

AGENDA  
Board of Trustees Meeting  
Shelby School District NO. 14  
Tuesday, March 9, 2010, 7:00 pm  
Board Room, District Administration Office  
1010 Oilfield Avenue  
Shelby, Montana

- |       |                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                             |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| I.    | Call to Order                                                                                                                                                                                                                                                                                                                                                                   | Mrs. Nichols                                                                                |
| II.   | Pledge of Allegiance                                                                                                                                                                                                                                                                                                                                                            | Mrs. Nichols                                                                                |
| III.  | Approval Of Minutes<br>1. Regular February meeting (2/9/10)<br>2. Special meeting (3/4/10)                                                                                                                                                                                                                                                                                      | Mrs. Nichols                                                                                |
| IV.   | Public Comment<br>1. Comment on any Public Matter<br>2. Positive Comment on District Operations                                                                                                                                                                                                                                                                                 | Mrs. Nichols                                                                                |
| V.    | Reports<br>1. Elementary Report<br>2. High School Report<br>3. Superintendent's Report                                                                                                                                                                                                                                                                                          | Mr. Rapkoch<br>Mr. Clark<br>Mr. Genger                                                      |
| VI.   | Informational Items<br>1. Preliminary Budget Report                                                                                                                                                                                                                                                                                                                             | Mr. Genger                                                                                  |
| VII.  | Personnel Action Items<br>1. Recommendations for Hire: K – 12 Music/Chorale Instructor                                                                                                                                                                                                                                                                                          | Mrs. Nichols                                                                                |
| VIII. | Action Items<br>1. Approval of Bill's and Student Claims<br>2. Clerk's Report<br>a) Warrants and /or Student Activity checks to be voided<br>b) Student Attendance agreements<br>c) Individual Transportation contracts<br>3. Senior overnight trip to Billings<br>4. Football field/track renovations<br>5. Resolution to Call for a School Election<br>6. Summer Food Program | Mrs. Nichols<br>Mrs. Flesch<br>Mrs. Nichols<br>Mr. Matteson<br>Mrs. Nichols<br>Mrs. Nichols |
| IX.   | Correspondence                                                                                                                                                                                                                                                                                                                                                                  |                                                                                             |
| X.    | Next Meeting of the Board<br>Regular Meeting, Tuesday, April 13, 2010 7:00 pm<br>Board Room, District Administration Office, 1010 Oilfield Avenue, Shelby, MT                                                                                                                                                                                                                   |                                                                                             |
| XI.   | Adjournment                                                                                                                                                                                                                                                                                                                                                                     |                                                                                             |

**MINUTES**  
**February 9, 2010**

**CALL TO ORDER**

A regular meeting of the Board of Trustees, School District #14, Toole County, Montana, was held in the Board Room of the Administrative Offices at 1010 Oilfield Avenue. The meeting was called to order at 5:00 p.m. by Chairperson Elda Nichols.

Members present were: Elda Nichols, Barb Mercer, Greg Matteson, Joe Sisk, Mark Grotbo, Michelle Edwards, and Brian Aklestad. Member(s) absent: None The superintendent and clerk were present throughout the entire proceedings. Visitors present were Joe Rapkoch, Shawn Clark, Sanna Clark, Carla McNamara, Philip Kleinsasser, Donna Sparks, John Hough, and Mike White.

The **Pledge of Allegiance** was recited.

**APPROVAL OF MINUTES**

A motion was made to approve the minutes of the January 12, 2010, regular meeting.

Motion: Barb Mercer

Second: Greg Matteson - passed unanimously.

**PUBLIC COMMENT**

Comment on any Public Matter

None

Community Positive Comment on District Operations

Barb Mercer commented that the science fair was very well done and well organized. Brian Aklestad said he was very impressed with the science fair. Mr. Genger and Mr. Clark also commented that the science fair had improved from last year and had a higher level of experiments.

**REPORTS**

Elementary Principal's Report

Mr. Rapkoch reported that he will be ordering the greenhouse soon. He said that he was very pleased with the results from the DIBELS testing and happy with the work the committee has done on the rubric. There will be an awards assembly for the Bullying Program Wed. February 10<sup>th</sup> at 1:00 p.m. in the elementary gym.

High School Principal's Report

Mr. Clark said that he has been working with Kelly Hayes on the new schedule for the upcoming school year. He said that he is going to offer a Senior Life Skills class as an elective for the 2010-2011 school year. He would like to switch middle school and high school music periods, offer a 7-12 art program, and create a math lab in the middle school and high school. He said that he would like to have the grading program generate a letter to parents when their student has a D.

Superintendent's Report

Mr. Genger said that he would like to see the board plan another strategic planning session. He thanked MCR, Torgerson's, First State Bank, and Booster Club for their donations to purchase the new scoreboard. He also thanked Sean Pahut for collecting donations to purchase a new wrestling mat. Karen Watson received a big thank you for all of her efforts in painting the walls in the gym. Spring enrollment was down K-6 by 35 students compared to last year, 7-8 is up by 5, 9-12 is down by 6. This will not affect state funding as a three-year average is used to calculate ANB.

**INFORMATION ITEMS**

Resignations

Mr. Genger accepted resignations from Head Cook Audie Bancroft and Kitchen Staff Member Jeanne Widhalm.

### Technology Report

John Hough reported to the board how the technology funds are being spent. He said that approximately 25 percent of the 100,000.00 technology budget is being spent on annual licensing fees. He also said it would be cheaper to upgrade Novell software rather than switch to Microsoft. The server is seven years old and will eventually need to be replaced. John is looking into purchasing used computers from the state of Montana and Border Patrol. He would also like to purchase more Smartboards as he has a waiting list.

### Summer Food Program

Sanna Clark and Donna Sparks spoke to the board about the district possibly running a summer food program. The program would be fully funded by the state and the purpose is to feed students who do not receive proper nutrition in the summer months. Sanna Clark's 21<sup>st</sup> Century Grant Program ran the summer food program last summer with success but would like to expand the program and would need the district to step in and take over. Mr. Genger's concern with the district taking over the program is the manpower to run it and also discipline issues that could occur. The board will discuss the program and make a decision at the next board meeting.

### Alternative Education

Mike White spoke to the board about the progress of the Alternative Ed School, also called Shelby Learning Academy. He said that 19 students are currently enrolled. He also said that 2 inmates from Crossroad Correctional Facility are trying to get their diploma through our Alternative Ed Program. The students have P.E. once a week at the civic center and Mr. White would like to get them to the civic center more often in the coming school year. Mr. White said the new classrooms at the administration building are a much better learning environment for the students. The high school teachers have been coming over often to check and make sure the students have the work they need. The Alternative Ed students have a closed campus at lunchtime.

## **PERSONNEL ACTION ITEMS**

### Recommendation to hire:

#### High School Head Track Coach

A motion was made to hire Clayton Davis.

Voting in favor of the motion were Elda Nichols, Barb Mercer, Brian Aklestad, Michelle Edwards, Joe Sisk, and Greg Matteson.

Voting against the motion was Mark Grotbo.

The motion passed 6 to 1.

#### High School Assistant Track Coaches

A motion was made to hire Tyson Byers and Cristine Steinbacher.

Motion: Mark Grotbo                      Second: Greg Matteson- passed unanimously.

#### Junior High Track Coaches

A motion was made to hire Ray Wanty as Head Coach and Mallory Stinger, Bill Hansell, and Mac McDermott as Assistant Coaches.

Motion: Michelle Edwards                      Second: Barb Mercer - passed unanimously.

#### Kitchen Staff

A motion was made to hire Robin Stubbs as Head Cook, Belinda Pacheco and Elena Lopez as Kitchen Aides.

Motion: Joe Sisk                                      Second: Greg Matteson - passed unanimously.

#### Golf Coaches

A motion was made to hire Dave Madison as Head HS Coach and Tom Reynolds as Assistant HS and JH Coach.

Motion: Mark Grotbo                                      Second: Brian Aklestad - passed unanimously.

**ACTION ITEMS**

Approval of Bills and Student Activity Accounts

A motion was made to approve the claims approval list and the monthly listing of Student Activities accounts as presented and added. The approved warrants were numbered 61407 through 61492. The student activity checks for this month were numbered 9985-10050. The claims approval list may be referenced in the claims approval file in the administration office and the Student Activities accounts may be referenced in the Student Activities file in the administration office.

Motion: Greg Matteson

Second: Brian Aklestad - passed unanimously.

Clerk's Report

There were no warrants/checks to be voided and no student attendance agreements or individual transportation contracts.

Student Handbook Recommendations/Action

This was tabled until the March 9<sup>th</sup> board meeting so the board would have time to review other schools policies on cell phones and other electronic devices.

**CORRESPONDENCE**

Chairperson Elda Nichols reported that she had received a letter from Northwest Association of Accredited Schools saying that the district received full accreditation.

**NEXT MEETING OF THE BOARD**

Regular Meeting, Tuesday, March 9, 2010, at 7:00 p.m.

Board Room, District Administration Office, 1010 Oilfield Avenue, Shelby, Montana

**ADJOURNMENT**

Chairperson Elda Nichols adjourned the meeting at 7:20 p.m.

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**BUSINESS MANAGER/CLERK**

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**CHAIRMAN OF THE BOARD**

**MINUTES  
March 4, 2010  
SPECIAL MEETING**

**CALL TO ORDER**

A special meeting of the Board of Trustees, School District #14, Toole County, Montana, was held in the Board Room of the Administrative Offices at 1010 Oilfield Avenue. The meeting was called to order at 3:00 p.m. by Chairperson Elda Nichols.

Members present were: Elda Nichols, Barb Mercer, Greg Matteson, Mark Grotbo, and Michelle Edwards. Visitors present were: Joe Rapkoch, Shawn Clark, Bob Olson, Josh McCracken, Thane McCracken, and Tun Moench. The superintendent and clerk were present throughout the entire proceedings.

The **Pledge of Allegiance** was recited.

**PUBLIC COMMENT**

Comment on any public matter

None

Community Positive Comment on District Operations

None

**EMPLOYEE SETTLEMENT HEARING**

The meeting was closed in accordance with Montana law 2-3-203(3) at 3:01 p.m.

The meeting was opened at 4:28 p.m.

A motion was made for modified expulsion of Student A and Student B. They will attend school at the administration building until the end of the school year or until additional information is available. They are both required to attend counseling.

Motion: Mark Grotbo                      Second: Greg Matteson - passed unanimously.

**NEXT MEETING OF THE BOARD**

Regular Meeting, Tuesday, March 9, 2010, 7:00 p.m.  
Board Room, District Administration Office, 1010 Oilfield Avenue, Shelby, Montana

**ADJOURNMENT**

Chairperson Elda Nichols adjourned the meeting at 4:30 p.m.

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**BUSINESS MANAGER/CLERK**

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**CHAIRMAN OF THE BOARD**

Several middle School choir students participating in the Havre Invitational Festival on March 1st included: Ashley Lockwood, Skylar Banka, Dylan Arves, Michael Marler, Maesy Lamey, JD Herrick and Bayleigh Fox. The group was accompanied by their director, Veronica Goodan.

The Math department is in the process of recruiting students to compete in a Math contest in Havre on March 31. Students take three different half-hour tests. Students can win prizes and scholarships.

The sign up period and organization of Drivers Education has begun. Any 8th grader and/or freshmen may enroll in the high school office. The cost of the class is \$100. Please see the following dates: May 10th through June 25th - 30 days total - class 17 - driving 19 and June 28th through July 30 - 25 days total - class 15 - driving 25

Mr. Madison met with Juniors interested in Boys and Girls State met with past delegates Liz Miller, Kalynn Brown, Ben Raph and Brice Grotbo this past week. Delegates will participate in a week-long democratic experience on the campus of Carroll College this summer in Helena. For over 50 years, the Galata American Legion and Auxiliary have sponsored Shelby's juniors attending this program.

The RECCS program is offering a free, ACT-Prep class for any student interested. ACT is the college prep test most excepted by Montana College and Universities. The sessions will be under the direction of Jane Garjso.

Accompanying vocational teacher Brian Hayes to the Trade Fair on the campus of MSU-COT in Great Falls on February 23 included these juniors and seniors: Jess Fenger, Mariah Martin, Katie Brown, Rob DeLacy, Taylor Printy Smith, Justin Nelson, and Sara Trotchie. The students had the opportunity to learn more about apprenticeship programs in Montana, as well as, training programs available at the COT. Katie's brother Kyle, a student in Auto body Repair, gave them a personal tour of that program.

Project Wisdom continues to be implemented in our school. As stated in previous reports, Project Wisdom's goal is dedicated to reducing the frequency of student harassment issues. Each morning, a student or a school employee or a community member will read a short message related to one of these themes: respect, kindness, fairness, confidence, compassion, caring, honesty and patience. The program will continue to be a significant component of the advisor/advisee sessions where students will have the opportunity to reflect on the themes of Project Wisdom. This week's topic was: This week's Words of Wisdom topic for students' journals and discussion during their Advisement class is: Without feelings of respect, what is there is to distinguish men from beasts? Confucius

## Physical Science

<b>Grade Level:</b>	9,10
<b>Prerequisite(s)</b>	None
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	Science

### **Content:**

In this Physical Science class we study the manner in which matter behaves and how energy interacts with matter. Everything in our universe is considered matter (chemistry component) or energy (physics component). Physical Science deals with the composition and properties of matter. We will explore how energy is transferred through matter and how energy is used to perform work.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework and laboratories assignments within specific time.  
Interpret and draw conclusions.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

The proper use of specialized laboratory equipment.  
Laboratory techniques and safety procedures.  
To collect data interpret results.  
To relate laboratory activities to text information.  
Justify the relationship between mathematical calculations with proof from laboratory activities.

### **Methods of presentation:**

The majority of class time is used for laboratory experiences in small groups or working independently with emphasis placed on correlating lab information to academic learning. Class discussion is centered on lab work, assignments from the book, and mathematical manipulations and problem solving techniques.

### **Activities Include:**

Variety of laboratory experiences, both chemistry and physics related.

## Introduction to Chemistry and Physics

<b>Grade Level:</b>	9,10
<b>Prerequisite(s)</b>	None
Length	Year
Credit	1.00
Requirement Fulfilled	Science

### **Content:**

In this Introduction to Chemistry and Physics class students are introduced to the processes of scientific investigation, to the common properties forms and changes in matter and energy (motion, energy, mechanics, classification of matter, atomic structure, chemical bonds, solutions, and reactions, waves, sound, light, mirror, lenses, electricity, and magnetism), and to the interrelationships between science, technology, and human activity.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework and laboratories assignments within specific time.  
Interpret and draw conclusions.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

The proper use of specialized laboratory equipment.  
Laboratory techniques and safety procedures.  
To collect data interpret results.  
To relate laboratory activities to text information.  
Justify the relationship between mathematical calculations with proof from laboratory activities.

### **Methods of presentation:**

The majority of class time is used for laboratory experiences in small groups or working independently with emphasis placed on correlating lab information to academic learning. Class discussion is centered on lab work, assignments from the book, and mathematical manipulations and problem solving techniques.

### **Activities Include:**

Variety of laboratory experiences, both chemistry and physics related.



## **Biology**

<b>Grade Level:</b>	10, 11, 12
<b>Prerequisite(s)</b>	Intro to Physics/ Intro to Chemistry
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	Science

### **Content:**

Biology is a laboratory science based on the study of all living things. The basic principles of life and the structure of cells are studied. Such specific topics as microbiology, genetics, zoology, taxonomy, ecology, and cell biology are covered in depth.

### **Expectations:**

- Come prepared to class everyday.
- Follow oral and written instructions.
- Complete all homework and laboratories assignments within specific time.
- Interpret and draw conclusions.
- Work independently or in small groups.
- Participate during class discussions.

### **Skills Taught:**

- The proper use of microscopes and other specialized equipment.
- Laboratory techniques and safety procedures.
- To collect data interpret results.
- To relate laboratory activities to text information.

### **Methods of presentation:**

- Class time is used for laboratory experiences in small groups or working independently.
- Class discussion is centered on scientific theories, assignments from the book, and current scientific findings.

### **Activities Include:**

- Dissection of round worms, segmented worms, clams, and frogs.
- Microscope observations of simple plants and animals.
- Research project presented in the form of a video.

## Chemistry

<b>Grade Level:</b>	10,11,12
<b>Prerequisite(s):</b>	Successful completion of Intro. to Chemistry and Physics and are currently taking or have completed Algebra II
Length	Year
Credit	1.00
Requirement Fulfilled	Science

### **Content:**

Chemistry is a physical science. Chemistry is the study of the composition, structure, and properties of matter and the changes it undergoes. It is the study of the manner in which matter behaves and how energy interacts with matter. Everything in the universe is considered matter or energy. Chemistry deals with the composition and properties of matter. More importantly, you will gain the insight and ability to measure and/or harness the properties of, and changes in, matter and energy.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework and laboratories assignments within specific time.  
Interpret and draw conclusions.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

The proper use of specialized laboratory equipment.  
Laboratory techniques and safety procedures.  
To collect data interpret results.  
To relate laboratory activities to text information.  
Justify the relationship between mathematical calculations with proof from laboratory activities.

### **Methods of presentation:**

The majority of class time is used for laboratory experiences in small groups or working independently with emphasis placed on correlating lab information to academic learning. Class discussion is centered on creating displays, assignments from the book, and mathematical manipulations and problem solving techniques.

### **Activities Include:**

Variety of laboratory experiences, with a focus of answering 'why' specific chemistry topics occur.

## Advanced Chemistry

<b>Grade Level:</b>	11,12
<b>Prerequisite(s):</b>	Successful completion of Chemistry
Length	Year
Credit	1.00
Requirement Fulfilled	Science

### **Content:**

Advanced Chemistry is a physical science with a laboratory component. Chemistry is the study of the composition, structure, and properties of matter and the changes it undergoes. It is the study of the manner in which matter behaves and how energy interacts with matter. Everything in the universe is considered matter or energy. Advanced Chemistry integrates advanced math topics, inorganic chemistry, and organic chemistry, challenging the learner to analyze, conceptualize, and apply their understanding to continually answer the questions why and how many physical and biological topics occur.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework and laboratories assignments within specific time.  
Interpret and draw conclusions.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

The proper use of specialized laboratory equipment.  
Laboratory techniques and safety procedures.  
To collect data interpret results.  
To relate laboratory activities to text information.  
Justify the relationship between mathematical calculations with proof from laboratory activities.

### **Methods of presentation:**

The majority of class time is used for laboratory experiences in small groups or working independently with emphasis placed on correlating lab information to academic learning. Class discussion is centered on creating displays, assignments from the book, and mathematical manipulations and problem solving techniques.

### **Activities Include:**

Variety of laboratory experiences, with a focus of answering ‘why’ specific chemistry topics occur.

## Zoology

<b>Grade Level:</b>	11, 12
<b>Prerequisite(s)</b>	Biology
Length	Year
Credit	1.00
Requirement Fulfilled	Science

### **Content:**

Zoology is a laboratory science based on the study of all living things in the animal kingdom. The basic principles of animal anatomy and structure along with the way that animals behave are studied. Life cycles, populations, reproduction, parenting, competition, and predation of various animals are introduced.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework and laboratories assignments within specific time.  
Interpret and draw conclusions.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

Laboratory techniques and safety procedures.  
To collect data interpret results.  
To relate laboratory activities to text information  
To present projects orally.  
Learn how to work cooperatively.

### **Methods of presentation:**

Class time is used for laboratory experiences in small groups or working independently. Class discussion is centered on scientific theories, assignments from the book, and current scientific findings. Dissections are an important part of this class. Orally presented material by the class will help to introduce students to many animals and their characteristics.

### **Activities Include:**

Dissection of snails, nectarous, squid, snakes, turtles, birds, and rats.  
Class projects and presentations.  
Handling and caring of animals in our “live” zoo.  
Field trips to Glacier snowshoeing and Boone and Crocket Club for water quality testing.

## Human Anatomy and Physiology

<b>Grade Level:</b>	12
<b>Prerequisite(s)</b>	Biology
Length	Year
Credit	1.00
Requirement Fulfilled	Science

### **Content:**

Human Anatomy is a science based on the study of the human body. This advanced class will cover all of the systems in the body including circulatory, digestive, respiratory, endocrine, exocrine, reproductive, nervous, excretory, skeletal, and muscular. It will also cover the eye, ear, and brain.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework and laboratories assignments within specific time.  
Interpret and draw conclusions.  
Work independently or in small groups.  
Participate during class discussions.  
Present various topics given by the teacher to the students.

### **Skills Taught:**

Laboratory techniques and safety procedures.  
To collect data interpret results.  
To relate laboratory activities to text information.  
Dissect various organs that we discuss.  
Note-taking skills will be refined.

### **Methods of presentation:**

Class time is used for laboratory experiences in small groups or working independently.  
Class discussion is centered on assignments from the book, current scientific findings, and information presented by the teacher.

### **Activities Include:**

Dissection of fetal pigs and organs of systems discussed.  
Fetal Development unit presented by students.  
Labs that go along with classroom discussion.  
Reconstruction of an animal skeleton.

## Physics

<b>Grade Level:</b>	12
<b>Prerequisite(s)</b>	Algebra II
Length	Year
Credit	1.00
Requirement Fulfilled	Science

### **Content:**

Physics is the study of the natural world. The basic concepts for physics are all around us, we just need to stop and notice what is happening. In physics we investigate objects as small as atoms and as large as galaxies. Some of the concepts that are covered include velocity, momentum, energy, thermodynamics, forces, vectors, gravitational forces, and many more concepts.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework and laboratories assignments within specific time.  
Interpret and draw conclusions.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

Laboratory techniques and safety procedures.  
To collect data interpret results and from these results write-up lab reports.  
To relate laboratory activities to text information.

### **Methods of presentation:**

Class time is used for laboratory experiences in small groups or working independently.  
Class discussion is centered on scientific theories, assignments from the book, and current scientific findings.

### **Activities Include:**

Quarterly portfolios are required.  
Bi-quarterly projects that relate to topics discussed in class will be required(out of class).  
Labs that go with the concepts addressed in class.  
Fourth quarter project on nuclear energy history.

## Pre-Algebra

<b>Grade Level:</b>	9-12
<b>Prerequisite(s):</b>	Recommendation of teacher or counselor
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	Mathematics

### **Content:**

*Pre-Algebra* is the study of relationships between numbers. The topics included are fractions, decimals, geometry, word problems, prime and composite numbers, exponents, multiples, factors, average, order of operations, graphs, scientific notation, percents, ratios, proportions, rates, and number systems.

### **Expectations:**

Come prepared to class every day.  
Follow oral and written instructions.  
Complete all homework and practice assignments within a specific time.  
Interpret and draw conclusions.  
Work independently or in small groups  
Participate during class discussions.  
Be on task during work time.

### **Skills Taught:**

Thinking—reasoning, analysis, interpreting, recall and transfer, applying concepts  
classification, spatial perception, synthesis.  
Communication—reading, listening, verbalizing, writing.  
Problem solving—look for patterns, use a table or chart, draw a diagram, generalize from specific examples, apply a formula, solve a simpler, related problem, use trial and error and the process of elimination, reason backward, make a deductive argument, recognize the possibility of no solution.

### **Method of presentation:**

Primarily lecture/discussion  
Independent or small group work.  
Exploration and discovery.  
Student demonstrations.

### **Activities Include:**

Modeling problem situations.  
Exploring with various hands-on opportunities.

## Algebra 1

<b>Grade Level:</b>	9-12
<b>Prerequisite(s)</b>	Recommendation of teacher or counselor
Length	Year
Credit	1.00
Requirement Fulfilled	Mathematics

### **Content:**

*Algebra I* is the study of the relationships between sets of numbers. The emphasis is on solving and graphing linear and quadratic functions. Radicals, exponents, number sets, polynomials, factoring, and solving systems of equations are studied in depth.

### **Expectations:**

- Come prepared to class every day.
- Follow oral and written instructions.
- Complete all homework and practice assignments within specific time.
- Interpret and draw conclusions.
- Work independently or in small groups.
- Participate during class discussions.
- Be on task during work time.

### **Skills Taught:**

- Thinking--reasoning, analysis, interpreting, recall and transfer, applying concepts classification, spatial perception, synthesis.
- Communication –reading, listening, verbalizing, writing.
- Problem solving—look for patterns, use a table or chart, draw a diagram, generalize from specific examples, apply a formula, solve a simpler, related problem, use trial and error and the process of elimination, reason backward, make a deductive argument, recognize the possibility of no solution.

### **Methods of presentation:**

- Primarily lecture/discussion.
- Independent or small group work.
- Exploration and discovery.
- Student demonstrations.

### **Activities Include:**

- Modeling problem situations.
- Exploring with algeblocks.
- Graphing on graphing calculators.
- Working in the accelerated math program.



## Geometry

<b>Grade Level:</b>	9-12
<b>Prerequisite(s)</b>	Algebra I
Length	Year
Credit	1.00
Requirement Fulfilled	Mathematics

### **Content:**

*Geometry* is a study of Euclidean geometry from a deductive approach. In the course we will study points, lines, planes, angles, polygons, circles, perimeter, area, volume, proofs in various forms, constructions, transformations on the computer, and, if time permits, coordinate geometry, trigonometry, and loci.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework and project assignments within specific time.  
Interpret and draw conclusions.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

Thinking--reasoning, analysis, interpreting, recall and transfer, applying concepts, classification, spatial perception, synthesis  
Communication –reading, listening, verbalizing, writing  
Problem solving—look for patterns, use a table or chart, draw a diagram, generalize from specific examples, apply a formula, solve a simpler, related problem, use trial and error and the process of elimination, reason backward, make a deductive argument, recognize the possibility of no solution, construct a counterexample

### **Methods of presentation:**

Primarily lecture/discussion  
Independent or small group work  
Exploration and discovery  
Student demonstrations

### **Activities Include:**

Sketching, drawing, and constructing figures  
Modeling figures  
Construction project  
Explore transformations on the geometer's sketchpad

## Algebra 2

<b>Grade Level:</b>	10 - 12
<b>Prerequisite(s)</b>	Successful completion of Algebra 1 and Geometry
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	Math

### **Content:**

Algebra II is a college prep course designed to prepare the student for many different types of college mathematics. It uses algebra I skills to expand on the fundamentals of algebra.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework assignments within specific time.  
Solve problems  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

Review basic algebra skills  
Understanding and applications of logs, exponents, functions, radicals, discrete mathematics, conic sections, and intro to trig.  
Apply problem solving to problems not formally taught and apply those to real world problems.

### **Methods of presentation:**

Class will include lecture, problem practice time, small group time and homework.

### **Activities Include:**

Graphing calculator activities and models of real world problems.  
Thought provoking puzzles and problems to be researched and solved.

## Pre-Calculus

<b>Grade Level:</b>	11,12
<b>Prerequisite(s)</b>	Successful completion of algebra II
Length	Year
Credit	1.00
Requirement Fulfilled	Math

### **Content:**

Pre-calculus is a college prep course designed to prepare the student for many different types of college mathematics especially in the areas of engineering and business.

It is designed to prepare the student for calculus

It uses the fundamentals of algebra to expand functions and trig.

### **Expectations:**

Come prepared to class everyday.

Follow oral and written instructions.

Complete all homework assignments within specific time.

Solve problems

Work independently or in small groups.

Participate during class discussions.

### **Skills Taught:**

Review algebra skills and basic skills of functions.

Understanding and applications of logs, exponents, functions, radicals discrete mathematics, conic sections, and trigonometry. The first half is generally the study of functions and the second half trig and conic sections.

Apply problem solving to problems not formally taught and apply those to real world problems.

### **Methods of presentation:**

Class will include lecture, problem practice time, small group time and homework.

### **Activities Include:**

Graphing calculator activities and models of real world problems.

Thought provoking puzzles and problems to be researched and solved.

Use of resources that develop and solve problems.

## A. P. Calculus

<b>Grade Level:</b>	12
<b>Prerequisite(s)</b>	Successful completion of Algebra 2
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	Math

### **Content:**

Calculus is a college course designed to introduce the student to the fundamentals of differential and integral calculus. The AP exam is offered to those wishing to take it.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework assignments within specific time.  
Solve problems  
Work independently or in small groups.  
Participate during class discussions.  
Do real world math based projects

### **Skills Taught:**

Students will review the basics of functions and trig from pre-calculus. They will then master the subjects of integral and differential calculus to prepare for the AP exam. The last month the students will apply the skills they have learned in pre-calculus and calculus to projects picked by the teacher and students.

### **Methods of presentation:**

Class will include lecture, problem practice time, small group time and homework.

### **Activities Include:**

Mastering the graphing calculator through investigation.  
AP Test preparation using the old tests.  
End of year problem solving projects to apply calculus.

## English 1

<b>Grade level:</b>	9
<b>Prerequisite(s):</b>	
Length:	One year
Credit:	1.00
Requirement Fulfilled:	English

### **Content:**

English 1 presents a varied spectrum of literature: the short story, novel, non-fiction, poetry, and drama. The emphasis on the writing process deals primarily with the five-paragraph essay and journalizing utilizing the six-writing traits. There is also a review of various grammar and language skills which need improving.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Be respectful of self and others.  
No late homework will be accepted.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

Various writing formats – including creative, expository, and persuasive.  
Communication skills with an emphasis on being able to present effective speeches.  
Interpretation of the following literary genre: the short story, novel, non-fiction, poetry, and drama.  
Grammar skills such as language, mechanics, and paragraph structure.

### **Methods of presentation(s):**

The majority of class time will be used for discussion, guided practice, and independent or group work. Students should expect and receive homework each night.

### **Activities Include:**

Continued work on their portfolio.  
An introduction to the research paper writing in connection with the Science Department.  
Various individual and group projects dealing with literature.

## English 2

<b>Grade Level:</b>	10
<b>Prerequisite(s)</b>	English 1
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	English

### **Content:**

English 1 presents a broad spectrum of literature: the short story, non-fiction, poetry, drama, the novel, the legendary tale, and classic literature. The emphasis is on the writing process with students writing in a variety of formats. There is also an extensive review of grammar and usage. Students in English II will also work with the guidance counselor on the career-oriented I-Search Project.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Be respectful of self and others.  
No late homework will be accepted.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

Various writing formats, including creative, expository, and persuasive.  
Communication skills with an emphasis on public speaking.  
Interpretation of literature.  
Interpersonal skills with an emphasis in group-related activities

### **Methods of presentation:**

The majority of class time is used for discussion, guided practice, and independent or group work. Students should expect three to four homework assignments and a quiz or test each week.

### **Activities Include:**

I-Search Project  
Advertising Project with the emphasis on persuasive language  
Literary Analysis Paper  
Informative, extemporaneous speech

## English 3

<b>Grade Level:</b>	11
<b>Prerequisite(s)</b>	English II
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	English

### **Content:**

English 3 offers study in American literature and its relationship with history in the United States. This course surveys American writers from Puritan times to the present where the history of America, reflected through literature, is the focus. The composition, which is interwoven throughout the year, requires an understanding of our language and its structure. The composition styles include, but are not limited to, persuasive writing and the formal research paper.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Be respectful of self and others.  
No late homework will be accepted.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

Various writing formats, including research and persuasive.  
Communication skills with an emphasis on public speaking.  
Interpretation of literature and its relationship with history.  
Interpersonal skills with an emphasis in group-related activities

### **Methods of presentation:**

The majority of class time is used for discussion, guided practice, and independent or group work. Students should expect three to four homework assignments and a quiz or test each week.

### **Activities Include:**

Formal Research Paper  
Persuasive Speech  
Independent Novel Project with Class Presentation

## English 4

<b>Grade Level:</b>	12
<b>Prerequisite(s)</b>	English 3
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	English

### **Content:**

English 4 is a survey of world literature from ancient to modern times. Selections by Native American, Ancient Greek and Roman, Indian, Chinese, Japanese, African, European, North American, South American, and British writers will be studied. The students will also study writing styles and formats, including, but not limited to, creative writing, personal essays, and persuasive essays. There is an emphasis in writing scholarship application essays, as well.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Be respectful of self and others.  
No late homework will be accepted.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

Various writing formats, including creative and persuasive.  
Communication skills with an emphasis on public speaking.  
Interpretation of literature.  
Interpersonal skills with an emphasis in group-related activities  
Logical reasoning and detecting fallacies.

### **Methods of presentation:**

The majority of class time is used for discussion, guided practice, and independent or group work. Students should expect three to four homework assignments and a quiz or test each week.

### **Activities Include:**

Short Story Writing  
Research Debate Project  
Senior Portfolio  
Persuasive Speaking



## Advanced Placement Literature and Composition

<b>Grade Level:</b>	12
<b>Prerequisite(s)</b>	English III or AP Language
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	English

### **Content:**

Advanced Placement English Literature and Composition “engages students in the careful reading and critical analysis of imaginative literature. Through the close reading of selected texts, students deepen their understanding of the ways writers use language to provide both meaning and pleasure for their readers. As they read, students consider a work’s structure, style, and themes as well as such smaller-scale elements as the use of figurative language, imagery, symbolism, and tone”(The College Board, AP English Literature and Composition Course Description, 2006-2007, p. 4). Students will study literary works from a variety of genres and periods. Students will write expository, analytical, and argumentative essays.

### **Expectations:**

Completion of Summer Assignments  
Come prepared to class every day.  
Follow oral and written instructions.  
Be respectful of self and others.  
No late homework will be accepted.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

Students will focus on learning to read fiction responsively (close reading) and honing their skills in responding to literature through writing. Students will begin work on their senior project, which will include writing a research paper. Students will write numerous essays in response to their reading assignments. Longer essays and papers will go through the entire writing process, including peer editing and rough drafts. Students will also focus on reading, analyzing, and responding to poetry and drama.

### **Methods of presentation:**

The majority of class time is used for discussion, guided practice, and independent or group work. Students should expect an essay and a quiz or test each week.

### **Activities Include:**

Voice of Democracy Speech  
Senior Research Paper  
Literary Analysis Essays  
Timed Essays  
Practice AP Tests

## Advanced Placement English

<b>Grade Level:</b>	12
<b>Prerequisite(s)</b>	Recommendation from English Dept.
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled:</b>	English

### **Expectations:**

Come prepared to class everyday.

Follow oral and written instructions.

Complete all homework and reading assignments within specific time.

Interpret and draw conclusions.

Work independently or in small groups.

Participate during class discussions.

### **Skills Taught:**

Analysis of literature in terms of literary devices (motif, foil, metaphor, simile, etc.), tone and diction, theme, structure, etc.

Vocabulary building using word roots, prefixes and suffixes

Writing: literary analysis, timed writings, research papers, persuasive essays, poetry and short stories

Public speaking: persuasive arguments, debate, presentations

### **Methods of presentation:**

The majority of class time is used for discussion and analysis of literature read. A portion of class time will be spent reviewing usage and sentence structure problems as well as composition skills and devices. In preparations for the AP exam, some class time will be used for timed writings and AP test question practice. Some class time will also be used to do vocabulary study (word clues).

### **Activities Include:**

Timed writings

Dialectic journals

Formal essays

Debate/ discussion panels

Presentations – individually and in groups

## **Interpersonal Communications**

**Grade Level:** All

**Prerequisite(s):**

Length: Semester

Credit: 0.5

Requirement Fulfilled:

**Content:**

Students will learn various types of speeches, research, preparation, and presentation skills. The process of communication is a skill needed to be successful in numerous aspects of life. Students will be guided to improve one-on-one communication, in group, and public speaking and media literacy in relation to careers.

**Expectations:**

- Come prepared to class everyday.
- Follow oral and written instructions.
- Complete all assignments within specific time.
- Study material outside of class.
- Work independently or in small groups.
- Participate in class discussions.
- Present informative and persuasive speeches.

**Skills Taught:**

Elements of communication; how communication affects your life; the process of communication; listening skills; interpersonal and group communication; preparation for public speaking; types of public speaking; debate and parliamentary procedure; mass communication and the performing arts.

**Methods of Presentation:**

- The instructor will use various methods, including:
- Direct instruction
  - Demonstration
  - Discussion
  - Lecture
  - Audio-visual strategies

**Activities Include:**

Taking notes on lecture material, keeping a journal, giving several graded speeches, participating in debates, developing vocabulary and syntax, improving speaking skills, developing informative abilities, reading, group work and homework. The major project for this class will be the construction and presentation of the I-Search project.

## Public Speaking

**Grade Level:** 9,10, 11, 12  
**Prerequisite(s):** None  
**Length:** Year  
**Credit:** 1.0  
**Requirement Fulfilled:** Fine Arts

### **Content:**

Public Speaking is the study of the art of communication. It includes the study of speaking and listening skills and is dependent upon practice of the craft. Public Speaking strengthens the learner's ability to plan, research, read, explain, analyze, synthesize, and evaluate information. The study of this art also enables the learner to grow in confidence while gaining a sense of what is important in presentation, performance, and mature communication.

### **Expectations:**

Be in the classroom on time every day before the bell  
Come prepared to class everyday  
Follow all school rules in class.  
Follow oral and written instructions quickly and express questions and concerns at appropriate time in a courteous manner.  
Complete all homework and performance assignments within assigned time.  
Interpret and draw conclusions, Organize information, memorize information, sequence information, plan argument format, rehearse and refine presentations and performance pieces, work independently or in small groups, participate in class discussions.

### **Skills Taught:**

To organize a public speech  
To construct a viable argument  
To use primary research  
To tell a story  
To work with others and accept constructive criticism  
To plan, prepare, and be responsible for quality work  
To solve problems creatively  
To express their own thoughts clearly

### **Methods of presentation:**

This is a hands-on class where students will be taught by performing all types of competitive and public speaking formats.

### **Activities Include:**

Discussion and Notes, Class performance, Reading, Writing, Debate Practice, Role Playing, Testing and Self and Peer evaluation.

## World History

<b>Grade Level:</b>	9, 10
<b>Prerequisite(s)</b>	None
Length	Year
Credit	1.00
Requirement Fulfilled	Social Studies

### **Content:**

World History is a year-long course focusing on major world cultures and the changes they have experienced from early historical periods through modern history.

### **Expectations:**

Come to class on time with all the materials necessary to work and learn.

Use appropriate behavior which respects my right to teach and your fellow students' right to learn.

Complete all homework and projects on time as assigned.

Participate in class discussions.

### **Skills Taught:**

The ability to relate historical information and its significance to the present.

Use of maps and graphs/charts.

Summarization of text information.

### **Methods of presentation:**

The majority of class time is used for discussions on assigned reading from the text.

Class time is also used for reading out loud from the text as a class. Some time is given to allow students to work independently on assigned written work.

### **Activities Include:**

Reading assigned sections from the text.

Written assignments.

Quizzes on assigned sections from the text.

Chapter Tests.

Semester Tests.

Video presentations.

## U.S. History

<b>Grade Level:</b>	11
<b>Prerequisite(s)</b>	Junior Standing
Length	2 Semesters
Credit	1
Requirement Fulfilled	U.S. History

### **Content:**

United States History is a comprehensive course that deals with the people and events that have shaped our country.

### **Expectations:**

Come to class on time with all the materials necessary to work and learn.

Use appropriate behavior which respects my right to teach and your fellow students' right to learn.

Complete all homework and projects on time as assigned.

Participate in class discussions.

### **Skills Taught:**

The ability to relate the importance of knowledge about the workings of history and its impact on daily lives.

Use of graphs/charts.

Summarization of text information

The ability to gather research information.

### **Methods of presentation:**

The majority of class time is used for lecture and discussion on the issues of United States History. Accompanying video, worksheets, and research will aid in gathering supplementary information and recognition of data. Some time is given to allow students to work independently on assigned written work.

### **Activities Include:**

Reading assigned sections from the text.

Written assignments.

Quizzes on assigned sections from the text.

Chapter Tests.

Semester Tests.

Video presentations.

Research Papers

Weekly Current Events

## **Advanced Placement United States History**

<b>Grade Level:</b>	11
<b>Prerequisite(s)</b>	Junior Status, Instructor Approval
<b>Length</b>	2 Semesters
<b>Credit</b>	2
<b>Requirement Fulfilled</b>	U.S. History

### **Content:**

Advanced Placement U.S. History is a comprehensive course covering the social, political, economic, and intellectual history of the United States. It is a college-level course based on a 5.0 grade point.

### **Expectations:**

Come to class on time with all the materials necessary to work and learn.

Use appropriate behavior which respects my right to teach and your fellow students' right to learn.

Keep up with reading and research in text book.

Complete all homework and projects on time as assigned.

Participate in class discussions.

### **Skills Taught:**

Proper writing techniques for essay and data based quotient questions

Higher level thinking and reasoning skills

Scope and sequence

Compare and contrast

Debating techniques

### **Methods of presentation:**

The students will be led through the course on a variety of self taught techniques.

Teacher guided projects with individual research and application will be stressed in this college-level course. Cooperative learning techniques will be applied.

### **Activities Include:**

Reading assigned sections from the text.

Written assignments.

Multiple Choice tests

Data Based Quotient tests

Essays

Video presentations.

Research Papers

## **Government**

<b>Grade Level:</b>	12
<b>Prerequisite(s)</b>	Senior Status
<b>Length</b>	1 Semester
<b>Credit</b>	0.5
<b>Requirement Fulfilled</b>	Social Studies

### **Content:**

American Government is a comprehensive course that examines the basic principles and concepts of the American form of government.

### **Expectations:**

Come to class on time with all the materials necessary to work and learn.

Use appropriate behavior which respects my right to teach and your fellow students' right to learn.

Complete all homework and projects on time as assigned.

Participate in class discussions.

### **Skills Taught:**

The ability to relate the importance of knowledge about the workings of government and its impact on daily lives.

Use of graphs/charts.

Summarization of text information

The ability to gather research information.

### **Methods of presentation:**

The majority of class time is used for discussions on assigned reading from the text including class projects based on a variety of current topics relating to American Government. Some time is given to allow students to work independently on assigned written work.

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### **Activities Include:**

Reading assigned sections from the text.

Written assignments.

Quizzes on assigned sections from the text.

Chapter Tests.

Semester Tests.

Video presentations.

Research Papers

Weekly Current Events



## Psychology

<b>Grade Level:</b>	12
<b>Prerequisite(s)</b>	Senior Status
Length	1 Semester
Credit	0.5
Requirement Fulfilled	Social Studies

### **Content:**

Psychology is a course designed to introduce students to the concepts of human development, personality, and the fundamentals of behavioral study.

### **Expectations:**

Come to class on time with all the materials necessary to work and learn.

Use appropriate behavior which respects my right to teach and your fellow students' right to learn.

Complete all homework and projects on time as assigned.

Participate in class discussions.

### **Skills Taught:**

The ability to understand the basic theories about behavior.

The relationship between individual behavior and group behavior.

Summarization of text information.

The ability to gather research information.

### **Methods of presentation:**

The majority of class time is used for discussions on assigned reading from the text.

Additionally, students will be required to complete class projects based on a variety of current topics relating to Psychology. Some time is given to allow students to work independently on assigned written work.

### **Activities Include:**

Reading assigned sections from the text.

Written assignments.

Quizzes on assigned sections from the text.

Chapter Tests.

Semester Tests.

Video presentations.

Research Papers.

Weekly Current Events.

## Computer Applications

Grade Level:	9,10,11,12
Prerequisite(s)	None
Credit	1.00
Requirement Fulfilled	Business

### **Content:**

Computer Applications is a hands-on class designed to teach fundamentals of the operations of a computer including computer functions, computer types, peripheral devices, computer communication, file management, computer architecture, multimedia, and storage. Computer applications are presented (see Skills Taught). Students learn Core level Microsoft Office XP, FrontPage, Picture It, Paint, and Internet. Students will research and defend what computer and peripherals they would buy for a price set by the teacher.

### **Expectations:**

- Obey Acceptable Use Policy
- Work on assignments during class time each day
- Follow oral and written instructions
- Complete all assignments within specific time
- Work independently and in small groups
- Participate in class demonstrations and presentations
- Help others

### **Skills Taught:**

- Microsoft Word (Word Processing)
- Microsoft Excel (Spreadsheets)
- Microsoft PowerPoint (Presentations)
- Microsoft Access (Databases)
- Digital photography and imagery
- Scanning
- File storage and retrieval
- Microsoft Paint (Graphics)
- FrontPage (Web Page)
- Picture It (Image manipulation)
- Boolean search skills on World Wide Web

**Methods of presentation:** Students spend the majority of class time on computers working independently and helping one another. Presentations and reports are required on assigned topics.

### **Activities Include:**

- Online research.
- Use of Smart Board in student presentation
- Creation of music video
- Integration of Microsoft XP applications

## **Information Technology Essentials 1 (IT Essentials 1)**

<b>Grade Level:</b>	10-12
<b>Prerequisite(s)</b>	Computer Applications
Length	2 semesters
Credit	1.0
Requirement Fulfilled	Business

### **Content:**

Course content is sponsored and written by Hewlett-Packard Company and introduces students to information technology and data communications. Students will develop the necessary skills to enter this field by building a computer, installing the operating system, adding peripherals, connecting the computer to a local area network and to the Internet. Students are prepared for Comp TIA's A+ certifications.

### **Expectations:**

- Student must attend class regularly
- Follow oral and written instruction
- Complete all homework and laboratory assignments within specific time
- Meet testing deadline.
- Work independently and in pairs

### **Skills Taught:**

- Building a computer and installation of the motherboard, floppy and hard drives, CD-ROM and video cards
- Installing and managing Windows operating systems
- Adding peripherals and multimedia capabilities
- Knowledge of local-area network architecture, networking protocols and the OSI Model, and TCP/IP utilities.
- Connecting the computer to a local area network and the Internet.
- Safety procedures relating to computers

### **Methods of Presentation:**

- Curriculum is presented online and is copyrighted by Cisco Systems. Access is available only to students enrolled in Networking Academy classes.
- Students learn through completing labs designed by Hewlett-Packard.
- Lecture and demonstration

## **Publications**

<b>Grade Level:</b>	<b>11, 12</b>
<b>Prerequisite(s):</b>	Computer Applications
<b>Length:</b>	Year
<b>Credit:</b>	1.00
<b>Requirement Fulfilled</b>	Business

### **Content:**

Publications class is dedicated to designing and publishing the yearbook and school newspaper.

### **Expectations:**

Use class time to work on assignment

Follow oral instructions

Meet deadlines

Work independently without daily direction

Write articles and design pages as assigned

Some time is required outside of school for newspaper layout and/or photography

### **Skills Taught:**

Journalism

Adobe PhotoShop 7 (digital image manipulation)

PageMaker 7 (publishing)

Book binding

Newspaper layout and printing

File management

Scanning

Digital camera operation

### **Methods of presentation:**

Software skills are learned by doing exercises and assignments. The majority of class time is spent working independently on individual assignments. These will include photo selection, cropping, manipulation, print instructions for printing press, page design, writing articles, and newspaper layout. Each student must present and teach a component of PhotoShop.

### **Activities Include:**

Newspaper and Yearbook advertisement sales.

Taking photographs at events during and not during school hours.

## Concert Band

<b>Grade Level:</b>	9,10,11,12
<b>Prerequisite(s)</b>	None
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled:</b>	Fine Arts

### **Content:**

Concert Band is a combination of musical instruction and performance for school, community, and state events. The class is an all-in-one incorporation of marching band, pep band, music appreciation, music history, music theory, aural training, instrumental pedagogy, music technology, as well as study and performance of advanced, traditional, and contemporary wind band literature. The band and student groups also compete and travel for district and state music festivals. Concert band also may include student opportunities to tour, with funds raised by students.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all coursework and practice as assigned.  
Work as a team to set goals and accomplish them as a group  
Attend all required events. (Pep Band, Concerts, Extra rehearsals)  
Work independently or in small groups.

### **Skills Taught:**

Theory of music including: scales, form, styles.  
Rehearsal techniques: set up; warm up, sight reading, balance.  
Instrumental pedagogical techniques and use while playing  
Teamwork as it relates to music, band, and life.  
Music technology programs and use in the classroom: accompaniment programs and music writing tools.

### **Methods of presentation:**

Class time is broken down into sections everyday: Warm up, sight reading (during festival preparation), rehearsal of literature and methods. Other time is used to implement study of literature and musical ideas.

### **Activities Include:**

Pep band performance at Shelby High School pep assemblies, football, volleyball, men's and women's basketball, and tournaments.  
Marching Band for SHS homecoming parade and football games.  
Concert performance for final product of classroom learning for the quarter.  
Small groups play for community when needed and around the holiday season.

## **Jazz Band**

<b>Grade Level:</b>	9,10,11,12
<b>Prerequisite(s)</b>	Proficiency on standard jazz instrument, audition
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled:</b>	Fine Arts

### **Content:**

Jazz band is a combination of musical instruction and performance for school, community, and state events. The class involves advanced performance training in jazz literature from all style periods, guided improvisational study. The class incorporates jazz appreciation, jazz history, jazz theory, instrumental pedagogy, as well as study and performance of swing, bebop, ballade, reggae, blues, big band, traditional, and contemporary jazz literature. Jazz band is a performance oriented group consisting of an auditioned group of about 20 students.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all coursework and practice as assigned.  
Work as a team to set goals and accomplish them as a group  
Attend all required events.

### **Skills Taught:**

Theory of jazz music including: scales, form, styles, and progressions.  
Rehearsal techniques: set up; warm up, sight reading, balance.  
Instrumental pedagogical techniques and use while playing  
Teamwork as it relates to music, band, and life.  
Jazz appreciation and history.

### **Methods of presentation:**

Class time is broken down into sections everyday: Warm up, rehearsal of literature and methods. Other time is used to implement study of literature, styles, improvisation, music, and content standards.

### **Activities Include:**

Concert performance to display final product of classroom learning for the quarter. Small groups play for community when needed and around the holiday season. Tour groups when possible.

## Choraliers

<b>Grade Level:</b>	9-12
<b>Prerequisite(s)</b>	None
Length	Year
Credit	1.00
Requirement Fulfilled	Fine Arts

### **Content:**

Choraliers is a performance based group for freshman and sophomore, or beginning choral singers. Activities include several public performances throughout the year, annual trips, and fundraising.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Participate in all choral events and activities.  
Create an atmosphere of positive relationships.  
Put forth exemplary work ethic daily.

### **Skills Taught:**

The fundamentals of vocal production. Basic music theory and sight-singing. Varying approaches to developing the voice and gaining confidence in singing.

### **Methods of presentation:**

Choir is a hands-on activity based course where we learn by doing.  
The majority of class time is used for rehearsing music in a large group setting.

### **Activities Include:**

Public concerts  
District Music Festival  
Fundraising

## Les Allouettes

<b>Grade Level:</b>	10-12
<b>Prerequisite(s)</b>	Instructor Permission; concurrent enrollment in Concert Choir
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	Fine Arts

### **Content:**

Les Allouettes is a performance intensive group for experienced choral singers. Members must be concurrently enrolled in Concert Choir. Les AI makes numerous public performances throughout the year, and explores a wide range of styles and approaches to vocal technique. Jazz, pop, madrigal, gospel, and other styles will be explored, as well as acting and choreography and stage presence.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Participate in all choir events and activities.  
Create an atmosphere of positive relationships.  
Put forth exemplary work ethic daily.

### **Skills Taught:**

Advanced singing and musical concepts; tone color and advanced harmonic applications. Creation of art music through all phases of development: learning of notes, through presentation and evaluation. Group dynamics are stressed, with a focus creating positive energy and self-confidence.

### **Methods of presentation:**

The majority of class time is used for rehearsing music in a large group setting. Student-led sectionals are utilized at times. Occasional discussion periods. Choir is a hands-on activity based course where we learn by doing.

### **Activities Include:**

Many Public concerts  
District Music Festival  
Spring Tour  
Fundraising



## Concert Choir

<b>Grade Level:</b>	9-12
<b>Prerequisite(s)</b>	Instructor Permission
Length	Year
Credit	1.00
Requirement Fulfilled	Fine Arts

### **Content:**

Concert Choir is a performance based group for experienced choral singers. The concert choir has high expectations of its members, and singers must have exemplary work ethic. Most students are upperclassmen. Activities include several public performances throughout the year, annual trips, and fundraising.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Participate in all choir events and activities.  
Create an atmosphere of positive relationships.  
Put forth exemplary work ethic daily.

### **Skills Taught:**

Singing fundamentals, physiology, and their correct application. Creation of art music through all phases of development: learning of notes, through presentation and evaluation. Group dynamics are stressed, with a focus creating positive energy and self confidence.

### **Methods of presentation:**

The majority of class time is used for rehearsing music in a large group setting. Student-led sectionals are utilized at times. Choir is a hands-on activity based course where we learn by doing.

### **Activities Include:**

Public concerts  
District Music Festival  
Spring Tour  
Fundraising

## **Woods**

**Grade Level:** 9,10,11,12

**Prerequisite:** None

**Length:** year

**Credit:** 1.00

**Requirement Fulfilled:**

### **Content:**

Woods is a project-oriented class that emphasizes the safe and orderly operation of tools. The student is expected to complete a variety of projects that will utilize the use of several different tools and machines. Students will learn how to build projects from examples, plans, and project books.

### **Expectations:**

Follows directions

Work Cooperatively

Complete a variety of projects using various processes

Follow a plan / make a plan and bill materials

Have multiple project ideas

### **Skills taught:**

The proper and safe use of portable and stationary tools

Measuring

Designing

Joinery/adhesion

### **Methods of Presentation:**

The majority of the class time will be individualized instruction, aiding students in the completion of their projects. Ninety percent of the work will be individual.

### **Activities Include:**

Independently working on projects

Working with tools safely

Work toward becoming proficient measuring and working with fractions

Following written plans and drawings

## **Advanced Woods**

**Grade Level:** 10, 11, 12

**Prerequisite:** Woods

**Credit:** 1.00

**Requirement Fulfilled:**

### **Content:**

Advanced Woods is a project-oriented class where the student will be expected to construct projects of multiple mediums, utilize a variety of construction techniques, incorporate a wide range of fastening mediums, and selecting projects that will truly challenge the learner. The projects will be constructed of hard woods and should be of the quality to sell in a cabinet shop.

### **Expectations:**

Follow directions

Be capable of independent thinking

Skilled measurer

Attentive to details

Read a drawing

### **Skills Taught:**

Complex joinery

Machine set ups and adjustments

Selection of materials

Safety

Variety of construction techniques Joinery

### **Methods of Presentation:**

Students will explore projects, directions, joinery, techniques, and craftsmanship through a classroom setting, textbooks, professional journals, and project books. Students will construct prototypes when required. Students will learn first hand how to make machine set-ups and to accurately measure.

### **Activities Include:**

Students will be expected to provide their own project ideas, and to incorporate the skills taught into one or two personal projects.

## Small Engines / Auto Maintenance

**Grade Level:** 9,10,11,12

**Prerequisite:**

Credit: 1.00

Requirement Fulfilled:

### **Content:**

Small Engines is the class for the beginner who has a desire to learn how an internal combustion engine works. The class will begin by exploring how the motor works and the correlation between the parts. The class will progress from gaining knowledge to tearing down, rebuilding, maintaining, to service and winterizing. The second semester of the class will be devoted to automotive maintenance, and up keep.

### **Expectations:**

Follow directions

Work cooperatively

Completion of a wide variety of tasks

Research and follow directions from a service manual

Have small engine project and an automobile to perform maintenance and inspections on

### **Skills Taught:**

Safety

Use of service manuals

Sequencing and diagnosing

Measuring

### **Methods of presentation:**

The class will primarily be hands on project oriented. There will be many occasions where the class will need to utilize a classroom setting to gain detailed information, and direction.

### **Activities:**

Students will utilize school engines to learn the primary function of a small engine. The student will be required to then perform several operations on their own small engine projects. The final semester the student will work on performing maintenance routines and intervals on school vehicles and then on their personal vehicles.

## **Auto**

**Grade Level:** 10, 11, 12 (Instructor Approval)  
**Prerequisite:** Small Engines  
**Length:** Year  
**Credit:** 1.00  
**Requirement Fulfilled:**

### **Content:**

Understand the parts and function of an internal combustion engine. Students will explore the various systems of an automobile. Students will perform maintenance checks and procedures at the appropriate intervals. Students will learn to use reference materials. Students will learn how to use tools and specialty equipment. Students will learn how to safely and efficiently work in a shop and to keep it clean neat and orderly.

### **Expectations:**

Follow written and oral directions  
Work cooperatively  
Complete a variety of tasks that are designed to reinforce the content of the class  
Obtain direction from service manuals  
Private projects will be helpful

### **Skills taught:**

The proper and safe use of tools  
Logical sequencing and diagnosing  
How to utilize reference materials

### **Methods of presentation:**

The majority of the class time will be in a lab setting giving the student the opportunity to experience first hand how the systems function.

### **Activities:**

Independent work on projects  
Perform maintenance on variety of vehicles  
Explore through hands on learning how the various systems work and are interrelated

## **Accounting**

<b>Grade Level:</b>	10, 11, and 12
<b>Prerequisite(s):</b>	Computer Applications
<b>Length:</b>	year
<b>Credit:</b>	1.0
<b>Requirement Fulfilled:</b>	Vocational

### **Content:**

The purpose of this course will be to provide general information needed by all students in developing an understanding of the fundamental principles of a business or an individual set of financial books.

### **Expectations:**

Come prepared to class everyday.

Follow oral and written instructions.

Complete all homework and laboratories assignments within specific time.

Interpret and draw conclusions.

Work independently or in small groups.

Participate during class discussions.

### **Skills Taught:**

The student will utilize the following in learning the skills necessary to be an effective bookkeeper: will be able to start an accounting system, record entries, post entries, do a work sheet, income statement, balance sheet, close the ledger, practice set, maintain a checking account, reconcila a bank statement, understand basic tax terminology, payroll records, and record depreciation on assets.

### **Methods of Presentation:**

The majority of class time will be used for discussion, guided practice, and independent or group work.

### **Activities Include:**

The students normally follow this process – Working together, on your own, application problems, challenge problems, and mastery problems.

## **Business Math**

<b>Grade Level:</b>	10, 11, 12
<b>Prerequisite(s)</b>	None
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	Vocational Education

### **Content:**

Business Math is the study of mathematics in daily use.

### **Expectations:**

- Come prepared to class everyday.
- Follow oral and written instructions.
- Complete all homework assignments within specific time.
- Work independently or in small groups.
- Participate during class discussions.

### **Skills Taught:**

Math skills involved are addition, subtraction, multiplication and division. These skills are used in a variety of contexts: Car and Home purchases, interest rates, percentages, basic business skills in addition to other practical use topics.

### **Methods of presentation:**

The majority of class time is used teaching lessons from the textbook. Text work is supplemented with additional resources.

### **Activities Include:**

- Practical applications.
- Applicable activities and assignments relevant to daily life.

## Applied Business

<b>Grade Level:</b>	11 and 12
<b>Prerequisite(s):</b>	Computer Applications
<b>Length:</b>	1 year
<b>Credit:</b>	1.0
<b>Requirement Fulfilled:</b>	Vocational

### **Content:**

This class requires classroom and on-the-job training. Students will also explore different career possibilities, job-finding skills, resume building, interviewing skills and other skills necessary for job placement. There will also be a number of guest speakers which will be utilized in the classroom. The second semester the students will learn by completing an internship with a local business.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework and laboratories assignments within specific time.  
Interpret and draw conclusions.  
Work independently or in small groups.  
Participate during class discussions.

### **Skills Taught:**

Students will learn about different career possibilities, job-finding skills, resume building, interviewing skills and other skills necessary for job placement. There will also be a number of guest speakers which will enable the students to learn about different careers.

### **Methods of Presentation:**

The majority of class time will be used for discussion, guided practice, and independent or group work.

### **Activities Include:**

The students will schedule and introduce guest speakers.  
The students will compile a portfolio.  
The students will do various individual and group projects dealing with careers and businesses.



## **Foods**

<b>Grade Level:</b>	9,10,11,12
<b>Prerequisite(s)</b>	None
Length	1 Year
Credit	1.00
Requirement Fulfilled:	Vocational Elective

### **Content:**

The students will work with school-based learning in cooking, nutrition, cuisine or career cooking. Hands-on gives students lots of cooking experience with cake decorating, food preservation, healthy diet choices and good basic cooking skills for life.

### **Expectations:**

Appropriate  
Respectful  
Safe

### **Skills Taught:**

- The proper use of small and large equipment and appliances.
- Food lab experiences and demonstrations.
- To relate food lab activities to text information.
- To relate principles of cookery experiences in the foods lab to textbook information.

### **Methods of presentation:**

The majority of class time is used for lab experiences in small groups or working independently. Class discussion is centered on creating displays, assignments from the book and the use of other varied teaching resources.

### **Activities Include:**

- Food preparation labs using all 5 food groups touching on a variety of topics.
- Student food demonstrations.
- Monthly Nutrition Article Reports.
- Student folder required.
- Out of class meal preparation assignment.
- Individual and group presentations.
- Guest speakers.
- Textbook and related materials.
- Video Evaluations.

## **Family Living**

<b>Grade Level:</b>	9,10,11,12
<b>Prerequisite(s)</b>	None
<b>Length</b>	1 Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled:</b>	Vocational Elective

### **Content:**

During this course the student will study goals, values, decision making, housing, food, clothing, finances, childcare, health concerns, dealing with crisis situations, and leisure activities. Family living is designed to help young adults prepare for marriage and family life.

### **Expectations:**

Appropriate  
Respectful  
Safe

### **Skills Taught:**

- Students learn how to ask appropriate questions when interviewing guest speakers.
- Students gather information from varied resources and share this with the entire class.
- Students relate classroom activities to text information.
- Students display proper use of selected classroom equipment used. (ex. sewing and foods equipment.)

### **Methods of presentation:**

- The majority of class time is used for reading, reflecting and discussing a variety of topics related to family life.
- Students may also experience "hands on" projects in the area of foods, sewing, childcare and housing.
- Class discussions is centered on creating displays, assignments from the textbook and the use of other varied teaching resources.

### **Activities Include:**

- Guest Speakers
- Textbook and related materials.
- Video Presentations.
- Group Presentations.
- Individual Presentations.
- Monthly Magazine Article Reports.
- Student folder required.
- Child Care Activity Opportunities.

## Art 1

<b>Grade Level:</b>	9,10,11,12
<b>Prerequisite:</b>	
Length:	Year
Requirement Fulfilled:	Fine Arts

### **Content:**

A full year course designed for the beginning art student. During the first semester, students are introduced to basic drawing processes and techniques with a variety of media. During the second semester, students are introduced to various design projects such as lettering, printmaking, batik, poster design, sculpture, weaving and ceramics.

### **Expectations:**

- Be to class on time
- Listen to and follow directions
- Handle all art supplies with care
- Respect everyone and his/her art work
- Keep your work area clean
- Use class time to work on projects
- Complete projects in a timely manner

### **Skills Taught:**

- Create art using a variety of media and techniques
- Understand and communicate how the elements of design and principles of art are used in works of art.
- Create unique individual artworks to express feelings, ideas, and create mood
- Analyze artwork in terms of content, composition and meaning.
- Develop knowledge of aesthetics in art and artworks
- Assess their own artwork
- Analyze and critique the artwork of others, including professionals, viewed through field trips, visual aides and the internet
- Demonstrate the safe and proper use of equipment, supplies and materials.

### **Methods of Presentation:**

The majority of the class time is used for creating various works of art using the media and techniques presented in class. Some class time is spent viewing and discussing the artwork of other artists (through slides, videos and other visuals as well as visits to exhibits and museums). Students will participate in at least one showing of their work each semester and compete in at least one contest during the school year. The student is also expected to learn the terminology related to the methods and media covered.

### **Activities Include:**

- Contour drawing
- Tonal drawing
- Gesture drawing
- Perspective drawing
- Drawing using the proportions of the human figure and face
- Color mixing
- Design assignments involving -- color schemes, balance, positive and negative space, center of interest, methods for creating emphasis, and methods for creating unity
- 3-D constructions – paper mache, cardboard, carving, assembling, relief, modeling
- Clay construction – coil, slab, pinch, pudge
- Printmaking -- linoleum block printing, litho sketch printing
- Batik
- Jewelry –polymer clay and metal enameling

## Art 2

<b>Grade Level:</b>	10,11,12
<b>Prerequisite:</b>	Art 1
<b>Length:</b>	Year
<b>Credit:</b>	1.00
<b>Requirement Fulfilled:</b>	Fine Art

### **CONTENT:**

A full year course in which the student will experiment in more depth with several media and techniques, some new and some introduced in Art 1. During the first semester, students will concentrate on creating drawings and designs with a variety of media and techniques. During the second semester, special attention will be paid to sculpture, painting, and ceramics.

### **EXPECTATIONS:**

- Be to class on time
- Listen to and follow directions
- Handle all art supplies with care
- Respect everyone and his/her art work
- Keep your work area clean
- Use class time to work on projects
- Complete projects in a timely manner

### **SKILLS TAUGHT:**

- Create art using a variety of media and techniques
- Understand and communicate how the elements of design and principles of art are used in works of art.
- Create unique individual artworks to express feelings, ideas, and create mood
- Analyze artwork in terms of content, composition and meaning.
- Develop knowledge of aesthetics in art and artworks
- Assess their own artwork
- Analyze and critique the artwork of others, including professionals, viewed through field trips, visual aides and the internet
- Demonstrate the safe and proper use of equipment, supplies and materials.

### **METHODS OF PRESENTATION:**

The majority of the class time is used for creating various works of art using the media and techniques presented in class. Some class time is spent viewing and discussing the artwork of other artists (through slides, videos and other visuals as well as visits to exhibits and museums). The student is also expected to learn the terminology related to the methods and media covered. Students will participate in at least one showing of their work each semester and compete in at least one contest during the school year

### **ACTIVITIES INCLUDE:**

- Sketchbook assignments: observational drawing
- Drawing with pen and ink, colored pencil, pastel, scratch knife, graphite, charcoal, mixed media
- Design assignments involving color schemes, value schemes, balance problems, positive and negative space, center of interest, methods for creating emphasis, and methods for creating unity
- 3-D constructions – paper mache, carving, assembling, relief, modeling
- Clay construction – coil, slab, potter's wheel
- Printmaking -- linoleum block printing, silk screen
- Jewelry –polymer clay and metal enameling

## Art 3

<b>Grade Level:</b>	11, 12
<b>Prerequisite:</b>	Art 1, Art 2
<b>Length:</b>	Year
<b>Credit:</b>	1.00
<b>Requirement Fulfilled:</b>	Fine Art

### **Content:**

A full year course structured as a survey of art history: students will study selected periods, movements and artists and create original works of art related to the art/artists studied.

### **Expectations:**

- Be to class on time
- Listen to and follow directions
- Handle all art supplies with care
- Respect everyone and his/her art work
- Keep your work area clean
- Use class time to work on projects
- Complete projects in a timely manner

### **Skills Taught:**

- Create art using a variety of media and techniques
- Understand and communicate how the elements of design and principles of art are used in works of art.
- Create unique individual artworks to express feelings, ideas, and create mood
- Analyze artwork in terms of content, composition and meaning.
- Develop knowledge of aesthetics in art and artworks
- Assess their own artwork
- Analyze and critique the artwork of others, including professionals, viewed through field trips, visual aides and the internet
- Demonstrate the safe and proper use of equipment, supplies and materials.

### **Method of Presentation:**

The majority of the class time is used for creating various works of art using the media and techniques presented in class. Some class time is spent viewing and discussing the artwork of art periods, art movements and specific artists (through slides, videos and other visuals as well as visits to exhibits and museums). Students will participate in at least one showing of their work each semester and compete in at least one contest during the school year. The student is also expected to learn the terminology related to the methods and media covered.

### **Activities Include:**

- Sketchbook assignments: observational drawing
- Stained glass
- Illuminated manuscripts
- Mural painting
- Fresco painting
- Metal casting
- Painting with oil and acrylic
- Drawing with pen and ink, colored pencil, pastel, scratch knife, graphite, charcoal, mixed media
- 3-D constructions – paper mache, carving, assembling, relief, modeling
- Clay construction – coil, slab, potter’s wheel
- Printmaking -- linoleum block printing, silk screen, monoprint, calliograph

## Art 4

<b>Grade Level:</b>	12
<b>Prerequisite:</b>	Art 1, Art 2, Art 3
<b>Length:</b>	Year
<b>Credit:</b>	1.00
<b>Requirement Fulfilled:</b>	Fine Art

### **Content:**

A full year course designed to allow the serious art student to concentrate in one or more areas of interest: painting, sculpture, graphic arts, illustration, for example. Students will be expected to use this class to compile a portfolio suitable for submission to scholarship and admissions committees. It will be necessary for each student to supply most of the materials needed for this class. It is recommended that students in this class register as an art aide or take a study hall so that they have two hours each day to work on their projects.

### **Expectations:**

- Be to class on time
- Listen to and follow directions
- Handle all art supplies with care
- Respect everyone and his/her art work
- Keep your work area clean
- Use class time to work on projects
- Complete projects in a timely manner

### **Skills Taught:**

- Create art using a variety of media and techniques
- Understand and communicate how the elements of design and principles of art are used in works of art.
- Create unique individual artworks to express feelings, ideas, and create mood
- Analyze artwork in terms of content, composition and meaning.
- Develop knowledge of aesthetics in art and artworks
- Assess their own artwork
- Analyze and critique the artwork of others, including professionals, viewed through field trips, visual aides and the internet
- Demonstrate the safe and proper use of equipment, supplies and materials.

### **Method of Presentation:**

This class is a studio class in which the student is responsible for generating his/her own assignments. The instructor will advise and assist as needed. Some class time is spent viewing and discussing the artwork of other artist (through slides, videos and other visuals as well as visits to exhibits and museums). Students will participate in at least one showing of their work each semester and compete in at least one contest during the school year. They will also have the opportunity to do art projects such as murals and sign painting for persons and businesses in the community. The student is also expected to learn the terminology related to the methods and media covered.

### **Activities Include:**

Sketchbook assignments: observational drawing, Stained glass, Illuminated manuscripts, Mosaic  
Mural painting, Metal casting, Painting with watercolor, oil and acrylic, Drawing with pen and ink, colored pencil, pastel, scratch knife, graphite, charcoal, mixed media, 3-D constructions – paper mache, carving, assembling, relief, modeling, Clay construction – coil, slab, potter’s wheel, Printmaking -- linoleum block printing, silk screen, lithography, monoprint, calligraphy, Jewelry –polymer clay, silver clay and metal enameling.

## **Agricultural Education**

<b>Grade Level:</b>	9,10, 11, 12
<b>Prerequisite(s)</b>	None
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	Agriculture Elective/ FFA Membership Prerequisite

### **Content:**

Agriculture Education is the in depth study of agricultural topics including, but not limited to: Parliamentary Procedure, Agronomy, Range, aquaculture, FFA, Sales and Service, Water Quality, Welding, Building Construction, Livestock Judging, Financial Issues, and other topics that the students wish to study that are related to agriculture. Students work on topics and projects that are related to their interests and future areas they would like to investigate for career development and personal growth.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Complete all homework assignments within specific time.  
Work independently or in small groups.  
Participate during class discussions.  
Maintain a notebook of information acquired during class.  
Complete weekly goal sheets.

### **Skills Taught:**

Communication skills  
Procedures to complete agricultural situations in a variety of formats  
Organization skills

### **Methods of presentation:**

Class time is spent in any number of methods of presentation. The method is dependent upon the topic being studied. They vary from lecture to experiential and group work to individual preparation.

### **Past Activities Have Included:**

FFA  
Sales and Service  
Range  
Agronomy  
Welding  
Parliamentary Procedure  
Water Quality  
Aquaculture (fish)  
Plant Science  
Livestock Judging  
Public Speaking  
Ag Issues  
Meats  
Floriculture

## **Agricultural Mechanics**

<b>Grade Level:</b>	9, 10, 11, 12
<b>Prerequisite(s)</b>	None
<b>Length</b>	Year
<b>Credit</b>	1.00
<b>Requirement Fulfilled</b>	Agriculture Elective /FFA Membership Prerequisite

### **Content:**

Agricultural Mechanics teaches students techniques to help them make use of their skills to become more familiar with general mechanics. They learn tool identification, safety, soldering, use of a tap and die, ArcView, basic AutoCAD, and may choose from the modules including: the basics of welding, plumbing, electricity, building construction, GPS through study and hands-on activities.

### **Expectations:**

Come prepared to class everyday.  
Follow oral and written instructions.  
Completion of weekly goal sheets, reading assignments, projects and in-class work.  
Work independently or in small groups.  
Participate during class discussions.  
Maintain a notebook of information acquired during class.

### **Skills Taught:**

The safe and proper use of specialized equipment.  
Tool identification, Safety, soldering, tap and die, welding, plumbing, building construction, GPS, and electrical techniques.  
Use of AutoCad and ArcView.

### **Methods of presentation:**

The majority of class time is used for shop experiences in small groups or working independently.  
Students will work in a self-paced environment in order to complete modules that they have selected.

### **Activities Include:**

Safety  
Tool Identification  
Soldering  
Tap and Die  
Arc and Oxy-acetylene welding.  
Plumbing.  
Building Construction  
Electricity  
GPS  
ArcView  
AutoCAD It



## Spanish I

<b>Grade Level:</b>	9, 10, 11, 12
<b>Prerequisite(s)</b>	None
Length	Year
Credit	1.00
Requirement Fulfilled	Foreign Language

### **Content:**

Spanish I is an introductory course in the Spanish language. Students will learn how to follow simple directions, how to exchange information with peers, how to recognize and respond to common phrases, how to ask and answer simple questions, how to speak with correct pronunciation and intonation, and how to read and write in Spanish. The culture and customs of Spanish speaking countries will be taught to enable students to better understand foreign cultures as well as their own culture.

### **Expectations:**

Come to class everyday, on time.  
Students are expected to participate in class activities and exercises.  
Follow oral and written instructions.  
Complete all homework assignments within specific time.  
Students are expected to treat each other with respect.  
Be prepared to work independently or in small groups.  
Students are expected to work hard and have fun learning Spanish

### **Skills Taught:**

Vocabulary and common phrases related to greetings and introductions, school, family and friends, the city, the home, clothing, food, and free time and hobbies.  
Grammar  
Correct pronunciation and intonation.  
Culture of Spanish speaking countries, with emphasis on Mexico and Central American cultures.

### **Methods of presentation:**

The majority of class work will be speaking individually, in small groups, and to the entire class. An interactive textbook on CD ROM will be used. Students will also be taught how to read and write at their appropriate level in Spanish.

### **Activities Include:**

Conversation  
Cultural activities, celebrations, customs,  
Vocabulary and Grammar skills.

## **Health Enhancement**

<b>Grade Level:</b>	9, 10
<b>Prerequisite(s)</b>	None
Length	Year
Credit	1.00
Requirement Fulfilled	Health Enhancement

### **Content:**

Health Enhancement is an introduction to creating a healthy lifestyle. The basic principles of fitness and wellness will be the primary focus.

### **Expectations:**

Follow directions the first time they are given.  
Be in the gym before the tardy bell rings.  
Be prepared for class. (gym clothes and shoes)  
Respect self and others.  
Participate in the assigned activity.

### **Skills Taught:**

How to create a healthy lifestyle.  
Gross and fine motor skills.  
Anaerobic and aerobic exercise.

### **Methods of presentation:**

The majority of class time is used for participatory experiences in large groups, small groups, pairs or working independently.

### **Activities Include:**

- Badminton
- Bigger Faster Stronger Program
- Cricket
- Croquet
- Folf (Frisbee Golf)
- Horseshoes
- Mush Ball
- Physical Testing
- Q-tip Hockey
- Razzle-Dazzle Football
- Soccer
- Softball
- Table Tennis
- Tennis

### **Health Topics Include:**

- Accident Prevention & Safety
- Community Health
- Consumer Health
- Environmental Health
- Mental & Emotional Health
- Nutrition
- Prevention & Control of Disease
- Substance Use & Abuse

## Advanced Health Enhancement

<b>Grade Level:</b>	11, 12
<b>Prerequisite(s)</b>	9-10 Health Enhancement (physical exam)
Length	Year
Credit	1.00
Requirement Fulfilled	Health Enhancement

### **Content:**

Health Enhancement is an introduction to creating a healthy lifestyle. The basic principles of fitness and wellness will be the primary focus.

### **Expectations:**

- Follow directions the first time they are given.
- Be in the gym before the tardy bell rings.
- Be prepared for class. (gym clothes and shoes)
- Respect self and others.
- Participate in the assigned activity.
- Execute and promote proper safety procedures. (Lifting, Spotting)
- Maintain clean, well-organized weight room.
- Maintain proper recording keeping.

### **Skills Taught:**

- How to create a healthy lifestyle.
- Gross and fine motor skills.
- Anaerobic and aerobic exercise.
- Plyo-metric conditioning
- Weight training
- Agility, Balance, Coordination

### **Methods of presentation:**

The majority of class time is used for participatory experiences in, small groups, pairs or working independently.

### **Activities Include:**

- Badminton
- Bigger Faster Stronger Program
- Cricket
- Folf (Frisbee Golf)
- Horseshoes
- Bonk-it-Ball
- Physical Testing
- Razzle-dazzle Football
- Softball
- Tennis

## Title I

<b>Grade Level</b>	9, 10, 11, 12
<b>Length</b>	Year
<b>Credit</b>	None

**Content:**

Title I is a remedial program providing tutoring in all subject areas. This includes skill development in areas of academic weakness, access to computer technology and use of reference books for research purposes. Students are scheduled according to need and/or grades. Admittance to the class is by student / parent request or teacher / guidance counselor referral. Students, as allowed by teacher, may also take tests or have them read orally in the tutoring class.

**Expectations:**

- Come prepared to class everyday.
- Know what the assignments are and be prepared to complete them.
- Ask for and be willing to accept help.
- Participate and work on assignments everyday.

<b>Skills Taught:</b>	Grammar
Study Skills	Vocabulary
Word Recognition	Test Strategies
Math Concepts	Comprehension
Research Skills	Writing Skills

**Additional Resources:**

- Books on CD or Cassette
- Condensed Books
- Reference Books
- Computer Lab
- Library Lab

February 10, 2010

Dear Parents:

The need for financial literacy education is rapidly increasing among teenagers as the number of money management alternatives increase. Next school year we are offering seniors the opportunity to take a "Senior Seminar" as an elective course. The Senior Seminar which incorporates among other things family financial literacy which assists students in developing lifelong money management skills. The course will also focus on career readiness skills such as building a dynamic resume and cover letter, participating in a mock interview and numerous other vital life-long skills.

Topics covered include:

- values, goal setting and needs vs. wants
- career development
- resume and cover letter building
- Interview readiness
- workplace etiquette
- spending plans, paychecks, and taxes
- saving and investing
- housing and transportation
- credit and identity protection
- scholarship searches and preparation

The class will participate in activities that require them to consider their future financial and career goals and how their current money management practices may impact their goals. The lesson plans were designed, evaluated and edited by teachers for teachers in conjunction with the Family Economics & Financial Education project at Montana State University.

The Family Economics & Financial Education project has created course materials that are based on national family and consumer science and economic education standards. These standards stress the importance of managing individual and family finances; analyzing career goals and their long term impact on the individual, family, and community; and understanding how basic economic principles influence individual and family decision making.

The students will gather examples of each of the topics listed above, many of which will be used time after time in their post-secondary education or training, careers and family life. This is an exciting course that prepares the students for everyday family financial decision making. If you have questions please feel free to contact me at **424-8910**.

Sincerely,

Shawn Clark, Principal  
Shelby High School

## March 2010 Board Notes

1. Preliminary Budget Report: Elementary prior year budget \$2,471,881. 2010 possibilities: without a vote \$2,492,623, with a vote \$2,499,220. Max Increase of \$27,339. High School prior year budget, \$1,563,218. 2010 possibilities: without a vote \$1,573,760, with a vote \$1,585,531. Max Increase of: \$22,313. The negotiated increase is for certified employees is 2% or roughly 2% of \$1,939,121 = \$38,782. This does not include any increases due to step and lanes or any increase to the classified employees.
2. Recommendation for hire: Victoria Shawgo was interviewed for the K – 12 Music/chorale position. Those involved in the interview thought that Ms. Shawgo would be an excellent addition to the District.
3. Representatives from the Senior class will address the Board concerning an overnight trip to billings.
4. Mr. Matteson has a report concerning the renovations purposed on the football field and track facilities.
5. Resolution for School Election. Barb Mercer's and Joe Sisk's terms expire and the Board needs to determine if the district is going to run budgetary levies.
6. Summer Food Program: There is definitely a need for such a program. However, questions concerning where and who will head such a program and cover any existing costs still need to be determined.

SHELBY SCHOOL DISTRICT  
Budget vs. Actual Report  
For the Accounting Period: 3 / 10

Fund	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
101 General Fund	35,837.96	1,263,366.44	16,782.71	1,280,149.15	2,471,881.30	1,191,732.15
110 Transportation Fund	3,625.09	99,323.48	0.00	99,323.48	195,000.00	95,676.52
111 Bus Depreciation Fund	0.00	0.00	0.00	0.00	224,614.54	224,614.54
113 Tuition	0.00	0.00	0.00	0.00	18,283.56	18,283.56
120 Lease-Rental	0.00	0.00	0.00	0.00	500.00	500.00
128 Technology Fund	283.10	31,180.89	233.32	31,414.21	52,514.30	21,100.09
129 Flexibility Fund	415.91	1,417.62	0.00	1,417.62	6,893.54	5,475.92
160 Building	0.00	0.00	0.00	0.00	500.00	500.00
201 General Fund	71,247.05	866,876.46	29,600.32	896,476.78	1,563,218.57	666,741.79
210 Transportation Fund	2,960.33	73,241.12	0.00	73,241.12	124,000.00	50,758.88
211 Bus Depreciation Fund	0.00	0.00	0.00	0.00	247,469.09	247,469.09
212 Food Services	18,570.51	214,397.98	51.00	214,448.98	0.00	-214,448.98
217 ADULT EDUCATION FUND	249.02	22,931.68	0.00	22,931.68	60,000.00	37,068.32
218 Traffic Education or Driver's Ed.	170.00	3,395.34	0.00	3,395.34	20,000.00	16,604.66
220 Lease-Rental	0.00	0.00	0.00	0.00	4,700.00	4,700.00
228 Technology Fund	283.11	39,572.12	1,825.83	41,397.95	51,439.54	10,041.59
229 Flexibility Fund	382.01	1,162.18	0.00	1,162.18	13,002.92	11,840.74
260 Building	0.00	0.00	0.00	0.00	4,000.00	4,000.00
<b>Grand Total:</b>	<b>134,024.09</b>	<b>2,616,865.31</b>	<b>48,493.18</b>	<b>2,665,358.49</b>	<b>5,058,017.36</b>	<b>2,392,658.87</b>

Claim Warrant	Vendor #/Name	Amount					
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj
4060	5143 3 RIVERS TELEPHONE COOPERATIVE	555.20					
1	02/28/10 camrose bill	13.05		101 71	100-2400	531	
2	el phone bill	56.60		101	100-2400	531	
3	hs phone bill	68.80		201	100-2400	531	
4	admin phone bill	19.70		201	100-2300	531	
5	admin phone bill	19.70		201	100-2500	531	
6	gtcc phone bill	4.65		182	107-2212	531	570
7	bus barn phone bill	4.20		210	100-2700	531	
8	alt ed phone bill	1.65		217	610-1000	610	
9	fiber lease/dsl	91.71		101	100-1000	531	
10	fiber lease/dsl	91.71		201	100-1000	531	
11	fiber lease/dsl	91.71		101	100-2300	531	
12	fiber lease/dsl	91.72		201	100-2300	531	
4769	6375 ACADIA HEALTHCARE	29,907.34					
1	1756939 02/28/10 reimb medicare pmt	7,008.13		115	999-6200	920	313
2	1757018 02/28/10 reimb medicare pmt	7,178.93		115	999-6200	920	313
3	1758683 02/28/10 reimb medicare pmt	740.69		115	999-6200	920	313
4	1760292 02/28/10 reimb medicare pmt	5,573.39		115	999-6200	920	313
5	1760384 02/28/10 reimb medicare pmt	7,949.25		115	999-6200	920	313
6	1762117 02/28/10 reimb medicare pmt	1,171.81		115	999-6200	920	313
7	17652220 02/28/10 reimb medicare pmt	285.14		115	999-6200	920	313
3638	6301 ALLTEL	173.37					
HS Extra Curric (Bus) 56,57,12,16							
Rt Bus 51,52,53,54							
460-0488 HS Prin							
450-0972 Supt							
1	02/28/10 cell bill supt	37.21		101	100-2300	531	
2	cell bill supt	37.21		201	100-2300	531	
3	cell bill ex curric	16.96		201	720-3500	531	
4	cell bill rt bus	8.50		110	100-2700	531	
5	cell bill rt bus	8.50		210	100-2700	531	
6	cell bill hs prin	64.99		201	100-2400	531	
3629	5729 AMSAN CUSTODIAL SUPPLY	1,536.11					
1	727684 02/28/10 paper towels	538.40	7907	201	100-2600	610	
2	727684 facial tissue	454.41	7907	201	100-2600	610	
3	727684 trash liner 33x40	179.70	7907	201	100-2600	610	
4	727684 crew toilet bowl cleaner	136.80	7907	201	100-2600	610	
5	727684 spit fire cleaner	108.00	7907	201	100-2600	610	
6	727684 oxivir tb disinfectant	112.80	7907	201	100-2600	610	
7	727684 fuel charge	6.00	7907	201	100-2600	610	



Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
4073	59 BEN TAYLOR INC	4,248.70				
	Camrose, Uplander, and Taurus are district car Bus Barn/Custodial 101/201 100 2600 624 50/50					
1	349658 02/28/10 route fuel 60% EL	1,399.56		110	100-2700	624
2	349658 route fuel 40% HS	933.04		210	100-2700	624
5	349658 district car fuel 50% EL	69.11		101	100-2650	624
6	349658 district car fuel 50% HS	69.11		201	100-2650	624
7	349658 EL athletic fuel	193.59		101	720-2700	624
8	349658 HS athletic fuel	872.03		201	720-2700	624
9	349658 EL non-athletic fuel	215.37		101	710-2700	624
10	349658 HS non-athletic fuel	387.44		201	710-2700	624
13	349658 alternative ed	109.45		217	610-1000	624
G9982	6119 BRANDY KIEFER	24.00				
1	02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582 459
3900	1815 BRIAN HAYES	357.00				
1	02/28/10 miles/meals blgs wrestling	357.00		201 30	720-3500	582
4052	5023 CAMROSE COLONY INC	1,370.58				
1	02/28/10 Feb 10 food program	1,370.58		212	910-3100	570
G9998	1742 CASCADE SCHOOLS	195.00				
1	02/28/10 IEFAPG sub reimb	195.00		115	329-2213	320 460
4331	4585 CDW GOVERNMENT, INC.	470.00				
1	RVN0741 02/28/10 Canon MF4770DN	235.00	7927	128	100-1000	660
2	RVN0741 Canon MF4770DN	235.00	7927	228	100-1000	660
G9996	4535 CENTERVILLE PUBLIC SCHOOLS	140.00				
1	02/28/10 IEFAPG sub reimb Lorang/Charti	140.00		115	329-2213	320 460
G9989	5819 CHRISTY HENDRICKS	24.00				
1	02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582 459
4322	5963 CIT TECHNOLOGY FINANCING SERVICES,	2,172.57				
EL	1071.34					
HS	714.23					
GTCC	387.00					
1	16316604 02/28/10 COPIER LEASE	1,071.34		101	100-1000	452
2	16316604 COPIER LEASE	714.23		201	100-1000	452
3	16316604 COPIER LEASE	387.00		182	108-2212	550 580

Claim Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj		
3625	95 CITY OF SHELBY	75.00						
1	1 02/28/10 alt ed civic center use	75.00		217	610-1000	810		
3952	3 CITY OF SHELBY WATER DEPT	1,792.79						
	switch between 110 & 210 every month							
1	01/31/10 water/sewer/garbage	992.47		101	100-2600	421		
2	water/sewer/garbage	661.65		201	100-2600	421		
3	water/sewer/garbage	138.67		110	100-2700	421		
3652	1610 COMBUSTION SERVICE COMPANY INC	3,501.33						
1	stmt 27096 02/28/10 hs boiler parts	1,642.01		215	370-2600	440 370		
2	stmt 27096 02/28/10 freight	36.52		215	370-2600	440 370		
3	stmt 27096 02/28/10 travel chg	507.30		215	370-2600	440 370		
4	stmt 27096 02/28/10 labor	1,267.50		215	370-2600	440 370		
5	stmt 27096 02/28/10 motor rebuild	48.00		215	370-2600	440 370		
G9995	6237 CORRI SMITH	800.00						
1	02/28/10 IEFAPG grant presenter	800.00		115	329-2213	320 460		
3883	3976 CREATIVE TEACHING PRESS	24.99						
1	599792 02/28/10 scent sational b keifer	24.99		101	100-1000	610		
4330	15 CULLIGAN SOFT WATER SERVICE	55.00						
1	02/28/10 el soft water	8.00		101	100-2600	450		
2	hs soft water	47.00		201	100-2600	450		
4010	6554 CURT LEEDS	95.00						
1	02/28/10 reimb for bbb divis pizza	95.00		201 30	720-3500	582		
4169	6311 DAKTRONICS, INC	31,862.70						
1	SHE007-001 02/28/10 scoreboard	30,534.66	7906	201	720-3500	610		
2	6377702 All Sports 5010R5	350.00	7932	215	720-3500	610 214		
3	6377702 All Sports 5010R5	875.00	7932	201	720-3500	610		
4	6377702 shipping	103.04	7932	201	720-3500	610		
G9974	2851 DIANA KNUDSON	500.00						
1	02/28/10 out of dist miles	240.00		182	107-2212	582 570		
2	02/28/10 in dist miles	210.00		182	108-2212	596 580		
3	02/28/10 phone allowance	50.00		182	107-2212	531 570		
4021	5991 DIANE M. HERSHEY	210.00						
	# of hours x \$15.00							
1	02/28/10 FEB 10 feedings	210.00		101	100-1000	340		

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
3901		5998 DOUG RICHMAN	24.00						
1		02/28/10 miles scout cut bank	24.00		201 31	720-3500	582		
3962		2896 EBMS	42,036.16						
1		02/28/10 health ins premium	41,511.16		189	100-2500	260		
2		el retiree premium	525.00		101	100-1000	180		
4259		4006 EUGENES PIZZA	175.55						
1		539705 02/28/10 bbb cheer/band meals	175.55		201 31	720-3500	582		
G9986		6559 EVERETT HOLM	24.00						
1		02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582	459	
4104		74 FOOD SERVICES OF AMERICA	2,961.85						
1		1881 02/28/10 asst food	-42.91		212	910-3100	630		
2		799 02/28/10 asst food	-43.46		212	910-3100	630		
3		694 02/28/10 asst food	-3.54		212	910-3100	630		
4		190 02/28/10 asst food	194.92		212	910-3100	630		
5		990 02/28/10 asst food	107.94		212	910-3100	630		
6		212 02/28/10 asst food	352.92		212	910-3100	630		
7		295 02/28/10 asst food	822.39		212	910-3100	630		
8		391 02/28/10 asst food	28.70		212	910-3100	630		
9		145 02/28/10 asst food	628.74		212	910-3100	630		
10		030 02/28/10 asst food	790.51		212	910-3100	630		
11		031 02/28/10 asst nonfood	40.34		212	910-3100	610		
12		875 02/28/10 asst nonfood	85.30		212	910-3100	610		
4146		2515 FRITO-LAY INC (#0000002268)	209.76						
1		12481544 02/28/10 asst chips	85.37		212	910-3100	630		
2		12481584 02/28/10 asst chips	56.92		212	910-3100	630		
3		12481720 02/28/10 asst chips	67.47		212	910-3100	630		
G10000		6124 GLACIER GATEWAY PLAZA	1,027.20						
1		02/28/10 wkshp rm charges IEFA	1,027.20		115	329-2213	582	459	
G9985		4967 GLORIA BEHEM	24.00						
1		02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582	459	
4412		2145 GUMDROP BOOKS	424.15						
1		20954 02/28/10 Books (29 total)	424.15	7922	101	100-2225	640		
G9999		2877 HIGHWOOD SCHOOLS	180.00						
1		02/28/10 IEFAPG sub reimb	180.00		115	329-2213	320	460	

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
4294		4125 HOLLY PEPPECK	191.00						
1		02/28/10 miles/meals lit workshop	191.00		201	100-1000	582		
4414		6231 INFINITE CAMPUS	9,855.20						
1		ANN002302 02/28/10 license fees	1,734.00		101	100-1000	810		
2		ANN002302 02/28/10 license fees	1,156.00		201	100-1000	810		
3		ANN002302 02/28/10 support/server	4,179.12		101	100-1000	340		
4		ANN002302 02/28/10 support/server	2,786.08		201	100-1000	340		
4100		53 INTERSTATE BRANDS CORPORATION	597.25						
1		56186 02/28/10 asst baked goods	145.50		212	910-3100	630		
2		56456 asst baked goods	91.70		212	910-3100	630		
3		56474 asst baked goods	39.36		212	910-3100	630		
4		56376 asst baked goods	119.20		212	910-3100	630		
5		56326 asst baked goods	83.02		212	910-3100	630		
6		56295 asst baked goods	61.03		212	910-3100	630		
7		56210 asst baked goods	57.44		212	910-3100	630		
3935		6191 JACK R STOKES	96.00						
1		02/28/10 meals jh wrest choteau	18.00		101	720-3500	582		
2		02/28/10 meals 8th gr ski trip	18.00		101	710-3400	582		
3		02/28/10 meals bbb/gbb choteau	12.00		201	720-3500	582		
4		02/28/10 meals msvb sunburst	12.00		101	720-3500	582		
5		02/28/10 meals bbb browning	12.00		201	30 720-3500	582		
6		02/28/10 meals wrest big sandy	12.00		201	30 720-3500	582		
7		02/28/10 meals wrest cut bank	12.00		201	30 720-3500	582		
G9987		5200 JANETTE ARPS	24.00						
1		02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582	459	
3936		6291 JEANNE M WIGEN	191.00						
1		02/28/10 meals s & d malta	46.00		201	710-3400	582		
2		02/28/10 meals bbb harlem	12.00		201	30 720-3500	582		
3		02/28/10 meals gbb rocky boy	12.00		201	31 720-3500	582		
4		02/28/10 meals choir to havre	23.00		201	710-3400	582		
5		02/28/10 meals hs wrest	75.00		201	30 720-3500	582		
6		02/28/10 meals 7 & 8 science fair	23.00		101	710-3400	582		
G9993		3911 JEREDENE MAYFIELD	56.61						
1		02/28/10 IEFA reimb breakfast items	31.61		115	329-2213	582	459	
2		02/28/10 IEFA reimb misc supp	25.00		115	329-2213	600	459	
G9981		5500 JOANIE SVENNUNGEN	24.00						
1		02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582	459	

SHELBY SCHOOL DISTRICT  
Claim Approval List  
For the Accounting Period: 3/10

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
G9983		6557 JODY BROWN	24.00						
1		02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582	459	
4764		2622 JOE RAPKOCH	175.34						
2		RTI lodg billings	175.34		101	100-1000	582		
4339		5402 JUNIOR LIBRARY GUILD	188.00						
1		69308 02/28/10 21 AR books	188.00	7930	201	100-2225	640		
4340		3436 KENCO SECURITY & TECHNOLOGY	106.00						
1		802635 02/28/10 08/09 LABOR & MONITORING	53.00	7590	101	100-2600	340		
2		802635 08/09 LABOR & MONITORING	53.00	7590	201	100-2600	340		
3910		6458 KEVIN DODSON	12.00						
1		02/28/10 meals bbb/gbb choteau	12.00		201	720-3500	582		
G9988		6560 KRYSTAL HAYES	24.00						
1		02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582	459	
4261		6418 KUSTOM SERVICES	120.00						
1		151 02/28/10 09/10 SNOW REMOVALS	60.00	7591	101	100-2600	432		
2		151 09/10 SNOW REMOVALS	60.00	7591	201	100-2600	432		
4387		5735 LANE AND ASSOCIATES INC	1,032.60						
1		14113090 02/28/10 bus drivers drug test	619.56		110	100-2700	330		
2		14113090 bus drivers drug test	413.04		210	100-2700	330		
3817		5664 LAURA JO MCKAMEY	72.95						
1		02/28/10 reimb for books	72.95		101	100-1000	610		
4257		2 MARIAS RIVER ELECTRIC COOP	7,689.38						
el 60%									
hs 40%									
1		02/28/10 electric	4,227.37						
					101	100-2600	412		
2		electric	2,818.24		201	100-2600	412		
3		bus barn electric	643.77		110	100-2700	412		
4098		5930 MEADOW GOLD DAIRY	2,362.18						
1		1770 02/28/10 dairy	40.08		212	910-3100	630		
2		1771 02/28/10 dairy	59.85		212	910-3100	630		
3		1792 02/28/10 dairy	21.60		212	910-3100	630		
4		1793 02/28/10 dairy	54.00		212	910-3100	630		
5		1794 02/28/10 dairy	87.25		212	910-3100	630		
6		1804 02/28/10 dairy	54.00		212	910-3100	630		
7		1805 02/28/10 dairy	98.10		212	910-3100	630		
8		1806 02/28/10 dairy	43.20		212	910-3100	630		
9		1807 02/28/10 dairy	64.80		212	910-3100	630		

SHELBY SCHOOL DISTRICT  
Claim Approval List  
For the Accounting Period: 3/10

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj	
10	1827 02/28/10 dairy	54.00		212	910-3100	630	
11	1828 02/28/10 dairy	64.80		212	910-3100	630	
12	1835 02/28/10 dairy	21.60		212	910-3100	630	
13	1836 02/28/10 dairy	43.20		212	910-3100	630	
14	1837 02/28/10 dairy	86.45		212	910-3100	630	
15	1856 02/28/10 dairy	52.24		212	910-3100	630	
16	1857 02/28/10 dairy	77.56		212	910-3100	630	
17	1867 02/28/10 dairy	54.00		212	910-3100	630	
18	1868 02/28/10 dairy	75.60		212	910-3100	630	
19	1869 02/28/10 dairy	54.00		212	910-3100	630	
20	1870 02/28/10 dairy	75.65		212	910-3100	630	
21	1871 02/28/10 dairy	10.80		212	910-3100	630	
22	1890 02/28/10 dairy	54.00		212	910-3100	630	
23	1891 02/28/10 dairy	64.80		212	910-3100	630	
24	1896 02/28/10 dairy	54.00		212	910-3100	630	
25	1897 02/28/10 dairy	94.59		212	910-3100	630	
26	1898 02/28/10 dairy	21.60		212	910-3100	630	
27	1899 02/28/10 dairy	43.25		212	910-3100	630	
28	1900 02/28/10 dairy	86.45		212	910-3100	630	
29	1919 02/28/10 dairy	32.40		212	910-3100	630	
30	1920 02/28/10 dairy	32.40		212	910-3100	630	
31	1954 02/28/10 dairy	57.60		212	910-3100	630	
32	1955 02/28/10 dairy	115.26		212	910-3100	630	
33	1956 02/28/10 dairy	21.60		212	910-3100	630	
34	1975 02/28/10 dairy	54.00		212	910-3100	630	
35	1976 02/28/10 dairy	70.20		212	910-3100	630	
36	1987 02/28/10 dairy	43.20		212	910-3100	630	
37	1988 02/28/10 dairy	86.40		212	910-3100	630	
38	1989 02/28/10 dairy	43.20		212	910-3100	630	
39	1990 02/28/10 dairy	75.65		212	910-3100	630	
40	2009 02/28/10 dairy	54.00		212	910-3100	630	
41	2010 02/28/10 dairy	64.80		212	910-3100	630	
3940	6366 MICHAEL GORDER	141.00					
1	02/28/10 meals wrest malta	41.00		201 30	720-3500	582	
2	02/28/10 meals ms vb browning	12.00		101	720-3500	582	
3	02/28/10 meals bbb/gbb valier	12.00		201	720-3500	582	
4	02/28/10 meals s & d missoula	64.00		201	710-3400	582	
5	02/28/10 meals wrest conrad	12.00		201 30	720-3500	582	
4020	5412 MONTANA TRAFFIC EDUCATION	170.00					
1	02/28/10 MTEA conference c davis	170.00		218	100-1000	582	
3794	5961 NAEIR	797.92					
1	H341720 02/28/10 m genger shpg asst supp	415.91		129	100-1000	610	
2	H340988 02/28/10 m genger shpg asst supp	89.90		229	100-1000	610	
3	H340984 02/28/10 m genger shpg asst supp	44.80		229	100-1000	610	
4	H341998 02/28/10 m genger shpg asst supp	247.31		229	100-1000	610	

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
4338		5832 NORTHERN MONTANA LINEN	103.58						
1		32187 02/28/10 rug rentals EL	84.86		101	100-2600	440		
2		33910 rug rentals lunchroom	18.72		212	910-3100	440		
3631		5361 NORTHERN ROCKIES EDUCATIONAL	284.10						
1		J132 02/28/10 j mayfield smartboard training	284.10		115	430-2200	300	150	
G9975		5361 NORTHERN ROCKIES EDUCATIONAL	2,160.00						
1		02/28/10 IEFA time/asst facilitator	1,800.00		115	329-2213	320	459	
2		02/28/10 miles/asst facilitator	324.00		115	329-2213	582	459	
3		02/28/10 meals	36.00		115	329-2213	582	459	
G9994		5361 NORTHERN ROCKIES EDUCATIONAL	586.00						
1		02/28/10 IEFAPG project mgr	500.00		115	329-2213	320	460	
2		02/28/10 IEFAPG miles	86.00		115	329-2213	582	460	
3842		6114 OFFICE CENTER (THE)	1,065.10						
1		146969 02/28/10 COPIER MAINT/TONER	266.28		101	100-1000	440		
2		146969 COPIER MAINT/TONER	266.28		201	100-1000	440		
3		146969 COPIER MAINT/TONER	266.27		201	100-2300	440		
4		146969 COPIER MAINT/TONER	266.27		101	100-2300	440		
G9990		6561 PATTI ARMBRISTER	24.00						
1		02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582	459	
4175		2181 PEGGY TAYLOR	1,786.25						
1		02/28/10 reimb for DIBELS conference	1,786.25		115	430-1000	582	150	
G9997		3308 POWER HIGH SCHOOL	60.00						
1		02/28/10 IEFAPG sub reimb Edgar	60.00		115	329-2213	320	460	
3790		3055 RIDDELL/ALL AMERICAN	30.00						
1		91929116 02/28/10 mouthgards	30.00		201	30 720-3500	610		
4134		5977 RUBY'S INN	1,183.03						
1		02/28/10 speech & debate lodging	1,183.03		201	24 710-3400	582		
3797		1837 RUDE SHEET METAL INC	2,334.52						
1		26082 02/28/10 service call est cost	103.75	7908	215	370-2600	440	370	
2		26026 02/28/10 trane roof top compressor	1,295.38		215	370-2600	440	370	
3		26026 02/28/10 freon	167.60		215	370-2600	440	370	
4		26026 02/28/10 coil	62.88		215	370-2600	440	370	
5		26026 02/28/10 freight	150.00		215	370-2600	440	370	
6		26026 02/28/10 labor	610.00		215	370-2600	440	370	
7		26026 02/28/10 planned disc on parts	-180.09		215	370-2600	440	370	
8		26026 02/28/10 reclaim fee	125.00		215	370-2600	440	370	

Claim Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
3648	203 SAX ARTS & CRAFTS	61.70						
1	463000 02/28/10 3 part tote tray	61.70	7890	201	100-1000	610		
G9980	3368 SHAROL O'BRIEN	24.00						
1	02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582	459	
4258	1 SHELBY GAS ASSOCIATION	17,457.53						
el 60%								
hs 40%								
1	02/28/10 gas	9,904.46						
				101	100-2600	411		
2	gas	6,602.97		201	100-2600	411		
3	bus barn gas	950.10		210	100-2700	411		
3766	911 SHELBY HIGH SCHOOL - CHOIR	53.00						
1	02/28/10 lunch workers	53.00		212	910-3100	570		
3741	3835 SHELBY HIGH SCHOOL - EXPLORE	53.00						
Lunch Workers # of days X 4 hours X 2.65 per hour								
1	02/28/10 lunch workers	53.00		212	910-3100	570		
3727	6180 SHELBY HIGH SCHOOL - HOWL	31.80						
# of days X 4 hours X 2.65 per hour								
1	02/28/10 lunch workers	31.80		212	910-3100	570		
3725	6292 SHELBY HIGH SCHOOL - SENIOR CLASS	53.00						
# of days X 4 hours X 2.65 per hour								
1	02/28/10 lunch workers	53.00		212	910-3100	570		
3660	6163 SHELBY HIGH SCHOOL - YEARBOOK	53.00						
Lunch Workers # of days X 4 hours X 2.65 per hour								
1	02/28/10 lunch workers	53.00		212	910-3100	570		
3877	199 SHELBY OFFICE SUPPLY	30.21						
1	105343 02/28/10 hs paper punches	5.21		201	100-1000	610		
2	105215 02/28/10 m flynn ofc supp	12.50		101	100-2300	610		
3	105215 02/28/10 m flynn ofc supp	12.50		201	100-2300	610		
4058	8 SHELBY PROMOTER	137.80						
1	1007008 02/28/10 recs advertising	34.80		115	434-2000	530	180	
2	JT21666 02/28/10 adult tourney tickets	42.00		201	720-3500	610		
3	JT21667 02/28/10 student tourney tickets	37.00		101	720-3500	610		
4	1007022 02/28/10 election nomination ad	12.00		101	100-2314	540		
5	1007022 02/28/10 election nomination ad	12.00		201	100-2314	540		



Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
G9991		5398 SMOKEHOUSE DELI	91.25					
1		02/28/10 IEFA 13 MEALS	91.25		115	329-2213	582	459
G9992		5398 SMOKEHOUSE DELI	102.50					
1		02/28/10 IEFA 14 MEALS	102.50		115	329-2213	582	459
3658		3815 SOPRIS WEST	39.95					
1		647376RI 02/28/10 Reading Interventions	39.95	7873	101	100-1000	610	
3601		6271 STATE OF MT-DEPT OF ADMIN	392.77					
1		11157 02/28/10 j rapkoch wkshp	392.77		115	430-2200	300	150
4101		75 SYSCO FOOD SERVICES OF MONTANA	10,118.21					
1		70034 02/28/10 asst food	-322.56		212	910-3100	630	
2		1953PU 02/28/10 asst food	-220.90		212	910-3100	630	
3		80616 02/28/10 asst food	1,320.78		212	910-3100	630	
4		20269 02/28/10 asst food	1,371.79		212	910-3100	630	
5		50343 02/28/10 asst food	1,727.07		212	910-3100	630	
6		50680 02/28/10 asst food	904.08		212	910-3100	630	
7		80618 02/28/10 asst food	258.90		212	910-3100	630	
8		40780 02/28/10 asst food	907.78		212	910-3100	630	
9		80617 02/28/10 asst nonfood	176.15		212	910-3100	610	
10		10367 02/28/10 asst food	397.23		212	910-3100	630	
11		10534 02/28/10 asst food	3,597.89		212	910-3100	630	
4260		2598 TOOLE CO HEALTH DEPT	117.00					
1		101547 10/31/09 tb tests	58.50		101	100-1000	340	
2		101547 tb tests	58.50		201	100-1000	340	
4136		5938 TOOLE COUNTY AMBULANCE	15.00					
1		02/28/10 09-10 1st aid u omdahl	7.50		110	100-2700	330	
2		09-10 1st aid u omdahl	7.50		210	100-2700	330	
3776		387 TOOLE COUNTY TREASURER	185.01					
1		601277 02/28/10 property tax on Taylor lot	12.29		101	100-2300	830	
2		601278 02/28/10 property tax on Taylor lot	12.29		201	100-2300	830	
3		601266 02/28/10 prop tax on Newhouse lot	41.33		101	100-2300	830	
4		601274 02/28/10 prop tax on Newhouse lot	33.97		101	100-2300	830	
5		601275 02/28/10 prop tax on Newhouse lot	43.80		201	100-2300	830	
6		601280 02/28/10 prop tax on Newhouse lot	41.33		201	100-2300	830	
G9984		6558 TRACI KJELSHUS	24.00					
1		02/28/10 IEFA wkshp dinner	24.00		115	329-2213	582	459

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
3809		5180 U.S. BANK	600.00						
1		2557019 02/28/10 paying agent/admin fee	300.00		101	100-2300	830		
2		2557022 02/28/10 paying agent/admin fee	300.00		201	100-2300	830		
3641		4320 ULA OMDAHL	15.00						
1		02/28/10 reimb for conf breakfast	15.00		201	310-1000	582		
3597		3705 UNITED STATES POSTAL SERVICE	482.31						
gtcc Act 5	182 107	2212 532 570							
1		02/28/10 postage admin Act 1	55.97		101	100-2500	532		
2		postage admin Act 1	55.97		201	100-2500	532		
3		postage el/hs Act 2,3,4	183.26		101	100-2400	532		
4		postage el/hs Act 2,3,4	183.25		201	100-2400	532		
5		postage gtcc Act 5	3.86		182	107-2212	532	570	
3988		3705 UNITED STATES POSTAL SERVICE	518.86						
gtcc Act 5	182 107	2212 532 570							
1		03/01/10 postage admin Act 1	33.99		101	100-2500	532		
2		postage admin Act 1	33.98		201	100-2500	532		
3		postage el/hs Act 2,3,4	223.82		101	100-2400	532		
4		postage el/hs Act 2,3,4	223.82		201	100-2400	532		
5		postage gtcc Act 5	3.25		182	107-2212	532	570	
4105		5954 VERONICA GOODAN	43.99						
1		02/28/10 reimb for festival music	43.99		101	100-1000	610		
4544		3484 VISA (for GTCC) 3278	87.98						
1		02/28/10 ink cartridges	87.98		115	329-2213	600	459	
G9976		3484 VISA (for GTCC) 3278	362.25						
1		02/28/10 IEFA Prog dist plan mtg	362.25		115	329-2213	582	460	
G9977		3484 VISA (for GTCC) 3278	987.60						
1		02/28/10 tech/guidance planning mtg	987.60		182	108-2212	592	580	
G9978		3484 VISA (for GTCC) 3278	301.92						
1		02/28/10 internet/phone	101.92		182	107-2212	531	570	
2		02/28/10 survey monkey	200.00		182	107-2212	681	570	
3899		6543 WADE WELKER	6.00						
1		02/28/10 meals Havre ACT	6.00		201	710-3400	582		
4179	E	6023 WELLS FARGO BANK P CARD SYSTEM	459.75						
1		02/28/10 e delzer supplies	490.72		110	100-2700	610		
2		02/28/10 e delzer supplies	327.14		210	100-2700	610		
3		02/28/10 d flesch board mtg snacks	10.44		101	100-2500	582		
4		02/28/10 d flesch board mtg snacks	10.44		201	100-2500	582		
5		02/28/10 d flesch ofc supp	27.90		101	100-2300	610		

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
6		02/28/10 d flesch ofc supp	27.90		201	100-2300	610		
7		02/28/10 t stevens CR damaged cabinet	-434.79		101 21	280-1000	610		
4190	E	6023 WELLS FARGO BANK P CARD SYSTEM	80.18						
1		02/28/10 d sparks CRT conf lodg	80.18		115	430-1000	582	150	
4191	E	6023 WELLS FARGO BANK P CARD SYSTEM	175.50						
1		02/28/10 d madison CRT conf lodg/meals	175.50		115	430-1000	582	150	
4198	E	6023 WELLS FARGO BANK P CARD SYSTEM	85.59						
1		02/28/10 u omdahl vo-ag conf lodg	85.59		201	310-1000	582		
4209	E	6023 WELLS FARGO BANK P CARD SYSTEM	110.52						
1		02/28/10 s hough sci fair meals	110.52		101	100-1000	582		
4215	E	6023 WELLS FARGO BANK P CARD SYSTEM	149.93						
1		02/28/10 j flesch ed helper site licens	149.93		101	100-1000	810		
4216	E	6023 WELLS FARGO BANK P CARD SYSTEM	274.75						
1		02/28/10 d richman gbb meals	274.75		201 31	720-3500	582		
4217	E	6023 WELLS FARGO BANK P CARD SYSTEM	280.88						
1		02/28/10 lodg 2 Night MAEMSP j rapkoch	196.88	7900	101	100-2400	582		
2		02/28/10 Spelling Bee Regis. Fee	84.00	7929	101	100-1000	610		
4218	E	6023 WELLS FARGO BANK P CARD SYSTEM	427.36						
1		02/28/10 k johnson speech meals	427.36		201 24	710-3400	582		
4225	E	6023 WELLS FARGO BANK P CARD SYSTEM	96.21						
1		02/28/10 j hough dvd burner	48.10		128	100-1000	610		
2		02/28/10 j hough dvd burner	48.11		228	100-1000	610		
4226	E	6023 WELLS FARGO BANK P CARD SYSTEM	1,380.70						
1		02/28/10 b hayes lodg wrestling	417.09		201	720-3500	582		
2		02/28/10 b hayes shop supp	493.50		215	329-1000	610	310	
3		02/28/10 b hayes shop supp	470.11		201	100-1000	610		
4232	E	6023 WELLS FARGO BANK P CARD SYSTEM	664.64						
1		02/28/10 r gruber fuel	24.89		201	100-1000	582		
2		02/28/10 r gruber recs supp	39.75		115	434-1000	610	180	
3		02/28/10 hs ski trip showdown	600.00		201	710-3400	582		
4233	E	6023 WELLS FARGO BANK P CARD SYSTEM	31.77						
1		02/28/10 p stevens camrose snacks	31.77		101 71	100-1000	582		

SHELBY SCHOOL DISTRICT  
Claim Approval List  
For the Accounting Period: 3/10

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
4235	E	6023 WELLS FARGO BANK P CARD SYSTEM	379.91					
1		02/28/10 t reynolds bbb meals	379.91		201	720-3500	582	
4236	E	6023 WELLS FARGO BANK P CARD SYSTEM	104.26					
1		02/28/10 c smith reccs supp	104.26		115	434-1000	610	180
4239	E	6023 WELLS FARGO BANK P CARD SYSTEM	2,437.99					
1		02/28/10 wrestling lodg/meals	2,437.99		201	720-3500	582	
4240	E	6023 WELLS FARGO BANK P CARD SYSTEM	62.92					
1		02/28/10 m alford alt ed supp	62.92		217	610-1000	610	
4247	E	6023 WELLS FARGO BANK P CARD SYSTEM	72.46					
1		02/28/10 Jounalism Ed Assoc s obrien	50.00	7919	201	360-1000	640	
2		02/28/10 2 g flashcard	22.46		201	360-1000	440	
4248	E	6023 WELLS FARGO BANK P CARD SYSTEM	47.96					
1		02/28/10 m genger stad seat scorers	47.96		201	720-3500	610	
4249	E	6023 WELLS FARGO BANK P CARD SYSTEM	229.77					
1		02/28/10 j garsjo reccs supp	229.77		115	434-1000	610	180
4250	E	6023 WELLS FARGO BANK P CARD SYSTEM	108.51					
1		02/28/10 m stinger reccs supp	19.05		115	434-1000	610	180
2		02/28/10 cheer supp	89.46		201	710-3400	610	
4251	E	6023 WELLS FARGO BANK P CARD SYSTEM	201.92					
Alb MS								
Blazers HS								
1		02/28/10 SMS groceries j smedsrud	168.64					
					101	21 100-1000	610	
2		SHS groceries	33.28		201	100-1000	610	
4252	E	6023 WELLS FARGO BANK P CARD SYSTEM	361.89					
2		02/28/10 l kimmet supp	361.89	7911	201	100-2600	610	
4253	E	6023 WELLS FARGO BANK P CARD SYSTEM	35.00					
1		02/28/10 l davis boiler license	35.00		101	100-2600	340	
4254	E	6023 WELLS FARGO BANK P CARD SYSTEM	52.69					
1		02/28/10 c steinbacher IEP groc	52.69	7921	201	280-1000	610	
4255	E	6023 WELLS FARGO BANK P CARD SYSTEM	836.05					
1		02/28/10 m schwenke supp	801.05	7894	101	100-2600	610	
2		02/28/10 boiler license	35.00		101	100-2600	340	

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SHELBY SCHOOL DISTRICT  
Claim Approval List  
For the Accounting Period: 3/10

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
4256	E	6023 WELLS FARGO BANK P CARD SYSTEM	175.33					
1		02/28/10 j wigen activity fuel	175.33		201	720-2700	624	
4352		6523 WELLS FARGO FINANCIAL LEASING	307.19					
1		377831 02/28/10 09-10 lease admin copier	153.60		101	100-1000	452	
2		377831 09-10 lease admin copier	153.59		201	100-1000	452	
3630		3895 WESTERN LIGHTING TECHNOLOGY, INC	293.85					
1		19398 02/28/10 spiralam85w 5000k	293.85	7912	201	100-2600	610	
4465		6556 WTR CONSULTING ENGINEERS, LLC	3,960.00					
1		99047-02 02/28/10 SERVICES BLDG REVIEW SMS	3,960.00		115	370-4600	340	370
Total:			207,076.48					
Total Electronic Claims			9,324.44					
Total Non-Electronic Claims			197,752.04					

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Fund/Account	Amount
101 General Fund	
101	\$27,589.46
110 Transportation Fund	
101	\$3,308.28
115 Miscellaneous Federal Funds	
101	\$43,126.56
128 Technology Fund	
101	\$283.10
129 Flexibility Fund	
101	\$415.91
182 Interlocal Agreement	
101	\$2,188.28
189 Retirement Insurance	
101	\$41,511.16
201 General Fund	
101	\$60,364.37
210 Transportation Fund	
101	\$2,643.52
212 Food Services	
101	\$17,882.35
215 Miscellaneous Federal Funds	
101	\$6,679.35
217 ADULT EDUCATION FUND	
101	\$249.02
218 Traffic Education or Driver's Ed.	
101	\$170.00
228 Technology Fund	
101	\$283.11
229 Flexibility Fund	
101	\$382.01
Total:	\$207,076.48

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SHELBY SCHOOL DISTRICT  
Claim Approval Signature Page  
For the Accounting Period: 3/10

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Report ID: AP100A

I have carefully examined the above Register and refer the same to the  
Board of Trustees.

Filed: \_\_\_\_\_

Allowed Amount \$ \_\_\_\_\_

Disallowed Amount \$ \_\_\_\_\_

Approved by the Board of Trustees

\_\_\_\_\_  
Chairman

Attest: \_\_\_\_\_  
Clerk

182 Interlocal Agreement

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
100	Regular Education Programs -						
107	GTCC Interlocal Funds						
2212	Instruction of Curriculum Development Services						
112-570	Professional-Education	0.00	40,000.00	0.00	40,000.00	60,000.00	20,000.00
	GTCC Interlocal Dues						
115-570	Office/Clerical/Technology	0.00	21,882.50	0.00	21,882.50	31,200.00	9,317.50
	GTCC Interlocal Dues						
160-570	Sick Leave	0.00	0.00	0.00	0.00	577.00	577.00
	GTCC Interlocal Dues						
170-570	Vacation Leave	0.00	0.00	0.00	0.00	3,462.00	3,462.00
	GTCC Interlocal Dues						
210-570	Social Security/Medicare	0.00	4,640.38	0.00	4,640.38	7,627.00	2,986.62
	GTCC Interlocal Dues						
220-570	Teachers' Retirement	0.00	2,988.00	0.00	2,988.00	4,856.00	1,868.00
	GTCC Interlocal Dues						
230-570	PERS	0.00	1,488.02	0.00	1,488.02	2,258.00	769.98
	GTCC Interlocal Dues						
240-570	Unemployment Compensation	0.00	154.71	0.00	154.71	219.00	64.29
	GTCC Interlocal Dues						
250-570	Workers' Compensation	0.00	402.23	0.00	402.23	728.00	325.77
	GTCC Interlocal Dues						
260-570	Health Insurance	0.00	12,324.60	0.00	12,324.60	12,358.20	33.60
	GTCC Interlocal Dues						
320-570	Professional-Educational Services	0.00	0.00	0.00	0.00	1,000.00	1,000.00
	GTCC Interlocal Dues						
340-570	Technical Services	0.00	0.00	0.00	0.00	1,000.00	1,000.00
	GTCC Interlocal Dues						
440-570	Repair and Maintenance Services	0.00	0.00	0.00	0.00	1,700.00	1,700.00
	GTCC Interlocal Dues						
531-570	Telephone	156.57	1,684.29	0.00	1,684.29	3,000.00	1,315.71
	GTCC Interlocal Dues						
532-570	Postage	7.11	412.21	0.00	412.21	1,000.00	587.79
	GTCC Interlocal Dues						
550-570	Printing, Binding and Duplication	0.00	-816.68	0.00	-816.68	2,000.00	2,816.68
	GTCC Interlocal Dues						
582-570	Travel Out-of-District	240.00	2,176.80	0.00	2,176.80	6,000.00	3,823.20
	GTCC Interlocal Dues						
610-570	Supplies	0.00	946.63	0.00	946.63	4,000.00	3,053.37
	GTCC Interlocal Dues						
650-570	Periodicals	0.00	0.00	0.00	0.00	526.01	526.01
	GTCC Interlocal Dues						
660-570	Minor Equipment-New	0.00	0.00	0.00	0.00	3,000.00	3,000.00
	GTCC Interlocal Dues						
681-570	Software	200.00	420.00	0.00	420.00	300.00	-120.00
	GTCC Interlocal Dues						
810-570	Dues & Fees	0.00	338.00	0.00	338.00	600.00	262.00
	GTCC Interlocal Dues						
	Function Total:	603.68	89,041.69	0.00	89,041.69	147,411.21	58,369.52



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Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
	Program Total:	603.68	89,041.69	0.00	89,041.69	147,411.21	58,369.52
108	GTCC Professional Development - Dues						
2212	Instruction of Curriculum Development Services						
120-580	Temporary Salaries	0.00	0.00	0.00	0.00	500.00	500.00
	GTCC Professional Development Dues						
320-580	Professional-Educational Services	0.00	26,054.60	0.00	26,054.60	37,000.00	10,945.40
	GTCC Professional Development Dues						
330-580	Other Professional Services	0.00	0.00	0.00	0.00	2,500.00	2,500.00
	GTCC Professional Development Dues						
340-580	Technical Services	0.00	2,064.30	0.00	2,064.30	7,000.00	4,935.70
	GTCC Professional Development Dues						
550-580	Printing, Binding and Duplication	387.00	3,780.32	2,322.00	6,102.32	3,500.00	-2,602.32
	GTCC Professional Development Dues						
592-580	Meals & Lodging	987.60	16,429.73	0.00	16,429.73	14,500.00	-1,929.73
	GTCC Professional Development Dues						
596-580	Mileage	210.00	4,981.95	0.00	4,981.95	13,393.79	8,411.84
	GTCC Professional Development Dues						
600-580	Supplies and Materials	0.00	3,561.42	0.00	3,561.42	5,700.00	2,138.58
	GTCC Professional Development Dues						
	Function Total:	1,584.60	56,872.32	2,322.00	59,194.32	84,093.79	24,899.47
	Program Total:	1,584.60	56,872.32	2,322.00	59,194.32	84,093.79	24,899.47
109	GTCC Summer Institute						
2212	Instruction of Curriculum Development Services						
600-590	Supplies and Materials	0.00	-756.06	0.00	-756.06	0.00	756.06
	GTCC Summer Institute						
	Function Total:	0.00	-756.06	0.00	-756.06	0.00	756.06
	Program Total:	0.00	-756.06	0.00	-756.06	0.00	756.06
	Program Group Total:	2,188.28	145,157.95	2,322.00	147,479.95	231,505.00	84,025.05
	Fund Total:	2,188.28	145,157.95	2,322.00	147,479.95	231,505.00	84,025.05
	Grand Total:	2,188.28	145,157.95	2,322.00	147,479.95	231,505.00	84,025.05



Account	Opening Balance	Receipts			Transfers (+)	Invest (+)	Misc.	Misc.	Closing Balance
		Disbursed (-)	in Transit (+)	Deposits (+)			Earnings (+)	Charges (-)	
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600 SHELBY MIDDLE SCHOOL									
640 MIDDLE SCHOOL BAND	6365.86	366.79	0.00	60.00	0.00		0.00	0.00	6059.07
610 MIDDLE SCHOOL BOYS ATHLETICS	2046.62	1214.90	0.00	0.00	-400.00		0.00	0.00	431.72
624 MIDDLE SCHOOL BUILDERS CLUB	282.45	0.00	0.00	0.00	0.00		0.00	0.00	282.45
622 MIDDLE SCHOOL CHEERLEADERS	1506.58	0.00	0.00	0.00	0.00		0.00	0.00	1506.58
641 MIDDLE SCHOOL CHOIR	41.32	0.00	0.00	0.00	0.00		0.00	0.00	41.32
623 MIDDLE SCHOOL DRILL TEAM	415.26	0.00	0.00	0.00	0.00		0.00	0.00	415.26
611 MIDDLE SCHOOL GIRLS ATHLETICS	5622.42	884.20	0.00	183.00	0.00		0.00	0.00	4921.22
643 MIDDLE SCHOOL HOME EC	641.92	0.00	0.00	173.40	0.00		0.00	0.00	815.32
642 MIDDLE SCHOOL INDUSTRIAL ARTS	85.21	0.00	0.00	0.00	0.00		0.00	0.00	85.21
621 MIDDLE SCHOOL STUDENT COUNCIL	636.66	25.50	0.00	35.75	0.00		0.00	0.00	646.91
612 MIDDLE SCHOOL UNIFORM MAINTENANCE	2463.79	0.00	0.00	0.00	0.00		0.00	0.00	2463.79
644 MIDDLES SCHOOL CONCESSIONS	1166.63	0.00	0.00	368.90	0.00		0.00	0.00	1535.53
Total for Group	21274.72	2491.39		821.05	-400.00				19204.38
700 SHELBY ELEMENTARY									
700 SHELBY ELEMENTARY	103.46	0.00	0.00	0.00	0.00		0.00	0.00	103.46
Total for Group	103.46								103.46
Total for Student Accounts	104461.69	21250.59		9276.93					92488.03
Bank Account Totals	104461.69	21250.59	0.00	9276.93	0.00		0.00	0.00	92488.03
							Bank Balance		92488.03
							Plus Outstanding Checks		26316.52
							Minus Outstanding Deposits		9276.93
								-----	
							Balance		109527.62
							Minus Receipts in Transit		0.00
								-----	
							Statement Balance		109527.62