

CMLRCC OFFICERS

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

CMLRCC MANAGEMENT BOARD

DENISE CHREST - 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
 April 12, 2022
 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 March 15, 2022

APPROVAL OF CLAIMS

4. Claims through April 11, 2022

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 – May 10, 2022 10:00 am
 - b. Public Participation or Comments

DIRECTOR'S REPORT

7. Virtual Case Manager Meeting Update
8. MANDATORY CASE MANAGER TRAINING
9. Rock Creek Teletherapy Update
10. E- Helpers for Teletherapy Services
11. Novice Teacher Training
12. Preschool/Kindergarten Schedules
13. Statewide Testing
14. Extended School Year
15. Exit Report
16. Staffing Update
17. Calendars
18. Other
19. Revenue/Expenditure Report
20. Investment Report

ACTION ITEMS

- | | |
|---|--|
| 21. Classified Salary Schedule | 32. First Reading: Policy 5321 Leave of Absence |
| 22. Personnel Report | 33. First Reading Policy 5321P Conditions for Use of Leave |
| 23. Interlocal Agreement | 34. First Reading: Policy 2161P Special Education Procedures |
| 24. 2022-23 Multi-District Technology Agreement | 35. Flow Through Requests |
| 25. Approval of Co-op Calendar 2022-23 | |
| 26. Second Reading: 6110 Director | |
| 27. Second Reading: 7336 Travel Allowances and Expenses | |
| 28. Second Reading: 7510 Capitalization Policy for Fixed Assets | |
| 29. Second Reading: 8425 Service Animals | |
| 30. Second Reading: 8425P Service Animals Allowance Procedure | |
| 31. Second Reading: 8430 Records Management | |

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

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: 4/11/2022

SUMMARY:

The minutes of the March 15, 2022 Board meeting are attached.

Suggested Action:

Approve the minutes of March 15, 2022 as presented.

☒ **Additional Information Attached**

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BEGGER						
CHREST						
GIBBS						
PECK						
SEALEY						
VAIL						
WALKER						

NOTES:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

Minutes
March 15 2022

The Central Montana Learning Resource Center Cooperative (CMLRCC) Board members held a regular board meeting March 15, 2022 via Zoom and in person.

EXECUTIVE SESSION: DIRECTOR'S EVALUATION

REVIEW OF CLAIMS: The claims through March 14, 2022 were available for review at 9:45 a.m.

CALL TO ORDER: Chairman Hugo Anderson, called the meeting to order at 10:01 a.m. Present were: Fergus County Representative, Denise Chrest; Golden Valley Representative, Nicole Hanson; Harlowton Representative, Christina Barbachano (10:07 a.m.); Judith Basin Representative, Hugo Anderson; Lewistown Representative, Thom Peck; Musselshell Representative, Michelle Kombol; Petroleum County Representative, Lindsey Wilkerson and Wheatland County Representative, Shari Oberg.

Also Present: Denton Principal, Scott Sparks; Fergus County Superintendent of Schools, Rhonda Long; Grass Range Superintendent, Daniel Schrock (10:09 a.m.); Stanford Superintendent, Craig Crawford; CMLRCC School Psychologists, Jack Baldwin and Jacque Sherman; CMLRCC Speech Pathologists Amanda Edwards, Jennifer Rindal, Lindsay Williams; CMLRCC Special Education Teacher, Krista Arntzen; CMLRCC Speech Language Assistant, Emily Killham; CMLRCC Administrative Assistant, Tammy Pyrah; CMLRCC Director, Chelsey Rogers; and CMLRCC Board Clerk, Karmen Tesarek.

APPROVAL OF MINUTES: Mr. Peck moved, seconded by Ms. Chrest, that the minutes of February 11, 2022 be approved as presented. The motion passed unanimously.

APPROVAL OF CLAIMS: Ms. Wilkerson moved, seconded by Mr. Peck to approve the claims of March 14, 2022 as published. The motion passed unanimously.

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

CALENDAR ITEMS, CONCERNS, CORRESPONDENCE, ETC.:

Next Board Meeting: The next regular board meeting is scheduled for Tuesday, April 12, 2022 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

Other: June meeting moved up a week to June 7th.

Revenue/Expenditure Report: Attached.

Investment Report: Attached.

ACTIONS:

Negotiated Items: 1: Teacher vs. Specialist, 2: Teacher Salaries, 3: Lunch Reimbursement removed, 4: Sign on bonus \$7000.00 over 3 years; year 1-\$3000, 2-\$2000 and 3-\$2000, 5: Supervisor Stipend \$1500 per year if not paid by an outside source. If more than one supervisor, stipend is split. 6: Liquidated Damages 0 before June 30, June-July 5%, After July 1, 10%. Ms. Wilkerson made a motion to approve the negotiated items as presented, seconded by Ms. Chrest. The motion passed unanimously.

Voided Check #20970: Ms. Wilkerson made a motion to approve the voided check as presented, seconded by Mr. Peck. The motion passed unanimously.

Audit Contract: Ms. Wilkerson made the motion to approve the contract for Strom & Associates, P.C. as presented, seconded by Mr. Peck. The motion passed unanimously.

First Reading: Policy 6110 Director: Ms. Wilkerson made the motion to approve the first reading as presented, seconded by Mr. Peck. The motion passed unanimously.

First Reading: Policy 7336 Travel Allowances and Expenses: Ms. Wilkerson made the motion to approve the first reading as presented, seconded by Ms. Chrest. The motion passed unanimously.

First Reading: Policy 7510 Capitalization Policy for Fixed Assets: Ms. Wilkerson made the motion to approve the first reading as presented, seconded by Mr. Peck. The motion passed unanimously.

First Reading: Policy 8425 Service Animals: Ms. Wilkerson made the motion to approve the first reading as presented, seconded by Ms. Barbachano. The motion passed unanimously.

First Reading: Policy 8425P Service Animals Allowance Procedure: Mr. Peck made the motion to approve the first reading as presented, seconded by Ms. Chrest. The motion passed unanimously.

First Reading: Policy 8430 Records Management: Ms. Wilkerson made the motion to approve the first reading as presented, seconded by Ms. Chrest. The motion passed unanimously.

Second Reading: Policy 5251 Resignations: Mr. Peck made the motion to approve the second reading as presented, seconded by Ms. Wilkerson. The motion passed unanimously.

E-Helper Wage: Wage will be \$1.00 an hour above minimum wage. Mr. Peck made the motion, seconded by Ms. Chrest to approve the wage as presented. The motion passed unanimously.

Flow-Through Requests: We will cover minimum wage plus \$1.00 for Roundup Flow Through. Ms. Chrest made the motion seconded by Ms. Wilkerson. The motion passed unanimously.

ADJOURNMENT: With no further business, Mr. Peck made a motion, seconded by Ms. Wilkerson. Chairman Anderson adjourned the meeting at 11:30 a.m.

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

4

☒ Minutes/Claims

☐ Management Board

☐ Director's
Report

☐ Action
Information

Item Title: Approval of Claims through April 11, 2022

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 04/11/2022

SUMMARY:

The claims through April 11, 2022 will be distributed at 9:45 a.m. for review.

Suggested Action:

Approve the claims through April 11, 2022 as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSON						
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: 1023

04/11/2022

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BYTESPEED LLC					
Check Group:					
BYTESPEED VALUE B550M	1	20220119	INV0155233 3/29/2022	315.11.765.2580.682.765	\$869.00
			Check #: 0		
				PO/Invoice Total:	\$869.00
				Vendor Total:	\$869.00
DICK BLICK ART MATERIALS					
		919			
Check Group:					
SPECTRA DELUXE BLEEDING ART TISSUE - 20"X30" ASSORTED, 24 SHEETS	2	20220100	27146676 4/11/2022	315.11.456.1670.610.277	\$7.28
			Check #: 0		
				PO/Invoice Total:	\$7.28
				Vendor Total:	\$7.28
EMILY KILLHAM					
Check Group:					
SUPPLIES PURCHASED FOR KEY CHAIN TACTILE HELP	1	20220123	MAR 2022 3/31/2022	315.11.456.2150.610.277	\$49.95
SUPPLIES PURCHASED FOR KEY CHAIN TACTILE HELP	1	20220123	MAR 2022 3/31/2022	315.11.456.2150.610.277	\$7.99
SUPPLIES PURCHASED FOR KEY CHAIN TACTILE HELP	1	20220123	MAR 2022 3/31/2022	315.11.456.2150.610.277	\$10.58
			Check #: 0		
				PO/Invoice Total:	\$68.52
				Vendor Total:	\$68.52
FERGUS FEDERAL CREDIT UNION					
Check Group:					

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2021-2022

Vendor Remit Name
Description

Voucher Batch Number: 1023

04/11/2022

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SCIP APP EBS LEARNING HILL-WILLIAMS, RINDAL	1.228538 09	20220124	MXKT8F518D 4/4/2022	315.11.456.2150.610.156	\$73.70
SCIP APP EBS LEARNING HILL-WILLIAMS, RINDAL	0.771461 91	20220124	MXKT8F518D 4/4/2022	315.11.456.2150.610.277	\$46.28
Check #: 0					
PO/Invoice Total: \$119.98					
Vendor Total: \$119.98					
KELLEY IMAGING SYSTEMS					
Check Group:					
MAINTENANCE AGREEMENT	1	20220014	IN1003517 3/29/2022	315.11.456.2600.440.277	\$56.76
Check #: 0					
PO/Invoice Total: \$56.76					
Check Group:					
MAINTENANCE CONTRACT FOR IR 4251 COPIER FOR THE 4/10/2022-4/9/2023	1	20220126	IN1019499 4/11/2022	315.11.456.2600.440.277	\$1,294.03
OVERAGE CHARGE FOR 4/10/2121-4/9/2022	1	20220126	IN1019499 4/11/2022	315.11.456.2600.440.277	\$41.42
Check #: 0					
PO/Invoice Total: \$1,335.45					
Vendor Total: \$1,392.21					
KRISTA ARNTZEN					
Check Group:					
MEALS	6	20220031	MARCH 2022 3/29/2022	315.11.456.2200.581.277	\$21.00
Check #: 0					
PO/Invoice Total: \$21.00					
Vendor Total: \$21.00					

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2021-2022

Vendor Remit Name
Description

Voucher Batch Number: 1023

04/11/2022

LEWISTOWN SCHOOL DISTRICT #1	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:	889					
MEALS						
	13		20220037	MAR 2022 BATTRICK 4/4/2022	315.11.456.2211.610.277	\$52.00
MEALS	15		20220037	MAR 2022 LAHR 4/4/2022	315.11.456.2211.610.277	\$60.00
				Check #: 0		
					PO/Invoice Total:	\$112.00
					Vendor Total:	\$112.00
LEWISTOWN SCHOOL DIST.	744					
Check Group:						
VEHICLE MAINTENANCE & REPAIRS	1		20220018	601 3/29/2022	315.11.456.2650.440.277	\$135.98
				Check #: 0		
					PO/Invoice Total:	\$135.98
					Vendor Total:	\$135.98
LEWISTOWN SCHOOL DISTRICT #1	29074					
Check Group:						
IMC	1		20220001	MAR 2022 4/4/2022	315.11.456.2100.610.277	\$22.00
				Check #: 0		
					PO/Invoice Total:	\$22.00
					Vendor Total:	\$22.00
LINDSAY HILL-WILLIAMS						
Check Group:						
MEALS	13		20220029	MAR 2022 4/4/2022	315.11.456.2200.581.277	\$45.50
				Check #: 0		
					PO/Invoice Total:	\$45.50

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2021-2022

Vendor Remit Name
Description

Voucher Batch Number: 1023

04/11/2022

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MIDRIVERS COMMUNICATIONS					
Check Group:					
TELEPHONE					
	1	20220005	6167100 MAR 2022	315.11.456.2600.531.277	\$48.32
			3/29/2022		
			Check #: 0		
			PO/Invoice Total:		\$48.32
			Vendor Total:		\$48.32
OFFICE OF PUBLIC INSTRUCTION					
Check Group:					
SCHOOL LAWS OF MONTANA 2021					
	1	20220120	2456	315.11.456.2500.610.277	\$17.00
			3/29/2022		
			Check #: 0		
			PO/Invoice Total:		\$17.00
			Vendor Total:		\$17.00
OLSON'S SUPERLUBE INC					
Check Group:					
OIL CHANGE AND SERVICE 2015 CHEVY IMPALA					
	1	20220122	5993/5983	315.11.456.2650.440.277	\$64.00
			3/29/2022		
OIL CHANGE SERVICE 2018 IMPALA					
	1	20220122	5993/5983	315.11.456.2650.440.277	\$64.00
			3/29/2022		
			Check #: 0		
			PO/Invoice Total:		\$128.00
Check Group:					
2016 IMPALA SERVICE, OIL CHANGE					
	1	20220125	6006	315.11.456.2650.440.277	\$60.00
			4/11/2022		
			Check #: 0		
			PO/Invoice Total:		\$60.00
			Vendor Total:		\$188.00

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2021-2022

Vendor Remit Name
Description

Voucher Batch Number: 1023

04/11/2022

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PITNEY BOWES					
Check Group:					
RENTAL					
	1	20220039	3315471450 3/31/2022	315.11.456.2600.532.277	\$158.55
				Check #: 0	
				PO/Invoice Total:	\$158.55
				Vendor Total:	\$158.55
ROCK CREEK TELETHERAPY					
Check Group:					
CONTRACTED OT/SPEECH SERVICES					
	1	20220057	1539 4/11/2022	315.11.756.2100.330.756	\$16,544.39
				Check #: 0	
				PO/Invoice Total:	\$16,544.39
				Vendor Total:	\$16,544.39
SUPER DUPER, INC					
Check Group:					
CAAP 2 ARTIC RESPONSE FORMS CAAP23					
	2	20220121	2727835A 4/11/2022	315.11.456.2150.610.277	\$90.00
CAAP PHONOLOGICAL PROCESS EVAL FORM CAAP34					
	2	20220121	2727835A 4/11/2022	315.11.456.2150.610.277	\$90.00
				Check #: 0	
				PO/Invoice Total:	\$180.00
				Vendor Total:	\$180.00
VERIZON WIRELESS					
Check Group:					
PHONE					
	1	20220003	9903468093 4/11/2022	315.11.456.2600.531.277	\$86.05
				Check #: 0	
				PO/Invoice Total:	\$86.05

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2021-2022

Vendor Remit Name Description

Voucher Batch Number: 1023 04/11/2022

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
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WEX BANK

Check Group:

FUEL

Vendor Total: \$86.05

\$1,652.32

315.11.456.2650.624.277

79948794

4/11/2022

Check #: 0

PO/Invoice Total: \$1,652.32

Vendor Total: \$1,652.32

Grand Total: \$21,668.10

End of Report

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

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: 4/11/2022

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						
HANSON						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

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: 4/11/2022

SUMMARY:

- a. Next Board Meeting – Scheduled for May 10, 2022, 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						
HANSON						
KOMBOL						
OBERG						
PECK						
SEALEY						
WILKERSON						

NOTES:

DIRECTOR'S REPORT
April 12, 2022

7. Virtual Case Manager Meeting Update: I had thirteen case managers participate in March's Case Managers meeting. We discussed the following topics: Alternate Assessment, Secondary Transition Assessments, a reminder on ending themselves as Case Managers when a child exits or moves, and Denise Brottem from Hobson shared more information on the curriculums she uses. Denise has invited teachers to watch her teach the curriculums at their convenience either in-person or via Zoom. Next meeting is scheduled for April 21, at 3:30.

8. MANDATORY CASE MANAGER TRAINING: John Gorton from OPI would like to put on a training Thursday, May 5, focusing on areas of improvement that were brought to light during the audit. The training will be at the Lewistown Public Library from 12:00-4:00. Please plan on sending all Case Managers for that afternoon.

9. Rock Creek Teletherapy Update: I spoke with Kathleen and she shared that their prices will be increasing by 10% for the next school year. Instead of paying \$65/hour we are looking at paying \$71.50/hour. We will need to commit to Rock Creek no later than June 30 for services next school year.

10. E-Helpers for Teletherapy Services: Planning for next year I wanted to have a discussion whose responsibility it is to provide E-Helpers. Most schools are covering it in-house but there are some that are not. Please share your ideas on who/how this should be covered.

11. Novice Teacher Training: The Montana Office of Public Instruction (OPI) will be conducting semi self-training sessions available to all special educators, providing an overview of each special education document and the procedures for completing the forms in the Infinite Campus, Achievement in Montana (AIM) system. Participants will have the opportunity to receive hands-on experience in completing documents and navigating the AIM system. The focus will be on instructing beginning educators so they can be knowledgeable about the compliance requirements and gain confidence in using the AIM system for documentation. Courses are scheduled to run from **March 28-May 20**. Contact Alicia Herman if interested.

12. Preschool/Kindergarten Schedules: A reminder to please inform me if you anticipate any change in your current preschool and/or kindergarten schedule for next year. Your changes impact our staff schedules, and we want to be able to serve your needs.

13. Statewide Testing: I will once again oversee and support administration of the MSAA (Multi-State Alternate Assessment), the alternate assessment for Smarter Balance, across the co-op area if school districts plan to participate. I am presently in touch with special education teachers to identify students in need of the MSAA. District personnel should be aware that administration of the MSAA requires annual on-line training by the special education teacher, which can take at least 3 hours. I will share more information on access to the MSAA components as they become available.

Statewide test formats and dates are as follows:

Mar 14- April 29	SwSCDs Science Alternate; Grades 5, 8, and 11
Mar 7- May 27	Science General; Grades 5, 8
Mar 14 – Apr 29	MSAA (Math & ELA); Grades 3-8, and 11
Mar 7 – May 27	SBAC (Math & ELA); Grades 3-8
Initial: March 29	ACT; Grade 11 (Make-up Date is Apr 12; Emergency Date is April 26.

14. Extended School Year: A reminder of the potential need for districts to construct extended school year programs (ESY) for students with such need indicated on the IEP. The recommendation for ESY is based on regression and recoupment, a marked loss of skills during non-instructional times (like longer vacations) and a prolonged period of time needed to regain the skills, much longer than that of typical peers. Evaluative information and data should support the regression and recoupment.

15. Exit Report: Karmen will soon be working with secondary special education teachers on the annual Exiting Data Report, which documents students, ages 14 and up, who have graduated or otherwise left the school district or special education arena.

On a related note, the Post School Outcomes Data Collection is a State report completed at the district level and documenting activities of students who graduated or dropped out during the previous school year. We have not heard anything for OPI at this time.

16. Staffing Update: Currently we are advertising for a Speech Language Pathologist, a 1.0 School Psychologist, 1.0 Behavior Specialist, and 1.0 Occupational Therapist.

17. Calendars: A reminder that we need copies of your 2022-23 calendars so that we may plan our Cooperative calendar. As of this writing, we need calendars from Winifred, Winnett, Ryegate, Lavina, Hobson, Denton, Grass Range, Melstone and Judith Gap.

18. Other:

19. Revenue/Expenditure Report: Attached.

20. Investment Report: Attached.

Central Mt Learning Resource Center

Revenue 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	Uncollected Balance	% Remaining
Fund: 314 RETIREMENT					
314.00.000.1510.000.000	\$0.00	\$53.24	\$53.24	(\$53.24)	0.00%
INTEREST					
314.00.000.1950.000.000	\$51,338.41	\$25,726.42	\$25,726.42	\$25,611.99	49.89%
RECEIPTS FROM OTHER DIST					
314.00.000.2240.000.000	\$35,039.07	\$29,737.72	\$29,737.72	\$5,301.35	15.13%
COUNTY RETIREMENT DISTRIBUTION					
Fund 314 Total:					
Fund: 315 MISCELLANEOUS FUNDS					
315.00.000.1900.000.000	\$0.00	\$1,413.02	\$1,413.02	(\$1,413.02)	0.00%
MISC. REVENUE					
315.00.000.4560.000.156	\$5,491.00	\$5,491.00	\$5,491.00	\$0.00	0.00%
IDEA PART B GRANT					
315.00.000.4560.000.277	\$830,626.00	\$347,219.00	\$347,219.00	\$483,407.00	58.20%
IDEA PART B					
315.00.000.4570.000.379	\$28,670.00	\$7,952.00	\$7,952.00	\$20,718.00	72.26%
IDEA PRESCHOOL GRANT REVENUE					
315.00.000.7560.000.756	\$177,677.00	\$0.00	\$0.00	\$177,677.00	100.00%
ARP IDEA B					
315.00.000.7570.000.757	\$14,282.00	\$0.00	\$0.00	\$14,282.00	100.00%
ARP IDEA PRESCHOOL					
	\$1,056,746.00	\$362,075.02	\$362,075.02	\$694,670.98	65.74%
Fund 315 Total:					
Fund: 382 INTERLOCAL AGREEMENT FUND					
382.00.000.1510.000.000	\$0.00	\$353.69	\$353.69	(\$353.69)	0.00%
INTEREST					
382.00.000.1950.000.013	\$202,776.93	\$202,776.93	\$202,776.93	\$0.00	0.00%
LOCAL CONTRIBUTIONS FROM OTHER DISTRICTS					
382.00.000.3233.000.000	\$318,466.58	\$191,079.96	\$191,079.96	\$127,386.62	40.00%
STATE SPECIAL ED					
382.00.000.3234.000.000	\$36,151.80	\$21,691.08	\$21,691.08	\$14,460.72	40.00%
QUALITY EDUCATOR					
382.00.000.5200.000.000	\$0.00	\$1,500.00	\$1,500.00	(\$1,500.00)	0.00%
SALE/COMP FOR LOSS OF AS					
	\$557,395.31	\$417,401.66	\$417,401.66	\$139,993.65	25.12%
Fund 382 Total:					
Fund: 388 MEDICAID					
388.00.000.1510.000.000	\$0.00	\$1,290.62	\$1,290.62	(\$1,290.62)	0.00%

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

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
MEDICAID INTEREST					
388.00.000.3353.000.388	\$11,781.00	\$23,650.50	\$23,650.50	(\$11,869.50)	-100.75%
O T THERAPY					
388.00.000.3354.000.388	\$90,376.00	\$54,023.00	\$54,023.00	\$36,353.00	40.22%
SPEECH THERAPY REVENUE					
388.00.000.3355.000.388	\$781.00	\$666.21	\$666.21	\$114.79	14.70%
MISCELLANEOUS (O&M/PSYCH) THERAPY REVENUE					
388.00.000.3357.000.388	\$7,062.00	\$11,559.24	\$11,559.24	(\$4,497.24)	-63.68%
SPEECH MAC REVENUE					
Fund: 389					
COBRA / RETIREMENT FUND					
389.00.000.1900.000.000	\$0.00	\$16,049.05	\$16,049.05	(\$16,049.05)	0.00%
RETIREE HEALTH INSURANCE					
Fund 388 Total:	\$110,000.00	\$91,189.57	\$91,189.57	\$18,810.43	17.10%
Fund 389 Total:					
Grand Total:	\$1,810,518.79	\$942,232.68	\$942,232.68	\$868,286.11	47.96%

End of Report

Central Mt Learning Resource Center

Expenditure Budget Balance 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 Balance Encumbrance Budget Balance % Remaining Bud

Fund: 314 RETIREMENT

314.11.280.0000.210.000	\$31,034.00	\$16,997.98	\$16,997.98	\$14,036.02	\$0.00	\$14,036.02	
FICA/MEDICARE							45.23%
314.11.280.0000.220.000	\$34,346.00	\$20,652.71	\$20,652.71	\$13,693.29	\$0.00	\$13,693.29	
TEACHERS RETIREMENT							39.87%
314.11.280.0000.230.000	\$3,159.00	\$4,529.36	\$4,529.36	(\$1,370.36)	\$0.00	(\$1,370.36)	
PERS							-43.38%
314.11.280.0000.240.000	\$1,015.00	\$625.57	\$625.57	\$389.43	\$0.00	\$389.43	
UNEMPLOYMENT COMPENSATIO							38.37%
Fund 314 Total:	\$69,554.00	\$42,805.62	\$42,805.62	\$26,748.38	\$0.00	\$26,748.38	38.46%

Fund: 315 MISCELLANEOUS FUNDS

315.11.372.2100.440.372	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	
REPAIR & MAINTENANCE AGREEMENTS - QUALITY SCHOOLS							100.00%
315.11.456.1000.112.277	\$15,826.00	\$10,550.48	\$10,550.48	\$5,275.52	\$5,275.27	\$0.25	
TEACHERS SALARY							0.00%
315.11.456.1000.122.277	\$4,018.00	\$101.76	\$101.76	\$3,916.24	\$0.00	\$3,916.24	
SUBSTITUTE SALARY							97.47%
315.11.456.1000.210.277	\$1,210.69	\$503.60	\$503.60	\$707.09	\$0.00	\$707.09	
TEACHER FICA/MEDICARE							58.40%
315.11.456.1000.220.277	\$1,467.07	\$1,046.14	\$1,046.14	\$420.93	\$0.00	\$420.93	
TEACHER TEACHERS RETIREMENT							28.69%
315.11.456.1000.240.277	\$39.57	\$28.07	\$28.07	\$11.50	\$0.00	\$11.50	
TEACHER UNEMPLOYMENT COMPENSATION							29.06%
315.11.456.1000.250.277	\$74.22	\$50.10	\$50.10	\$24.12	\$0.00	\$24.12	
TEACHER WORKERS COMPENSATION							32.50%
315.11.456.1000.260.277	\$5,274.00	\$3,516.16	\$3,516.16	\$1,757.84	\$0.00	\$1,757.84	
TEACHER HEALTH INSURANCE							33.33%
315.11.456.1000.610.277	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	
RESOURCE TEACHER SUPPLIES							100.00%
315.11.456.1000.810.277	\$160.00	\$0.00	\$0.00	\$160.00	\$0.00	\$160.00	
TEACHER PROFESSIONAL FEES							100.00%
315.11.456.1670.210.277	\$175.15	\$0.00	\$0.00	\$175.15	\$0.00	\$175.15	
STAR FICA/MED							100.00%
315.11.456.1670.220.277	\$212.25	\$0.00	\$0.00	\$212.25	\$0.00	\$212.25	
STAR TRS							100.00%

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
Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
315.11.456.1670.240.277	\$5.72	\$0.00	\$5.72	\$0.00	\$5.72
STAR UNEMPLOYMENT					100.00%
315.11.456.1670.250.277	\$10.74	\$0.00	\$10.74	\$0.00	\$10.74
STAR WORKERS COMP					100.00%
315.11.456.1670.610.277	\$500.00	\$456.20	\$43.80	\$7.28	\$36.52
STAR SUPPLIES					7.30%
315.11.456.2100.117.277	\$27,317.00	\$22,436.53	\$4,880.47	\$0.00	\$4,880.47
AIDES SALARIES					17.87%
315.11.456.2100.210.277	\$2,089.75	\$1,710.84	\$378.91	\$0.00	\$378.91
AIDES FICA/MEDICARE					18.13%
315.11.456.2100.220.277	\$2,904.29	\$2,079.87	\$824.42	\$0.00	\$824.42
RET'D SUBS/AIDES TEACHERS RETIREMENT					28.39%
315.11.456.2100.240.277	\$68.29	\$56.08	\$12.21	\$0.00	\$12.21
AIDES UNEMPLOYMENT COMPENSATION					17.88%
315.11.456.2100.250.277	\$128.11	\$105.46	\$22.65	\$0.00	\$22.65
AIDES WORKERS COMPENSATION					17.68%
315.11.456.2100.260.277	\$0.00	\$1,021.93	(\$1,021.93)	\$0.00	(\$1,021.93)
AIDES HEALTH INSURANCE					0.00%
315.11.456.2100.330.277	\$48,000.00	\$46,062.34	\$1,937.66	\$1,860.00	\$77.66
CONTRACTED STUDENT RELATED PROFESSIONAL SERVICES					0.16%
315.11.456.2100.610.277	\$14,045.30	\$521.62	\$13,523.68	\$403.39	\$13,120.29
MISC SUPPLIES					93.41%
315.11.456.2100.660.277	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$4,500.00
MINOR EQUIPMENT - NEW					100.00%
315.11.456.2100.682.156	\$0.00	\$2,474.75	(\$2,474.75)	\$0.00	(\$2,474.75)
TECHNOLOGY SUPPLIES					0.00%
315.11.456.2100.810.277	\$4,190.00	\$1,579.86	\$2,610.14	\$5.00	\$2,605.14
DUES & FEES					62.18%
315.11.456.2140.113.277	\$75,633.36	\$28,296.55	\$47,336.81	\$11,369.55	\$35,967.26
PSYCHOLOGIST SALARY					47.55%
315.11.456.2140.210.277	\$5,785.95	\$2,049.57	\$3,736.38	\$0.00	\$3,736.38
PSYCHOLOGIST FICA/MEDICARE					64.58%
315.11.456.2140.220.277	\$7,011.21	\$2,623.10	\$4,388.11	\$0.00	\$4,388.11
PSYCHOLOGIST TEACHERS RETIREMENT					62.59%
315.11.456.2140.240.277	\$189.08	\$70.69	\$118.39	\$0.00	\$118.39
PSYCHOLOGIST UNEMPLOYMENT COMPENSATION					62.61%

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
Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
315.11.456.2140.250.277	\$354.69	\$133.12	\$221.57	\$0.00	\$221.57
PSYCHOLOGIST WORKERS COMPENSATION					62.47%
315.11.456.2140.260.277	\$22,478.88	\$6,674.71	\$15,804.17	\$0.00	\$15,804.17
PSYCHOLOGIST HEALTH INSURANCE					70.31%
315.11.456.2140.610.277	\$750.00	\$199.30	\$550.70	\$0.00	\$550.70
PSYCHOLOGIST SUPPLIES					73.43%
315.11.456.2140.810.277	\$400.00	\$60.00	\$340.00	\$0.00	\$340.00
PSYCHOLOGISTS PROFESSIONAL FEES					85.00%
315.11.456.2150.113.277	\$145,417.36	\$86,622.86	\$58,794.50	\$32,761.57	\$26,032.93
SPEECH SALARY					17.90%
315.11.456.2150.210.277	\$11,124.43	\$6,965.31	\$4,159.12	\$0.00	\$4,159.12
SPEECH FICA/MEDICARE					37.39%
315.11.456.2150.220.277	\$13,480.19	\$9,904.03	\$3,576.16	\$0.00	\$3,576.16
SPEECH TEACHERS RETIREMENT					26.53%
315.11.456.2150.240.277	\$363.54	\$266.02	\$97.52	\$0.00	\$97.52
SPEECH UNEMPLOYMENT COMPENSATION					26.83%
315.11.456.2150.250.277	\$681.95	\$407.31	\$274.64	\$0.00	\$274.64
SPEECH WORKERS COMPENSATION					40.27%
315.11.456.2150.260.277	\$38,425.65	\$26,935.01	\$11,490.64	\$0.00	\$11,490.64
SPEECH HEALTH INSURANCE					29.90%
315.11.456.2150.610.156	\$0.00	\$99.00	(\$99.00)	\$73.70	(\$172.70)
SPEECH PATHOLOGY & AUDIOLOGY SERVICES					0.00%
315.11.456.2150.610.277	\$2,104.70	\$1,666.58	\$438.12	\$294.80	\$143.32
SPEECH SUPPLIES					6.81%
315.11.456.2150.810.277	\$1,050.00	\$492.00	\$558.00	\$0.00	\$558.00
SPEECH PROFESSIONAL FEES					53.14%
315.11.456.2153.330.277	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00
AUDIOLOGY CONTRACT					100.00%
315.11.456.2160.113.277	\$34,971.00	\$14,771.64	\$20,199.36	\$0.00	\$20,199.36
O T SALARY					57.76%
315.11.456.2160.210.277	\$2,675.28	\$1,071.78	\$1,603.50	\$0.00	\$1,603.50
O T FICA/MEDICARE					59.94%
315.11.456.2160.220.277	\$3,241.81	\$1,369.33	\$1,872.48	\$0.00	\$1,872.48
O T TEACHERS RETIREMENT					57.76%
315.11.456.2160.240.277	\$87.43	\$36.95	\$50.48	\$0.00	\$50.48
O T UNEMPLOYMENT COMPENSATION					57.74%

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
315.11.456.2160.250.277	\$164.00	\$69.52	\$94.48	\$0.00	\$94.48
O T WORKERS COMPENSATION					57.61%
315.11.456.2160.260.277	\$6,442.17	\$2,147.36	\$4,294.81	\$0.00	\$4,294.81
O T HEALTH INSURANCE					66.67%
315.11.456.2160.610.277	\$500.00	\$94.67	\$405.33	\$0.00	\$405.33
OCCUPATIONAL THERAPY SUPPLIES					81.07%
315.11.456.2160.810.277	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00
O T PROFESSIONAL FEES					100.00%
315.11.456.2200.441.277	\$400.00	\$0.00	\$400.00	\$0.00	\$400.00
REPAIR & MAINTENANCE					100.00%
315.11.456.2200.581.277	\$10,500.00	\$2,235.50	\$8,264.50	\$2,532.50	\$5,732.00
TRAVEL IN DISTRICT					54.59%
315.11.456.2200.582.277	\$5,000.00	\$417.28	\$4,582.72	\$0.00	\$4,582.72
TRAVEL OUT OF DISTRICT/INSERVICE					91.65%
315.11.456.2200.610.277	\$750.00	\$0.00	\$750.00	\$0.00	\$750.00
PROFESSIONAL DEV SUPPLIES					100.00%
315.11.456.2210.210.277	\$166.67	\$0.00	\$166.67	\$0.00	\$166.67
PROF DEVELOPMENT FICA/MEDICARE					100.00%
315.11.456.2210.220.277	\$166.66	\$0.00	\$166.66	\$0.00	\$166.66
TEACHERS RETIREMENT					100.00%
315.11.456.2210.240.277	\$166.66	\$0.00	\$166.66	\$0.00	\$166.66
UNEMPLOYMENT COMPENSATION					100.00%
315.11.456.2210.330.277	\$2,500.00	\$2,575.00	(\$75.00)	\$0.00	(\$75.00)
PROFESSIONAL DEVELOPMENT SERVICES					-3.00%
315.11.456.2210.340.156	\$0.00	\$727.31	(\$727.31)	\$0.00	(\$727.31)
TECHNICAL SERVICES					0.00%
315.11.456.2211.610.277	\$1,300.00	\$540.00	\$760.00	\$900.00	(\$140.00)
SUPERVISION LUNCHES					-10.77%
315.11.456.2212.610.277	\$0.00	\$263.28	(\$263.28)	\$0.00	(\$263.28)
CURRICULUM LOAN SUPPLIES					0.00%
315.11.456.2300.160.277	\$19,701.00	\$0.00	\$19,701.00	\$0.00	\$19,701.00
SICK LEAVE REIMBURSEMENT					100.00%
315.11.456.2300.161.277	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00
CONTINUATION/TERMINATION PAY					100.00%
315.11.456.2300.180.277	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$7,500.00
CONTINUATION/TERMINATION PAY					100.00%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2021-2022

☐ Summary Only

From Date: 7/1/2021

To Date:

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
315.11.456.2300.210.277 TERMINATION FICA/MEDICARE	\$2,272.13	\$0.00	\$0.00	\$2,272.13	\$0.00	\$2,272.13 100.00%
315.11.456.2300.220.277 TERMINATION TEACHERS RETIREMENT	\$29,104.55	\$0.00	\$0.00	\$29,104.55	\$0.00	\$29,104.55 100.00%
315.11.456.2300.240.277 TERMINATION UNEMPLOYMENT COMPENSATION	\$49.25	\$0.00	\$0.00	\$49.25	\$0.00	\$49.25 100.00%
315.11.456.2300.310.277 CONTRACTED ADMINISTRATIVE SERVICES	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$0.00	\$7,500.00 100.00%
315.11.456.2300.330.277 AUDIT FEES	\$0.00	\$420.00	\$420.00	(\$420.00)	\$0.00	(\$420.00) 0.00%
315.11.456.2300.520.277 E/O CASUALTY INSURANCE	\$15,000.00	\$12,634.00	\$12,634.00	\$2,366.00	\$0.00	\$2,366.00 15.77%
315.11.456.2300.610.277 BOARD SUPPLIES	\$0.00	\$125.28	\$125.28	(\$125.28)	\$0.00	(\$125.28) 0.00%
315.11.456.2310.340.156 TECHNICAL SERVICES	\$0.00	\$777.29	\$777.29	(\$777.29)	\$0.00	(\$777.29) 0.00%
315.11.456.2310.610.277 BOARD SUPPLIES	\$250.00	\$100.00	\$100.00	\$150.00	\$80.00	\$70.00 28.00%
315.11.456.2315.330.277 AUDIT SERVICES	\$6,000.00	\$5,700.00	\$5,700.00	\$300.00	\$0.00	\$300.00 5.00%
315.11.456.2400.111.277 DIRECTOR SALARY	\$45,921.42	\$36,753.90	\$36,753.90	\$9,167.52	\$7,350.76	\$1,816.76 3.96%
315.11.456.2400.210.277 DIRECTOR FICA/MEDICARE	\$0.00	\$2,535.95	\$2,535.95	(\$2,535.95)	\$0.00	(\$2,535.95) 0.00%
315.11.456.2400.220.277 DIRECTOR TEACHERS RETIREMENT	\$0.00	\$3,407.10	\$3,407.10	(\$3,407.10)	\$0.00	(\$3,407.10) 0.00%
315.11.456.2400.240.277 DIRECTOR UNEMPLOYMENT COMPENSATION	\$0.00	\$91.90	\$91.90	(\$91.90)	\$0.00	(\$91.90) 0.00%
315.11.456.2400.250.277 DIRECTOR WORKERS COMPENSATION	\$215.35	\$172.96	\$172.96	\$42.39	\$0.00	\$42.39 19.68%
315.11.456.2400.260.277 DIRECTOR HEALTH INSURANCE	\$16,025.78	\$12,942.32	\$12,942.32	\$3,083.46	\$0.00	\$3,083.46 19.24%
315.11.456.2400.270.277 STAFF LIFE & DISABILITY INSURANCE	\$2,500.00	\$1,065.99	\$1,065.99	\$1,434.01	\$0.00	\$1,434.01 57.36%
315.11.456.2500.111.277 BUSINESS MANAGER SALARY	\$25,726.07	\$16,565.69	\$16,565.69	\$9,160.38	\$7,494.87	\$1,665.51 6.47%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

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☐ Summary Only

From Date: 7/1/2021

To Date: 6/30/2022

Account Number / Description

Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance
Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
315.11.456.2500.115.277	\$14,441.67	\$10,498.14	\$3,943.53	\$0.00	\$3,943.53
ADMINISTRATIVE ASST SALARY					27.31%
315.11.456.2500.210.277	\$3,072.83	\$1,780.01	\$1,292.82	\$0.00	\$1,292.82
BUSINESS FICA/MED					42.07%
315.11.456.2500.230.277	\$3,562.88	\$0.00	\$3,562.88	\$0.00	\$3,562.88
BUSINESS PERS					100.00%
315.11.456.2500.240.277	\$100.42	\$67.70	\$32.72	\$0.00	\$32.72
BUSINESS UNEMPLOYMENT					32.58%
315.11.456.2500.250.277	\$188.37	\$127.28	\$61.09	\$0.00	\$61.09
BUSINESS WORKERS COMP					32.43%
315.11.456.2500.260.277	\$16,952.36	\$11,790.19	\$5,162.17	\$0.00	\$5,162.17
BUSINESS HEALTH INSURANCE					30.45%
315.11.456.2500.330.277	\$0.00	\$36.00	(\$36.00)	\$0.00	(\$36.00)
SUPPORT SERVICES - BUSINESS					0.00%
315.11.456.2500.452.277	\$1,000.00	\$960.00	\$40.00	\$0.00	\$40.00
EQUIPMENT & STORAGE RENTAL					4.00%
315.11.456.2500.540.277	\$3,000.00	\$1,054.50	\$1,945.50	\$0.00	\$1,945.50
ADVERTISING					64.85%
315.11.456.2500.610.156	\$0.00	\$1,059.05	(\$1,059.05)	\$0.00	(\$1,059.05)
SUPPLIES					0.00%
315.11.456.2500.610.277	\$5,000.00	\$1,609.58	\$3,390.42	\$17.00	\$3,373.42
BUSINESS SUPPLIES					67.47%
315.11.456.2500.660.277	\$2,000.00	\$584.91	\$1,415.09	\$0.00	\$1,415.09
BUSINESS NEW MINOR EQUIPMENT					70.75%
315.11.456.2580.340.277	\$0.00	\$2,900.98	(\$2,900.98)	\$0.00	(\$2,900.98)
TECHNOLOGY SUPPORT					0.00%
315.11.456.2580.455.277	\$13,000.00	\$11,264.66	\$1,735.34	\$0.00	\$1,735.34
TECHNOLOGY SUPPORT					13.35%
315.11.456.2600.440.277	\$0.00	\$446.68	(\$446.68)	\$1,562.49	(\$2,009.17)
MAINTENANCE AGREEMENTS					0.00%
315.11.456.2600.451.277	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$0.00
RENTAL OF LAND & BUILDING					0.00%
315.11.456.2600.531.277	\$6,000.00	\$2,305.24	\$3,694.76	\$1,612.76	\$2,082.00
PART B TELEPHONE					34.70%
315.11.456.2600.532.277	\$1,500.00	\$817.10	\$682.90	\$317.10	\$365.80
POSTAGE & METER RENTAL					24.39%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

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To Date: 6/30/2022

Account Number / Description

Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
315.11.456.2650.440.156 VEHICLE	\$0.00 \$279.90	\$279.90	(\$279.90)	\$0.00	(\$279.90) 0.00%
315.11.456.2650.440.277 VEHICLE MAINTENANCE & REPAIR	\$9,000.00 \$1,981.36	\$1,981.36	\$7,018.64	\$3,189.58	\$3,829.06 42.55%
315.11.456.2650.624.277 VEHICLE FUEL	\$15,000.00 \$6,508.50	\$6,508.50	\$8,491.50	\$5,825.84	\$2,665.66 17.77%
315.11.456.2650.730.277 VEHICLE NEW MAJOR	\$50,000.00 \$22,500.00	\$22,500.00	\$27,500.00	\$0.00	\$27,500.00 55.00%
315.11.456.6200.930.277 PART B TRANSFERS TO OTHER DISTRICTS	\$85,000.00 \$7,165.74	\$7,165.74	\$77,834.26	\$32,834.26	\$45,000.00 52.94%
315.11.457.2140.610.379 PSYCHOLOGIST SUPPLIES	\$750.00 \$199.30	\$199.30	\$550.70	\$0.00	\$550.70 73.43%
315.11.457.2150.113.379 SPEECH SALARY	\$12,947.00 \$9,934.96	\$9,934.96	\$3,012.04	\$4,967.48	(\$1,955.44) -15.10%
315.11.457.2150.210.277 SPEECH FICA/MEDICARE	\$990.45 \$0.00	\$0.00	\$990.45	\$0.00	\$990.45 100.00%
315.11.457.2150.220.277 SPEECH TEACHERS RETIREMENT	\$1,200.19 \$0.00	\$0.00	\$1,200.19	\$0.00	\$1,200.19 100.00%
315.11.457.2150.240.277 SPEECH UNEMPLOYMENT COMPENSATION	\$32.37 \$0.00	\$0.00	\$32.37	\$0.00	\$32.37 100.00%
315.11.457.2150.250.379 SPEECH WORKERS COMPENSATION	\$60.72 \$46.67	\$46.67	\$14.05	\$0.00	\$14.05 23.14%
315.11.457.2150.260.379 SPEECH HEALTH INSURANCE	\$10,886.41 \$2,743.04	\$2,743.04	\$8,143.37	\$0.00	\$8,143.37 74.80%
315.11.457.2150.610.379 SPEECH SUPPLIES	\$1,250.00 \$497.84	\$497.84	\$752.16	\$0.00	\$752.16 60.17%
315.11.756.1000.117.756 ARP B ASSISTANT SUBSTITUTE PAY	\$0.00 \$564.00	\$564.00	(\$564.00)	\$0.00	(\$564.00) 0.00%
315.11.756.1000.250.756 WORKERS COMPENSATION	\$0.00 \$2.65	\$2.65	(\$2.65)	\$0.00	(\$2.65) 0.00%
315.11.756.2100.320.756 ARP B SUPPORT SERVICES - STUDENTS	\$0.00 \$2,061.24	\$2,061.24	(\$2,061.24)	\$0.00	(\$2,061.24) 0.00%
315.11.756.2100.330.756 ARP B SUPPORT SERVICES - STUDENTS	\$0.00 \$15,081.30	\$15,081.30	(\$15,081.30)	\$46,544.39	(\$61,625.69) 0.00%
315.11.756.2150.113.756 SPEECH PATHOLOGY & AUDIOLOGY SERVICES	\$0.00 \$9,880.00	\$9,880.00	(\$9,880.00)	\$7,904.00	(\$17,784.00) 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
315.11.756.2150.250.756	\$0.00	\$46.30	\$46.30	\$0.00	(\$46.30) 0.00%
WORKERS COMPENSATION					
315.11.756.2150.260.756	\$0.00	\$3,179.35	\$3,179.35	\$0.00	(\$3,179.35) 0.00%
HEALTH INSURANCE					
315.11.756.2500.330.756	\$0.00	\$650.00	\$650.00	\$0.00	(\$650.00) 0.00%
ARP B SUPPORT SERVICES-BUSINESS					
315.11.756.2500.540.756	\$0.00	\$270.00	\$270.00	\$0.00	(\$270.00) 0.00%
SUPPORT SERVICES - BUSINESS					
315.11.757.2140.610.757	\$0.00	\$1,668.15	\$1,668.15	\$0.00	(\$1,668.15) 0.00%
PSYCHOLOGICAL SERVICES					
315.11.757.2150.610.757	\$0.00	\$1,656.80	\$1,656.80	\$0.00	(\$1,656.80) 0.00%
SPEECH PATHOLOGY & AUDIOLOGY SERVICES					
315.11.765.2100.320.765	\$0.00	\$1,631.20	\$1,631.20	\$0.00	(\$1,631.20) 0.00%
CARES SUPPORT SERVICES					
315.11.765.2580.682.765	\$0.00	\$24.58	\$24.58	\$869.00	(\$893.58) 0.00%
CARES TECHNOLOGY SUPPLIES					
Fund 315 Total:	\$983,700.04	\$530,253.85	\$453,446.19	\$176,052.59	\$277,393.60 28.20%
Fund: 382 INTERLOCAL AGREEMENT FUND					
382.11.280.1000.112.000	\$11,944.00	\$7,962.64	\$3,981.36	\$3,981.34	\$0.02 0.00%
TEACHERS SALARIES					
382.11.280.1000.122.000	\$0.00	\$76.80	\$76.80	\$0.00	(\$76.80) 0.00%
SUBSTITUTE TEACHER					
382.11.280.1000.250.000	\$56.01	\$37.81	\$18.20	\$0.00	\$18.20 32.49%
TEACHER WORKERS COMPENSATION					
382.11.280.1000.260.000	\$0.00	\$2,653.76	\$2,653.76	\$0.00	(\$2,653.76) 0.00%
TEACHER HEALTH INSURANCE					
382.11.280.1670.250.000	\$148.79	\$0.00	\$148.79	\$0.00	\$148.79 100.00%
STAR WORKERS COMP					
382.11.280.2100.117.000	\$28,443.00	\$21,277.19	\$7,165.81	\$0.00	\$7,165.81 25.19%
AIDES SALARY					
382.11.280.2100.250.000	\$133.39	\$99.40	\$33.99	\$0.00	\$33.99 25.48%
AIDES WORKERS COMPENSATION					
382.11.280.2100.260.000	\$9,537.70	\$6,590.94	\$2,946.76	\$0.00	\$2,946.76 30.90%
AIDES HEALTH INSURANCE					

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
382.11.280.2100.330.000	\$35,000.00	\$0.00	\$0.00	\$35,000.00	\$0.00	\$35,000.00
OTHER PROFESSIONAL SERVI						100.00%
382.11.280.2140.113.000	\$99,480.64	\$36,521.20	\$36,521.20	\$62,959.44	\$19,165.13	\$43,794.31
PSYCH SALARIES						44.02%
382.11.280.2140.250.000	\$466.52	\$171.61	\$171.61	\$294.91	\$0.00	\$294.91
PSYCH WORKERS COMPENSATION						63.21%
382.11.280.2140.260.000	\$22,416.73	\$8,821.25	\$8,821.25	\$13,595.48	\$0.00	\$13,595.48
PSYCH HEALTH INSURANCE						60.65%
382.11.280.2150.113.000	\$82,847.64	\$51,544.78	\$51,544.78	\$31,302.86	\$19,232.88	\$12,069.98
SPEECH SALARIES						14.57%
382.11.280.2150.250.000	\$388.52	\$242.32	\$242.32	\$146.20	\$0.00	\$146.20
SPEECH WORKERS COMPENSATION						37.63%
382.11.280.2150.260.000	\$35,006.26	\$16,823.23	\$16,823.23	\$18,183.03	\$0.00	\$18,183.03
SPEECH HEALTH INSURANCE						51.94%
382.11.280.2160.113.000	\$26,393.00	\$1,180.76	\$1,180.76	\$25,212.24	\$0.00	\$25,212.24
OCCUPATIONAL THERAPY SALARIES						95.53%
382.11.280.2160.250.000	\$123.77	\$5.54	\$5.54	\$118.23	\$0.00	\$118.23
OT WORKERS COMPENSATION						95.52%
382.11.280.2160.260.000	\$4,861.96	\$0.00	\$0.00	\$4,861.96	\$0.00	\$4,861.96
OT HEALTH INSURANCE						100.00%
382.11.280.2400.111.000	\$39,112.00	\$32,107.58	\$32,107.58	\$7,004.42	\$6,518.59	\$485.83
DIRECTOR SALARY						1.24%
382.11.280.2400.250.000	\$183.42	\$151.05	\$151.05	\$32.37	\$0.00	\$32.37
DIRECTOR WORKERS COMPENSATION						17.65%
382.11.280.2400.260.000	\$13,928.60	\$11,313.85	\$11,313.85	\$2,614.75	\$0.00	\$2,614.75
DIRECTOR HEALTH INSURANCE						18.77%
382.11.280.2500.111.000	\$22,813.69	\$13,045.25	\$13,045.25	\$9,768.44	\$6,646.38	\$3,122.06
BUSINESS MANAGER SALARY						13.69%
382.11.280.2500.115.000	\$12,807.00	\$10,520.09	\$10,520.09	\$2,286.91	\$0.00	\$2,286.91
ADMIN ASST SALARY						17.86%
382.11.280.2500.250.000	\$167.05	\$110.79	\$110.79	\$56.26	\$0.00	\$56.26
BUSINESS WORKERS COMP						33.68%
382.11.280.2500.260.000	\$15,033.22	\$10,268.68	\$10,268.68	\$4,764.54	\$0.00	\$4,764.54
BUSINESS HEALTH INSURANCE						31.69%
382.13.280.1000.260.000	\$3,981.00	\$0.00	\$0.00	\$3,981.00	\$0.00	\$3,981.00
TEACHER HEALTH INSURANCE						100.00%

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
382.13.280.2140.113.000	\$0.00	\$26,357.25	\$26,357.25	(\$26,357.25)	\$13,995.00	(\$40,352.25)
PSYCH SALARIES						0.00%
382.13.280.2140.250.000	\$0.00	\$123.86	\$123.86	(\$123.86)	\$0.00	(\$123.86)
PSYCH WORKERS COMP						0.00%
382.13.280.2140.260.000	\$0.00	\$5,388.82	\$5,388.82	(\$5,388.82)	\$0.00	(\$5,388.82)
PSYCH HEALTH INSURANCE						0.00%
382.13.280.2150.113.000	\$29,805.00	\$19,869.84	\$19,869.84	\$9,935.16	\$9,934.94	\$0.22
PROFESSIONAL SALARIES- SPEECH						0.00%
382.13.280.2150.250.000	\$139.77	\$93.40	\$93.40	\$46.37	\$0.00	\$46.37
SPEECH WORKERS COMPENSATION						33.18%
382.13.280.2150.260.000	\$0.00	\$5,485.92	\$5,485.92	(\$5,485.92)	\$0.00	(\$5,485.92)
SPEECH HEALTH INSURANCE						0.00%
382.13.280.2160.113.000	\$0.00	\$11,148.39	\$11,148.39	(\$11,148.39)	\$0.00	(\$11,148.39)
O.T. SALARIES						0.00%
382.13.280.2160.250.000	\$0.00	\$52.48	\$52.48	(\$52.48)	\$0.00	(\$52.48)
O.T. WORKERS COMPENSATIO						0.00%
382.13.280.2160.260.000	\$0.00	\$1,620.64	\$1,620.64	(\$1,620.64)	\$0.00	(\$1,620.64)
O.T. HEALTH INSURANCE						0.00%
Fund 382 Total:	\$495,218.68	\$301,667.12	\$301,667.12	\$193,551.56	\$79,474.26	\$114,077.30
						23.04%
Fund: 388 MEDICAID						
388.11.280.1000.112.388	\$2,090.00	\$2,459.96	\$2,459.96	(\$369.96)	\$696.75	(\$1,066.71)
MEDICAID INSTRUCTION SALARIES						-51.04%
388.11.280.1000.210.388	\$159.89	\$0.00	\$0.00	\$159.89	\$0.00	\$159.89
MEDICAID INSTRUCTION FICA/MED						100.00%
388.11.280.1000.220.388	\$193.74	\$0.00	\$0.00	\$193.74	\$0.00	\$193.74
MEDICAID INSTRUCTION TRS						100.00%
388.11.280.1000.240.388	\$5.23	\$0.00	\$0.00	\$5.23	\$0.00	\$5.23
MEDICAID INSTRUCTION UNEMPLOYMENT						100.00%
388.11.280.1000.250.388	\$9.80	\$11.51	\$11.51	(\$1.71)	\$0.00	(\$1.71)
MEDICAID INSTRUCTION WORKERS COMP						-17.45%
388.11.280.1000.260.388	\$697.00	\$464.40	\$464.40	\$232.60	\$0.00	\$232.60
MEDICAID INSTRUCTION HEALTH & DENTAL						33.37%
388.11.280.1340.210.388	\$1,530.00	\$0.00	\$0.00	\$1,530.00	\$0.00	\$1,530.00
MEDICAID ADAPTIVE PE FICA/MED						100.00%
388.11.280.1340.220.388	\$1,854.00	\$0.00	\$0.00	\$1,854.00	\$0.00	\$1,854.00

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
Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
MEDICAID ADAPTIVE PE TRS					100.00%
388.11.280.1340.240.388	\$50.00	\$0.00	\$50.00	\$0.00	\$50.00
MEDICAID ADAPTIVE PE UNEMPLOYMENT					100.00%
388.11.280.1340.250.388	\$93.79	\$0.00	\$93.79	\$0.00	\$93.79
MEDICAID ADAPTIVE PE WORKERS COMP					100.00%
388.11.280.1670.112.388	\$302.00	\$30.21	\$271.79	\$0.00	\$271.79
MEDICAID STAR SALARIES					90.00%
388.11.280.1670.210.388	\$31.21	\$0.00	\$31.21	\$0.00	\$31.21
MEDICAID STAR FICA/MED					100.00%
388.11.280.1670.220.388	\$37.82	\$0.00	\$37.82	\$0.00	\$37.82
MEDICAID STAR TRS					100.00%
388.11.280.1670.240.388	\$1.02	\$0.00	\$1.02	\$0.00	\$1.02
MEDICAID STAR UNEMPLOYMENT					100.00%
388.11.280.1670.250.388	\$1.42	\$0.14	\$1.28	\$0.00	\$1.28
MEDICAID STAR WORKERS COMP					90.14%
388.11.280.1670.260.388	\$0.00	\$17.29	(\$17.29)	\$0.00	(\$17.29)
MEDICAID STAR HEALTH & DENTAL					0.00%
388.11.280.2100.117.388	\$105.00	\$69.70	\$35.30	\$0.00	\$35.30
TEACHERS ASSISTANT SALARIES					33.62%
388.11.280.2100.250.388	\$47.39	\$0.33	\$47.06	\$0.00	\$47.06
WORKERS COMPENSATION					99.30%
388.11.280.2140.113.388	\$26,311.00	\$848.43	\$25,462.57	\$0.00	\$25,462.57
PROFESSIONAL SALARIES-PSYCHS & SPEECH					96.78%
388.11.280.2140.250.388	\$123.39	\$4.00	\$119.39	\$0.00	\$119.39
WORKERS COMPENSATION					96.76%
388.11.280.2140.260.388	\$9,653.94	\$198.38	\$9,455.56	\$0.00	\$9,455.56
HEALTH INSURANCE					97.95%
388.11.280.2150.113.388	\$19,062.00	\$12,822.91	\$6,239.09	\$4,886.49	\$1,352.60
SPEECH PROFESSIONAL SALARIES					7.10%
388.11.280.2150.210.388	\$3,471.03	\$0.00	\$3,471.03	\$0.00	\$3,471.03
SPEECH FICAMEDICARE					100.00%
388.11.280.2150.220.388	\$4,206.08	\$0.00	\$4,206.08	\$0.00	\$4,206.08
SPEECH TEACHERS RETIREMENT					100.00%
388.11.280.2150.240.388	\$113.44	\$0.00	\$113.44	\$0.00	\$113.44
SPEECH UNEMPLOYMENT COMPENSATION					100.00%
388.11.280.2150.250.388	\$89.39	\$57.93	\$31.46	\$0.00	\$31.46

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
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SPEECH WORKERS COMPENSATION

388.11.280.2150.260.388	\$6,199.55	\$3,781.62	\$3,781.62	\$2,417.93	\$0.00	35.19%
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SPEECH HEALTH INSURANCE

388.11.280.2160.113.388	\$4,619.00	\$1,950.97	\$1,950.97	\$2,668.03	\$0.00	\$2,417.93
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O T SALARY

388.11.280.2160.210.388	\$353.35	\$0.00	\$0.00	\$353.35	\$0.00	39.00%
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O T FICA/MED

388.11.280.2160.220.388	\$428.18	\$0.00	\$0.00	\$428.18	\$0.00	\$2,668.03
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O T TEACHERS RETIREMENT

388.11.280.2160.240.388	\$11.55	\$0.00	\$0.00	\$11.55	\$0.00	57.76%
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O T UNEMPLOYMENT

388.11.280.2160.250.388	\$21.66	\$9.17	\$9.17	\$12.49	\$0.00	\$353.35
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O T WORKERS COMP

388.11.280.2160.260.388	\$850.84	\$283.64	\$283.64	\$567.20	\$0.00	100.00%
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OT HEALTH INSURANCE

388.11.280.2400.111.388	\$0.00	\$485.42	\$485.42	(\$485.42)	\$0.00	\$428.18
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MEDICAID DIRECTOR SALARIES

388.11.280.2400.250.388	\$0.00	\$2.30	\$2.30	(\$2.30)	\$0.00	100.00%
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MEDICAID DIRECTOR WORKERS COMP

388.11.280.2400.260.388	\$0.00	\$163.17	\$163.17	(\$163.17)	\$0.00	\$11.55
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MEDICAID DIRECTOR HEALTH & DENTAL

388.11.280.2500.115.388	\$0.00	\$434.62	\$434.62	(\$434.62)	\$0.00	100.00%
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MEDICAID ADMIN ASSIST SALARIES

388.11.280.2500.210.388	\$765.00	\$0.00	\$0.00	\$765.00	\$0.00	\$12.49
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MEDICAID ADMIN ASSIST FICA/MED

388.11.280.2500.230.388	\$1,145.00	\$0.00	\$0.00	\$1,145.00	\$0.00	57.66%
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MEDICAID ADMIN ASSIST PERS

388.11.280.2500.240.388	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$567.20
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MEDICAID ADMIN ASSIST UNEMPLOYMENT

388.11.280.2500.250.388	\$0.00	\$2.05	\$2.05	(\$2.05)	\$0.00	66.66%
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MEDICAID ADMIN ASSIST WORKERS COMP

388.11.280.2500.260.388	\$0.00	\$186.78	\$186.78	(\$186.78)	\$0.00	0.00%
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MEDICAID ADMIN ASSIST HEALTH & DENTAL

	\$84,658.71	\$24,284.93	\$24,284.93	\$60,373.78	\$5,583.24	\$54,790.54
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Fund 388 Total:

						64.72%
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Fund: 389 COBRA / RETIREMENT FUND

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Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2021-2022

Account Number / Description

		☐ Summary Only		From Date:	7/1/2021	To Date:	6/30/2022	Budget Balance	
		Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud		
389.11.000.2575.261.000	RETIREE HEALTH INSURANCE	\$0.00	\$18,104.34	\$18,104.34	(\$18,104.34)	\$0.00	(\$18,104.34)	0.00%	
Fund 389 Total:		\$0.00	\$18,104.34	\$18,104.34	(\$18,104.34)	\$0.00	(\$18,104.34)	0.00%	
Grand Total:		\$1,633,131.43	\$917,115.86	\$917,115.86	\$716,015.57	\$261,110.09	\$454,905.48	27.85%	

End of Report

FERGUS COUNTY TREASURER
MONTHLY CASH REPORT
ENDING MARCH 2022

BANK BALANCES

FIRST NATIONAL BANK OF LEWISTOWN	0.10%	\$	238,055.71
FIRST BANK ATM ACCOUNT	0	\$	52,973.49
WELLS FARGO BANK MONTANA NA (1)		\$	-
BANK OF THE ROCKIES	0.10%	\$	37,315.19
1ST BANK (CHECK CLEARING)		\$	10,000.08
E B M S (NORWEST BANK)		\$	-
FCU SAVINGS		\$	27.30
WELLS FARGO PAYROLL		\$	-

CASH ON HAND AND ITEMS \$ 25,858.79

TOTAL \$ 364,230.56

INVESTMENTS

REPO'S AND MONEY MARKETS

DA DAVIDSON

X					
X	3130AKVQ6	FLAT	0.47%	\$ 1,000,000.00	DUE 10/29/2025
	3130ANGN4	FLAT	0.35%	\$ 500,000.00	DUE 02/18/2025
X	3134GXXJ2	FLAT	0.55%	\$ 1,000,000.00	DUE 01/22/2026
X	3135GAC66	FLAT	0.50%	\$ 1,000,000.00	DUE 01/21/2026
	3135GAC90	FLAT	0.25%	\$ 1,000,000.00	DUE 07/15/2024
	3134GXKR4	FLAT	0.40%	\$ 2,000,000.00	DUE 07/15/2025
	3134GXKT0	FLAT	0.55%	\$ 1,000,000.00	DUE 01/12/2026
	3133EMLV2	FLAT	0.27%	\$ 2,000,000.00	DUE 04/05/2024
	3130ALA61	FLAT	0.35%	\$ 1,000,000.00	DUE 11/25/2024
	3130AKW85	FLAT	0.40%	\$ 1,000,000.00	DUE 08/11/2025
	3130ANSF4	FLAT	0.50%	\$ 500,000.00	DUE 11/04/2024
	3130APV69	FLAT	1.00%	\$ 500,000.00	DUE 11/25/2024
	3130AQ5Y5	FLAT	1.30%	\$ 500,000.00	DUE 09/30/2025
	3130AQ5Z2	FLAT	1.05%	\$ 500,000.00	DUE 09/30/2024
	3130AQ5X7	FLAT	1.15%	\$ 500,000.00	DUE 12/30/2024
	3130AQ5S8	FLAT	1.25%	\$ 500,000.00	DUE 06/30/2025
	3130AQ6T5	FLAT	0.85%	\$ 500,000.00	DUE 03/28/2024
	3130AQ6V0	FLAT	0.95%	\$ 500,000.00	DUE 06/28/2024
	3130APZX6	FLAT	0.90%	\$ 500,000.00	DUE 06/10/2024

ONLINE FAIR

CERT #10018 0.01% \$ 462.12
0.50% \$ 123,540.42 DUE 01/22/2027

BASIN STATE BANK

BANK OF THE ROCKIES

FIRST BANK OF MONTANA

STIP

COFE97 AVERAGE % 0.40 \$ 100,000.00

CS FERGUS97 0.04 \$ 23,728,607.09

1ST BANK REPO 0.20 \$ 11,603,546.20

TOTAL \$ 51,556,155.83

TOTAL CASH \$ 51,920,386.39

FERGUS COUNTY INVESTMENT EARNINGS AND DISTRIBUTION REPORT LEWISTOWN, MONTANA 03/31/22						
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:		3/31/2022				
			Repurchase Agreement (rate variable)			
			Investment (rate variable)			
			Checking Account (rate variable)			
CD	14.89		TOTAL INVESTMENT EARNINGS			
CKG	55.44		Less 2% Administrative Fee			
1ST REPC	1,987.24		TOTAL AVAILABLE FOR DISTRIBUTION			
	2,057.57					
-2%	41.15					
TOTAL	2,016.42					
FUND	ADJ CASH BALANCE	PERCENT OF TOTAL	DISTRIBUTED INTEREST	CUMM EARNINGS	CUMM EARNINGS	
COUNTY						
1000 CO GENERAL	\$ 7,515,323.43	14.171684%	285.76	\$ 66,248.50	\$ 65,962.74	
		0.000000%	-	\$ -	\$ -	
2210 PARK REC	\$ 2,298.51	0.004334%	0.09	\$ 42.68	\$ 42.59	
2275 FERGUS CTY HEALTH DEPT	\$ 112,971.26	0.213030%	4.30	\$ 148.98	\$ 144.68	
2277 FCHD-NURSE'S NON GRANT	\$ 143,489.07	0.270578%	5.46	\$ 5.46	\$ -	
2386 REVOLVING LOAN	5,995.10	0.011305%	0.23	\$ 30.62	\$ 30.39	
2392 ECON DEV LOAN	74,183.68	0.139889%	2.82	\$ 688.25	\$ 685.43	
2397 HARD ROCK MINE	-	0.000000%	-	\$ -	\$ -	
2420 STATE GAS TAX	9,330.53	0.017595%	0.35	\$ 189.92	\$ 189.57	
2850 TRI CO 911	-	0.000000%	-	\$ -	\$ -	
2894 FED MINERAL ROYAL	53,785.26	0.101423%	2.05	\$ 491.36	\$ 489.31	
2895 HARD ROCK TRUST	11,707.36	0.022077%	0.45	\$ 108.63	\$ 108.18	
2896 METAL MINES	76,720.19	0.144672%	2.92	\$ 711.80	\$ 708.88	
2900 PILT	311,399.96	0.587209%	11.84	\$ 8,091.91	\$ 8,080.07	
4000 CONST RESERVE	1,611,669.80	3.039134%	61.28	\$ 7,830.03	\$ 7,768.75	
4020 CAP IMP BRIDGE	173,783.64	0.327705%	6.61	\$ 1,829.61	\$ 1,823.00	
4030 JUNK VEH CAP IMPR	78,488.77	0.148007%	2.98	\$ 807.74	\$ 804.76	
4100 FAIR CONSTRUCTION	6.67	0.000013%	0.00	\$ 0.04	\$ 0.04	
4101 FAIR PARKING	3,934.46	0.007419%	0.15	\$ 36.50	\$ 36.35	
4120 FERGUS CO REC DIST	0.00	0.000000%	-	\$ -	\$ -	
4160 FAIR LEVY	93,612.10	0.176525%	3.56	\$ 868.38	\$ 864.82	
4110 AIRPORT CONS RESERV	28.82	0.000054%	0.00	\$ 67.51	\$ 67.51	
4112 AIRPORT CAP IMPROVE	-	0.000000%	-	\$ -	\$ -	
4400 CAPITAL IMP	64,135.02	0.120940%	2.44	\$ 1,086.48	\$ 1,084.04	
4401 CAP IMPROVE GENERAL	-2,720.07	-0.005129%	(0.10)	\$ 278.78	\$ 278.88	
4402 CAP IMPROVE ROAD	541,002.73	1.020172%	20.57	\$ 810.04	\$ 789.47	
4403 CAP PROJECTS BRIDGE	9,668.73	0.018232%	0.37	\$ 850.54	\$ 850.17	
4404 CAP PROJECTS WEED	15,678.39	0.029565%	0.60	\$ 188.33	\$ 187.73	
4405 CAP PROJECTS FAIR	8,573.43	0.016167%	0.33	\$ (37.10)	\$ (37.43)	
4406 CAP PROJECTS PUB SAF	23,956.29	0.045175%	0.91	\$ (22.90)	\$ (23.81)	
4407 CAP IMPROVE DIST COURT	14,205.55	0.026787%	0.54	\$ 157.26	\$ 156.72	
5110 HOSP 2003A RESV	-	0.000000%	-	\$ -	\$ -	
5110 HOSP EXCESS DISC	0.00	0.000000%	-	\$ -	\$ -	
5110 CMMC SHORT TERM	0.00	0.000000%	-	\$ -	\$ -	
5610 AIRPORT	214,140.33	0.403806%	8.14	\$ 707.91	\$ 699.77	
5611 AIRPORT CAP IMPROVE	303.69	0.000573%	0.01	\$ 260.76	\$ 260.75	
5612 AIRPORT CONS RESERV	113,833.21	0.214656%	4.33	\$ 1,214.52	\$ 1,210.19	
6050 SELF INSURANCE	41.29	0.000078%	0.00	\$ 0.04	\$ 0.04	
7130 PROTESTED TAXES	19,931.53	0.037585%	0.76	\$ 178.53	\$ 177.77	
DR 2019-84	0.00	0.000000%	-	\$ 5.17	\$ 5.17	
7160 DR 99-116	0.00	0.000000%	-	\$ -	\$ -	
7160 DV 2009-103	0.00	0.000000%	-	\$ -	\$ -	
7195 SOIL CONSERV	22,164.23	0.041795%	0.84	\$ 221.29	\$ 220.45	
7197 SMDC	228,776.59	0.431405%	8.70	\$ 2,084.80	\$ 2,076.10	
7310 CTL MT MEMORIAL GRD	-	0.000000%	-	\$ -	\$ -	
7375 FERGUS CO REC DIST	267,673.36	0.504753%	10.18	\$ 2,240.33	\$ 2,230.15	
7529 ELEM EQUAL AD	2,908.88	0.005485%	0.11	\$ 967.23	\$ 967.12	
7530 ELEM EQUAL 33 MIL	92.45	0.000174%	0.00	\$ 3.39	\$ 3.39	
7531 HS EQUAL AD	1,939.25	0.003657%	0.07	\$ 644.79	\$ 644.72	
7532 HS EQUAL 22 MILS	61.48	0.000116%	0.00	\$ 2.24	\$ 2.24	
7541 HIGH SCHOOL EQUILIZATION	-	0.000000%	-	\$ 1.48	\$ 1.48	
7542 ELEMENTARY EQUILIZATION	-	0.000000%	-	\$ 2.21	\$ 2.21	
7600 FUNERAL DIRECTORS FEE	2,189.71	0.004129%	0.08	\$ 1.79	\$ 1.71	
7820 H. S. RET	-	0.000000%	-	\$ 6.38	\$ 6.38	
7830 SCHOOL TRANSP	65,527.82	0.123566%	2.49	\$ 723.71	\$ 721.22	
7840 ELEM RET	-	0.000000%	-	\$ 5.22	\$ 5.22	
7845 FERGUS CO COOP	10,434.82	0.019677%	0.40	\$ 107.31	\$ 106.91	
TOTALS	\$ 11,903,247.32	22.446015%	\$ 452.61	\$ 100,888.44	\$ 100,435.83	
PARK DISTRICTS						
7370 DENTON	\$ 183,529.16	0.346082%	6.98	\$ 1,315.33	\$ 1,308.35	
TOTALS	\$ 183,529.16	0.346082%	\$ 6.98	\$ 1,315.33	\$ 1,308.35	

FIRE DISTRICTS						
7205	GRASS RANGE	\$ 62,918.86	0.118646%	2.39	\$ 715.54	\$ 713.15
7210	COFFEE CREEK	47,849.43	0.090230%	1.82	\$ 469.58	\$ 467.76
7215	CHEADLE FIRE	44,945.64	0.084754%	1.71	\$ 393.60	\$ 391.89
7220	ROY	66,575.80	0.125542%	2.53	\$ 621.09	\$ 618.56
7225	BEACOTTON FIRE	65,126.17	0.122809%	2.48	\$ 556.41	\$ 553.93
7230	LEWISTOWN	542,076.91	1.022197%	20.61	\$ 4,441.65	\$ 4,421.04
7235	MOORE FIRE	449,654.44	0.847916%	17.10	\$ 2,935.63	\$ 2,918.53
7240	DENTON	132,741.98	0.250312%	5.05	\$ 1,014.91	\$ 1,009.86
7246	WINIFRED FIRE	60,078.93	0.113291%	2.28	\$ 474.91	\$ 472.63
	TOTALS	\$ 1,471,968.16	2.775698%	\$ 55.97	\$ 11,623.32	\$ 11,567.35
TV DISTRICTS						
7250	DENTON	\$ 4,895.28	0.009231%	0.19	\$ 48.44	\$ 48.25
7260	GRASS RANGE	0.00	0.000000%	-	\$ -	\$ -
7280	ROY	0.00	0.000000%	-	\$ -	\$ -
7290	WINIFRED	0.00	0.000000%	-	\$ -	\$ -
	TOTALS	\$ 4,895.28	0.009231%	\$ 0.19	\$ 48.44	\$ 48.25
SCHOOL DISTRICTS						
7775	SD #1 COOP	\$ 1,084,757.63	2.045533%	41.25	\$ 8,118.85	\$ 8,077.60
7771	SD #1 HS	3,624,852.97	6.835404%	137.83	\$ 31,280.73	\$ 31,142.90
7772	SD #1 ELEM	27,693,316.56	52.221431%	1,053.00	\$ 33,956.37	\$ 32,903.37
7774	SD #6 ELEM	12.36	0.000023%	0.00	\$ 43.41	\$ 43.41
7776	SD #15 ELEM	55,267.53	0.104218%	2.10	\$ 322.82	\$ 320.72
7778	SD #27 ELEM	682,877.86	1.287706%	25.97	\$ 5,562.23	\$ 5,536.26
7779	SD #27 HS	1,181,318.96	2.227619%	44.92	\$ 9,627.62	\$ 9,582.70
7780	SD #40 ELEM	31,493.26	0.059387%	1.20	\$ 331.15	\$ 329.95
7781	SD #44 ELEM	918,773.42	1.732536%	34.94	\$ 7,713.51	\$ 7,678.57
7782	SD #44 HS	566,469.90	1.068195%	21.54	\$ 5,000.05	\$ 4,978.51
7785	SD #74 K-12	764,911.25	1.442397%	29.08	\$ 5,362.86	\$ 5,333.78
7786	SD #84 ELEM	714,562.39	1.347454%	27.17	\$ 6,528.60	\$ 6,501.43
7787	SD #84 HS	296,332.03	0.558795%	11.27	\$ 2,068.08	\$ 2,056.81
7788	SD #104 ELEM	28,071.77	0.052935%	1.07	\$ 283.03	\$ 281.96
7790	SD #115 K-12	1,792,174.89	3.379513%	68.15	\$ 20,360.27	\$ 20,292.12
7791	SD #222 ELEM	31,726.14	0.059826%	1.21	\$ 196.61	\$ 195.40
	TOTALS	\$ 39,466,918.92	74.422974%	\$ 1,500.68	\$ 136,756.17	\$ 135,255.49
GRAND TOTALS		\$ 53,030,558.84	100.000000%	\$ 2,016.42	\$ 250,631.69	\$ 248,615.27
EXPLANATORY MEMORANDUM: DISTRIBUTION OF INTEREST EARNED MARCH 2022						
* SEE ATTACHED SHEETS FOR DISTRICTS SCHOOLS DISTRIBUTION BREAKDOWN						
	PREPARED BY:					
	APPROVED BY:					

	FERGUS COUNTY INVESTMENT				
	FUND BALANCE AS OF FEB 1, 2022				
	USED FOR MARCH 2022 INTEREST ALLOCATIONS				

FUND	NAME	MO END BAL	ADJ CUR INVS	ADJ BALANCE	
X 1000	CO GEN	\$ 1,256,700.68			
2110	ROAD	683,554.23			
2120	POOR	0.00			
2130	BRIDGE	354,384.72			
2140	WEED	311,202.82			
2150	PRED ANIMAL	2353.02			
2155	PRED ANIMAL-CATTLE	40,388.61			
2160	FAIR	99,088.38			
2162	CENTRAL MONTANA FAIR	111,508.29			
2165	BRIGHT COUNTRY LIGHTS	13,755.91			
2180	DIST COURT	121,518.84			
2181	JUVENILE PROBATION	64,607.57			
X 2210	PARKS REC	2,298.51			
2220	LIBRARY	21,292.50			
2250	CITY/CO PLAN	25,685.61			
2255	RURAL ADDR.				
2260	COMP INS	-109,342.82			
2270	HEALTH DIST	44,103.21			
2271	MEN. HEALTH	10,129.28			
2272	CENT MT DST HLTH	209,005.32			
2274	EMERG. PREPARD.	357,945.37			
X 2275	FERGUS CTY HEALTH DEPT	112,971.26			
2276	FCHD-PUBLIC HEALTH	40.00			
X2277	FCHD-NURSE'S NON GRANT	143,489.07			
2280	AGING SERVICE	18,065.41			
2290	EXTEN SERV	51,535.64			
2300	PUBLIC SAFETY	589,795.47			
2301	SEARCH & RESCUE	2,976.32			
2350	LO. GOVN. RV.	2,000.31			
2351	WORKFORCE DEVELOPMENT	-			
2370	P.E.R.S.	76,009.91			
2375	GRP HEALTH	\$458,908.25			
2381	DRUG FORFEIT	30,280.10			
2384	FER CO FIRE COUNCIL	(1,093.26)			
X 2386	REV LOAN FUND	5,995.10			
2388	DONATED CASH	-			
2389	SMDC	(72.19)			
X 2392	ECN DEV REV LN	74,183.68			
2393	RECORD PRES	32,636.82			
2394	ALCOHOL REHAB	22,379.66			
2395	COMPUTER	67,818.84			
2396	CO FARM MAIN.	116,529.21			
X 2397	HARD ROCK MINE	-			
2398	CDBG-HRDC	\$ -			
X 2420	STATE GAS TAX	9,330.53			
2740	ECON DEV GRANT	-			
2800	CRISIS INTERVENTION	37,854.87			
2821	BARSAA	162,055.51			
2830	JUNK VEHICLE	107,700.95			
2840	WEED GRANT	15,263.03			
X 2850	TRI CO 911 EMERG	0.00			
2859	CO LAND INFO	5,218.65			
2889	HISTORICAL SOCIETY	0.00			
X2894	ST ALLOC FED MNERAL	53,785.26			
X 2895	HARD RCK MINE TR.	11,707.36			
X 2896	MET MINE TAXRES.	76,720.19			
X 2900	P.I.L.T.	311,399.96			
2915	DARE PROGRAM	84,786.47			
2917	CRIME VICTIMS ASS	32,513.53			
2918	LAW ENF BLOCK GRANT	0.00			
2919	SHERIFF GRANTS				
2958	DES GRANTS	52,028.63			
2962	HEALTHY CHILD MT	-			
2965	EDA	-			
2969	COVERING KIDS	-			
2970	MT LEAD	-			
2972	FAMILY PLANNING	172,929.13			
	PAGE 1 TOTALS	\$ 6,557,923.72			

2973	MCH NURSES	15,794.14			
2974	FAM PLAN FUNDRAISING	73,421.15			
2975	MTUPP	6,301.94			
2978	IMM PROGRAM	124,842.92			
2999	PRE-PAID TAXES (TRUST)	21,431.16			
3200	FAIR WATER SEWER	184,946.57			
3201	COMPENSATED ABSENCES	53,706.58			
2991	CTEP	-			
2992	COVID RELIEF	-			
2993	ARPA	975,322.00			
X 4000	CONST RESERVE	1,611,669.80			
X4020	CAP IMP BRIDGE	173,783.64			
X 4030	JUNK VEH CAP IMP	78,488.77			
X4100	FAIR CONSTRUCT.	6.67			
X4101	FAIR PARKING	3,934.46			
X 4102	FAIR GRANT, D'NAT	-			
X4103	FAIR TRADE CENTER	-			
X 4110	AIRPORT CONS RESERV	28.82			
X 4112	AIRPORT CAP IMPROVE	-			
X 4160	FAIR LEVY	93,612.10			
X 4120	FERGUS CO REC DIST	0.00			
X 4400	CAP IMPROVE.	64,135.02			
X 4401	CAP IMPROVE GENERAL	(2,720.07)			
X 4402	CAP IMPROVE ROAD	541,002.73			
X 4403	CAP IMPROVE BRIDGE	9,668.73			
X 4404	CAP PROJECTS WEED	15,678.39			
X 4405	CAP PROJECTS FAIR	8,573.43			
X 4406	CAP PROJECTS PUBLIC S -	23,956.29			
X4407	CAP IMPR DIST COURT	14,205.55			
X5110	CMMC 2003 B BOND	-			
X 5110	EXCESS DISCRETIONARY	0.00			
X 5110	CMMC SHORT TERM	0.00			
X 5610	AIRPORT	214,140.33			
X 5611	AIRPORT CAP IMPROVE	303.69			
X 5612	AIRPORT CONS RESERV	113,833.21			
X 6050	SELF INSURANCE	41.29			
7060	ESTATES CONTROL	0.00			
X 7130	PROTESTED TAXES	19,931.53			
7140	PUBLIC ADMIN CASH	0.00			
7150	REDEMPTIONS	100.00	28,892.96		
7160	CLERK OF D.C.	28,892.96			
X 7160	C OF CRT DR 2019-84				
X 7160	C OF CFT DR 99-116				
X7160	C OF CRT DV 2009-103				
7190	MIGRATORY STOCK	77.57			
X 7195	SOIL CONSERV.	22,164.23			
X 7197	SNOWY MT DEV	228,776.59			
X 7205	GR FIRE DISTRICT	62,918.86			
X 7210	COFF CREEK FIRE	47,849.43			
X 7215	CHEADLE FIRE	44,945.64			
X 7220	ROY FIRE	66,575.80			
X 7225	BEA/COTTON FIRE	65,126.17			
X 7230	LEWISTOWN FIRE	542,076.91			
X 7235	MOORE FIRE	449,654.44			
X 7240	DENTON FIRE	132,741.98			
X 7246	WINIFRED FIRE DIST	60,078.93			
X 7250	DENTON TV DIST	4,895.28			
X 7260	GR TV DISTRICT	0.00			
X 7280	ROY TV DISTRICT	0.00			
X 7290	WINIFRED TV DIST.	0.00			
7300	J.B. IRRIGATION	297.13			
X 7310	CENT MT MEM GAR	0.00			
X 7370	DENTON PARK DIST	183,529.16			
X 7375	FERGUS CO REC DIST	267,673.36			
7401	VEH/OHV REG FEE	128,514.16			
7402	RECORD LIENS/CERT	169.99			
7449	COURT RELATED COLL	-			
7451	JP FINE/FORFEIT	-			
7452	DRIVER LIC REIN	-			
7453	FISH & GAME	-			
7458	CRT TECH SURCHAR	175.00			
7459	FINES-DRUGS	-			
7461	C OF CRT FEE(68%)	865.02			
7462	MARRIAGE LICENSE	75.00			
7463	BATTERED SPOUSE	850.00			
7464	DOMEST AB	170.00			
7465	DISPLACD HMEMKR	-			
7466	CHILD ABUSE/NEGL.	256.54			
7467	LAW ENFORCE ACADEMY	-			
7468	DISS OF MARRIAGE	39.00			
7469	JUDGES SALARY	-			
7470	PROB/PAR SPVR \$	-			
7471	CIVIL ASSIST	-			
7510	HORS/MULE PERCP	-			
7511	CATTLE PER CAP	-			
PAGE 2 TOTALS		\$ 6,779,529.99	\$ 6,779,529.99		

		-				
	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	528.95				
	7522 UNIV MIL NON LEVY	16.60				
	7523 UNIVERSITY MILLS	3.30				
	7527 ST SCH EQUAL	3,525.92				
	7528 ST. EQUAL NONLEVY	110.19				
X	7529 ELEM EQUAL AD	2,908.88				
X	7530 ELEM EQUAL 33 MIL	92.45				
X	7531 HS EQUAL AD	1,939.25				
X	7532 HS EQUAL 22 MILS	61.48				
	7541 HIGH SCHOOL EQUILIZATION	-				
	7542 ELEMENTARY EQUILIZATION	-				
	7551 MT LAND INFO	1,417.50				
	7552 DEATH CERT CASH	-				
	7564 FOREST FIRE PROT	-				
X	7600 FUNERAL DIRECTORS FEE	2,189.71				
X	7771 LEW SD #1 H.S.	3,624,852.97				
X	7772 LEW SD #1 ELEM	27,693,316.56				
X	7775 SD #1 COOP	1,084,757.63				
X	7774 JOINT SD #6 ELEM	12.36				
X	7776 D.F. SD #15 ELEM	55,267.53				
X	7778 G.R. SD #27 ELEM	682,877.86				
X	7779 G.R. SD #27 H.S.	1,181,318.96				
X	7780 KING SD #40 ELEM	31,493.26				
X	7781 MOORE SD#44 ELEM	918,773.42				
X	7782 MOORE SD#44 HS	566,469.90				
X	7785 ROY SD #74 K-12	764,911.25				
X	7786 DEN. SD#84 ELEM	714,562.39				
X	7787 DENTON SD#84 HS	296,332.03				
X	7788 S.C. SD #104 ELEM	28,071.77				
X	7790 WIN. SD #115 K-12	1,792,174.89				
X	7791 AYERS #222 ELEM	31,726.14				
X	7820 H.S. RETIREMENT	-				
X	7830 SCHL TRANSP	65,527.82				
X	7840 ELEM RETIRE	-				
X	7845 FER CO COOP ED	10,434.82				
	7850 CITY OF LEWIS.	33,324.62				
	7851 CITY OF LEW TIF DIST	458.67				
	7855 LEW IMPROVE.	5,591.33				
	7856 LEWISTOWN CITY TEDD	-				
	7860 TOWN OF MOORE	861.25				
	7870 TOWN OF DENTON	1,337.06				
	7875 DENTON MAINT.	102.11				
	7876 DENTON SPC IMP DISTRICT	338.36				
	7880 TOWN OF G.R.	489.93				
	7890 TOWN OF WINI.	1,088.42				
	7910 PAYROLL	2,930.12				
	7920 REFUND CLEARING	-				
	7930 CLAIMS	77,102.42				
	7950 ENTITLEMENT	-				
	7980 REPO ACT INV INT	13,805.05				
	PAGE 3 TOTALS	\$ 39,693,105.13				

		FERGUS COUNTY INVESTMENT			
		FUND BALANCES AS OF FEB 2022			
		USED FOR MAR 2022 INTEREST ALLOCATIONS			
			ADJ CUR INVST		
		MO END BAL		ADJ BALANCE	
SUMM OF PAGE TOTAL					
PAGE NO. 1		6,557,923.72			
PAGE NO. 2		6,779,529.99		6,779,529.99	
PAGE NO. 3		39,693,105.13			
TOTALS:		53,030,558.84		53,030,558.84	
SUMMARY: COUNTY GENERAL ACCOUNT					
CO GEN ACCT	\$	1,256,700.68			
PAGE 1 LESS ITEMIZED ACCT	\$	4,499,342.12			
PAGE 2 LESS ITEMIZED ACCT	\$	1,485,134.12	0.00	\$ 1,485,134.12	
PAGE 3 LESS ITEMIZED ACCT	\$	131,114.71			
PAGE 4 LESS ITEMIZED ACCT	\$	47,175.39			
PAGE 5 LESS ITEMIZED ACCT	\$	95,856.41			
TOTALS:	\$	7,515,323.43	\$ -	\$ 7,515,323.43	

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

21

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Classified Salary Schedule

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Past practice has been to apply the salary increase approved for certified/licensed staff, according to the CBA, to classified staff. The attached schedule is equivalent to a 17% average increase for certified/specialist staff.

Suggested Action: Approve the classified salary schedule as defined by the Management Board.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE CLASSIFIED SALARY SCHEDULE

2022-2023 17%

BUSINESS MANAGER/ BOARD CLERK

Step	0	1	2	3	4	5	6	7-10	11-15	15 CEU	30 CEU	45 CEU
Index	1.00	1.03	1.06	1.09	1.12	1.15	1.18	1.24	1.30	0.03	0.06	0.09
Salary	25.21	25.97	26.72	27.48	28.24	28.99	29.75	31.26	32.77	0.76	1.51	2.27

ADMINISTRATIVE ASSISTANT

Step	0	1	2	3	4	5	6	7-10	15 CEU	30 CEU	45 CEU
Index	1.00	1.03	1.06	1.09	1.12	1.15	1.18	1.24	0.03	0.06	0.09
Salary	17.26	17.78	18.30	18.81	19.33	19.85	20.37	21.40	0.52	1.04	1.55

BEHAVIOR AIDE

Step	0	1	2	3	4	5	6	7	15 CEU	30 CEU	45 CEU
Index	1.00	1.03	1.06	1.09	1.12	1.15	1.18	1.24	0.03	0.06	0.09
Salary	15.25	15.71	16.17	16.62	17.08	17.54	18.00	18.91	0.46	0.92	1.37

PARAPROFESSIONAL

Step	0	1	2	3	4	5	6	7	15 CEU	30 CEU	45 CEU
Index	1.00	1.03	1.06	1.09	1.12	1.15	1.18	1.24	0.03	0.06	0.09
Salary	11.78	12.13	12.49	12.84	13.19	13.55	13.90	14.61	0.35	0.71	1.06

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

22

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Personnel Report

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached is the personnel report for the 2022-23 year to be approved.

Suggested Action:

Approve the Personnel Report as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

Central Montana Learning Resource Center Cooperative
2022-23 Personnel Report for Board Approval

Employee	Position	Action	Date	Step & Lane	Limit
Pyrah, Tammy	Administrative Assistant	Renew Work Agreement	07/01/22	Step 2	212 Days
Tesarek, Karmen	Business Manager/Clerk	Renew Work Agreement	07/01/22	Step 3 + 45 CEUs	229 Days

Central Montana Learning Resource Center Cooperative
2022-23 Personnel Report for Board Approval

Director:

Employee	Position	Action	Date	Step & Lane	FTE
Rogers, Chelsey	Director	Renew Contract	07/01/22	Director Year 4	225 Days

Central Montana Learning Resource Center Cooperative
2022-23 Personnel Report for Board Approval

Certified Staff:

Employee	Position	Action	Date	Step & Lane	FTE
Arntzen, Krista	Resource Teacher	Renew Contract	07/01/22	MA Step 10	0.60
Baldwin, Jack	School Psychologist	Renew Contract	07/01/22	MA30 Step 10	1.00
Bronec, Nicole	Speech-Language Pathologist	Renew Contract	07/01/22	MA Step 6	1.00
Edwards, Amanda	Speech-Language Pathologist	Renew Contract	07/01/22	MA10 Step 10	1.00
Hill-Williams, Lindsay	Speech-Language Pathologist	Renew Contract	07/01/22	MA Step 4	1.00
Killham, Emily	Speech-Language Pathologist Asst	Renew Contract	07/01/22	BA Step 1 (2nd yr)	1.00
Paris-Kempkes, Michelle	Resource Teacher	Offer Contract	07/01/22	MA Step 10	1.00
Rindal, Jennifer	Speech-Language Pathologist	Renew Contract	07/01/22	MA20 Step 21	1.00
Sherman, Jacque	School Psychologist	Renew Contract	07/01/22	MA30 Step 18	1.00

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

23

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Interlocal Agreement

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached is the Updated Interlocal Agreement.

Suggested Action:

Approve the Interlocal Agreement as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

CONTRACT
CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE
INTERLOCAL AGREEMENT

Adopted by the Coop Board on July 1, 2021

INTRODUCTION, PURPOSE, AND RATIONALE

THIS Agreement to become effective the 1st day of July, 2021 is between and among the following list of school districts and any additional school districts incorporated into this Agreement at a future date, all hereinafter referred to as "Participating Districts."

AYERS COLONY ELEMENTARY SCHOOL DISTRICT
DEERFIELD COLONY ELEMENTARY SCHOOL DISTRICT
DENTON SCHOOL DISTRICT
GEYSER SCHOOL DISTRICT
GRASS RANGE SCHOOL DISTRICT
HARLOWTON SCHOOL DISTRICT
HOBSON SCHOOL DISTRICT
JUDITH GAP SCHOOL DISTRICT
KING COLONY ELEMENTARY SCHOOL DISTRICT
LAVINA SCHOOL DISTRICT
LEWISTOWN SCHOOL DISTRICT
MELSTONE SCHOOL DISTRICT
MOORE SCHOOL DISTRICT
ROUNDUP SCHOOL DISTRICT
ROY SCHOOL DISTRICT
RYEGATE SCHOOL DISTRICT
SPRING CREEK COLONY ELEMENTARY SCHOOL DISTRICT
STANFORD SCHOOL DISTRICT
WINIFRED SCHOOL DISTRICT
WINNETT SCHOOL DISTRICT

WHEREAS, the Participating Districts desire to offer a full spectrum of Special Educational Services, as defined in Title 10, Chapter 16, ARM (Administrative Rules of Montana), State Special Education Rules and Regulations, and Sections, 20-7-401 through 20-7-443 MCA (Montana Code Annotated), to all students with disabilities residing in said districts in compliance with all applicable laws and regulations, state and federal; and,

WHEREAS, Sections 20-7-451 through 20-7-457, MCA (Montana Code Annotated), provide that school districts may contract with one another to establish an interlocal cooperative to perform all special education administrative services, activities and undertakings that the school district entering into this Agreement is authorized by law to perform; and,

WHEREAS, the Participating Districts desire, through the Cooperative, to employ and maintain personnel and facilities to provide those educational services to students with disabilities who cannot be adequately served by existing programs operated by individual Participating Districts,

NOW, THEREFORE, the parties hereto, hereby establish a special education cooperative pursuant to the following mutual covenants and promises:

NAME OF THE ORGANIZATION

The name of this organization will be the “Central Montana Learning Resource Center Cooperative” hereafter referred to as the “Cooperative”. The Cooperative will be a full-service cooperative and as such may provide any and all services allowable under state and federal law. The Cooperative will be the “Prime Agency” with school districts in the Cooperative’s service area who elect to enter into this agreement referred to hereafter as “Participating Districts”.

SECTION I - COOPERATIVE MANAGEMENT BOARD

The Participating Districts shall create a Cooperative Management Board composed of school officials representing all Districts served under this Agreement.

MANAGEMENT BOARD

The Management Board shall consist of nine representatives, one representative shall be appointed from the Lewistown School District, one representative shall be appointed from the Harlowton School District, and one representative shall be appointed from the Roundup School District; and, one representative shall be chosen at large from each of the six participating counties by the Superintendent of Schools of each County, said representatives shall be appointed to one-year terms. The person appointed shall be an administrator, or a certified/licensed teacher (general education or special education endorsed).

The Board of Trustees of each Participating District shall, through formal action in the form of a resolution, determine the Participating District’s representative to the Cooperative Management Board. Each participating Cooperative Management Board representative shall have one (1) vote in all matters pertaining to the operation of the Cooperative, with the exception that schools represented by the County Superintendent shall collectively have one (1) vote. The total number of voting members on the Board is nine.

In the event that any Participating District’s appointed Management Board representative is unable to fulfill one or more functions of that office due to a conflict of interest or incapacity, that Participating District’s Board of Trustees may appoint a person to serve on the Management Board during the time in which the conflict or incapacity exists.

The Management Board will meet a minimum of 11 times per year. Meeting will be held at CMLRCC’s home-base office, **or in one of the participating district’s facilities.**

Additional meetings may be called by the Board Chair, Director, or by any two (2) Participating District's Representatives.

COOPERATIVE MANAGEMENT BOARD POWERS

The Cooperative Management Board shall have the following powers, consistent with State Statute:

- To recruit, hire, assign, evaluate, and terminate personnel, including, but not limited to directors, assistant directors, school psychologists, speech pathologists, occupational therapists, physical therapists, **itinerant resource teachers**, secretary, clerk, and all others the Management Board determines are necessary to accomplish the responsibilities of the Cooperative.
- To sue and be sued, complain and defend, in its Cooperative name.
- To purchase, take, receive, lease, take by gift, devise or bequest, or otherwise acquire, hold, own, improve, use and otherwise deal in and with real or personal property, or any interest therein, whatever situated.
- To sell, convey, mortgage, pledge, lease, exchange, transfer and otherwise dispose of all or any part of its property and assets.
- To incur liabilities, borrow money at such rates of interest as the Cooperative Board determines reasonable.
- To issue contract(s) for professional services.
- To conduct its affairs, carry on its operations, and have offices in this state.
- To make and alter, by resolution of the Management Board of the Cooperative, by-laws governing the calling and conducting of meetings, and the internal operating procedures of the Management Board.
- To set policy to be implemented by the Director(s).
- To set and approve the fiscal budget of the Cooperative.
- To approve expenditure of Cooperative funds
- To give authority to Director to expend funds up to a \$5,000 limit without board action
- To develop a staff handbook or employment rules, regulations, and conditions.
- The authority to establish by-laws.
- To resolve internal disputes by:
 - A. Consensus
 - B. Majority rule
 - C. Recognizing the potential that voting may result in a tie, the Participating Districts hereby agree that a tie vote means the motion fails at which time discussion will continue until the issue is resolved by either consensus or a subsequent motion which passes by a majority, or the issue under consideration is dropped from consideration.

SECTION II - SERVICES

GENERAL SERVICES

Cooperative personnel shall **advise and** assist districts regarding practices for prereferral, referral, evaluation, and identification procedures; Evaluation Report Team procedures; and development of Individualized Education Programs including Positive Behavior Support Plans and Aversive Treatment Plans. The Cooperative shall assist districts in providing instructional and support services required by the Individualized Education Program when services are not available within the district and to the degree defined by the terms of this agreement. The above-mentioned services shall be provided to all children eligible for special education services as defined in federal and state statute who are legal residents of any of the participating districts.

Individual districts are responsible for hiring resource teachers, school counselors, deaf and hard of hearing specialists, sign interpreters, vision impairment specialists, assessment specialists, and academic specialists, sufficient to serve their special education student population.

INSTRUCTIONAL SERVICES (ITINERANT RESOURCE TEACHER):

Recognizing that not all districts in the Cooperative have enough special education identified children to warrant hiring a full-time resource teacher, the Cooperative will hire itinerant resource teacher(s) to serve districts who have a limited number of children who need instructional services.

It is further agreed that those member districts receiving instructional services (itinerant resource teacher support) will notify the Director by March 1st of the current fiscal year of their intent to continue itinerant resource services and to provide the necessary financial assistance to maintain the instructional staff. If notification is not received by March 1st, the member district's commitment for instructional services will be automatically renewed for the following fiscal year.

Any member district not currently receiving instructional services must notify the Director of the potential need for itinerant resource teacher services by February 1st (for the following school year) and confirm or rescind the request by March 1st of that year. The Management Board will consider the district's request for itinerant resource teacher services at the March board meeting. The Director will notify the district requesting instructional services by April 1st of the Board's decision. If the Board approves the participating district's request, the district is then obligated for the cost for providing instructional services, as determined through the annual budget adoption process.

RELATED SERVICES:

The Cooperative shall ~~supply~~ **provide** related services which are not otherwise available to children with disabilities in the Participating Districts, and that are necessary for the provision of a Free and Appropriate Public Education (FAPE) under IDEA and State Special Education Regulations. Related services include speech/language pathology, audiology, occupational therapy, physical therapy, and orientation and mobility, as well as those additional related services delineated in the IDEA such as behavior specialist.

Generally, the Cooperative employs individuals who serve children in more than one of the Participating Districts. The Management Board may, as part of the budget adoption process, determine that the Cooperative will hire any specialist that would normally be hired by an individual district. **However, the cost for the specialist will be paid entirely by the school district.** If the Cooperative hires a specialist under this provision, such action must be reviewed annually by the Management Board as part of the budget adoption process. An agreement that the Cooperative ~~fund~~ hire a person for such a position for 1 year does not establish a precedent or an obligation to continue the position in subsequent years.

~~The Cooperative shall provide instructional services as contracted and related services including The Cooperative shall In addition to activities related to early identification and assessment of disabilities, psychologists may provide supplemental counseling services at the discretion of the psychologist and dependent on time constraints imposed by the psychologist's workload related to IDEA requirements to all School Districts who are party to this Agreement.~~

CHILD FIND AND CHILD COUNT:

Consistent with the Cooperative's Program Narrative, Cooperative personnel, **in cooperation with participating member districts,** shall be responsible for conducting annual Child Find efforts in each Participating District, which includes screenings and assessments designed to achieve early identification of children with disabilities. The Cooperative shall submit the annual Child Count report to OPI.

SECTION III – STAFF

The Management Board is responsible for hiring the Cooperative Director. The Director, in consultation with the Management Board, will be responsible for the hiring of staff and contracting for professional services to perform the services described in this agreement. The Cooperative hires all staff to perform services under this Agreement on the basis of merit and qualifications. In addition, there may be no discrimination on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or nation origin by any persons providing services or otherwise performing the terms and conditions of this Agreement.

EMPLOYMENT BENEFITS

Cooperative staff hired shall be provided employment benefits in accordance with the policies of the Cooperative.

TEACHER TENURE

Any teacher employed by the Cooperative shall accrue tenure consistent with 20-7-456 (MCA). Tenure will be acquired with the Cooperative and shall not extend to any Participating District. The Director shall be responsible for recommending the termination of a tenured teacher employee under 20-4-204 or 20-4-207 (MCA). The Board shall receive any recommendation for termination, hold a hearing, and resolve to terminate the teacher or reject the recommendation. A tenured teacher may appeal a decision to terminate the teacher's employment pursuant to Montana law.

SECTION IV - PRIME AGENCY

Beginning July 1, 2006, the “Central Montana Learning Resource Center Cooperative” began to act as the “Prime Agency” as that term is defined in Section 20-9-701, MCA, under the terms of this agreement, and is vested with the financial administration of this Agreement, and shall be responsible for approval and payment of all expenditures involved in implementation and administration of this agreement.

The Participating Districts, and each of them, promise and agree to act as “cooperating agencies” as that term is defined in Section 20-9-701, MCA, and agree to transfer funds to the Cooperative as hereinafter provided.

The Cooperative shall establish a budgeted retirement fund, a non-budgeted interlocal cooperative fund, and a miscellaneous programs fund for the purpose of the financial administration of the Interlocal Cooperative Agreement.

All revenues received, including federal, state, or other types of grant payments in direct support of the agreement set forth in “**EXHIBIT A**” shall be deposited in appropriate funds such as fund 382 (**Interlocal Cooperative**) or 315 (coop misc. fund). All financial support of the Agreement contributed by a participating district may be transferred to the interlocal agreement fund from any fund maintained by such district by resolution of the trustees by district warrant. The Superintendent of Public Instruction may transfer directly to the Cooperative the State and Federal portion of any participating District’s budgeted costs for contracted Special Education services. Any such transfer to the interlocal agreement fund shall be used to finance those expenditures under the Agreement which are comparable to those that are permitted by law to be made out of the fund from which the transfer was made and are within the final budget for the fund from which the transfer was made. No transfer shall be made from the miscellaneous federal programs fund without the express approval of the Superintendent of Public Instruction.

It is agreed that each Participating District will, and hereby does, contract to provide revenue for the Cooperative as set forth in “**EXHIBIT A**” by the date specified in the stated Exhibit. It is agreed that any state monies paid to the Cooperative under this agreement and not obligated or utilized will be deposited in the Cooperative fund balance. ~~Expenditures from the fund balance of more than \$5,000 for a single expenditure or a single contract for service for special education and related services must have prior approval of the Cooperative Management Board.~~ Federal Part B and Preschool monies shall be expended in accord with timelines established in their respective grant applications. Each Participating District will provide, at a minimum, the matching dollars that are necessary for the related services block grant. Should the Management Board determine that matching funds are not needed to support the annual Cooperative budget the Board may waive collection of the required match on an annual basis. If the required match is waived each district shall provide written assurance to the Cooperative that the required match was spent to support special education services in the district. **Participating districts will provide up to 100% of the required instructional grant “match” to the Cooperative.**

The amount (percentage) of the instructional grant match to be paid to the Cooperative will be determined through the annual budget development process.

It is agreed that the Participating Districts, through the Cooperative, extend the authority of this contract to include the authority to apply for the Individuals with Disabilities Education Act, Part B Funds, or other applicable federal funds, as part of the Cooperative. Any project submitted on behalf of all districts in the Cooperative must receive approval, prior to submission, from the Cooperative Management Board. The federal project funds will be expended from the miscellaneous federal program fund (315) with specific consent of the Superintendent of Public Instruction, as per 20-9-704, Montana Code Annotated.

COOPERATIVE/LEWISTOWN RELATIONSHIP

Exhibit B provides additional clarification of the relationship between Lewistown School District and the Cooperative.

ANNUAL AUDIT

A financial audit by an independent Auditor selected by the Management Board shall be ordered annually or bi-annually at the discretion of the Board to assure proper expenditure procedures.

SECTION V - ANNUAL BUDGET

The Director will submit a proposed budget for consideration by the Management Board at the June board meeting. The budget for the Cooperative is to be approved by August 30th for the ensuing school year. The Director is charged with the responsibility to expend funds on behalf of the Cooperative consistent with the adopted budget. The Director may transfer money between line items. Warrants are to be signed by the Clerk and by the Cooperative Board Chair. The Director is hereby authorized by the Board to act as its agent and enter into contracts, single major equipment purchases, and reimbursement to districts for up to \$5,000 per single contract, piece of equipment, or district reimbursement. No such contract shall be for a term in excess of one (1) year.

SECTION VI - ELECTION OF OFFICERS

At the August board meeting the Management Board will elect one of its members to serve a 1-year term as Board Chair and one of its members to serve a 1-year term as Vice Chair. Officers may be re-elected from one year to the next.

SECTION VII - CONTRACT TERMS

TERM OF AGREEMENT

It is agreed that the term of agreement shall be from July 1, 2021 through and including June 30, 2024 and each like term thereafter until such time as the participants herein, by mutual consent, choose to discontinue the agreement or amend said agreement. Participating Districts of this Cooperative must participate for a term of three years

encompassing state fiscal years. Districts that elect to participate shall agree to participate for a period consistent with the term of the existing Interlocal Agreement.

TERMINATION OF MEMBERSHIP IN COOPERATIVE

Notification to withdraw from the Cooperative shall be provided to the Management Board no later than October 1st of the third year of the District's participation of the current fiscal school year, the member district's commitment will automatically extend for three (3) fiscal years. Notice of termination shall be in writing and shall be delivered to the Cooperative Director or the Chair of the Management Board personally or by registered or certified mail. Districts electing to withdraw from the Cooperative at any time other than the termination of a three-year cycle may be held accountable for payment of services, which would have been rendered under the terms of the agreement in full satisfaction of any damages caused to the Cooperative by said termination.

Any property in the possession of the Cooperative and owned by the terminated district shall be returned to the terminated district as soon as possible. Likewise, any property in the possession of the terminated district and owned by the Cooperative shall be returned to the Cooperative as soon as possible. Any monies paid to the Cooperative by the district shall be retained by the Cooperative as payment for services already rendered and in full satisfaction of any damages caused to the Cooperative by said termination. The District terminating membership is not entitled to any of the Cooperative's IDEA Part B and PK "carryover", Medicaid Reserves, or Fund 382 Reserves.

Districts may submit a request to the Management Board to withdraw from the Cooperative at any time other than the termination of a three-year cycle. The Management Board shall hear the request at its next scheduled meeting. In the event that the Management Board approves the withdrawal request, the Management Board retains the sole discretion to require such withdrawing district to make payment for services which would have been rendered under the terms of the agreement in full satisfaction of any damages caused to the Cooperative by said termination. In such event, the Management Board shall give notice of this determination and the withdrawing district's responsibility for payment of services as provided herein. Consistent with the provisions of this agreement, any property in possession of the Cooperative and owned by the withdrawing district shall be returned to the withdrawing district. Property in possession of the withdrawing district and owned by the Cooperative shall be returned to the Cooperative. Monies paid to the Cooperative by the withdrawing district prior to the Management Board's approval of a withdrawal request shall be retained by the Cooperative as payment for services already rendered and shall also be considered as damages caused by such withdrawal in addition to any other financial responsibility determined. A district who withdraws from the Cooperative with the approval of the Management Board outside of the three-year cycle are not entitled to any of the Cooperative's IDEA Part B and PK "carryover", Medicaid Reserves, or Fund 382 Reserves

ADDITION OF A DISTRICT TO A COOPERATIVE

Any school district located in the geographic boundary of the Cooperative may elect to participate in the Cooperative for special education purposes and shall agree in the Cooperative contract to participate for a period of at least three years, encompassing state fiscal years, consistent with the term of the existing Interlocal Agreement. Districts joining the Cooperative after a current three-year term of agreement has been approved by the Office of Public Instruction shall commit to a three year term of membership, renewable annually, until the Cooperative applies for a subsequent three state fiscal year agreement, at which time all participating districts shall be on the same three year membership renewal cycle. Notification of opportunity to join the Cooperative shall be provided annually to nonparticipating districts, regardless of enrollment, who are within the geographic boundary of the Cooperative by October 1st of the current fiscal year. Nonparticipating districts shall confirm in writing to the Cooperative Management Board by December 1 of the current fiscal year the district's intention to participate in the Cooperative Interlocal Agreement for the next fiscal year. Application to become a member of the Cooperative shall be made by a letter signed by the Chairperson of the Board of Trustees of the District proposing membership.

TERMINATION OF COOPERATIVE

The Cooperative may be terminated by majority vote of the Management Board. Such vote shall be at a meeting held by October 1st of the year in which the Cooperative Agreement would be terminated. Any member of the Board may propose termination. Notice of intention to propose termination shall be sent to each member by the member proposing termination at least twenty (20) days prior to the meeting at which the Board would consider the proposed termination.

If the Management Board should terminate the Cooperative, the termination shall be effective at the end of the fiscal year in which termination occurs. During the period from the termination of the Cooperative until the end of the fiscal year the Cooperative shall wind-up its affairs. All property in the possession of the Cooperative and owned by any member district shall be returned as soon as reasonably possible to the owner-district. Any property owned by the Cooperative shall be liquidated. All monies in the possession of the Cooperative, including any monies generated from the Cooperative-owned property liquidation, shall be distributed to the member districts on a prorated basis based on the most current October 1st Office of Public Instruction enrollment report.

SECTION VIII - REVIEW BY THE MONTANA OFFICE OF PUBLIC INSTRUCTION

In accordance with Section 20-7-454, MCA, the Superintendent of Public Instruction has final approval authority and this agreement will not be effective until final approval is received and the agreement is filed with the County Clerk and Recorder of the counties involved and with the Secretary of State.

IN WITNESS WHEREOF, the parties hereto have hereunder set their hands and affixed their seals the day and year above written.

EXHIBIT "A"

COOPERATIVE REVENUE

The Cooperative shall receive the following revenues on behalf of all Participating Districts:

- Federal IDEA Part B
- Federal IDEA Preschool
- State Special Education Related Services Block Grant
- District Related Services Block Grant Match
- District Instructional Block Grant Match (**up to 100%**)
- State Special Education Cooperative Allowable Cost Travel Entitlement and Administrative/Operations and Maintenance Entitlement
- Medicaid Direct Billing reimbursements (occupational, physical, speech therapy and school psychologist service)
- Medicaid Administrative Claiming generated by the Cooperative

PARTICIPATING MEMBER ASSESSMENT FORMULA

The recent history of the CMLRCC indicates that expenses to operate the Cooperative may exceed the revenue received from the above referenced sources. Should the revenue from the above referenced sources not be sufficient to operate the Cooperative the Board will implement the following assessment formula:

Each Participating District ~~may~~ **will** be assessed the amount needed to **achieve** a balanced ~~the~~ budget. Such assessment will be based on the Participating District's ~~official~~ October ANB count for the previous year compared to the ~~official~~ ANB count of the Cooperative as a whole. (See the following example, which presumes a total assessment of \$100,000.) Such an assessment would be due and payable to the Cooperative on December 1st.

School	Prior Year ANB	Percentage of ANB Total	Assessment Share
Lewistown	1159	0.40	\$40,397.35
Deerfield Elementary	15	0.01	\$522.83
Grass Range	70	0.02	\$2,439.87
King Coloney Elementary	9	0.00	\$313.70
Moore	79	0.03	\$2,753.57
Roy	36	0.01	\$1,254.79
Denton	40	0.01	\$1,394.21
Spring Creek Colony	5	0.00	\$174.28

Winifred	111	0.04	\$3,868.94
Ryegate	48	0.02	\$1,673.06
Lavina	57	0.02	\$1,986.75
Stanford	118	0.04	\$4,112.93
Hobson	119	0.04	\$4,147.79
Geyser	37	0.01	\$1,289.65
Roundup	549	0.19	\$19,135.59
Melstone	69	0.02	\$2,405.02
Winnett	66	0.02	\$2,300.45
Harlowton	259	0.09	\$9,027.54
Judith Gap	18	0.01	\$627.40
Ayers Elementary	5	0.00	\$174.28
Total:	2869	1.00	\$100,000.00

BUDGET BALANCES

It is the intention of the Cooperative to maintain minimum end of year (June 30th) fund balances as follows:

- **35% of the Federal/IDEA B annual allocation (Fund 315)**
- **35% of annual State allocations and Local contributions (Fund 382)**
- **15% of the Retirement fund annual budget (Fund 314)**
- **Medicaid rules state that districts/coops are subject to audit for up to 7 prior years. Recognizing that the Cooperative may have to refund money following an audit, the Cooperative therefore will retain a minimum reserve equal to a full year's revenue. to avoid having to pay for the refund with a district's general funds.**

The balances referenced above are minimum dollar amounts the Coop should try to maintain. When developing the annual operating budget for the Coop, the Director shall present a budget that is "revenue neutral". Recognizing that the current carryover and reserve(s) well exceed the minimum balances referenced above, the Director may recommend using carryover and reserve funds as long as the fund balances do not fall below the minimums referenced above. At the point the Coop needs additional revenue to maintain the minimum carryover and reserve(s), member districts will pay an "assessment" on a prorated basis (prior year's October ANB count) in order to achieve a revenue neutral budget.

EXCESS REVENUE

In any year in which the Coop does not expend the entire revenue from the Federal IDEA Part B and Preschool (315) allocations, and/or the full revenue from State and Local sources (382) the excess revenue will be used to increase the carryover and/or reserves to:

- IDEA carryover up to the maximum allowed by the OPI (100% of the annual allocation)
- State reserves up to 100% of the annual allocation(s)

Should IDEA carryover and/or State reserves reach 100% of the annual allocation the Cooperative will refund to each member district a proportionate share of the excess revenue in the form of a reduction in the member district's contribution/assessment for the following year's Coop budget. The proportionate share will be a percentage based on each District's prior year's October ANB count (see the allocation table example above).

REVERSION

If, at fiscal year-end, an individual District's special education allowable cost expenditures do not equal or exceed the amount of special education instructional and related services block grant funds plus required local match, the District hereby agrees to contribute their unspent balance to the Cooperative to prevent "reversion". This revenue will be deposited in the Cooperative reserve.

MEDICAID

Direct Billing Reimbursement - Revenue generated from direct billing of occupational, physical, and speech therapy, orientation and mobility services, and school psychologist services will remain with the Cooperative.

Medicaid Administrative Claiming (MAC) – All revenue generated by **participating districts (under MAC)** will be paid directly to the individual district by the State. The Coop will retain the MAC revenue it generates.

Transportation – All revenue generated under the Medicaid Transportation program shall be reimbursed to the individual district that generated the reimbursement. However, a District may elect to have the Cooperative retain their Medicaid Transportation reimbursement.

PRESCHOOL PROGRAM

Federal Part B Preschool revenue for each Participating District shall be received by the Cooperative. The revenue will be used to fund a portion of each district's preschool program. Preschool revenue will be prorated between each district based on the October child count. Each district will serve preschool students within their district. The district is responsible for the full cost of serving the student beyond services for speech, occupational, and physical therapy.

EXTENDED SCHOOL YEAR SERVICES (ESY)

The Cooperative shall pay the costs of occupational, physical, and speech therapy for all districts' ESY programs, provided decisions regarding ESY services have been approved by the Cooperative Director as part of the individual student's IEP development process. Individual districts are responsible for the cost of resource teachers, paraeducators, and all other personnel costs beyond OT, PT, and Speech/Language services. Upon request by the Participating District's representative, the Director shall assist the district to design and implement the district's ESY program.

RISK POOL DESCRIBED

Money in IDEA carryover and State and Local reserves (above the minimum reserve and carryover amounts established in a previous section of this agreement) and which are not needed to achieve a balanced annual Cooperative budget, may be considered a "risk pool".

A participating district may apply for financial assistance to cover costs that were unknown/unanticipated prior to adoption of the district's budget in August. Use of the risk pool funds will be board approved and be used for the remainder of the school year only. Following are examples of costs which may be appropriately funded through the risk pool:

- Purchase of assistive technology equipment for a student who moved into the district after the district's final budget has been adopted in August.
- Teacher and Specialist training for working with children with Autism or other high impact disabilities.

Application to use these funds must be made through the Director. Recognizing that each District may use their "tuition fund" to cover the cost of a high needs student, the Cooperative will not use IDEA Carryover or Reserves to pay for additional district personnel. Expenditures from the Cooperative's Reserves or IDEA Carryover of more than \$5,000 for a single expenditure or a single contract for service must have prior approval of the Cooperative Management Board. The Director may approve expenditures of \$5,000 or less.

EXHIBIT "B"

In exchange for use of office space in the Lewistown School District, the Cooperative agrees to pay a portion of the heating and lighting utilities and custodian wages for the operation of the Lincoln Building. The value of the exchange of services referenced here is subject to review as part of the annual budget adoption process.

Lewistown Public Schools reserves the right to provide an alternative location should they determine that they need to use the Lincoln Building for other purposes. Should Lewistown ask the Cooperative to vacate the Lincoln Building the Cooperative reserves the right to

secure appropriate office space at a location other than property owned by the Lewistown School District.

EXHIBIT "C"

Recognizing the need for itinerant resource teacher services will vary from year to year, the Cooperative will use a formula to determine the amount of resource teacher time each individual district will need in order to meet the minutes of instructional services provided for in students' IEPs in that district. The Director will develop a formula which may change from one year to the next. The formula is only a guide – there are circumstances that must be considered when determining the allocation of resource teacher time that cannot be fully reflected in a formula. The Cooperative reserves the right to determine the final amount of instruction FTE to allocate to each district.

The Undersigned authorized representative of the participating District indicates by his/her signature agreement to the terms of the Central Montana Learning Resource Center Cooperative Interlocal Agreement.

SCHOOL DISTRICT

NAME, Chairperson

Date

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

24

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: 2022-23 Multi-District Technology Agreement

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached is the Technology Agreement with Lewistown Schools.

Suggested Action:

Approve the Technology Agreement as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

Regional Technology Multidistrict Agreement

This Multidistrict Agreement (hereinafter "Agreement") is entered into this 1st day of July, 2022 by and between Lewistown Elementary, Fergus High School, Grass Range Elementary, Grass Range High School, Harlowton K-12 Schools, Ayers Elementary, Roy K-12 Schools, Winifred K-12 Schools, Moore Elementary, Moore High School, Deerfield Elementary, Spring Creek Colony Elementary, King Colony Elementary, Hobson K-12 Schools, Judith Gap Elementary, Judith Gap High School, Stanford K-12 Schools, Geyser K-12 Schools and the Central Montana Learning Resource Center Cooperative (collectively hereinafter "Districts").

WHEREAS, pursuant to section 20-3-363, MCA, the boards of trustees of any two or more school districts may enter into an Multidistrict Agreement to create a multidistrict cooperative to perform any services, activities, and undertakings of the Participating Districts and to provide for the joint funding and operation and maintenance of all Participating Districts upon the terms and conditions as may be mutually agreed to by the districts subject to the conditions of section 20-3-363, MCA;

WHEREAS, an Agreement made pursuant to section 20-3-363, MCA, must be approved by the board of trustees of all Participating Districts;

WHEREAS, all expenditures in support of the Multidistrict Agreement may be made from the interlocal cooperative fund in accordance with sections 20-9-703 and 20-9-704, MCA. Each Participating District of the multidistrict cooperative may transfer funds into the interlocal cooperative fund from the general fund, any budgeted fund, or any non-budgeted fund of the Participating Districts, except as limited/prohibited law as follows:

1. transfers to the interlocal cooperative fund from each Participating District's general fund are limited to an amount not to exceed the direct state aid in support of the respective school district's general fund;
2. transfers from the retirement fund, the debt service fund or the compensated absence liability fund are prohibited; and
3. transfers may not be made with funds restricted by federal law unless such transfer is in compliance with any restrictions or conditions imposed by federal law.

WHEREAS, in accordance with section 20-9-703, MCA, Fergus High School shall be designated as the prime agency. All other Participating Districts shall be designated as cooperating agencies;

WHEREAS, expenditures from the interlocal cooperative fund are limited to those expenditures that are permitted by law and that are within the final budget for the budgeted fund from which the transfer was made.

NOW THEREFORE, the districts hereby agree as follows:

1. To create a multidistrict cooperative for the purpose of providing technology services (Refer to Attachment 'A' for a description of services) for the participating Districts;
2. To create an interlocal cooperative fund for the purpose of transferring funds from the Participating Districts for the purpose(s) stated herein;
3. Fergus High School is designated as the prime agency and as such shall establish a nonbudgeted interlocal cooperative fund for the purpose of the financial administration of this interlocal cooperative agreement.
4. All other Participating Districts are designated as the cooperating agencies and in accordance with section 20-9-704, shall transfer its financial support under this Agreement to the prime agency by district warrant.
5. Any and all amounts transferred into the interlocal cooperative fund by any Participating District may come from: (a) the respective district's general fund in an amount not to exceed the direct state aid in support of the respective school district's general fund; or (b) any other budgeted fund of a participating district, except that funds cannot be transferred from the retirement fund or the debt service fund; or (c) any nonbudgeted fund of a Participating District, except that funds cannot be transferred from the compensated absence liability fund.
6. Transfers may not be made with funds restricted by federal law unless the transfer is in compliant with any restrictions or conditions imposed by federal law.
7. Any and all amounts transferred into the interlocal cooperative fund by each Participating District must be for the purpose stated herein as mutually agreed upon between the Participating Districts in accordance with the terms of this Agreement.
8. The term of this Agreement shall be from July 1, 2022 to June 30, 2023. This Agreement may be extended by mutual approval of each Participating District. However, the term of the Agreement may not extend beyond 3 years. Any remaining fund balance in the interlocal cooperative fund at year end may be carried over to the subsequent fiscal year.
9. The terms of this Agreement may be changed upon mutual written approval of the Participating Districts.
10. Each Participating District shall agree how the funds shall be disbursed during the current fiscal year by establishing a budget or guidelines. The prime agency shall adhere to this Agreement.
11. The multidistrict cooperative may be dissolved upon mutual consent of all Participating Districts in writing upon 180 days written notice to all Participating Districts. In addition, any Participating District may terminate its participation in the multi-district cooperative

upon 90 days written notice to all Participating Districts. In the event that the multidistrict cooperative is dissolved in its entirety or any Participating District terminates its participation in the multidistrict cooperative, the provisions of Paragraph 13 below shall apply.

12. Upon termination of this Agreement by one or all Participating Districts, the funds of the district or districts that no longer desire to participate in this multidistrict cooperative shall be returned to such District(s) on a pro rata share of the current funds held by the prime agency after all outstanding financial obligations have been paid with said funds to revert back to the original fund(s) from which the money was transferred as a result of said District(s) participation in the multidistrict cooperative.
13. This Agreement shall be interpreted according to and governed by the laws of the State of Montana.
14. This Agreement must be approved by the participating schools Board of Trustees by May 1, 2022.

As agreed on this _____ day of _____, 20____

Fergus High School (LE0259)
(LE)

Prime Agency



Board Chair, Prime Agency



District Clerk, Prime Agency

Central Montana Learning Resource Cooperative

Cooperating Agency

Board Chair, Cooperating Agency

District Clerk, Cooperating Agency

ATTACHMENT 'A'

Below is a list of the services provided by Lewistown Public Schools Technology Support Staff.

ISP Management: Lewistown Public Schools tech support will research and make recommendations on the ISP (Internet Service Provider) the schools should use along with the amount of bandwidth they should be provided with. LPS will provide support and be a contact with the ISP to implement, support, and service the internet connections needed for the school.

Network Management: Lewistown Public Schools Tech Support will research and recommend the network equipment to include, but not limited to Switches, Routers, Firewalls, wireless, and content filtering the school should purchase. LPS will provide service to setup, install, implement, and support all network equipment and internal network connections within the school.

Server Management: Lewistown Public Schools Tech Support will research and make recommendations for the servers and storage equipment the school should purchase. LPS will provide support for configuring, installing, implementing, and maintaining the server and backup environment for the school.

Computer and device management: Lewistown Public Schools Tech Support will work with the school tech contact and other individuals to make recommendations on computers and other devices the school will use in its classroom and education environment. We will configure, install, implement, and maintain those devices recommended to ensure the best possible connectivity and usability.

Websites: Websites are to be managed by the individual school districts.

In addition to the above listed, Lewistown Public Schools Tech Support will provide technical knowledge to the school for the development of a Technology Plan.

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

25

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Approval of the Co-op Calendar 2022-23.

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached is the 2022-23 Co-op Calendar.

Suggested Action:

Approve the Calendar as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

Central Montana Learning Resource Center Cooperative 2022-2023 School Calendar

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

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

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

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

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

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

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

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

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

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

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

 **Pupil Instruction Related Days (PIR) -**
 August 18-19 PIR (Staff starts the 18th)
 October 19-21 Staff Development Days - Teachers Convention
 May 25-26 PIR (Total 12 hrs)

 **Board Meetings**

 **Holidays/Vacations**

September 5 Labor Day
 October 20-21 Fall Vacation (Teachers - Convention)
 November 23-25 Thanksgiving Vacation
 December 22-January 2 Christmas Break
 February 17/24 Vacation Day
 April 7-10 Easter Break
 May 29 Memorial Day

 **212 Day Contract**

 **214 Day Contract**

The calendar includes 5 PIR days. However, the contractual requirement is 7 days. CMLRCC staff may either attend professional conferences on October 17 and 18, or attend 12 additional PIR hours. The 12 hours cannot occur during the 185 days included in the calendar.

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

26

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Second Reading: Policy 6110 Director

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached is the policy update per MTSBA.

Suggested Action:

Approve the second reading of the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

1 Central Montana Learning Resource Center Cooperative

2
3 ADMINISTRATIVE PERSONNEL

6110

4
5 Director

6
7 Duties and Authorities

8
9 The Director is CMLRCC's executive officer and is responsible for the administration and
10 management of CMLRCC, in accordance with Board policies and directives *and state and*
11 *federal law*. The Director is authorized to develop administrative procedures to implement
12 Board policy and to delegate duties and responsibilities; *however, d*Delegation of a power or
13 duty, ~~however, shall~~ *does* not relieve the Director of responsibility for ~~the action that~~ which was
14 delegated.

15
16 Qualifications and Appointment

17
18 *The Director will have the experience and skills necessary to work effectively with the Board and*
19 *cooperative employees. The Director must hold a Class 3 Administrative License: Special*
20 *Education Supervisor.*

21
22 *When the Director position becomes vacant, the Representatives will conduct a search to find the*
23 *most capable person for the position.*

24
25 Evaluation

26
27 *At least annually* ~~The Board will evaluate, at least annually,~~ the performance of the Director,
28 using standards and objectives developed by the Director and the Board ~~that~~ *which* are consistent
29 with CMLRCC's mission and goal statements. A specific time shall be designated for a formal
30 evaluation session. The evaluation ~~should~~ *will* include a discussion of professional strengths, as
31 well as performance areas needing improvement.

32
33 Compensation and Benefits

34
35 The Board and the Director shall enter into a contract which conforms to this policy and state
36 law. This contract ~~shall~~ *will* govern the employment relationship between the Board and the
37 Director.

38
39
40
41 Policy History:

42 Adopted on: 05/09/06

43 Revised on:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

27

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Second Reading: Policy 7336 Travel Allowances and Expenses.

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached please find the policy update per MTSBA.

Suggested Action:

Approve the second reading of the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

2
3 **FINANCIAL MANAGEMENT**

7336
Page 1 of 2

4
5
6 Travel Allowances and Expenses

7
8 **In-State:**

9 Reimbursable travel expenses include only those incurred while traveling as part of his/her
10 official duties. All travel by CMLRCC staff must be by automobile or other four wheel vehicle.
11 No travel by motorcycles is authorized. Travel expense allowances payable to CMLRCC
12 employees on approved travel status are governed by the following schedule:

- 13
14 1. Reimbursable travel expenses will be at state and federal rates.
15
16 2. In order for travel meal reimbursements to be excludable from wages, employees must be
17 traveling away from their "home" duty station on their employer's business. In general,
18 "traveling away from home" means:
19
20 a. The employee must remain outside the "home" substantially longer than an ordinary
21 day's work, and
22 b. The employee needs to obtain substantial sleep or rest to meet the demands of the
23 work while away from home.
24

25 Meal allowance payments that do not meet these criteria will be processed and taxed through
26 payroll per IRS regulations.
27

28 **In-Cooperative:**

29
30 Meals:

31
32 ~~CMLRCC will pay the Lewistown School District the cost of school lunch for CMLRCC~~
33 ~~employees who provide student supervision and eat school lunch with students from the STAR~~
34 ~~classroom during the students' lunch period.~~
35

36 Employees eating the noon meal are encouraged to eat the lunch served by the school in which
37 he/she is working. CMLRCC staff are not allowed to charge meals at school cafeterias or
38 anywhere else (due to IRS regulation). ~~Employees will be reimbursed monthly based on the~~
39 ~~following:~~
40

- 41 ~~1. If an employee is regularly scheduled to work between 11:00 a.m. and 1:00 p.m. at a site more~~
42 ~~than ten (10) miles from his/her "home" duty station, and is scheduled to work between 11:00~~
43 ~~a.m. and 1:00 p.m. on a regular basis and are only allowed 30 minutes for a lunch break. Rates~~
44 ~~are per the CMLRCC Collective Bargaining Agreement.~~
45

~~Meal allowance payments that meet these criteria will not be processed and taxed through payroll per IRS regulations as the amount is not considered “fair market value”.~~

7336

Page 2 of 2

Out-of-State Travel:

Reimbursable travel expenses include only those incurred while traveling as part of his/her official duties.

Travel expense claims payable to CMLRCC employees are governed by the following:

1. All out-of-state travel must be approved in advance *of the travel* by the Director and the Board.
2. Lodging, meals, transportation, and miscellaneous expenses will be reimbursed at actual cost, but *in no case will* reimbursed ~~expenses cannot~~ exceed the amount on previously approved travel request. All expenses claimed for reimbursement must be accompanied by receipts.
3. Items that exceed the approved expense allowance due to unanticipated costs may be submitted to the Board for consideration of payment.

Meal allowance payments that meet these criteria and require an overnight stay will not be processed and taxed through payroll per IRS regulations.

Legal Reference:	§ 2-18-501, MCA	Meals, lodging, and transportation of persons in state service
	§ 2-18-502, MCA	Computation of meal allowance
	§ 2-18-503, MCA	Mileage – allowance IRS.gov

Policy History:

Adopted on: 05/09/06

Revised on: 04/11/17

05/09/17

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

28

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Second Reading: Policy 7510 Capitalization Policy for Fixed Assets

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached please find the policy update per MTSBA.

Suggested Action:

Approve the second reading of the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

2
3 **FINANCIAL MANAGEMENT**

7510

4
5 Capitalization Policy for Fixed Assets

6
7 A fixed asset is a property that meets all the following requirements:

- 8
9 1. Must be tangible in nature;
10 2. Must have a useful life of longer than the current fiscal year; and
11 3. Must be of significant value.
12

13 Fixed assets may be acquired through donation, purchase, or *may be* self-constructed. The asset
14 value for a donation will be the fair market value at the time of donation. The asset value for
15 purchases will be the initial cost plus the trade-in value of any old asset given up, plus all costs
16 related to placing the asset into operation. The cost of self-constructed assets will include both
17 the cost of materials used and the cost of labor involved in construction *of the asset*.
18

19 All fixed assets will be inventoried annually during the month of May using the PERIODIC
20 inventory method. All major and minor equipment will be assigned an identifying tag number
21 and placed in the inventory control file. The inventory control file must contain the following
22 information:
23

- 24 • Identifying tag number
25 • Source, description and serial number
26 • Date of acquisition, disposition or trade
27 • Physical location
28 • Cost
29 • Purchase order ~~number~~ and vendor
30

31 The following significant values will be used for different classes of assets:

<u>Class of Fixed Asset</u>	<u>Significant Value</u>
~~Major Equipment and machinery~~	~~\$5,000.00 or more~~
	~~Life expectancy of five (5) years or more~~
	~~Will be capitalized on financial statements~~
~~Buildings – improvements~~	~~\$5000.00 or more~~
~~Minor Equipment~~	~~\$100.00 – \$5,000.00~~
	~~Life expectancy of five (5) years or more~~
	~~Will not be capitalized~~
~~Improvements other than to buildings~~	~~\$5000.00 or more~~
~~Land~~	~~Any amount~~

44 Policy History:

45 Adopted on: 05/09/06

46 Revised on:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

29

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Second Reading: Policy 8425 Service Animals

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached please find the new required policy from MTSBA.

Suggested Action:

Approve the second reading of the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

2
3 **NONINSTRUCTIONAL OPERATIONS**

8425

Page 1 of 2

4
5 Service Animals

6
7 *For the purposes of this policy, state law defines a service animal as a dog or any other animal*
8 *that is individually trained to do work or perform tasks for the benefit of an individual with a*
9 *disability. Federal law definition of a disability includes a physical, sensory, psychiatric,*
10 *intellectual, or other mental disability.*

11
12 *The Cooperative shall permit the use of a miniature horse by an individual with a disability,*
13 *according to the assessments factors as outlined in Policy 8425P, if the miniature horse has been*
14 *individually trained to do work or perform tasks for the benefit of the individual with a disability.*

15
16 *CMLRCC will permit the use of service animals by an individual with a disability according to*
17 *federal regulations. The Special Education Cooperative will honor requests for service animals*
18 *in accordance with the applicable Section 504 or Special Education policy adopted by the*
19 *Board. The work or tasks performed by a service animal must be directly related to the handler's*
20 *disability. Examples of work or tasks performed by the service animal to accommodate an*
21 *identified disability include, but are not limited to, assisting individuals who are blind or have*
22 *low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing*
23 *to the presence of people or sounds, providing nonviolent protection or rescue work, pulling a*
24 *wheelchair, assisting an individual during a seizure, alerting individuals to the presence of*
25 *allergens, retrieving items such as medicine or the telephone, providing physical support and*
26 *assistance with balance and stability to individuals with mobility disabilities, and helping*
27 *persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or*
28 *destructive behaviors.*

29
30 *The crime deterrent effects of an animal's presence and the provision of emotional support, well-*
31 *being, comfort, or companionship do not constitute work or tasks for the purposes of this*
32 *definition.*

33
34 *The Cooperative may ask an individual with a disability to remove a service animal from the*
35 *premises if:*

- 36
 - *The animal is out of control and the animal's handler does not take effective action to*
 - 37 *control it;*
 - 38 *or*
 - 39
 - *The animal is not housebroken*

40
41
42 *The Cooperative is not responsible for the care or supervision of the service animal.*

43
44 *Individuals with disabilities shall be permitted to be accompanied by their service animals in all*
45 *areas of the Cooperative's facilities where members of the public, participants in services,*
46 *programs or activities, or invitees, as relevant, are allowed to go.*

1 **Central Montana Learning Resource Center Cooperative**

2
3 **NONINSTRUCTIONAL OPERATIONS**

8425

Page 2 of 2

4
5 *Cross Reference:* *Policy 8425P* *Procedure for allowance of service animals*
6 *Policy 2161* *Special Education*
7 *Policy 2162* *Section 504 of the Rehabilitation Act of*
8 *1973*

9
10 *Legal Reference:* *28 CFR 35.136* *Service Animals*
11 *28 CFR 35.104* *Definitions*
12

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

30

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Second Reading: Policy 8425P Service Animals Allowance Procedure

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached please find the new required policy from MTSBA.

Suggested Action:

Approve the second reading of the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

2
3 **NONINSTRUCTIONAL OPERATIONS**

8425P

4
5 Service Animal Allowance Procedure

6
7 *The School District will honor requests for service animals in accordance with the applicable*
8 *Section 504 or Special Education policy adopted by the Board of Trustees. The following*
9 *procedures have been developed which will help guide the Director when a request for the use of*
10 *a service animal has been presented by an individual with a disability.*

11
12 *Inquiries: The Director shall not ask about the nature or extent of a person's disability, but may*
13 *make two inquiries to determine whether an animal qualifies as a service animal. The Director*
14 *may ask if the animal is required because of a disability and what work or task the animal has*
15 *been trained to perform. The Director shall not require documentation, such as proof that the*
16 *animal has been certified, trained, or licensed as a service animal. Generally, the Director may*
17 *not make these inquiries about a service animal when it is readily apparent that an animal is*
18 *trained to do work or perform tasks for an individual with a disability (e.g., the dog is observed*
19 *guiding an individual who is blind or has low vision, pulling a person's wheelchair, or providing*
20 *assistance with stability or balance to an individual with an observable mobility disability).*

21
22 Exclusions: *The Director may ask the individual to remove the service animal from the premises*
23 *if the animal is out of control and the handler does not take effective action to control it, or if the*
24 *animal is not housebroken. If the Director properly excludes the service animal, it shall give the*
25 *individual the opportunity to participate in the service, program, or activity without having the*
26 *service animal on the premises.*

27
28 Surcharges: *The Director shall not ask or require the individual to pay a surcharge, even if*
29 *people who are accompanied by pets are required to pay fees, or to comply with other*
30 *requirements generally not applicable to people without pets. If the Cooperative normally*
31 *charges individuals for the damage they cause, the individual may be charged for damage*
32 *caused by his or her service animal.*

33
34 *Miniature horses assessment factors: In determining whether reasonable modifications can be*
35 *made to allow a miniature horse into a specific facility, the Cooperative shall consider:*

- 36
37
 - *The type, size, and weight of the miniature horse*
 - 38 *• Whether the miniature horse is housebroken, and*
 - 39 *• Whether the miniature horse's presence in a specific facility compromises legitimate*
 - 40 *safety requirements that are necessary for safe operation.*

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

31

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Second Reading: Policy 8430 Records Management

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached please find the new required policy from MTSBA.

Suggested Action:

Approve the second reading of the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

2
3 **NONINSTRUCTIONAL OPERATIONS**

8430

Page 1 of 2

4
5 Records Management

6
7 *The Cooperative will retain, in a manner consistent with applicable law and the state's Rules for*
8 *Disposition of Local Government Records, such records as are required by law or regulations to*
9 *be created and/or maintained, and such other records as are related to students, cooperative*
10 *personnel, and the operations of the cooperative.*

11
12 *For the purpose of this policy, "records" are all documentary materials, regardless of media or*
13 *characteristics, made or received and maintained by the cooperative in transaction of its*
14 *business. Records include email and other digital communications sent and received.*

15
16 *Records may be created, received, and stored in multiple formats, including but not limited to*
17 *print, microfiche, audio and videotapes, and various digital forms (on hard drives, computer*
18 *disks and CDs, servers, flash drives, etc.).*

19
20 *The Director will be responsible for developing and implementing a records management*
21 *program for the cataloging, maintenance, storage, retrieval, and disposition of cooperative*
22 *records. The Director will also be responsible for developing guidelines to assist cooperative*
23 *employees in understanding the kinds of information that must be saved and those which can be*
24 *disposed of or deleted. The Director may delegate records-management responsibilities to other*
25 *cooperative personnel at his/her discretion to facilitate implementation of this policy.*

26
27 *All personnel records made or kept by an employer, including, but not necessarily limited to,*
28 *application forms and other records related to hiring, promotion, demotion, transfer, layoff or*
29 *termination, rates of pay or other terms of compensation and selection for training or*
30 *apprenticeship, shall be preserved for 2 years from the date the record is made or from the date*
31 *of the personnel action involved, whichever occurs later.*

32
33 *Student records must be permanently kept, and employment records must be kept for 10 years*
34 *after termination.*

35
36 *Litigation Holds for Electronic Stored Information (ESI)*

37
38 *The Cooperative will have an ESI Team. The ESI Team is a designated group of individuals who*
39 *implement and monitor litigation holds, a directive not to destroy ESI that might be relevant to a*
40 *pending or imminent legal proceeding. The ESI Team will include a designated school*
41 *administrator, an attorney, and a member from the Technology Department. In the case of a*
42 *litigation hold, the ESI Team shall direct employees and the Technology Department, as*
43 *necessary, to suspend the normal retention procedure for all related records.*
44
45
46

1 **Central Montana Learning Resource Center Cooperative**

2
3 **NONINSTRUCTIONAL OPERATIONS**

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Page 2 of 2

4
5
6
7 Inspections of ESI

8
9 *Any requests for ESI records should be made in writing and will be reviewed by the Director or*
10 *designee, in consultation with an attorney if needed, and released in accordance with Montana*
11 *public records law.*

12
13 Delegated Authority

14
15 *The Board delegates to the Director the right to implement and enforce additional procedures or*
16 *directives relating to ESI retention consistent with this policy, as needed.*

17
18 Information Security Breach

19
20 *Information security breaches shall be handled in accordance with 30-14-1704, MCA, Computer*
21 *Security Breach, including, but not limited to, investigations and notifications.*

22
23
24
25 *Cross Reference:* 1402 *School Board Use of Electronic Mail*
26 5231, 5231P *Personnel Records*
27 5450 *Employee Electronic Mail and On-Line Services Usage*

28
29 *Legal Reference:* *Montana Secretary of State (Rules for Disposition of Local Government*
30 *29 Records)*
31 *Federal Rules of Civil Procedure (FRCP)*
32 § 20-1-212, MCA *Destruction of records by school officer*
33 § 20-9-215, MCA *Destruction of certain financial records*
34 24.9.805 (4), ARM *Employment Records*
35 § 30-14-1704, MCA *Computer Security Breach*

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

32

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: First Reading: Policy 5321 Leave of Absence

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached please find the policy update per MTSBA.

Suggested Action:

Approve the first reading of the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

2
3 **PERSONNEL**

5321
Page 1 of 3

4
5
6 Leaves of Absence

7
8 Discretionary, Sick and Bereavement Leave

9
10 Certified employees will be granted discretionary and accumulated sick leave according to terms
11 of their collective bargaining agreement.

12
13 Classified employees will be granted sick leave benefits in accordance with § 2-18-618, MCA.
14 For classified staff, "sick leave" is defined as a leave of absence, with pay, for a sickness
15 suffered by an employee or an employee's immediate family. Sick leave may be used by an
16 employee when they are unable to perform job duties because of:

17 **Change from numbers**

- 18
19 • A physical or mental illness, injury, or disability;
20
21 • Maternity or pregnancy-related disability or treatment, including prenatal care,
22 birth, or medical care for the employee or the employee's child;
23
24 • Parental leave for a permanent employee as provided in § 2-18-606, MCA;
25
26 • Quarantine resulting from exposure to a contagious disease;
27
28 • Examination or treatment by a licensed health care provider;
29
30 • Short-term attendance, in an agency's discretion, to care for a person (who is not)
31 the employee or a member of the employee's immediate family) until other care can
32 reasonably be obtained;
33
34 • Necessary care for a spouse, child or parent with a serious health condition, as
35 defined in the Family and Medical Leave Act of 1993; or
36
37 • *Death or funeral attendance of an immediate family member or, at an agency's*
38 *discretion, another person.*
39

40 Certified and classified employees will be granted bereavement leave according to terms of the
41 CMLRCC Collective Bargaining Agreement.

42
43 ~~For certified and classified employees, #~~Nothing in this policy guarantees approval of the
44 granting of such leave in any instance. The Cooperative will judge each request in accordance
45 with this policy and governing collective bargaining agreements.
46

1 It is understood that seniority will accumulate while a teacher or employee is utilizing
2 discretionary and/or sick leave credits. Seniority will not accumulate, unless an employee is in a
3 paid status. Abuse of sick leave is cause for disciplinary action up to and including termination
4 of employment.

5
6 5321
7 Page 2 of 3
8
9

10 Immediate family of certified and classified employees is defined in the current CMLRCC
11 Collective Bargaining Agreement.

12
13 *An employee who has suffered a death in the immediate family will be eligible for bereavement*
14 *leave. The Director has the authority to grant bereavement leave for up to five (5) days.*
15 *Bereavement leave longer than five (5) days must be approved by the Board. Such leave will not*
16 *exceed three (3) months unless prescribed by a physician.*
17

18 19 Personal and Emergency Leave 20

21 Certified and specialist employees will be granted personal and emergency leave according to
22 terms of the current collective bargaining agreement. Upon recommendation of the Director, and
23 in accordance with law and Cooperative policy, classified staff may be granted personal leave
24 pursuant to the following conditions: **Change from bullets to numbers**
25

- 26 1. Leave will be without pay unless otherwise stated. If leave is to include expenses payable
27 by the Cooperative, leave approval will so state.
28
- 29 2. Leave will be granted only in units of full hours.
30
- 31 3. *Notice of at least one (1) week is required for any personal leave of less than one (1)*
32 *week; notice of one (1) month is required for any personal leave exceeding one (1) week.*
33
- 34 4. With approval of the Board, the Director has the flexibility, in unusual or exceptional
35 circumstances, to grant personal leave to classified employees not covered by sick or
36 annual leave. The employee will not receive fringe benefits during any personal leave of
37 greater than fifteen (15) days. During the leave, the employee may pay the Cooperative's
38 share of any insurance benefit program in order to maintain those benefits, provided that
39 is acceptable to the insurance carrier. Staff using personal leave will not earn any sick
40 leave or annual leave credits or any other benefits during the approved leave of absence.
41

42 43 Civic Duty Leave 44

45 Leaves for service on either a jury or in the Legislature will be granted in accordance with state
46 and federal law. A certified staff member hired to replace one serving in the Legislature does not
47 acquire tenure.

1
2 An employee who is summoned to jury duty or subpoenaed to serve as a witness may elect to
3 receive regular salary or to take annual leave during jury time. An employee who elects not to
4 take annual leave, however, must remit to the Cooperative all juror and witness fees and
5 allowances (except for expenses and mileage). CMLRCC may request the court to excuse an
6 employee from jury duty, when an employee is needed for proper operation of CMLRCC.
7
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Page 3 of 3

18 Legal Reference:	42 USC 2000e	Equal Employment Opportunities
19	§ 2-18-601(15), MCA	Definitions
20	§ 2-18-618, MCA	Sick leave
21	§ 2-18-619, MCA	Jury Duty – Service as Witness
22	§ 39-2-104, MCA	Mandatory Leave of Absence for
23		employees Holding public office
24	~~§ 49-2-310, MCA~~	~~Maternity leave – unlawful acts of~~
25		~~employers~~
26	§ 49-2-311, MCA	Reinstatement to job following
27		pregnancy-related leave of absence
28		

29 Policy History:

30 Adopted on: 04/11/06

31 Revised on: 04/14/15
32
33

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

33

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: First Reading: Policy 5321P conditions for Use of Leave

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached please find the policy update per MTSBA.

Suggested Action:

Approve the first reading of the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

2
3 **PERSONNEL**

5321P

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4
5 Conditions for Use of Leave

6
7 Certified staff may use discretionary and accumulated sick leave for those instances listed in the
8 current CMLRCC Collective Bargaining Agreement. Classified staff may use sick leave for
9 illness, injury, medical disability, maternity-related disability, including prenatal care, birth,
10 miscarriage, or abortion; parental leave for a permanent employee as provided in § 2-18-606,
11 MCA; quarantine resulting from exposure to contagious disease; medical, dental, or eye
12 examination or treatment; or necessary care of or attendance to an immediate family member or,
13 at the Director's discretion, another relative for the above reasons until other attendants can
14 reasonably be obtained; *and death or funeral attendance for an immediate family member. Leave*
15 *without pay may be granted to employees upon the death of persons not included in this list.*
16

17 Accrual and Use of Sick Leave Credits

18
19 Certified employees will accrue and may use their discretionary and accumulated sick leave credits
20 according to the current CMLRCC Collective Bargaining Agreement.
21

22 Classified employees serving in positions that are permanent full-time, seasonal full-time, or
23 permanent part-time are eligible to earn sick leave credits, which will accrue from the first (1st)
24 day of employment. A classified employee must be employed continuously for a qualifying period
25 of ninety (90) calendar days in order to use sick leave. Unless there is a break in service, an
26 employee only serves the qualifying period once. After a break in service, an employee must again
27 complete the qualifying period to use sick leave. Sick leave may not be taken in advance nor may
28 leave be taken retroactively. A seasonal classified employee may carry over accrued sick leave
29 credits to the next season if management has a continuing need for the employee or, alternatively,
30 may be paid a lump sum for accrued sick leave credits when the season ends.
31

32 Employees, whether classified or certified, simultaneously employed in two (2) or more positions,
33 will accrue sick leave credits in each position according to the number of hours worked or a
34 proration of the contract (in the case of certified) worked. Leave credits will be used only from
35 the position in which the credits were earned and with approval of the Director for that position.
36 Hours in a pay status paid at the regular rate will be used to calculate leave accrual. Sick leave
37 credits will not accrue for those hours exceeding forty (40) hours in a work week ~~that~~ *which* are
38 paid as overtime hours or recorded as compensatory time. A full-time employee will not earn less
39 than or more than the full-time sick leave accrual rate provided classified employees.
40
41
42
43
44
45
46
47

When an employee who has not worked the qualifying period for use of sick leave takes an approved continuous leave of absence without pay in excess of fifteen (15) working days, the amount of time an employee is on leave of absence will not count toward completion of the qualifying period. The approved leave of absence exceeding fifteen (15) working days is not a break in service, and the employee will not lose any accrued sick leave credits nor lose credit for time earned toward the qualifying period. An approved continuous leave of absence without pay of fifteen (15) working days or less will be counted as time earned toward the ninety-(90)-days qualifying period.

Calculation of Discretionary and Sick Leave Credits

Certified employees will earn discretionary and accumulated sick leave credits at the rate stated in the *current* CMLRCC Collective Bargaining Agreement.

Full-time classified employees will earn sick leave credits at the rate of twelve (12) working days for each year of service. Sick leave credits will be prorated for part-time employees who have worked the qualifying period. The business office will refine this data by keeping records per hour worked.

Sick Leave Banks

A sick leave bank shall be available to certified/licensed and classified Staff. Donation of sick leave credits to and use of sick leave credits in the sick leave bank are governed by terms of the *current* CMLRCC Collective Bargaining Agreement. Such conditions shall apply to both certified/licensed and classified Staff.

Lump Sum Payment on Termination of Classified Employees

When a classified employee terminates employment with CMLRCC, the employee is entitled to cash compensation for one-fourth ($\frac{1}{4}$) of the employee's accrued and unused sick leave credits, provided the employee has worked the qualifying period. The value of unused sick leave is computed based on the employee's salary rate at the time of termination.

Industrial Accident

An employee who is injured in an industrial accident may be eligible for workers' compensation benefits. Use of discretionary leave and/or sick leave must be coordinated with receipt of workers' compensation benefits on a case by case basis, by contacting the Montana Schools Group Workers' Compensation Risk Retention Program (WCRRP).

Sick Leave Substituted for Annual Leave

A classified employee who qualifies for use of sick leave while taking approved annual vacation leave, may be allowed to substitute accrued sick leave credits for annual leave credits. Medical certification of the illness or disability may be required.

Legal Reference:	§ 2-18-601(15), MCA	Definitions
	§ 2-18-618, MCA	Sick Leave

Procedure History:

Adopted on: 04/11/06

Revised on: 04/14/15

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

34

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: First Reading: Policy 2161P Special Education Procedures

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 4/11/2022

SUMMARY:

Attached please find the policy update per MTSBA.

Suggested Action:

Approve the first reading of the policy as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

1
2 **Central Montana Learning Resource Center Cooperative**

3
4 **INSTRUCTION**

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Page 1 of 6

5
6 Special Education

7
8 *The Director shall place the annual application on the agenda of a regular meeting of the Board,*
9 *for action prior to submission to the state educational agency for final approval.*

10
11 Child Find

12
13 *The District shall be responsible for the coordination and management of locating, identifying,*
14 *and evaluating all disabled children ages zero (-0-) through twenty-one (21). Appropriate staff*
15 *will design the District's Child Find plan in compliance with all state and federal requirements*
16 *and with assistance from special education personnel who are delegated responsibility for*
17 *implementing the plan.*

18
19 *The District's plan will contain procedures for identifying suspected disabled students in private*
20 *schools as identified in 34 C.F.R. 530.130 and 530.131(f), students who are home schooled,*
21 *homeless children, as well as public facilities located within the geographic boundaries of the*
22 *District. These procedures shall include screening and development criteria for further*
23 *assessment. The plan must include locating, identifying, and evaluating highly mobile children*
24 *with disabilities and children who are suspected of being a child with a disability and in need of*
25 *special education, even though the child is and has been advancing from grade to grade. The*
26 *District's Child Find Plan must set forth the following:*

- 27
28 1. *Procedures used to annually inform the public of all child find activities, for children*
29 *zero through twenty-one;*
30 2. *Identity of the special education coordinator;*
31 3. *Procedures used for collecting, maintaining, and reporting data on child identification;*
32 4. *Procedures for Child Find Activities (including audiological, health, speech/language,*
33 *and visual screening and review of data or records for students who have been or are*
34 *being considered for retention, delayed admittance, long-term suspension or expulsion or*
35 *waiver of learner outcomes) in each of the following age groups:*
36 A. Infants and Toddlers (Birth through Age 2)
37 *Procedures for referral of infants and toddlers to the appropriate early*
38 *intervention agency, or procedures for conducting child find.*
39 B. Preschool (Ages 3 through 5)
40 *Part C Transition planning conferences; frequency and location of screenings;*
41 *coordination with other agencies; follow-up procedures for referral and*
42 *evaluation; and procedures for responding to individual referrals.*
43 C. In-School (Ages 6 through 18)
44 *Referral procedures, including teacher assistance teams, parent referrals, and*
45 *referrals from other sources; and follow-up procedures for referral and*
46 *evaluation.*
47

INSTRUCTION

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- D. Post-School (Ages 19 through 21)
Individuals who have not graduated from high school with a regular diploma and who were not previously identified. Describe coordination efforts with other agencies.
- E. Private Schools (This includes home schools.)
Child find procedures addressing the provisions of A.R.M. 10.16.3125(1); follow-up procedures for referral and evaluation.
- F. Homeless Children

Procedures for Evaluation and Determination of Eligibility

Procedures for evaluation and determination of eligibility for special education and related services are conducted in accordance with the procedures and requirements of 34 C.F.R. 300.301-300.311 and the following state administrative rules:

- 10.16.3320 - Referral;
- 10.60.103 - Identification of Children with Disabilities;
- 10.16.3321 - Comprehensive Educational Evaluation Process;

Procedural Safeguards and Parental Notification

The District implements the procedural safeguard procedures as identified in 34 C.F.R. 300.500 300.530.

A copy of the procedural safeguards available to the parents of a child with a disability must be given to the parents only one (1) time a school year, except that a copy also must be given to the parents:

- Upon initial referral or parent request for evaluation;
- Upon receipt of the first state complaint under 34 CFR 300.151 through 300.153 and upon receipt of the first due process complaint under 34 CFR 300.507 in a school year;
- In accordance with the discipline procedures in 34 CFR 300.530(h) (...on the date on which the decision is made to make a removal that constitutes a change of placement of a child with a disability because of a violation of a code of student conduct, the LEA must...provide the parents the procedural safeguards notice); and
- Upon request by a parent.

A public agency also may place a current copy of the procedural safeguard notice on its internet website, if a website exists. [34 CFR 300.504(a) and (b)] [20 U.S.C. 1415(d)(1)]

3
4 **INSTRUCTION**

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Page 3 of 6

5
6
7 *The referral for special education consideration may be initiated from any source, including*
8 *school personnel. To initiate the process, an official referral form must be completed and signed*
9 *by the person making the referral. The District shall accommodate a parent who cannot speak*
10 *English and therefore cannot complete the District referral form. Recognizing that the referral*
11 *form is a legal document, District personnel with knowledge of the referral shall bring the*
12 *referral promptly to the attention of the Evaluation Team.*

13
14 *The District shall give written notice to the parent of its recommendation to evaluate or not to*
15 *evaluate the student. The parent will be fully informed concerning the reasons for which the*
16 *consent to evaluate is sought. Written parental consent will be obtained before conducting the*
17 *initial evaluation or before reevaluating the student.*

18
19 *The recommendation to conduct an initial evaluation or reevaluation shall be presented to the*
20 *parents in their native language or another mode of communication appropriate to the parent.*
21 *An explanation of all the procedural safeguards shall be made available to the parents when*
22 *their consent for evaluation is sought. These safeguards will include a statement of the parents'*
23 *rights relative to granting the consent.*

24
25 Evaluation of Eligibility

26
27 *Evaluation of eligibility for special education services will be consistent with the requirements of*
28 *34 C.F.R. 300.301 through 300.311 regarding Procedures for Evaluation and Determination of*
29 *Eligibility; and shall also comply with A.R.M. 10.16.3321.*

30
31 Individualized Education Programs

32
33 *The District develops, implements, reviews, and revises individualized education programs (IEP)*
34 *in accordance with the requirements and procedures of 34 C.F.R. 300.320-300.328.*

35
36 Least Restrictive Environment

37
38 *To the maximum extent appropriate, children with disabilities, including children in public or*
39 *private institutions or other care facilities, are educated with children who are nondisabled, and*
40 *special classes, separate schooling, or other removal of children with disabilities from the*
41 *regular class occurs only if the nature or severity of the disability is such that education in*
42 *regular classes, with the use of supplementary aids and services, cannot be achieved*
43 *satisfactorily. Educational placement decisions are made in accordance with A.R.M. 10.16.3340*
44 *and the requirements of 34 C.F.R. 300.114 - 300.120, and a continuum of alternate placements*
45 *is available as required in 34 C.F.R. 300.551.*
46

2
3 **INSTRUCTION**

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Page 4 of 6

4
5 *Children in Private Schools/Out-of District Placement*

6
7 *Children with a disability placed in or referred to a private school or facility by the District, or*
8 *other appropriate agency, shall receive special education and related services in accordance*
9 *with the requirements and procedures of 34 C.F.R. 300.145 through 300.147 and A.R.M.*
10 *10.16.3122.*

11
12 *As set forth under 34 C.F.R. 300.137, children with a disability placed in or referred to a private*
13 *school or facility by parents do not have an individual right to special education and related*
14 *services at the District's expense. When services are provided to children with disabilities placed*
15 *by parents in private schools, the services will be in accordance with the requirements and*
16 *procedures of 34. C.F.R. 300.130 through 300.144, and 300.148.*

17
18 *Impartial Due Process Hearing*

19
20 *The District shall conduct the impartial hearing in compliance with the Montana Administrative*
21 *Rules on matters pertaining to special education controversies.*

22
23 *Special Education Records and Confidentiality of Personally Identifiable Information*

24
25 A. *Confidentiality of Information*

26
27 *The District follows the provisions under the Family Educational Rights and Privacy Act and*
28 *implements the procedures in 34 C.F.R. 300.610-300.627, § 20-1-213, MCA, and A.R.M.*
29 *10.16.3560.*

30
31 B. *Access Rights*

32
33 *Parents of disabled students and students eighteen (18) years or older, or their representative,*
34 *may review any educational records which are designated as student records collected,*
35 *maintained, and used by the District. Review shall normally occur within five (5) school days*
36 *and in no case longer than forty-five (45) days. Parents shall have the right to an explanation or*
37 *interpretation of information contained in the record. Non-custodial parents shall have the same*
38 *right of access as custodial parents, unless there is a legally binding document specifically*
39 *removing that right.*

40
41 C. *List of Types and Locations of Information.*

42
43 *A list of the records maintained on disabled students shall be available in the District office.*
44 *Disabled student records shall be located in the _____, where they are available for*
45 *review by authorized District personnel, parents, and adult students. Special education teachers*
46 *will maintain an IEP file in their classrooms. These records will be maintained under the direct*

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3 **INSTRUCTION**

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6 *supervision of the teacher and will be located in a locked file cabinet. A record-of-access sheet*
7 *in each special education file will specify the District personnel who have a legitimate interest in*
8 *viewing these records.*

9
10 **D. Safeguards**

11
12 *The District will identify in writing the employees who have access to personally identifiable*
13 *information, and provide training on an annual basis to those staff members.*

14
15 **E. Destruction of Information**

16
17 *The District will inform parents five (5) years after the termination of special education services*
18 *that personally identifiable information is no longer needed for program purposes. Medicaid*
19 *reimbursement records must be retained for a period of at least six years and three months from*
20 *the date on which the service was rendered or until any dispute or litigation concerning the*
21 *services is resolved, whichever is later. The parent will be advised that such information may be*
22 *important to establish eligibility for certain adult benefits. At the parent's request, the record*
23 *information shall either be destroyed or made available to the parent or to the student if eighteen*
24 *(18) years or older. Reasonable effort shall be made to provide the parent with notification sixty*
25 *(60) days prior to taking any action on destruction of records. Unless consent has been received*
26 *from the parent to destroy the record, confidential information will be retained for five (5) years*
27 *beyond legal school age.*

28
29 **F. Children's Rights**

30
31 *Privacy rights shall be transferred from the parent to an adult student at the time the student*
32 *attains eighteen (18) years of age, unless some form of legal guardianship has been designated*
33 *due to the severity of the disabling condition.*

34
35 **Discipline**

36
37 *Students with disabilities may be suspended from school the same as students without disabilities*
38 *for the same infractions or violations for up to ten (10) consecutive school days. Students with*
39 *disabilities may be suspended for additional periods of not longer than ten (10) consecutive*
40 *school days for separate, unrelated incidents, so long as such removals do not constitute a*
41 *change in the student's educational placement. However, for any additional days of removal*
42 *over and above ten (10) school days in the same school year, the District will provide*
43 *educational services to a disabled student, which will be determined in consultation with at least*
44 *one (1) of the child's teachers, determining the location in which services will be provided. The*
45 *District will implement the disciplinary procedures in accord with the requirements of CFR*
46 *300.530-300.537.*

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3 **INSTRUCTION**

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12 *Legal Reference:* 34 CFR 300.1, et seq. Individuals with Disabilities Act (IDEA)
13 § 20-1-213, MCA Transfer of school records
14 10.16.3122 ARM Local Educational Agency Responsibility for
15 Students with Disabilities
16 10.16.3129 ARM Parental Involvement
17 10.16.3220 ARM Program Narrative
18 10.16.3321 ARM Comprehensive Educational Evaluation Process
19 10.16.3322 ARM Composition of a Child Study Team
20 10.16.3340 ARM Individualized Education Program and Placement
21 Decisions
22 10.16.3342 ARM Transfer Students: Intrastate and Interstate
23 10.16.3560 ARM Special Education Records
24 10.60.103 ARM Identification of Children with Disabilities
25 37.85.414 ARM Maintenance of Records and Auditing (Medicaid)
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**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

4/12/2022

Agenda Item No.

35

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Flow-Through Requests

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 4/11/2022

SUMMARY:

Flow through applications are included for the Board's review.
Approval of flow-through requests is based on the following questions:

- *Could the district have budgeted for this need?*
- *Can this need be met with current staff/resources?*
- *What is the level of need; should this flow-through be tabled pending cases of greater need?*

Speech Costs:

Paraprofessional Costs:

Unanticipated Costs:

Suggested Action:

☒ Additional Information Attached

Estimated cost/fund source: _____

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

NOTES:

