600.85	0.00	3,229.66
8th Grade Fund						2,333.26
Donation Bake Sale - Staff Conc						878.48
S.t.r.e.a.m. (explorers)						4,787.00
02/15/2017	2288	Ruth Weis			42.06	4,744.94
02/15/2017	2290	Crissina Quinn	Supplies		33.88	4,711.06
Total S.t.r.e.a.m. (explorers)				0.00	75.94	4,711.06
Music						534.52
02/16/2017	dep		Karen Cox Grant & KPAX	750.00		1,284.52
Total Music				750.00	0.00	1,284.52
Science Activity						841.51
Outdoor School						217.06
Robotics						363.74
Misc Science Donations						138.58
Olympiad						122.13
Total Science Activity						841.51
Student Activities						1,550.60
02/16/2017	dep		LifeTouch	69.00		1,619.60
02/16/2017	dep		Box Tops	290.20		1,909.80
Total Student Activities				359.20	0.00	1,909.80
Student Council						3,615.43
Total Two Rivers accts				1,710.05	175.94	31,852.41

POTOMAC ELEMENTARY SCHOOL
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 17

101 GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
100 Regular Ed. Programs						
100 Regular Ed. Programs						
1000 Instruction						
112 Professional Ed.	25,705.27	175,318.37	305,439.00	305,439.00	130,120.63	57 %
117 Teacher's Aides	947.14	7,196.29	14,768.00	14,768.00	7,571.71	48 %
122 Prof/Ed/Sub Teachers	894.69	3,920.02	7,600.00	6,100.00	2,179.98	64 %
250 Workers' Comp.	-134.48	975.63	1,700.00	1,700.00	724.37	57 %
260 Health Insurance	4,711.13	32,669.53	54,972.00	54,257.00	21,587.47	60 %
330 Other Professional	0.00	0.00	1,600.00	0.00	0.00	0 %
516 Field Trips	0.00	0.00	400.00	0.00	0.00	0 %
582 Travel Out-of-Dist.	0.00	220.89	1,700.00	700.00	479.11	31 %
610 Supplies	1,142.88	6,248.11	13,000.00	13,000.00	6,751.89	48 %
640 Books	0.00	110.50	2,800.00	1,100.00	989.50	10 %
680 Software	0.00	0.00	800.00	0.00	0.00	0 %
810 Dues and Fees	0.00	0.00	100.00	0.00	0.00	0 %
Function Total:	33,266.63	226,659.34	404,879.00	397,064.00	170,404.66	57 %
2225 School Library						
640 Books	0.00	0.00	2,250.00	0.00	0.00	0 %
Function Total:	0.00	0.00	2,250.00	0.00	0.00	0 %
2310 Board of Trustees						
330 Other Professional	0.00	631.39	1,200.00	1,200.00	568.61	52 %
610 Supplies	0.00	140.00	0.00	140.00	0.00	100 %
810 Dues and Fees	0.00	1,570.10	1,600.00	1,600.00	29.90	98 %
Function Total:	0.00	2,341.49	2,800.00	2,940.00	598.51	79 %
2400 School Admi n.						
111 Administrative	3,999.99	31,999.99	48,000.00	48,000.00	16,000.01	66 %
115 Office/Clerical	1,265.95	13,225.21	23,917.00	23,917.00	10,691.79	55 %
250 Workers' Comp.	-30.57	222.72	375.00	375.00	152.28	59 %
260 Health Insurance	920.70	6,825.60	11,340.00	11,340.00	4,514.40	60 %
330 Other Professional	1,325.00	1,791.70	4,300.00	2,300.00	508.30	77 %
582 Travel Out-of-Dist.	0.00	350.84	900.00	900.00	549.16	38 %
640 Books	0.00	0.00	80.00	80.00	80.00	0 %
810 Dues and Fees	0.00	25.00	1,500.00	1,500.00	1,475.00	1 %
Function Total:	7,481.07	54,441.06	90,412.00	88,412.00	33,970.94	61 %
2500 Sup. Serv. -Business						
111 Administrative	959.21	12,121.90	20,773.00	18,738.00	6,616.10	64 %
250 Workers' Comp.	-7.33	63.05	110.00	110.00	46.95	57 %
260 Health Insurance	340.20	2,381.40	4,089.00	4,089.00	1,707.60	58 %
330 Other Professional	179.50	3,298.25	11,000.00	11,000.00	7,701.75	29 %
532 Postage	147.00	605.18	800.00	800.00	194.82	75 %
540 Advertising	0.00	57.15	100.00	100.00	42.85	57 %
582 Travel Out-of-Dist.	0.00	125.00	750.00	750.00	625.00	16 %
610 Supplies	0.00	256.31	55.00	260.00	3.69	98 %
680 Software	0.00	0.00	100.00	100.00	100.00	0 %
681 Computer Software	0.00	295.00	0.00	295.00	0.00	100 %
810 Dues and Fees	0.00	110.00	195.00	195.00	85.00	56 %
Function Total:	1,618.58	19,313.24	37,972.00	36,437.00	17,123.76	53 %

POTOMAC ELEMENTARY SCHOOL
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 17

101 GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai l able Appropriation	% Committed
100 Regular Ed. Programs						
100 Regular Ed. Programs						
2600 Oper. & Maint. Plant						
114 Custodial /Maint	1,226.25	8,728.49	15,600.00	15,600.00	6,871.51	55 %
250 Workers' Comp.	-78.37	506.36	750.00	985.00	478.64	51 %
260 Health Insurance	253.80	1,776.64	3,240.00	3,240.00	1,463.36	54 %
330 Other Professional	573.23	5,089.66	5,050.00	5,050.00	-39.66	100 %
411 Gas	0.00	2,656.35	3,500.00	3,500.00	843.65	75 %
412 Electricity	944.87	5,799.52	8,000.00	8,000.00	2,200.48	72 %
431 Disposal Services	125.71	1,038.78	1,470.00	1,470.00	431.22	70 %
440 Repair and Maint.	0.00	950.00	0.00	950.00	0.00	100 %
520 Insurance	0.00	0.00	8,600.00	8,600.00	8,600.00	0 %
531 Telephone	522.34	4,079.46	7,000.00	7,000.00	2,920.54	58 %
582 Travel Out-of-Dist.	0.00	0.00	550.00	550.00	550.00	0 %
610 Supplies	423.54	4,236.09	7,500.00	7,500.00	3,263.91	56 %
810 Dues and Fees	0.00	100.00	100.00	100.00	0.00	100 %
Function Total :	3,991.37	34,961.35	61,360.00	62,545.00	27,583.65	55 %
2620 Operation of Community Center						
114 Custodial /Maint	1,226.25	8,727.98	15,600.00	15,600.00	6,872.02	55 %
250 Workers' Comp.	-78.39	506.40	750.00	985.00	478.60	51 %
260 Health Insurance	253.80	1,776.56	3,240.00	3,240.00	1,463.44	54 %
330 Other Professional	329.00	1,537.00	850.00	1,210.00	-327.00	127 %
412 Electricity	1,163.52	4,728.12	10,000.00	10,000.00	5,271.88	47 %
431 Disposal Services	125.71	1,006.98	1,470.00	1,470.00	463.02	68 %
450 Rentals	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
610 Supplies	0.00	1,173.48	400.00	1,175.00	1.52	99 %
810 Dues and Fees	0.00	100.00	100.00	100.00	0.00	100 %
Function Total :	3,019.89	19,556.52	33,610.00	34,980.00	15,423.48	55 %
Program Total :	49,377.54	357,273.00	633,283.00	622,378.00	265,105.00	57 %
120 CONTINGENCY FUNDS						
2400 School Admi n.						
112 Professional Ed.	621.08	1,217.33	2,500.00	2,500.00	1,282.67	48 %
250 Workers' Comp.	1.67	5.47	10.00	10.00	4.53	54 %
Function Total :	622.75	1,222.80	2,510.00	2,510.00	1,287.20	48 %
3500 Extracurricular/Ath.						
610 Supplies	0.00	0.00	1,640.00	0.00	0.00	0 %
810 Dues and Fees	0.00	0.00	1,500.00	0.00	0.00	0 %
Function Total :	0.00	0.00	3,140.00	0.00	0.00	0 %
Program Total :	622.75	1,222.80	5,650.00	2,510.00	1,287.20	48 %
128 Technology						
2500 Sup. Serv. -Business						
330 Other Professional	389.16	4,533.79	8,500.00	8,500.00	3,966.21	53 %
610 Supplies	0.00	0.00	800.00	800.00	800.00	0 %
680 Software	0.00	0.00	360.00	360.00	360.00	0 %
Function Total :	389.16	4,533.79	9,660.00	9,660.00	5,126.21	46 %
Program Total :	389.16	4,533.79	9,660.00	9,660.00	5,126.21	46 %
Program Group Total :	50,389.45	363,029.59	648,593.00	634,548.00	271,518.41	57 %

POTOMAC ELEMENTARY SCHOOL
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 17

101 GENERAL FUND

Program-Function-Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai l able Appropriation	% Commi tted
200 Special Programs						
280 Special Education						
1000 Instruction						
112 Professional Ed.	1,567.90	13,065.82	18,815.00	18,815.00	5,749.18	69 %
117 Teacher's Aides	315.72	2,278.53	9,000.00	9,000.00	6,721.47	25 %
119 Other Sup. Salaries	1,696.65	3,598.41	0.00	8,820.00	5,221.59	40 %
250 Workers' Comp.	-1.92	98.70	135.00	270.00	171.30	36 %
260 Health Insurance	412.57	2,646.01	7,128.00	7,128.00	4,481.99	37 %
Function Total:	3,990.92	21,687.47	35,078.00	44,033.00	22,345.53	49 %
6200 Resources Trans.						
920 Res. Trans. Other Sch	0.00	1,590.65	2,800.00	2,800.00	1,209.35	56 %
Function Total:	0.00	1,590.65	2,800.00	2,800.00	1,209.35	56 %
Program Total:	3,990.92	23,278.12	37,878.00	46,833.00	23,554.88	49 %
Program Group Total:	3,990.92	23,278.12	37,878.00	46,833.00	23,554.88	49 %
300 Vocational Programs						
365 Indian Ed						
1000 Instruction						
112 Professional Ed.	0.00	3,024.00	3,024.00	3,024.00	0.00	100 %
Function Total:	0.00	3,024.00	3,024.00	3,024.00	0.00	100 %
Program Total:	0.00	3,024.00	3,024.00	3,024.00	0.00	100 %
Program Group Total:	0.00	3,024.00	3,024.00	3,024.00	0.00	100 %
700						
710 School Sponsored Ext						
3500 Extracurricular/Ath.						
610 Supplies	0.00	203.95	0.00	1,640.00	1,436.05	12 %
810 Dues and Fees	360.00	1,752.00	600.00	1,500.00	-252.00	116 %
Function Total:	360.00	1,955.95	600.00	3,140.00	1,184.05	62 %
Program Total:	360.00	1,955.95	600.00	3,140.00	1,184.05	62 %
Program Group Total:	360.00	1,955.95	600.00	3,140.00	1,184.05	62 %
900 Enterprise Programs						
910 Food Services						
3100 Food Services						
116 Cooks	315.72	2,241.28	3,692.00	3,692.00	1,450.72	60 %
120 Temporary Salaries	0.00	548.62	0.00	550.00	1.38	99 %
250 Workers' Comp.	-16.38	404.83	30.00	530.00	125.17	76 %
260 Health Insurance	648.00	4,392.19	7,776.00	7,776.00	3,383.81	56 %
570 Food Services	1,459.16	1,459.16	1,500.00	3,000.00	1,540.84	48 %
582 Travel Out-of-Dist.	0.00	0.00	400.00	400.00	400.00	0 %
Function Total:	2,406.50	9,046.08	13,398.00	15,948.00	6,901.92	56 %
Program Total:	2,406.50	9,046.08	13,398.00	15,948.00	6,901.92	56 %
Program Group Total:	2,406.50	9,046.08	13,398.00	15,948.00	6,901.92	56 %
Fund Total:	57,146.87	400,333.74	703,493.00	703,493.00	303,159.26	56 %
Grand Total:	57,146.87	400,333.74	703,493.00	703,493.00	303,159.26	56 %

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 170300 1	Payroll Expenditure		/ /	3/17		25,705.27
						Object Total : 25,705.27
117 Teacher's Aides						
PR 170300 2	Payroll Expenditure		/ /	3/17		947.14
						Object Total : 947.14
122 Prof/Ed/Sub Teachers						
PR 170300 3	Payroll Expenditure		/ /	3/17		894.69
						Object Total : 894.69
250 Workers' Comp.						
PR 170300 4	Employer Contributions		/ /	3/17		175.65
PR 170300 5	Workman's Comp Discount		/ /	3/17		-310.13
						Object Total : -134.48
260 Health Insurance						
PR 170300 6	Employer Contributions		/ /	3/17		4,711.13
						Object Total : 4,711.13
610 Supplies						
CC 421 1	Spelling Bee Winner Lunch		02/03/17	3/17		31.45
CC 421 2	Supplies		02/03/17	3/17		-27.78
CC 424 1	Amazon Prime	101219	02/06/17	3/17		99.00
CC 424 2	Brother Printer Toner	101219	02/06/17	3/17		32.46
CC 424 4	Supplies		02/16/17	3/17		-250.00
CL 14555 1	Color Toner Maint & Toner	232390	02/16/17	3/17	100977 WESTERN BUSINESS EQUIPMENT,	898.20
CL 14555 2	Color Toner Labor & Mileage	232070	02/14/17	3/17	100977 WESTERN BUSINESS EQUIPMENT,	90.55
CL 14555 3	Black Office Printer Toner	228688	03/04/17	3/17	100977 WESTERN BUSINESS EQUIPMENT,	269.00
						Object Total : 1,142.88
						Program-Function Total : 33,266.63
E 100-2400 Regular Ed. Programs-School Admin.						
111 Administrative						
PR 170300 7	Payroll Expenditure		/ /	3/17		3,999.99
						Object Total : 3,999.99

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
101 GENERAL FUND						
E 100-2400 Regular Ed. Programs-School Admin.						
115 Office/Clerical						
PR 170300 8	Payroll Expenditure		/ /	3/17		1,265.95
						Object Total : 1,265.95
250 Workers' Comp.						
PR 170300 9	Employer Contributions		/ /	3/17		33.58
PR 170300 10	Workman's Comp Discount		/ /	3/17		-64.15
						Object Total : -30.57
260 Health Insurance						
PR 170300 11	Employer Contributions		/ /	3/17		920.70
						Object Total : 920.70
330 Other Professional						
CL 14550 1	Budget Conf - Williams	52909	02/01/17	3/17	13 MTSBA	125.00
CL 14553 1	Msl a Area Curriculum Cons Fee		02/27/17	3/17	54 SEELEY LAKE SD34	1,200.00
						Object Total : 1,325.00
						Program-Function Total : 7,481.07
E 100-2500 Regular Ed. Programs-Sup. Serv.-Business						
111 Administrative						
PR 170300 12	Payroll Expenditure		/ /	3/17		959.21
						Object Total : 959.21
250 Workers' Comp.						
PR 170300 13	Employer Contributions		/ /	3/17		6.11
PR 170300 14	Workman's Comp Discount		/ /	3/17		-13.44
						Object Total : -7.33
260 Health Insurance						
PR 170300 15	Employer Contributions		/ /	3/17		340.20
						Object Total : 340.20
330 Other Professional						
CL 14550 2	Budget Conf - Thornton	52909	02/01/17	3/17	13 MTSBA	125.00
CL 14556 3	Background Check Reimb		03/01/17	3/17	100842 POTOMAC SCHOOL PETTY CASH	54.50
						Object Total : 179.50

Fund/Account/ Doc/Line #	Description	Invoice	Invoice Date	Acct. Per.	Vendor	Amount	
101 GENERAL FUND							
E 100-2500 Regular Ed. Programs-Sup. Serv.-Business							
532 Postage							
CC 424 3	Postage	6	02/16/17	3/17		147.00	
						Object Total :	147.00
						Program-Function Total :	1,618.58
E 100-2600 Regular Ed. Programs-Oper. & Maint. Plant							
114 Custodial/Maint							
PR 170300 16	Payroll Expenditure		/ /	3/17		1,226.25	
						Object Total :	1,226.25
250 Workers' Comp.							
PR 170300 17	Employer Contributions		/ /	3/17		96.43	
PR 170300 18	Workman's Comp Discount		/ /	3/17		-174.80	
						Object Total :	-78.37
260 Health Insurance							
PR 170300 19	Employer Contributions		/ /	3/17		253.80	
						Object Total :	253.80
330 Other Professional							
CL 14545 1	Furnace Maint and Repair	11023	02/03/17	3/17	101006 DESIGN AIR, INC.	318.23	
CL 14556 2	Water School Reimb		03/01/17	3/17	100842 POTOMAC SCHOOL PETTY CASH	255.00	
						Object Total :	573.23
412 Electricity							
CL 14548 1	School Electric		02/28/17	3/17	10 MISSOULA ELECTRIC COOP INC	944.87	
						Object Total :	944.87
431 Disposal Services							
CL 14551 1	Disposal Services - School		02/28/17	3/17	9 REPUBLIC SERVICES #889	125.71	
						Object Total :	125.71
531 Telephone							
CL 14537 1	Telephone Bill		03/01/17	3/17	3 BLACKFOOT TELEPHONE	522.34	
						Object Total :	522.34

Fund/Account/ Doc/Line #	Description	Invoic e	Invoic Date	Acct. Per.	Vendor	Amount
101 GENERAL FUND						
E 100-2600 Regular Ed. Programs-Oper. & Maint. Plant						
610 Supplies						
CC 422 1	Ice Chipper	51	02/07/17	3/17		24.98
CC 422 2	Salt Melt & Furnace Filters	35	02/07/17	3/17		87.92
CC 422 3	Supplies		02/07/17	3/17		-1.65
CL 14536 1	Maintenance Supplies	2946	02/23/17	3/17	57 A-1 VACUUM & JANITORIAL	71.96
CL 14549 1	Maintenance Supplies	892007	02/09/17	3/17	64 MISSOULA TEXTILE SERVICES	130.65
CL 14549 2	Maintenance Supplies	896785	02/23/17	3/17	64 MISSOULA TEXTILE SERVICES	109.68
					Object Total :	423.54
					Program-Function Total :	3,991.37
E 100-2620 Regular Ed. Programs-Operation of Community Center						
114 Custodial/Maint						
PR 170300 20	Payroll Expenditure		/ /	3/17		1,226.25
					Object Total :	1,226.25
250 Workers' Comp.						
PR 170300 21	Employer Contributions		/ /	3/17		96.42
PR 170300 22	Workman's Comp Discount		/ /	3/17		-174.81
					Object Total :	-78.39
260 Health Insurance						
PR 170300 23	Employer Contributions		/ /	3/17		253.80
					Object Total :	253.80
330 Other Professional						
CL 14554 1	Comm Ctr Floor Machine	973817	02/17/17	3/17	101334 STEVE'S MOBILE SERVICE	329.00
					Object Total :	329.00
412 Electricity						
CL 14548 2	Comm Center Electric		02/28/17	3/17	10 MISSOULA ELECTRIC COOP INC	1,163.52
					Object Total :	1,163.52
431 Disposal Services						
CL 14551 2	Disposal Services - Comm Ctr		02/28/17	3/17	9 REPUBLIC SERVICES #889	125.71
					Object Total :	125.71
					Program-Function Total :	3,019.89

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount	
101 GENERAL FUND							
E 120-2400 CONTINGENCY FUNDS-School Admi n.							
112 Professional Ed.							
PR 170300 24	Payrol l Expendi ture		/ /	3/17		621.08	
						Object Total :	621.08
250 Workers' Comp.							
PR 170300 25	Empl oyer Contri buti ons		/ /	3/17		3.96	
PR 170300 26	Workman' s Comp Di scount		/ /	3/17		-2.29	
						Object Total :	1.67
						Program-Functi on Total :	622.75
E 128-2500 Technol ogy-Sup. Serv. -Busi ness							
330 Other Professi onal							
CL 14544 1	Servi ce work	84981	02/15/17	3/17	100898 COMPUTER GUYS INC.	389.16	
						Object Total :	389.16
						Program-Functi on Total :	389.16
E 280-1000 Speci al Educati on-Instructi on							
112 Professional Ed.							
PR 170300 27	Payrol l Expendi ture		/ /	3/17		1,567.90	
						Object Total :	1,567.90
117 Teacher' s Ai des							
PR 170300 28	Payrol l Expendi ture		/ /	3/17		315.72	
						Object Total :	315.72
119 Other Sup. Sal ari es							
PR 170300 29	Payrol l Expendi ture		/ /	3/17		1,696.65	
						Object Total :	1,696.65
250 Workers' Comp.							
PR 170300 30	Empl oyer Contri buti ons		/ /	3/17		22.83	
PR 170300 31	Workman' s Comp Di scount		/ /	3/17		-24.75	
						Object Total :	-1.92
260 Heal th Insuranc e							
PR 170300 32	Empl oyer Contri buti ons		/ /	3/17		412.57	
						Object Total :	412.57

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
101 GENERAL FUND						
Program-Function Total :						3,990.92
E 710-3500 School Sponsored Ext-Extracurricular/Ath.						
810 Dues and Fees						
CL 14556 1	Referee Reimb's	03/01/17	3/17	100842	POTOMAC SCHOOL PETTY CASH	360.00
Object Total :						360.00
Program-Function Total :						360.00
E 910-3100 Food Services-Food Services						
116 Cooks						
PR 170300 33	Payroll Expenditure	/ /	3/17			315.72
Object Total :						315.72
250 Workers' Comp.						
PR 170300 34	Employer Contributions	/ /	3/17			2.01
PR 170300 35	Workman's Comp Discount	/ /	3/17			-18.39
Object Total :						-16.38
260 Health Insurance						
PR 170300 36	Employer Contributions	/ /	3/17			648.00
Object Total :						648.00
570 Food Services						
CC 423 1	Food	101223	02/19/17	3/17		24.27
CC 423 2	Food	101328	01/31/17	3/17		9.95
CC 423 4	Food	101185	01/26/17	3/17		6.70
CL 14552 1	Food	143101084	02/03/17	3/17	25 SYSCO FOOD SERVICES OF MT	230.33
CL 14552 2	Food	143105380	02/07/17	3/17	25 SYSCO FOOD SERVICES OF MT	202.49
CL 14552 3	Food Credit	143109186	02/09/17	3/17	25 SYSCO FOOD SERVICES OF MT	-16.74
CL 14552 4	Food	143110634	02/10/17	3/17	25 SYSCO FOOD SERVICES OF MT	156.19
CL 14552 7	Food	143115127	02/14/17	3/17	25 SYSCO FOOD SERVICES OF MT	95.71
CL 14552 8	Food	143115128	02/14/17	3/17	25 SYSCO FOOD SERVICES OF MT	182.59
CL 14552 9	Food	143124355	02/21/17	3/17	25 SYSCO FOOD SERVICES OF MT	281.24
CL 14552 10	Food	143133698	02/28/17	3/17	25 SYSCO FOOD SERVICES OF MT	286.43
Object Total :						1,459.16
Program-Function Total :						2,406.50
Fund Total :						57,146.87

Fund/Account/ Doc/Line #	Description	Invoice	Invoice Date	Acct. Per.	Vendor	Amount	
110 TRANSPORTATION FUND							
E 100-2500 Regular Ed. Programs-Sup. Serv.-Business							
111 Administrative							
PR 170300 40	Payroll Expenditure		/ /	3/17		380.64	
						Object Total :	380.64
250 Workers' Comp.							
PR 170300 41	Employer Contributions		/ /	3/17		2.43	
PR 170300 42	Workman's Comp Discount		/ /	3/17		-5.34	
						Object Total :	-2.91
260 Health Insurance							
PR 170300 43	Employer Contributions		/ /	3/17		135.00	
						Object Total :	135.00
						Program-Function Total :	512.73
E 100-2700 Regular Ed. Programs-Student Transp.							
111 Administrative							
PR 170300 44	Payroll Expenditure		/ /	3/17		1,333.34	
						Object Total :	1,333.34
250 Workers' Comp.							
PR 170300 45	Employer Contributions		/ /	3/17		8.50	
PR 170300 46	Workman's Comp Discount		/ /	3/17		-14.74	
						Object Total :	-6.24
260 Health Insurance							
PR 170300 47	Employer Contributions		/ /	3/17		126.90	
						Object Total :	126.90
513 Bus Contractors							
CL 14547 7	Morrison Lane	6041	03/01/17	3/17	82 MAJESTIC BUS SERVICE, INC	348.70	
CL 14547 8	Bus Contract	6042	03/01/17	3/17	82 MAJESTIC BUS SERVICE, INC	8,665.00	
						Object Total :	9,013.70
						Program-Function Total :	10,467.70

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POTOMAC ELEMENTARY SCHOOL
Expenditure Detail
For the Accounting Periods: 3/17 - 3/17

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Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
110 TRANSPORTATION FUND						
E 510-2700 Head Start-Student Transp.						
515 Trans. Contingency						
CL 14543 1	Preschool Bus	161702	03/01/17	3/17	101311 CLINTON SCHOOL DISTRICT 32	3,308.73
Object Total :						3,308.73
Program-Function Total :						3,308.73
Fund Total :						14,289.16

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 170300 51	Payroll Expenditure	/ /		3/17		1,582.35
						Object Total : 1,582.35
250 Workers' Comp.						
PR 170300 52	Employer Contributions	/ /		3/17		124.42
PR 170300 53	Workman's Comp Discount	/ /		3/17		-222.31
						Object Total : -97.89
570 Food Services						
CL 14546 1	Lunch Bill Reimbursement		02/28/17	3/17	101192 LINDA KOCHER	24.40
						Object Total : 24.40
610 Supplies						
CC 423 3	Supplies	100942	01/27/17	3/17		10.86
CC 423 5	Supplies		01/26/17	3/17		-4.94
CL 14552 5	Supplies	143110634	02/10/17	3/17	25 SYSCO FOOD SERVICES OF MT	82.54
CL 14552 6	Supplies Credit	14301782	02/16/17	3/17	25 SYSCO FOOD SERVICES OF MT	-82.54
						Object Total : 5.92
						Program-Function Total : 1,514.78
						Fund Total : 1,514.78

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 170300 57	Employer Contributions		/ /	3/17		2,000.23
					Object Total :	2,000.23
220 Teachers' Retirement						
PR 170300 58	Employer Contributions		/ /	3/17		2,415.87
					Object Total :	2,415.87
240 Unemployment Comp.						
PR 170300 59	Employer Contributions		/ /	3/17		101.93
					Object Total :	101.93
					Program-Function Total :	4,518.03
E 100-2400 Regular Ed. Programs-School Admin.						
210 Social Security/Med.						
PR 170300 60	Employer Contributions		/ /	3/17		315.73
					Object Total :	315.73
220 Teachers' Retirement						
PR 170300 61	Employer Contributions		/ /	3/17		350.80
					Object Total :	350.80
230 PERS						
PR 170300 62	Employer Contributions		/ /	3/17		102.54
					Object Total :	102.54
240 Unemployment Comp.						
PR 170300 63	Employer Contributions		/ /	3/17		19.48
					Object Total :	19.48
					Program-Function Total :	788.55
E 100-2500 Regular Ed. Programs-Sup. Serv.-Business						
210 Social Security/Med.						
PR 170300 64	Employer Contributions		/ /	3/17		43.99
					Object Total :	43.99

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
114 RETIREMENT FUND						
E 100-2500 Regular Ed. Programs-Sup. Serv.-Business						
230 PERS						
PR 170300 65	Employer Contributions	/ /		3/17		108.53
					Object Total :	108.53
240 Unemployment Comp.						
PR 170300 66	Employer Contributions	/ /		3/17		4.95
					Object Total :	4.95
					Program-Function Total :	157.47
E 100-2600 Regular Ed. Programs-Oper. & Maint. Plant						
210 Social Security/Med.						
PR 170300 67	Employer Contributions	/ /		3/17		90.94
					Object Total :	90.94
230 PERS						
PR 170300 68	Employer Contributions	/ /		3/17		99.32
					Object Total :	99.32
240 Unemployment Comp.						
PR 170300 69	Employer Contributions	/ /		3/17		4.53
					Object Total :	4.53
					Program-Function Total :	194.79
E 100-2620 Regular Ed. Programs-Operation of Community Center						
210 Social Security/Med.						
PR 170300 70	Employer Contributions	/ /		3/17		90.94
					Object Total :	90.94
230 PERS						
PR 170300 71	Employer Contributions	/ /		3/17		99.33
					Object Total :	99.33
240 Unemployment Comp.						
PR 170300 72	Employer Contributions	/ /		3/17		4.54
					Object Total :	4.54
					Program-Function Total :	194.81

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
114 RETIREMENT FUND						
E 100-2700 Regular Ed. Programs-Student Transp.						
210 Social Security/Med.						
PR 170300 73	Employer Contributions	/ /		3/17		101.99
					Object Total :	101.99
220 Teachers' Retirement						
PR 170300 74	Employer Contributions	/ /		3/17		116.93
					Object Total :	116.93
240 Unemployment Comp.						
PR 170300 75	Employer Contributions	/ /		3/17		4.93
					Object Total :	4.93
					Program-Function Total :	223.85
E 120-2400 CONTINGENCY FUNDS-School Adm n.						
210 Social Security/Med.						
PR 170300 76	Employer Contributions	/ /		3/17		47.52
					Object Total :	47.52
220 Teachers' Retirement						
PR 170300 77	Employer Contributions	/ /		3/17		54.47
					Object Total :	54.47
240 Unemployment Comp.						
PR 170300 78	Employer Contributions	/ /		3/17		2.30
					Object Total :	2.30
					Program-Function Total :	104.29
E 280-1000 Special Education-Instruction						
210 Social Security/Med.						
PR 170300 79	Employer Contributions	/ /		3/17		270.94
					Object Total :	270.94
220 Teachers' Retirement						
PR 170300 80	Employer Contributions	/ /		3/17		257.37
					Object Total :	257.37

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
114 RETIREMENT FUND						
E 280-1000 Special Education-Instruction						
230 PERS						
PR 170300 81	Employer Contributions	/ /	3/17			52.29
					Object Total :	52.29
240 Unemployment Comp.						
PR 170300 82	Employer Contributions	/ /	3/17			13.25
					Object Total :	13.25
					Program-Function Total :	593.85
E 910-3100 Food Services-Food Services						
210 Social Security/Med.						
PR 170300 83	Employer Contributions	/ /	3/17			132.01
					Object Total :	132.01
220 Teachers' Retirement						
PR 170300 84	Employer Contributions	/ /	3/17			27.69
					Object Total :	27.69
230 PERS						
PR 170300 85	Employer Contributions	/ /	3/17			128.17
					Object Total :	128.17
240 Unemployment Comp.						
PR 170300 86	Employer Contributions	/ /	3/17			7.02
					Object Total :	7.02
					Program-Function Total :	294.89
					Fund Total :	7,070.53

Fund/Account/ Doc/Line #	Description	Invoic Invoic	Invoice Date	Acct. Per.	Vendor	Amount
115 MI SC. PROGRAMS FUND						
E 100-1000 Regular Ed. Programs-Instruction						
111 Administrative						
121 21st Century Grant						
PR 170300 88	Payrol Expendi ture		/ /	3/17		1,272.16
					Project Total :	1,272.16
					Object Total :	1,272.16
112 Professional Ed.						
121 21st Century Grant						
PR 170300 89	Payrol Expendi ture		/ /	3/17		418.93
					Project Total :	418.93
					Object Total :	418.93
117 Teacher' s Aides						
121 21st Century Grant						
PR 170300 90	Payrol Expendi ture		/ /	3/17		363.40
					Project Total :	363.40
					Object Total :	363.40
210 Social Securi ty/Med.						
121 21st Century Grant						
PR 170300 91	Empl oyer Contri buti ons		/ /	3/17		151.91
					Project Total :	151.91
					Object Total :	151.91
220 Teachers' Retirement						
121 21st Century Grant						
PR 170300 92	Empl oyer Contri buti ons		/ /	3/17		180.18
					Project Total :	180.18
					Object Total :	180.18
240 Unempl oymen t Comp.						
121 21st Century Grant						
PR 170300 93	Empl oyer Contri buti ons		/ /	3/17		7.61
					Project Total :	7.61
					Object Total :	7.61
250 Workers' Comp.						
121 21st Century Grant						
PR 170300 94	Empl oyer Contri buti ons		/ /	3/17		13.09
PR 170300 95	Workman' s Comp Di scount		/ /	3/17		-22.03
					Project Total :	-8.94
					Object Total :	-8.94
260 Heal th Insurance						
121 21st Century Grant						
PR 170300 96	Empl oyer Contri buti ons		/ /	3/17		579.99
					Project Total :	579.99
					Object Total :	579.99
582 Travel Out-of-Di st.						
121 21st Century Grant						
CL 14547 1	Expl orers to Di scovery	6035	02/03/17	3/17	82 MAJESTIC BUS SERVICE, INC	592.60
					Project Total :	592.60
102 S. T. R. E. A. M. (Expl orers)						
CL 14547 2	Field Trips to Garnet Ghost Tn	6036	02/16/17	3/17	82 MAJESTIC BUS SERVICE, INC	84.00
CL 14547 3	Girls BBall to Clinton	6037	02/21/17	3/17	82 MAJESTIC BUS SERVICE, INC	143.28

Fund/Account/ Doc/Line #	Description	Invoice	Invoice Date	Acct. Per.	Vendor	Amount	
115 MISC. PROGRAMS FUND							
E 100-1000 Regular Ed. Programs-Instruction							
						Project Total :	227.28
121 21st Century Grant							
CL 14547 4	Explorers to Condon	6038	02/24/17	3/17	82 MAJESTIC BUS SERVICE, INC	286.73	
						Project Total :	286.73
102 S.T.R.E.A.M. (Explorers)							
CL 14547 5	Girls BBall to Frenchtown	6039	02/27/17	3/17	82 MAJESTIC BUS SERVICE, INC	232.83	
CL 14547 6	Girls BBall to Hellgate Elem	6040	02/28/17	3/17	82 MAJESTIC BUS SERVICE, INC	189.05	
						Project Total :	421.88
						Object Total :	1,528.49
						Program-Function Total :	4,493.73
E 420-1000 Title I-Instruction							
117 Teacher's Aides							
327 Title 2016-2017							
PR 170300 97	Payroll Expenditure		/ /	3/17		1,981.06	
						Project Total :	1,981.06
						Object Total :	1,981.06
210 Social Security/Med.							
327 Title 2016-2017							
PR 170300 98	Employer Contributions		/ /	3/17		72.51	
						Project Total :	72.51
						Object Total :	72.51
220 Teachers' Retirement							
327 Title 2016-2017							
PR 170300 99	Employer Contributions		/ /	3/17		173.74	
						Project Total :	173.74
						Object Total :	173.74
240 Unemployment Comp.							
327 Title 2016-2017							
PR 170300 100	Employer Contributions		/ /	3/17		7.33	
						Project Total :	7.33
						Object Total :	7.33
250 Workers' Comp.							
327 Title 2016-2017							
PR 170300 101	Employer Contributions		/ /	3/17		12.63	
PR 170300 102	Workman's Comp Discount		/ /	3/17		-23.46	
						Project Total :	-10.83
						Object Total :	-10.83
260 Health Insurance							
327 Title 2016-2017							
PR 170300 103	Employer Contributions		/ /	3/17		506.31	
						Project Total :	506.31
						Object Total :	506.31
						Program-Function Total :	2,730.12

Fund/Account/ Doc/Line #	Description	Invoice Invoice	Invoice Date	Acct. Per.	Vendor	Amount
115 MISC. PROGRAMS FUND						
E 420-2300 Title I-General Admin						
111 Administrative						
327 Title 2016-2017						
PR 170300 104	Payroll Expenditure	/ /		3/17		182.71
					Project Total :	182.71
					Object Total :	182.71
210 Social Security/Med.						
327 Title 2016-2017						
PR 170300 105	Employer Contributions	/ /		3/17		6.00
					Project Total :	6.00
					Object Total :	6.00
230 PERS						
327 Title 2016-2017						
PR 170300 106	Employer Contributions	/ /		3/17		14.80
					Project Total :	14.80
					Object Total :	14.80
240 Unemployment Comp.						
327 Title 2016-2017						
PR 170300 107	Employer Contributions	/ /		3/17		0.68
					Project Total :	0.68
					Object Total :	0.68
250 Workers' Comp.						
327 Title 2016-2017						
PR 170300 108	Employer Contributions	/ /		3/17		1.17
PR 170300 109	Workman's Comp Discount	/ /		3/17		-2.57
					Project Total :	-1.40
					Object Total :	-1.40
260 Health Insurance						
327 Title 2016-2017						
PR 170300 110	Employer Contributions	/ /		3/17		64.80
					Project Total :	64.80
					Object Total :	64.80
					Program-Function Total :	267.59
					Fund Total :	7,491.44

POTOMAC ELEMENTARY SCHOOL
Expenditure Budget
For the Year: 2016 - 2017

101 GENERAL FUND

Program-Function-Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
	12-13	13-14	14-15	15-16	Budget	Exp.	Budget	Changes	Budget	Budget
100 Regular Ed. Programs										
112 Professional Ed.			4,002		0	0%		0	0	0%
113 Professional Other		3,130	2,995		0	0%		0	0	0%
115 Office/Clerical	17,675	19,339	21,419	22,658	22,638	100%	23,917	0	23,917	105%
\$23,917 Ployhar										
170 Vacation Leave	1,006				0	0%		0	0	0%
250 Workers' Comp.	332	339	393	370	369	100%	375	0	375	101%
260 Health Insurance	11,272	11,649	11,461	11,771	10,849	108%	11,340	0	11,340	104%
330 Other Professional	2,995	12,097	5,770	4,302	4,302	100%	4,300	0	4,300	99%
540 Advertising		5			0	0%		0	0	0%
582 Travel Out-of-Dist.	360	218	277	907	907	100%	900	0	900	99%
610 Supplies	51	149			0	0%		0	0	0%
640 Books	86	270		83	83	100%	80	0	80	96%
810 Dues and Fees	687		1,564	2,770	2,770	100%	1,500	0	1,500	54%
Function Total :	80,626	96,353	94,298	92,856	90,668	102%	90,412	0	90,412	99%
2500 Sup. Serv. -Business										
111 Administrative	16,434	21,880	21,749	24,053	23,808	101%	17,333	0	17,333	72%
\$20,773 Thornton@ 63%										
\$-3,440 Additional Deduction due to hours required										
170 Vacation Leave	1,167				0	0%		0	0	0%
250 Workers' Comp.	92	98	114	117	109	107%	110	0	110	100%
260 Health Insurance	3,867	2,787	3,564	4,239	3,888	109%	4,089	0	4,089	105%
330 Other Professional	9,734	10,811	8,127	10,902	10,972	99%	11,000	0	11,000	100%
532 Postage	657	1,093	569	708	769	92%	800	0	800	104%
540 Advertising	309	13	52	90	121	74%	100	0	100	82%
582 Travel Out-of-Dist.		693	1,356	189	741	26%	750	0	750	101%
583 Travel Out-of-Dist.	633				0	0%		0	0	0%
610 Supplies	1,209	229	758	58	58	100%	55	0	55	94%
640 Books		18			0	0%		0	0	0%
680 Software	3,007	131	240	94	94	100%	100	0	100	106%
810 Dues and Fees	75	450	250	185	185	100%	195	0	195	105%
Function Total :	37,184	38,203	36,779	40,635	40,745	100%	34,532	0	34,532	84%
2600 Oper. & Maint. Plant										
114 Custodial /Maint	6,125	7,163	9,176	9,422	10,069	94%	15,600	0	15,600	154%
\$15,600 Ruff @ 50%										
120 Temporary Salaries	1,560	897			0	0%		0	0	0%
170 Vacation Leave	234				0	0%		0	0	0%
250 Workers' Comp.	539	537	600	591	591	100%	750	0	750	126%
260 Health Insurance	2,686	3,510	2,962	3,178	2,914	109%	3,240	0	3,240	111%
330 Other Professional	4,137	4,838	3,910	5,042	5,037	100%	5,050	0	5,050	100%
411 Gas	6,462	8,881	6,168	2,826	2,826	100%	3,500	0	3,500	123%
412 Electricity	6,110	11,006	8,238	7,764	7,764	100%	8,000	0	8,000	103%
431 Disposal Services	2,588	2,299	1,840	1,471	1,471	100%	1,470	0	1,470	99%
440 Repair and Maint.	1,840	2,534			0	0%		0	0	0%

POTOMAC ELEMENTARY SCHOOL
Expenditure Budget
For the Year: 2016 - 2017

101 GENERAL FUND

Program-Function-Object	Actuals				Current	%	Prelim.	Budget	Final	%
	12-13	13-14	14-15	15-16	Budget	Exp.	Budget	Changes	Budget	Budget
100 Regular Ed. Programs										
460 Minor Construction		2,671	10,344	282	282	100%		0	0	0%
520 Insurance	7,201	7,604	8,022	8,423	8,423	100%	8,600	0	8,600	102%
	\$-8,600 Possible to pay next year									
531 Telephone	1,834	7,088	4,338	5,390	5,390	100%	7,000	0	7,000	129%
	\$7,000 Increase due to e-rate dropping some coverage									
582 Travel Out-of-Dist.		224			0	0%	550	0	550	*****
610 Supplies	7,966	7,307	14,942	11,593	7,500	155%	7,500	0	7,500	100%
810 Dues and Fees		170	100	100	100	100%	100	0	100	100%
Function Total :	49,282	66,729	70,640	56,082	52,367	107%	61,360	0	61,360	117%
2620 Operation of Community										
114 Custodial /Maint	6,184	7,163	9,176	9,421	10,069	94%	15,600	0	15,600	154%
	\$15,600 Ruff @ 50%									
170 Vacation Leave	234				0	0%		0	0	0%
250 Workers' Comp.	421	413	600	591	591	100%	750	0	750	126%
260 Health Insurance	2,686	3,510	2,962	3,178	2,914	109%	3,240	0	3,240	111%
330 Other Professional	1,829	1,078	1,376	848	975	87%	850	0	850	87%
412 Electricity	8,275	7,294	8,258	9,729	9,729	100%	10,000	0	10,000	102%
431 Disposal Services		607	1,106	1,471	1,471	100%	1,470	0	1,470	99%
440 Repair and Maint.	811	230			0	0%		0	0	0%
450 Rentals	4,596	1,200	1,200	1,200	1,200	100%	1,200	0	1,200	100%
	\$-1,200 Possible to pay next year									
610 Supplies	1,365	559	370	135	400	34%	400	0	400	100%
810 Dues and Fees		100	100	100	100	100%	100	0	100	100%
Function Total :	26,401	22,154	25,148	26,673	27,449	97%	33,610	0	33,610	122%
2700 Student Transp.										
515 Trans. Contingency			453		0	0%		0	0	0%
Function Total :			453		0	***%		0	0	0%
Program Total	535,982	582,741	637,611	615,314	613,652	100%	629,843		629,843	102%
120 CONTINGENCY FUNDS										
1000 Instruction										
117 Teacher's Aides	1,112				0	0%		0	0	0%
160 Sick Leave Term. Pay	3,111				0	0%		0	0	0%
180 Retention Pay	14,000		2,000		0	0%		0	0	0%
250 Workers' Comp.	198				0	0%		0	0	0%
330 Other Professional	5,200		5,000		0	0%		0	0	0%
610 Supplies	2,407				0	0%		0	0	0%
660 Minor Equipment-New	8,390			8,067	0	***%		0	0	0%
Function Total :	34,418		7,000	8,067	0	***%		0	0	0%
2400 School Admi n.										
112 Professional Ed.				2,421	2,421	100%	2,500	0	2,500	103%
	\$2,500 Counselor									

POTOMAC ELEMENTARY SCHOOL
Expenditure Budget
For the Year: 2016 - 2017

101 GENERAL FUND

Program-Function-Object	Actuals				Current	%	Prelim.	Budget	Final	%
	12-13	13-14	14-15	15-16	Budget	Exp.	Budget	Changes	Budget	Budget
120 CONTINGENCY FUNDS										
250 Workers' Comp.				8	8	100%	10	0	10	125%
330 Other Professional				1,101	1,101	100%		0	0	0%
\$2,000 Grant Writer										
\$-2,000 Pay from Misc Funds Jane Heman Grant										
Function Total:				3,530	3,530	100%	2,510	0	2,510	71%
2600 Oper. & Maint. Plant										
440 Repair and Maint.				2,306	5,548	42%		0	0	0%
460 Minor Construction	8,100	22,662		24,556	34,547	71%		0	0	0%
Function Total:	8,100	22,662		26,862	40,095	67%		0	0	0%
3500 Extracurricular/Ath.										
610 Supplies				1,640	1,640	100%	1,640	0	1,640	100%
810 Dues and Fees				1,414	1,414	100%	1,500	0	1,500	106%
Function Total:				3,054	3,054	100%	3,140	0	3,140	102%
Program Total	42,518	22,662	7,000	41,513	46,679	89%	5,650		5,650	12%
128 Technology										
2500 Sup. Serv.-Business										
330 Other Professional	-863	4,120	7,926	8,464	8,464	100%	8,500	0	8,500	100%
\$8,500 Last Yrs Maintenance										
\$5,500 ERate co-pay for Infrastructure Installation										
\$-5,500 Costs to pay out of Tech fund										
610 Supplies	920	751	2,207	784	784	100%	800	0	800	102%
\$800 Last Yrs Supplies										
680 Software		272	599	362	362	100%	360	0	360	99%
\$360 Last Yrs Software										
Function Total:	57	5,143	10,732	9,610	9,610	100%	9,660	0	9,660	100%
Program Total	57	5,143	10,732	9,610	9,610	100%	9,660		9,660	100%
280 Special Education										
1000 Instruction										
112 Professional Ed.	17,237	20,621	13,881		0	0%	18,815	0	18,815	*****%
\$18,815 Burtch @ 60%										
117 Teacher's Aides				21,149	20,924	101%	17,810	0	17,810	85%
\$9,000 Possible Spec Ed Aide half year starting in January										
\$8,810 73 Add'l One on One Aide										
122 Prof/Ed/Sub Teachers		40			0	0%		0	0	0%
250 Workers' Comp.	153	131	131	116	117	99%	135	0	135	115%
260 Health Insurance	5,200	6,200	6,171	5,611	5,031	112%	7,128	0	7,128	141%
\$-3,240 Possible reduction if Special Ed Aide not required										
330 Other Professional		2,275			0	0%		0	0	0%
Function Total:	22,590	29,267	20,183	26,876	26,072	103%	43,888	0	43,888	168%

POTOMAC ELEMENTARY SCHOOL
Expenditure Budget
For the Year: 2016 - 2017

101 GENERAL FUND		Actuals				Current	%	Prelim.	Budget	Final	% Old
Program-Function-Object	12-13	13-14	14-15	15-16	Budget	Exp.	Budget	Changes	Budget	Budget	
					15-16	15-16	16-17	16-17	16-17	16-17	
280 Special Education											
6200 Resources Trans.											
920 Res. Trans. Other Sch	14,014	12,103	17,774	11,192	11,192	100%	2,800	0	2,800	25%	
Function Total :	14,014	12,103	17,774	11,192	11,192	100%	2,800	0	2,800	25%	
Program Total	36,604	41,370	37,957	38,068	37,264	102%	46,688		46,688	125%	
365 Indian Ed											
1000 Instruction											
112 Professional Ed.		3,362	3,362	3,024	3,024	100%	3,024	0	3,024	100%	
122 Prof/Ed/Sub Teachers	682				0	0%		0	0	0%	
330 Other Professional	1,175				0	0%		0	0	0%	
582 Travel Out-of-Dist.	95				0	0%		0	0	0%	
610 Supplies	189				0	0%		0	0	0%	
Function Total :	2,141	3,362	3,362	3,024	3,024	100%	3,024	0	3,024	100%	
Program Total	2,141	3,362	3,362	3,024	3,024	100%	3,024		3,024	100%	
710 School Sponsored Ext											
3500 Extracurricular/Ath.											
810 Dues and Fees	475	540	600	600	600	100%	600	0	600	100%	
Function Total :	475	540	600	600	600	100%	600	0	600	100%	
Program Total	475	540	600	600	600	100%	600		600	100%	
910 Food Services											
3100 Food Services											
116 Cooks	10,402	9,923	2,208	5,351	5,348	100%	3,692	0	3,692	69%	
\$3,692 James @ 20%											
120 Temporary Salaries	82	522			0	0%		0	0	0%	
170 Vacation Leave	434				0	0%		0	0	0%	
250 Workers' Comp.	635	546	20	26	28	93%	30	0	30	107%	
260 Health Insurance	5,907	9,672	5,820	2,259	0	***%	7,776	0	7,776	****%	
\$-6,480 Possible savings in Health Ins if Food Fund covers it											
330 Other Professional		177		324	0	***%		0	0	0%	
570 Food Services		3,014	1,521		0	0%	1,500	0	1,500	****%	
\$-1,500 Possible savings if all food covered by Food Fund											
580 Travel		311			0	0%		0	0	0%	
582 Travel Out-of-Dist.				117	0	***%	400	0	400	****%	
610 Supplies		131	508		0	0%		0	0	0%	
Function Total :	17,460	24,296	10,077	8,077	5,376	150%	13,398	0	13,398	249%	
Program Total	17,460	24,296	10,077	8,077	5,376	150%	13,398		13,398	249%	
						73%				72%	
Fund Total :	635,237	680,114	707,339	716,206	716,205	100%	708,863	0	708,863	0%	
Grand Total :	635,237	680,114	707,339	716,206	716,205		708,863	0	708,863		

POTOMAC SCHOOL BOARD CALENDAR

*Trustee review
Friday before
monthly meeting*

(Now on School Website, drop down under Trustee Tab)

July

August

Prior Year Trustee Financial Summary approval
Current Year Budget approval
Professional Responsibilities and Goals for Principal
Set Principal Evaluation Date
Approve Classified Offer of Employment

Craig - 3pm

September

Appointment for Missoula Area Curriculum Consortium
School Strategic Plan & Goals
8th Grade Trip

Kelsy

October

Gary

November

Jason

December

Review Strategic Plan & Goals Progress
Principal Evaluation

Jason

January

Approve Principal offer of employment

Craig

February

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

Kelsy

March

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

Gary

April

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

Cliff

June

Audit Contract Review and Approval

CONTRACT DISCUSSION FOR TRANSPORTATION CONTINGENCIES 16-17

Linda Maass, Director of the Missoula Area Education Cooperative is a proponent of busses instead of Individual Transportation Contracts for pre-k students requiring the school to pay for transportation to Missoula. This is her explanation:

In a nutshell, transportation is one of the special education related services, which means, in part, that it's provided at no cost to parents. Whether or not a student needs special ed. transportation hinges on the answer to the question, "does the child need this related service in order to benefit from their special ed. program?" For a pre-school child, whose services occur off site, the answer to that question is usually yes, since we don't run buses for non-disabled preschool children.

School districts can offer a parent an "Individual Transportation Contract" however the parent is under no obligation to accept. If a school provides the bus transportation and parent turns it down, then the school is off the hook.

Furthermore, we cannot compel the parent to give us a reason for why they won't or can't do this. Also, if a school can share costs with another district or districts, it's often the most cost effective (particularly with more than one student). Keep in mind that a possible (worse case) scenario could be that the school offers the parent an Individual Transportation Contract, parent accepts for a period of time but then changes their mind. Result: school has paid parent for the ITC and then also has to pony up for bus transportation; sometimes that's even more money. I'm happy to answer further questions or attend a school board meeting. Hope this helps...Linda

Based on that information, and as discussed earlier this year, Potomac is currently working with Clinton, Desmet and Bonner to use a bus for our special ed pre-k students.

These are the current year (16-17) bus transportation costs for special ed pre-k students (from Tom Stack, Clinton):

127 days x \$307.94 = **\$39,108.38** (\$39,108.38 / 4 = \$9,777.10)

Clinton School does the paperwork for On-Schedule County & State Transportation reimbursement. That results in a reimbursement to them of \$12,638.50 (they anticipate that being more in the future). This results in a savings on the contract to Bonner, Desmet and Potomac of \$3,159.63 each on their portion of the contract with Handley Transportation.

\$39,108.38 - 12,638.50 = **\$26,469.88** so \$26,469.88 / 4 schools = **\$6,617.47** (Current Transportation Cost for Potomac)

Handley Transportation also requires a fuel floor for fuel costs which exceed \$3.00 per gallon (same as Majestic with our busses). Any excess will be billed to the four schools monthly by Handley Transportation to be paid directly to the company.

Tom Stack, Superintendent of Clinton School has worked with all the schools and is presenting this proposed contract:

PROPOSED COSTS FOR A 5 YR CONTRACT FOR BONNER, POTOMAC, DESMET & CLINTON: (based on 100 miles/day)

Year 17-18	\$ 40,300.00 (example - minus ~ \$12,638.50 /4 equals \$6,915.38 for Potomac's 17-18 Trans Fund)
Year 18-19	\$ 41,500.00
Year 19-20	\$ 43,000.00
Year 20-21	\$ 44,100.00
Year 21-22	\$ 45,400.00



**Senate Bill 307, Senator Llew Jones
New Authority for School Facilities Levy
New Obligation to Increase Transparency of Nonvoted Levies
February 22, 2017**

CRITICAL INFORMATION APPLICABLE TO ALL SCHOOL DISTRICTS – APRIL 15, 2017 DEADLINE TO ADOPT A RESOLUTION AND PUBLISH NOTICE OF ANY ANTICIPATED INCREASE IN NONVOTED LEVIES FOR NEXT YEAR – PLEASE READ AND ACT!

Introduction: As you likely know, the public education advocacy groups partnering in the Montana Public Education Center (MASBO, MEA-MFT, MQEC, MREA, MTSBA and SAM) have all collaborated with Senator Jones in introducing Senate Bill 307. Senate Bill 307 has been heard and passed unanimously out of Senate Education and will be scheduled for second reading in the Senate soon. In anticipation of passage of SB 307, all districts should be aware of a new reporting element when making preliminary decisions for FY18 and subsequent years.

The New Authority – Nonvoted Levy for major maintenance and repairs, energy efficiency and technology:

1. SB 307 provides school districts with new nonvoted levy authority for major maintenance and repairs, increased energy efficiency and technology enhancements for school facilities.
2. The authority is comparable to previously authorized levy authority for adult education, bus depreciation, transportation and tuition, in that trustees have the discretion to impose the levy as necessary to cover costs in these areas of a school district's budget.
3. This authority represents \$20 million on a statewide basis, and each individual school district's authority will generally be \$15,000 plus \$100 per ANB (with K-12 districts getting separate authority for its elementary and high school programs).

The New Obligation/Condition – Increased Transparency and Specific Notice Requirements with Approaching Deadline of April 15:

1. Senate Bill 307 includes a new notice requirement that will kick in immediately. **This notice requirement applies to all school district nonvoted levies adopted by motion of a board of trustees and is required before your board can impose an increase in revenues or mills next year for you:**
 - a. Adult Education Levy
 - b. Bus Depreciation Reserve Levy
 - c. Transportation Levy
 - d. Tuition Levy
 - e. New school facilities levy

Act Now! We are recommending that all school districts **include the following item on the school board's agenda for its March 2017 meeting:**

"Consideration and adoption of resolution estimating changes in revenues/mills from tuition, adult education, building reserve, transportation and bus depreciation levies for school fiscal year 2018."

We are further recommending that school boards **adopt a resolution in time to allow it to be published** in a paper of general circulation in the district and posted on the district website **no later than April 15, 2017.**

Further Information and Details:

The following pages include a model resolution that school districts can use to meet the requirements in the bill, answers to frequently asked questions and examples of key calculations needed for the resolution.

Model Resolution Under SB 307

Resolution of Intent to Impose an Increase in Levies

As an essential part of its budgeting process, the _____ Board of Trustees is authorized by law to impose levies to support its budget. The _____ Board of Trustees estimates the following increases/decreases in revenues and mills for the funds noted below for the next school fiscal year beginning July 1, _____, using certified taxable valuations from the current school fiscal year as provided to the district:

Fund Supported	Estimated Change in Revenues*	Estimated Change in Mills*	Estimated Impact, Home of \$100,000*	Estimated Impact, Home of \$200,000*
Adult Education	\$__ increase/decrease	__ increase/decrease	\$__ increase/decrease	\$__ increase/decrease
Bus Depreciation	\$__ increase/decrease	__ increase/decrease	\$__ increase/decrease	\$__ increase/decrease
Transportation	\$__ increase/decrease	__ increase/decrease	\$__ increase/decrease	\$__ increase/decrease
Tuition	\$__ increase/decrease	__ increase/decrease	\$__ increase/decrease	\$__ increase/decrease
Building Reserve	\$__ increase/decrease	__ increase/decrease	\$__ increase/decrease	\$__ increase/decrease
Total	\$__ increase/decrease	__ increase/decrease	\$__ increase/decrease	\$__ increase/decrease

***impacts above are based on current certified taxable valuations from the current school fiscal year**

Regarding the increase in the building reserve levy referenced above, the following are school facility maintenance projects anticipated to be completed at this time:

1. **Example:** Replace boiler in middle school
2. **Example:** Repair roof on the elementary gym
3. **Example:** Install fiber optic cable in district buildings
4. **Example:** Repair water filtering system

Note: Optional additional information: The items listed above this line are mandatory minimums under SB 307. SB 307, however, does not otherwise restrict other supplemental information that may be included in the resolution. A school board is free to incorporate additional explanations, context, information, etc. Examples of additional items a board may want to include might include, for example, the adjusted impact on mills that might occur because of newly taxable property.

A key point regarding the notice requirements is that they require an estimate only! Although you should do your best to provide an accurate estimate, you are not bound to the estimate if circumstances change or taxable values change. If you do not have information necessary to specifically estimate, we recommend you review past year averages and estimate an anticipated increase comparable to historical averages.

Sample Calculations of Maximum Levy Authority: The school facility maintenance amount is the sum of \$15,000 plus \$100 per budgeted ANB for the prior fiscal year.

Examples:

1. Elementary District with FY18 ANB of 300: $(\$15,000 + (\$100 \times 300)) = \$45,000$ annual levy authority
2. High School District with FY18 ANB of 1,000: $(\$15,000 + (\$100 \times 1,000)) = \$115,000$ annual levy authority
3. K-12 School District with FY18 ANB of 500: $((\$15,000 \times 2) + (\$100 \times 500)) = \$80,000$ annual levy authority

The Details - Section by Section Explanation of Senate Bill 307:

(You can also click [here](#) to see an annotated version that highlights and explains the purpose and effect of changes on a section by section basis)

1. Section 1:

- a. Creates new transparency regarding the imposition of nonvoted levies at the discretion of elected school boards.
- b. Requires adoption and notice of a resolution of intent to increase nonvoted levies under control of the school board:
 - i. Adult Education
 - ii. Building Reserve (new proposed nonvoted portion)
 - iii. Bus Depreciation
 - iv. Transportation
 - v. Tuition
- c. Resolution must, at a minimum, address any projected increase in revenue or mills, using the district's certified taxable valuation.
- d. Resolution must also include an estimated impact on a home valued at \$100,000 and \$200,000.
- e. Resolution must be adopted by March 31 (April 15 this year, to give the bill time to pass), and levy must be included in the August budget meeting as well.

2. Section 2:

- a. Addresses the facilities funding formula proposed in SB 307 for K-12 districts. K-12 districts serve all 13 grades under one district, which is different than unified school systems, which do so under two separate districts.
- b. Section 2 amendment ensures that a K-12 district has two separately calculated limits, 1 for its elementary program and 1 for its high school program.

3. Section 3:

- a. Section 3 makes school safety legislation, previously passed by the Legislature in a bill drafted by Senator Fred Thomas, permanent.
- b. This legislation was initially passed in 2013 with a two-year sunset, then repassed in 2015 with a four-year sunset. This bill proposes to remove the temporary nature of that law and make it permanent.
- c. The purpose of the law was to allow school districts greater flexibility to transfer funds in order to improve school safety.

4. Section 4:

- a. Creates a sub-fund structure for all current and the new proposed use of the building reserve fund. By using a subfund structure, we avoid creating new funds and instead propose to track building maintenance and repair expenses through a single fund.
- b. Section 4 of the bill proposes to create a new building maintenance and repairs formula, funded through a combination of a nonvoted, publicly-noticed levy and GTB-adjusted state support.
- c. Formula cap on the funding stream for each district equivalent to \$15,000 plus \$100 per ANB.
 - i. There are 31.6 million square feet in Montana's public schools. This will raise 70 cents per square foot of school buildings per year.
 - ii. Current ANB is approximately 150,000. This will raise an average of \$145 per ANB per year.
- d. There is a mill cap of 10 mills. Approximately 30 school districts unable to raise the formula cap with 10 mills have authority to deposit other revenues and transfer from other funds to fulfill their local effort necessary to qualify for matching state support.
- e. The state's role in funding this formula is contemplated to begin starting July 1, 2019 and later.
- f. Provides that a district that receives a quality schools grant may not levy in the biennium when such grant is awarded.

5. Section 5:

- a. Converts the School Facility and Technology fund, which is currently used to condition and award grants to a small number of districts, into a formula distribution fund that will benefit all districts.
- b. Retains existing revenue sources for that fund from timber sales on state lands and riverbed rents.
- c. Prioritizes the distribution of funding from this account in the following order:
 - i. \$1 million in technology funds needed to qualify for federal e-rate match.
 - ii. Formula aid for school facility maintenance aid.
 - iii. Bond subsidy support.
- d. Specifies limited purposes for which the state aid and local levy may be expended:
 - i. Major deferred maintenance
 - ii. Improved energy efficiency
 - iii. Critical infrastructure
 - iv. Emergency facility needs
 - v. Technological improvements
- e. Creates a formula for the state's share of school facilities aid:
 - i. GTB adjusted to ensure a minimum state support of 18% and a maximum state support of 80%, adjusted based on relative tax wealth.
 - ii. Further adjustments to reflect and recognize existing local effort in school district general fund budgets.
 - iii. Requires OPI to provide school districts with an estimate of matching state aid each year, based on each district's most recent certified taxable valuation.
 - iv. Restates formula limit (\$15,000 plus \$100 per ANB) and mill limit (10 mills)

6. Sections 6 and 7:

- a. Repeals the Quality Schools Grant program originally created by the Schweitzer Administration. Intent is to distribute the state's share more equitably by providing funding to all school districts.
- b. The repealer is done in two separate sections to account for the possibility that the 2017 Legislature will fund quality schools grants that have been proposed by the Department of Commerce. Section 6 repeals all parts of the law other than the two sections of law addressed in Section 7, the repealer for which may need to be delayed to allow distribution and oversight of the last round of quality schools grants during the upcoming biennium.

7. Section 8:

- a. Repeals the "temporary" clauses from previously passed school safety legislation as addressed in Section 3 of this bill.

8. Section 9:

- a. Codification instructions.

9. Section 10:

- a. Effective dates:
 - i. Makes notice requirements immediately effective and retroactively applicable to the current school fiscal year so that the new transparency requirements for increased levies will apply to this spring.
 - ii. Contingent delay in repealing the two laws dealing with distribution of quality schools grants in case the 2017 Legislature approves quality schools grants.

Frequently Asked Questions (So Far!)

Question: If our resolution shows an anticipated decrease in revenue and mills for any of the funds reported, and we later find that we must, in fact, increase tax revenue and mills, are we allowed to impose the increase?

Answer: Yes. SB 307 notice requires an estimate only and if your actual needs change between when you provide the notice in the spring and when you adopt the budget in August, you have the authority to impose what is necessary to fund according to the adopted budget.

Question: My trustees do not want to impose the new levy in the Building Reserve Fund at this time. Do we still have to adopt and publish the resolution for the other funds?

Answer: Yes. The notice requirements apply to all nonvoted levies adopted by motion of the board of trustees, consisting of adult education, bus depreciation, building reserve, transportation and tuition.

Question: Our district is experiencing significant declines in enrollment and we have been scaling back expenditures across the board. Our board is not planning to increase any nonvoted levy next year. Do we still have to adopt and publish the resolution?

Answer: No. However, if your circumstances change and the Board changes its mind and wants to increase any of its levies in August, it will not be able to do so if it does not adopt and publish a resolution by April 15, 2017 (March 31 in future years).

Question: If our district provides a list of anticipated projects on the notice this year and something comes up between April and August (failure of a boiler for example) that is not on the list of anticipated projects, can we use the levy for the new item that wasn't on the list in April?

Answer: Yes. The notice requirements under SB 307 require a list of anticipated projects for which the levy will be raised. The list is not set in stone and may change based on changing circumstances.

Question: What if we adopt this notice and Senate Bill 307 doesn't pass?

Answer: If Senate Bill 307 does not pass, there are no notice requirements in current law. Your notice will neither be required nor legally enforceable and you can return to normal practice starting next year.

Question: My district has low tax wealth and 10 mills won't raise the full formula amount. What can we do?

Answer: There is a 10 mill limit in SB 307. Your district can impose 10 mills. Additionally, your district can transfer funds from other funds into the building reserve fund for the projects and/or deposit legally-available revenues into the fund to address school facilities.

Examples of legally available revenues: Transfers allowed under [20-9-208](#), MCA; School safety transfers under SB 307 itself (from any fund) when used for school safety enhancements (which overlap with some of the purposes set forth in SB 307); Transfers from interlocal agreement funds to the extent that multidistrict agreements cover school facilities; Impact Aid; and Natural Resource revenues (e.g. Oil & Gas, Metal Mines, Coal)

Question: When will we know how much we will receive in state matching funds?

Answer: The state's role in funding this formula is contemplated to begin starting July 1, 2019 and later.

Question: Our district is awaiting approval of a Quality Schools Grant, which under SB307 disqualifies us in the first year to impose the new levy authority in the Building Reserve Fund. Do we still need to adopt the resolution?

Answer: Yes. The notice requirements apply to all nonvoted levies adopted by motion of the board of trustees, consisting of adult education, bus depreciation, building reserve, transportation and tuition. Additionally, circumstances change and whether the district will receive a grant is unknown at this time. In order to preserve your ability to impose this new levy, you must comply with the notice provisions and estimate the impact of the levy no later than April 15, 2015 (March 31 in future years).

Potomac School Calendar 2017-2018

August 2017 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
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27	28	29	30	31		

September 2017 2						
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October 2017 3						
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November 2017 4						
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December 2017 5						
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31						

January 2018 6						
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February 2018 7						
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March 2018 8						
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April 2018 9						
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29	30					

May 2018 10						
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June 2018 11						
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July 2018 12						
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22	23	24	25	26	27	28
29	30	31				

Calendar Dates

Aug. 21-22	Staff Dev/Prep Day - No School
Aug. 28	First Day of School
Sept. 4	Labor Day- No School
Sept. 14	Parent/Open House Night
Oct. 19-20	Staff Dev/Prep Day - No School
Nov. 8-9	Parent/Teacher Conferences
Nov. 22-24	Thanksgiving Vacation
Dec. 22-Jan 1	Winter Vacation
Apr 5th-6th	Parent/Teacher Conferences
Feb. 20	President's Day-No School
March 26-30	Spring Break- No School
May 28	Memorial Day - No School
June 7	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 2nd	Quarter 1
January 18th	Quarter 2
April 5th	Quarter 3
June 7th	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