

## Superintendent of Schools

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### Department Overview

The County Superintendent of Schools is to provide administrative support, information and organization for the schools and communities of Gallatin County. The office must meet the requirements of federal, state, and local codes and policies while providing quality service to the children, families, schools and taxpayers of Gallatin County.

The County superintendent provides administrative services to five rural schools, and for sixteen districts conducts legal hearings of disputes, calculates, and correlates county financial information, and acts as record keeper of school information. Home school students register with this office. Information is provided to real estate agents and residents as to the school district in which acreages and homes are located. Also, any property transfers between school districts go through this office.

There are 16 school districts and 35 schools in Gallatin County. Student population is comprised of 11,131 public school students and 1,482 home school and private school students. The County Superintendent supervises 5 independent elementary school districts, with 183 students and 19 full time and part time teachers.

The superintendent's office calculates, correlates and reports transportation and retirement mills totaling 40.74 or \$9,406,988 in tax revenues. All school budgets are reviewed and appropriate reporting and recording is provided.

### Department Goals

- Streamline the office to run in an efficient manner within the budget by continually realigning job assignments as needed;
- Implement standardized Performance Measurements;
- Set accurate millage for transportation and retirement for Gallatin County schools;
- Continue close association with school district clerks and board members to help them understand financial and legal responsibilities;
- Make transition to high school easier for rural school children;
- Monitor rural schools for compliance with Adequate Yearly Progress and Accreditation Standards;
- Work with home schools to continue building the necessary trust in this office;
- Provide exceptional service to parents with educational concerns;
- Provide professional development and support for rural school teachers;
- Attend all IEP and student intake meetings for the five rural schools.
- Sit on state education committees associated with the Office of Public Instruction and School Administrators of Montana.
- Sit on the board of the Gallatin-Madison Special Education Cooperative.

### Recent Accomplishments

- Provided fingerprinting services to school personnel as specified by the No Child Left Behind Act, which requires a background check for anyone working with children;
- Increased educational opportunities for rural schools;
- Each of the rural schools achieved adequate yearly progress in compliance with federal law. They also met accreditation standards;
- Maintained employment of highly qualified teachers;
- Gave oath of office to 22 school trustees elected in March
- Completed a two year term as state president of Montana Association for County School Superintendents.
- Worked diligently on the writing and passage of HB123.
- Served on board of Montana Small School Alliance and the School Administrators of Montana
- Serving on the Chapter 55 Task Force to rewrite Accreditation Standards for the state of Montana.
- Reduced support staff to 3/4 FTE.

# GENERAL GOVERNMENT

## Superintendent of Schools

### Department Budget

Object of Expenditure	Actual FY 2010	Final FY 2011	Actual FY 2011	Request FY 2012	Preliminary FY 2012	Final FY 2012
Personnel	\$ 130,255	\$ 132,803	\$ 130,534	\$ 119,210	\$ 119,272	\$ 120,162
Operations	21,593	25,769	17,965	24,319	24,319	24,319
Debt Service	-	-	-	-	-	-
Capital Outlay	-	1,200	-	-	-	-
Transfers Out	-	-	-	-	-	-
<b>Total</b>	<b>\$ 151,848</b>	<b>\$ 159,772</b>	<b>\$ 148,499</b>	<b>\$ 143,529</b>	<b>\$ 143,591</b>	<b>\$ 144,481</b>

#### Budget by Fund Group

General Fund	\$ 151,848	\$ 159,772	\$ 148,499	\$ 143,529	\$ 143,591	\$ 144,481
Special Revenue Funds	-	-	-	-	-	-
Debt Service Funds	-	-	-	-	-	-
Capital Project Funds	-	-	-	-	-	-
Enterprise Funds	-	-	-	-	-	-
Internal Service Funds	-	-	-	-	-	-
Trust & Agency Funds	-	-	-	-	-	-
<b>Total</b>	<b>\$ 151,848</b>	<b>\$ 159,772</b>	<b>\$ 148,499</b>	<b>\$ 143,529</b>	<b>\$ 143,591</b>	<b>\$ 144,481</b>

#### Funding Sources

Tax Revenues	\$ 77,344	\$ 86,752	\$ 82,415	\$ 86,690	\$ 86,752	\$ 77,275
Non-Tax Revenues	61,350	66,402	63,746	49,601	66,402	49,601
Cash Reappropriated	13,154	6,618	2,339	7,237	(9,563)	17,605
<b>Total</b>	<b>\$ 151,848</b>	<b>\$ 159,772</b>	<b>\$ 148,499</b>	<b>\$ 143,529</b>	<b>\$ 143,591</b>	<b>\$ 144,481</b>

### Department Personnel

No. of Positions	FT/PT	Title	FTE
1	Full-Time	Elected Superintendent of Schools	1
1	Full-Time	Secretary	.75
<b>Total Program</b>			<b>1.75</b>

Superintendent of Schools

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2012 Budget Highlights

Personnel

- Reduce support staff to 3/4 FTE, with the plan to have staff at .50 FTE in FY 2013
- Reduce Temporary wages by \$1,000

Operations

- 

Capital

- 

County Commission Goals/Department Response

The County Commission established a set of overarching goals for the County government. Listed below are the County Commission's goals, followed by the methods by which Superintendent of Schools is striving to fulfill those goals.

Exceptional Customer Service

- Provide a sound education for all the school children of Gallatin County.
- Educate school boards as to their legal responsibilities and duties.
- Network students and teachers within the county.
- Work with home school parents in registration and attendance policies.
- Research and courteously answer in a timely manner all educational and historical questions of the general public.
- Provide statistical information on public schools in Gallatin County.

Be Model for Excellence in Government

- Support school boards of the five rural schools to make informed decisions.
- Assist all schools in meeting and maintaining accreditation.
- Help rural schools to achieve adequate yearly progress.
- Meet all reporting deadlines. (OPI reports, trustee reports, school budgets, millage assessment, joint district reports)

Improve Communications

- Provide information on enrollment and budget statistics for all 35 schools.
- Communicate school district boundaries in a clear and concise manner to realtors and the public.

To be the Employer of Choice

- To insure that the teachers in the rural schools are highly qualified.

Superintendent of Schools

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WORKLOAD INDICATORS / PERFORMANCE MEASURES

<b>Workload Indicators</b>		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Projected</b>
<b>Indicator</b>		<b>FY 2009</b>	<b>FY 2010</b>	<b>FY 2011</b>	<b>FY 2012</b>
1.	Increase in registered certificates for teachers	16%	10%	10%	10%
2.	Reduction in questions from school boards after training	Unavailable	Unavailable	Unavailable	Unavailable
3.	Statistical analysis data on rural schools on tests	Posted	Posted	Posted	Posted
4.	Track financial information	Posted	Posted	Posted	Posted

<b>Performance Measures</b>		<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Projected</b>
<b>Measure</b>		<b>FY 2009</b>	<b>FY 2010</b>	<b>FY 2011</b>	<b>FY 2012</b>
1.	Public contacts	9,550	9,700	9,900	10,000
2.	Home schooled	606	625	640	650
3.	Public school enrollment-Elementary & H.S.	10,742	10,950	10,950	11,150
4.	Private school enrollment	819	931	886	900

**Comments**