

CMLRCC OFFICERS

HUGO ANDERSON - CHAIRMAN
 LINDSEY WILKERSON - VICE CHAIRMAN
 CHELSEY ROGERS - DIRECTOR
 KARMEN TESAREK - CLERK

CMLRCC MANAGEMENT BOARD

DENISE CREST - FERGUS
 NICOLE HANSON - GOLDEN VALLEY
 CHRISTINA BARBACHANO - HARLOWTON
 HUGO ANDERSON - JUDITH BASIN
 THOM PECK - LEWISTOWN

MICHELLE KOMBOL - MUSSELSHELL
 LINDSEY WILKERSON - PETROLEUM
 CHAD SEALEY - ROUNDUP
 SHARI OBERG - WHEATLAND

CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

Lincoln School
 Lewistown, Montana
 November 9, 2021
 Agenda

REVIEW OF CLAIMS (available at 9:45 a.m.)

1. Review of Claims

CALL TO ORDER (10:00 a.m.)

2. Roll Call

APPROVAL OF MINUTES

3. Minutes of October 12, 2021 Meeting

APPROVAL OF CLAIMS

4. Claims through November 8, 2021

REVIEW AND APPROVAL OF AGENDA

5. Opportunity to Review the Agenda

MANAGEMENT BOARD

6. Calendar Items, Concerns, Correspondence, Future Agenda Items, and Comments for the Good of the Cooperative . . .
 - a. Next Board Meeting – December 14, 2021, 10:00 am
 - b. Public Participation or Comments

DIRECTOR'S REPORT

7. Child Count
8. Private School Count
9. Compliance Check
10. Preliminary Maintenance of Effort Information
11. Goalbook ToolKit
12. Interlocal Agreement Filing
13. Director's Evaluation
14. CMLRCC Calendar
15. STAR Multi-District Agreement
16. Budget Review
17. Other
18. Revenue/Expenditure Report
19. Investment Report

ACTION ITEMS

- | | |
|---|---|
| <ol style="list-style-type: none"> 20. Links Curriculum 21. Classified Policy 22. Long-term Substitute-Paid for by Lewistown 23. School Point Advertisement 24. Letter of Resignation 25. Policy Second Reading: 5120P Fingerprint Background Handling and Procedure 26. Policy Second Reading: 5122 Fingerprints and Criminal Background Investigations 27. Policy Second Reading: 5122 F Applicant Rights and Consent to Fingerprint 28. Policy Second Reading: 2360 Utilization of Medicaid Reimbursement 29. First Reading: 1420F Notice Regarding Public Comment 30. First Reading: 1520 Board/Staff Communication 31. First Reading: 1521 Board-Director Relationship 32. First Reading: 1532 Insurance 33. First Reading: 1610 Annual Goals and Objectives | <ol style="list-style-type: none"> 34. First Reading: 1630 Utilization of Montana School Boards Association 35. First Reading: 1700 Uniform Complaint Procedure |
|---|---|

ADJOURNMENT

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

3

☒ Minutes/Claims

☐ Management Board

☐ Director's
Report

☐ Action
Information

Item Title: Approval of Minutes

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

The minutes of the October 12, 2021 Board meeting are attached.

Suggested Action:

Consider the minutes of October 12, 2021 as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

Minutes
October 12, 2021

The Central Montana Learning Resource Center Cooperative (CMLRCC) Board members held a regular board meeting October 12, 2021 via Zoom and in person.

REVIEW OF CLAIMS: The claims through October 11, 2021 were available for review at 9:45 a.m.

CALL TO ORDER: Chairman Hugo Anderson, called the meeting to order at 10:02 a.m. Present were: Fergus County Representative, Denise Chrest; Golden Valley Representative, Nicole Hanson; Harlowton Representative, Christina Barbachano (10:20 a.m.); Judith Basin County Representative, Hugo Anderson; Lewistown Representative, Thom Peck; Petroleum County Representative, Lindsey Wilkerson; and Wheatland County Representative, Shari Oberg.

Also Present: Fergus County Superintendent of Schools, Rhonda Long; Stanford Superintendent, Craig Crawford (10:24 a.m.); CMLRCC Speech Pathologists, Jennifer Rindal and Emily Stafslie; CMLRCC Administrative Assistant, Tammy Pyrah; CMLRCC School Psychologists, Jack Baldwin and Jacque Sherman; CMLRCC Director, Chelsey Rogers; and CMLRCC Board Clerk, Karmen Tesarek.

APPROVAL OF MINUTES: Mr. Peck moved, seconded by Ms. Chrest, that the minutes of September 14, 2021 be approved as presented. The motion passed unanimously.

APPROVAL OF CLAIMS: Ms. Chrest moved, seconded by Ms. Wilkerson to approve the claims of October 11, 2021 as published. The motion passed unanimously.

REVIEW AND APPROVAL OF AGENDA: Ms. Wilkerson moved, seconded by Mr. Peck to approve the agenda as presented. The motion passed unanimously.

CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.:

Next Board Meeting: The next regular board meeting is scheduled for Tuesday, November 9, 2021 at 10:00 a.m. in the Lincoln School Board Room, 215 Seventh Avenue South, Lewistown, Montana.

Public Participation or Comments: None.

Director's Report

Director Goals: Ms. Rogers updated the goals she has for the Cooperative. Please feel free to add, change or make suggestions.

OPI Discretionary Grant: On Wednesday, September 22, Danni McCarthy, the OPI Fiscal Manager, sent an email to Co-op directors saying there was additional money available through the IDEA funds. We created a wish list of items we would like to purchase, how much, and where we would purchase them. On Friday, Danni shared, CMLRCC would be allotted \$5,491. With this money Ms. Rogers plans on purchasing five additional iPads with the LAMP program, pay for our Zoom account which is \$2,500, and allocate \$450 towards subscriptions. This money will come directly to the Cooperative and needs to be spent by the end of this fiscal year.

Other: Ms. Rogers mentioned the need to complete the ARPB application in E-grants.

Revenue/Expenditure Report:

Investment Report: No Report.

ACTIONS:

Gaining Letter: Ms. Wilkerson made a motion, seconded by Mr. Peck to accept the Gaining Letter. The motion passed unanimously.

MOA—Covid Leave: Ms. Wilkerson made a motion, seconded by Mr. Peck, to approve the Memorandum of Agreement – Covid Leave, as presented. Mr. Anderson voted Nay. The motion passed.

Behavior Specialist Contract 2021-22 School Year: Ms. Barbachano made a motion, seconded by Ms. Chrest to approve the Contract as presented. The motion passed unanimously.

Links Curriculum: Ms. Chrest made a motion postpone until November, seconded by Ms. Wilkerson. The motion passed unanimously.

Advertise for Certified Behavior Specialist for the 2022-2023 School Year: Ms. Chrest made a motion, seconded by Ms. Wilkerson to approve advertising as presented. The motion passed unanimously.

Rock Creek Physical Therapy Services: Ms. Barbachano made the motion, seconded by Ms. Chrest to approve the Contract as presented. The motion passed unanimously.

Policy First Reading: 5120 P Fingerprint Background Handling Procedure: Ms. Barbachano made the motion, seconded by Ms. Wilkerson to approve the First Reading as presented. The motion passed unanimously.

Policy First Reading: 5122 P Fingerprint and Criminal Background Investigations: Ms. Chrest made the motion, seconded by Mr. Peck to approve the First Reading as presented. The motion passed unanimously.

Policy First Reading: 5122 F Applicant Rights and Consent to Fingerprint: Ms. Barbachano made the motion, seconded by Ms. Chrest to approve the First Reading as presented. The motion passed unanimously.

Flow Through: None

ADJOURNMENT: With no further business, Ms. Barbachano made a motion, seconded by Mr. Peck, and Chairman Anderson adjourned the meeting at 11:12 a.m.

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

4

☒ Minutes/Claims

☐ Management Board

☐ Director's
Report

☐ Action
Information

Item Title: Approval of Claims through November 8, 2021

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

The claims through November 8, 2021 will be distributed at 9:45 a.m. for review.

Suggested Action:

Consider the claims through November 8, 2021 as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2021-2022

Vendor Remit Name
Description

Voucher Batch Number: 1011

11/08/2021

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BOB'S AUTO MART					
Check Group:					
2017 CHEVY IMPALA PEPPERDUST VIN 2G1105SA8H9196870	1	20220062	1555	315.11.456.2650.730.277	\$24,000.00
TRADE IN 2008 IMPALA	1	20220062	11/5/2021 1555 11/5/2021	315.11.456.2650.730.277	(\$1,500.00)
Check #: 0				PO/Invoice Total:	\$22,500.00 ✓
				Vendor Total:	\$22,500.00
FELT MARTIN PC					
Check Group:					
CONSULTATION WITH CHELSEY ROGERS RE PERSONNEL MATTER	1	20220066	4218	315.11.456.2500.330.277	\$36.00
Check #: 0				PO/Invoice Total:	\$36.00 ✓
				Vendor Total:	\$36.00
FERGUS FEDERAL CREDIT UNION					
Check Group:					
LUNCH FOR NUTS & BOLTS--TRAINING COLLECTIVE BARGAINING AT BROOKS MARKET	1	20220060	OCT 2021 11/8/2021	315.11.456.2300.610.277	\$125.28
Check #: 0				PO/Invoice Total:	\$125.28 ✓
ADOBE PRO DC (MONTHLY)					
Check Group:					
AD00449812204C US	1	20220061	11/5/2021	315.11.456.2310.340.156	\$24.99
Check #: 0				PO/Invoice Total:	\$24.99 ✓

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2021-2022

Vendor Remit Name
Description

Voucher Batch Number: 1011

11/08/2021

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
LESSONPIX INC 1 YR FOR AMANDA EDWARDS	1	20220064	AMANDAEDWAR DS-202110 11/5/2021	315.11.456.2150.610.277	\$36.00
Check Group:			Check #: 0	PO/InvoiceTotal:	\$36.00
DISABILITY SCOOP LLC	1	20220067	43826 11/8/2021	315.11.456.2500.610.277	\$50.00
Check Group:			Check #: 0	PO/InvoiceTotal:	\$50.00
KELLEY IMAGING SYSTEMS				Vendor Total:	\$236.27
Check Group:					
MAINTENANCE AGREEMENT	1	20220014	IN915551 11/5/2021	315.11.456.2600.440.277	\$56.76
Check Group:			Check #: 0	PO/InvoiceTotal:	\$56.76
KIMBERLY RETHANS				Vendor Total:	\$56.76
Check Group:					
2 APPLIED BEHAVIOR ANALYSIS TRAINING	1	20220065	2 11/5/2021	315.11.456.2210.330.277	\$1,500.00
Check Group:			Check #: 0	PO/InvoiceTotal:	\$1,500.00
KRISTA ARNTZEN				Vendor Total:	\$1,500.00
Check Group:					
MEALS	3	20220030	OCT 21 11/5/2021	315.11.456.2200.581.277	\$10.50
Check Group:			Check #: 0		

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2021-2022

Vendor Remit Name
Description

Voucher Batch Number: 1011

11/08/2021

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
LEWISTOWN SCHOOL DISTRICT #1					
Check Group: MEALS					
889	16	20220037	OCT 2021 11/5/2021	315.11.456.2211.610.277	PO/InvoiceTotal: \$10.50 Vendor Total: \$10.50 ✓
LEWISTOWN SCHOOL DIST #1					
Check Group: SNACKS					
29079	1	20220036	2113 11/5/2021	315.11.456.2310.610.277	PO/InvoiceTotal: \$64.00 ✓ Vendor Total: \$64.00
LEWISTOWN SCHOOL DIST.					
Check Group: VEHICLE MAINTENANCE & REPAIRS					
744	1	20220018	591/589 11/5/2021	315.11.456.2650.440.277	PO/InvoiceTotal: \$20.00 Vendor Total: \$20.00 ✓
LEWISTOWN SCHOOL DISTRICT #1					
Check Group: IMC					
29074	1	20220001	1038 11/5/2021	315.11.456.2100.610.277	PO/InvoiceTotal: \$139.72 ✓ Vendor Total: \$139.72
LEWISTOWN SCHOOL DISTRICT #1					
Check Group: IMC					
					PO/InvoiceTotal: \$28.04 Vendor Total: \$28.04 ✓

Central Mt Learning Resource Center

Voucher Detail Listing

Voucher Batch Number: 1011 11/08/2021

Fiscal Year: 2021-2022

Vendor Remit Name
Description

Vendor # QTY PO No. Invoice Invoice Date Account Amount

LINDSAY HILL-WILLIAMS

Check Group:

MEALS

Vendor Total: \$28.04

\$31.50

315.11.456.2200.581.277

OCT 21

9 20220029

11/5/2021

Check #: 0

PO/InvoiceTotal: \$31.50 ✓

\$31.50

Vendor Total:

MIDRIVERS COMMUNICATIONS

Check Group:

TELEPHONE

\$48.22

315.11.456.2600.531.277

6167100 OCT21

1 20220005

11/5/2021

Check #: 0

PO/InvoiceTotal: \$48.22 ✓

\$48.22

Vendor Total:

MONTANA SCHOOL BOARDS ASSN.

Check Group:

NUTS & BOLTS GAINING WORKSHOP

\$750.00

315.11.456.2210.330.277

0008965

1 20220068

11/8/2021

\$900.00

315.11.456.2210.330.277

0008965

6 20220068

11/8/2021

\$217.28

315.11.456.2200.582.277

0008965

1 20220068

11/8/2021

Check #: 0

PO/InvoiceTotal: \$1,867.28 ✓

\$1,867.28

Vendor Total:

OK TIRE STORE

Check Group:

TIRE REPAIRS AND ROTATIONS

\$20.00

315.11.456.2650.440.277

V177405

1 20220032

11/5/2021

Printed: 1 021 1:12:03 PM Report: rptAPVoucherDetail 2021.3.12 P 4

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2021-2022

Vendor Remit Name
Description

Voucher Batch Number: 1011

11/08/2021

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
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Check #: 0

POWERSCHOOL GROUP LLC

Check Group:

SCHOOLS/SPRING JOB BOARD UNLIMITED

100 20220063

INV284463
11/5/2021

315.11.456.2500.540.277

\$945.00

PO/Invoice Total: \$20.00

Vendor Total: \$20.00

ROCK CREEK TELETHERAPY

Check Group:

CONTRACTED OT/SPEECH SERVICES

1 20220057

1449
11/8/2021

315.11.456.2100.330.277

\$7,196.64

PO/Invoice Total: \$945.00 ✓

Vendor Total: \$945.00

VERIZON WIRELESS

Check Group:

PHONE

1 20220003

242340834 OCT
2021
11/8/2021

315.11.456.2600.531.277

\$80.61

PO/Invoice Total: \$7,196.64 ✓

Vendor Total: \$7,196.64

WEX BANK

Check Group:

FUEL

1 20220012

75554561
11/5/2021

315.11.456.2650.624.277

\$920.71

PO/Invoice Total: \$80.61

Vendor Total: \$80.61 ✓

Check #: 0

Voucher Detail Listing

Fiscal Year: 2021-2022

[illegible]

Voucher Batch Number: 1011

Voucher Batch Number: 1011

11/08/2021

Amount

Account

Invoice
Invoice Date

PO No. _____

QTY

Vendor #

PO/Invoice Total:	\$920.71
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\$920.71

Vendor Total: \$920.71

\$920.71

Grand Total:	\$35,701.25
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\$35,701.25

End of Report

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

5

☐ Minutes/Claims

☒ Management Board

☐ Director's
Report

☐ Action
Information

Item Title: Review and Approval of Agenda

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 11/08/2021

SUMMARY:

The agenda is presented to the Board for review and approval.

Suggested Action:

Approve the agenda as presented.

☐ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

6

☐ Minutes/Claims

☒ Management Board

☐ Director's
Report

☐ Action
Information

Item Title: Calendar Items, Concerns, Correspondence, Future Agenda Items, and Comments for the Good of the Cooperative . . .

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 11/08/2021

SUMMARY:

- a. Next Board Meeting – Scheduled for December 14, 2021, 10:00 a.m.
- b. Public Participation or Comments

Suggested Action:

☐ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

DIRECTOR'S REPORT
November 9, 2021

7. **Child Count:** This information will be delivered in December.
8. **Private School Count:** We have submitted this State report on behalf of our component districts. The following districts were noted to have IDEA-eligible students in private or home school settings, thereby generating proportionate cost funding for serving such students next school year:
 - Denton: Elementary- 3 students, Grade K, 8
 - Hobson: Elementary- 2 students, Grade 3, 5
 - Lewistown: Elementary- 5 students, Grades 1, 4, 5, 2 students in 7th High School 1 student, Grade 11
 - Roundup: Elementary- 8 students, Grades 2, 3, 4, 5, 6, 7, 2 students in 8th; High School: 5 students, Grade 2 in 9th, 10, 11, 12
 - Winifred: Elementary- 1 student, 7th grade
9. **Compliance Check:** All case managers should have received the SWUC (Students With Unique Concerns) form to complete prior to the compliance check. Marla Swansby and Chris McCrea will be our virtual monitors which will take place November 15-19. They will virtually meet with each case manager after reviewing two files. I will report back in December the results of the audit.
10. **Preliminary Maintenance of Effort Information:** You should have received an email from OPI Special Education Division, dated October 13th, with preliminary Maintenance of Effort (MOE) information. The following districts did not meet MOE requirements: Roy, Ryegate, Hobson, Roundup High School, Melstone Elementary and High School, Harlowton, and Judith Gap High School. This means that these schools did not spend the amount of money they allocated in Fund 315. If the Co-op is ever required to reimburse the state, it does so by requiring the member districts that didn't maintain effort to pay for it. Please let me know if you have further questions. Karmen will be working with Business Managers so they understand the coding side of things. Essentially, MOE focuses on a district's need to expend state and local funds for special education comparable to those spent the previous year, unless the district has an allowable reduction (which some schools will have this school year because the changes in Sped staffing). Such a reduction may be based on a decrease in enrollment of children with disabilities; termination of a high cost program based on student needs; termination of costly expenditures for long-term purchases; and or a departure of special education or related service personnel.
11. **Goalbook Toolkit:** I shared an email dated October 7, with information and a quote for the Goalbook Toolkit. They gave me a quote for all case managers to have access and just Cooperative staff. I reached out to other Cooperative directors and many do use this resource and have great things to say about it. Some questions I have: should this be a cooperative purchase, and if so, how we sustain the cost of the program? Or should it just be available to Coop staff who can share ideas from the resource to case managers? Please let me know what you think?

Directors Report Continued:

12. **Interlocal Agreement Filing:** Last month you may have noticed that we had many invoices to County Courthouses for an Interlocal Agreement Filing fee. I learned through other Co-op directors that Interlocal Agreements need to be filed with the Secretary of State and then with each county we serve. This process has been completed for our new Interlocal Agreement.
13. **Director's Evaluation:** Assuming we use the same process as in previous years, following the Board meeting, Karmen Tesarek will be emailing Board members a copy of the director's evaluation, to be completed and returned to Hugo Anderson **no later than** November 30th. The Board will meet in executive session prior to the December 14th Board meeting, at 9:00 am, to review the evaluation.
14. **CMLRCC Calendar:** Our office will be closed Wednesday, November 24th through Friday, November 26th, for Thanksgiving Vacation. Staff will have Winter Break from Wednesday, December 22nd through Friday, December 31st.
15. **STAR Multi-District Agreement:** As you know last year we created a Multi-District Agreement plan for the STAR classroom for the 2021-22 school year. We did not include what would transpire after this school year. Please share your thoughts and I will include it as an action item during the December board meeting.
16. **Budget Review:** As of right now our budget is looking sound. I have created a three year prediction of where we will be sitting.
17. **Other:**
18. **Revenue/Expenditure Report:** Attached.
19. **Investment Report:** Attached.

**INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)******PRELIMINARY Maintenance of Effort Report****

(MOE for State FY 2023 IDEA Part B Applications)

Expenditure Comparison using the Trustees' Reports for State FYs 2020 and 2021

Per-Student Calculated on the Child Count taken the First Monday of October

Local Funds using State Allowable Cost Payments for State FYs 2020 and 2021

Allowable Reduction for State FY 2022 Calculated using Part B Allocations for State FYs 2021 and 2022

PRIME APPLICANT: 9691 Central Mt Learn Res Ctr 14 Fergus**State and Local Funds****APPLICANT TOTALS**

Fiscal Years	Child Count	Expenditures - State and Local Funds	Total IDEA Part B Allocations	Total Allocations Excluding Supplemental Flow-Through
2020	437.00	3,753,888	785,520	780,591
2021	439.00	3,821,069	798,427	791,773
2022	0.00	0	830,626	824,079

1. DID THE APPLICANT MAINTAIN EFFORT BY EXPENDITURE COMPARISON?

Subtract state and local expenditures for FY 2020 from state and local expenditures for FY 2021

67,181

Is the Expenditure Difference greater than or equal to zero?

YES

(IF YES, APPLICANT HAS MAINTAINED EFFORT. IF NO, GO TO STEP 2.)

2. IS THE EXPENDITURE DIFFERENCE WITHIN THE RANGE OF ALLOWABLE REDUCTION FOR FY 2021

Is the Expenditure Difference less than or equal to the Allowable Reduction?

N/A

(IF YES, APPLICANT HAS MAINTAINED EFFORT. IF NO IN STEPS 1 AND 2 GO TO STEP 3.)

3. DID THE APPLICANT MAINTAIN EFFORT ON A PER-STUDENT BASIS?

To find the per-student amount, divide the expenditure for state and local expenditures by the child count for each fiscal year.

Per-Student amount for FY 2020

8,590

Per-Student amount for FY 2021

8,704

Is the per-student amount for FY 2021 greater than or equal to the per-student amount for 2020?

YES

(IF YES, APPLICANT HAS MAINTAINED EFFORT. IF NO FOR ALL 3 STEPS, LOOK AT LOCAL FUNDS.)

Approved Exception for FY 2021**Did the Applicant Maintain Effort with an approved Exception?**

Expenditure Difference calculated in Step 1, above

67,181

Allowable Reduction for expenditures (50% of the increase in Part B Funding for FY) 2021

0

Total Approved Exception and Allowable Reduction for expenditures

0

Does the Total Approved Exception offset the Expenditure Difference?

YES

(IF YES, APPLICANT MAINTAINED EFFORT. IF NO APPLICANT DID NOT MAINTAIN EFFORT.)

Page 1 of 2



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

PRELIMINARY Maintenance of Effort Report

(MOE for State FY 2023 IDEA Part B Applications)

Expenditure Comparison using the Trustees' Reports for State FYs 2020 and 2021

Per-Student Calculated on the Child Count taken the First Monday of October

Local Funds using State Allowable Cost Payments for State FYs 2020 and 2021

Allowable Reduction for State FY 2022 Calculated using Part B Allocations for State FYs 2021 and 2022

PRIME APPLICANT: 9691

Central Mt Learn Res Ctr

14

Fergus

Local Funds

APPLICANT TOTALS

Fiscal Years	Child Count	Expenditures - State / Local Funds	State Allowable Cost Funds	Local Fund Expenditures
2020	437.00	3,753,888	1,298,600	2,455,287
2021	439.00	3,821,069	1,307,009	2,514,059

1. DID THE APPLICANT MAINTAIN EFFORT BY EXPENDITURE COMPARISON?

Subtract local expenditures for FY 2020 from state and local expenditures for FY 2021

58,772

Is the Expenditure Difference greater than or equal to zero?

(IF YES, APPLICANT HAS MAINTAINED EFFORT. IF NO, GO TO STEP 2.)

YES

2. IS THE EXPENDITURE DIFFERENCE WITHIN THE RANGE OF ALLOWABLE REDUCTION FOR FY 2021

Is the Expenditure Difference less than or equal to the Allowable Reduction?

N/A

(IF YES, APPLICANT HAS MAINTAINED EFFORT. IF NO IN STEPS 1 AND 2 GO TO STEP 3.)

3. DID THE APPLICANT MAINTAIN EFFORT ON A PER-STUDENT BASIS?

To find the per-student amount, divide the expenditure amount by the child count total for each fiscal year.

Per-Student amount for FY 2020

5,619

Per-Student amount for FY 2021

5,727

Is the per-student amount for FY 2021 greater than or equal to the per-student amount for 2020?

YES

(IF YES, APPLICANT HAS MAINTAINED EFFORT. IF NO FOR ALL 3 STEPS, LOOK AT LOCAL FUNDS.

Approved Exception for FY 2021

Did the Applicant Maintain Effort with an approved Exception?

Expenditure Difference calculated in Step 1, above

58,772

Allowable Reduction for expenditures (50% of the increase in Part B Funding for FY) 2021

0

Total Approved Exception and Allowable Reduction for expenditures

0

Does the Total Approved Exception offset the Expenditure Difference?

YES

(IF YES, APPLICANT MAINTAINED EFFORT. IF NO APPLICANT DID NOT MAINTAIN EFFORT.)



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

State and Local Expenditures using Trustees Reports for Fiscal Years 2020 and 2021

PRIME APPLICANT: Central Mt Learn Res Ctr 9691

Lewistown Elem 0258

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount: 2114.00

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

	2020Value	2021Value
01 General Fund		
280 Special Education - Local and State		
1XXX Instruction		
1XX Personal Services - Salaries	849315.93	867820.25
2XX Personal Services - Employee Benefits	214803.35	195456.74
4XX Purchased Property Services	0.00	61.95
5XX Other Purchased Services	556.12	2332.46
6XX Supplies and Materials	4943.14	17922.68
221X Improvement of Instruction Services		
5XX Other Purchased Services	2003.55	0.00
10 Transportation Fund		
280 Special Education - Local and State		
27XX Student Transportation Services		
1XX Personal Services - Salaries	40200.97	33501.71
2XX Personal Services - Employee Benefits	15096.88	14460.16
13 Tuition Fund		
280 Special Education - Local and State		
1XXX Instruction		
1XX Personal Services - Salaries	98029.04	92477.79
2XX Personal Services - Employee Benefits	30195.92	31733.67
5XX Other Purchased Services	1640.00	660.00
14 Retirement Fund		
280 Special Education - Local and State		
1XXX Instruction		
2XX Personal Services - Employee Benefits	151697.93	156311.35



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

27XX	Student Transportation Services		
2XX	Personal Services - Employee Benefits	5970.95	5000.65
District/Coop Totals		1414453.78	1417739.41
Fergus H S 0259			
PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:		5271.00	
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]			
		2020Value	2021Value
01	General Fund		
280	Special Education - Local and State		
1XXX	Instruction		
1XX	Personal Services - Salaries	122497.82	137248.34
2XX	Personal Services - Employee Benefits	17941.30	13867.69
4XX	Purchased Property Services	0.00	100.00
5XX	Other Purchased Services	1488.76	185.44
6XX	Supplies and Materials	3419.69	4280.39
10	Transportation Fund		
280	Special Education - Local and State		
27XX	Student Transportation Services		
1XX	Personal Services - Salaries	8099.36	6563.98
2XX	Personal Services - Employee Benefits	2268.98	1999.70
13	Tuition Fund		
280	Special Education - Local and State		
1XXX	Instruction		
1XX	Personal Services - Salaries	13486.43	10930.18
2XX	Personal Services - Employee Benefits	5464.62	5310.91
5XX	Other Purchased Services	4900.00	3560.00
14	Retirement Fund		
280	Special Education - Local and State		
1XXX	Instruction		
2XX	Personal Services - Employee Benefits	23039.37	25113.30



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

27XX Student Transportation Services

2XX Personal Services - Employee Benefits

1236.88

997.42

District/Coop Totals

203843.21

210157.35

Deerfield Elem 0264

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:

142.50

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value

2021Value

0.00

0.00

District/Coop Totals

0.00

0.00

Grass Range Elem 0268

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:

0.00

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value

2021Value

01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries

21221.75

21586.13

2XX Personal Services - Employee Benefits

6796.64

6250.85

3XX Purchased Professional and Technical Services

0.00

1616.28

6XX Supplies and Materials

716.95

6301.13

810 Dues and Fees

0.00

71.43

14 Retirement Fund

280 Special Education - Local and State



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

1XXX	Instruction		
2XX	Personal Services - Employee Benefits	3414.77	3456.48
District/Coop Totals		32150.11	39282.30
Grass Range H S 0269			
PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:		150.50	
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]			
		2020Value	2021Value
01	General Fund		
280	Special Education - Local and State		
1XXX	Instruction		
1XX	Personal Services - Salaries	17158.79	19327.22
2XX	Personal Services - Employee Benefits	5228.17	6245.18
6XX	Supplies and Materials	255.92	1437.13
14	Retirement Fund		
280	Special Education - Local and State		
1XXX	Instruction		
2XX	Personal Services - Employee Benefits	2861.55	3255.60
82	Interlocal Agreement Fund		
280	Special Education - Local and State		
1XXX	Instruction		
6XX	Supplies and Materials	936.62	0.00
District/Coop Totals		26441.05	30265.13



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

King Colony Elem 0272

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:	106.00	
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]		
	2020Value	2021Value

	0.00	0.00
District/Coop Totals	0.00	0.00

Moore Elem 0273

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:	0.00	
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]		
	2020Value	2021Value

01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries	12242.89	17150.32
2XX Personal Services - Employee Benefits	6129.97	3666.76

14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits	2075.12	2761.28
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District/Coop Totals	20447.98	23578.36
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INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

Moore H S 0274

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount: 0.00

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

	2020Value	2021Value
01 General Fund		
280 Special Education - Local and State		
1XXX Instruction		
1XX Personal Services - Salaries	10558.54	13265.24
2XX Personal Services - Employee Benefits	2083.10	2738.54
14 Retirement Fund		
280 Special Education - Local and State		
1XXX Instruction		
2XX Personal Services - Employee Benefits	1815.18	2167.62
District/Coop Totals	14456.82	18171.40

Roy K-12 Schools 0280

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount: 63.50

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

	2020Value	2021Value
01 General Fund		
280 Special Education - Local and State		
1XXX Instruction		
6XX Supplies and Materials	2470.80	69.95
810 Dues and Fees	0.00	40.82
222X Educational Media Services		
6XX Supplies and Materials	0.00	166.95
24XX Support Services - School Administration		
1XX Personal Services - Salaries	2165.66	2663.63
2XX Personal Services - Employee Benefits	6.73	5.77
26XX Operation and Maintenance of Plant Services		
4XX Purchased Property Services	1162.57	0.00



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

14 Retirement Fund

280 Special Education - Local and State

24XX Support Services - School Administration

2XX Personal Services - Employee Benefits	366.09	354.91
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District/Coop Totals	6171.85	3302.03
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Denton Elem 0281

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:	547.50
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For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value	2021Value
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01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries	7276.26	7276.26
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2XX Personal Services - Employee Benefits	6.35	0.00
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24XX Support Services - School Administration

3XX Purchased Professional and Technical Services	613.37	723.12
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14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits	100.69	0.00
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District/Coop Totals	7996.67	7999.38
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Denton H S 0282

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:	0.00
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For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value	2021Value
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01 General Fund

280 Special Education - Local and State



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

1XXX	Instruction		
1XX	Personal Services - Salaries	4000.00	4000.00
24XX	Support Services - School Administration		
3XX	Purchased Professional and Technical Services	920.05	1084.69
District/Coop Totals		4920.05	5084.69

Spring Creek Colony Elem 0288

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:		32.50	
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]			
		2020Value	2021Value
		0.00	0.00
District/Coop Totals		0.00	0.00

Winifred K-12 Schools 0291

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:		308.00	
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]			
		2020Value	2021Value

01 General Fund

280 Special Education - Local and State

1XXX	Instruction		
1XX	Personal Services - Salaries	84149.59	88674.36
2XX	Personal Services - Employee Benefits	149.47	0.00
5XX	Other Purchased Services	4.35	70.00
6XX	Supplies and Materials	2010.13	1420.99
8XX	Other Expenditures	120.20	252.03



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits

7671.36

8474.27

District/Coop Totals

94105.10

98891.65

Ryegate K-12 Schools 0407

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:

1357.50

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value

2021Value

01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries

34521.00

25028.00

2XX Personal Services - Employee Benefits

4405.00

3890.00

6XX Supplies and Materials

0.00

61.00

14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits

5701.00

4164.00

District/Coop Totals

44627.00

33143.00

Lavina K-12 Schools 0411

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:

1081.00

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value

2021Value

01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries

37428.28

45629.21

2XX Personal Services - Employee Benefits

8745.42

8812.56

6XX Supplies and Materials

118.81

106.89



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits	6369.18	7761.49
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District/Coop Totals	52661.69	62310.15
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Stanford K-12 Schools 0464

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:	2333.50
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For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value	2021Value
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01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries	73347.86	69398.36
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2XX Personal Services - Employee Benefits	10148.80	8234.50
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5XX Other Purchased Services	626.23	0.00
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6XX Supplies and Materials	2364.07	4646.29
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810 Dues and Fees	0.00	2974.95
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13 Tuition Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries	0.00	22112.51
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2XX Personal Services - Employee Benefits	0.00	27.49
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6XX Supplies and Materials	299.00	0.00
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14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits	10863.29	12478.99
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District/Coop Totals	97649.25	119873.09
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INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

Hobson K-12 Schools 0469

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:	995.00
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]	
	2020Value
	2021Value

01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries	31948.15	26987.05
2XX Personal Services - Employee Benefits	6286.76	5930.70
3XX Purchased Professional and Technical Services	0.00	61.22
6XX Supplies and Materials	763.45	761.10

14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits	4320.36	3701.52
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District/Coop Totals 43318.72 37441.59

Geyser K-12 Schools 0473

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:	318.00
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]	
	2020Value
	2021Value

01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries	26337.95	39622.71
2XX Personal Services - Employee Benefits	157.81	9612.58
5XX Other Purchased Services	726.30	0.00
6XX Supplies and Materials	1475.79	2046.89
221X Improvement of Instruction Services		
5XX Other Purchased Services	0.00	1233.93



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits	4396.89	6716.32
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District/Coop Totals	33094.74	59232.43
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Roundup Elem 0605

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:	1168.00
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For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value	2021Value
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01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries	210933.18	247699.06
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2XX Personal Services - Employee Benefits	29969.15	42474.27
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5XX Other Purchased Services	27.36	0.00
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6XX Supplies and Materials	2311.84	2823.53
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13 Tuition Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries	17625.10	16627.04
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2XX Personal Services - Employee Benefits	6076.47	87.74
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14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits	37442.31	45032.13
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District/Coop Totals	304385.41	354743.77
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INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

Roundup High School 0606

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount: 230.00

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

	2020Value	2021Value
01 General Fund		
280 Special Education - Local and State		
1XXX Instruction		
1XX Personal Services - Salaries	80421.56	61035.61
2XX Personal Services - Employee Benefits	13757.76	16552.07
6XX Supplies and Materials	39.13	14.44
13 Tuition Fund		
280 Special Education - Local and State		
1XXX Instruction		
1XX Personal Services - Salaries	13458.71	22134.07
2XX Personal Services - Employee Benefits	5084.00	1231.90
14 Retirement Fund		
280 Special Education - Local and State		
1XXX Instruction		
2XX Personal Services - Employee Benefits	15351.51	14857.93
District/Coop Totals	128112.67	115826.02

Melstone Elem 0607

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount: 178.00

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

	2020Value	2021Value
01 General Fund		
280 Special Education - Local and State		
1XXX Instruction		
1XX Personal Services - Salaries	24348.98	6856.27
2XX Personal Services - Employee Benefits	5666.84	1262.97
6XX Supplies and Materials	34.67	200.00



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits

4056.55

1051.60

District/Coop Totals

34107.04

9370.84

Melstone H S 0608

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:

0.00

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value

2021Value

01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries

24349.08

14414.77

2XX Personal Services - Employee Benefits

5353.64

2194.78

6XX Supplies and Materials

147.33

0.00

14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits

4070.82

1086.36

District/Coop Totals

33920.87

17695.91

Winnett K-12 Schools 0642

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:

0.00

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value

2021Value

01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries

60905.16

66129.77

2XX Personal Services - Employee Benefits

228.67

227.22



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits	9139.22	8920.69
---	---------	---------

21XX Support Services - Students

2XX Personal Services - Employee Benefits	0.00	1597.85
---	------	---------

District/Coop Totals	70273.05	76875.53
----------------------	----------	----------

Harlowton K-12 0946

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount: 643.00

For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]

2020Value	2021Value
-----------	-----------

01 General Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries	70447.36	111942.89
----------------------------------	----------	-----------

2XX Personal Services - Employee Benefits	25178.70	22061.19
---	----------	----------

4XX Purchased Property Services	117.99	0.00
---------------------------------	--------	------

5XX Other Purchased Services	398.15	0.00
------------------------------	--------	------

6XX Supplies and Materials	4426.07	12444.21
----------------------------	---------	----------

221X Improvement of Instruction Services

5XX Other Purchased Services	37.76	0.00
------------------------------	-------	------

13 Tuition Fund

280 Special Education - Local and State

1XXX Instruction

1XX Personal Services - Salaries	197357.61	147437.34
----------------------------------	-----------	-----------

2XX Personal Services - Employee Benefits	83557.83	81969.44
---	----------	----------

6XX Supplies and Materials	4274.20	2526.99
----------------------------	---------	---------

14 Retirement Fund

280 Special Education - Local and State

1XXX Instruction

2XX Personal Services - Employee Benefits	42390.76	41882.54
---	----------	----------

District/Coop Totals	428186.43	420264.60
----------------------	-----------	-----------



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

Judith Gap Elem 0948

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:		0.00	
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]			
		2020Value	2021Value
01	General Fund		
280	Special Education - Local and State		
1XXX	Instruction		
1XX	Personal Services - Salaries	0.00	2903.38
6XX	Supplies and Materials	0.00	507.77
14	Retirement Fund		
280	Special Education - Local and State		
1XXX	Instruction		
2XX	Personal Services - Employee Benefits	0.00	494.42
District/Coop Totals		0.00	3905.57

Judith Gap H S 0949

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:		140.00	
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]			
		2020Value	2021Value
01	General Fund		
280	Special Education - Local and State		
1XXX	Instruction		
1XX	Personal Services - Salaries	1719.25	125.35
2XX	Personal Services - Employee Benefits	777.00	0.00
14	Retirement Fund		
280	Special Education - Local and State		
1XXX	Instruction		
2XX	Personal Services - Employee Benefits	284.55	24.07
District/Coop Totals		2780.80	149.42



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

Ayers Elem 1218

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:		113.00	
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]			
		2020Value	2021Value
01	General Fund		
280	Special Education - Local and State		
1XXX	Instruction		
1XX	Personal Services - Salaries	6622.51	6657.96
2XX	Personal Services - Employee Benefits	1287.47	1185.69
District/Coop Totals		7909.98	7843.65

Central Mt Learn Res Ctr 9691

PLEASE NOTE: The applicant is eligible to reduce their level of expenditure for the School Fiscal Year 2022 by this amount:		0.00	
For FY 2022, an applicant may treat as state and local funds 50% of the amount of Part B funds it is eligible to receive that exceeds the amount it was eligible to receive under Part B for the previous fiscal year. The 50% is calculated by comparing the total allocations for FY 2021 and FY 2022 excluding supplemental flow-through funds. The above information informs the applicant of the amount it may reduce its level of expenditures for the current fiscal year. This is for informational purposes only and is NOT used in the calculation of MOE. [20 USC 1413(a)(2)(C)(i)]			
		2020Value	2021Value
14	Retirement Fund		
280	Special Education - Local and State		
21XX	Support Services - Students		
2XX	Personal Services - Employee Benefits	119875.04	81982.63
82	Interlocal Agreement Fund		
280	Special Education - Local and State		
1XXX	Instruction		
1XX	Personal Services - Salaries	53511.71	51484.06
2XX	Personal Services - Employee Benefits	12412.14	11083.60
21XX	Support Services - Students		
1XX	Personal Services - Salaries	297639.35	321779.35
2XX	Personal Services - Employee Benefits	66614.86	68468.56
24XX	Support Services - School Administration		
1XX	Personal Services - Salaries	7213.06	42863.32
2XX	Personal Services - Employee Benefits	2161.95	15102.44



INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Expenditures For Special Education by Line Item

25XX	Support Services - Business		
1XX	Personal Services - Salaries	67289.58	43367.65
2XX	Personal Services - Employee Benefits	21155.92	11790.01
District/Coop Totals		647873.61	647921.62
Applicant Totals		3753887.88	3821068.89

**Enome, Inc. (Goalbook)**

P.O. Box 1289

San Mateo, CA 94401

Phone: 1-855-207-5443**Fax:** (650) 284-0432**FEIN:** 45-2540420**Invoice 10001-3341****Central Montana Learning Resource Center Cooperative**

215 7th Avenue South

Lewistown, MT 59457

06 Oct 2021

Due 05 Nov 2021 (NET 30)

Qty	Unit	Description	Price	Total
1.0	Product	School Full Site Membership - Goalbook Toolkit access for up to 11 users	\$8,525.00	\$8,525.00
1.0	Product	Multi-Year Partner (Year 1 of 3)	-\$852.50	-\$852.50
			Subtotal:	\$7,672.50
			Total Due:	\$7,672.50

Invoice Notes

Goalbook Toolkit Full Site Membership - Goalbook Toolkit access for up to 11 users in Central Montana Learning Resource Center Cooperative, active through June 30, 2022.

Goalbook services include:

- Initial webinar training
- 1 mid-year consultation/webinar
- Dedicated Goalbook Success team member to work in partnership with school leadership throughout the year
- Access to ongoing webinars available to all users and partners that feature a variety of content areas to build teacher capacity for improving instructional practice
- Analytics services for leadership upon request
- Dedicated Goalbook help desk and technical support

If a Purchase Order is generated, you can email it to support@goalbookapp.com or fax to (650) 284-0432, and we will add the PO # to this invoice.

This order form is entered into and effective as of the form date set forth above by and between Enome, Inc. and the Client identified above. This order form incorporates the Goalbook Client Terms and Conditions (goalbookapp.com/c-terms) (collectively the "Agreement"). By paying the fees above, you signify that you have read, understood, and agree to be bound by the Agreement, and that you have the authority to bind your organization to the Agreement.

There are many funding sources that might be used for Goalbook Toolkit. This funding guide includes some sources which have been shared with us by current partners.

What is Goalbook Toolkit?

Goalbook Toolkit improves student outcomes by increasing teacher effectiveness throughout the special education process. It is an online solution that builds teacher capacity to develop higher-quality IEPs and implement them with more effective specially designed instruction. Goalbook Toolkit's efficacy has been validated by 3rd party ESSA-aligned research.

- Guides teachers to confidently identify student present levels that are data-driven.
- Saves time in developing compliant and standards-aligned goals that address student needs.
- Helps teachers successfully implement IEPs and monitor progress with instant access to research-based instructional strategies and classroom-ready resources.
- Supported by comprehensive professional development and training for teachers.

Beyond these ongoing core benefits, as districts plan and prepare for the 2021-2022 school year, Goalbook Toolkit helps support the demands of special education in this unique environment by:

- Providing assessments to help identify areas of regression and urgent needs for skill recoupment due to learning loss, including essential standard areas.
- Supporting the development IEP goals with the appropriate levels of scaffolding to support both recoupment due to learning loss and growth.
- Delivering classroom-ready resources and strategies for classroom and remote environments.

Funding Sources for Goalbook Toolkit

Funding Sources

Funding at a Glance

	IDEA: Part B	Title I: Part A	Title II: Teacher Quality	Title III: ELL	Title IV	School Medi- caid	CARES /CRRSA /ARP Act	PD Budget	Materials Budget	General Fund	Grants
Materials & strategies in support of SDI	X	X	X	X	X	X	X	X	X	X	X
Job embedded PD	X		X		X	X	X	X		X	X
Helps meet IDEA requirements	X					X	X	X		X	X
Assists in development of quality IEPs	X					X	X	X	X	X	X
Supports IEP data progress monitoring	X					X	X	X	X	X	X
Supports and resources for RTI/MTSS.	X	X	X		X	X	X	X	X	X	X
Supports and resources for learning loss							X	X	X	X	X

Funding Source Descriptions

IDEA - Part B

Part B of the Individuals with Disabilities Education Act (IDEA) provides funding to local education agencies (LEAs) to supplement and/or increase the level of special education and related services provided to eligible students with disabilities ages 3 through 21.

Goalbook Toolkit provides materials and strategies which support the development and delivery of specially designed instruction, job embedded professional development for special education teachers, web-based IEP tool that helps meet regulatory requirements of IDEA, assists with the development of IEPs including presents levels, goals and accommodations, and supports progress monitoring.

Title I - Part A

Title I is the largest source of federal funding which provides financial assistance to local educational agencies (LEAs) and schools with high numbers or high percentages of children from low-income families to help ensure that all children obtain high-quality education and meet challenging state academic standards.

Goalbook Toolkit provides research-based and Universal Design for Learning aligned instructional strategies, classroom ready materials and assessments that can be used as a resource to support RTI/MTSS, supports SEL through use of the CASEL framework, and provides job-embedded professional development.

Title II - Teacher Quality

Title II aims to improve teacher and leader quality and focuses on preparing, training, and recruiting high-quality teachers and principals.

Goalbook Toolkit provides job-embedded professional development, supports for effective practices in the RTI/MTSS or IEP process, and research based and Universal Design for Learning aligned instructional strategies to increase teacher effectiveness.

Title III - English Language Learner and Immigrant Students

Title III aims to improve the English language proficiency and academic achievement of ELs, including through the provision of language instruction educational programs (LIEPs) and activities that increase the knowledge and skills of teachers who serve ELs.

Goalbook Toolkit provides job-embedded professional development and instructional strategies which increase teacher capacity to support English language learners.

Title IV - Student Support and Academic Enrichment

Title IV aims to provide all students with access to a well-rounded education; improve school conditions for student learning; and improve the use of technology in order to improve the academic achievement and digital literacy of all students.

Goalbook Toolkit provides instructional strategies and resources which increase teacher capacity to support SEL and can be used as a resource to support RTI/MTSS.

School-Based Medicaid Reimbursement (Special Education)

Medicaid is for special education students who are from families that are eligible and received services that are mandated by the IEP, which are medically necessary (e.g., Speech and Physical therapy). Since the services are delivered by the school, the school district can claim for reimbursement for those services through Medicaid.

Goalbook Toolkit is an IEP tool that helps meet regulatory requirements of IDEA, assisting with the development and delivery of students' present levels, goals and accommodations.

Coronavirus Aid Relief and Economic Security (CARES) Act - ESSER I

Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act - ESSER II

American Rescue Plan (ARP) Act

The CARES (ESSER I), CRRSA (ESSER II) and ARP Acts are federal stimulus in response to the pandemic that includes support for K-12 education.

Goalbook Toolkit helps support the demands of special education in this unique environment by providing assessments and a present level of performance tool to help identify areas of regression/learning loss and urgent needs for skill recoupment, including essential standard areas. Goalbook Toolkit supports the development of skills based and standards aligned IEP goals with the appropriate levels of scaffolding to support both recoupment due to learning loss and growth. Goalbook Toolkit provides classroom-ready resources, assessments, and strategies that support planning and the delivery of specially designed instruction including addressing learning loss in both classroom and remote environments.

**Enome, Inc. (Goalbook)**

P.O. Box 1289

San Mateo, CA 94401

Phone: 1-855-207-54**Fax:** (650) 284-0432**FEIN:** 45-2540420**Invoice 10001-3335****Central Montana Learning Resource Center Cooperative**

215 7th Avenue South

Lewistown, MT 59457

05 Oct 2021

Due 04 Nov 2021 (NET 30)

Qty	Unit	Description	Price	Total
1.0	Product	Full District Membership - Goalbook Toolkit access for up to 50 users, including all Goalbook Services	\$29,750.00	\$29,750.00
1.0	Product	Multi-Year Partner (Year 1 of 3)	-\$2,975.00	-\$2,975.00
			Subtotal:	\$26,775.00
			Total Due:	\$26,775.00

Invoice Notes

Goalbook Toolkit Full District Membership - Goalbook Toolkit access for up to 50 users in Central Montana Learning Resource Center Cooperative, active through June 30, 2022.

Goalbook services include:

- 1 day of remote or onsite professional development led by Goalbook
- 1 mid-year consultation/webinar
- Dedicated Goalbook Success team member to work in partnership with district and school implementation leads throughout the year
- Access to ongoing webinars available to all users and partners that feature a variety of content areas to build teacher capacity for improving instructional practice
- Analytics services for leadership upon request
- Dedicated Goalbook help desk and technical support

If a Purchase Order is generated, you can email it to support@goalbookapp.com or fax to (650) 284-0432, and we will add the PO # to this invoice.

This order form is entered into and effective as of the form date set forth above by and between Enome, Inc. and the Client identified above. This order form incorporates the Goalbook Client Terms and Conditions (goalbookapp.com/c-terms) (collectively the "Agreement"). By paying the fees above, you signify that you have read, understood, and agree to be bound by the Agreement, and that you have the authority to bind your organization to the Agreement.

II. PURPOSE AND PHILOSOPHY

The intent of the STAR Program is to provide a positive instructional environment to meet the unique needs of IDEA-eligible students with chronic emotional and behavioral needs so as to build skills necessary for reintegration into special and general education settings in the student's base school.

The STAR Program is currently staffed by one certified special education teacher and two paraprofessionals. Students who attend STAR have varied backgrounds, but they most often share a common history of personal challenges rooted in adverse experiences and/or mental health conditions. The STAR program is built upon the premise that a child must feel safe and regulated in order to engage in learning. While quality teaching of academics, individualized for each student, is an integral part of the program, academics often take a backseat to help students address the lagging social/emotional skills that make learning and relationships with others difficult. (Ross Greene)

Social-emotional learning is the process through which children understand and manage emotions, feel and show empathy for others, maintain positive relationships, and make responsible choices and decisions (Casel.org). STAR Program staff draw upon many resources and strategies to assist children to develop these skills. From the student's entry into the program, the STAR staff prioritizes the development of rapport and positive relationships, viewing this as the foundation for any interventions, teaching, and learning that is to come. (Literature on trauma-informed schools: ChildWise Institute, Jim Sporleder, Heather T. Forbes) Students learn a language for their emotions and strategies for managing them to avoid becoming overwhelmed as well as ways to cope with daily challenges. (Leah Kuypers; Dr. Jean Eich).

In addition to the strategies noted above, students are assisted to develop executive functioning skills to assist in emotional control as well as to address lags in planning and organizational skills, self, and task monitoring, flexibility in thinking and problem solving, and expanding memory. (Peg Dawson) There are a number of other approaches and strategies weaved into the day, for example, developing resiliency through fostering a growth mindset in place of a fixed mindset (Frey, Fisher, Smith). The STAR classroom uses a level system that serves to track current progress and enable staff and child to determine when a child has learned sufficient skills to begin the process of reintegrating into the base school. (System adapted from Yellowstone Boys and Girls Ranch Treatment Program) Point sheets are used in a positive and encouraging manner to help students see a day-to-day picture of their progress in skill development. A student's needs with regard to sensory processing are addressed in consultation with a certified occupational therapist. Creative movement and core strength development are built into each day as well.

Even with best efforts and sound practices, there will be times when children become overwhelmed by strong emotions in the classroom. Staff members understand the importance of maintaining a calm, steadfast presence when a child is experiencing difficult emotions, remaining firm when appropriate but avoiding power struggles or otherwise being triggered by a student's behavior. (ChildWise Institute/Jim Sporleder) These incidents are managed with a priority of establishing and maintaining safety for the child and others present. There is a room available close to the classroom that can be used for time away

REVISED 6/8/2021

when a child needs the space to de-escalate. At times, experienced STAR students choose to use the room to pre-empt a full emotion/behavior escalation. After de-escalation, the child is encouraged and supported in repairing relationships and moving on, so as not to be "stuck" in a difficult place. This challenging process is accomplished through the relationships built through the STAR program. The goal is to convey to the child that mistakes and emotions are natural, and they will be supported as they build skills to move past them.

STAR PROGRAM DESCRIPTION

Purpose and Philosophy

The intent of the STAR Program is to provide a positive instructional environment to meet the unique needs of IDEA-eligible students with chronic emotional and behavioral needs so as to build skills necessary for re-integration in home school special and general education settings.

Services to Districts

The STAR Program, as sponsored by the Central Montana Learning Resource Center Cooperative (CMLRCC), will be housed in the Lewistown School District and will serve students from Lewistown and outlying districts who are members of the CMLRCC. The classroom has a self-contained structure with sufficient staffing to also support student transition to home school settings and consultative needs.

Students Served

The STAR Program will serve up to eight students, Grades K-8, placed in accordance with procedures outlined below. Special education services provided through STAR will be delivered in accordance with the Individual Education Plan (IEP) and must meet the criteria for Least Restrictive Environment (LRE), as outlined in the Individuals with Disabilities Education Act (IDEA).

The STAR Program is designed to provide structure and support to students displaying chronic emotional and behavioral needs that significantly interfere with the student's and/or other students' abilities to access and benefit from educational opportunities. The program is designed specifically to serve students whose emotions and behaviors negatively impact their academic and social performance in lesser restrictive settings. These are students with typical cognitive skills who demonstrate the ability to learn connections between behavior and consequences and to learn self-regulation strategies for re-integration in home school settings. The STAR Program is not designed to serve students with primary and significant cognitive, communication, and/or sensory deficits.

Placement Procedures

A review team will meet quarterly to discuss students from within the CMLRCC service area with significant emotional and behavioral needs and who are potentially in need of services from the STAR Program. This review team will be comprised of CMLRCC personnel: the Director, STAR Teacher, and School Psychologists on staff. Other parties, for example, building administrators, may be invited to review team meetings to discuss the needs of students they serve. The review team will prioritize students for placement in consideration of the following:

REVISED 6/8/2021

1. Functional Behavioral Assessment (FBA) and at least two Positive Behavior Intervention Plans (PBIP's) have been developed with associated data to indicate lack of progress and/or need for a higher level of intervention.
2. Student has been provided a continuum of services and demonstrates a need for a more restrictive environment.
3. Evaluative information and IEP document chronic and severe behavioral and emotional needs, their frequency/duration/impact to self and/or others, and the student's underlying ability to benefit from services.
4. Parents have been involved in discussions of a continuum of services to include potential STAR services.
5. Safety concerns as related to the student, peers, and/or adults.
6. Level of need for STAR services, timeliness, and urgency of placement.

A new transfer student with the aforementioned needs and available information, given an opening in the program, may be placed at the discretion of the CMLRCC Director, STAR Teacher, and serving School Psychologist, with the support of the IEP Team. Very unusual and unique circumstances may warrant similar placement.

Final decisions for placement eligibility rest with the Central Montana Learning Resource Center Cooperative.

Review and Exit

Student progress will be reviewed on an ongoing basis in association with IEP's, the STAR Level System, daily feedback to parents via point sheets, and team meetings. Progress on IEP goals and Aversive Treatment Plans will be reviewed in accordance with guidelines set forth in IDEA, as will any changes associated with those Plans. The building of skills for reintegration in home school settings is a constant focus of the STAR Program, with decisions for reintegration and/or exit from the Program made on an individual basis with team input.

Cameras

The STAR Program will utilize stationary digital video cameras for documentation of behaviors in three locations: classroom, the hallway outside classroom, and time out room. These cameras may be used for teaching and therapeutic reasons, as well as for the safety of students and staff. The digital footage is considered confidential and will be accessed only per special education and FERPA guidelines.

Transportation

Transportation to and from the STAR Program will be the responsibility of the resident district.

Related Services

Related services are the responsibility of Central Montana Learning Resource Center Cooperative.

*Occupational Therapy

*Speech and Language

III. FISCAL RESPONSIBILITIES

1. Central Montana Learning Resource Center Cooperative agrees to employ two paraprofessionals. Lewistown Public Schools will be responsible for \$32,000 towards the salary and benefits which will be paid to the Cooperative.
2. The teacher will be employed by Lewistown Public Schools.
3. Lewistown School District agrees to provide facilities for the STAR Classroom at no additional cost to CMLRCC.
4. Each participating school district, excluding students of Lewistown School District, will pay CMLRCC a tuition fee of \$6,250 per student on a yearly basis. Specialized equipment for specific student use is the responsibility of the resident district.

IV. TERMS of AGREEMENT

This Multi-District Agreement for Central Montana Learning Resource Center Cooperative is effective July 1, 2021, through June 30, 2022. Any changes to this agreement must be made in writing and agreed to by both parties.

This joint STAR Program is agreed to by the following parties:

Board Chairperson, Central Montana Learning Resource Center Cooperative Date

Lewistown School Superintendent Date

Cooperative Director Date

REVISED 6/8/2021

The undersigned authorized representative of the participating school district indicates by his/her signature, agreement to the terms of the Central Montana Learning Resource Center Cooperative (CMLRCC) Multi-District Agreement for STAR effective July 1, 2021 to June 30, 2022. Any changes to this agreement must be made in writing and agreed to by both parties.

This joint STAR Program is agreed to by the following parties:

Board Chairperson

School District

Date

Central Mt Learning Resource Center

Revenue Report

Fiscal Year: 2021-2022

Account Number / Description

☐ Summary Only
 From Date: 7/1/2021 To Date: 6/30/2022

	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
Fund: 314 RETIREMENT					
314.00.000.1510.000.000 INTEREST	\$0.00	\$13.06	\$13.06	(\$13.06)	0.00%
Fund 314 Total:					
314.00.000.1950.000.000 RECEIPTS FROM OTHER DIST	(\$101,000.00)	\$5,603.84	\$5,603.84	(\$106,603.84)	105.55%
314.00.000.2240.000.000 COUNTY RETIREMENT DISTRIBUTION	\$0.00	\$1,154.87	\$1,154.87	(\$1,154.87)	0.00%
Fund 315 MISCELLANEOUS FUNDS					
315.00.000.1900.000.000 MISC. REVENUE	\$0.00	\$168.46	\$168.46	(\$168.46)	0.00%
315.00.000.4560.000.277 IDEA PART B	(\$1,189,490.00)	\$5,491.00	\$5,491.00	(\$1,194,981.00)	100.46%
315.00.000.4570.000.379 IDEA PRESCHOOL GRANT REVENUE	(\$38,882.00)	\$0.00	\$0.00	(\$38,882.00)	100.00%
315.00.000.7650.000.765 CARES-STATE SCHOOL EMERGENCY RELIEF FUND	(\$60,152.00)	\$0.00	\$0.00	(\$60,152.00)	100.00%
315.00.000.7700.000.770 UNDESIGNATED	(\$6,252.00)	\$0.00	\$0.00	(\$6,252.00)	100.00%
Fund 315 Total:					
Fund 382 INTERLOCAL AGREEMENT FUND					
382.00.000.1510.000.000 INTEREST	\$0.00	\$64.92	\$64.92	(\$64.92)	0.00%
382.00.000.1950.000.013 LOCAL CONTRIBUTIONS FROM OTHER DISTRICTS	(\$226,093.10)	\$181,649.80	\$181,649.80	(\$407,742.90)	180.34%
382.00.000.3233.000.000 STATE SPECIAL ED	(\$315,377.57)	\$63,693.32	\$63,693.32	(\$379,070.89)	120.20%
382.00.000.3234.000.000 QUALITY EDUCATOR	(\$42,788.05)	\$7,230.36	\$7,230.36	(\$50,018.41)	116.90%
Fund 382 Total:					
Fund: 388 MEDICAID					
388.00.000.1510.000.000 MEDICAID INTEREST	\$0.00	\$506.10	\$506.10	(\$506.10)	0.00%
388.00.000.3353.000.388 O T THERAPY	(\$24,150.00)	\$1,308.89	\$1,308.89	(\$25,458.89)	105.42%
388.00.000.3354.000.388	(\$73,500.00)	\$1,961.11	\$1,961.11	(\$75,461.11)	02.67%

Resource Center

Revenue Report

Fiscal Year: 2021-2022

Account Number / Description

Summary Only From Date: 7/1/2021 To Date: 6/30/2021

7/1/2021

From Date:

Summary Only

2

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Reve

Uncollected Balance	% Remaining
100	100
90	90
80	80
70	70
60	60
50	50
40	40
30	30
20	20
10	10
0	0

YTD

Range To Date

Budget

scription

Number /

Account:

SPEECH THERAPY REVENUE

388.00.000.3355.000.388

MISCELLANEOUS (O&M/PSYCH) THERAPY REVENUE

388.00.000.3357.000.388

SPEECH MAC REVENUE

Fund 388 Total:

Grand Total:

End of Report

☐ Summary Only From Date: 7/1/2021 To Date: 6/30/2022

Budget Balance

Budget	Range To Date	VTD	Balance	Encumbrance	% Remaining Bud
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Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2021-2022

Summary Only From Date: 7/1/2021 To Date: 6/30

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
315.11.456.2100.260.277 AIDES HEALTH INSURANCE	\$0.00	\$1,021.93	\$1,021.93	(\$1,021.93)	\$0.00	(\$1,021.93) 0.00%
315.11.456.2100.330.277 CONTRACTED STUDENT RELATED PROFESSIONAL SERVICES	\$0.00	\$9,415.81	\$9,415.81	(\$9,415.81)	\$72,584.19	(\$82,000.00) 0.00%
315.11.456.2100.610.277 MISC SUPPLIES	\$0.00	\$279.98	\$279.98	(\$279.98)	\$447.60	(\$727.58) 0.00%
315.11.456.2100.682.156 TECHNOLOGY SUPPLIES	\$0.00	\$2,474.75	\$2,474.75	(\$2,474.75)	\$0.00	(\$2,474.75) 0.00%
315.11.456.2100.810.277 DUES & FEES	\$0.00	\$1,579.86	\$1,579.86	(\$1,579.86)	\$5.00	(\$1,584.86) 0.00%
315.11.456.2140.113.277 PSYCHOLOGIST SALARY	\$0.00	\$14,084.60	\$14,084.60	(\$14,084.60)	\$34,473.50	(\$48,558.10) 0.00%
315.11.456.2140.210.277 PSYCHOLOGIST FICA/MEDICARE	\$0.00	\$1,017.96	\$1,017.96	(\$1,017.96)	\$0.00	(\$1,017.96) 0.00%
315.11.456.2140.220.277 PSYCHOLOGIST TEACHERS RETIREMENT	\$0.00	\$1,305.65	\$1,305.65	(\$1,305.65)	\$0.00	(\$1,305.65) 0.00%
315.11.456.2140.240.277 PSYCHOLOGIST UNEMPLOYMENT COMPENSATION	\$0.00	\$35.19	\$35.19	(\$35.19)	\$0.00	(\$35.19) 0.00%
315.11.456.2140.250.277 PSYCHOLOGIST WORKERS COMPENSATION	\$0.00	\$66.47	\$66.47	(\$66.47)	\$0.00	(\$66.47) 0.00%
315.11.456.2140.260.277 PSYCHOLOGIST HEALTH INSURANCE	\$0.00	\$3,434.16	\$3,434.16	(\$3,434.16)	\$0.00	(\$3,434.16) 0.00%
315.11.456.2150.113.277 SPEECH SALARY	\$0.00	\$35,664.33	\$35,664.33	(\$35,664.33)	\$107,198.01	(\$142,862.34) 0.00%
315.11.456.2150.210.277 SPEECH FICA/MEDICARE	\$0.00	\$2,583.16	\$2,583.16	(\$2,583.16)	\$0.00	(\$2,583.16) 0.00%
315.11.456.2150.220.277 SPEECH TEACHERS RETIREMENT	\$0.00	\$3,655.65	\$3,655.65	(\$3,655.65)	\$0.00	(\$3,655.65) 0.00%
315.11.456.2150.240.277 SPEECH UNEMPLOYMENT COMPENSATION	\$0.00	\$98.58	\$98.58	(\$98.58)	\$0.00	(\$98.58) 0.00%
315.11.456.2150.250.277 SPEECH WORKERS COMPENSATION	\$0.00	\$168.49	\$168.49	(\$168.49)	\$0.00	(\$168.49) 0.00%
315.11.456.2150.260.277 SPEECH HEALTH INSURANCE	\$0.00	\$11,187.93	\$11,187.93	(\$11,187.93)	\$0.00	(\$11,187.93) 0.00%
315.11.456.2150.610.277 SPEECH SUPPLIES	\$0.00	\$1,071.63	\$1,071.63	(\$1,071.63)	\$36.00	(\$1,107.63) 0.00%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2021-2022

☐ Summary Only From Date: 7/1/2021 To Date: 6/30/2022

Account Number / Description Budget Range To Date YTD Balance Encumbrance % Remaining Budget Balance

315.11.456.2150.810.277	\$0.00	\$192.00	\$192.00	(\$192.00)	\$0.00	(\$192.00)
SPEECH PROFESSIONAL FEES						0.00%
315.11.456.2160.113.277	\$0.00	\$8,742.75	\$8,742.75	(\$8,742.75)	\$26,228.27	(\$34,971.02)
O T SALARY						0.00%
315.11.456.2160.210.277	\$0.00	\$632.43	\$632.43	(\$632.43)	\$0.00	(\$632.43)
O T FICA/MEDICARE						0.00%
315.11.456.2160.220.277	\$0.00	\$810.45	\$810.45	(\$810.45)	\$0.00	(\$810.45)
O T TEACHERS RETIREMENT						0.00%
315.11.456.2160.240.277	\$0.00	\$21.87	\$21.87	(\$21.87)	\$0.00	(\$21.87)
O T UNEMPLOYMENT COMPENSATION						0.00%
315.11.456.2160.250.277	\$0.00	\$41.24	\$41.24	(\$41.24)	\$0.00	(\$41.24)
O T WORKERS COMPENSATION						0.00%
315.11.456.2160.260.277	\$0.00	\$1,610.52	\$1,610.52	(\$1,610.52)	\$0.00	(\$1,610.52)
O T HEALTH INSURANCE						0.00%
315.11.456.2160.610.277	\$0.00	\$94.67	\$94.67	(\$94.67)	\$0.00	(\$94.67)
OCCUPATIONAL THERAPY SUPPLIES						0.00%
315.11.456.2200.581.277	\$0.00	\$434.00	\$434.00	(\$434.00)	\$2,184.00	(\$2,618.00)
TRAVEL IN DISTRICT						0.00%
315.11.456.2200.582.277	\$0.00	\$200.00	\$200.00	(\$200.00)	\$217.28	(\$417.28)
TRAVEL OUT OF DISTRICT/INSERVICE						0.00%
315.11.456.2210.330.277	\$0.00	\$0.00	\$0.00	\$0.00	\$3,150.00	(\$3,150.00)
PROFESSIONAL DEVELOPMENT SERVICES						0.00%
315.11.456.2210.340.156	\$0.00	\$727.31	\$727.31	(\$727.31)	\$0.00	(\$727.31)
TECHNICAL SERVICES						0.00%
315.11.456.2211.610.277	\$0.00	\$116.00	\$116.00	(\$116.00)	\$1,324.00	(\$1,440.00)
SUPERVISION LUNCHES						0.00%
315.11.456.2212.610.277	\$0.00	\$2,475.00	\$2,475.00	(\$2,475.00)	\$0.00	(\$2,475.00)
CURRICULUM LOAN SUPPLIES						0.00%
315.11.456.2300.520.277	\$0.00	\$12,634.00	\$12,634.00	(\$12,634.00)	\$0.00	(\$12,634.00)
E/O CASUALTY INSURANCE						0.00%
315.11.456.2300.610.277	\$0.00	\$0.00	\$0.00	\$0.00	\$125.28	(\$125.28)
BOARD SUPPLIES						0.00%
315.11.456.2310.340.156	\$0.00	\$727.31	\$727.31	(\$727.31)	\$24.99	(\$752.30)
TECHNICAL SERVICES						0.00%
315.11.456.2310.610.277	\$0.00	\$20.00	\$20.00	(\$20.00)	\$160.00	(\$180.00)
BOARD SUPPLIES						0.00%

Central Mt Learnin Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2021-2022

Summary Only From Date: 7/1/2021 To Date: 6/30

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
315.11.456.2315.330.277 AUDIT SERVICES	\$0.00	\$4,560.00	\$4,560.00	(\$4,560.00)	\$1,140.00	(\$5,700.00) 0.00%
315.11.456.2400.111.277 DIRECTOR SALARY	\$0.00	\$18,376.95	\$18,376.95	(\$18,376.95)	\$25,727.71	(\$44,104.66) 0.00%
315.11.456.2400.210.277 DIRECTOR FICA/MEDICARE	\$0.00	\$1,273.25	\$1,273.25	(\$1,273.25)	\$0.00	(\$1,273.25) 0.00%
315.11.456.2400.220.277 DIRECTOR TEACHERS RETIREMENT	\$0.00	\$1,703.55	\$1,703.55	(\$1,703.55)	\$0.00	(\$1,703.55) 0.00%
315.11.456.2400.240.277 DIRECTOR UNEMPLOYMENT COMPENSATION	\$0.00	\$45.95	\$45.95	(\$45.95)	\$0.00	(\$45.95) 0.00%
315.11.456.2400.250.277 DIRECTOR WORKERS COMPENSATION	\$0.00	\$86.76	\$86.76	(\$86.76)	\$0.00	(\$86.76) 0.00%
315.11.456.2400.260.277 DIRECTOR HEALTH INSURANCE	\$0.00	\$6,397.82	\$6,397.82	(\$6,397.82)	\$0.00	(\$6,397.82) 0.00%
315.11.456.2400.270.277 STAFF LIFE & DISABILITY INSURANCE	\$0.00	\$308.23	\$308.23	(\$308.23)	\$0.00	(\$308.23) 0.00%
315.11.456.2500.111.277 BUSINESS MANAGER SALARY	\$0.00	\$7,197.14	\$7,197.14	(\$7,197.14)	\$16,863.42	(\$24,060.56) 0.00%
315.11.456.2500.115.277 ADMINISTRATIVE ASST SALARY	\$0.00	\$4,057.56	\$4,057.56	(\$4,057.56)	\$0.00	(\$4,057.56) 0.00%
315.11.456.2500.210.277 BUSINESS FICA/MED	\$0.00	\$751.21	\$751.21	(\$751.21)	\$0.00	(\$751.21) 0.00%
315.11.456.2500.240.277 BUSINESS UNEMPLOYMENT	\$0.00	\$28.15	\$28.15	(\$28.15)	\$0.00	(\$28.15) 0.00%
315.11.456.2500.250.277 BUSINESS WORKERS COMP	\$0.00	\$53.12	\$53.12	(\$53.12)	\$0.00	(\$53.12) 0.00%
315.11.456.2500.260.277 BUSINESS HEALTH INSURANCE	\$0.00	\$4,719.67	\$4,719.67	(\$4,719.67)	\$0.00	(\$4,719.67) 0.00%
315.11.456.2500.330.277 SUPPORT SERVICES - BUSINESS	\$0.00	\$0.00	\$0.00	\$0.00	\$36.00	(\$36.00) 0.00%
315.11.456.2500.452.277 EQUIPMENT & STORAGE RENTAL	\$0.00	\$960.00	\$960.00	(\$960.00)	\$0.00	(\$960.00) 0.00%
315.11.456.2500.540.277 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	\$945.00	(\$945.00) 0.00%
315.11.456.2500.610.156 SUPPLIES	\$0.00	\$1,059.05	\$1,059.05	(\$1,059.05)	\$0.00	(\$1,059.05) 0.00%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2021-2022

☐ Summary Only
 From Date: 7/1/2021 To Date: 6/30/2022

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance
315.11.456.2500.610.277 BUSINESS SUPPLIES	\$0.00	\$1,031.81	\$1,031.81	(\$1,031.81)	\$50.00	(\$1,081.81) 0.00%
315.11.456.2500.660.277 BUSINESS NEW MINOR EQUIPMENT	\$0.00	\$419.96	\$419.96	(\$419.96)	\$0.00	(\$419.96) 0.00%
315.11.456.2580.340.277 TECHNOLOGY SUPPORT	\$0.00	\$2,900.98	\$2,900.98	(\$2,900.98)	\$0.00	(\$2,900.98) 0.00%
315.11.456.2580.455.277 TECHNOLOGY SUPPORT	\$0.00	\$11,264.66	\$11,264.66	(\$11,264.66)	\$0.00	(\$11,264.66) 0.00%
315.11.456.2600.440.277 MAINTENANCE AGREEMENTS	\$0.00	\$162.88	\$162.88	(\$162.88)	\$510.84	(\$673.72) 0.00%
315.11.456.2600.451.277 RENTAL OF LAND & BUILDING	\$0.00	\$7,000.00	\$7,000.00	(\$7,000.00)	\$0.00	(\$7,000.00) 0.00%
315.11.456.2600.531.277 PART B TELEPHONE	\$0.00	\$1,014.29	\$1,014.29	(\$1,014.29)	\$1,693.71	(\$2,708.00) 0.00%
315.11.456.2600.532.277 POSTAGE & METER RENTAL	\$0.00	\$158.55	\$158.55	(\$158.55)	\$475.65	(\$634.20) 0.00%
315.11.456.2650.440.277 VEHICLE MAINTENANCE & REPAIR	\$0.00	\$1,020.92	\$1,020.92	(\$1,020.92)	\$3,803.32	(\$4,824.24) 0.00%
315.11.456.2650.624.277 VEHICLE FUEL	\$0.00	\$1,601.19	\$1,601.19	(\$1,601.19)	\$10,106.04	(\$11,707.23) 0.00%
315.11.456.2650.730.277 VEHICLE NEW MAJOR	\$0.00	\$0.00	\$0.00	\$0.00	\$22,500.00	(\$22,500.00) 0.00%
315.11.456.6200.930.277 PART B TRANSFERS TO OTHER DISTRICTS	\$0.00	\$7,165.74	\$7,165.74	(\$7,165.74)	\$32,834.26	(\$40,000.00) 0.00%
315.11.457.2150.113.379 SPEECH SALARY	\$0.00	\$3,725.61	\$3,725.61	(\$3,725.61)	\$11,176.83	(\$14,902.44) 0.00%
315.11.457.2150.250.379 SPEECH WORKERS COMPENSATION	\$0.00	\$17.57	\$17.57	(\$17.57)	\$0.00	(\$17.57) 0.00%
315.11.457.2150.260.379 SPEECH HEALTH INSURANCE	\$0.00	\$1,028.64	\$1,028.64	(\$1,028.64)	\$0.00	(\$1,028.64) 0.00%
Fund 315 Total:	\$0.00	\$225,106.23	\$225,106.23	(\$225,106.23)	\$387,890.22	(\$612,996.45) 0.00%
Fund: 382 INTERLOCAL AGREEMENT FUND						
382.11.280.1000.112.000 TEACHERS SALARIES	\$0.00	\$2,985.99	\$2,985.99	(\$2,985.99)	\$8,957.99	(\$11,943.98) 0.00%

Expenditure Budget Balance Report

Fiscal Year: 2021-2022

Summary Only From Date: 7/1/2021 To Date: 6/30/2022

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
382.11.280.1000.122.000 SUBSTITUTE TEACHER	\$0.00	\$76.80	\$76.80	(\$76.80)	\$0.00	(\$76.80) 0.00%
382.11.280.1000.250.000 TEACHER WORKERS COMPENSATION	\$0.00	\$14.46	\$14.46	(\$14.46)	\$0.00	(\$14.46) 0.00%
382.11.280.1000.260.000 TEACHER HEALTH INSURANCE	\$0.00	\$995.16	\$995.16	(\$995.16)	\$0.00	(\$995.16) 0.00%
382.11.280.2100.117.000 AIDES SALARY	\$0.00	\$5,778.36	\$5,778.36	(\$5,778.36)	\$0.00	(\$5,778.36) 0.00%
382.11.280.2100.250.000 AIDES WORKERS COMPENSATION	\$0.00	\$27.11	\$27.11	(\$27.11)	\$0.00	(\$27.11) 0.00%
382.11.280.2100.260.000 AIDES HEALTH INSURANCE	\$0.00	\$1,822.09	\$1,822.09	(\$1,822.09)	\$0.00	(\$1,822.09) 0.00%
382.11.280.2140.113.000 PSYCH SALARIES	\$0.00	\$12,564.75	\$12,564.75	(\$12,564.75)	\$43,121.58	(\$55,686.33) 0.00%
382.11.280.2140.250.000 PSYCH WORKERS COMPENSATION	\$0.00	\$59.26	\$59.26	(\$59.26)	\$0.00	(\$59.26) 0.00%
382.11.280.2140.260.000 PSYCH HEALTH INSURANCE	\$0.00	\$3,057.60	\$3,057.60	(\$3,057.60)	\$0.00	(\$3,057.60) 0.00%
382.11.280.2150.113.000 SPEECH SALARIES	\$0.00	\$21,132.29	\$21,132.29	(\$21,132.29)	\$61,834.39	(\$82,966.68) 0.00%
382.11.280.2150.250.000 SPEECH WORKERS COMPENSATION	\$0.00	\$99.85	\$99.85	(\$99.85)	\$0.00	(\$99.85) 0.00%
382.11.280.2150.260.000 SPEECH HEALTH INSURANCE	\$0.00	\$6,794.56	\$6,794.56	(\$6,794.56)	\$0.00	(\$6,794.56) 0.00%
382.11.280.2400.111.000 DIRECTOR SALARY	\$0.00	\$15,811.08	\$15,811.08	(\$15,811.08)	\$22,815.09	(\$38,626.17) 0.00%
382.11.280.2400.250.000 DIRECTOR WORKERS COMPENSATION	\$0.00	\$74.65	\$74.65	(\$74.65)	\$0.00	(\$74.65) 0.00%
382.11.280.2400.260.000 DIRECTOR HEALTH INSURANCE	\$0.00	\$5,510.30	\$5,510.30	(\$5,510.30)	\$0.00	(\$5,510.30) 0.00%
382.11.280.2500.111.000 BUSINESS MANAGER SALARY	\$0.00	\$4,737.30	\$4,737.30	(\$4,737.30)	\$14,954.33	(\$19,691.63) 0.00%
382.11.280.2500.115.000 ADMIN ASST SALARY	\$0.00	\$4,808.66	\$4,808.66	(\$4,808.66)	\$0.00	(\$4,808.66) 0.00%
382.11.280.2500.250.000 BUSINESS WORKERS COMP	\$0.00	\$45.05	\$45.05	(\$45.05)	\$0.00	(\$45.05) 0.00%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2021-2022



Summary Only

From Date: 7/1/2021

To Date:

6/30/2022

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
382.11.280.2500.260.000	\$0.00	\$3,998.60	\$3,998.60	(\$3,998.60)	\$0.00	(\$3,998.60)
BUSINESS HEALTH INSURANCE						0.00%
382.13.280.2140.113.000	\$0.00	\$8,863.50	\$8,863.50	(\$8,863.50)	\$31,488.75	(\$40,352.25)
PSYCH SALARIES						0.00%
382.13.280.2140.250.000	\$0.00	\$41.81	\$41.81	(\$41.81)	\$0.00	(\$41.81)
PSYCH WORKERS COMP						0.00%
382.13.280.2140.260.000	\$0.00	\$1,812.17	\$1,812.17	(\$1,812.17)	\$0.00	(\$1,812.17)
PSYCH HEALTH INSURANCE						0.00%
382.13.280.2150.113.000	\$0.00	\$7,451.19	\$7,451.19	(\$7,451.19)	\$22,353.59	(\$29,804.78)
PROFESSIONAL SALARIES- SPEECH						0.00%
382.13.280.2150.250.000	\$0.00	\$35.15	\$35.15	(\$35.15)	\$0.00	(\$35.15)
SPEECH WORKERS COMPENSATION						0.00%
382.13.280.2150.260.000	\$0.00	\$2,057.22	\$2,057.22	(\$2,057.22)	\$0.00	(\$2,057.22)
SPEECH HEALTH INSURANCE						0.00%
382.13.280.2160.113.000	\$0.00	\$6,598.29	\$6,598.29	(\$6,598.29)	\$19,794.89	(\$26,393.18)
O.T. SALARIES						0.00%
382.13.280.2160.250.000	\$0.00	\$31.14	\$31.14	(\$31.14)	\$0.00	(\$31.14)
O.T. WORKERS COMPENSATIO						0.00%
382.13.280.2160.260.000	\$0.00	\$1,215.48	\$1,215.48	(\$1,215.48)	\$0.00	(\$1,215.48)
O.T. HEALTH INSURANCE						0.00%
Fund 382 Total:	\$0.00	\$118,499.87	\$118,499.87	(\$118,499.87)	\$225,320.61	(\$343,820.48)
						0.00%
Fund: 388 MEDICAID						
388.11.280.1000.112.388	\$0.00	\$614.01	\$614.01	(\$614.01)	\$1,567.70	(\$2,181.71)
MEDICAID INSTRUCTION SALARIES						0.00%
388.11.280.1000.250.388	\$0.00	\$2.89	\$2.89	(\$2.89)	\$0.00	(\$2.89)
MEDICAID INSTRUCTION WORKERS COMP						0.00%
388.11.280.1000.260.388	\$0.00	\$174.15	\$174.15	(\$174.15)	\$0.00	(\$174.15)
MEDICAID INSTRUCTION HEALTH & DENTAL						0.00%
388.11.280.1670.112.388	\$0.00	\$30.21	\$30.21	(\$30.21)	\$0.00	(\$30.21)
MEDICAID STAR SALARIES						0.00%
388.11.280.1670.250.388	\$0.00	\$0.14	\$0.14	(\$0.14)	\$0.00	(\$0.14)
MEDICAID STAR WORKERS COMP						0.00%
388.11.280.1670.260.388	\$0.00	\$17.29	\$17.29	(\$17.29)	\$0.00	(\$17.29)
MEDICAID STAR HEALTH & DENTAL						0.00%
388.11.280.2100.117.388	\$0.00	\$69.70	\$69.70	(\$69.70)	\$0.00	(\$69.70)
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Report: rptGLExpenditureBudBal						
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Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2021-2022

Summary Only From Date: 7/1/2021 To Date: 6/30

Budget Balance

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
TEACHERS ASSISTANT SALARIES						0.00%
388.11.280.2100.250.388	\$0.00	\$0.33	\$0.33	(\$0.33)	\$0.00	(\$0.33)
WORKERS COMPENSATION						0.00%
388.11.280.2140.113.388	\$0.00	\$848.43	\$848.43	(\$848.43)	\$0.00	(\$848.43)
PROFESSIONAL SALARIES-PSYCHS & SPEECH						0.00%
388.11.280.2140.250.388	\$0.00	\$4.00	\$4.00	(\$4.00)	\$0.00	(\$4.00)
WORKERS COMPENSATION						0.00%
388.11.280.2140.260.388	\$0.00	\$198.38	\$198.38	(\$198.38)	\$0.00	(\$198.38)
HEALTH INSURANCE						0.00%
388.11.280.2150.113.388	\$0.00	\$5,393.17	\$5,393.17	(\$5,393.17)	\$14,242.68	(\$19,635.85)
SPEECH PROFESSIONAL SALARIES						0.00%
388.11.280.2150.250.388	\$0.00	\$23.11	\$23.11	(\$23.11)	\$0.00	(\$23.11)
SPEECH WORKERS COMPENSATION						0.00%
388.11.280.2150.260.388	\$0.00	\$1,514.08	\$1,514.08	(\$1,514.08)	\$0.00	(\$1,514.08)
SPEECH HEALTH INSURANCE						0.00%
388.11.280.2160.113.388	\$0.00	\$1,154.70	\$1,154.70	(\$1,154.70)	\$3,464.10	(\$4,618.80)
O T SALARY						0.00%
388.11.280.2160.250.388	\$0.00	\$5.44	\$5.44	(\$5.44)	\$0.00	(\$5.44)
O T WORKERS COMP						0.00%
388.11.280.2160.260.388	\$0.00	\$212.73	\$212.73	(\$212.73)	\$0.00	(\$212.73)
OT HEALTH INSURANCE						0.00%
388.11.280.2400.111.388	\$0.00	\$485.42	\$485.42	(\$485.42)	\$0.00	(\$485.42)
MEDICAID DIRECTOR SALARIES						0.00%
388.11.280.2400.250.388	\$0.00	\$2.30	\$2.30	(\$2.30)	\$0.00	(\$2.30)
MEDICAID DIRECTOR WORKERS COMP						0.00%
388.11.280.2400.260.388	\$0.00	\$163.17	\$163.17	(\$163.17)	\$0.00	(\$163.17)
MEDICAID DIRECTOR HEALTH & DENTAL						0.00%
388.11.280.2500.115.388	\$0.00	\$434.62	\$434.62	(\$434.62)	\$0.00	(\$434.62)
MEDICAID ADMIN ASSIST SALARIES						0.00%
388.11.280.2500.250.388	\$0.00	\$2.05	\$2.05	(\$2.05)	\$0.00	(\$2.05)
MEDICAID ADMIN ASSIST WORKERS COMP						0.00%
388.11.280.2500.260.388	\$0.00	\$186.78	\$186.78	(\$186.78)	\$0.00	(\$186.78)
MEDICAID ADMIN ASSIST HEALTH & DENTAL						0.00%
Fund 388 Total:	\$0.00	\$11,537.10	\$11,537.10	(\$11,537.10)	\$19,274.48	(\$30,811.58)

Expenditure Budget Balance Report

Fiscal Year: 2021-2022

Account Number / Description

	Budget	Range To Date	YTD	Balance	Encumbrance	To Date: 6/30/2022	
						Budget Balance	% Remaining Bud
389.11.000.2575.261.000	\$0.00	\$3,314.09	\$3,314.09	(\$3,314.09)	\$0.00	(\$3,314.09)	0.00%
RETIREE HEALTH INSURANCE							
Fund 389 Total:	\$0.00	\$3,314.09	\$3,314.09	(\$3,314.09)	\$0.00	(\$3,314.09)	0.00%
Grand Total:	\$0.00	\$375,287.53	\$375,287.53	(\$375,287.53)	\$632,485.31	(\$1,007,772.84)	0.00%

End of Report

FERGUS COUNTY INVESTMENT					
FUND BALANCE AS OF AUG 31, 2021					
USED FOR SEPTEMBER 2021 INTEREST ALLOCATIONS					

FUND	NAME	MO END BAL	ADJ CUR INVST	ADJ BALANCE	
X 1000	CO GEN	\$ 1,488,884.81			
2110	ROAD	419,050.95			
2120	POOR	0.00			
2130	BRIDGE	228,432.10			
2140	WEED	212,700.54			
2150	PRED ANIMAL	3476.69			
2155	PRED ANIMAL-CATTLE	62,205.17			
2160	FAIR	107,705.23			
2162	CENTRAL MONTANA FAIR	87,805.09			
2165	BRIGHT COUNTRY LIGHTS	9,656.21			
2180	DIST COURT	42,145.68			
X 2210	PARKS REC	2,295.71			
2220	LIBRARY	12,582.87			
2250	CITY/CO PLAN	17,500.63			
2255	RURAL ADDR.				
2260	COMP INS	13,301.84			
2270	HEALTH DIST	34,133.65			
2271	MEN. HEALTH	26,153.96			
2272	CENT MT DST HLTH	201,145.08			
2274	EMERG. PREPARD.	535,779.83			
2280	AGING SERVICE	5,440.91			
2290	EXTEN SERV	51,237.25			
2300	PUBLIC SAFETY	863,723.88			
2350	LO. GOVN. RV.	1,512.31			
2351	WORKFORCE DEVELOPMENT	732.14			
2370	P.E.R.S.	12,332.88			
2375	GRP HEALTH	\$326,841.42			
2381	DRUG FORFEIT	30,634.27			
2384	FER CO FIRE COUNCIL	1,029.61			
X 2386	REV LOAN FUND	4,007.75			
2388	DONATED CASH	-			
X 2392	ECN DEV REV LN	74,093.37			
2393	RECORD PRES	31,333.49			
2394	ALCOHOL REHAB	22,379.66			
2395	COMPUTER	19,667.22			
2396	CO FARM MAIN.	122,703.29			
X 2397	HARD ROCK MINE	-			
2398	CDBG-HRDC	\$ -			
X 2420	STATE GAS TAX	15,325.04			
2740	ECON DEV GRANT	-			
2800	CRISIS INTERVENTION	37,854.87			
2821	BARSAA	162,055.51			
2830	JUNK VEHICLE	37,255.28			
2840	WEED GRANT	15,263.03			
X 2850	TRI CO 911 EMERG	0.00			
2859	CO LAND INFO	2,237.15			
2889	HISTORICAL SOCIETY	0.00			
X2894	ST ALLOC FED MNERAL	53,719.78			
X 2895	HARD RCK MINE TR.	11,693.11			
X 2896	MET MINE TAXRES.	76,626.79			
X 2900	P.I.L.T.	1,631,930.58			
2915	DARE PROGRAM	85,071.93			
2917	CRIME VICTIMS ASS	22,861.86			
2918	LAW ENF BLOCK GRANT	0.00			
2919	SHERIFF GRANTS				
2958	DES GRANTS	(14,114.79)			
2962	HEALTHY CHILD MT	-			
2965	EDA	-			
2969	COVERING KIDS	-			
2970	MT LEAD	-			
2972	FAMILY PLANNING	148,784.17			
PAGE 1 TOTALS		\$ 7,359,189.80			

7512	SHP/GOATS PERCAP	-			
7513	SWINE PER CAPITA	-			
7514	POUL PERCAP	-			
7515	BEE/HIVE PERCAP	-			
7516	LLAMA PER CAPITA	-			
7517	BUFF PER CAP	-			
7518	UNG. PER CAP	-			
7519	OST. PER CAP	-			
7521	UNIV. MILLAGE	521.45			
7522	UNIV MIL NON LEVY	33.97			
7523	UNIVERSITY MILLS	-			
7527	ST SCH EQUAL	3,476.14			
7528	ST. EQUAL NONLEVY	226.14			
X 7529	ELEM EQUAL AD	2,867.77			
X 7530	ELEM EQUAL 33 MIL	188.72			
X 7531	HS EQUAL AD	1,911.94			
X 7532	HS EQUAL 22 MILS	125.88			
7541	HIGH SCHOOL EQUILIZATION	-			
7542	ELEMENTARY EQUILIZATION	-			
7551	MT LAND INFO	1,996.50			
7552	DEATH CERT CASH	-			
7564	FOREST FIRE PROT	-			
X 7600	FUNERAL DIRECTORS FEE	324.03			
X 7771	LEW SD #1 H.S.	3,404,125.30			
X 7772	LEW SD #1 ELEM	3,219,827.93			
X 7775	SD #1 COOP	865,695.71			
X 7774	JOINT SD #6 ELEM	530.52			
X 7776	D.F. SD #15 ELEM	27,210.45			
X 7778	G.R. SD #27 ELEM	623,584.04			
X 7779	G.R. SD #27 H.S.	1,161,992.56			
X 7780	KING SD #40 ELEM	30,868.20			
X 7781	MOORE SD#44 ELEM	880,963.24			
X 7782	MOORE SD#44 HS	496,019.79			
X 7785	ROY SD #74 K-12	580,808.18			
X 7786	DEN. SD#84 ELEM	706,869.03			
X 7787	DENTON SD#84 HS	197,417.53			
X 7788	S.C. SD #104 ELEM	24,851.67			
X 7790	WIN. SD #115 K-12	2,084,240.92			
X 7791	AYERS #222 ELEM	22,295.00			
X 7820	H.S. RETIREMENT	-			
X 7830	SCHL TRANSP	62,590.98			
X 7840	ELEM RETIRE	-			
X 7845	FER CO COOP ED	10,642.95			
7850	CITY OF LEWIS.	21,522.53			
7851	CITY OF LEW TIF DIST	-			
7855	LEW IMPROVE.	3,024.10			
7856	LEWISTOWN CITY TEDD	-			
7860	TOWN OF MOORE	658.20			
7870	TOWN OF DENTON	1,376.27			
7875	DENTON MAINT.	63.25			
7876	DENTON SPC IMP DISTRICT	348.07			
7880	TOWN OF G.R.	1,118.58			
7890	TOWN OF WINI.	786.99			
7910	PAYROLL	94,424.43			
7920	REFUND CLEARING	-			
7930	CLAIMS	62,255.51			
7950	ENTITLEMENT	3,244.10			
7980	REPO ACT INV INT	13,057.01			
	PAGE 3 TOTALS	\$ 14,614,085.58			

		FERGUS COUNTY INVESTMENT			
		FUND BALANCES AS OF AUG 2021			
		USED FOR SEPT 2021 INTEREST ALLOCATIONS			
			ADJ CUR INVST	ADJ BALANCE	
		MO END BAL			
	SUMM OF PAGE TOTAL				
	PAGE NO. 1	7,359,189.80		5,218,030.75	
	PAGE NO. 2	5,218,030.75			
	PAGE NO. 3	14,614,085.58			
	TOTALS:	27,191,306.13	-	27,191,306.13	
	SUMMARY: COUNTY GENERAL ACCOUNT				
	CO GEN ACCT	\$ 1,488,884.81			
	PAGE 1 LESS ITEMIZED ACCT	\$ 4,000,612.86			
	PAGE 2 LESS ITEMIZED ACCT	\$ 1,284,680.88	1,803.36	\$ 1,282,877.52	
	PAGE 3 LESS ITEMIZED ACCT	\$ 152,267.36			
	PAGE 4 LESS ITEMIZED ACCT	\$ 33,246.62			
	PAGE 5 LESS ITEMIZED ACCT	\$ 174,886.62			
	TOTALS:	\$ 7,134,579.15	\$ 1,803.36	\$ 7,132,775.79	

FERGUS COUNTY INVESTMENT EARNINGS AND DISTRIBUTION REPORT LEWISTOWN, MONTANA 09/30/21						
Following is a distribution report of the income from the investment of funds for the current reporting period. Distribution of the income is pro-rated upon the basis of the cash balance of each fund at the beginning of the period.						
REPORTING PERIOD:		9/1/2021		Repurchase Agreement (rate variable)		
				Investment (rate variable)		
				Checking Account (rate variable)		
CD	8.62			TOTAL INVESTMENT EARNINGS		
CKG	3.04			Less 2% Administrative Fee		
1ST REPC	2,108.59			TOTAL AVAILABLE FOR DISTRIBUTION		
	2,120.25					
-2%	42.41					
TOTAL	2,077.85					
FUND	ADJ CASH BALANCE	PERCENT OF TOTAL	DISTRIBUTED INTEREST	CUMM EARNINGS	CUMM EARNINGS	
COUNTY						
1000 CO GENERAL	\$ 7,132,775.79	26.231825%	545.06	\$ 56,596.43	\$ 56,051.37	
		0.000000%	-	\$ -	\$ -	
2210 PARK REC	\$ 2,295.71	0.008443%	0.18	\$ 39.97	\$ 39.79	
2386 REVOLVING LOAN	4,007.75	0.014739%	0.31	\$ 24.10	\$ 23.79	
2392 ECON DEV LOAN	74,093.37	0.272489%	5.66	\$ 600.78	\$ 595.12	
2397 HARD ROCK MINE	-	0.000000%	-	\$ -	\$ -	
2420 STATE GAS TAX	15,325.04	0.056360%	1.17	\$ 204.05	\$ 202.88	
2850 TRI CO 911	-	0.000000%	-	\$ -	\$ -	
2894 FED MINERAL ROYAL	53,719.78	0.197562%	4.11	\$ 427.94	\$ 423.83	
2895 HARD ROCK TRUST	11,693.11	0.043003%	0.89	\$ 94.82	\$ 93.93	
2896 METAL MINES	76,626.79	0.281806%	5.86	\$ 621.34	\$ 615.48	
2900 PILT	1,631,930.58	6.001663%	124.71	\$ 7,239.38	\$ 7,114.67	
4000 CONST RESERVE	1,236,858.68	4.548728%	94.52	\$ 6,066.05	\$ 5,971.53	
4020 CAP IMP BRIDGE	124,138.54	0.456538%	9.49	\$ 1,642.89	\$ 1,633.40	
4030 JUNK VEH CAP IMPR	78,393.23	0.288303%	5.99	\$ 715.21	\$ 709.22	
4100 FAIR CONSTRUCTION	6.67	0.000025%	0.00	\$ 0.04	\$ 0.04	
4101 FAIR PARKING	3,929.67	0.014452%	0.30	\$ 31.86	\$ 31.56	
4120 FERGUS CO REC DIST	0.00	0.000000%	-	\$ -	\$ -	
4160 FAIR LEVY	93,494.83	0.343841%	7.14	\$ 758.01	\$ 750.87	
4110 AIRPORT CONS RESERV	28.79	0.000106%	0.00	\$ 67.47	\$ 67.47	
4112 AIRPORT CAP IMPROVE	-	0.000000%	-	\$ -	\$ -	
4400 CAPITAL IMP	18,279.81	0.067227%	1.40	\$ 1,004.87	\$ 1,003.47	
4401 CAP IMPROVE GENERAL	18,901.51	0.069513%	1.44	\$ 268.38	\$ 266.94	
4402 CAP IMPROVE ROAD	2,671.29	0.009824%	0.20	\$ 390.47	\$ 390.27	
4403 CAP PROJECTS BRIDGE	8,354.97	0.030727%	0.64	\$ 851.77	\$ 851.13	
4404 CAP PROJECTS WEED	20,757.38	0.076338%	1.59	\$ 168.31	\$ 166.72	
4405 CAP PROJECTS FAIR	8,563.00	0.031492%	0.65	\$ (47.21)	\$ (47.86)	
4406 CAP PROJECTS PUB SAF	2,393.72	0.008803%	0.18	\$ (55.03)	\$ (55.21)	
4407 CAP IMPROVE DIST COURT	16,998.96	0.062516%	1.30	\$ 137.83	\$ 136.53	
5110 HOSP 2003A RESV	-	0.000000%	-	\$ -	\$ -	
5110 HOSP EXCESS DISC	0.00	0.000000%	-	\$ -	\$ -	
5110 CMMC SHORT TERM	0.00	0.000000%	-	\$ -	\$ -	
5610 AIRPORT	222,083.76	0.816745%	16.97	\$ 473.83	\$ 458.86	
5611 AIRPORT CAP IMPROVE	(2,750.42)	-0.010115%	(0.21)	\$ 207.28	\$ 207.49	
5612 AIRPORT CONS RESERV	113,694.63	0.418129%	8.69	\$ 1,080.30	\$ 1,071.61	
6050 SELF INSURANCE	14.26	0.000052%	0.00	\$ 0.01	\$ 0.01	
7130 PROTESTED TAXES	10,809.56	0.039754%	0.83	\$ 157.45	\$ 156.62	
DR 2019-84	1,803.36	0.006632%	0.14	\$ 3.50	\$ 3.36	
7160 DR 99-116	0.00	0.000000%	-	\$ -	\$ -	
7160 DV 2009-103	0.00	0.000000%	-	\$ -	\$ -	
7195 SOIL CONSERV	34,809.25	0.128016%	2.66	\$ 195.29	\$ 192.63	
7197 SMDC	231,126.18	0.850000%	17.66	\$ 1,814.87	\$ 1,797.21	
7310 CTL MT MEMORIAL GRD	-	0.000000%	-	\$ -	\$ -	
7375 FERGUS CO REC DIST	182,226.78	0.670166%	13.93	\$ 1,910.06	\$ 1,896.13	
7529 ELEM EQUAL AD	2,867.77	0.010547%	0.22	\$ 884.06	\$ 883.84	
7530 ELEM EQUAL 33 MIL	188.72	0.000694%	0.01	\$ 3.00	\$ 2.99	
7531 HS EQUAL AD	1,911.94	0.007031%	0.15	\$ 589.35	\$ 589.20	
7532 HS EQUAL 22 MILS	125.88	0.000463%	0.01	\$ 1.99	\$ 1.98	
7541 HIGH SCHOOL EQUILIZATION	-	0.000000%	-	\$ 1.48	\$ 1.48	
7542 ELEMENTARY EQUILIZATION	-	0.000000%	-	\$ 2.21	\$ 2.21	
7600 FUNERAL DIRECTORS FEE	324.03	0.001192%	0.02	\$ 0.05	\$ 0.03	
7820 H. S. RET	-	0.000000%	-	\$ 6.38	\$ 6.38	
7830 SCHOOL TRANSP	62,590.98	0.230187%	4.78	\$ 618.99	\$ 614.21	
7840 ELEM RET	-	0.000000%	-	\$ 5.22	\$ 5.22	
7845 FERGUS CO COOP	10,642.95	0.039141%	0.81	\$ 94.85	\$ 94.04	
TOTALS	\$ 11,508,708.60	42.324957%	\$ 879.45	\$ 85,899.89	\$ 85,020.44	
PARK DISTRICTS						
7370 DENTON	\$ 152,734.21	0.561702%	11.67	\$ 1,109.34	\$ 1,097.67	
TOTALS	\$ 152,734.21	0.561702%	\$ 11.67	\$ 1,109.34	\$ 1,097.67	

FIRE DISTRICTS						
7205	GRASS RANGE	\$ 97,312.31	0.357880%	7.44	\$ 647.63	\$ 640.19
7210	COFFEE CREEK	35,175.66	0.129364%	2.69	\$ 418.07	\$ 415.38
7215	CHEADLE FIRE	36,613.54	0.134652%	2.80	\$ 340.78	\$ 337.98
7220	ROY	51,302.78	0.188673%	3.92	\$ 548.47	\$ 544.55
7225	BEA/COTTON FIRE	57,820.73	0.212644%	4.42	\$ 482.61	\$ 478.19
7230	LEWISTOWN	415,763.72	1.529032%	31.77	\$ 3,832.48	\$ 3,800.71
7235	MOORE FIRE	352,783.71	1.297414%	26.96	\$ 2,434.10	\$ 2,407.14
7240	DENTON	112,494.41	0.413715%	8.60	\$ 860.26	\$ 851.66
7246	WINIFRED FIRE	37,851.37	0.139204%	2.89	\$ 411.10	\$ 408.21
	TOTALS	\$ 1,197,118.23	4.402577%	\$ 91.48	\$ 9,975.49	\$ 9,884.01
TV DISTRICTS						
7250	DENTON	\$ 5,445.02	0.020025%	0.42	\$ 42.66	\$ 42.24
7260	GRASS RANGE	0.00	0.000000%	-	\$ -	\$ -
7280	ROY	0.00	0.000000%	-	\$ -	\$ -
7290	WINIFRED	0.00	0.000000%	-	\$ -	\$ -
	TOTALS	\$ 5,445.02	0.020025%	\$ 0.42	\$ 42.66	\$ 42.24
SCHOOL DISTRICTS						
7775	SD #1 COOP	\$ 865,695.71	3.183722%	66.15	\$ 7,005.38	\$ 6,939.23
7771	SD #1 HS	3,404,125.30	12.519168%	260.13	\$ 26,885.89	\$ 26,625.76
7772	SD #1 ELEM	3,219,827.93	11.841388%	246.05	\$ 28,345.84	\$ 28,099.79
7774	SD #6 ELEM	530.52	0.001951%	0.04	\$ 40.64	\$ 40.60
7776	SD #15 ELEM	27,210.45	0.100070%	2.08	\$ 278.79	\$ 276.71
7778	SD #27 ELEM	623,584.04	2.293321%	47.65	\$ 4,745.46	\$ 4,697.81
7779	SD #27 HS	1,161,992.56	4.273397%	88.79	\$ 8,259.90	\$ 8,171.11
7780	SD #40 ELEM	30,868.20	0.113522%	2.36	\$ 290.17	\$ 287.81
7781	SD #44 ELEM	880,963.24	3.239871%	67.32	\$ 6,622.17	\$ 6,554.85
7782	SD #44 HS	496,019.79	1.824185%	37.90	\$ 4,301.23	\$ 4,263.33
7785	SD #74 K-12	580,808.18	2.136007%	44.38	\$ 4,496.62	\$ 4,452.24
7786	SD #84 ELEM	706,869.03	2.599614%	54.02	\$ 5,635.82	\$ 5,581.80
7787	SD #84 HS	197,417.53	0.726032%	15.09	\$ 1,718.60	\$ 1,703.51
7788	SD #104 ELEM	24,851.67	0.091396%	1.90	\$ 253.26	\$ 251.36
7790	SD #115 K-12	2,084,240.92	7.665100%	159.27	\$ 17,969.97	\$ 17,810.70
7791	SD #222 ELEM	22,295.00	0.081993%	1.70	\$ 162.37	\$ 160.67
	TOTALS	\$ 14,327,300.07	52.690739%	\$ 1,094.83	\$ 117,012.11	\$ 115,917.28
	GRAND TOTALS	\$ 27,191,306.13	100.000000%	\$ 2,077.85	\$ 214,039.49	\$ 211,961.64
EXPLANATORY MEMORANDUM: DISTRIBUTION OF INTEREST EARNED SEPTEMBER 2021						
* SEE ATTACHED SHEETS FOR DISTRICTS SCHOOLS DISTRIBUTION BREAKDOWN						
PREPARED BY: _____						
APPROVED BY: _____						

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

20

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Links Curriculum

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached please find the price quote for the Links Curriculum.

Suggested Action:

Consider the Links Curriculum as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

21

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Classified Policy

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached please find the Classified Policy in regards to COVID Leave.

Suggested Action:

Consider the Classified Policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

Policy _____

Covid Leave Classified Staff

Given the extraordinary circumstances and challenges presented by the COVID-19 pandemic the Management Board of the Central Montana Learning Resource Center Cooperative (CMLRCC) and their successors in office, Fergus County, Montana, hereinafter and the Classified Staff are entering into this Policy. The Policy achieves this mutual intent pursuant to which parties agree as follows:

1. **Term of Agreement:** This (Policy) shall take effect immediately upon the signature of both parties below, and shall remain in affect until June 30, 2022 unless revoked earlier by joint written agreement of the parties. Upon expiration of the term of the agreement, or upon joint written revocation by the parties, the Policy shall no longer be in effect and shall be removed from the Policy Manual in the event that it has been attached thereto.
2. **Effect of the Policy and Conditions of Employment:** During the term of this Policy, this Policy modifies only those working conditions addressed herein. All provisions of the bargaining agreement not modified herein shall remain in full force and effect.
3. **Health and Safety Plan:** In accordance with the CMLRCC's policy and procedures, CMLRCC will provide training on its health and safety plan. Any/all training outside the adopted school year calendar will be compensated at the Professional Staff's daily pay rate.
4. **The Worksite:** CMLRCC and the Classified Staff shall comply with all state and county health directives for maintaining workplace safety and the safety of students as set forth in by CMLRCC COVID-19 protocol. CMLRCC shall provide Personal Protective Equipment (PPE) necessary to follow these guidelines, adequate cleaning supplies, including cleaning solutions that are shown to kill the virus, hand soap and hand sanitizer.
5. **The Workday:** A Classified Staff workday shall be of a similar length to that which is considered a normal duty day for that staff member and prorated for those working part time.
6. **COVID-19 Leave:**
 - A. A Classified Staff who:
 - a) Is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
 - b) Has been advised by a health care provider or Central Montana Health Department (CMHD) to self-quarantine /isolate related to COVID-19
 - c) Is experiencing COVID-19 symptoms and is seeking medical diagnosis;
 - d) Is caring for an individual subject to an order described in (a) self-quarantine as described in (b).

Shall be entitled to work remotely. Classified Staff satisfying any of the above conditions who are unable to perform their regular duties remotely may, at the discretion of CMLRCC, be temporarily assigned to other duties (e.g., writing reports, billing, paperwork, parent contact) which may be performed remotely.

CMLRCC shall be entitled to request medical documentation of any of the above circumstances. Approved leave taken for any reason other than the above circumstances shall be deducted from the appropriate type of leave accrued by the CBA.

- B. A Classified Staff whose child's school or childcare is closed or unavailable for reasons related to COVID-19 and is unable to attain alternative childcare shall be entitled to work remotely. Professional Staff satisfying the above conditions who are unable to

perform their regular duties remotely, may perform other duties that may be performed remotely.

Classified Staff who are unable to perform their regular duties remotely and to whom CMLRCC does not assign alternative duties (e.g., writing reports, billing, paperwork, parent contact) will have access to any and all accrued sick or other leave provided under the applicable Policy.

- C. Should new legislation be enacted during the term of this Agreement, the parties agree the leave provisions of the MOA will be superseded by the successor legislation and negotiations of the Agreement will be reopened.
 - D. Any Classified Staff who is diagnosed with COVID-19 and under an isolation order or who is directed by a health official to quarantine, will have access to 40 hours of COVID-19 leave (prorated for part time Classified Staff) if they cannot perform their duties. This leave will be drawn upon before discretionary or other accrued sick leave.
7. **Compensation and Benefits:** CMLRCC shall compensate and maintain all health and other benefits for all Classified Staff performing remote job duties approved by CMLRCC, as if those Professional Staff are on site attending to their normal and regular duties.
8. **Performance and Duties:**
- A. Any Classified Staff working remotely due to quarantine, providing childcare for his/her children, caring for a family member of the Classified Staff's family, shall stay in contact with CMLRCC's director and schools that they provide services for during this period of time through email and phone.
 - B. Whether working remotely or on site and adhering to the workday language in section 2 above, bargaining unit members are expected to work cooperatively with their schools and /or department members to create materials for students. Classified Staff may be asked to plan for and implement ongoing on-line or other digital learning and services for their students. Additionally, Professional Staff shall work with CMLRCC to maintain connectivity to students and parents from a remote work location or from their work place.
9. **Making up lost instructional time:** CMLRCC shall follow state and federal guidelines for waivers related to COVID-19. Should the state of Montana direct school closures and/or that school districts to make up student instructional time, the parties shall bargain over such changes to the CMLRCC calendar, work day or contracts to follow procedures and reasonable effort to work with the schools.
10. **State and Federal laws:** All State and Federal laws, rules and regulations shall apply during this time unless specifically waived by the governing authority.
11. **Precedent:** This Policy does not constitute a change in the Policy Manual or set precedent for future matters.

This Agreement is signed and dated this _____ day of _____ 2021.

For the CMLRCC BOARD:

For the STAFF:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

22

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Long-term Substitute-Paid for by Lewistown.

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Long-term Substitute for the STAR Classroom.

Suggested Action:

Consider the Long-term Substitute for the STAR Classroom as presented.

☐ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

23

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: School Point Advertisement

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Suggested Action:

☐ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:



Invoice

Date 10/20/2021
 Invoice# INV284463
 Due Date 12/16/2021
 EIN# 47-4429364
 Customer ID 10022062

Bill To

Central Montana Learning Resource Center Cooperative
 215 South 7th Avenue
 Lewistown MT 59457
 United States

Ship To

Central Montana Learning Resource Center Cooperative
 215 South 7th Avenue
 Lewistown MT 59457
 United States

PO#	Quote#	Customer Success Manager
	Q-493588	Vaishali Bajaj

Product Description	Qty	Unit	Tax	Unit Price	Extended Price
SW-TE-S-SS1050: UT SchoolSpring Job Board Unlimited Invoice Period: 12/16/2021 - 12/15/2022	100	Each		9.45	\$945.00

Subtotal	Tax Total	Total (USD)
\$945.00	\$0.00	\$945.00
		Amt. Due (USD)
		\$945.00

Pay Now

Thank you for your business

Remit by Check (US Mail Only):

PowerSchool Group LLC
 PO Box 398408
 San Francisco, CA 94139-840

Remit by Check (Courier):

Wells Fargo Lockbox Services
 Dept #38408
 3440 Walnut Ave, Bldg A, Window H
 Fremont, CA 94538

Remit by Wire or ACH:

Wells Fargo Bank, NA
 Account Name: PowerSchool Group LLC
 ABA Routing No: 121000248
 Account No: 4633847017 SWIFT: WFB1US6S
 (Include invoice number in transmission)

Customer Service:

ar@powerschool.com
 888-265-7641 (Toll-Free)
 916-357-9934 (Fax)

This is your annual support/subscription/hosting renewal. To avoid cancellation of your phone support, product updates or hosted products, please work with your Director of Technology or appropriate business person to approve a purchase order and payment for this annual recurring invoice

Licensee shall be subject to a monthly charge of 1.5% on all amounts not paid when due (18% annually) , or, if a lower maximum rate is established by law, then such lower maximum rate.

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

24

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Letter of Resignation

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 11/08/2021

SUMMARY:

Approve the resignation of Emily Stafslie as presented, effective December 17, 2021.

Suggested Action:

Consider the resignation as presented.

☒ **Additional Information Attached**

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

11/2/2021

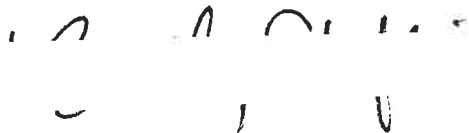
Mrs. Rodgers
Director
Central Montana Learning Resource Center Cooperative
215 7th Ave South
Lewistown, MT 59457

Dear Mrs. Rogers and CMLRCC Management Board,

Please accept this letter as notice of resignation from my position as Speech-Language Pathologist. My last day of employment will be December 17th, 2021.

It has been a pleasure to work with students, teachers, and staff in Central Montana and the CMLRCC professional staff. I am grateful for the opportunities and experiences CMLRCC has offered. I am a better therapist because of my time here. I wish you the best with raising and teaching the children of Central Montana.

Sincerely,

A handwritten signature in black ink, appearing to read 'Emily Stafslie', with a stylized flourish at the end.

Emily Stafslie, MS/CCC-SLP

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

25

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy Second Reading: 5120 P Fingerprint Background Handling and Procedure

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 11/08/2021

SUMMARY:

Attached please find the updated MTSBA policy.

Suggested Action:

Consider the Policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

2
3 **PERSONNEL**

5120P
Page 1 of 3

4
5
6 Fingerprint Background Handling Procedure

7
8 *Who needs to be fingerprinted: All individuals 18 years of age or older to be volunteers or*
9 *recommended for hire by the Special Education Cooperative need to be fingerprinted under the*
10 *National Child Protection Act and Volunteers for Children's Act (NCPA/VCA).*

11
12 *The Special Education Cooperative will obtain a signed waiver from all applicants and provide*
13 *written communication of Applicant Rights and Consent to Fingerprint Form 5122F. Applicants*
14 *shall also be provided the Applicant Privacy Rights and Consent to Fingerprint Form will be*
15 *kept on file for 5 years or for the length of employment, whichever is longer. The form will be*
16 *filed in the employees Personnel File.*

17
18 Authority to Fingerprint

19
20 *The Special Education Cooperative will send new employees to the Lewistown Schools Business*
21 *Office to obtain fingerprinting.*

22
23 *Applicants will complete two (2) fingerprint cards following instructions on the card to fill out*
24 *the information. District office personnel will add information in the box regarding reason to be*
25 *fingerprinted.*

26
27 *A spreadsheet of those fingerprinted is kept by the Special Education Cooperative to identify the*
28 *individual, position being hired for, date of fingerprint, date print received and date print billed.*

29
30 *The Special Education Cooperative staff that have received training by CRISS will process the*
31 *fingerprints and send them to the DOJ along with payment.*

32
33 Determination Procedures

34
35 *Personnel staff that have been trained by CRISS and granted access to criminal history record*
36 *information will receive the background results through the Montana State File Transfer*
37 *account.*

38 *-Results are reviewed for determination of eligibility to hire.*

39 *-Any adverse reports are presented to the appropriate administrator for final approval.*

40 *-Determination is noted on a determination form and kept in a locked file cabinet.*

41
42 Storage Procedure

43
44 *All criminal history record information is stored in a locked filing cabinet within the business*
45 *office. Only authorized personnel, Director, and the Business Manager as noted in this policy*
46

1
2
3
4 *have access to this information. Only authorized personnel are present during the determination*
5 *process when the criminal record is being reviewed.*

6
7 *Printed CHRI is kept 60 days and then destroyed. Destruction Procedure outlined in this*
8 *document.*

9
10 *Dissemination Logs are maintained for a period of 3 years from the date of dissemination or*
11 *between audits, and the Applicant Rights and Consent to Fingerprint form is maintained for at*
12 *least five years or the length of employment, whichever is longer.*

13
14 *Dissemination Procedure*

15
16 *The Special Education Cooperative does not disseminate criminal history record information*
17 *with any other agency. A copy of our determination form can be provided to outside agencies*
18 *upon request.*

19
20 *Destruction Procedure*

21
22 *Criminal history record information will be stored with the personnel file in a sealed envelope*
23 *marked "confidential" for two (2) years or the length of employment, whichever comes first.*

24
25 *At the end of the retention and storage period outlined in this document, all CHRI and related*
26 *information is shredded in house by authorized personnel.*

27
28 *Applicant procedures for challenging or correcting their record*

29
30 *All applicants are given the opportunity to challenge or complete their record before a final*
31 *determination is made.*

32
33 *Applicants wishing to challenge their record are advised how to obtain a copy of their*
34 *background report.*

35
36 *The applicant is then given 10 days to contact the state or agency in which the record was*
37 *created to make corrections. After the allotted time, the applicant must then provide the Special*
38 *Education Cooperative with a copy of the corrected background report provided by and*
39 *notarized by the State Identification Bureau. The fee associated for a copy of the state record*
40 *provided by the State Identification Bureau will be the responsibility of the applicant.*

41
42 *Policy and procedures for misuse of CHRI*

43
44 *The Special Education Cooperative does not allow dissemination of CHRI to persons or*
45 *agencies that are not directly involved in the hiring and determination process. If CHRI is*
46

disseminated outside of the authorized receiving department, the Special Education Cooperative will report this to CRISS immediately and provide CRISS with an incident response form. The incident response form will include the nature of the incident, any internal reprimands that may have resulted from the incident, as well as our agencies plan to ensure that this incident does not get repeated.

Training Procedure

Local Agency Security Officer (LASO)

Signed user agreement between district and CRISS

Privacy and Security Training

CRISS training on CHRI required to receive background reports

Policy History:

Adopted on:

Reviewed on:

Revised on:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

26

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy Second Reading: 5122 Fingerprints and Criminal Background Investigations

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached is the updated MTSBA policy.

Suggested Action:

Consider the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

PERSONNEL

Fingerprints and Criminal Background Investigations

Board policy requires that any ~~individual~~ *finalist recommended to be employed in a paid or volunteer position* with CMLRCC, ~~who has~~ *involving* regular, unsupervised access to students in schools, as determined by the Director, shall submit to a name based and fingerprint criminal background investigation conducted by the appropriate law enforcement agency before consideration of the recommendation for employment *or appointment* by the Board. *The results of the name-based check will be presented to the Board, concurrent with the recommendation for employment or appointment.* Any subsequent offer of employment *or appointment* will be contingent on results of the fingerprint criminal background check, which must be acceptable to the Board, in its sole discretion. *No individual will be permitted to have regular unsupervised access to students in schools until completion of a criminal background investigation and receipt of approval by the Director.*

The following applicants *for employment will be required*, as a condition *for* ~~of any offer of~~ employment, *will be required, as a condition of any offer of employment*, to authorize, in writing, a name-based and fingerprint criminal background investigation:

- A certified teacher ~~or specialist seeking~~ full- or part-time employment with CMLRCC;
- ~~Related services and paraprofessionals~~ *An educational support personnel employee* seeking full- or part-time employment with CMLRCC;
- An ~~individual~~ *employee of a person* or firm holding a contract with CMLRCC, if the ~~individual employee~~ *employee* is assigned to CMLRCC, ~~and~~;
- *A volunteer assigned to work in the Cooperative, who has regular unsupervised access to students; and*
- Substitute teachers.

Any requirement of an applicant to submit to a fingerprint background check will be in compliance with the Volunteers for Children Act of 1998 and applicable federal regulations. If an applicant has any prior record of arrest or conviction by any local, state, or federal law enforcement agency for an offense other than a minor traffic violation, the facts must be reviewed by the Director, who will decide whether the applicant will be declared eligible for employment or appointment. Arrests resolved without conviction will not be considered in the hiring process, unless the charges are pending.

Legal Reference	§ 44-5-301, MCA	Dissemination of public criminal justice information
	§ 44-5-302, MCA	Dissemination of criminal history record information that is not public criminal justice information
	§ 44-5-303, MCA	Dissemination of confidential criminal justice information -- <i>procedure for dissemination through</i>

1
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ARM 10.57.113 *court* Substitute Teachers
Public Law 105-251 Volunteers for Children Act

Policy History:

Adopted on: 05/09/06

Revised on:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

27

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy Second Reading: 5122 F Applicant Rights and Consent to Fingerprint

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached is the updated MTSBA policy.

Suggested Action:

Consider the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

APPLICATION AND NOTICE PURSUANT TO THE NATIONAL CHILD PROTECTION ACT
OF 1993 AS AMENDED BY THE VOLUNTEERS FOR CHILDREN ACT 5122F

To Whom It May Concern:

You have applied for employment with, or will be providing vendor or contractor services to the Central Montana Learning Resource Center Cooperative (CMLRCC) for the position of (please be specific) _____.

The National Child Protection Act of 1993 (NCPA), Public Law (Pub. L.) 103-209, as amended by the Volunteers for Children Act (VCA), Pub. L. 105-251 (Sections 221 and 222 of Crime Identification Technology Act of 1998), codified at 42 United States Code (U.S.C.) Sections 5119a and 5119e, authorizes a state and national criminal history background check to determine the fitness of an employee, or volunteer, or a person with unsupervised access to children, the elderly, or individuals with disabilities.

Pursuant to the VCA, the district (a) to which you have applied for employment or to serve as a volunteer, or (b) by which you are employed or serve as a volunteer requests a background check. Your rights and responsibilities under the VCA are as follows:

1. Provide a set of fingerprints. [I understand the fingerprint background check will be at my expense]. These fingerprints will be used to conduct a search of FBI criminal history records. The district conducting this background check may use the resulting record only for the authorized purpose(s) and will not retain or disseminate it in violation of federal statute, regulation, or executive order, or rule, procedure, or standard established by the National Crime Prevention and Privacy Compact Council. 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 42 U.S.C. 14616, Article IV(e); 28 CFR 20.21(e), 20.33(d) and 906.2(d).
2. Provide your name, address, and date of birth, as appears on a document made or issued by or under the authority of the United States Government, a State, political subdivision of a State, a foreign government, a political subdivision of a foreign government, an international governmental or an international quasi-governmental organization which, when completed with information concerning a particular individual, is of a type intended or commonly accepted for the purpose of identification of individuals. 18 U.S.C. §1028(D)(2).
3. Provide a certification that you (a) have not been convicted of a crime, (b) are not under indictment for a crime, or (c) have been convicted of a crime. If you are under indictment or have been convicted of a crime, you must describe the crime and the particulars of the conviction, if any.
4. You are entitled to (a) obtain a copy of the background check report and (b) challenge the accuracy and completeness of any information contained in any such report and obtain a prompt determination as to the validity of such challenge before a final determination is made by the state government agency performing the background check. If district policy permits, its officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If the district policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at <http://www.fbi.gov/about-us/ejis/background-checks> or by contacting Montana Criminal Records and Identification Services at PO Box 201403, Helena MT 59620. 28 CFR, 16.30 through 16.34.
5. Prior to the completion of the background check, the district may choose to deny you unsupervised access to a person to whom the district provides care.

1 The CMLRCC Director, Business Manager and Board Clerk, shall access and review State and Federal
2 criminal history records and shall make reasonable efforts to make a determination whether you have been
3 convicted of, or are under pending indictment for, a crime that bears upon your fitness and shall convey
4 that determination to the Management Board. The Cooperative shall make reasonable efforts to respond to
5 the inquiry within 15 business days.

6
7
8 Your Name: _____
9 First Middle Maiden Last

10
11 Date of Birth: _____
12

13 Address: _____
14 Street Apt.

15
16 _____
17 City State Zip
18
19

20
21 I have been convicted of, or am under pending indictment for, the following crimes [include the
22 dates, location/jurisdiction, circumstances and outcome]:
23
24

25
26 I have not been convicted of, nor am I under pending indictment for, any crimes.
27

28
29 Your signature below acknowledges this entity has informed you of your privacy rights for fingerprint-
30 based background check requests used by the entity for non-criminal justice purposes.
31

32 I have been provided with a copy of this form. I have read and understood the foregoing and my
33 certification is true and correct to the best of my knowledge and belief.
34

35
36 _____
37 Date Signature of Applicant
38
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Applicant Rights and Consent to Fingerprint – Policy 5122F

As an applicant who is the subject of a national fingerprint-based criminal history record check for a noncriminal justice purpose (such as an application for employment or a license, an immigration or naturalization matter, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification¹ by the Central Montana Learning Resource Center Cooperative that your fingerprints will be used to check the criminal history records of the FBI
- You must be provided, and acknowledge receipt of, an adequate Privacy Act Statement when you submit your fingerprints and associated personal information. This Privacy Act Statement should explain the authority for collecting your information and how your information will be used, retained, and shared.
- If you have a criminal history record, the officials making a determination of your suitability for employment, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The officials must advise you that the procedures for obtaining a change, correction, or updating of your criminal history record are set forth at Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the officials deny you the employment, license, or other benefit based on information in the criminal history record.²

You have the right to expect that officials receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.³

If agency policy permits, the officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at <https://www.fbi.gov/services/cjis/identity-historysummary-checks>.

If you decide to challenge the accuracy or completeness of your FBI criminal history record, you should send your challenge to the agency that contributed the questioned information to the FBI. Alternatively, you may send your challenge directly to the FBI at the same address as provided above. The FBI will then forward your challenge to the agency that contributed the questioned information and request the agency to verify or correct the challenged entry. Upon receipt of an official communication from that agency, the FBI will make any necessary changes/corrections to your record in accordance with the information supplied by that agency.

If a change, correction, or update needs to be made to a Montana criminal history record, or if you need additional information or assistance, please contact Montana Criminal Records and Identification Services at DOJCRIS@mt.gov or 406-444-3625.

Your signature below acknowledges this agency has informed you of your privacy rights for fingerprint-based background check requests used by the agency.

Signed: _____

Name

Date

¹ Written notification includes electronic notification but excludes oral notification.

² See 28 CFR 50.12(b).

³ See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 42 U.S.C. 14616, Article IV(c); 28 CFR 20.21(c), 20.33(d) and 906.2(d).

NCPA/VCA Applicants

To _____:

You have applied for employment with, will be working in a volunteer position with, or will be providing vendor or contractor services to the Central Montana Learning Resource Center Cooperative for the position of (please be specific) _____.

The National Child Protection Act of 1993 (NCPA), Public Law (Pub. L.) 103-209, as amended by the Volunteers for Children Act (VCA), Pub. L. 105-251 (Sections 221 and 222 of Crime Identification Technology Act of 1998), codified at 42 United States Code (U.S.C.) Sections 5119a and 5119c, authorizes a state and national criminal history background check to determine the fitness of an employee, or volunteer, or a person with unsupervised access to children, the elderly, or individuals with disabilities.

1. Provide your name, address, and date of birth, as appears on a document made or issued by or under the authority of the United States Government, a State, political subdivision of a State, a foreign government, a political subdivision of a foreign government, an international governmental or an international quasi-governmental organization which, when completed with information concerning a particular individual, is of a type intended or commonly accepted for the purpose of identification of individuals. 18 U.S.C. §1028(D)(2).
2. Provide a certification that you (a) have not been convicted of a crime, (b) are not under indictment for a crime, or (c) have been convicted of a crime. If you are under indictment or have been convicted of a crime, you must describe the crime and the particulars of the conviction, if any.
3. Prior to the completion of the background check, the entity may choose to deny you unsupervised access to a person to whom the entity provides care.

The entity shall access and review State and Federal criminal history records and shall make reasonable efforts to make a determination whether you have been convicted of, or are under pending indictment for, a crime that bears upon your fitness and shall convey that determination to the qualified entity. The entity shall make reasonable efforts to respond to the inquiry within 15 business days.

Your Name: _____

First	Middle	Maiden	Last
Date of Birth: _____			

Address: _____

City	State	Zip

- ☐ I have been convicted of, or am under pending indictment for, the following crimes [include the dates, location/jurisdiction, circumstances and outcome]:
- ☐ I have not been convicted of, nor am I under pending indictment for, any crimes
- ☐ I authorize Montana Department of Justice, Criminal Records and Identification Services Section to disseminate criminal history record information to the Central Montana Learning Resource Center Cooperative.

Signature of Applicant

Date

1
3
Policy History:
Revised: 01/12/21

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

28

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy Second Reading: 2360 Utilization of Medicaid Reimbursement

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached is the updated MTSBA policy.

Suggested Action:

Consider the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

1 *Central Montana Learning Resource Center Cooperative*

3 **INSTRUCTION**

2360

5 Utilization of Medicaid Reimbursement

7 *The Medicaid reimbursement program allows special education cooperatives to receive*
8 *reimbursement for services provided to students with special needs under the Individual with*
9 *Disabilities Education Act (IDEA).*

11 *The School Based Services Program is divided into two segments:*

- 12 1. *The Fee for Service Program receives partial reimbursement for direct medical services*
13 *provided to special education students through the age of 21.*
- 14 2. *The Administrative Outreach Program receives partial reimbursement for the*
15 *administrative costs to identify and help students who are considered "at risk" for*
16 *various health problems.*

17
18 *The Central Montana Learning Resource Center Cooperative receives reimbursement through*
19 *the Fee for Service and Administrative Outreach Programs. This portion of the program obtains*
20 *reimbursement for Cooperatives to provide health-related services and for case management*
21 *services for special education students who are eligible for Medicaid.*

22
23 *The personnel in the Cooperative who service these students are as follows:*

- 24 • *Certified Occupational Therapy Assistants*
- 25 • *Occupational Therapists*
- 26 • *Orientation and Mobility Specialists*
- 27 • *Psychologists*
- 28 • *Special Education Classroom*
- 29 • *Teachers*
- 30 • *Speech Pathologists*
- 31 • *Personal Care Paraprofessionals*

32
33 *The Central Montana Learning Resource Center Cooperative will utilize the Medicaid*
34 *Reimbursement to pay for the services rendered by the above personnel throughout the school*
35 *year and extended school year for students who qualify for Medicaid reimbursement.*

36
37 Procedure History:

38 *Adopted on:*

39 *Reviewed on:*

40 *Revised on:*

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

29

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy First Reading: 1420 F Notice Regarding Public Comment

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached is the updated MTSBA policy.

Suggested Action:

Consider the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

3 **THE MANAGEMENT BOARD**

1420F

5 Notice Regarding Public Comment

7 *Montana law requires cooperatives and other public agencies to include on the agenda for*
8 *public meetings an item allowing public comment on any public matter not otherwise specifically*
9 *listed on the agenda that is within the jurisdiction of the agency. As has also been the practice of*
10 *the Cooperative, and in accordance with Montana law, if any member desires to speak to an item*
11 *that is specifically listed/identified on the agenda, the member will be allowed to do so when the*
12 *item comes up for discussion and action. The public comment portion of the agenda is not the*
13 *time designated to hear items that are specifically listed/identified on the agenda.*

15 *Those individuals who desire to address the Board during the "public comment" portion of the*
16 *meeting can sign their name to the sheet located with the Clerk and indicate the general topic on*
17 *which they will be commenting. The Board Chairperson will call individuals to speak in the*
18 *order listed on the sheet provided. The Board would like to remind everyone in attendance that*
19 *to avoid violations of individual rights of privacy, a member of the public wishing to address the*
20 *Board during this time will not be allowed to make comments about any student, staff member,*
21 *or member of the general public during his/her designated time to speak. In addition the Board*
22 *will not hear comments on contested cases or other adjudicative proceedings.*

24 *Depending on the number of persons who wish to address the*
25 *Board, the Board Chairperson may place reasonable time limits on comments, in order to*
26 *maintain and ensure effective and efficient operations of the Board.*

28 *By law the Cooperative cannot take any action on any matter discussed during the "public*
29 *comment" portion of the meeting, until such time as the matter is specifically noticed on the*
30 *agenda, and the public has been allowed the opportunity to comment.*

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

30

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy First Reading: 1520 Board/Staff Communication

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached is the optional updated MTSBA policy.

Suggested Action:

Consider the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

Central Montana Learning Resource Center Cooperative

THE MANAGEMENT BOARD

1520

Board/Staff Communications

Every reasonable means of communication is encouraged throughout the education community. Nevertheless, an organization must maintain some order and structure to promote efficient and effective communications.

Staff Communications to the Board

All official communications or reports to the Board, from administrators, supervisors, teachers, or other staff members shall be submitted through the Director. This procedure shall not deny any staff member the right to appeal to the Board from administrative decisions, provided that the Director shall have been notified of the forthcoming appeal and that it is processed according to the applicable procedures for complaints and grievances.

Board Communications to Staff

All official communications, policies, and directives of staff interest and concern will be communicated to staff members through the Director. The Director will employ all such media as are appropriate to keep staff fully informed of Board concerns and actions.

Legal Reference: § 20-3-324(21), MCA Powers and duties

Policy History:

Adopted on: 04/11/06

Revised on:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

31

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy First Reading: 1521 Board-Director Relationship

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached is the required MTSBA policy.

Suggested Action:

Consider the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

1 *Central Montana Learning Resource Center Cooperative*

3 **THE MANAGEMENT BOARD**

1521

5 Board-Director Relationship

7 *The Board-Director relationship is based on mutual respect for their complementary roles. The*
8 *relationship requires clear communication of expectations regarding the duties and*
9 *responsibilities of both the Board and the Director.*

11 *The Board hires, evaluates, and seeks the recommendations of the Director as the Cooperative's*
12 *chief executive officer. The Board adopts policies necessary to provide the general direction for*
13 *the Cooperative. The Director develops plans, programs, and procedures needed to implement*
14 *the policies.*

20 Policy History:

21 *Adopted on:*

22 *Revised on:*

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

32

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy First Reading: 1532 Insurance

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached is the updated MTSBA policy.

Suggested Action:

Consider the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

3 **THE MANAGEMENT BOARD**

1532

5 Insurance

7 CMLRCC ~~will~~ *shall* maintain sufficient insurance to protect the Board and its individual
8 members against liability arising from actions of the Board or its individual members while each
9 is acting on behalf of CMLRCC and within the representative's authority.

13 Legal References: § 20-3-331, MCA Purchase of insurance – self-insurance plan
14 § 20-3-332, MCA Personal immunity and liability of trustees

16 Policy History:

17 Adopted on: 04/11/06

18 Revised on:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

33

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy First Reading: 1610 Annual Goals and Objectives

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached is the required MTSBA policy.

Suggested Action:

Consider the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

1 *Central Montana Learning Resource Center Cooperative*

3 *THE MANAGEMENT BOARD*

1610

5 *Annual Goals and Objectives*

7 *Each year the Management Board will formulate or review the annual objectives for the*
8 *Cooperative and will have available a written comprehensive philosophy of education with goals*
9 *that reflect the Cooperative's philosophy of education. The philosophy of education and goals*
10 *shall be in writing and shall be available to all.*

12 *At the conclusion of the year, the Director shall submit a report to the Management Board which*
13 *reflects the degree to which annual objectives have been accomplished.*

18 *Legal References: 10.55.701, ARM Board of Trustees*

21 *Policy History:*

22 *Adopted on:*

23 *Revised on:*

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

34

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy First Reading: 1630 Utilization of Montana School Boards Association

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached is the optional MTSBA policy.

Suggested Action:

Consider the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

Central Montana Learning Resource Center Cooperative

THE MANAGEMENT BOARD

1630

Utilization of Montana School Boards Association

The Board is a dues-paying member of the Montana School Boards Association (MTSBA). Since the Association provides a variety of dues-based benefits and services in response to members' needs and develops and implements a legislative program at the direction of its members, Board members are encouraged to participate in the governance and dues-based services of the Association.

Given the complex nature of both state and federal laws applicable to cooperatives and the vast resources available through MTSBA to assist our cooperative as a member, it is essential to the governance and operations of our District that the Representatives and Director take advantage of the dues-based services available through MTSBA on legal, policy, human resource, collective bargaining, training, advocacy and other issues that impact and affect our Cooperative. Therefore, the Board directs the Director to maximize the value of our membership dues through use of the dues-based services available through MTSBA on routine legal matters, policy issues collective bargaining matters, human resource, training and advocacy matters. Prior approval from the Board is required prior to expending Cooperative funds on services that are otherwise available through MTSBA without a charge beyond dues.

Legal Reference: § 20-1-211, MCA Expenses of officers or employees attending conventions – education associations

Policy History:

Adopted on:

Revised on:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

11/09/2021

Agenda Item No.

35

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Policy First Reading: 1700 Uniform Complaint Procedure

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 11/08/2021

SUMMARY:

Attached is the updated MTSBA policy.

Suggested Action:

Consider the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSEN						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

Central Montana Learning Resource Center Cooperative

THE MANAGEMENT BOARD

1700

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Uniform Complaint Procedure

The Board establishes this Uniform Complaint Procedure as a means to address complaints arising within CMLRCC. This Uniform Complaint Procedure is intended to be used for all complaints except those involving challenges to educational material and those governed by a collective bargaining agreement.

CMLRCC requests all individuals to use this complaint procedure, when the individual believes the Board or its employees or agents have violated the individual's rights under: (1) Montana constitutional, statutory, or administrative law; (2) United States constitutional, statutory, or regulatory law; or (3) Board policy.

CMLRCC will endeavor to respond to and resolve complaints without resorting to this formal complaint procedure and, when a complaint is filed, to address the complaint promptly and equitably. The right of a person to prompt and equitable resolution of a complaint filed hereunder will not be impaired by a person's pursuit of other remedies. Use of this complaint procedure is not a prerequisite to pursuit of other remedies, and use of this complaint procedure does not extend any filing deadline related to pursuit of other remedies.

The Director has the authority to contract with an independent investigator at any time during the complaint procedure process. Within fifteen (15) calendar days of the Director's receipt of the independent investigator's report and recommendation, the Director will respond to the complaint and take such administrative steps as the Director deems appropriate and necessary.

Deadlines requiring Cooperative action in this procedure may be extended for reasons related but not limited to the Cooperative's retention of legal counsel and Cooperative investigatory procedures.

~~The primary purpose of this complaint procedure is to secure, at the lowest level possible, resolution of differences between Staff and management.~~

A. DEFINITIONS

~~A complaint is a claim by a Staff member that there has been a violation, misrepresentation or inequitable application of the terms of the CMLRCC agreement.~~

B. PROCEDURE

Step 1

1 An effort should be made to resolve the complaint informally between the
2 complainant and the Director. At this step, no written response to the complaint
3 by the Director is necessary.
4

5 Step 2

6 If the complaint is not resolved at Step 1 and the complainant wishes to pursue the
7 complaint, the complainant and a peer representative chosen by the complainant
8 will meet with the director.
9

- 10 1. The complainant, along with his/her peer representative, shall meet
11 with the Director within ten (10) working days. The objective of the

1700

Page 2 of 3

12 meeting will be to resolve the complaint. Submissions shall include
13 copies of the Uniform Complaint Form and all information (verbal
14 and/or written) relative to the complaint.
15

- 16 2. The Director has fifteen (15) working days to investigate, hold hearings
17 and submit a written response to the complainant.
18

19 Step 3

20 If the complainant is not satisfied with the decision of the Director under Step 2,
21 the complainant may, within ten (10) working days, submit the complaint in
22 writing to the Board. Within fifteen (15) working days, the Board shall meet and
23 render the final decision, and within five (5) working days of holding their
24 meeting, the Board will submit the final decision in writing to the complainant.
25

26 Step 4

- 27 1. If the disposition of the complaint is not satisfactory, the complaint may be
28 submitted before an impartial arbitrator. The complainant shall give the
29 Director written notice of his/her intention to submit the complaint to
30 arbitration within twenty (20) working days of the receipt of the Board's
31 decision at Step 3 or expiration of the timelines specified in Step 3.
32

- 33 2. Within ten (10) working days, after such notice of submission to arbitration,
34 the Board Chairperson and peer representative may request from the Board of
35 Personnel Appeals a list of the arbitrators from the American Arbitration
36 Association.
37

- 38 3. Within five (5) working days of receipt of the list, each party shall alternately
39 strike names from the list of arbitrators, the name remaining shall be the
40 arbitrator.
41
42
43
44

1 4. The arbitrator shall consider the complaint and have all necessary authority to
3 render a full and effective decision that shall be final and binding upon all
4 parties. The arbitrator cannot modify the terms of the agreement.

5 5. Each party shall bear its own costs of arbitration except that the parties will
6 equally share the fees and charges of the arbitrator.
7
8
9

10
11
12
13
14 1700
15 Page 3 of 3
16

17 C. RIGHTS OF STAFF
18

19 No reprisals of any kind shall be taken by the Board or by any member of the
20 administration against any party in interest or any other participant in the
21 complaint procedure by reasons of such participation.
22

23 D. MISCELLANEOUS
24

- 25 1. Forms for the submission and recording of formal complaints are in the CMLRCC
26 Policy Manual and are available to each staff member.
27
28 2. All documents, communication, and records dealing with the processing of a
29 complaint shall be filed in a separate complaint file and shall not be kept in the
30 personnel file of any of the participants.
31
32 3. Under the Uniform Complaint Procedure, no meeting or hearing at Steps 1 and 2,
33 shall be conducted in public. Such meetings and hearing at Steps 1 and 2 shall
34 include only the parties of interest and the chosen peer representative, heretofore
35 referred to in this policy.
36
37 4. Failure by the appropriate party to issue a decision within the time periods
38 provided herein shall constitute a denial of the complaint and the appropriate
39 party may appeal it to the next step. This shall not negate the obligations of either
40 party to respond in writing at each step of this procedure. Time limits provided
41 herein may be extended by written mutual agreement by the parties at that step.
42
43 5. Should a complainant allege the same violation of contract to any outside
44 authority, the complaint shall be deemed moot.
45
46

1 Level 1: Informal

2
3 *An individual with a complaint is first encouraged to discuss it with the appropriate supervisor,*
4 *with the objective of resolving the matter promptly and informally. An exception is that a*
5 *complaint of sexual harassment should be discussed directly with the Director so long as the*
6 *Director is not involved in the alleged harassment. Allegations against the Director should be*
7 *submitted directly to the Board.*

8
9 Level 2: Director

10
11 *When a complaint has not been or cannot be resolved at Level 1, an individual may file a signed*
12 *and dated written complaint stating: (1) the nature of the complaint; (2) a description of the*
13 *event or incident giving rise to the complaint, including any school personnel involved; and (3)*
14 *the remedy or resolution requested. This written complaint must be filed within thirty (30)*
15 *calendar days of the event or incident or from the date an individual could reasonably become*
16 *aware of such event or incident.*

17
18 *When a complaint alleges violation of Board policy or procedure, the Director will investigate*
19 *and attempt to resolve the complaint. The Director will respond in writing to the complaint,*
20 *within thirty (30) calendar days of the Director's receipt of the complaint.*

21
22 *If the complainant is dissatisfied with the Director's decision, either may request, in writing, that*
23 *the Board review the Director's decision. (See Level 3.) This request must be submitted to the*
24 *Board within fifteen (15) calendar days of the Director's decision.*

25
26 *When a complaint alleges sexual harassment or a violation of Title IX of the Education*
27 *Amendments of 1972 (the Civil Rights Act), Title II of the Americans with Disabilities Act of*
28 *1990, or Section 504 of the Rehabilitation Act of 1973, the Director may turn the complaint over*
29 *to the Cooperative's nondiscrimination coordinator. The coordinator will complete an*
30 *investigation and file a report and recommendation with the Director. A coordinator may hire,*
31 *with the approval of the Director, an independent investigator to conduct the investigation.*
32 *Within fifteen (15) calendar days of the Director's receipt of the coordinator's or independent*
33 *investigator's report and recommendation, the Director will respond to the complaint and take*
34 *such administrative steps as the Director deems appropriate and necessary. If either the*
35 *complainant or the person against whom the complaint is filed is dissatisfied with the Director's*
36 *decision, either may request, in writing, that the Board consider an appeal of the Director's*
37 *decision. (See Level 3.) This request must be submitted in writing to the Director, within fifteen*
38 *(15) calendar days of the Director's written response to the complaint, for transmission to the*
39 *Board.*

40
41 Level 3: The Board

42
43 *Upon written appeal of a complaint alleging a violation the individual's rights under state or*
44 *federal law or Board policy upon which the Board has authority to remedy, the Board may*
45 *consider the Director's decision in Level 2. Upon receipt of written request for appeal, the Chair*
46 *will either: (1) place the appeal on the agenda of a regular or special Board meeting, (2) appoint*

1 *an appeals panel of not less than three members to hear the appeal and make a recommendation*
2 *to the Board, or (3) respond to the complaint with an explanation of why the appeal will not be*
3 *heard by the Board in accordance with this policy. If the Chair appoints a panel to consider the*
4 *appeal, the panel will meet to consider the appeal and then make written recommendation to the*
5 *full Board. The Board will report its decision on the appeal, in writing, to all parties, within*
6 *thirty (30) calendar days of the Board meeting at which the Board considered the appeal or the*
7 *recommendation of the panel. A decision of the Board is final, unless it is appealed pursuant to*
8 *Montana law within the period provided by law.*
9

10
11 Legal Reference: Title IX of the Education Amendments of 1972 (Civil Rights Act)
12 Title II of the Americans with Disabilities Act of 1990
13 § 504 of the Rehabilitation Act of 1973
14

15 Policy History:

16 Adoption on: 04/11/06

17 Revised on: 11/11/14
18
19
20

