

CMLRCC OFFICERS

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

CMLRCC MANAGEMENT BOARD

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

TRACY PARE - MUSSELSHELL
LINDSEY WILKERSON - PETROLEUM
JOSIAH MAYFIELD - ROUNDUP
SHARI OBERG - WHEATLAND

CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

Lincoln School
Lewistown, Montana
September 13, 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 August 9, 2022

APPROVAL OF CLAIMS

4. Claims through September 12, 2022

REVIEW AND APPROVAL OF AGENDA

5. Opportunity to Review the Agenda

MANAGEMENT BOARD

6. Reorganization of the Board
7. Calendar Items, Concerns, Correspondence, Future Agenda Items, and Comments for the Good of the Cooperative
 - a. Next Board Meeting – October 11, 2022, 10:00 am
 - b. Public Participation or Comments

DIRECTOR'S REPORT

8. Itinerant Schedules
9. Alternate Schedules
10. Stacey York Nation
11. OPI Training
12. Compliance Check Completion
13. Hearing Screening Schedule
14. State Reports
15. Child Count
16. Private/Home School Count
17. Audit
18. Car Policy
19. Director/Board Goals
20. Other
21. Revenue/Expenditure Report
22. Investment Report

ACTION ITEMS

23. Board Votes
24. Staff Handbook
25. Records Disposal
26. Trustees Financial Summary
27. First Reading: Policy 1425 Abstentions From Voting
28. Flow Through Requests

ADJOURNMENT

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

9/13/2022

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: 09/12/2022

SUMMARY:

The minutes of the August 9, 2022 Board meeting are attached.

Suggested Action:

Approve the minutes of August 9, 2022 Board Meeting as presented.

☒ **Additional Information Attached**

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSON						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

Minutes
August 9, 2022

The Central Montana Learning Resource Center Cooperative (CMLRCC) Board members held a regular board meeting August 9, 2022 via Zoom and in person.

REVIEW OF CLAIMS: The claims through August 8, 2022 were available for review at 9:45 a.m.

CALL TO ORDER: Vice-Chairman Lindsay Wilkerson, called the meeting to order at 10:00 a.m. Present were: Fergus Representative, Denise Chrest; Golden Valley Representative, Nicole Hanson; Judith Basin Representative, Craig Crawford; Lewistown Representative, Thom Peck (10:04 a.m.); Petroleum County Representative, Lindsay Wilkerson; Roundup Representative, Josiah Mayfield; Wheatland County Representative, Shari Oberg.

Also Present: Fergus County Superintendent of Schools, Rhonda Long; Denton Principal, Scott Sparks; CMLRCC Administrative Assistant, Tammy Pyrah; CMLRCC Director, Chelsey Rogers; and CMLRCC Board Clerk, Karmen Tesarek.

APPROVAL OF MINUTES: Ms. Oberg moved, seconded by Ms. Chrest, that the minutes of June 7, 2022 be approved as presented. The motion passed unanimously.

APPROVAL OF CLAIMS: Ms. Chrest moved, seconded by Mr. Peck to approve the claims of August 8, 2022 as published. The motion passed unanimously.

APPROVAL OF SUMMER CLAIMS: Ms. Chrest moved, seconded by Mr. Peck to approve the claims through July 31, 2022 as published. The motion passed unanimously.

REORGANIZATION OF THE BOARD: Mr. Peck made a motion to move the reorganization of the Board to the September meeting, seconded by Ms. Chrest to move the reorganization to September. 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.: Co-op Board Meetings 2022-23 School Year

Next Board Meeting: The next regular board meeting is scheduled for Tuesday, September 13, 2022 at 10:00 a.m. in the Lincoln School Board Room, 215 Seventh Avenue South, Lewistown, Montana.

Public Participation or Comments: Dennis Matthew, Children's Author will have a presentation in Lewistown on November 21, 2022, if you are interested please contact Thom Peck.

Director's Report

Budget Update: Attached. Discussion ensued.

Fiscal Review: Here are the estimated budget balances from all our revenue sources.

Lewistown Timeline: Lewistown administration has asked Ms. Rogers to create a detailed document explaining the revenues that they would receive if they terminate their membership from the Co-op. Ms. Rogers has provided this information and has spoken with Verne for guidance. If Lewistown intends to terminate service on June 30, 2024, they need to provide a statement to CMLRCC, in writing, by October 1st, 2023. If they wait until 2024 to terminate, they would keep services from CMLRCC until that time. Starting July 1, 2024, they would be independent of the Coop. However, they would not be able to take any of the IDEA carryover, Medicaid reserves or Fund 382 reserves.

Board Member Votes: During a Lewistown Administration meeting a question arose about how many votes each member gets on the Board. Since Lewistown has the largest financial contribution they are inquiring why they only get one vote. This will be a discussion item and will be included as an action item in September. Discussion ensued. Lewistown would like 3 votes per Mr. Peck, they feel they are not treated fairly.

Revenue/Expenditure Report: The report is attached.

Investment Report: The report is attached.

ACTIONS:

Behavior Contract: Ms. Chrest made a motion to approve the Behavior Specialist Contract as presented, seconded by Ms. Oberg. The motion passed unanimously.

Star Media Center License: Ms Oberg made a motion to approve the Cost of the STAR MEDIA Center license, seconded by Ms. Chrest. The motion passed unanimously.

Rock Creek Teletherapy Contract: Mr. Crawford made a motion to approve the contract as presented, seconded by Ms. Oberg. The motion passed unanimously.

Trustees' Financial Summary Report: Mr. Peck made a motion to approve as is with review at the September Board Meeting, seconded by Ms. Oberg. The motion passed unanimously.

2022-23 Budget: Mr. Crawford made a motion to approve the budget as presented, seconded by Mr. Peck. The motion passed unanimously.

Flow-Through Requests: None

ADJOURNMENT: With no further business, Ms. Chrest made a motion, seconded by Mr. Peck to adjourn the meeting. The motion passed unanimously. Vice-Chairman Wilkerson adjourned the meeting at 11:16 a.m.

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

9/13/2022

Agenda Item No.

4

☒ Minutes/Claims

☐ Management Board

☐ Director's
Report

☐ Action
Information

Item Title: Approval of Claims through September 12, 2022

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 09/12/2022

SUMMARY:

The claims through September 12, 2022 will be distributed at 9:45 a.m. for review.

Suggested Action:

Approve the claims through September 12, 2022 as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSON						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1006

09/12/2022

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ALL AWARDS					
Check Group:					
NAME BADGE PARIS-KEMPKE	1	20230030	1591 9/11/2022	315.11.456.2500.610.277	\$15.75
				Check #: 0	
				PO/Invoice Total:	\$15.75
				Vendor Total:	\$15.75
BEFFERT EDUCATIONAL SERVICES LLC					
Check Group:					
BUDGET WORK ZOOM MEETING PREP, MEETING AND FOLLOWUP MEMO 2022-23	1.25	20230025	SEPT 22 7 9/11/2022	315.11.456.2500.330.277	\$81.25
2022-23 BUDGET WORK, REVISE FORMAT	6.25	20230025	SEPT 22 7 9/11/2022	315.11.456.2500.330.277	\$406.25
MISC TO MATCH INVOICE	1	20230025	SEPT 22 7 9/11/2022	315.11.456.2500.330.277	\$0.50
				Check #: 0	
				PO/Invoice Total:	\$488.00
				Vendor Total:	\$488.00
BYTESPEED LLC					
Check Group:					
BYTESPEED PERFORMANCE NUC PAH	1	20230031	INV0159054 9/11/2022	315.11.361.2580.682.361	\$819.00
				Check #: 0	
				PO/Invoice Total:	\$819.00
				Vendor Total:	\$819.00
FERGUS FEDERAL CREDIT UNION					
Check Group:					
CM WET/DRY VACUUM 2.5 GAL FROM ACE	1	20230020	SEPT 22 3 9/11/2022	315.11.456.2500.610.277	\$41.99
				Check #: 0	
				2021.4.31	

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1006

09/12/2022

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:					
EVERYTHING MARY TEACHER ROLLING TOTE GREY & WHITE	1	20230021	SEPT 22 4 9/11/2022	315.11.456.1000.610.277	\$41.99
SMEAD FASTENER FILE FOLDER 2 FASTENERS, REINFORCED 1/3 CUT LETTER SIZE 50/BOX	2	20230021	SEPT 22 4 9/11/2022	315.11.456.2500.610.277	\$79.99
				Check #: 0	\$47.00
Check Group:					
COOL BEATS PENGUIN	1	20230028	SEPT 22 2 9/11/2022	315.11.456.2150.610.277	\$126.99
SHIPPING	1	20230028	SEPT 22 2 9/11/2022	315.11.456.2150.610.277	\$99.95
				Check #: 0	\$18.00
Check Group:					
TOSHIBA 75-INCH CLASS C350 SERIES LED 4K UHD SMART FIRE TV 75C350KU, 2021 MODEL	1	20230029	SEPT 22 1 9/11/2022	315.11.361.2580.682.361	\$117.95
REMARKABLE - THE PAPER TABLET 10.3" DIGITAL NOTEPAD, PAPER-FEEL LOW LATENCY AND GLARE FREE TOUCHSCREEN DISPLAY	1	20230029	SEPT 22 1 9/11/2022	315.11.361.2580.682.361	\$629.99
20X OPTICAL ZOOM PTZ CAMERA TONGVEO VIDEO CONFERENCE ROOM USB 1080P CAMERA SYSTEM FOR BUSINESS MEETING	1	20230029	SEPT 22 1 9/11/2022	315.11.361.2580.682.361	\$649.99
AYOTU CASE FOR REMARKABLE 2 PAPER TABLET 10.3" 2020 RELEASED	1	20230029	SEPT 22 1 9/11/2022	315.11.361.2580.682.361	\$369.00
					\$38.99

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1006

09/12/2022

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
AVERY JAN-DEC 12 TAB DIVIDERS FOR 3 RING BINDERS	2	20230029	SEPT 22 1 9/11/2022	315.11.456.2500.610.277	\$29.12
AMAZON BASICS CLEAR THERMAL LAMINATING PLASTC PAPER LAMINATOR SHEETS	2	20230029	SEPT 22 1 9/11/2022	315.11.361.2150.610.361	\$24.44
NB NORTH BAYOU MOBILE TV CART TV STAND WITH WHEELS FOR 55"-80" LCD LED OLED PLASMA FLAT PANAL SCREENS UP TO 200 LBS	1	20230029	SEPT 22 1 9/11/2022	315.11.361.2580.682.361	\$229.90
VIVO EXTRA WIDE CORNER HEIGHT ADJUSTABLE 38 INCH STAND UP DESK CONVERTER	1	20230029	SEPT 22 1 9/11/2022	315.11.361.2140.610.361	\$197.99
Check Group:			Check #: 0	PO/InvoiceTotal:	\$2,169.42
CONNECT PLAN FOR REMARKABLE 2	1	20230033	SEPT 22 8 9/11/2022	315.11.456.2500.610.277	\$8.07
Check Group:			Check #: 0	PO/InvoiceTotal:	\$8.07
KALEVA LAW OFFICE				Vendor Total:	\$2,464.42
Check Group:					
LET'S DO THIS RIGHT! - A WORKSHOP DESIGNED FOR SPECIAL EDUCATION PROVIDERS, TEACHERS AND ADMINISTRATORS VIRTUAL JACQUE SHERMAN	1	20230026	SEPT 22 6 SHERMAN 9/11/2022	315.11.456.2200.582.277	\$200.00
Check Group:			Check #: 0	PO/InvoiceTotal:	\$200.00
LEWISTOWN SCHOOL DIST.				Vendor Total:	\$200.00
Check Group:					

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name

Description

Voucher Batch Number: 1006

09/12/2022

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
VEHICLE MAINTENANCE & REPAIRS					
	1	20230014	COOP 08 9/11/2022	315.11.456.2650.440.277	\$79.19
LEWISTOWN SCHOOL DISTRICT #1					
29074				Check #: 0	
Check Group:					
IMC COPIES					
	1	20230032	1060 9/11/2022	315.11.456.2500.610.277	\$29.30
Check Group:					
MIDDRIVERS COMMUNICATIONS					
Check Group:					
TELEPHONE					
	1	20230003	V462597 9/12/2022	315.11.456.2600.531.277	\$47.80
Check Group:					
PAR INC					
Check Group:					
FAW COMPREHENSIVE KIT					
	1	20230027	SO-00119337 9/11/2022	315.11.361.2140.610.361	\$714.00
Check Group:					
FAW EXAMINEE RESPONSE FORMS PKG/10					
	1	20230027	SO-00119337 9/11/2022	315.11.361.2140.610.361	\$54.00
Check Group:					
FAW EXAMINER RECORD FORMS 10/PKG					
	1	20230027	SO-00119337 9/11/2022	315.11.361.2140.610.361	\$65.00
Check Group:					
FAW SCORE REPORT PRICE PER USE					
	10	20230027	SO-00119337 9/11/2022	315.11.361.2140.610.361	\$33.00
Check Group:					
PO/InvoiceTotal:					
Vendor Total:					

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1006

09/12/2022

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
SHIPPING	1	20230027	SO-00119337 9/11/2022	315.11.361.2140.610.361	\$66.64
Check #: 0					
PETTY CASH-TAMMY PYRAH					
Check Group:					
KLEENEX	1	20230034	SEPT 22 5 9/11/2022	315.11.456.2500.610.277	\$19.99
POSTAGE IRS PAPERWORK	1	20230034	SEPT 22 5 9/11/2022	315.11.456.2600.532.277	\$13.65
DURACELL BATTERIES FOR SPEECH	1	20230034	SEPT 22 5 9/11/2022	315.11.456.2150.610.277	\$9.99
GAS FOR 15 BLACK IMPALA	1	20230034	SEPT 22 5 9/11/2022	315.11.456.2650.624.277	\$51.82
Check #: 0					
POTTER AUTO BODY					
Check Group:					
REPAIRS TO 2012 CHEVY IMPALA DEDUCTIBLE	1	20230022	483D4D65 9/11/2022	315.11.456.2650.440.277	\$500.00
REPAIRS TO 2013 CHEVY IMPALA FRONT GRILLE	1	20230022	483D4D65 9/11/2022	315.11.456.2650.440.277	\$266.26
Check #: 0					
ROCK CREEK TELETHERAPY					
Check Group:					
PO/Invoice Total:					\$766.26
Vendor Total:					\$766.26

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2022-2023

Voucher Batch Number: 1006

09/12/2022

Vendor Remit Name
Description

Amount

Account

Invoice
Invoice Date

PO No.

QTY

Vendor #

TELETHERAPY OT AND SPEECH SERVICES

1 20230035

1641

9/11/2022

315.11.756.2100.330.756

\$4,845.57

Check #: 0

PO/InvoiceTotal:

\$4,845.57

Vendor Total:

\$4,845.57

SCHOOL ADMIN OF MONTANA

47035

Check Group:

MASS/MCASE FALL CONFERENCE IN PERSON
CHELSEY ROGERS

1 20230019

9205

9/11/2022

315.11.456.2200.582.277

\$300.00

Check #: 0

PO/InvoiceTotal:

\$300.00

Vendor Total:

\$300.00

STAR AUTISM SUPPORT

Check Group:

DISTRICTWIDE STAR ONLINE PRIMARY/MEDICA
CENTER-ANNUAL DISTRICT LICENSE RENEWAL

1 20230024

220523

9/11/2022

388.11.280.2100.610.388

\$2,750.00

Check #: 0

PO/InvoiceTotal:

\$2,750.00

Vendor Total:

\$2,750.00

TIRE-RAMA CORPORATE OFFICE

Check Group:

2012 CHEVY IMPALA 225/55R17 EVOLUTION WINTER
97T BW TIRES

4 20230023

3070017882

9/11/2022

315.11.456.2650.440.277

\$740.00

TIRE DISPOSAL FEE

4 20230023

3070017882

9/11/2022

315.11.456.2650.440.277

\$14.00

SHOP SUPPLIES

1 20230023

3070017882

9/11/2022

315.11.456.2650.440.277

\$4.00

Check #: 0

Central Mt Learning Resource Center

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1006

09/12/2022

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
55020					
VERIZON WIRELESS					PO/InvoiceTotal: \$758.00
Check Group:					Vendor Total: \$758.00
PHONES	1	20230011	9915111783 9/12/2022	315.11.456.2600.531.277	\$73.45
			Check #: 0		
					PO/InvoiceTotal: \$73.45
					Vendor Total: \$73.45
WEX BANK					
Check Group:					
FUEL CHARGES	1	20230012	83513755 9/11/2022	315.11.456.2650.624.277	\$94.21
			Check #: 0		
					PO/InvoiceTotal: \$94.21
					Vendor Total: \$94.21
					Grand Total: \$14,759.04

End of Report

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

9/13/2022

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: 09/12/2022

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						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

9/13/2022

Agenda Item No.

6

☐ Minutes/Claims

☒ Management Board

☐ Director's
Report

☐ Action
Information

Item Title: Reorganization of the Board

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 09/12/2022

SUMMARY:

The Board needs to elect a new Chairperson and Vice Chairperson and appoint a Clerk for the 2022-23 year.

Suggested Action:

Approve the election of a Chairperson, Vice Chairperson, and appoint a Clerk for the 2021-22 year.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSON						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:

TO: Karmen Tesarek

RE: Selection of 2022-23 CMLRCC Management Board Representative

The following named school administrator has been selected to serve on the Central Montana Learning Resource Center Cooperative (CMLRCC) Management Board for the 2022-23 school year.

_____ Denise Chrest _____

Name

_____ Fergus County _____

County or School District

TO: Karmen Tesarek

RE: Selection of 2022-23 CMLRCC Management Board Representative

The following named school administrator has been selected to serve on the Central Montana Learning Resource Center Cooperative (CMLRCC) Management Board for the 2022-23 school year.

Nicole Hanson

Name

Golden Valley County

County or School District

Marie Baird

Marie Baird 8-2-2022

Golden Valley County Superintendent of Schools / Treasurer

TO: Karmen Tesarek

RE: Selection of 2022-23 CMLRCC Management Board Representative

The following named school administrator has been selected to serve on the Central Montana Learning Resource Center Cooperative (CMLRCC) Management Board for the 2022-23 school year.

CHRISTINA BARBACHANO

Name

HARLOWTON SCHOOLS

County or School District

TO: Karmen Tesarek

RE: Selection of 2022-23 CMLRCC Management Board Representative

The following named school administrator has been selected to serve on the Central Montana Learning Resource Center Cooperative (CMLRCC) Management Board for the 2022-23 school year.

Hugo Anderson

Name

Judith Basin

September 7, 2022

County or School District

TO: Karmen Tesarek

RE: Selection of 2022-23 CMLRCC Management Board Representative

The following named school administrator has been selected to serve on the Central Montana Learning Resource Center Cooperative (CMLRCC) Management Board for the 2022-23 school year.

Craig Crawford

Name

Stanford School #12

County or School District

Withdrawn 9/7/2022

TO: Karmen Tesarek

RE: Selection of 2022-23 CMLRCC Management Board Representative

The following named school administrator has been selected to serve on the Central Montana Learning Resource Center Cooperative (CMLRCC) Management Board for the 2022-23 school year.

____Lindsey Wilkerson_____

Name

____Winnett K-12 School/Petroleum County_____

County or School District

____Lewistown Public Schools_____

Thom J. Peck, Superintendent

TO: Karmen Tesarek

RE: Selection of 2022-23 CMLRCC Management Board Representative

The following named school administrator has been selected to serve on the Central Montana Learning Resource Center Cooperative (CMLRCC) Management Board for the 2022-23 school year.

Tracy Pare

Name

Musselshell County (principal/administrator for
Melstone school)

County or School District

TO: Karmen Tesarek

RE: Selection of 2022-23 CMLRCC Management Board Representative

The following named school administrator has been selected to serve on the Central Montana Learning Resource Center Cooperative (CMLRCC) Management Board for the 2022-23 school year.

Josiah Mayfield, Superintendent

Name

Roundup School District

County or School District

TO: Karmen Tesarek

RE: Selection of 2022-23 CMLRCC Management Board Representative

The following named school administrator has been selected to serve on the Central Montana Learning Resource Center Cooperative (CMLRCC) Management Board for the 2022-23 school year.

Shari Oberg

Name

Wheatland

County or School District

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE**

BOARD AGENDA ITEM

Meeting Date

9/13/2022

Agenda Item No.

7

☐ 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: 09/12/2022

SUMMARY:

- a. Next Board Meeting – Scheduled for October 11, 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						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:

DIRECTOR'S REPORT
September 13, 2022

8. **Itinerant Schedules:** Staff have had a busy start to the year with team meetings, scheduling, training, and district contacts and services. The following chart lists our itinerant providers and their schedules:

CMLRCC Itinerant Schedules Working Copy 2022 - 2023

	Monday	Tuesday	Wednesday	Thursday	Friday
Resource Teacher					
Arntzen, Krista (.6)	Off	MELSTONE	GRASS RANGE	OFFICE	OFF
Kempkes, Michelle (1.0)	JUDITH GAP AM / STANFORD PM	STANFORD	GRASS RANGE	ROY	OFFICE
School Psychologists					
Baldwin, Jack (1.0)	LAVINA, RYEGATE, JUDITH GAP	LEWISTOWN H.START, GARFIELD, HP	R.UP H.START, R.UP ELEM, WINNETT, GRASS RANGE	MELSTONE, R.UP JR. HIGH / HIGH SCHOOL	OFFICE
Sherman, Jacque (1.0 reg.)	HARLOWTON	FHS / JR HIGH / LEWIS & CLARK	HOBSON / MOORE STANFORD / GEYSER	DENTON / WINIFRED / ROY	OFFICE
Speech/Lang Pathologists					
Bronec, Nicole (1.0)	JUDITH GAP AM / LEWIS & CLARK PM	HARLOWTON	DENTON / GEYSER	STANFORD	OFFICE
Edwards, Amanda (1.0)	WINIFRED	HIGHLAND PARK	HIGHLAND PARK / JR. HIGH	MOORE / HOBSON	HIGHLAND PARK / OFFICE
Williams, Lindsay (1.0)	ROUNDUP	ROUNDUP	TELE ROUNDUP	GARFIELD	OFFICE

Rindal, Jennifer (1.0)	GARFIELD	GARFIELD AM / HEADSTART PM	ROUNDUP	GRASS RANGE / WINNETT	OFFICE
Killham, Emily (1.0)	JUDITH GAP AM / LEWIS & CLARK PM	HARLOWTON	ROUNDUP	GRASS RANGE / WINNETT	OFFICE
					08/24/2022

9. **Alternate Schedules:** The following staff have submitted requests to work the alternate schedule and have been granted approval: Jack Baldwin, Nicole Bronec, Amanda Edwards, Lindsay Williams, Emily Killham, Krista Arntzen, Michelle Kempkes, and Jennifer Rindal. This represents 67% of our staff eligible for the alternate work schedule which follows a minimum 7:30 am to 4:30 pm, Monday through Thursday, and 7:30 am to 11:30 am Friday schedule.
10. **Stacey York Nation:** Willing to conduct a virtual training for teachers focusing on teacher wellness and student wellness. The presentation would be held Thursday, October 20th at the Fergus county Performing Arts with a maximum attendance of 150 people the cost would be \$17.00 per person. I am waiting to solidify this opportunity and will keep everyone posted.
11. **OPI Training:** I have been in communication with OPI and they are willing to conduct a roundtable opportunity for case manager focusing on the areas of IEP's, transition IEP's, ER's and referrals. This training will potentially be held Friday Oct 21 from 8-1:15 in Lewistown.
12. **Compliance Check Completion:** All documents need to be submitted to Christopher.mccrae@mt.gov by Tuesday, November 15. The only schools that need to submit documents are: Lavina, Lewistown, Roundup, Roy, Stanford, and Winnett. Please let me know if you need any assistance.
13. **Hearing Screening Schedule:** Mandatory hearing screenings of students in Grades K, 1, and 10, along with screenings for new and referred students, have been scheduled and district secretaries have been supplied with material packets. Emily Killham will be conducting screenings and providing Tammy with the results. If a child needs a re-screen, Emily will re-test the child within 60 days of the initial test. From there if the child needs an additional evaluation the family will make an appointment with Tina Berg or Wyatt Rasmussen out of Great Falls at no cost to the family.
14. **State Reports:**

Post-School Outcomes Data Collection: A reminder of this state report which is completed at the district level and due September 30th. The report reflects upon students in special education who graduated or dropped out during the 2020-21 school year. If your district had such students, you should have received an email from Anne Rainey, OPI, on August 25.

Mrs. Rogers is aware that these districts received an email regarding the report:

Denton H S- No students to survey this year

Fergus H S-Not yet started on the survey (12 to be done)

Geyser K-12 Schools- Completed

Grass Range H S- No students to survey this year

Central Mt Learning Resource Center

Revenue Report

Fiscal Year: 2022-2023

☐ Summary Only From Date: 7/1/2022 To Date: 9/30/2022

Account Number / Description		Budget	Range To Date	YTD	Uncollected Balance	% Remaining
Fund:	314 RETIREMENT					
314.00.000.1510.000.000	INTEREST	\$0.00	\$41.37	\$41.37	(\$41.37)	0.00%
314.00.000.1950.000.000	RECEIPTS FROM OTHER DIST	\$51,338.41	\$0.00	\$0.00	\$51,338.41	100.00%
314.00.000.2240.000.000	COUNTY RETIREMENT DISTRIBUTION	\$35,039.07	\$667.10	\$667.10	\$34,371.97	98.10%
Fund 314 Total:		\$86,377.48	\$708.47	\$708.47	\$85,669.01	99.18%
Fund:	315 MISCELLANEOUS FUNDS					
315.00.000.1900.000.000	MISC. REVENUE	\$0.00	\$130.97	\$130.97	(\$130.97)	0.00%
315.00.000.3290.000.000	SB9 ROLLBACK GRANT	\$0.00	\$25,000.00	\$25,000.00	(\$25,000.00)	0.00%
315.00.000.4560.000.156	IDEA PART B GRANT	\$5,491.00	\$0.00	\$0.00	\$5,491.00	100.00%
315.00.000.4560.000.277	IDEA PART B	\$830,626.00	\$0.00	\$0.00	\$830,626.00	100.00%
315.00.000.4570.000.379	IDEA PRESCHOOL GRANT REVENUE	\$28,670.00	\$0.00	\$0.00	\$28,670.00	100.00%
315.00.000.7560.000.756	ARP IDEA B	\$177,677.00	\$0.00	\$0.00	\$177,677.00	100.00%
315.00.000.7570.000.757	ARP IDEA PRESCHOOL	\$14,282.00	\$0.00	\$0.00	\$14,282.00	100.00%
Fund 315 Total:		\$1,056,746.00	\$25,130.97	\$25,130.97	\$1,031,615.03	97.62%
Fund:	382 INTERLOCAL AGREEMENT FUND					
382.00.000.1510.000.000	INTEREST	\$0.00	\$182.25	\$182.25	(\$182.25)	0.00%
382.00.000.1950.000.013	LOCAL CONTRIBUTIONS FROM OTHER DISTRICTS	\$202,776.93	\$0.00	\$0.00	\$202,776.93	100.00%
382.00.000.3233.000.000	STATE SPECIAL ED	\$318,466.58	\$32,121.90	\$32,121.90	\$286,344.68	89.91%
382.00.000.3234.000.000	QUALITY EDUCATOR	\$36,151.80	\$3,333.12	\$3,333.12	\$32,818.68	90.78%
Fund 382 Total:		\$557,395.31	\$35,637.27	\$35,637.27	\$521,758.04	93.61%
Fund:	388 MEDICAID					
388.00.000.1510.000.000		\$0.00	\$781.41	\$781.41	(\$781.41)	0.00%

Central Mt Learning Resource Center

Revenue Report

Fiscal Year: 2022-2023

Account Number / Description

☐ Summary Only From Date: 7/1/2022 To Date: 9/30/2022

Budget Range To Date YTD Uncollected Balance % Remaining

MEDICAID INTEREST

388.00.000.3353.000.388 \$11,781.00 \$198.85 \$198.85 \$11,582.15 98.31%

O T THERAPY

388.00.000.3354.000.388 \$90,376.00 \$406.14 \$406.14 \$89,969.86 99.55%

SPEECH THERAPY REVENUE

388.00.000.3355.000.388 \$781.00 \$418.32 \$418.32 \$362.68 46.44%

MISCELLANEOUS (O&M/PSYCH) THERAPY REVENUE

388.00.000.3357.000.388 \$7,062.00 \$2,586.93 \$2,586.93 \$4,475.07 63.37%

SPEECH MAC REVENUE

Fund: 389 COBRA / RETIREMENT FUND \$110,000.00 \$4,391.65 \$105,608.35 96.01%

Fund 388 Total:

389.00.000.1900.000.000 \$0.00 \$4,110.58 \$4,110.58 (\$4,110.58) 0.00%

RETIREE HEALTH INSURANCE

Fund 389 Total:

Grand Total:

\$1,810,518.79 \$69,978.94 \$69,978.94 \$1,740,539.85 96.13%

End of Report

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

Account Number / Description

☐ Summary Only

From Date: 7/1/2022

To Date:

9/30/2022

Budget Balance
% Remaining Bud

Fund:	314	RETIREMENT	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
314.11.280.0000.210.000		FICA/MEDICARE	\$31,034.00	\$2,927.41	\$2,927.41	\$28,106.59	\$0.00	\$28,106.59 90.57%
314.11.280.0000.220.000		TEACHERS RETIREMENT	\$34,346.00	\$3,147.74	\$3,147.74	\$31,198.26	\$0.00	\$31,198.26 90.84%
314.11.280.0000.230.000		PERS	\$3,159.00	\$1,524.24	\$1,524.24	\$1,634.76	\$0.00	\$1,634.76 51.75%
314.11.280.0000.240.000		UNEMPLOYMENT COMPENSATIO	\$1,015.00	\$107.70	\$107.70	\$907.30	\$0.00	\$907.30 89.39%
Fund 314 Total:			\$69,554.00	\$7,707.09	\$7,707.09	\$61,846.91	\$0.00	\$61,846.91 88.92%
Fund:	315	MISCELLANEOUS FUNDS						
315.11.361.2140.610.361		PSYCHOLOGICAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$1,130.63	(\$1,130.63) 0.00%
315.11.361.2150.610.361		SPEECH SUPPLIES ADD'L FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$24.44	(\$24.44) 0.00%
315.11.361.2580.682.361		TECH SUPPLIES ADD'L FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$2,736.87	(\$2,736.87) 0.00%
315.11.372.2100.440.372		REPAIR & MAINTENANCE AGREEMENTS - QUALITY SCHOOLS	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00 100.00%
315.11.456.1000.112.277		TEACHERS SALARY	\$15,826.00	\$2,983.36	\$2,983.36	\$12,842.64	\$32,817.00	(\$19,974.36) -126.21%
315.11.456.1000.122.277		SUBSTITUTE SALARY	\$4,018.00	\$0.00	\$0.00	\$4,018.00	\$0.00	\$4,018.00 100.00%
315.11.456.1000.210.277		TEACHER FICA/MEDICARE	\$1,210.69	\$179.70	\$179.70	\$1,030.99	\$0.00	\$1,030.99 85.16%
315.11.456.1000.220.277		TEACHER TEACHERS RETIREMENT	\$1,467.07	\$279.54	\$279.54	\$1,187.53	\$0.00	\$1,187.53 80.95%
315.11.456.1000.240.277		TEACHER UNEMPLOYMENT COMPENSATION	\$39.57	\$7.45	\$7.45	\$32.12	\$0.00	\$32.12 81.17%
315.11.456.1000.250.277		TEACHER WORKERS COMPENSATION	\$74.22	\$14.42	\$14.42	\$59.80	\$0.00	\$59.80 80.57%
315.11.456.1000.260.277		TEACHER HEALTH INSURANCE	\$5,274.00	\$895.18	\$895.18	\$4,378.82	\$0.00	\$4,378.82 83.03%
315.11.456.1000.610.277		RESOURCE TEACHER SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	\$79.99	\$420.01 84.00%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

☐ Summary Only

From Date: 7/1/2022

To Date:

9/30/2022

Account Number / Description

Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance
315.11.456.1000.810.277	\$0.00	\$0.00	\$160.00	\$0.00	\$160.00
TEACHER PROFESSIONAL FEES					100.00%
315.11.456.1670.210.277	\$0.00	\$0.00	\$175.15	\$0.00	\$175.15
STAR FICA/MED					100.00%
315.11.456.1670.220.277	\$0.00	\$0.00	\$212.25	\$0.00	\$212.25
STAR TRS					100.00%
315.11.456.1670.240.277	\$0.00	\$0.00	\$5.72	\$0.00	\$5.72
STAR UNEMPLOYMENT					100.00%
315.11.456.1670.250.277	\$0.00	\$0.00	\$10.74	\$0.00	\$10.74
STAR WORKERS COMP					100.00%
315.11.456.1670.610.277	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
STAR SUPPLIES					100.00%
315.11.456.2100.117.277	\$0.00	\$0.00	\$27,317.00	\$0.00	\$27,317.00
AIDES SALARIES					100.00%
315.11.456.2100.210.277	\$0.00	\$0.00	\$2,089.75	\$0.00	\$2,089.75
AIDES FICA/MEDICARE					100.00%
315.11.456.2100.220.277	\$0.00	\$0.00	\$2,904.29	\$0.00	\$2,904.29
RET'D SUBS/AIDES TEACHERS RETIREMENT					100.00%
315.11.456.2100.240.277	\$0.00	\$0.00	\$68.29	\$0.00	\$68.29
AIDES UNEMPLOYMENT COMPENSATION					100.00%
315.11.456.2100.250.277	\$0.00	\$0.00	\$128.11	\$0.00	\$128.11
AIDES WORKERS COMPENSATION					100.00%
315.11.456.2100.330.277	\$0.00	\$0.00	\$48,000.00	\$81,000.00	(\$33,000.00)
CONTRACTED STUDENT RELATED PROFESSIONAL SERVICES					-68.75%
315.11.456.2100.610.277	\$0.00	\$0.00	\$14,045.30	\$0.00	\$14,045.30
MISC SUPPLIES					100.00%
315.11.456.2100.660.277	\$0.00	\$0.00	\$4,500.00	\$0.00	\$4,500.00
MINOR EQUIPMENT - NEW					100.00%
315.11.456.2100.810.277	\$1,802.88	\$1,802.88	\$2,387.12	\$0.00	\$2,387.12
DUES & FEES					56.97%
315.11.456.2140.113.277	\$2,936.58	\$2,936.58	\$72,696.78	\$32,302.39	\$40,394.39
PSYCHOLOGIST SALARY					53.41%
315.11.456.2140.210.277	\$213.62	\$213.62	\$5,572.33	\$0.00	\$5,572.33
PSYCHOLOGIST FICA/MEDICARE					96.31%
315.11.456.2140.220.277	\$275.16	\$275.16	\$6,736.05	\$0.00	\$6,736.05
PSYCHOLOGIST TEACHERS RETIREMENT					96.08%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

Expenditure Budget Balance Report						
Fiscal Year: 2022-2023						
Account Number / Description	☐ Summary Only		From Date: 7/1/2022		To Date: 9/30/2022	
	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud

315.11.456.2140.240.277		\$189.08	\$7.34	\$7.34	\$181.74	\$0.00	\$181.74	
PSYCHOLOGIST UNEMPLOYMENT COMPENSATION								96.12%
315.11.456.2140.250.277		\$354.69	\$14.21	\$14.21	\$340.48	\$0.00	\$340.48	
PSYCHOLOGIST WORKERS COMPENSATION								95.99%
315.11.456.2140.260.277		\$22,478.88	\$640.64	\$640.64	\$21,838.24	\$0.00	\$21,838.24	
PSYCHOLOGIST HEALTH INSURANCE								97.15%
315.11.456.2140.610.277		\$750.00	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00	
PSYCHOLOGIST SUPPLIES								100.00%
315.11.456.2140.810.277		\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	
PSYCHOLOGISTS PROFESSIONAL FEES								100.00%
315.11.456.2150.113.277		\$145,417.36	\$10,576.24	\$10,576.24	\$134,841.12	\$115,188.18	\$19,652.94	
SPEECH SALARY								13.51%
315.11.456.2150.210.277		\$11,124.43	\$944.42	\$944.42	\$10,180.01	\$0.00	\$10,180.01	
SPEECH FICA/MEDICARE								91.51%
315.11.456.2150.220.277		\$13,480.19	\$1,324.95	\$1,324.95	\$12,155.24	\$0.00	\$12,155.24	
SPEECH TEACHERS RETIREMENT								90.17%
315.11.456.2150.240.277		\$363.54	\$35.34	\$35.34	\$328.20	\$0.00	\$328.20	
SPEECH UNEMPLOYMENT COMPENSATION								90.28%
315.11.456.2150.250.277		\$681.95	\$51.16	\$51.16	\$630.79	\$0.00	\$630.79	
SPEECH WORKERS COMPENSATION								92.50%
315.11.456.2150.260.277		\$38,425.65	\$3,250.27	\$3,250.27	\$35,175.38	\$0.00	\$35,175.38	
SPEECH HEALTH INSURANCE								91.54%
315.11.456.2150.610.277		\$2,104.70	\$100.75	\$100.75	\$2,003.95	\$127.94	\$1,876.01	
SPEECH SUPPLIES								89.13%
315.11.456.2150.810.277		\$1,050.00	\$0.00	\$0.00	\$1,050.00	\$0.00	\$1,050.00	
SPEECH PROFESSIONAL FEES								100.00%
315.11.456.2153.330.277		\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	
AUDIOLOGY CONTRACT								100.00%
315.11.456.2160.113.277		\$34,971.00	\$0.00	\$0.00	\$34,971.00	\$0.00	\$34,971.00	
O T SALARY								100.00%
315.11.456.2160.210.277		\$2,675.28	\$0.00	\$0.00	\$2,675.28	\$0.00	\$2,675.28	
O T FICA/MEDICARE								100.00%
315.11.456.2160.220.277		\$3,241.81	\$0.00	\$0.00	\$3,241.81	\$0.00	\$3,241.81	
O T TEACHERS RETIREMENT								100.00%
315.11.456.2160.240.277		\$87.43	\$0.00	\$0.00	\$87.43	\$0.00	\$87.43	
O T UNEMPLOYMENT COMPENSATION								100.00%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

☐ Summary Only

From Date: 7/1/2022

To Date:

9/30/2022

Account Number / Description

Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance
315.11.456.2160.250.277	\$164.00	\$0.00	\$164.00	\$0.00	\$164.00
O T WORKERS COMPENSATION					100.00%
315.11.456.2160.260.277	\$6,442.17	\$0.00	\$6,442.17	\$0.00	\$6,442.17
O T HEALTH INSURANCE					100.00%
315.11.456.2160.610.277	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
OCCUPATIONAL THERAPY SUPPLIES					100.00%
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	\$0.00	\$10,500.00	\$0.00	\$10,500.00
TRAVEL IN DISTRICT					100.00%
315.11.456.2200.582.277	\$5,000.00	\$0.00	\$5,000.00	\$500.00	\$4,500.00
TRAVEL OUT OF DISTRICT/INSERVICE					90.00%
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	\$0.00	\$2,500.00	\$0.00	\$2,500.00
PROFESSIONAL DEVELOPMENT SERVICES					100.00%
315.11.456.2211.610.277	\$1,300.00	\$0.00	\$1,300.00	\$0.00	\$1,300.00
SUPERVISION LUNCHES					100.00%
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%
315.11.456.2300.210.277	\$2,272.13	\$0.00	\$2,272.13	\$0.00	\$2,272.13
TERMINATION FICA/MEDICARE					100.00%
315.11.456.2300.220.277	\$29,104.55	\$0.00	\$29,104.55	\$0.00	\$29,104.55
TERMINATION TEACHERS RETIREMENT					100.00%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

☐ Summary Only From Date: 7/1/2022 To Date: 9/30/2022

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
315.11.456.2300.240.277	\$49.25	\$0.00	\$0.00	\$49.25	\$0.00	\$49.25
TERMINATION UNEMPLOYMENT COMPENSATION						100.00%
315.11.456.2300.310.277	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$0.00	\$7,500.00
CONTRACTED ADMINISTRATIVE SERVICES						100.00%
315.11.456.2300.330.277	\$0.00	\$750.00	\$750.00	(\$750.00)	\$0.00	(\$750.00)
AUDIT FEES						0.00%
315.11.456.2300.520.277	\$15,000.00	\$12,781.00	\$12,781.00	\$2,219.00	\$0.00	\$2,219.00
E/O CASUALTY INSURANCE						14.79%
315.11.456.2310.610.277	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00
BOARD SUPPLIES						100.00%
315.11.456.2315.330.277	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00
AUDIT SERVICES						100.00%
315.11.456.2400.111.277	\$45,921.42	\$11,460.60	\$11,460.60	\$34,460.82	\$34,381.78	\$79.04
DIRECTOR SALARY						0.17%
315.11.456.2400.210.277	\$0.00	\$787.90	\$787.90	(\$787.90)	\$0.00	(\$787.90)
DIRECTOR FICA/MEDICARE						0.00%
315.11.456.2400.220.277	\$0.00	\$1,073.85	\$1,073.85	(\$1,073.85)	\$0.00	(\$1,073.85)
DIRECTOR TEACHERS RETIREMENT						0.00%
315.11.456.2400.240.277	\$0.00	\$28.65	\$28.65	(\$28.65)	\$0.00	(\$28.65)
DIRECTOR UNEMPLOYMENT COMPENSATION						0.00%
315.11.456.2400.250.277	\$215.35	\$55.62	\$55.62	\$159.73	\$0.00	\$159.73
DIRECTOR WORKERS COMPENSATION						74.17%
315.11.456.2400.260.277	\$16,025.78	\$4,039.68	\$4,039.68	\$11,986.10	\$0.00	\$11,986.10
DIRECTOR HEALTH INSURANCE						74.79%
315.11.456.2400.270.277	\$2,500.00	\$152.95	\$152.95	\$2,347.05	\$0.00	\$2,347.05
STAFF LIFE & DISABILITY INSURANCE						93.88%
315.11.456.2500.111.277	\$25,726.07	\$7,221.51	\$7,221.51	\$18,504.56	\$21,664.55	(\$3,159.99)
BUSINESS MANAGER SALARY						-12.28%
315.11.456.2500.115.277	\$14,441.67	\$1,784.62	\$1,784.62	\$12,657.05	\$0.00	\$12,657.05
ADMINISTRATIVE ASST SALARY						87.64%
315.11.456.2500.210.277	\$3,072.83	\$576.43	\$576.43	\$2,496.40	\$0.00	\$2,496.40
BUSINESS FICA/MED						81.24%
315.11.456.2500.230.277	\$3,562.88	\$0.00	\$0.00	\$3,562.88	\$0.00	\$3,562.88
BUSINESS PERS						100.00%
315.11.456.2500.240.277	\$100.42	\$22.52	\$22.52	\$77.90	\$0.00	\$77.90
BUSINESS UNEMPLOYMENT						77.57%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

☐ Summary Only

From Date: 7/1/2022

To Date:

9/30/2022

Account Number / Description

Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance
\$188.37	\$43.66	\$43.66	\$144.71	\$0.00	\$144.71
BUSINESS WORKERS COMP					76.82%
\$16,952.36	\$3,352.53	\$3,352.53	\$13,599.83	\$0.00	\$13,599.83
BUSINESS HEALTH INSURANCE					80.22%
\$0.00	\$0.00	\$0.00	\$0.00	\$488.00	(\$488.00)
SUPPORT SERVICES - BUSINESS					0.00%
\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
EQUIPMENT & STORAGE RENTAL					100.00%
\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00
ADVERTISING					100.00%
\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$734.55	\$4,265.45
BUSINESS SUPPLIES					85.31%
\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00
BUSINESS NEW MINOR EQUIPMENT					100.00%
\$0.00	\$5,503.40	\$5,503.40	(\$5,503.40)	\$0.00	(\$5,503.40)
TECHNOLOGY SUPPORT					0.00%
\$13,000.00	\$13,027.50	\$13,027.50	(\$27.50)	\$0.00	(\$27.50)
TECHNOLOGY SUPPORT					-0.21%
\$0.00	\$47.25	\$47.25	(\$47.25)	\$0.00	(\$47.25)
OPERATION & MAINTENANCE - PLANT					0.00%
\$7,000.00	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$0.00
RENTAL OF LAND & BUILDING					0.00%
\$6,000.00	\$725.33	\$725.33	\$5,274.67	\$1,864.42	\$3,410.25
PART B TELEPHONE					56.84%
\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$13.65	\$1,486.35
POSTAGE & METER RENTAL					99.09%
\$9,000.00	\$268.32	\$268.32	\$8,731.68	\$3,655.94	\$5,075.74
VEHICLE MAINTENANCE & REPAIR					56.40%
\$15,000.00	\$1.76	\$1.76	\$14,998.24	\$12,050.06	\$2,948.18
VEHICLE FUEL					19.65%
\$50,000.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00
VEHICLE NEW MAJOR					100.00%
\$85,000.00	\$0.00	\$0.00	\$85,000.00	\$0.00	\$85,000.00
PART B TRANSFERS TO OTHER DISTRICTS					100.00%
\$750.00	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00
PSYCHOLOGIST SUPPLIES					100.00%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

☐ Summary Only

To Date: 9/30/2022

From Date: 7/1/2022

Encumbrance

Budget Balance

% Remaining Bud

Account Number / Description

Budget

Range To Date

YTD

Balance

Budget Balance

% Remaining Bud

315.11.457.2150.113.379	\$12,947.00	\$1,388.12	\$1,388.12	\$11,558.88	\$15,269.32	(\$3,710.44)
SPEECH SALARY						-28.66%
315.11.457.2150.210.277	\$990.45	\$0.00	\$0.00	\$990.45	\$0.00	\$990.45
SPEECH FICA/MEDICARE						100.00%
315.11.457.2150.220.277	\$1,200.19	\$0.00	\$0.00	\$1,200.19	\$0.00	\$1,200.19
SPEECH TEACHERS RETIREMENT						100.00%
315.11.457.2150.240.277	\$32.37	\$0.00	\$0.00	\$32.37	\$0.00	\$32.37
SPEECH UNEMPLOYMENT COMPENSATION						100.00%
315.11.457.2150.250.379	\$60.72	\$6.71	\$6.71	\$54.01	\$0.00	\$54.01
SPEECH WORKERS COMPENSATION						88.95%
315.11.457.2150.260.379	\$10,886.41	\$371.98	\$371.98	\$10,514.43	\$0.00	\$10,514.43
SPEECH HEALTH INSURANCE						96.58%
315.11.457.2150.610.379	\$1,250.00	\$0.00	\$0.00	\$1,250.00	\$0.00	\$1,250.00
SPEECH SUPPLIES						100.00%
315.11.756.2100.330.756	\$0.00	\$0.00	\$0.00	\$0.00	\$95,000.00	(\$95,000.00)
ARP B SUPPORT SERVICES - STUDENTS						0.00%
315.11.756.2150.113.756	\$0.00	\$2,175.95	\$2,175.95	(\$2,175.95)	\$23,935.45	(\$26,111.40)
SPEECH PATHOLOGY & AUDIOLOGY SERVICES						0.00%
315.11.756.2150.250.756	\$0.00	\$10.52	\$10.52	(\$10.52)	\$0.00	(\$10.52)
WORKERS COMPENSATION						0.00%
315.11.756.2150.260.756	\$0.00	\$725.87	\$725.87	(\$725.87)	\$0.00	(\$725.87)
HEALTH INSURANCE						0.00%
Fund 315 Total:	\$983,700.04	\$101,917.44	\$101,917.44	\$881,782.60	\$474,965.16	\$406,817.44
						41.36%
Fund: 382 INTERLOCAL AGREEMENT FUND						
382.11.280.1000.112.000	\$11,944.00	\$2,659.26	\$2,659.26	\$9,284.74	\$29,251.90	(\$19,967.16)
TEACHERS SALARIES						-167.17%
382.11.280.1000.250.000	\$56.01	\$12.86	\$12.86	\$43.15	\$0.00	\$43.15
TEACHER WORKERS COMPENSATION						77.04%
382.11.280.1000.260.000	\$0.00	\$777.36	\$777.36	(\$777.36)	\$0.00	(\$777.36)
TEACHER HEALTH INSURANCE						0.00%
382.11.280.1670.250.000	\$148.79	\$0.00	\$0.00	\$148.79	\$0.00	\$148.79
STAR WORKERS COMP						100.00%
382.11.280.2100.117.000	\$28,443.00	\$0.00	\$0.00	\$28,443.00	\$0.00	\$28,443.00
AIDES SALARY						100.00%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

☐ Summary Only From Date: 7/1/2022 To Date: 9/30/2022

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
382.11.280.2100.250.000	\$133.39	\$0.00	\$0.00	\$133.39	\$0.00	\$133.39
AIDES WORKERS COMPENSATION						100.00%
382.11.280.2100.260.000	\$9,537.70	\$0.00	\$0.00	\$9,537.70	\$0.00	\$9,537.70
AIDES HEALTH INSURANCE						100.00%
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	\$4,822.37	\$4,822.37	\$94,658.27	\$53,046.10	\$41,612.17
PSYCH SALARIES						41.83%
382.11.280.2140.250.000	\$466.52	\$23.32	\$23.32	\$443.20	\$0.00	\$443.20
PSYCH WORKERS COMPENSATION						95.00%
382.11.280.2140.260.000	\$22,416.73	\$1,144.21	\$1,144.21	\$21,272.52	\$0.00	\$21,272.52
PSYCH HEALTH INSURANCE						94.90%
382.11.280.2150.113.000	\$82,847.64	\$6,640.57	\$6,640.57	\$76,207.07	\$72,177.95	\$4,029.12
SPEECH SALARIES						4.86%
382.11.280.2150.250.000	\$388.52	\$32.10	\$32.10	\$356.42	\$0.00	\$356.42
SPEECH WORKERS COMPENSATION						91.74%
382.11.280.2150.260.000	\$35,006.26	\$2,118.96	\$2,118.96	\$32,887.30	\$0.00	\$32,887.30
SPEECH HEALTH INSURANCE						93.95%
382.11.280.2160.113.000	\$26,393.00	\$0.00	\$0.00	\$26,393.00	\$0.00	\$26,393.00
OCCUPATIONAL THERAPY SALARIES						100.00%
382.11.280.2160.250.000	\$123.77	\$0.00	\$0.00	\$123.77	\$0.00	\$123.77
OT WORKERS COMPENSATION						100.00%
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	\$10,163.16	\$10,163.16	\$28,948.84	\$30,489.46	(\$1,540.62)
DIRECTOR SALARY						-3.94%
382.11.280.2400.250.000	\$183.42	\$49.31	\$49.31	\$134.11	\$0.00	\$134.11
DIRECTOR WORKERS COMPENSATION						73.12%
382.11.280.2400.260.000	\$13,928.60	\$3,582.32	\$3,582.32	\$10,346.28	\$0.00	\$10,346.28
DIRECTOR HEALTH INSURANCE						74.28%
382.11.280.2500.111.000	\$22,813.69	\$6,403.98	\$6,403.98	\$16,409.71	\$19,211.96	(\$2,802.25)
BUSINESS MANAGER SALARY						-12.28%
382.11.280.2500.115.000	\$12,807.00	\$1,582.58	\$1,582.58	\$11,224.42	\$0.00	\$11,224.42
ADMIN ASST SALARY						87.64%
382.11.280.2500.250.000	\$167.05	\$38.73	\$38.73	\$128.32	\$0.00	\$128.32
BUSINESS WORKERS COMP						76.82%

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

☐ Summary Only

From Date: 7/1/2022

To Date:

9/30/2022

Account Number / Description

Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance
\$15,033.22	\$2,973.02	\$2,973.02	\$12,060.20	\$0.00	\$12,060.20
BUSINESS HEALTH INSURANCE					80.22%
382.13.280.1000.260.000	\$0.00	\$0.00	\$3,981.00	\$0.00	\$3,981.00
TEACHER HEALTH INSURANCE					100.00%
382.13.280.2140.113.000	\$3,987.38	\$3,987.38	(\$3,987.38)	\$43,861.18	(\$47,848.56)
PSYCH SALARIES					0.00%
382.13.280.2140.250.000	\$19.28	\$19.28	(\$19.28)	\$0.00	(\$19.28)
PSYCH WORKERS COMP					0.00%
382.13.280.2140.260.000	\$777.73	\$777.73	(\$777.73)	\$0.00	(\$777.73)
PSYCH HEALTH INSURANCE					0.00%
382.13.280.2150.113.000	\$2,706.83	\$2,706.83	\$27,098.17	\$30,538.55	(\$3,440.38)
PROFESSIONAL SALARIES- SPEECH					-11.54%
382.13.280.2150.250.000	\$13.09	\$13.09	\$126.68	\$0.00	\$126.68
SPEECH WORKERS COMPENSATION					90.63%
382.13.280.2150.260.000	\$725.35	\$725.35	(\$725.35)	\$0.00	(\$725.35)
SPEECH HEALTH INSURANCE					0.00%
	\$51,253.77	\$51,253.77	\$443,964.91	\$278,577.10	\$165,387.81
Fund 382 Total:					33.40%
Fund:	388	MEDICAID			
388.11.280.1000.112.388	\$2,090.00	\$1,005.54	\$1,084.46	\$11,060.94	(\$9,976.48)
MEDICAID INSTRUCTION SALARIES					-477.34%
388.11.280.1000.210.388	\$159.89	\$0.00	\$159.89	\$0.00	\$159.89
MEDICAID INSTRUCTION FICA/MED					100.00%
388.11.280.1000.220.388	\$193.74	\$0.00	\$193.74	\$0.00	\$193.74
MEDICAID INSTRUCTION TRS					100.00%
388.11.280.1000.240.388	\$5.23	\$0.00	\$5.23	\$0.00	\$5.23
MEDICAID INSTRUCTION UNEMPLOYMENT					100.00%
388.11.280.1000.250.388	\$9.80	\$4.87	\$4.93	\$0.00	\$4.93
MEDICAID INSTRUCTION WORKERS COMP					50.31%
388.11.280.1000.260.388	\$697.00	\$270.85	\$426.15	\$0.00	\$426.15
MEDICAID INSTRUCTION HEALTH & DENTAL					61.14%
388.11.280.1340.210.388	\$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	\$1,854.00	\$0.00	\$1,854.00
MEDICAID ADAPTIVE PE TRS					100.00%
388.11.280.1340.240.388	\$50.00	\$0.00	\$50.00	\$0.00	\$50.00

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

☐ Summary Only

From Date: 7/1/2022

To Date:

9/30/2022

Account Number / Description

Budget	Range To Date	YTD	Balance	Encumbrance	% Remaining Bud
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	\$0.00	\$302.00	\$0.00	\$302.00
MEDICAID STAR SALARIES					100.00%
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	\$0.00	\$1.42	\$0.00	\$1.42
MEDICAID STAR WORKERS COMP					100.00%
388.11.280.2100.117.388	\$105.00	\$0.00	\$105.00	\$0.00	\$105.00
TEACHERS ASSISTANT SALARIES					100.00%
388.11.280.2100.250.388	\$47.39	\$0.00	\$47.39	\$0.00	\$47.39
WORKERS COMPENSATION					100.00%
388.11.280.2100.610.388	\$0.00	\$0.00	\$0.00	\$2,750.00	(\$2,750.00)
SUPPLIES					0.00%
388.11.280.2140.113.388	\$26,311.00	\$0.00	\$26,311.00	\$0.00	\$26,311.00
PROFESSIONAL SALARIES-PSYCHS & SPEECH					100.00%
388.11.280.2140.250.388	\$123.39	\$0.00	\$123.39	\$0.00	\$123.39
WORKERS COMPENSATION					100.00%
388.11.280.2140.260.388	\$9,653.94	\$0.00	\$9,653.94	\$0.00	\$9,653.94
HEALTH INSURANCE					100.00%
388.11.280.2150.113.388	\$19,062.00	\$1,608.55	\$17,453.45	\$16,778.64	\$674.81
SPEECH PROFESSIONAL SALARIES					3.54%
388.11.280.2150.210.388	\$3,471.03	\$0.00	\$3,471.03	\$0.00	\$3,471.03
SPEECH FICA/MEDICARE					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	\$7.79	\$81.60	\$0.00	\$81.60
SPEECH WORKERS COMPENSATION					91.29%
388.11.280.2150.260.388	\$6,199.55	\$483.31	\$5,716.24	\$0.00	\$5,716.24

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Printed: 09/12/2022

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Page:

10

Central Mt Learning Resource Center

Expenditure Budget Balance Report

Fiscal Year: 2022-2023

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	To Date: 9/30/2022	
						Budget Balance	% Remaining Bud

SPEECH HEALTH INSURANCE						92.20%	
388.11.280.2160.113.388	\$4,619.00	\$0.00	\$0.00	\$4,619.00	\$0.00	\$4,619.00	\$4,619.00
O T SALARY						100.00%	
388.11.280.2160.210.388	\$353.35	\$0.00	\$0.00	\$353.35	\$0.00	\$353.35	\$353.35
O T FICA/MED						100.00%	
388.11.280.2160.220.388	\$428.18	\$0.00	\$0.00	\$428.18	\$0.00	\$428.18	\$428.18
O T TEACHERS RETIREMENT						100.00%	
388.11.280.2160.240.388	\$11.55	\$0.00	\$0.00	\$11.55	\$0.00	\$11.55	\$11.55
O T UNEMPLOYMENT						100.00%	
388.11.280.2160.250.388	\$21.66	\$0.00	\$0.00	\$21.66	\$0.00	\$21.66	\$21.66
O T WORKERS COMP						100.00%	
388.11.280.2160.260.388	\$850.84	\$0.00	\$0.00	\$850.84	\$0.00	\$850.84	\$850.84
OT HEALTH INSURANCE						100.00%	
388.11.280.2500.210.388	\$765.00	\$0.00	\$0.00	\$765.00	\$0.00	\$765.00	\$765.00
MEDICAID ADMIN ASSIST FICA/MED						100.00%	
388.11.280.2500.230.388	\$1,145.00	\$0.00	\$0.00	\$1,145.00	\$0.00	\$1,145.00	\$1,145.00
MEDICAID ADMIN ASSIST PERS						100.00%	
388.11.280.2500.240.388	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	\$25.00
MEDICAID ADMIN ASSIST UNEMPLOYMENT						100.00%	
388.11.470.2300.180.388	\$0.00	\$1,500.00	\$1,500.00	(\$1,500.00)	\$1,500.00	(\$3,000.00)	0.00%
RETIREMENT INCENTIVE						0.00%	
388.11.470.2300.250.388	\$0.00	\$7.25	\$7.25	(\$7.25)	\$0.00	(\$7.25)	0.00%
WORKERS COMPENSATION						0.00%	
Fund 388 Total:	\$84,658.71	\$4,888.16	\$4,888.16	\$79,770.55	\$32,089.58	\$47,680.97	56.32%
Fund: 389							
COBRA / RETIREMENT FUND							
389.11.000.2575.261.000	\$0.00	\$6,332.27	\$6,332.27	(\$6,332.27)	\$0.00	(\$6,332.27)	0.00%
RETIREE HEALTH INSURANCE							
Fund 389 Total:	\$0.00	\$6,332.27	\$6,332.27	(\$6,332.27)	\$0.00	(\$6,332.27)	0.00%
Grand Total:	\$1,633,131.43	\$172,098.73	\$172,098.73	\$1,461,032.70	\$785,631.84	\$675,400.86	41.36%

End of Report

Director's Report Continued:

Harlowton K-12- Completed

Hobson K-12 Schools- No students to survey this year

Judith Gap H S- No students to survey this year

Lavina K-12 Schools- No students to survey this year

Melstone H S- Not yet started on the survey (2 to be done)

Moore H S- Completed

Winifred K-12 Schools- Not yet started on the survey (1 to be done)

Roundup High School- Not yet started on the survey (8 to be done)

Roy K-12 Schools- No user assigned Not yet started on the survey (1 to be done)

Ryegate K-12 Schools- No students to survey this year

Stanford K-12 Schools- No students to survey this year

15. **Child Count:** Our Child Count date this year is October 3rd. Karmen and I will be working with special education case managers to gather data on each child receiving special education services. The cooperative will submit this State report on behalf of component districts.
16. **Private/Home School:** When you completed your IDEA Consolidated e-grant application, the private school field was pre-populated with the count submitted last fall, and there was a proportionate share amount dedicated to the provision of special education services to private school students. We have budgeted that amount for related services and will coordinate Private School Plans. As part of this requirement to provide FAPE to IDEA-eligible students in private schools, including home schools, there needs to be an annual notification and invitation to parents to access available services. I will again complete that process for each of our component districts, doing outreach early in the school year via a letter to each of the families included in the Private School Count from last fall, with notification to the district superintendent and special education case manager.
17. **Audit:** Our annual audit by Paul Strom and Associates is scheduled for the week of September 12th.
18. **Car Policy:** This summer I sent an email out to the Board asking for input on parking cars at schools. Before implementing a new policy I would like for discussion to ensue.
19. **Director/Board Goals:** I would like the Board to be involved in creating goals for the Cooperative this year. We will do this during the October board meeting. Please let me know if you have any questions or ideas to share on a better process.
20. **Other:**
21. **Revenue/Expenditure Report:** Attached.
22. **Investment Report:** Attached.

FERGUS COUNTY TREASURER
MONTHLY CASH REPORT
ENDING JULY 2022

BANK BALANCES

FIRST NATIONAL BANK OF LEWISTOWN	0.10%	\$	222,925.99	
FIRST BANK ATM ACCOUNT	0	\$	20,983.25	
WELLS FARGO BANK MONTANA NA (1)		\$	-	
BANK OF THE ROCKIES	0.10%	\$	17,961.26	
1ST BANK (CHECK CLEARING)		\$	10,000.09	
E B M S (NORWEST BANK)		\$	-	
FCU SAVINGS		\$	27.30	
WELLS FARGO PAYROLL		\$	-	

CASH ON HAND AND ITEMS \$ 24,909.68

TOTAL \$ 296,807.57

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	3134GKKJ2	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
	3134GKKR4	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
	3130ASQP7	FLAT	3.63%	\$ 500,000.00	DUE 01/28/2025

ONLINE FAIR 0.01% \$ 83,785.33

CERT #10018 0.50% \$ 123,929.66 DUE 01/22/2027

BASIN STATE BANK

BANK OF THE ROCKIES

FIRST BANK OF MONTANA

STIP

COFE97 AVERAGE % 1.58 \$ 100,000.00

CS FERGUS97 1.58 \$ 23,457,561.08

1ST BANK REPO 0.20 \$ 12,890,744.88

TOTAL \$ 53,156,020.95

TOTAL CASH \$ 53,452,828.52

FERGUS COUNTY INVESTMENT EARNINGS AND DISTRIBUTION REPORT LEWISTOWN, MONTANA 07/31/22						
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:		7/31/2022				
				Repurchase Agreement (rate variable)		
				Investment (rate variable)		
				Checking Account (rate variable)		
CD	15,850.61					
CKG	17.98					
1ST REPC	3,730.33					
	19,598.92			TOTAL INVESTMENT EARNINGS		
-2%	391.98			Less 2% Administrative Fee		
TOTAL	19,206.94			TOTAL AVAILABLE FOR DISTRIBUTION		
FUND	ADJ CASH BALANCE	PERCENT OF TOTAL	DISTRIBUTED INTEREST	CUMM EARNINGS	CUMM EARNINGS	
COUNTY						
1000 CO GENERAL	\$ 9,868,531.95	30.287741%	5,817.35	\$ 5,817.35	\$ -	
		0.000000%	-	\$ -	\$ -	
2210 PARK REC	\$ 2,823.03	0.008664%	1.66	\$ 1.66	\$ -	
2275 FERGUS CTY HEALTH DEPT	\$ 121,742.84	0.373644%	71.77	\$ 71.77	\$ -	
2277 FCHD-NURSE'S NON GRANT	\$ 142,790.61	0.438242%	84.17	\$ 84.17	\$ -	
2386 REVOLVING LOAN	6,001.31	0.018419%	3.54	\$ 3.54	\$ -	
2392 ECON DEV LOAN	74,260.52	0.227915%	43.78	\$ 43.78	\$ -	
2397 HARD ROCK MINE	-	0.000000%	-	\$ -	\$ -	
2420 STATE GAS TAX	48,215.25	0.147979%	28.42	\$ 28.42	\$ -	
2850 TRI CO 911	-	0.000000%	-	\$ -	\$ -	
2894 FED MINERAL ROYAL	53,840.97	0.165245%	31.74	\$ 31.74	\$ -	
2895 HARD ROCK TRUST	11,719.49	0.035969%	6.91	\$ 6.91	\$ -	
2896 METAL MINES	76,619.48	0.235155%	45.17	\$ 45.17	\$ -	
2900 PILT	1,700,343.72	5.218565%	1,002.33	\$ 1,002.33	\$ -	
4000 CONST RESERVE	1,228,687.80	3.770994%	724.29	\$ 724.29	\$ -	
4020 CAP IMP BRIDGE	173,974.93	0.533951%	102.56	\$ 102.56	\$ -	
4030 JUNK VEH CAP IMPR	165,088.71	0.506678%	97.32	\$ 97.32	\$ -	
4100 FAIR CONSTRUCTION	0.00	0.000000%	-	\$ -	\$ -	
4120 FERGUS CO REC DIST	0.00	0.000000%	-	\$ -	\$ -	
4160 FAIR LEVY	67,914.43	0.208438%	40.03	\$ 40.03	\$ -	
4112 AIRPORT CAP IMPROVE	-	0.000000%	-	\$ -	\$ -	
4400 CAPITAL IMP.	25,941.50	0.079618%	15.29	\$ 15.29	\$ -	
4401 CAP IMPROVE GENERAL	9,829.09	0.030167%	5.79	\$ 5.79	\$ -	
4402 CAP IMPROVE ROAD	47,999.25	0.147316%	28.29	\$ 28.29	\$ -	
4403 CAP PROJECTS BRIDGE	9,678.75	0.029705%	5.71	\$ 5.71	\$ -	
4404 CAP PROJECTS WEED	15,694.63	0.048169%	9.25	\$ 9.25	\$ -	
4405 CAP PROJECTS FAIR	38,867.27	0.119288%	22.91	\$ 22.91	\$ -	
4406 CAP PROJECTS PUB SAF	30,930.16	0.094928%	18.23	\$ 18.23	\$ -	
4407 CAP IMPROVE DIST COURT	24,005.88	0.073677%	14.15	\$ 14.15	\$ -	
5110 HOSP 2003A RESV	-	0.000000%	-	\$ -	\$ -	
5110 HOSP EXCESS DISC	0.00	0.000000%	-	\$ -	\$ -	
5110 CMMC SHORT TERM	0.00	0.000000%	-	\$ -	\$ -	
5610 AIRPORT	148,764.73	0.456577%	87.69	\$ 87.69	\$ -	
5611 AIRPORT CAP IMPROVE	119,506.52	0.366780%	70.45	\$ 70.45	\$ -	
5612 AIRPORT CONS RESERV	111,282.02	0.341538%	65.60	\$ 65.60	\$ -	
6050 SELF INSURANCE	41.34	0.000127%	0.02	\$ 0.02	\$ -	
7130 PROTESTED TAXES	10,821.06	0.033211%	6.38	\$ 6.38	\$ -	
DR 2019-84	0.00	0.000000%	-	\$ -	\$ -	
7160 DR 99-116	0.00	0.000000%	-	\$ -	\$ -	
7160 DV 2009-103	0.00	0.000000%	-	\$ -	\$ -	
7161 GREER OVER PYMT	738.73	0.002267%	0.44	\$ 0.44	\$ -	
7195 SOIL CONSERV	35,099.77	0.107726%	20.69	\$ 20.69	\$ -	
7197 SMDG	175,527.73	0.538716%	103.47	\$ 103.47	\$ -	
7310 CTL MT MEMORIAL GRD	-	0.000000%	-	\$ -	\$ -	
7375 FERGUS CO REC DIST	283,225.79	0.869255%	166.96	\$ 166.96	\$ -	
7529 ELEM EQUAL AD	24,154.67	0.074134%	14.24	\$ 14.24	\$ -	
7530 ELEM EQUAL 33 MIL	654.74	0.002009%	0.39	\$ 0.39	\$ -	
7531 HS EQUAL AD	16,102.92	0.049422%	9.49	\$ 9.49	\$ -	
7532 HS EQUAL 22 MILS	436.39	0.001339%	0.26	\$ 0.26	\$ -	
7541 HIGH SCHOOL EQUILIZATION	-	0.000000%	-	\$ -	\$ -	
7542 ELEMENTARY EQUILIZATION	-	0.000000%	-	\$ -	\$ -	
7600 FUNERAL DIRECTORS FEE	3,402.74	0.010443%	2.01	\$ 2.01	\$ -	
7820 H. S. RET	5,796.22	0.017789%	3.42	\$ 3.42	\$ -	
7830 SCHOOL TRANSP	38,368.85	0.117759%	22.62	\$ 22.62	\$ -	
7840 ELEM RET	8,036.49	0.024665%	4.74	\$ 4.74	\$ -	
7845 FERGUS CO COOP	9,890.10	0.030354%	5.83	\$ 5.83	\$ -	
TOTALS	\$ 14,937,352.38	45.844576%	\$ 8,805.34	\$ 8,805.34	\$ -	
PARK DISTRICTS						
7370 DENTON	\$ 198,361.16	0.608795%	116.93	\$ 116.93	\$ -	
TOTALS	\$ 198,361.16	0.608795%	\$ 116.93	\$ 116.93	\$ -	

FIRE DISTRICTS						
7205	GRASS RANGE	\$	67,367.55	0.206759%	39.71	\$ 39.71 \$ -
7210	COFFEE CREEK		19,805.81	0.060786%	11.68	\$ 11.68 \$ -
7215	CHEADLE FIRE		39,527.43	0.121315%	23.30	\$ 23.30 \$ -
7220	ROY		72,043.92	0.221112%	42.47	\$ 42.47 \$ -
7225	BEA/COTTON FIRE		66,806.89	0.205039%	39.38	\$ 39.38 \$ -
7230	LEWISTOWN		540,649.84	1.659321%	318.70	\$ 318.70 \$ -
7235	MOORE FIRE		445,735.72	1.368018%	262.75	\$ 262.75 \$ -
7240	DENTON		116,683.60	0.358116%	68.78	\$ 68.78 \$ -
7246	WINIFRED FIRE		60,142.82	0.184586%	35.45	\$ 35.45 \$ -
	TOTALS	\$	1,428,763.58	4.385052%	\$ 842.23	\$ 842.23 \$ -
TV DISTRICTS						
7250	DENTON	\$	4,921.46	0.015105%	2.90	\$ 2.90 \$ -
7260	GRASS RANGE		0.00	0.000000%	-	\$ - \$ -
7280	ROY		0.00	0.000000%	-	\$ - \$ -
7290	WINIFRED		0.00	0.000000%	-	\$ - \$ -
	TOTALS	\$	4,921.46	0.015105%	\$ 2.90	\$ 2.90 \$ -
SCHOOL DISTRICTS						
7775	SD #1 COOP	\$	1,204,312.72	3.696184%	709.92	\$ 709.92 \$ -
7771	SD #1 HS		3,858,771.11	11.843044%	2,274.69	\$ 2,274.69 \$ -
7772	SD #1 ELEM		3,736,401.67	11.467477%	2,202.55	\$ 2,202.55 \$ -
7774	SD #6 ELEM		1,247.12	0.003828%	0.74	\$ 0.74 \$ -
7776	SD #15 ELEM		67,864.96	0.203286%	40.01	\$ 40.01 \$ -
7778	SD #27 ELEM		708,779.76	2.175332%	417.81	\$ 417.81 \$ -
7779	SD #27 HS		1,172,061.18	3.597200%	690.91	\$ 690.91 \$ -
7780	SD #40 ELEM		32,663.70	0.100249%	19.25	\$ 19.25 \$ -
7781	SD #44 ELEM		953,321.96	2.925863%	561.97	\$ 561.97 \$ -
7782	SD #44 HS		447,207.33	1.372534%	263.62	\$ 263.62 \$ -
7785	SD #74 K-12		800,007.88	2.455323%	471.59	\$ 471.59 \$ -
7786	SD #84 ELEM		941,266.72	2.888864%	554.86	\$ 554.86 \$ -
7787	SD #84 HS		244,326.34	0.749868%	144.03	\$ 144.03 \$ -
7788	SD #104 ELEM		16,243.59	0.049854%	9.58	\$ 9.58 \$ -
7790	SD #115 K-12		1,788,755.99	5.489913%	1,054.44	\$ 1,054.44 \$ -
7791	SD #222 ELEM		39,963.75	0.122654%	23.56	\$ 23.56 \$ -
	TOTALS	\$	16,013,195.78	49.146473%	\$ 9,439.53	\$ 9,439.53 \$ -
		\$	32,582,594.36	100.000000%	\$ 19,206.94	\$ 19,206.94 \$ -
	SD 1 School Bond	\$	23,733,365.30			
	GRAND TOTALS	\$	56,315,959.66			
EXPLANATORY MEMORANDUM: DISTRIBUTION OF INTEREST EARNED JULY 2022						
* SEE ATTACHED SHEETS FOR DISTRICTS SCHOOLS DISTRIBUTION BREAKDOWN						
PREPARED BY: _____						
APPROVED BY: _____						

	FERGUS COUNTY INVESTMENT				
	FUND BALANCE AS OF JUNE 1, 2022				
	USED FOR JULY 2022 INTEREST ALLOCATIONS				

FUND	NAME	MO END BAL	ADJ CUR INVS	ADJ BALANCE	
X 1000	CO GEN	\$ 1,447,957.75			
2110	ROAD	847,056.52			
2120	POOR	0.00			
2130	BRIDGE	265,553.58			
2140	WEED	269,912.53			
2150	PRED ANIMAL	3688.67			
2155	PRED ANIMAL-CATTLE	77,975.14			
2160	FAIR	87,364.19			
2162	CENTRAL MONTANA FAIR	144,335.70			
2165	BRIGHT COUNTRY LIGHTS	13,755.91			
2180	DIST COURT	184,994.98			
2181	JUVENILE PROBATION	114,643.76			
X 2210	PARKS REC	2,823.03			
2220	LIBRARY	16,649.49			
2250	CITY/CO PLAN	35,841.34			
2255	RURAL ADDR.				
2260	COMP INS	19,637.17			
2270	HEALTH DIST	39,371.68			
2271	MEN. HEALTH	26,338.75			
2272	CENT MT DST HLTH	208,974.40			
2274	EMERG. PREPARED.	353,008.15			
X 2275	FERGUS CTY HEALTH DEPT	121,742.84			
2276	FCHD-PUBLIC HEALTH	(1,066.90)			
X2277	FCHD-NURSE'S NON GRANT	142,790.61			
2280	AGING SERVICE	20,420.77			
2290	EXTEN SERV	54,449.36			
2300	PUBLIC SAFETY	950,787.99			
2301	SEARCH & RESCUE	2,583.68			
2350	LO. GOVN. RV.	2,000.31			
2351	WORKFORCE DEVELOPMENT				
2352	LOCAL ADVISORY COUNCIL	1,145.00			
2370	P.E.R.S.	41,361.46			
2375	GRP HEALTH	\$327,704.76			
2381	DRUG FORFEIT	28,250.10			
2384	FER CO FIRE COUNCIL	24,171.78			
X 2386	REV LOAN FUND	6,001.31			
2388	DONATED CASH	-			
2389	SMDC	-			
X 2392	ECON DEV REV LN	74,260.52			
2393	RECORD PRES	35,686.61			
2394	ALCOHOL REHAB	22,379.66			
2395	COMPUTER	18,381.02			
2396	CO FARM MAIN.	121,908.21			
X 2397	HARD ROCK MINE	-			
2398	CDBG-HRDC	\$ -			
X 2420	STATE GAS TAX	48,215.25			
2740	ECON DEV GRANT	-			
2800	CRISIS INTERVENTION	37,854.87			
2821	BARSAA	326,586.70			
2830	JUNK VEHICLE	(396.47)			
2840	WEED GRANT	22,763.03			
X 2850	TRI CO 911 EMERG	0.00			
2859	CO LAND INFO	7,160.15			
2889	HISTORICAL SOCIETY	0.00			
X2894	ST ALLOC FED MNERAL	53,840.97			
X 2895	HARD RCK MINE TR.	11,719.49			
X 2896	MET MINE TAXRES.	76,619.48			
X 2900	P.I.L.T.	1,700,343.72			
2915	DARE PROGRAM	64,590.24			
2917	CRIME VICTIMS ASS	29,815.40			
2918	LAW ENF BLOCK GRANT	0.00			
2919	SHERIFF GRANTS				
2958	DES GRANTS	54,916.62			
2962	HEALTHY CHILD MT	-			
2965	EDA	-			
2969	COVERING KIDS	-			
2970	MT LEAD	-			
2972	FAMILY PLANNING	241,055.39			
	PAGE 1 TOTALS	\$ 8,829,926.67			

2973	MCH NURSES	13,256.91			
2974	FAM PLAN FUNDRAISING	68,009.83			
2975	MTUPP	3,962.34			
2978	IMM PROGRAM	140,701.78			
2999	PRE-PAID TAXES (TRUST)	17,273.96			
3200	FAIR WATER SEWER	200,745.16			
3201	COMPENSATED ABSENCES	53,706.58			
2991	CTEP	-			
2992	COVID RELIEF	-			
2993	ARPA	1,946,242.46			
X 4000	CONST RESERVE	1,228,687.80			
X4020	CAP IMP BRIDGE	173,974.93			
X 4030	JUNK VEH CAP IMP	165,088.71			
X4100	FAIR CONSTRUCT.	0.00			
X4101	FAIR PARKING	0.00			
X 4102	FAIR GRANT, D'NAT	-			
X4103	FAIR TRADE CENTER	-			
X 4110	AIRPORT CONS RESERV	-			
X 4112	AIRPORT CAP IMPROVE	-			
X 4160	FAIR LEVY	67,914.43			
X 4120	FERGUS CO REC DIST	0.00			
X 4400	CAP IMPROVE.	25,941.50			
X 4401	CAP IMPROVE GENERAL	9,829.09			
X 4402	CAP IMPROVE ROAD	47,999.25			
X 4403	CAP IMPROVE BRIDGE	9,678.75			
X 4404	CAP PROJECTS WEED	15,694.63			
X 4405	CAP PROJECTS FAIR	38,867.27			
X 4406	CAP PROJECTS PUBLIC S	30,930.16			
X4407	CAP IMPR DIST COURT	24,005.88			
X5110	CMMC 2003 B BOND	-			
X 5110	EXCESS DISCRETIONARY	0.00			
X 5110	CMMC SHORT TERM	0.00			
X 5610	AIRPORT	148,764.73			
X 5611	AIRPORT CAP IMPROVE	119,506.52			
X 5612	AIRPORT CONS RESERV	111,282.02			
X 6050	SELF INSURANCE	41.34			
7060	ESTATES CONTROL	0.00			
X 7130	PROTESTED TAXES	10,821.06			
7140	PUBLIC ADMIN CASH	0.00			
7150	REDEMPTIONS	100.00	26,215.72		
7160	CLERK OF D.C.	26,215.72			
X 7160	C OF CRT DR	-			
X 7160	C OF CFT DR 99-116	-			
X7161	GREER OVER PYMT	738.73			
7190	MIGRATORY STOCK	77.57			
X 7195	SOIL CONSERV.	35,099.77			
X 7197	SNOWY MT DEV	175,527.73			
X 7205	GR FIRE DISTRICT	67,367.55			
X 7210	COFF CREEK FIRE	19,805.81			
X 7215	CHEADLE FIRE	39,527.43			
X 7220	ROY FIRE	72,043.92			
X 7225	BEA/COTTON FIRE	66,806.89			
X 7230	LEWISTOWN FIRE	540,649.84			
X 7235	MOORE FIRE	445,735.72			
X 7240	DENTON FIRE	116,683.60			
X 7246	WINIFRED FIRE DIST	60,142.82			
X 7250	DENTON TV DIST	4,921.46			
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	198,361.16			
X 7375	FERGUS CO REC DIST	283,225.79			
7401	VEH/OHV REG FEE	148,878.34			
7402	RECORD LIENS/CERT	211.21			
7449	COURT RELATED COLL	-			
7451	JP FINE/FORFEIT	-			
7452	DRIVER LIC REIN	-			
7453	FISH & GAME	-			
7458	CRT TECH SURCHAR	100.00			
7459	FINES-DRUGS	-			
7461	C OF CRT FEE(68%)	817.00			
7462	MARRIAGE LICENSE	-			
7463	BATTERED SPOUSE	370.00			
7464	DOMEST AB	510.00			
7465	DISPLACD HMEMKR	150.00			
7466	CHILD ABUSE/NEGL	255.00			
7467	LAW ENFORCE ACADEMY	-			
7468	DISS OF MARRIAGE	156.00			
7469	JUDGES SALARY	-			
7470	PROB/PAR SPVR \$	-			
7471	CIVIL ASSIST	-			
7510	HORS/MULE PERCP	-			
7511	CATTLE PER CAP	-			
PAGE 2 TOTALS		\$ 6,977,703.28	\$ 6,977,703.28		

		-				
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	4,391.91				
7522	UNIV MIL NON LEVY	53.92				
7523	UNIVERSITY MILLS	235.19				
7527	ST SCH EQUAL	29,278.24				
7528	ST. EQUAL NONLEVY	358.08				
X 7529	ELEM EQUAL AD	24,154.67				
X 7530	ELEM EQUAL 33 MIL	654.74				
X 7531	HS EQUAL AD	16,102.92				
X 7532	HS EQUAL 22 MILS	436.39				
7541	HIGH SCHOOL EQUILIZATION	-				
7542	ELEMENTARY EQUILIZATION	-				
7551	MT LAND INFO	759.00				
7552	DEATH CERT CASH	-				
7564	FOREST FIRE PROT	-				
X 7600	FUNERAL DIRECTORS FEE	3,402.74				
X 7771	LEW SD #1 H.S.	3,858,771.11				
X 7772	LEW SD #1 ELEM	27,469,766.97	(23,733,365.30)	3,736,401.67		
X 7775	SD #1 COOP	1,204,312.72				
X 7774	JOINT SD #6 ELEM	1,247.12				
X 7776	D.F. SD #15 ELEM	67,864.96				
X 7778	G.R. SD #27 ELEM	708,779.76				
X 7779	G.R. SD #27 H.S.	1,172,061.18				
X 7780	KING SD #40 ELEM	32,663.70				
X 7781	MOORE SD#44 ELEM	953,321.96				
X 7782	MOORE SD#44 HS	447,207.33				
X 7785	ROY SD #74 K-12	800,007.88				
X 7786	DEN. SD#84 ELEM	941,266.72				
X 7787	DENTON SD#84 HS	244,326.34				
X 7788	S.C. SD #104 ELEM	16,243.59				
X 7790	WIN. SD #115 K-12	1,788,755.99				
X 7791	AYERS #222 ELEM	39,963.75				
X 7820	H.S. RETIREMENT	5,796.22				
X 7830	SCHL TRANSP	38,368.85				
X 7840	ELEM RETIRE	8,036.49				
X 7845	FER CO COOP ED	9,890.10				
7850	CITY OF LEWIS.	88,156.00				
7851	CITY OF LEW TIF DIST	20,295.43				
7855	LEW IMPROVE.	36,971.98				
7856	LEWISTOWN CITY TEDD	21,335.78				
7860	TOWN OF MOORE	4,356.00				
7870	TOWN OF DENTON	7,297.25				
7875	DENTON MAINT.	741.23				
7876	DENTON SPC IMP DISTRICT	2,513.22				
7880	TOWN OF G.R.	1,394.87				
7890	TOWN OF WINI.	2,321.51				
7910	PAYROLL	167,915.51				
7920	REFUND CLEARING	-				
7930	CLAIMS	252,095.14				
7950	ENTITLEMENT	-				
7980	REPO ACT INV INT	14,455.25				
	PAGE 3 TOTALS	\$ 40,508,329.71				

		FERGUS COUNTY INVESTMENT			
		FUND BALANCES AS OF JUNE 2022			
		USED FOR JULY 2022 INTEREST ALLOCATIONS			
		*****	ADJ CUR INVST		
		MO END BAL		ADJ BALANCE	
	SUMM OF PAGE TOTAL				
	PAGE NO. 1	8,829,926.67			
	PAGE NO. 2	6,977,703.28		6,977,703.28	
	PAGE NO. 3	40,508,329.71			
	TOTALS:	56,315,959.66		56,315,959.66	
	SUMMARY: COUNTY GENERAL ACCOUNT				
	CO GEN ACCT	\$ 1,447,957.75			
	PAGE 1 LESS				
	ITEMIZED ACCT	\$ 5,143,611.70			
	PAGE 2 LESS		0.00		
	ITEMIZED ACCT	\$ 2,470,589.44		\$ 2,470,589.44	
	PAGE 3 LESS				
	ITEMIZED ACCT	\$ 151,447.55			
	PAGE 4 LESS				
	ITEMIZED ACCT	\$ 213,488.78			
	PAGE 5 LESS				
	ITEMIZED ACCT	\$ 441,436.73			
			\$ -		
	TOTALS:	\$ 9,868,531.95		\$ 9,868,531.95	

FERGUS COUNTY TREASURER
MONTHLY CASH REPORT
ENDING AUG. 2022

BANK BALANCES

FIRST NATIONAL BANK OF LEWISTOWN	0.10%	\$	206,048.48	
FIRST BANK ATM ACCOUNT	0	\$	63,757.86	
WELLS FARGO BANK MONTANA NA (1)		\$	-	
BANK OF THE ROCKIES	0.10%	\$	30,246.91	
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		\$	14,382.98	
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TOTAL		\$	324,463.61	
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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	3134GXXKJ2	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
	3130ASQP7	FLAT	3.63%	\$ 500,000.00	DUE 01/28/2025
	3130ASQM4	FLAT	4.00%	\$ 500,000.00	DUE 08/08/2024

ONLINE FAIR		0.01%	\$	92,318.50	
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CERT #10018		0.50%	\$	123,929.66	DUE 01/22/2027
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BASIN STATE BANK

BANK OF THE ROCKIES

FIRST BANK OF MONTANA

STIP

COFE97	AVERAGE %	2.22	\$	100,000.00	
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CS FERGUS97		2.22	\$	23,185,776.16	
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1ST BANK REPO		0.34	\$	12,158,085.61	
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TOTAL			\$	-	
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			\$	52,660,109.93	
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TOTAL CASH			\$	52,984,573.54	
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FERGUS COUNTY INVESTMENT EARNINGS AND DISTRIBUTION REPORT LEWISTOWN, MONTANA 08/31/22						
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:		8/31/2022				
		Repurchase Agreement (rate variable)				
		Investment (rate variable)				
		Checking Account (rate variable)				
CD	4,759.26					
CKG	3.26					
1ST REPC	3,230.80					
	7,993.32	TOTAL INVESTMENT EARNINGS				
-2%	159.87	Less 2% Administrative Fee				
TOTAL	7,833.45	TOTAL AVAILABLE FOR DISTRIBUTION				
FUND	ADJ CASH BALANCE	PERCENT OF TOTAL	DISTRIBUTED INTEREST	CUMM EARNINGS	CUMM EARNINGS	
COUNTY						
1000 CO GENERAL	\$ 8,425,078.26	28.348689%	2,220.68	\$ 8,038.03	\$ 5,817.35	
		0.000000%	-	\$ -	\$ -	
2210 PARK REC	\$ 2,824.69	0.009505%	0.74	\$ 2.40	\$ 1.66	
2275 FERGUS CTY HEALTH DEPT	\$ 113,354.23	0.381414%	29.88	\$ 101.65	\$ 71.77	
2277 FCHO-NURSE'S NON GRANT	\$ 149,872.91	0.504292%	39.50	\$ 123.67	\$ 84.17	
2386 REVOLVING LOAN	6,004.85	0.020205%	1.58	\$ 5.12	\$ 3.54	
2392 ECON DEV LOAN	74,304.30	0.250019%	19.59	\$ 63.37	\$ 43.78	
2397 HARD ROCK MINE	-	0.000000%	-	\$ -	\$ -	
2420 STATE GAS TAX	18,993.92	0.063911%	5.01	\$ 33.43	\$ 28.42	
2850 TRI CO 911	-	0.000000%	-	\$ -	\$ -	
2894 FED MINERAL ROYAL	53,872.71	0.181271%	14.20	\$ 45.94	\$ 31.74	
2895 HARD ROCK TRUST	11,726.40	0.039457%	3.09	\$ 10.00	\$ 6.91	
2896 METAL MINES	76,664.65	0.257961%	20.21	\$ 65.38	\$ 45.17	
2900 PILT	1,712,633.51	5.762666%	451.42	\$ 1,453.75	\$ 1,002.33	
4000 CONST RESERVE	1,230,264.77	4.139593%	324.27	\$ 1,048.56	\$ 724.29	
4020 CAP IMP BRIDGE	174,077.49	0.585736%	45.88	\$ 148.44	\$ 102.56	
4030 JUNK VEH CAP IMPR	165,186.03	0.555818%	43.54	\$ 140.86	\$ 97.32	
4100 FAIR CONSTRUCTION	0.00	0.000000%	-	\$ -	\$ -	
4120 FERGUS CO REC DIST	0.00	0.000000%	-	\$ -	\$ -	
4160 FAIR LEVY	46,964.51	0.158026%	12.38	\$ 52.41	\$ 40.03	
4112 AIRPORT CAP IMPROVE	-	0.000000%	-	\$ -	\$ -	
4400 CAPITAL IMP	25,956.79	0.087339%	6.84	\$ 22.13	\$ 15.29	
4401 CAP IMPROVE GENERAL	9,834.88	0.033092%	2.59	\$ 8.38	\$ 5.79	
4402 CAP IMPROVE ROAD	48,027.54	0.161603%	12.66	\$ 40.95	\$ 28.29	
4403 CAP PROJECTS BRIDGE	9,684.46	0.032586%	2.55	\$ 8.26	\$ 5.71	
4404 CAP PROJECTS WEED	15,703.88	0.052840%	4.14	\$ 13.39	\$ 9.25	
4405 CAP PROJECTS FAIR	38,890.18	0.130858%	10.25	\$ 33.16	\$ 22.91	
4406 CAP PROJECTS PUB SAF	30,948.39	0.104135%	8.16	\$ 26.39	\$ 18.23	
4407 CAP IMPROVE DIST COURT	24,020.03	0.080823%	6.33	\$ 20.48	\$ 14.15	
5110 HOSP 2003A RESV	-	0.000000%	-	\$ -	\$ -	
5110 HOSP EXCESS DISC	0.00	0.000000%	-	\$ -	\$ -	
5110 CMMC SHORT TERM	0.00	0.000000%	-	\$ -	\$ -	
5610 AIRPORT	174,809.24	0.588198%	46.08	\$ 133.77	\$ 87.69	
5611 AIRPORT CAP IMPROVE	68,066.97	0.229032%	17.94	\$ 88.39	\$ 70.45	
5612 AIRPORT CONS RESERV	111,347.62	0.374662%	29.35	\$ 94.95	\$ 65.60	
6050 SELF INSURANCE	41.36	0.000139%	0.01	\$ 0.03	\$ 0.02	
7130 PROTESTED TAXES	10,827.44	0.036432%	2.85	\$ 9.23	\$ 6.38	
DR 2019-84	0.00	0.000000%	-	\$ -	\$ -	
7160 DR 99-116	0.00	0.000000%	-	\$ -	\$ -	
7160 DV 2009-103	0.00	0.000000%	-	\$ -	\$ -	
7161 GREER OVER PYMT	739.17	0.002487%	0.19	\$ 0.63	\$ 0.44	
7195 SOIL CONSERV	35,397.05	0.119104%	9.33	\$ 30.02	\$ 20.69	
7197 SMDC	177,393.47	0.596893%	46.76	\$ 150.23	\$ 103.47	
7310 CTL MT MEMORIAL GRD	-	0.000000%	-	\$ -	\$ -	
7375 FERGUS CO REC DIST	284,349.31	0.956778%	74.95	\$ 241.91	\$ 166.96	
7529 ELEM EQUAL AD	9,788.38	0.032936%	2.58	\$ 16.82	\$ 14.24	
7530 ELEM EQUAL 33 MIL	426.66	0.001436%	0.11	\$ 0.50	\$ 0.39	
7531 HS EQUAL AD	6,525.55	0.021957%	1.72	\$ 11.21	\$ 9.49	
7532 HS EQUAL 22 MILS	284.54	0.000957%	0.07	\$ 0.33	\$ 0.26	
7541 HIGH SCHOOL EQUILIZATION	-	0.000000%	-	\$ -	\$ -	
7542 ELEMENTARY EQUILIZATION	-	0.000000%	-	\$ -	\$ -	
7600 FUNERAL DIRECTORS FEE	3,708.75	0.012479%	0.98	\$ 2.99	\$ 2.01	
7820 H. S. RET	-	0.000000%	-	\$ 3.42	\$ 3.42	
7830 SCHOOL TRANSP	39,350.88	0.132408%	10.37	\$ 32.99	\$ 22.62	
7840 ELEM RET	-	0.000000%	-	\$ 4.74	\$ 4.74	
7845 FERGUS CO COOP	8,695.93	0.029260%	2.29	\$ 8.12	\$ 5.83	
TOTALS	\$ 13,396,641.70	45.076998%	\$ 3,531.09	\$ 12,336.45	\$ 8,805.36	
PARK DISTRICTS						
7370 DENTON	\$ 187,964.59	0.632463%	49.54	\$ 166.47	\$ 116.93	
TOTALS	\$ 187,964.59	0.632463%	\$ 49.54	\$ 166.47	\$ 116.93	

FIRE DISTRICTS						
7205	GRASS RANGE	\$ 77,464.49	0.260652%	20.42	\$ 60.13	\$ 39.71
7210	COFFEE CREEK	31,317.49	0.105377%	8.25	\$ 19.93	\$ 11.68
7215	CHEADLE FIRE	50,255.21	0.169099%	13.25	\$ 36.55	\$ 23.30
7220	ROY	73,714.20	0.246033%	19.43	\$ 61.90	\$ 42.47
7225	BEA/COTTON FIRE	77,433.49	0.260548%	20.41	\$ 59.79	\$ 39.38
7230	LEWISTOWN	529,985.50	1.783294%	139.69	\$ 458.39	\$ 318.70
7235	MOORE FIRE	452,045.78	1.521043%	119.15	\$ 381.90	\$ 262.75
7240	DENTON	161,831.42	0.544530%	42.66	\$ 111.44	\$ 68.78
7246	WINIFRED FIRE	58,164.46	0.195712%	15.33	\$ 50.78	\$ 35.45
	TOTALS	\$ 1,512,212.04	5.088289%	\$ 398.59	\$ 1,240.81	\$ 842.22
TV DISTRICTS						
7250	DENTON	\$ 4,935.18	0.016606%	1.30	\$ 4.20	\$ 2.90
7260	GRASS RANGE	0.00	0.000000%	-	\$ -	\$ -
7280	ROY	0.00	0.000000%	-	\$ -	\$ -
7290	WINIFRED	0.00	0.000000%	-	\$ -	\$ -
	TOTALS	\$ 4,935.18	0.016606%	\$ 1.30	\$ 4.20	\$ 2.90
SCHOOL DISTRICTS						
7775	SD #1 COOP	\$ 1,119,624.50	3.767311%	295.11	\$ 1,005.03	\$ 709.92
7771	SD #1 HS	3,797,889.15	12.779131%	1,001.05	\$ 3,275.74	\$ 2,274.69
7772	SD #1 ELEM	2,976,583.77	10.015604%	784.57	\$ 2,987.12	\$ 2,202.55
7774	SD #6 ELEM	267.30	0.000899%	0.07	\$ 0.81	\$ 0.74
7776	SD #15 ELEM	36,190.37	0.121773%	9.54	\$ 49.55	\$ 40.01
7778	SD #27 ELEM	684,506.81	2.303227%	180.42	\$ 598.23	\$ 417.81
7779	SD #27 HS	1,160,019.99	3.903233%	305.76	\$ 996.67	\$ 690.91
7780	SD #40 ELEM	26,525.93	0.089254%	6.99	\$ 26.24	\$ 19.25
7781	SD #44 ELEM	903,093.69	3.038728%	238.04	\$ 800.01	\$ 561.97
7782	SD #44 HS	441,513.22	1.485603%	116.37	\$ 379.99	\$ 263.62
7785	SD #74 K-12	611,791.27	2.058554%	161.26	\$ 632.85	\$ 471.59
7786	SD #84 ELEM	849,975.55	2.859996%	224.04	\$ 778.90	\$ 554.86
7787	SD #84 HS	242,824.44	0.817055%	64.00	\$ 208.03	\$ 144.03
7788	SD #104 ELEM	9,400.25	0.031630%	2.48	\$ 12.06	\$ 9.58
7790	SD #115 K-12	1,721,362.29	5.792037%	453.72	\$ 1,508.16	\$ 1,054.44
7791	SD #222 ELEM	36,141.18	0.121608%	9.53	\$ 33.09	\$ 23.56
	TOTALS	\$ 14,617,709.71	49.185645%	\$ 3,852.93	\$ 13,292.46	\$ 9,439.53
		\$ 29,719,463.22	100.000000%	\$ 7,833.45	\$ 27,040.39	\$ 19,206.94
	SD 1 School Bond	\$ 23,733,365.30				
	GRAND TOTALS	\$ 53,452,828.52				
EXPLANATORY MEMORANDUM: DISTRIBUTION OF INTEREST EARNED AUGUST 2022						
	* SEE ATTACHED SHEETS FOR DISTRICTS SCHOOLS DISTRIBUTION BREAKDOWN					
	PREPARED BY: _____					
	APPROVED BY: _____					

	FERGUS COUNTY INVESTMENT				
	FUND BALANCE AS OF JULY 1, 2022				
	USED FOR AUGUST 2022 INTEREST ALLOCATIONS				

FUND	NAME	MO END BAL	ADJ CUR INVS	ADJ BALANCE	
X 1000	CO GEN	\$ 1,316,440.53			
2110	ROAD	664,969.51			
2120	POOR	0.00			
2130	BRIDGE	174,490.40			
2140	WEED	282,076.61			
2150	PRED ANIMAL	4250.08			
2155	PRED ANIMAL-CATTLE	84,100.04			
2160	FAIR	34,881.07			
2162	CENTRAL MONTANA FAIR	62,097.94			
2165	BRIGHT COUNTRY LIGHTS	13,755.91			
2180	DIST COURT	161,054.54			
2181	JUVENILE PROBATION	114,910.88			
X 2210	PARKS REC	2,824.69			
2220	LIBRARY	17,111.11			
2250	CITY/CO PLAN	27,151.02			
2255	RURAL ADDR.				
2260	COMP INS	-335,169.71			
2270	HEALTH DIST	39,371.68			
2271	MEN. HEALTH	26,338.75			
2272	CENT MT DST HLTH	208,504.28			
2274	EMERG. PREPARD.	353,008.15			
X 2275	FERGUS CTY HEALTH DEPT	113,354.23			
2276	FCHD-PUBLIC HEALTH	(14,490.91)			
X2277	FCHD-NURSE'S NON GRANT	149,872.91			
2280	AGING SERVICE	20,712.46			
2290	EXTEN SERV	46,030.64			
2300	PUBLIC SAFETY	636,209.40			
2301	SEARCH & RESCUE	2,583.68			
2350	LO. GOVN. RV.	2,000.31			
2351	WORKFORCE DEVELOPMENT	-			
2352	LOCAL ADVISORY COUNCIL	1,145.00			
2370	P.E.R.S.	44,333.89			
2375	GRP HEALTH	\$333,508.36			
2381	DRUG FORFEIT	29,385.10			
2384	FER CO FIRE COUNCIL	(265.67)			
X 2386	REV LOAN FUND	6,004.85			
2388	DONATED CASH	-			
2389	SMDC	-			
X 2392	ECN DEV REV LN	74,304.30			
2393	RECORD PRES	35,883.73			
2394	ALCOHOL REHAB	22,379.66			
2395	COMPUTER	10,850.68			
2396	CO FARM MAIN.	122,697.21			
X 2397	HARD ROCK MINE	-			
2398	CDBG-HRDC	\$ -			
X 2420	STATE GAS TAX	18,993.92			
2740	ECON DEV GRANT	-			
2800	CRISIS INTERVENTION	37,854.87			
2821	BARSAA	326,586.70			
2830	JUNK VEHICLE	(7,493.10)			
2840	WEED GRANT	(26,005.97)			
X 2850	TRI CO 911 EMERG	0.00			
2859	CO LAND INFO	7,482.15			
2889	HISTORICAL SOCIETY	0.00			
X2894	ST ALLOC FED MNERAL	53,872.71			
X 2895	HARD RCK MINE TR.	11,726.40			
X 2896	MET MINE TAXRES.	76,664.65			
X 2900	P.I.L.T.	1,712,633.51			
2915	DARE PROGRAM	65,205.24			
2917	CRIME VICTIMS ASS	37,969.85			
2918	LAW ENF BLOCK GRANT	0.00			
2919	SHERIFF GRANTS				
2958	DES GRANTS	59,793.72			
2962	HEALTHY CHILD MT	-			
2965	EDA	-			
2969	COVERING KIDS	-			
2970	MT LEAD	-			
2972	FAMILY PLANNING	247,961.64			
PAGE 1 TOTALS		\$ 7,711,913.60			

2973	MCH NURSES	12,175.02			
2974	FAM PLAN FUNDRAISING	67,020.19			
2975	MTUPP	2,082.11			
2978	IMM PROGRAM	139,980.52			
2999	PRE-PAID TAXES (TRUST)	16,115.39			
3200	FAIR WATER SEWER	153,376.83			
3201	COMPENSATED ABSENCES	53,706.58			
2991	CTEP	-			
2992	COVID RELIEF	-			
2993	ARPA	1,946,042.63			
X 4000	CONST RESERVE	1,230,264.77			
X4020	CAP IMP BRIDGE	174,077.49			
X 4030	JUNK VEH CAP IMP	165,186.03			
X4100	FAIR CONSTRUCT.	0.00			
X4101	FAIR PARKING	0.00			
X 4102	FAIR GRANT, D'NAT	-			
X4103	FAIR TRADE CENTER	-			
X 4110	AIRPORT CONS RESERV	-			
X 4112	AIRPORT CAP IMPROVE	-			
X 4160	FAIR LEVY	46,964.51			
X 4120	FERGUS CO REC DIST	0.00			
X 4400	CAP IMPROVE.	25,956.79			
X 4401	CAP IMPROVE GENERAL	9,834.88			
X 4402	CAP IMPROVE ROAD	48,027.54			
X 4403	CAP IMPROVE BRIDGE	9,684.46			
X 4404	CAP PROJECTS WEED	15,703.88			
X 4405	CAP PROJECTS FAIR	38,890.18			
X 4406	CAP PROJECTS PUBLIC S	30,948.39			
X4407	CAP IMPR DIST COURT	24,020.03			
X5110	CMMC 2003 B BOND	-			
X 5110	EXCESS DISCRETIONARY	0.00			
X 5110	CMMC SHORT TERM	0.00			
X 5610	AIRPORT	174,809.24			
X 5611	AIRPORT CAP IMPROVE	68,066.97			
X 5612	AIRPORT CONS RESERV	111,347.62			
X 6050	SELF INSURANCE	41.36			
7060	ESTATES CONTROL	0.00			
X 7130	PROTESTED TAXES	10,827.44			
7140	PUBLIC ADMIN CASH	0.00			
7150	REDEMPTIONS	100.00	39,153.72		
7160	CLERK OF D.C.	39,153.72			
X 7160	C OF CRT DR	-			
X 7160	C OF CFT DR 99-116	-			
X7161	GREER OVER PYMT	739.17			
7190	MIGRATORY STOCK	77.57			
X 7195	SOIL CONSERV.	35,397.05			
X 7197	SNOWY MT DEV	177,393.47			
X 7205	GR FIRE DISTRICT	77,464.49			
X 7210	COFF CREEK FIRE	31,317.49			
X 7215	CHEADLE FIRE	50,255.21			
X 7220	ROY FIRE	73,714.20			
X 7225	BEA/COTTON FIRE	77,433.49			
X 7230	LEWISTOWN FIRE	529,985.50			
X 7235	MOORE FIRE	452,045.78			
X 7240	DENTON FIRE	161,831.42			
X 7246	WINIFRED FIRE DIST	58,164.46			
X 7250	DENTON TV DIST	4,935.18			
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	187,964.59			
X 7375	FERGUS CO REC DIST	284,349.31			
7401	VEH/OHV REG FEE	146,938.07			
7402	RECORD LIENS/CERT	311.21			
7449	COURT RELATED COLL	-			
7451	JP FINE/FORFEIT	-			
7452	DRIVER LIC REIN	-			
7453	FISH & GAME	-			
7458	CRT TECH SURCHAR	321.49			
7459	FINES-DRUGS	-			
7461	C OF CRT FEE(68%)	2,166.57			
7462	MARRIAGE LICENSE	-			
7463	BATTERED SPOUSE	790.00			
7464	DOMEST AB	170.00			
7465	DISPLACD HMEMKR	-			
7466	CHILD ABUSE/NEGL	937.13			
7467	LAW ENFORCE ACADEMY	-			
7468	DISS OF MARRIAGE	156.00			
7469	JUDGES SALARY	-			
7470	PROB/PAR SPVR \$	-			
7471	CIVIL ASSIST	-			
7510	HORS/MULE PERCP	-			
7511	CATTLE PER CAP	-			
PAGE 2 TOTALS		\$ 6,969,560.55	\$ 6,969,560.55		

		-			
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	1,779.79			
7522	UNIV MIL NON LEVY	74.97			
7523	UNIVERSITY MILLS	36.08			
7527	ST SCH EQUAL	11,864.74			
7528	ST. EQUAL NONLEVY	499.59			
X 7529	ELEM EQUAL AD	9,788.38			
X 7530	ELEM EQUAL 33 MIL	426.66			
X 7531	HS EQUAL AD	6,525.55			
X 7532	HS EQUAL 22 MILS	284.54			
7541	HIGH SCHOOL EQUILIZATION	-			
7542	ELEMENTARY EQUILIZATION	-			
7551	MT LAND INFO	986.50			
7552	DEATH CERT CASH	-			
7564	FOREST FIRE PROT	24.11			
X 7600	FUNERAL DIRECTORS FEE	3,708.75			
X 7771	LEW SD #1 H.S.	3,797,889.15			
X 7772	LEW SD #1 ELEM	26,709,949.07	(23,733,365.30)	2,976,583.77	
X 7775	SD #1 COOP	1,119,624.50			
X 7774	JOINT SD #6 ELEM	267.30			
X 7776	D.F. SD #15 ELEM	36,190.37			
X 7778	G.R. SD #27 ELEM	684,506.81			
X 7779	G.R. SD #27 H.S.	1,160,019.99			
X 7780	KING SD #40 ELEM	26,525.93			
X 7781	MOORE SD#44 ELEM	903,093.69			
X 7782	MOORE SD#44 HS	441,513.22			
X 7785	ROY SD #74 K-12	611,791.27			
X 7786	DEN. SD#84 ELEM	849,975.55			
X 7787	DENTON SD#84 HS	242,824.44			
X 7788	S.C. SD #104 ELEM	9,400.25			
X 7790	WIN. SD #115 K-12	1,721,362.29			
X 7791	AYERS #222 ELEM	36,141.18			
X 7820	H.S. RETIREMENT	-			
X 7830	SCHL TRANSP	39,350.88			
X 7840	ELEM RETIRE	-			
X 7845	FER CO COOP ED	8,695.93			
7850	CITY OF LEWIS.	46,940.35			
7851	CITY OF LEW TIF DIST	5,030.90			
7855	LEW IMPROVE.	13,292.40			
7856	LEWISTOWN CITY TEDD	-			
7860	TOWN OF MOORE	1,923.00			
7870	TOWN OF DENTON	2,845.52			
7875	DENTON MAINT.	224.30			
7876	DENTON SPC IMP DISTRICT	946.14			
7880	TOWN OF G.R.	806.03			
7890	TOWN OF WINI.	4,556.26			
7910	PAYROLL	4,484.96			
7920	REFUND CLEARING	-			
7930	CLAIMS	237,833.13			
7950	ENTITLEMENT	2,502.67			
7980	REPO ACT INV INT	14,847.23			
	PAGE 3 TOTALS	\$ 38,771,354.37			

		FERGUS COUNTY INVESTMENT			
		FUND BALANCES AS OF JULY 2022			
		USED FOR AUGUST 2022 INTEREST ALLOCATIONS			
			ADJ CUR INVST		
		MO END BAL		ADJ BALANCE	
SUMM OF	PAGE TOTAL				
	PAGE NO. 1	7,711,913.60			
	PAGE NO. 2	6,969,560.55		6,969,560.55	
	PAGE NO. 3	38,771,354.37			
	TOTALS:	53,452,828.52		53,452,828.52	
SUMMARY:	COUNTY GENERAL ACCOUNT				
	CO GEN ACCT	\$ 1,316,440.53			
	PAGE 1 LESS ITEMIZED ACCT	\$ 4,175,220.90			
	PAGE 2 LESS ITEMIZED ACCT	\$ 2,430,127.69	0.00	\$ 2,430,127.69	
	PAGE 3 LESS ITEMIZED ACCT	\$ 151,790.47			
	PAGE 4 LESS ITEMIZED ACCT	\$ 85,297.95			
	PAGE 5 LESS ITEMIZED ACCT	\$ 266,200.72			
	TOTALS:	\$ 8,425,078.26	\$ -	\$ 8,425,078.26	

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE
BOARD AGENDA ITEM**

Meeting Date

9/13/2022

Agenda Item No.

23

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Board Votes

Requested by: Management Board

Prepared by: Chelsey Rogers

Date: 09/12/2022

SUMMARY:

Consider the number of votes each district receives based on contributions.

Suggested Action:

Consider the request as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSON						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE
BOARD AGENDA ITEM**

Meeting Date

9/13/2022

Agenda Item No.

24

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Staff Handbook

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 09/12/2022

SUMMARY:

Attached please find Staff Handbook.

Suggested Action:

Consider the Staff Handbook as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSON						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:

Central Montana Learning Resource Center
Cooperative

2022-23
Employee Handbook

TABLE OF CONTENTS

Introduction	3
Future Policy Changes	3
Organizational Structure	3
General Terms of Employment	4
<i>Equal Opportunity Employment</i>	4
<i>Harassment/Discrimination</i>	5
<i>Hiring</i>	6
<i>Job Responsibilities</i>	6
<i>Criminal Background Check</i>	6
<i>Work Day</i>	7
<i>Work Calendars</i>	7
<i>School Delays and Closures</i>	8
<i>Contact Information</i>	9
Benefits and Leave	9
<i>Insurance</i>	9
<i>Salary Deductions</i>	9
<i>Expense Reimbursement</i>	9
<i>Holidays</i>	9
<i>Reporting Schedule Changes and Absences</i>	10
<i>Leave</i>	10
<i>Sick Leave and Bereavement Leave</i>	10
<i>Personal and Emergency Leave</i>	11
<i>Civic Duties Leave</i>	12
<i>Military Leave</i>	12
<i>Vacation Leave</i>	12
<i>Maternity Leave</i>	12
Personnel Management	13
<i>Employment and Assignment</i>	13
<i>Employee Discipline</i>	13
<i>Evaluations</i>	14
<i>Personnel Records</i>	14
<i>Professional Development</i>	15
<i>Staff Meetings</i>	15
<i>Employee Conduct</i>	15
<i>Absenteeism and Tardiness</i>	15
<i>Disrupting the Educational Process</i>	15
<i>Drug-Free/Alcohol-Free Schools</i>	16
<i>Weapons</i>	16
<i>Dress and Appearance</i>	16
<i>Participation in Political Activities</i>	16
<i>Tobacco Products</i>	16
<i>Use of School Property/Electronic Communication System/Social Networking Pages</i>	17

<i>Health, Safety and Security</i>	17
<i>Assaults and Threats of Violence</i>	17
<i>Child Abuse</i>	17
<i>Gifts</i> 18	
<i>Grievances/ Communications</i>	18
<i>Outside Employment or Activities</i>	24
<i>Travel</i> 24	
Acknowledgment Form	26

INTRODUCTION

Welcome to the Central Montana Learning Resource Center Cooperative. The purpose of this handbook is to acquaint you with general Management Board policies that govern and affect your employment and to outline the benefits available to you as an employee of the Cooperative.

Because this handbook is a general source of information, it is not intended to be, and should not be interpreted as a contract. It is **not** an all-encompassing document and may not cover every possible situation or unusual circumstance. If a conflict exists between the information in this handbook and Management Board policy or administrative procedures, the policies and procedures govern. It is the employee's responsibility to refer to the actual policies and/or administrative procedures for further information. Complete copies of those documents are available at the Cooperative Office. Any employee is free to review official policies and procedures and is expected to be familiar with those related to his/her job responsibilities.

In this handbook, **bolded policy codes** indicate related Cooperative policies. If an employee has questions, they should contact Director Chelsey Rogers.

FUTURE POLICY CHANGES

Although every effort will be made to update the handbook on a timely basis, CMLRCC Management Board reserves the right and has sole discretion, to change any policies, procedures, benefits, and terms of employment without notice, consultation, or publication, except as may be required by collective bargaining agreements, contractual agreements, and law. The Cooperative reserves the right and has sole discretion, to modify or change any portion of this handbook at any time as permitted by law.

GENERAL TERMS OF EMPLOYMENT

EQUAL OPPORTUNITY EMPLOYMENT

CMLRCC Special Education Cooperative is an Equal Opportunity Employer. The Cooperative does not discriminate on the basis of race, creed, religion, color, national origin, age, physical or mental disability, marital status, genetic information, sex, or veteran status, as required by law. Reasonable accommodation for individuals with disabilities will be made as required by law. "Sex" includes sexual orientation and gender identity and expression. The Cooperative is required by federal law, including but not limited to the Civil Rights Act of 1964, Title IX, and Section 504 and the Americans with Disabilities Act and their regulations to not discriminate against individuals in violation of these laws. Reasonable accommodation for individuals with disabilities will be made as required by law.

If considerations of sex, age, or disability have a bona fide relationship to the unique requirements of a particular position or if there are federal or state legal requirements that apply, then sex, age, or disability may be taken into account as a bona fide occupational qualification, provided such consideration is consistent with governing law.

If you have questions concerning Cooperative compliance with state and federal equal opportunity employment laws, contact Director Chelsey Rogers. **Policy 5010.**

HARASSMENT/DISCRIMINATION

The Cooperative intends that employees have a safe and orderly work environment in which to do their jobs. Therefore, the Cooperative does not condone and will not tolerate harassment of employees, discrimination against employees, or any act prohibited by Cooperative policy that disrupts the workplace and/or keeps employees from doing their jobs.

Employees are expected to be civil, respectful, and act in an orderly manner toward one another. Workplace harassment and bullying may be defined as the deliberate, hurtful, repeated mistreatment of an employee, driven by a desire to abuse or control that individual.

Common behaviors include, but are not limited to:

- Injuring, threatening, harassing, or intimidating a staff member, a member district employee, or any other person;
- Defamation of character and/or reputation;
- Yelling, shouting, and screaming; hostile glares and other intimidating gestures toward fellow employees;
- Behind-the-back-put-downs, insulting, and unfair criticism;
- Damaging or threatening to damage another's property;
- The deliberate sabotage and undermining of another's work performance;

- Impeding, delaying, or otherwise interfering with the orderly conduct of the district employee program or any other activity occurring on school property;
- Operating a motor vehicle in a risky manner to scare or intimidate;
- Exclusion or social isolation; and
- Other inappropriate behavior that intimidates, offends, degrades, or humiliates a co-worker, including occurrences in front of another co-worker, students, parents, contractors, or visitors.

Any employee who believes that they, or any other employee or student is being subjected to harassment or discrimination should bring the matter to the attention of the Cooperative's Director and/or Title IX Coordinator. The Cooperative will investigate any such concerns promptly and confidentially to the extent possible. Complaints will be addressed via the applicable grievance procedure.

No employee will be subject to any form of reprisal or retaliation for having made a good-faith complaint under this policy. For complete information concerning the Cooperative's position prohibiting harassment/discrimination, assistance in reporting and responding to alleged incidents, and examples of prohibited behaviors, employees should refer to the Cooperative's policies and related procedures. **Policies 5012, 5015**

HIRING

All personnel are required to sign a written contract with the Cooperative. For further information on the hiring process, refer to **Policy 5120**

Hiring Process and Criteria

The Director is responsible for recruiting personnel, in compliance with Board policy, and making hiring recommendations to the Board. The Board will hire the most qualified personnel, consistent with budget and staffing requirements, and shall comply with Board policy and state law on equal employment opportunities and veterans' preferences. All applicants must complete a CMLRCC application form in order to be considered for employment.

Each applicant must provide a written authorization for a criminal background investigation. The Director will keep a conviction record confidential as required by law and Board policy. All new employees must complete an Immigration and Naturalization Service form, as required by federal law.

All employees must provide CMLRCC with a copy of their current, valid Montana Driver's License, as well as a signed release allowing the Director to secure a copy of the employee's driving record.

JOB RESPONSIBILITIES

All employees receive a copy of their job description and responsibilities for review. The Director may assign other duties as needed. Each employee is required to review their job description and related performance goals. Office space should be kept tidy at all times and any equipment needs to be taken to the appropriate place when finished. Employees should ask the Director if they have questions regarding their assigned duties and/or responsibilities.

CRIMINAL BACKGROUND CHECK

Any finalist recommended to be employed in a paid or volunteer position with the Cooperative, involving regular unsupervised access to students in schools, as determined by the Director, shall submit to a name-based and fingerprint criminal background investigation conducted by the appropriate law enforcement agency before consideration of the recommendation for employment or appointment. Any subsequent offer of employment or appointment will be contingent on the results of the fingerprint criminal background check. This policy shall also be applied to an employee of a person or firm holding a contract with the Cooperative, if the employee is assigned to a member school, and the employee may have unsupervised access to students.

Any requirement of an applicant or employee of a contractor to submit to a fingerprint background check will be in compliance with the National Child Protection Act and applicable federal regulations. If an applicant has any prior record of arrest or conviction by any local, state, or federal law enforcement agency for an offense other than a minor traffic violation, the facts must be reviewed by the Director, who will decide whether the applicant will be declared eligible for appointment or employment. Arrests resolved without conviction will not be considered in the hiring process, unless the charges are pending. The Director shall keep all criminal record information confidential as required by law. **Policy 5120P, 5122 5122F.**

CONFIDENTIALITY

In certain circumstances employees may receive confidential information regarding students' or employees' medical, discipline, or court records. Employees are required to keep student and personnel information in the strictest confidence and are legally prohibited from passing confidential information along to any unauthorized individual. If employees have any questions about access to confidential information, they should speak to the Cooperative Director. **Policy 5510, 5223.**

SALARIES AND PAYROLL DISTRIBUTION

Checks are issued according to a schedule approved by the Management Board. Salaries for licensed personnel are based on a salary schedule approved by the Management Board and noted on the individual contract. Determination of and changes to licensed employees' rank and experience are determined by the Director. Classified personnel are paid an hourly wage.

WORK DAY

Regular Work Schedule

The regular workday shall normally be eight (8) hours (including a one-half hour for lunch) beginning at 8:00 a.m. and ending at 4:00 p.m. The regular workweek shall be five (5) days beginning Monday and ending Friday. The regular work year shall constitute one hundred eighty-seven (187) days as specified in the approved annual CMLRCC calendars.

It is understood that as a professional educator, a Staff member's obligation from time to time throughout the year may require him/her to work beyond the normal eight to four or may require an adjustment in the beginning and ending time of the regular workday. **Policy 5221** All such adjustments will be scheduled and approved in advance by the Director. It is also understood that every effort will be made by school administrators to schedule evaluation team meetings and other activities involving Staff at times during the school day to make it possible for Staff to be back at their duty station by regular dismissal time.

ALTERNATE WORK SCHEDULE

One alternative work schedule shall be available to staff members as an alternative to the 8:00 a.m. to 4:00 p.m. workday. The alternative work schedule is a forty-hour workweek and falls under the requirements of CMLRCC Board Policy and the 2022-2024 CMLRCC Collective Bargaining Agreement.

The alternative work schedule will be as follows:

Monday through Thursday	7:30 a.m. to 4:30 p.m.	30 minute lunch
Friday	7:30 a.m. to 11:30 a.m.	lunch after 11:30

Staff members who desire to work the alternative work schedule may request the form from the Director and will continue to work on the 8:00 a.m. to 4:00 p.m. schedule pending approval of the request.

WORK CALENDARS

Employees assigned to more than one district follow the scheduled workdays on the Cooperative Calendar. All employees shall attend Cooperative staff meetings during the contract period as indicated on the Cooperative calendar, or as otherwise notified. Where calendar or schedule conflicts arise, employees shall contact the Director in advance and gain approval to miss a Cooperative meeting.

Part-time personnel maintains an accounting of working days on an approved work calendar format. Calendars documenting workdays are reconciled by the Cooperative Business Manager/Clerk.

SCHOOL DELAYS AND CLOSURES

School Delays

Cooperative employees follow the assigned district procedures regarding school delays. If a school has a delayed start employees will start at that school the same time school administration determines. Generally, this is whenever the Director believes it is safe to travel but no delay to the start of their day at their home base.

School Closures

Inclement Weather/Other Closure Policy

When school at a Staff member's home base district is canceled due to inclement weather or other unforeseen factor, the Staff member is not required to report for work and is not required to take any form of leave. The Staff member is paid for the day at the contractual rate. In the event that the home base district makes up the school day, the Staff member is required to report for work on that day. Home base district is defined as the school district in which the Staff member's main office is located and the point at which the Staff member typically begins and end his/her contractual day.

Policy 2221

This policy applies in all conditions of cancellation of school in the home base district, even when other districts within the cooperative may be open.

This policy applies to all certified/licensed and classified staff.

CONTACT INFORMATION

Employees are required to provide the Cooperative Business Manager/Clerk with his/her current phone number and mailing address. Should the employee's phone number or address change, they must notify the Cooperative Business Manager/Clerk by the following business day in which the change takes place.

BENEFITS AND LEAVE

INSURANCE

A. MEDICAL AND DENTAL INSURANCE

1. The Board will contribute the cost of a single policy rate plus fifty percent (50%) of the cost of dependents per month toward the comprehensive major medical and dental programs in effect for 2022-23 and 2023-24.
2. The insurance contract and these benefits are understood to be in effect from September 01, 2022 through August 31, 2023.
3. In cases where two Staff persons are married to each other and are employed by CMLRCC, the Board will contribute the cost of two single policy rates and will contribute fifty percent (50%) of the total cost for dependents.

B. LIFE AND DISABILITY INSURANCE

1. The Board shall provide Life and Accidental Death and Dismemberment (AD&D) Insurance for each Staff member through an appropriate and reliable carrier.
2. The Board shall provide up to two hundred fifty dollars (\$250) per year per Staff member toward a group life and long-term disability insurance program. The benefit shall be the same for full and part-time Staff members.
1. The AD&D insurance contract and benefits are understood to be in effect from September 01, 2022 through August 31, 2024.

C. PRORATION OF INSURANCE BENEFITS

For insurance purposes, Board contributions, to all agreed upon health and dental insurance benefits, will be prorated according to the following conditions:

1. The Board will pay full insurance coverage as agreed upon for full-time staff members. A full time Staff Member is one who holds a contract for 1.0 FTE as determined by the salary schedule in Article 1 of this agreement. The dollar amount so derived shall be exclusive of extra duty salary allowances.
2. The Board will pay insurance coverage for any Staff member contracted for equal to or greater than one-half time (.5 FTE) based on the contracted number of hours worked divided by the number of hours on the Board approved Co-op calendar (currently 180 working days x 8 hours = 1440 hours + 7 PIR days x 6 hours = 42 hours for a total of

1482 hours), multiplied by the current Board contribution as determined by the salary schedule in Article 1 of this agreement. The dollar amount so derived shall be exclusive of extra duty salary allowance.

The Board is responsible only for payment to the appropriate insurance carrier of the amount agreed to herein as premium contributions and not for adjustments of any claims.

D. FLEXIBLE BENEFITS PLAN (IRS SECTION 125)

The Board will establish a flexible benefits plan based on Section 125 of the IRS code to pay eligible, non-reimbursable health and dependent care costs. The plan will be administered by an outside carrier based on mutually agreed-upon specifications. The Board will assume the startup costs to administer the program. Staff orientation and education will be provided regarding the planned use. Participating Staff will pay fees related to their individual accounts. Participation in the plan by Staff will be voluntary.

SALARY DEDUCTIONS

The Cooperative makes all payroll deductions required by law or as authorized by the employee.

HOLIDAYS

Holidays for certified staff are dictated in part by the school calendar. Temporary employees will not receive holiday pay. Part-time employees will receive holiday pay on a prorated basis. The Cooperative will observe all school holidays as required by statute.

When a school holiday falls on Sunday, the following Monday will not be a holiday. When a school holiday falls on a Saturday, the preceding Friday will not be a holiday. When a holiday occurs during a period in which vacation is being taken by an employee, the holiday will not be charged against the employee's annual leave. **Policy 5333.**

REPORTING SCHEDULE CHANGES AND ABSENCES

Employees must notify the Cooperative and the respective schools of absences or schedule changes by 8:00 am or, as soon as the employee is aware of the need for a schedule change or absence. Requests for Personal Leave must be submitted, on a standard form, as far in advance as possible but **no later** than two working days in advance of the request.

Employees must give proper notice if the employee will be absent, late for work, must leave early, or for any reason would like to change the schedule from the normal assignment (this includes workshops, meetings, or leaving the assigned school for other reasons).

Notify the individual school office building(s) assigned on that particular day or days with the same detailed information.

LEAVE

In order to provide the highest level of service, employees are expected to be at work and on time every day. However, when circumstances dictate, the Cooperative provides leave to its employees pursuant to the CBA, this handbook, and individual contracts. Employees who must be absent should inform the Cooperative Director immediately. Listed below is general information regarding several types of leave available to employees. Please note that in many cases a written request, submitted for approval before they leave begins, is required. **Policy 5321, 5329.**

Sick Leave and Bereavement Leave

SICK LEAVE

1. After a Staff member has used all his/her annual discretionary leave hours, the Staff member will use his/her accumulated sick leave hours for the purpose of personal and/or immediate family members' medical appointments or illnesses. Immediate family member is defined as the Staff member's spouse, significant other, fathers, mothers, sisters, brothers, sons, daughters, grandparents, grandchildren, sons-in-law, daughters-in-law, father-in-law, mother-in-law, brothers-in-law, sisters-in-law, step-parents, step-siblings, step-children, step-grandchildren, half-siblings, uncles, aunts, nephews, nieces, cousins, and foster children.
2. The annual discretionary leave hours are available to use from the starting date of the current contract with the full amount of accumulated sick leave (up to one thousand two hundred hours) available for personal illness and/or family illness after all discretionary leave hours have been used.
3. A summary of discretionary leave and accumulated sick leave shall be included with each employee's monthly paycheck. Also, the number of hours available in their sick leave bank will be included.
4. Included in their last paycheck at the end of the work year, Staff members who have unused, discretionary leave hours will be reimbursed fifty dollars (\$50) for every eight (8) hours over the allowed accumulated one thousand two hundred (1200) hours of sick leave.

E. BEREAVEMENT LEAVE

1. Up to forty (40) hours per occurrence will be granted at full salary to a Staff member for death in the immediate family. Immediate family member is defined as the Staff member's spouse, significant other, fathers, mothers, sisters, brothers, sons, daughters, grandparents, grandchildren, sons-in-law, daughters-in-law, father-in-law, mother-in-law, brothers-in-law, sisters-in-law, step-parents, step-siblings, step-children,

step-grandchildren, half-siblings, uncles, aunts, nephews, nieces, cousins, and foster children.

1. For the death of anyone outside the definition of “immediate family”, it is understood and agreed to that such bereavement leave requests shall be considered separate of normal bereavement leave and shall be granted using discretionary leave or leave without pay. CMLRCC shall deduct contracted hours missed from the Staff member’s contractual salary for each hour of absence. In addition, such leave may be denied, based on the educational needs of CMLRCC. The length of such leave shall not exceed forty (40) hours per occurrence.

Discretionary Leave

1. A full time (1.0 FTE) Staff member shall be granted one hundred twenty (120) discretionary hours (the equivalent of fifteen (15) days) at the beginning of each work year. Discretionary leave may be used for personal business or for illness: illness is defined under subsection D1 of the CBA.
2. Notification of intention to take discretionary leave shall be requested in writing in advance and shall be authorized by the Director or his/her designee.

The leave may be denied if more than two (2) of the Staff members are absent on discretionary leave at the time such leave is to be taken. In case of emergency, advance written notification is not required. Discretionary leave will be granted in hour increments. Unused discretionary leave will be added to accumulated sick leave at the beginning of the current contract year.

3. When a Staff member has used all his/her annual discretionary leave in one year, no further leaves for personal business will be granted without prior approval of the Director.
4. Leave used for illness shall be first deducted from the annual discretionary hours. Leave used for an illness that exceeds the annual discretionary leave shall be deducted from the accrued sick leave hours credited to the Staff member.

Classified staff will be granted sick and vacation leave in accordance with Montana law. The Director has the discretion to grant unpaid leave to classified employees.

Civic Duties Leave

Leaves for service on either a jury or in the Legislature will be granted in accordance with state and federal law.

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

Military Leave

Employees shall be granted leave for service in the military in accordance with state and federal law. The Cooperative will comply with all federal and state laws and regulations regarding the employee's return to service following military leave.

Family Medical Leave

1. Maternity leave shall be granted for a reasonable period for pregnancy disability as the result of pregnancy, childbirth and recovery. Such leave period is considered two hundred forty (240) contract hours. Such Maternity leave will be charged against the Staff member's discretionary leave hours and then accumulated sick leave hours. Any leave request beyond the two hundred forty (240) contract hours must be submitted to the CMLRCC Board for their approval, prior to the leave date. (Exception to extending the maternity leave without prior CMLRCC Board approval is found below.) Any hours during this period not covered by discretionary leave and/or accumulated sick leave shall be considered an extended leave of absence (ELA) without salary. Upon the Staff member's return to work, the leave without pay will be evenly deducted over the remaining pay periods in the contract year.

Maternity leave for eligible part-time Staff members will be calculated by prorating the two hundred forty (240) contract hours according to FTE and applying the resultant number of hours to the calendar regularly worked by the Staff member.

2. In the event that the Staff member's disabling condition extends past the two hundred forty (240) contract hours, an exception to subsection F1 shall be made. Such disabling condition must be diagnosed and documented by a licensed medical doctor stating the need for an extended medical disability time period. Such documentation shall be submitted to the Board. The Board reserves the right to require a second medical opinion to verify the request for an

extension. Any leave during this extension period not covered by discretionary leave and/or accumulated sick leave shall be considered ELA without salary.

3. For purposes of this policy, two hundred forty (240) contract hours, which may include pre-delivery, delivery, and recovery days, constitute a reasonable period for pregnancy disability. Extension of the normal two hundred forty (240) contract hours shall be approved for medical conditions occurring during the pregnancy or recovery period as certified by a licensed medical doctor.

PERSONNEL MANAGEMENT

EMPLOYMENT AND ASSIGNMENT

Each licensed employee will be employed under a written contract, subject to the terms and conditions of the Cooperative policies. Renewal and non-renewal will be determined by the Management Board after receiving a recommendation from the Director and in conformance with the law.

Each classified employee will be employed under a written contract for a specified term, with a beginning and ending date. Such employees shall have no expectation of continued employment from year to year, and contracts of employment may be renewed or non-renewed each year, at the Cooperative's sole option. The Cooperative reserves the right to change employment conditions affecting an employee's duties, assignment, supervisor, or grade.

The Director may assign, reassign, and/or transfer positions and duties of all staff. The Director will provide for a system of assignment, reassignment, and transfer of classified staff, including voluntary transfers and promotions. Nothing in this policy prevents reassignment of a staff member during a school year. **Policy 5210.**

EMPLOYEE DISCIPLINE

Cooperative employees who fail to fulfill their job responsibilities or to follow reasonable directions of their supervisors, or who conduct themselves on or off the job in ways that affect their effectiveness on the job, may be subject to disciplinary action up to and including termination. Behavior, conduct, or action that may call for disciplinary action or dismissal includes, but is not limited to, reasonable job-related grounds based on a failure to satisfactorily perform job duties, disruption of the Cooperative or member school district's operation, or other legitimate reasons.

Discipline will be reasonably appropriate to the circumstance and will include, but not be limited to, the Director's right to reprimand an employee and the right to suspend an employee, with or without pay, or to impose other appropriate disciplinary sanctions. In accordance with Montana law, only the Management Board may terminate an employee or non-renew employment. **Policies 5255, 5125**

No public officer or public employee shall retaliate against or condone or threaten to retaliate against an individual who, in good faith, alleges waste, fraud or abuse.

EVALUATIONS

Each non-administrative staff member's job performance will be evaluated by the Cooperative Director. The evaluation process includes scheduled annual evaluations using forms applicable to the job classification and description, and day-to-day appraisals. Certified staff members shall be evaluated according to the terms stated in the CBA and Cooperative policy.

The Cooperative Director will provide a copy of the completed evaluation to the staff member and will provide an opportunity to discuss the evaluation. The original should be signed by the staff member and filed in the staff member's personnel file. If the staff member refuses to sign the evaluation, the Director should note the refusal on the evaluation. Staff members may have up to 10 working days to submit a rebuttal to the evaluation for inclusion in the file. **Policy 5222.**

PERSONNEL RECORDS

The Cooperative maintains a complete personnel record for every current and former employee. The employees' personnel records will be maintained in the Cooperative's administrative office, under the Business Manager/Clerks supervision. Employees and their designees will be given supervised access to their personnel records in the administrative office. Copies may be given to employees and their designees, but under no circumstances may the original file leave the administrative office. In addition to the Director or other designees, the Management Board may grant a member of the Board access to cumulative personnel files. Counsel retained by the Management Board will also have access to a cumulative personnel file. Personnel records will be maintained for 10 years after the employee has left the District's employment. **Policy 5231-5231P.**

A staff member's personnel file may contain such information as applications for employment, references, records relative to compensation, payroll deductions, evaluations, complaints, and written disciplinary actions. All records containing medical-condition information, such as workers' compensation reports and release/permission to return to work forms, will be kept confidential, in a separate file from personnel records.

All personnel records are considered confidential and not open to public inspection.

No material derogatory to an employee's conduct, service, character, or personality shall be placed in the file, unless such placement is authorized by the Director, as indicated by her initials, and unless the employee has had the opportunity to read the material. The employee shall be entitled to respond to the material and to have that response placed in the file, if requested in a reasonable period of time, not to exceed 10 working days.

PROFESSIONAL DEVELOPMENT

Professional development opportunities shall be discussed annually with teams setting training priorities and goals.

Individual requests for training are submitted to the Director on the standard *Professional Development Request* form. The Director will approve or deny the request. Employees are responsible for confirming approval if they have not received a response prior to attending any training. Employees will not be reimbursed for allowable expenses until they submit proof of attendance with the professional development form to the Cooperative Clerk.

STAFF MEETINGS

Cooperative staff meetings are considered mandatory unless indicated as optional or the employee has received prior supervisor approval to be absent. If there is a conflict between a Cooperative staff meeting and a mandatory school district meeting or other schedule conflicts, the employee must have prior supervisor approval to be absent.

EMPLOYEE CONDUCT

Disrupting the Educational Process

Any employee who participates in or encourages activities that disrupt the educational process or the operations of the Cooperative may be subject to disciplinary action, including termination. Behavior that disrupts the educational process includes, but is not limited to: **Policy 5255**

- X conduct that threatens the health, safety or welfare of others;
- X conduct that may damage public or private property (including the property of students or staff);
- X illegal activity;
- X conduct that interferes with a student's access to educational opportunities or programs, including ability to attend, participate in, and benefit from instructional and extracurricular activities; or
- X conduct that disrupts delivery of instructional services or interferes with the orderly administration of the Cooperative, school and school-related activities or member District operations.

Drug-Free/Alcohol-Free Schools

Employees must not manufacture, distribute, dispense, be under the influence of, purchase, possess, use, or attempt to obtain in the workplace or in the performance of duties, alcohol or any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana (include medical marijuana) or any other controlled substance. A controlled substance is one that is not legally obtainable, or one that is

legally obtainable and not being used as prescribed, or referenced in federal and state controlled substance acts. Any employee who violates the terms of the Cooperative or member District's drug-free/alcohol-free policies may be suspended, nonrenewed or terminated. Violations may result in notification of appropriate legal officials. Any employee convicted of a workplace violation of drug abuse statutes must notify the Director of the conviction within five (10) working days. **Policy 5226.**

The use of any legally obtained prescription drug or other controlled substance (including medical marijuana) by any employee while performing their duties or while in a Cooperative or school facility is prohibited to the extent such use may affect the safety of the employee, co-workers, or members of the public, the employee's job performance, or the safe and efficient operation of Cooperative and school facilities. Employees are required to advise the director if they are taking a legal prescription drug or other controlled substance (including medical marijuana) that may have adverse effects on their ability to perform their job safely and efficiently. The Director shall determine whether the employee poses a threat to his or her own safety, the safety of other employees, or significantly affects his or her job performance if using the legally obtained prescription drug or other controlled substance (including medical marijuana) and can continue working. The Cooperative will provide reasonable accommodations as required by law for an employee who cannot safely perform his or her job duties because of use of a legally obtained prescription drug or other controlled substance (including medical marijuana).

Weapons

Carrying, bringing, using or possessing any weapon or dangerous instrument in any school building, on school grounds, in any Cooperative or school vehicle, or at any school-sponsored activity is prohibited. Except for authorized law enforcement officials, the Cooperative member school districts prohibit carrying concealed weapons on member District property. Staff members who violate this policy are subject to disciplinary action, including termination.

Dress and Appearance

Cooperative employees are required to dress in a professional manner. No mode of attire will be considered proper if it distracts from or is disruptive of the positive learning environment of the school to which the employee is assigned or the Cooperative office.

Participation in Political Activities

Cooperative employees may exercise their right to participate fully in the affairs of public interest on a local, county, state, and national level, on the same basis as any citizen in public or private employment and within the law. Employees may, within the limitations imposed by state and federal laws and regulations, choose any side of a particular issue and support their viewpoints as they desire, by vote, discussion, or persuading others. Such discussion and persuasion, however, may not be carried on during the performance of Cooperative duties **Policy 5224.**

Tobacco Products

The Cooperative member school districts maintain tobacco free buildings and grounds as required by Montana law. Tobacco includes, but is not limited to, vapor products, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, or any other tobacco or nicotine innovation. Use of tobacco will not be allowed in any member school district buildings, grounds or vehicles. **Policy 5225.**

Use of School Property/Electronic Communication System/Social Networking Pages

Employees may not use any Cooperative or member District facility, vehicle, electronic communication system, equipment, or materials to perform outside work. These items (including security codes and electronic records such as e-mail) are Cooperative and/or member District property. Employees may not use a code, access a file, or retrieve any stored communication unless they have been given authorization to do so. Employees cannot expect confidentiality or privacy of the information in their e-mail accounts. Authorized Cooperative and member District personnel may monitor the use of electronic equipment from time to time, and violations may result in discipline up to and including termination.

The on-campus and off-campus conduct of employees may impact their ability to function professionally and effectively in the Cooperative and/or member school districts. Given student and parent interest in and use of electronic media, this is especially true as related to employees' action on electronic social networking websites. Employees may not set up or update their personal electronic social networking websites using the Cooperative and/or member District's computers, network or equipment. Employees who set up personal electronic social networking webpages on their home or personal computers are responsible for the content of their webpages, including but not limited to: content added by employees, their friends or members of the public who can access their webpages; or content that is linked to the employees' webpages.

Employees who set up personal websites or web pages do so at their own risk; however, employees are strongly encouraged to keep their personal web pages private and to prevent students and the parents of students from accessing their personal webpages.

Health, Safety and Security

It is the intent of the Cooperative to provide a safe and healthful working environment for all employees. The Cooperative and member districts may require the use of personal protective equipment, including but not limited to face masks, if necessary for the safety and health of staff and students. Employees should report any security hazard or conditions they believe to be unsafe to the Cooperative Director. **Policy 5130.**

Except for those vaccinations required by law, the Cooperative will not discriminate against an employee by denying or withholding employment opportunities based upon the employee's vaccination status.

Assaults and Threats of Violence

Employees should immediately report any threats they receive (oral or written) to the Cooperative Director and to the appropriate member District official. **Policy 5012.**

Child Abuse

A Cooperative employee who knows or has reasonable cause to suspect, as a result of information they receive in their professional or official capacity, that a student may be an abused or neglected child (which includes but is not limited to child sex trafficking and human trafficking), regardless of whether the person suspected of causing the abuse or neglect is a parent or other person responsible for the child's welfare, shall report such a case to the Montana Department of Public Health and Human Services and notify the Director and the building administrator that a report has been made. An employee does not discharge the obligation to personally report by notifying the Director or building administrator. Any Cooperative employee who fails to report a suspected case of abuse or neglect to the Department of Public Health and Human Services, or who prevents another person from doing so, may be civilly liable for damages proximately caused by such failure or prevention and is guilty of a misdemeanor. The employee will also be subject to disciplinary action up to and including termination. In the event that a DPHHS reveals information to an employee after he or she makes a report or requests that information be shared with another employee, employees receiving such information shall keep the information confidential. **Policy 5232**

Grievances/Communications

Cooperative employees shall use the Complaint Procedure to address complaints/concerns about Cooperative policies, procedures, and directives that cannot be resolved informally. Employees covered by the Professional Agreement must use the grievance procedure in that contract to address alleged violations of the Contract. **CBA Article 13** contains the Cooperative's Uniform Grievance Procedure, which applies to all grievances except for those relating to complaints/concerns about sexual discrimination, including sexual harassment, and disability discrimination. **Policy 1700, 1700 F**

Uniform Complaint Procedure

The Board establishes this Uniform Complaint Procedure as a means to address complaints arising within CMLRCC. This Uniform Complaint Procedure is intended to be used for all complaints except those governed by a Collective Bargaining Agreement. **Policy 1700**

Cooperative employees shall use the Title IX Grievance Procedure to address complaints/concerns about sexual harassment.

Sexual Harassment

Sexual harassment of any individual is prohibited. Sexual harassment is conduct on the basis of sex that satisfies one or more of the following:

1. Quid pro quo: An employee of the recipient conditioning the provision of an aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the recipient's education program or activity; or
3. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), , or "stalking" as defined in 34 U.S.C. 12291(a)(30).

A determination of responsibility resulting from a formal complaint against an employee for engaging in sexual harassment will result in appropriate disciplinary action, up to and including termination from employment.

Complaints may be submitted via the Cooperative's Title IX Grievance Procedure. Please refer to **Policy 5012** for additional information regarding the Cooperative's prohibition against discrimination and harassment.

Outside Employment or Activities

Employees may not perform any duties related to an outside job during their regular working hours.

Travel

The Cooperative maintains one or more automobiles for staff work-related travel. Employees must check with Administrative Assistant to see if an automobile is available or mileage reimbursement may be denied.

Cars must be kept clean. Staff shall report to their home base district or facility each morning or at the start of the service day. Staff may not check-in for service at an alternate location other than their assigned district or facility without the written authorization of the Cooperative Director

ACKNOWLEDGMENT FORM

I, _____, have received a copy of the Employee Handbook issued by the Cooperative, and understand and agree that I am to review this handbook in detail and to consult Cooperative policies and procedures and with my supervisor if I have any questions concerning its contents.

I understand:

1. that this handbook is intended as a general guide to Cooperative personnel policies and procedures and that it is not intended to create any sort of contract between the Cooperative and any one or all of its employees;
2. that in the event there is a conflict between this Handbook and Cooperative policies and procedures, the policies and procedures will control.
3. That the Cooperative may modify any or all of these policies and procedures, in whole or in part, as permitted by Policy or negotiated agreement.
4. that in the event the Cooperative modifies any of the policies or procedures contained in this handbook, the changes will become binding on me immediately upon issuance of the new policy or procedure by the Cooperative.

I understand that as an employee of the Cooperative I am required to review and follow the policies and procedures set forth in this Employee Handbook and I agree to do so.

Signature of Employee

Date

Return this signed form to the Cooperative Office

Title IX Sexual Harassment Grievance Procedures

Central Montana Learning Resource Center Cooperative has adopted internal grievance procedures providing for the prompt and equitable resolution of complaints alleging sexual harassment prohibited by Title IX of the Education Amendments of 1972 Act (Title IX). Sexual harassment is a form of sex discrimination. Central Montana Learning Resource Center Cooperative does not discriminate on the basis of sex in its education programs and activities. Individuals alleging discrimination on the basis of sex that is not sexual harassment are subject to the District's Uniform Grievance Procedure.

Sexual harassment is conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the recipient conditioning the provision of an aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct (i.e., *quid pro quo* sexual harassment);
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the recipient's education program or activity; or
3. "Sexual assault" which is an offense classified as a forcible or nonforcible sex offense under the FBI's uniform crime reporting system (20 U.S.C. § 1092(f)(6)(A)(v)); "dating violence" which is violence committed by a person who is or has been in a romantic or intimate relationship with the victim (34 U.S.C. 12291(a)(10)); "domestic violence" which is felony or misdemeanor crimes of violence committed by a current or intimate partner of the victim, by a person with whom the victim shares a child, or by any other person against an adult or youth victim protected by state law on domestic or family violence (34 U.S.C. 12291(a)(8)); or "stalking" which is a course of conduct directed at a person that would cause a reasonable person to fear for his/her safety or the safety of others or suffer substantial emotional distress (34 U.S.C. 12291(a)(30)).

The District shall follow the procedures set forth herein prior to imposing any disciplinary consequences or sanctions on any individual. The District shall not assign or delegate any responsibility under these grievance procedures to any individual who has any general or specific conflicts of interest or bias.

Title IX Coordinator

Inquiries concerning the application of Title IX, sex discrimination, or sexual harassment may be referred to the District's Title IX Coordinator:

Karmen Tesarek
Business Manager
ktesarek@lewistown.k12.mt.us
215 7th Ave S
406-535-9012

Inquiries may also be referred to the Assistant Secretary of the United States Department of Education, separately or in conjunction with an inquiry to the District's Title IX Coordinator.

Formal Complaint

An individual believing that he or she has been the victim of sexual harassment ("complainant") may file a complaint with the Title IX Coordinator within 30 days of the incident(s) giving rise to the allegations. The complaint must be in writing, signed (either physically or digitally) and needs to specify the allegations which the individual believes constitute sexual harassment. The complainant has the right to contact law enforcement to determine if criminal activity occurred.

A complainant will be provided with a copy of these procedures.

Notice of Allegations

Upon receipt of a formal complaint, the District shall provide the parties (the complainant and the individual reported to be the perpetrator of conduct that could be sexual harassment – the "respondent") written notice of its grievance process and the allegations of sexual harassment at issue. This shall include the identities of the individuals involved if known; the conduct alleged to be sexual harassment; and the date and location, if known, of the alleged incident(s). Notice shall also be provided to the parties in the event additional allegations arise after the formal complaint is filed that will be investigated.

Supportive Measures

The District will offer supportive measures to both parties regardless of the filing of a formal complaint and during the course of the grievance process. Supportive measures are non-disciplinary and nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent. These measures are designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, changes in work locations, restrictions on contact between the parties, leaves of absence, increased security and monitoring of certain areas of the school campus, and other similar measures. Supportive measures shall comply with Section 504 and the Individuals with Disabilities Education Act ("IDEA").

Subject to Section 504 and the IDEA, the District may remove a student from its educational program or activities on an emergency basis if there is a determination that there is an immediate threat to the physical health or safety of any student or individual after conducting an individualized safety and risk analysis. The District shall provide the respondent of notice of such removal and an opportunity to challenge such removal. The District may place an employee on administrative leave with pay during the pendency of the grievance process.

Informal Resolution

The District may utilize an informal resolution processes, but only after a formal complaint has been filed.

The decision to invoke the informal resolution process is voluntary and is not required as a condition of enrollment or employment. The District may determine that the matter is not appropriate for informal resolution, including where an employee is alleged to have sexually harassed a student. If determined to be appropriate, both the complainant and respondent must agree to informal resolution.

If appropriate and both parties are in agreement, a school representative will be available to assist. The District shall provide written notice of the request for informal resolution. Either party may also request mediation with a designated mediator present to assist them to reach a resolution if appropriate for informal resolution.

Either party has the right to end the informal resolution process at any time and may request the commencement of the formal complaint process at any time prior to a determination of responsibility.

Investigation

Upon receipt of a formal complaint, the District will conduct an impartial investigation that will provide an equal opportunity for the parties to present witnesses and evidence, provide both parties with an equal opportunity to inspect and review any evidence obtained, and create an investigative report that fairly summarizes the evidence. The respondent is presumed to not be responsible for the alleged conduct until a determination of responsibility is made at the conclusion of the grievance process.

Parties will have an equal opportunity to present relevant fact and expert witnesses and other evidence. The investigation shall allow for both the complainant and respondent to provide information separately. The District shall provide written notice to the parties in advance of any investigative interviews.

Either party may have an advisor or lawyer present during the investigations; however, the advisor or lawyer is not allowed to speak or ask questions during any investigatory interviews. The advisor or lawyer may request clarification of any questions, but may not answer, advise his or her client how to answer, or ask any substantive questions.

Both parties and their advisors shall have the opportunity to inspect and review evidence obtained, subject to the disclosure of such information under the Family Educational Rights Privacy Act ("FERPA") and Montana law, prior to the completion of the investigation report. The parties and/or their advisors shall have an opportunity to submit a written response within 10 days of receipt of the evidence.

Investigation Report and Opportunity for Questions

Prior to the determination of responsibility, the investigative report will be provided to the parties and the decision-maker assigned by the District. The parties and/or their advisors shall have an opportunity to submit a written response within 10 days of receipt of the investigation report, subject to the disclosure of such information under the Family Educational Rights Privacy Act ("FERPA") and Montana law. After the investigative report is submitted to the parties, the decision-maker shall:

- 1) give each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness;
- 2) provide each party with the answers; and
- 3) allow for limited follow-up questions from each party.

The decision-maker may refuse to submit a question to another party but shall provide an explanation of the basis for such refusal.

Evaluation of Evidence

All relevant evidence gathered and received in the course of the grievance process will be objectively evaluated. The District has the responsibility to gather evidence sufficient to reach a determination of responsibility but may request consent to access records of either party that is legally required. The District will not use, rely upon, or seek the disclosure of information protected under a legally-recognized privilege, unless the individual holding the privilege has waived such privilege. Evidence gathered and received during the grievance process must include both inculpatory and exculpatory evidence. No credibility determinations shall be made on the basis of an individual's status as a complainant, respondent, or witness. No prejudgment shall be made of the facts at issue prior to the determination of responsibility.

Determination regarding responsibility

The decision-maker, who will not be the Title IX coordinator or the investigator, will issue a written determination with findings of facts and conclusions about the application of the District's code of conduct, describing each allegation and the decision reached on such allegation including any discipline, the rationale for the decision, procedural steps taken, and explains the procedures and permissible bases for appeals. The determination of responsibility shall be made on the basis of the preponderance of the evidence.

Subject to the disclosure of such information under the Family Educational Rights Privacy Act ("FERPA") and Montana law, the determination of responsibility shall be provided to the parties. The determination of responsibility shall become final on the date it is issued unless appealed as provided in these procedures.

Dismissal

At any time during the grievance process, the District is required to dismiss a complaint if the conduct alleged in the formal complaint:

- Would not constitute sexual harassment even if proven;
- Did not occur in the District's education program or activities; or
- Did not occur against a person in the United States.

Additionally, the District may dismiss a complaint where:

- The complainant notifies the Title IX Coordinator in writing that the complainant wishes to withdraw the formal complaint or allegations;
- The respondent is no longer enrolled in or employed by the District; or
- Specific circumstances prevent the District from gathering evidence sufficient to reach a determination regarding responsibility.

The District will provide the parties with written notice of a dismissal, whether mandatory or discretionary, and the reason for the dismissal.

Dismissal of the formal complaint under Title IX does not preclude action under another policy or the Code of Conduct.

Appeal

Either or both parties may appeal a determination of responsibility or the dismissal of a formal complaint, or any allegations therein, if:

- 1) a procedural irregularity affected the outcome;
- 2) a party has new evidence that could affect the outcome and was not reasonably available at the time of the determination; or
- 3) the Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against complainants or respondents (generally or in that specific case) that affected the outcome.

An appeal of the determination of responsibility shall be made within 10 days of issuance of the determination to the Superintendent or Superintendent's designee. The Superintendent or designee shall provide written notice that an appeal is filed. Both parties shall have the opportunity to submit a written statement in support of or challenging the outcome within 10 days of issuance of the notice of appeal. The Superintendent or designee shall issue a written decision to both parties within 30 days of receipt of any appeal, regardless of whether any written statements have been provided, of the result of the appeal and the rationale for the result.

Time Frames

The District shall complete the grievance process within 120 days within receipt of a formal complaint. The grievance process or other time frame specified herein may be delayed or extended for good cause. Good cause may include issues related to the absence of a party, a party's advisor or witness; concurrent law enforcement activity; or the need for assistance or accommodation of a person with a disability. The District shall provide written notice to the complainant and respondent of any delays or extensions of the time frames or grievance process with an explanation of the reasons for such delay or extension.

Remedies

The District shall take all reasonable and necessary steps to prevent the recurrence of any harassment and to correct its discriminatory effects on the individual and others. Remedies shall be provided to a complainant where a determination of responsibility for sexual harassment has been made after the grievance procedure is complete. Remedies shall be designed to restore or preserve equal access to the District's education program or activity. Remedies may include discipline against the respondent, counseling, extensions of deadlines or other course-related adjustments, modifications of schedules, restrictions on contact, increased security/monitoring of the school campus, and training. Discipline for a student includes but is not limited to detention, in-school suspension, out-of-school suspension, expulsion, suspension or exclusion from participation in extracurricular activities. Discipline for an employee includes but is not limited to warning, reprimand, suspension with or without pay, or termination from employment.

Any individual participating in a sex discrimination investigation shall notify the Title IX Coordinator if he or she believes that he or she is being retaliated against for participating in the investigation. The District prohibits retaliation against individuals making complaints under these procedures and participating in any investigation that may ensue.

Recordkeeping

The District will maintain records of reports of and all sexual harassment investigations and other required documents related to its obligations under Title IX for seven years.

Confidentiality

The District will maintain the confidentiality of any individual making a report of sexual harassment, complainant, individual who has been reported to be the perpetrator of sex discrimination, respondent, and witness except as disclosure may be permitted to conduct an investigation or judicial proceeding or as permitted under FERPA.

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE
BOARD AGENDA ITEM**

Meeting Date

9/13/2022

Agenda Item No.

25

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Records Disposal

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 09/12/2022

SUMMARY:

Attached please find Records Disposal Request.

Suggested Action:

Consider the Records Disposal as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSON						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:

RECORDS DESTRUCTION DOCUMENT (RM88)				NO. 1		
				PAGE 1 OF 1 PAGES		
1. AGENCY NAME AND DIVISION/PROGRAM: Central Montana Learning Resource Center Cooperative			2. AGENCY CONTACT: NAME: Karmen Tesarek PHONE #: 4065359012 EMAIL: ktesarek@lewistown.k12.mt.us			
3. NOTICE OF INTENTION: The schedule records listed in Item 5 are to be disposed of in the manner checked below (specify only one). ☐ Delete ☐ Incinerate ☒ Shred as Classified ☐ Toss without Restriction ☐ Other: Explain						
4. SUBMITTED BY: I hereby certify that the records to be disposed of are correctly represented below, that any audit requirements or Offer to the State Historical Society Archives has been fully justified, and that further retention is not required for any litigation pending or imminent. <u>Documentation attached from Historical Society.</u> SIGNATURE: NAME AND TITLE: DATE:						
5. LIST OF RECORD SERIES NOTE: Attach any inventories or Excel spreadsheets to this form to help validate records destroyed.						
a. Retention Schedule Number	b. Item number listed on Retention Schedule	c. Record Series Title	d. Retention in months/years	e. Inclusive Dates	f. Volume in Cubic Feet	g. Disposition Action and Date completed after Authorization
7	SDRIII-4, 54	Purchase Orders	8	1990-2014	.05	
7	SDRVIII-1, 4	Blank Staff Payroll Listings	8	2008-21013	.05	
7	SDRVIII-1, 13	Leave Requests	8	1990-2013	.05	
7	SDRIX-2, 18	Duplicate Staff Contracts	8 yrs	1986-2009	.05	
6. DISPOSAL AUTHORIZATION: Disposal for the above listed records is authorized. Any deletions or modifications are indicated. Custodian/Records Manager Name: Date: Signature:			7. DISPOSAL CERTIFICATE: The above listed records have been disposed of in the manner and on the date shown in column g. Name and Title: Signature:			

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE
BOARD AGENDA ITEM**

Meeting Date

9/13/2022

Agenda Item No.

26

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Trustees Financial Summary

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 09/12/2022

SUMMARY:

Attached please find Trustees Financial Summary.

Suggested Action:

Consider the Trustees Financial Summary as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSON						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Due Date:

Board of Trustees transmits to County Supt. not later than August 15th (MCA 20-9-213)

County Supt. transmits to the Office of Public Instruction no later than September 15th. (MCA 20-3-209)

This report is the school district's official submission of annual financial information to the county superintendent and state superintendent under section 20-9-213, MCA.

- Trustees are responsible for ensuring the accuracy and prompt submission of this report.
- Subsequent amendments to this report made by the clerk of the district as a result of the desk audit process are considered officially made on behalf of the trustees.
- Amendments initiated by OPI to correct coding or to comply with GAAP as a result of the desk audit process and which are communicated in writing to the clerk will be assumed to be accepted by the trustees unless the district notifies OPI in writing of their objection by December 10.
- This report and any amendments initiated by the district through December 10 are binding for use in determining various allocations of state and federal grants and in monitoring maintenance of effort for state and federal programs.

Certification	
Business Manager/Clerk: Karmen Tesarek	Phone #: (406) 535-9012
_____ (Signature)	_____ (Date)
Chair, Board of Trustees:	
_____ (Signature)	_____ (Date)
County Superintendent Rhonda Long	
_____ (Signature)	_____ (Date)

Software

Accounting Package: Tyler Technologies (CSA/Infinite Visions)

Electronic filers are not required to send the cover page to OPI.



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Project Reporter Codes

PRC	Title	Program Type	Project Number	CFDA#
000	Miscellaneous State Grant	STATE		State
156	IDEA, Part B, Special Education	FEDERAL		84.027
277	IDEA, Part B, Special Education	FEDERAL		84.027
379	IDEA PRESCHOOL GRANT	FEDERAL		84.173
388	Medicaid	STATE		State
756	ARP - IDEA, Part B, Special Education	FEDERAL		84.027X
757	ARP - IDEA, Special Education Preschool	FEDERAL		84.173X
765	CARES - State School Emergency Relief Fund	FEDERAL		84.425D



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

	General Fund	Transportation Fund	Bus Depreciation Reserve Fund	School Food Services Fund
	(01)	(10)	(11)	(12)
ASSETS, LIABILITIES, AND FUND BALANCE				
ASSETS AND OTHER DEBITS				
01 Cash & Investments (101-119) Less Warrants Payable (620)				
02 Taxes Receivable - Real and Personal (120-149)				
03 Taxes Receivable - Protested (150-159)				
04 Receivables from Other Funds (160-179)				
05 Due From Other Governments (180)				
06 Other Current Assets (190-210)				
07 Inventories (220 & 230)				
08 Prepaid Expenses (240)				
09 Deposits (250)				
20 TOTAL ASSETS AND OTHER DEBITS				
DEFERRED OUTFLOWS				
21 Deferred Outflows (501)				
LIABILITIES				
22 Payable to Other Funds (601-606)				
23 Due to Other Governments (611)				
25 Other Current Liabilities (621-679)				
27 Other Liabilities (690 - 699)				
35 TOTAL LIABILITIES				
DEFERRED INFLOWS				
36 Deferred Inflows (680)				
FUND BALANCE/EQUITY				
37 Reserve for Inventories (951)				
38 Reserve for Encumbrances (953)				
46 Non-Materialized ANB - Excess Levy				
47 TIF Fund Balance For Budget				
48 Fund Balance for Budget				
52 TOTAL FUND BALANCE/EQUITY				
53 TOTAL LIABILITIES AND FUND BALANCE				



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

	Tuition Fund	Retirement Fund	Miscellaneous Programs Fund	Adult Education Fund
	(13)	(14)	(15)	(17)
ASSETS, LIABILITIES, AND FUND BALANCE				
ASSETS AND OTHER DEBITS				
01 Cash & Investments (101-119) Less Warrants Payable (620)		46,158.24	898,781.76	
02 Taxes Receivable - Real and Personal (120-149)				
03 Taxes Receivable - Protested (150-159)				
04 Receivables from Other Funds (160-179)				
05 Due From Other Governments (180)			11,891.00	
06 Other Current Assets (190-210)				
07 Inventories (220 & 230)				
08 Prepaid Expenses (240)				
09 Deposits (250)				
20 TOTAL ASSETS AND OTHER DEBITS		46,158.24	910,672.76	
DEFERRED OUTFLOWS				
21 Deferred Outflows (501)				
LIABILITIES				
22 Payable to Other Funds (601-606)				
23 Due to Other Governments (611)				
25 Other Current Liabilities (621-679)				
27 Other Liabilities (690 - 699)				
35 TOTAL LIABILITIES				
DEFERRED INFLOWS				
36 Deferred Inflows (680)				
FUND BALANCE/EQUITY				
37 Reserve for Inventories (951)				
38 Reserve for Encumbrances (953)				
48 Fund Balance for Budget		46,158.24	910,672.76	
52 TOTAL FUND BALANCE/EQUITY		46,158.24	910,672.76	
53 TOTAL LIABILITIES AND FUND BALANCE		46,158.24	910,672.76	



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

		Traffic Education Fund	Non-Operating Fund	Lease-Rental Fund	Compensated Absence Fund
		(18)	(19)	(20)	(21)
ASSETS, LIABILITIES, AND FUND BALANCE					
ASSETS AND OTHER DEBITS					
01	Cash & Investments (101-119) Less Warrants Payable (620)				
02	Taxes Receivable - Real and Personal (120-149)				
03	Taxes Receivable - Protested (150-159)				
04	Receivables from Other Funds (160-179)				
05	Due From Other Governments (180)				
06	Other Current Assets (190-210)				
07	Inventories (220 & 230)				
08	Prepaid Expenses (240)				
09	Deposits (250)				
20	TOTAL ASSETS AND OTHER DEBITS				
DEFERRED OUTFLOWS					
21	Deferred Outflows (501)				
LIABILITIES					
22	Payable to Other Funds (601-606)				
23	Due to Other Governments (611)				
25	Other Current Liabilities (621-679)				
27	Other Liabilities (690 - 699)				
35	TOTAL LIABILITIES				
DEFERRED INFLOWS					
36	Deferred Inflows (680)				
FUND BALANCE/EQUITY					
37	Reserve for Inventories (951)				
38	Reserve for Encumbrances (953)				
48	Fund Balance for Budget				
52	TOTAL FUND BALANCE/EQUITY				
53	TOTAL LIABILITIES AND FUND BALANCE				



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

		Metal Mines Tax Reserve Fund	State Mining Impact Fund	Impact Aid Fund	Litigation Reserve Fund
ASSETS, LIABILITIES, AND FUND BALANCE		(24)	(25)	(26)	(27)
ASSETS AND OTHER DEBITS					
01	Cash & Investments (101-119) Less Warrants Payable (620)				
04	Receivables from Other Funds (160-179)				
05	Due From Other Governments (180)				
06	Other Current Assets (190-210)				
07	Inventories (220 & 230)				
08	Prepaid Expenses (240)				
09	Deposits (250)				
20	TOTAL ASSETS AND OTHER DEBITS				
DEFERRED OUTFLOWS					
21	Deferred Outflows (501)				
LIABILITIES					
22	Payable to Other Funds (601-606)				
23	Due to Other Governments (611)				
25	Other Current Liabilities (621-679)				
27	Other Liabilities (690 - 699)				
35	TOTAL LIABILITIES				
DEFERRED INFLOWS					
36	Deferred Inflows (680)				
FUND BALANCE/EQUITY					
37	Reserve for Inventories (951)				
38	Reserve for Encumbrances (953)				
48	Fund Balance for Budget				
52	TOTAL FUND BALANCE/EQUITY				
53	TOTAL LIABILITIES AND FUND BALANCE				



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

	Technology Fund	Flexibility Fund	Permanent Endowment Fund	Debt Service Fund
ASSETS, LIABILITIES, AND FUND BALANCE	(28)	(29)	(45)	(50)
ASSETS AND OTHER DEBITS				
01 Cash & Investments (101-119) Less Warrants Payable (620)				
02 Taxes Receivable - Real and Personal (120-149)				
03 Taxes Receivable - Protested (150-159)				
04 Receivables from Other Funds (160-179)				
05 Due From Other Governments (180)				
06 Other Current Assets (190-210)				
07 Inventories (220 & 230)				
08 Prepaid Expenses (240)				
09 Deposits (250)				
20 TOTAL ASSETS AND OTHER DEBITS				
DEFERRED OUTFLOWS				
21 Deferred Outflows (501)				
LIABILITIES				
22 Payable to Other Funds (601-606)				
23 Due to Other Governments (611)				
25 Other Current Liabilities (621-679)				
27 Other Liabilities (690 - 699)				
35 TOTAL LIABILITIES				
DEFERRED INFLOWS				
36 Deferred Inflows (680)				
FUND BALANCE/EQUITY				
37 Reserve for Inventories (951)				
38 Reserve for Encumbrances (953)				
39 Reserve for Endowments (954)				
47 TIF Fund Balance For Budget				
48 Fund Balance for Budget				
52 TOTAL FUND BALANCE/EQUITY				
53 TOTAL LIABILITIES AND FUND BALANCE				



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

	Building Fund	Building Reserve Fund	Day Care Enterprise Fund	Industrial Arts Fund
ASSETS, LIABILITIES, AND FUND BALANCE	(60)	(61)	(70)	(71)
ASSETS AND OTHER DEBITS				
01 Cash & Investments (101-119) Less Warrants Payable (620)				
02 Taxes Receivable - Real and Personal (120-149)				
03 Taxes Receivable - Protested (150-159)				
04 Receivables from Other Funds (160-179)				
05 Due From Other Governments (180)				
06 Other Current Assets (190-210)				
07 Inventories (220 & 230)				
08 Prepaid Expenses (240)				
09 Deposits (250)				
10 Land and Land Improvements (311-322)				
11 Buildings and Building Improvements (331 & 332)				
12 Machinery and Equipment (341 & 342)				
13 Construction Work in Progress (351)				
20 TOTAL ASSETS AND OTHER DEBITS				
DEFERRED OUTFLOWS				
21 Deferred Outflows (501)				
LIABILITIES				
22 Payable to Other Funds (601-606)				
23 Due to Other Governments (611)				
25 Other Current Liabilities (621-679)				
27 Other Liabilities (690 - 699)				
29 Notes Payable - Noncurrent (720)				
30 Lease Obligations Payable (730)				
32 Compensated Absences Payable (760)				
33 Net Pension Liability (770)				
35 TOTAL LIABILITIES				
DEFERRED INFLOWS				
36 Deferred Inflows (680)				
FUND BALANCE/EQUITY				
37 Reserve for Inventories (951)				
38 Reserve for Encumbrances (953)				
41 Unrestricted Net Assets (940)				
47 TIF Fund Balance For Budget				
48 Fund Balance for Budget				
50 Invested in Capital Assets, Net of Related Debt				
52 TOTAL FUND BALANCE/EQUITY				
53 TOTAL LIABILITIES AND FUND BALANCE				



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

		Miscellaneous Enterprise Fund	Data Processing Internal Service Fund	Purchasing Internal Service Fund	Central Transportation Internal Service Fund
ASSETS, LIABILITIES, AND FUND BALANCE		(72)	(73)	(74)	(75)
ASSETS AND OTHER DEBITS					
01	Cash & Investments (101-119) Less Warrants Payable (620)				
04	Receivables from Other Funds (160-179)				
05	Due From Other Governments (180)				
06	Other Current Assets (190-210)				
07	Inventories (220 & 230)				
08	Prepaid Expenses (240)				
09	Deposits (250)				
10	Land and Land Improvements (311-322)				
11	Buildings and Building Improvements (331 & 332)				
12	Machinery and Equipment (341 & 342)				
13	Construction Work in Progress (351)				
20	TOTAL ASSETS AND OTHER DEBITS				
DEFERRED OUTFLOWS					
21	Deferred Outflows (501)				
LIABILITIES					
22	Payable to Other Funds (601-606)				
23	Due to Other Governments (611)				
25	Other Current Liabilities (621-679)				
27	Other Liabilities (690 - 699)				
29	Notes Payable - Noncurrent (720)				
30	Lease Obligations Payable (730)				
32	Compensated Absences Payable (760)				
33	Net Pension Liability (770)				
35	TOTAL LIABILITIES				
DEFERRED INFLOWS					
36	Deferred Inflows (680)				
FUND BALANCE/EQUITY					
38	Reserve for Encumbrances (953)				
41	Unrestricted Net Assets (940)				
50	Invested in Capital Assets, Net of Related Debt				
52	TOTAL FUND BALANCE/EQUITY				
53	TOTAL LIABILITIES AND FUND BALANCE				



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

		Instructional Materials Ctr Internal Service Fund	Miscellaneous Internal Service Fund	Self Insurance Fund - Health	Self Insurance Fund - Liability
ASSETS, LIABILITIES, AND FUND BALANCE		(76)	(77)	(78)	(79)
ASSETS AND OTHER DEBITS					
01	Cash & Investments (101-119) Less Warrants Payable (620)				
04	Receivables from Other Funds (160-179)				
05	Due From Other Governments (180)				
06	Other Current Assets (190-210)				
07	Inventories (220 & 230)				
08	Prepaid Expenses (240)				
09	Deposits (250)				
10	Land and Land Improvements (311-322)				
11	Buildings and Building Improvements (331 & 332)				
12	Machinery and Equipment (341 & 342)				
13	Construction Work in Progress (351)				
20	TOTAL ASSETS AND OTHER DEBITS				
DEFERRED OUTFLOWS					
21	Deferred Outflows (501)				
LIABILITIES					
22	Payable to Other Funds (601-606)				
23	Due to Other Governments (611)				
25	Other Current Liabilities (621-679)				
27	Other Liabilities (690 - 699)				
29	Notes Payable - Noncurrent (720)				
30	Lease Obligations Payable (730)				
32	Compensated Absences Payable (760)				
33	Net Pension Liability (770)				
35	TOTAL LIABILITIES				
DEFERRED INFLOWS					
36	Deferred Inflows (680)				
FUND BALANCE/EQUITY					
38	Reserve for Encumbrances (953)				
39	Reserve for Endowments (954)				
41	Unrestricted Net Assets (940)				
48	Fund Balance for Budget				
50	Invested in Capital Assets, Net of Related Debt				
52	TOTAL FUND BALANCE/EQUITY				
53	TOTAL LIABILITIES AND FUND BALANCE				



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

	Private Purpose Trust (spend interest only)	Interlocal Agreement Fund	Student Extracurricular Activities Fund	Private Purpose Trust (spend principal & interest)
ASSETS, LIABILITIES, AND FUND BALANCE	(81)	(82)	(84)	(85)
ASSETS AND OTHER DEBITS				
01 Cash & Investments (101-119) Less Warrants Payable (620)		205,178.21		
04 Receivables from Other Funds (160-179)				
05 Due From Other Governments (180)				
06 Other Current Assets (190-210)				
07 Inventories (220 & 230)				
08 Prepaid Expenses (240)				
09 Deposits (250)				
20 TOTAL ASSETS AND OTHER DEBITS		205,178.21		
DEFERRED OUTFLOWS				
21 Deferred Outflows (501)				
LIABILITIES				
22 Payable to Other Funds (601-606)				
23 Due to Other Governments (611)				
25 Other Current Liabilities (621-679)				
27 Other Liabilities (690 - 699)				
35 TOTAL LIABILITIES				
DEFERRED INFLOWS				
36 Deferred Inflows (680)				
FUND BALANCE/EQUITY				
37 Reserve for Inventories (951)				
38 Reserve for Encumbrances (953)				
39 Reserve for Endowments (954)				
45 Assets Held in Trusts		205,178.21		
52 TOTAL FUND BALANCE/EQUITY		205,178.21		
53 TOTAL LIABILITIES AND FUND BALANCE		205,178.21		



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

		Payroll Clearing Fund	Claims Clearing Fund	Investment Earnings Clearing Fund	Retirement/COBRA Insurance Fund
	ASSETS, LIABILITIES, AND FUND BALANCE	(86)	(87)	(88)	(89)
ASSETS AND OTHER DEBITS					
01	Cash & Investments (101-119) Less Warrants Payable (620)	34,224.22	19,018.77		1,101.52
04	Receivables from Other Funds (160-179)				
05	Due From Other Governments (180)				
06	Other Current Assets (190-210)				
20	TOTAL ASSETS AND OTHER DEBITS	34,224.22	19,018.77		1,101.52
LIABILITIES					
22	Payable to Other Funds (601-606)				
23	Due to Other Governments (611)				
24	Warrants Payable (620)	34,224.22	19,018.77		
25	Other Current Liabilities (621-679)				1,101.52
35	TOTAL LIABILITIES	34,224.22	19,018.77		1,101.52
FUND BALANCE/EQUITY					
52	TOTAL FUND BALANCE/EQUITY				
53	TOTAL LIABILITIES AND FUND BALANCE	34,224.22	19,018.77		1,101.52



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

		Custodial Fund - A	Custodial Fund - B	Custodial Fund - C	Custodial Fund - D
		(90)	(91)	(92)	(93)
ASSETS, LIABILITIES, AND FUND BALANCE					
ASSETS AND OTHER DEBITS					
01	Cash & Investments (101-119) Less Warrants Payable (620)				
04	Receivables from Other Funds (160-179)				
05	Due From Other Governments (180)				
06	Other Current Assets (190-210)				
20	TOTAL ASSETS AND OTHER DEBITS				
LIABILITIES					
22	Payable to Other Funds (601-606)				
23	Due to Other Governments (611)				
24	Warrants Payable (620)				
25	Other Current Liabilities (621-679)				
35	TOTAL LIABILITIES				
FUND BALANCE/EQUITY					
52	TOTAL FUND BALANCE/EQUITY				
53	TOTAL LIABILITIES AND FUND BALANCE				



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Balance Sheet

	Custodial Fund - E	Cafeteria/Flex Plan Fund		
	(94)	(95)		
ASSETS, LIABILITIES, AND FUND BALANCE				
ASSETS AND OTHER DEBITS				
01 Cash & Investments (101-119) Less Warrants Payable (620)				
04 Receivables from Other Funds (160-179)				
05 Due From Other Governments (180)				
06 Other Current Assets (190-210)				
20 TOTAL ASSETS AND OTHER DEBITS				
LIABILITIES				
22 Payable to Other Funds (601-606)				
23 Due to Other Governments (611)				
24 Warrants Payable (620)				
25 Other Current Liabilities (621-679)				
35 TOTAL LIABILITIES				
FUND BALANCE/EQUITY				
52 TOTAL FUND BALANCE/EQUITY				
53 TOTAL LIABILITIES AND FUND BALANCE				



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Schedule of Revenues, Expenditures and Changes in Fund Balance

14 - Retirement Fund

Current Revenues, Other Financing Sources and Residual Equity Transfers In:

		Fund Code 14	
PRC	Revenue	2021 Value	2022 Value
	1510 Interest Earnings	59.54	91.92
	1900 Other Revenue from Local Sources	31,297.50	40,582.65
	2240 County Retirement Distribution	69,702.93	45,794.83
Total Current Revenues, Other Financing Sources and Residual Equity Transfers In:		101,059.97	86,469.40

Current Expenditures, Other Financing Uses and Residual Equity Transfers Out:

				Fund Code 14	
PRC	Program	Function	Object	2021 Value	2022 Value
	280	Special Education - Local and State			
		21XX Support Services - Students			
		2XX Personal Services - Employee Benefits		81,982.63	59,744.04
Total Current Expenditures, Other Financing Uses and Residual Equity Transfers Out:				81,982.63	59,744.04

Schedule Of Changes Worksheet

						Fund Code 14	
Beginning Fund Balance						19,432.88	(1)
Total Current Revenues, Other Financing Sources and Residual Equity Transfers In						86,469.40	(2)
Total Current Expenditures, Other Financing Uses and Residual Equity Transfers Out						59,744.04	(3)
Increase/Decrease of Reserve for Inventories							
	This Year	0.00	Less Last Year	0.00	(4a)	0.00	
Increase/Decrease of Reserve for Encumbrances							
	This Year	0.00	Less Last Year	0.00	(4b)	0.00	
						0.00	(4)
Ending Fund Balance (1 + 2 - 3 + 4)						46,158.24	(5)



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Schedule of Revenues, Expenditures and Changes in Fund Balance

15 - Miscellaneous Programs Fund

Current Revenues, Other Financing Sources and Residual Equity Transfers In:		Fund Code 15
PRC	Revenue	2022 Value
000	Miscellaneous State Grant	
	1900 Other Revenue from Local Sources	4,463.04
156	IDEA, Part B, Special Education	
	4560 IDEA, Part B, Special Education	5,491.00
277	IDEA, Part B, Special Education	
	4560 IDEA, Part B, Special Education	645,140.00
379	IDEA PRESCHOOL GRANT	
	4570 IDEA, Special Education Preschool	24,101.00
388	Medicaid	
	1510 Interest Earnings	2,083.50
	3353 Medicaid - Occupational Therapy	35,579.12
	3354 Medicaid - Speech Therapy	79,662.34
	3355 Medicaid - Miscellaneous	1,131.82
	3357 Medicaid - Montana Administrative Claiming Reimbursement	11,559.24
756	ARP - IDEA, Part B, Special Education	
	7560 ARP - IDEA, Part B, Special Education	66,609.00
757	ARP - IDEA, Special Education Preschool	
	7570 ARP - IDEA, Special Education Preschool	3,325.00
765	CARES - State School Emergency Relief Fund	
	7650 CARES - State School Emergency Relief Fund	29,990.00
Total Current Revenues, Other Financing Sources and Residual Equity Transfers In:		909,135.06

Current Expenditures, Other Financing Uses and Residual Equity Transfers Out:				Fund Code 15
PRC	Program	Function	Object	2021 Value 2022 Value
156	IDEA, Part B, Special Education			
	456	IDEA, Part B, Special Education		
		21XX	Support Services - Students	
			6XX Supplies and Materials	2,647.45
		221X	Improvement of Instruction Services	
			3XX Purchased Professional and Technical Services	727.31
		23XX	Support Services - General Administration	
			3XX Purchased Professional and Technical Services	777.29
		25XX	Support Services - Business	
			6XX Supplies and Materials	1,059.05
		26XX	Operation and Maintenance of Plant Services	
			4XX Purchased Property Services	279.90
			156 Subtotal	5,491.00



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Current Expenditures, Other Financing Uses and Residual Equity Transfers Out:

Fund Code 15

PRC	Program	Function	Object	2021 Value	2022 Value
277	IDEA, Part B, Special Education				
	456	IDEA, Part B, Special Education			
		1XXX	Instruction		
			1XX Personal Services - Salaries		15,927.51
			2XX Personal Services - Employee Benefits		7,815.63
			6XX Supplies and Materials		463.48
		21XX	Support Services - Students		
			1XX Personal Services - Salaries		204,014.68
			2XX Personal Services - Employee Benefits		88,178.23
			3XX Purchased Professional and Technical Services		47,050.00
			6XX Supplies and Materials		4,412.51
			8XX Other Expenditures		2,131.86
		221X	Improvement of Instruction Services		
			3XX Purchased Professional and Technical Services		3,150.00
			5XX Other Purchased Services		3,735.28
			6XX Supplies and Materials		3,291.00
		23XX	Support Services - General Administration		
			1XX Personal Services - Salaries		7,500.00
			3XX Purchased Professional and Technical Services		6,120.00
			5XX Other Purchased Services		12,634.00
			6XX Supplies and Materials		408.28
		24XX	Support Services - School Administration		
			1XX Personal Services - Salaries		44,104.66
			2XX Personal Services - Employee Benefits		24,460.92
		25XX	Support Services - Business		
			1XX Personal Services - Salaries		37,714.59
			2XX Personal Services - Employee Benefits		18,422.59
			3XX Purchased Professional and Technical Services		2,936.98
			4XX Purchased Property Services		12,239.66
			5XX Other Purchased Services		1,093.50
			6XX Supplies and Materials		2,781.41
		26XX	Operation and Maintenance of Plant Services		
			3XX Purchased Professional and Technical Services		312.00
			4XX Purchased Property Services		13,025.61
			5XX Other Purchased Services		4,400.01
			6XX Supplies and Materials		10,191.01
			7XX Property and Equipment Acquisition		22,500.00
		62XX	Resources Transferred to Other School Districts or Cooperatives		
			930 Federal/State Grant Resources Transferred to Other Districts or Cooperatives		44,126.35
			277 Subtotal		645,141.75



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Current Expenditures, Other Financing Uses and Residual Equity Transfers Out:				Fund Code 15	
PRC	Program	Function	Object	2021 Value	2022 Value
379	IDEA PRESCHOOL GRANT				
	457	IDEA, Special Education Preschool			
		21XX	Support Services - Students		
			1XX Personal Services - Salaries		15,248.80
			2XX Personal Services - Employee Benefits		6,861.31
			6XX Supplies and Materials		1,992.20
			379 Subtotal		24,102.31
756	ARP - IDEA, Part B, Special Education				
	756	ARP - IDEA, Part B, Special Education			
		1XXX	Instruction		
			1XX Personal Services - Salaries		1,440.00
			2XX Personal Services - Employee Benefits		5.48
		21XX	Support Services - Students		
			1XX Personal Services - Salaries		17,784.00
			2XX Personal Services - Employee Benefits		5,806.17
			3XX Purchased Professional and Technical Services		39,578.35
			6XX Supplies and Materials		1,075.00
		25XX	Support Services - Business		
			3XX Purchased Professional and Technical Services		650.00
			5XX Other Purchased Services		270.00
			756 Subtotal		66,609.00
757	ARP - IDEA, Special Education Preschool				
	757	ARP - IDEA, Special Education Preschool			
		21XX	Support Services - Students		
			6XX Supplies and Materials		3,324.95
			757 Subtotal		3,324.95
765	CARES - State School Emergency Relief Fund				
	765	CARES - State School Emergency Relief Fund			
		21XX	Support Services - Students		
			3XX Purchased Professional and Technical Services		29,095.66
			6XX Supplies and Materials		0.76
		258X	Admin. Tech. - Technology Coordinator		
			6XX Supplies and Materials		893.58
			765 Subtotal		29,990.00
Total Current Expenditures, Other Financing Uses and Residual Equity Transfers Out:					774,659.01



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Schedule Of Changes Worksheet

Fund Code 15

Beginning Fund Balance					776,196.71 (1)
Total Current Revenues, Other Financing Sources and Residual Equity Transfers In					909,135.06 (2)
Total Current Expenditures, Other Financing Uses and Residual Equity Transfers Out					774,659.01 (3)
Increase/Decrease of Reserve for Inventories					
This Year	0.00	Less Last Year	0.00	(4a)	0.00
Increase/Decrease of Reserve for Encumbrances					
This Year	0.00	Less Last Year	0.00	(4b)	0.00
					0.00 (4)
Ending Fund Balance (1 + 2 - 3 + 4)					910,672.76 (5)

Project Reporter Summaries

Project Reporter	Revenues	Expenditures	Difference
000 Miscellaneous State Grant	4,463.04	0.00	4,463.04
156 IDEA, Part B, Special Education	5,491.00	5,491.00	0.00
277 IDEA, Part B, Special Education	645,140.00	645,141.75	-1.75
379 IDEA PRESCHOOL GRANT	24,101.00	24,102.31	-1.31
388 Medicaid	130,016.02	0.00	130,016.02
756 ARP - IDEA, Part B, Special Education	66,609.00	66,609.00	0.00
757 ARP - IDEA, Special Education Preschool	3,325.00	3,324.95	0.05
765 CARES - State School Emergency Relief Fund	29,990.00	29,990.00	0.00
Total	909,135.06	774,659.01	134,476.05



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Schedule of Revenues, Expenditures and Changes in Fund Balance

82 - Interlocal Agreement Fund

Current Revenues, Other Financing Sources and Residual Equity Transfers In:

Fund Code 82

PRC	Revenue	2021 Value	2022 Value
	1510 Interest Earnings	1,506.27	582.88
	1950 Services Provided Other School Districts or Coops	0.00	206,588.72
	3233 State Special Education - Direct Payments to Cooperatives	315,377.57	318,466.58
	3234 Quality Educator - Direct payment to Cooperatives	42,788.05	36,151.80
	5200 Sale or Compensation for Loss of Assets	0.00	1,500.00
000	Miscellaneous State Grant		
	1950 Services Provided Other School Districts or Coops	199,819.34	0.00
	5200 Sale or Compensation for Loss of Assets	980.00	0.00
Total Current Revenues, Other Financing Sources and Residual Equity Transfers In:		560,471.23	563,289.98

Current Expenditures, Other Financing Uses and Residual Equity Transfers Out:

Fund Code 82

PRC	Program	Function	Object	2021 Value	2022 Value
	280	Special Education - Local and State			
		1XXX Instruction			
			1XX Personal Services - Salaries	0.00	15,207.70
			2XX Personal Services - Employee Benefits	0.00	4,765.91
		21XX Support Services - Students			
			1XX Personal Services - Salaries	0.00	260,688.61
			2XX Personal Services - Employee Benefits	0.00	71,458.37
		24XX Support Services - School Administration			
			1XX Personal Services - Salaries	0.00	39,111.59
			2XX Personal Services - Employee Benefits	0.00	13,982.35
		25XX Support Services - Business			
			1XX Personal Services - Salaries	0.00	33,444.93
			2XX Personal Services - Employee Benefits	0.00	14,017.14
000	Miscellaneous State Grant				
	280	Special Education - Local and State			
		1XXX Instruction			
			1XX Personal Services - Salaries	51,484.06	0.00
			2XX Personal Services - Employee Benefits	11,083.60	0.00
		21XX Support Services - Students			
			1XX Personal Services - Salaries	321,779.35	0.00
			2XX Personal Services - Employee Benefits	68,468.56	0.00
		24XX Support Services - School Administration			
			1XX Personal Services - Salaries	42,863.32	0.00
			2XX Personal Services - Employee Benefits	15,102.44	0.00
		25XX Support Services - Business			
			1XX Personal Services - Salaries	43,367.65	0.00



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Current Expenditures, Other Financing Uses and Residual Equity Transfers Out:

PRC	Program	Function	Object	2021 Value	2022 Value
			2XX Personal Services - Employee Benefits	11,790.01	0.00
Total Current Expenditures, Other Financing Uses and Residual Equity Transfers Out:				565,938.99	452,676.60

Schedule Of Changes Worksheet

Beginning Fund Balance				94,564.83	(1)
Total Current Revenues, Other Financing Sources and Residual Equity Transfers In				563,289.98	(2)
Total Current Expenditures, Other Financing Uses and Residual Equity Transfers Out				452,676.60	(3)
Increase/Decrease of Reserve for Inventories					
This Year	0.00	Less Last Year	0.00	(4a)	0.00
Increase/Decrease of Reserve for Encumbrances					
This Year	0.00	Less Last Year	0.00	(4b)	0.00
					0.00 (4)
Ending Fund Balance (1 + 2 - 3 + 4)				205,178.21	(5)



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Detail Expenditure

Fund	Account	Description	2021 Value	2022 Value
XX	280 1XXX 112	Certified Teacher Staff Salaries	51,484.06	15,207.70
XX	456 1XXX 112	Certified Teacher Staff Salaries	51,484.06	15,927.51
XX	XXX XXXX 682	Technology Supplies	0.00	3,402.22
XX	XXX XXXX 561	Tuition to Other School Districts Within the State	0.00	0.00
XX	XXX XXXX 535	Technology Communication Services	0.00	0.00
XX	XXX 4XXX 715	Land Improvements	0.00	0.00
XX	451 1XXX 112	Certified Teacher Staff Salaries	0.00	0.00
XX	457 1XXX 112	Certified Teacher Staff Salaries	0.00	0.00
XX	XXX 26XX 41X	Energy Utility Services	0.00	0.00
XX	XXX XXXX 563	Educational Fees to Detention Facilities	0.00	0.00
XX	427 1XXX 112	Certified Teacher Staff Salaries	0.00	0.00
XX	XXX 1XXX 112	Certified Teacher Staff Salaries	0.00	0.00
XX	XXX 4XXX 720	Purchase of Existing Buildings	0.00	0.00
XX	39X 1XXX 112	Certified Teacher Staff Salaries	0.00	0.00
XX	432 1XXX 112	Certified Teacher Staff Salaries	0.00	0.00
XX	XXX 4XXX 725	Major Construction Services	0.00	0.00
XX	XXX 4XXX 710	Land	0.00	0.00
XX	458 1XXX 112	Certified Teacher Staff Salaries	0.00	0.00
XX	XXX 1XXX 640	Textbooks and Other Printed Materials - No On-line Services	0.00	0.00
XX	XXX 4XXX 74X	Major Equipment-Replacement	0.00	0.00
XX	XXX XXXX 355	Technology Contracted Services	0.00	0.00
XX	XXX XXXX 562	Tuition to Other School Districts Outside the State	0.00	0.00
XX	XXX XXXX 735	Technology Equipment and Software	0.00	0.00
XX	XXX XXXX 455	Technology Repairs and Rental	0.00	0.00
XX	210 1XXX 112	Certified Teacher Staff Salaries	0.00	0.00
XX	XXX 4XXX 73X	Major Equipment-New	0.00	0.00
XX	260 1XXX 112	Certified Teacher Staff Salaries	0.00	0.00
XX	XXX 1XXX 650	Periodicals - Not On-Line Subscriptions	0.00	0.00



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Special Education Reversion

Special Education Allowable Cost Payments:

- a. Instructional Block Grant Entitlement
- b. Related Services Block Grant Entitlement
- c. Total Entitlements Subject to Reversion 0.00

Prorated Cooperative Cost Payments:

- d. Related Services Block Grant Entitlement (paid to coop)
- e. Minimum Special Education Expenditures to Avoid Reversion
 $[(c) * (1.33)] + [(d) * (0.33)]$
- f. Grand Total Allowable Special Education Expenditures (See attached worksheet) 0.00
- g. Special Education Reversion Amount
If $f = 0$ then $c = \text{reversion}$ ELSE
If $(e - f)$ is > 0 , then $[(e - f) * 0.75] = \text{reversion}$ 0.00

Note to District:

If the amount on Line (g) is greater than zero, revenue source code 3115 State Special Education Allowable Cost Payment to Districts in the General Fund (01) will be reduced automatically. The amount will be used to fund the special education allowable cost entitlement next year. Include the reverted amount on the General Fund (01) balance sheet in Deferred Inflows (680).

Remember:

The Deferred Inflow(680) entry for the reverted amount in the General Fund (01) will need to be removed in the next fiscal year.

Local and state special education resource transfers to the coop must be coded as follows: XXX-280-62XX-920.

Percentage of Special Ed Funding FY2024 Maximum Budget: 75%



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Special Education Reversion

Program	Function	Object	Fund 01	Fund 13	Fund 24	Fund 25	Fund 26
280	1XXX	1XX	0.00	0.00	0.00	0.00	0.00
280	1XXX	2XX	0.00	0.00	0.00	0.00	0.00
280	1XXX	3XX	0.00	0.00	0.00	0.00	0.00
280	1XXX	4XX	0.00	0.00	0.00	0.00	0.00
280	1XXX	5XX	0.00	0.00	0.00	0.00	0.00
280	1XXX	6XX	0.00	0.00	0.00	0.00	0.00
280	1XXX	7XX	0.00	0.00	0.00	0.00	0.00
280	21XX	1XX	0.00	0.00	0.00	0.00	0.00
280	21XX	2XX	0.00	0.00	0.00	0.00	0.00
280	21XX	3XX	0.00	0.00	0.00	0.00	0.00
280	21XX	4XX	0.00	0.00	0.00	0.00	0.00
280	21XX	5XX	0.00	0.00	0.00	0.00	0.00
280	21XX	6XX	0.00	0.00	0.00	0.00	0.00
280	21XX	7XX	0.00	0.00	0.00	0.00	0.00
280	221X	1XX	0.00	0.00	0.00	0.00	0.00
280	221X	2XX	0.00	0.00	0.00	0.00	0.00
280	221X	3XX	0.00	0.00	0.00	0.00	0.00
280	221X	4XX	0.00	0.00	0.00	0.00	0.00
280	221X	5XX	0.00	0.00	0.00	0.00	0.00
280	221X	6XX	0.00	0.00	0.00	0.00	0.00
280	221X	7XX	0.00	0.00	0.00	0.00	0.00
280	222X	1XX	0.00	0.00	0.00	0.00	0.00
280	222X	2XX	0.00	0.00	0.00	0.00	0.00
280	222X	3XX	0.00	0.00	0.00	0.00	0.00
280	222X	4XX	0.00	0.00	0.00	0.00	0.00
280	222X	5XX	0.00	0.00	0.00	0.00	0.00
280	222X	6XX	0.00	0.00	0.00	0.00	0.00
280	222X	7XX	0.00	0.00	0.00	0.00	0.00
280	24XX	1XX	0.00	0.00	0.00	0.00	0.00
280	24XX	2XX	0.00	0.00	0.00	0.00	0.00
280	24XX	3XX	0.00	0.00	0.00	0.00	0.00
280	24XX	4XX	0.00	0.00	0.00	0.00	0.00
280	24XX	5XX	0.00	0.00	0.00	0.00	0.00
280	24XX	6XX	0.00	0.00	0.00	0.00	0.00
280	24XX	7XX	0.00	0.00	0.00	0.00	0.00
280	62XX	920	0.00	0.00	0.00	0.00	0.00
Totals			0.00	0.00	0.00	0.00	0.00

0.00

Be sure costs have been properly allocated between the elementary and high school district, if appropriate. Expenditures in Object 8XX are not allowable. Expenditures in function 24XX and Objects 1XX and 2XX are only allowable if the district employs a certified special education director. ARM 10.16.3136

*Expenditures under 24XX 1XX/2XX are excluded from the total when there is not a certified special education director as reported for FY22 in TEAMS.



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Schedule of Changes in Fixed Assets, Depreciation, and Net Fixed Assets

	Beginning Balance	Adjust- ments	Additions	Removals	Ending Balance
Governmental					
Machinery and Equipment	201,548.00	0.00	24,000.00	23,000.00	202,548.00
Totals at Historical Cost	201,548.00	0.00	24,000.00	23,000.00	202,548.00
Depreciation					
Machinery and Equipment Accum	161,824.80	0.00	19,957.43	23,000.00	158,782.23
Total Accumulated Depreciation	161,824.80	0.00	19,957.43	23,000.00	158,782.23
Governmental Activities, Capital Assets, Net of Accumulated Depreciation	39,723.20	0.00	4,042.57	0.00	43,765.77

* Governmental activities are usually reported in the general, special revenue, debt service, capital projects, permanent, and internal service funds. These funds are generally financed through taxes, intergovernmental revenues and other non-exchange revenues.

** Business-type activities are usually reported in the enterprise funds. These funds are financed in whole or in part by fees charged to external parties for goods and services.

*** Has comments.



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Schedule of Changes in Long-Term Liabilities

	(a) Beginning Balance 7/1/2021	(b) New Debt & Other Additions	(c) Principal Payments	(d) Refunding & Other Reduction	(e) Ending Balance (6/30/2022) [a+b-c-d]	(f) Current Portion Due FY2023	(g) Long-Term Portion Due FY2024
Governmental Activities *							
Compensated Absences	43,466.61	0.00	0.00	1,446.18	42,020.43	0.00	42,020.43
Other Post Employment Benefits	1,339,806.00	0.00	0.00	1,145,717.92	194,088.08	0.00	194,088.08
Total Governmental Activity							
Non-bond Long-Term Liabilities	1,383,272.61	0.00	0.00	1,147,164.10	236,108.51	0.00	236,108.51

* Governmental activities are usually reported in the general, special revenue, debt service, capital projects, permanent, and internal service funds. These funds are generally financed through taxes, intergovernmental revenues and other non-exchange revenues.

** Business-type activities are usually reported in the enterprise funds. These funds are financed in whole or in part by fees charged to external parties for goods and services.



Trustees' Financial Summary

FY2021-22

Submit ID: 9691-83408749

14 Fergus County

9691 Central Mt Learn Res Ctr

Net Pension Liability FY2022

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>
Governmental				
Net Pension - PERS	86,903.00	0.00	61,676.00	25,227.00
Net Pension - TRS	1,252,903.00	0.00	390,836.00	862,067.00

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE
BOARD AGENDA ITEM**

Meeting Date

9/13/2022

Agenda Item No.

27

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: First Reading: Policy 1425 Abstentions From Voting

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 09/12/2022

SUMMARY:

Attached please find Policy 1425 Abstentions From Voting

Suggested Action:

Consider the Staff Handbook as presented.

☒ **Additional Information Attached**

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSON						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:

1 **Central Montana Learning Resource Center Cooperative**

2
3 **THE MANAGEMENT BOARD**

1425
Page 1 of 2

4
5
6 Abstentions from Voting

7
8 Section 20-3-323 (2), MCA, requires the minutes of each Board meeting to include the voting
9 records of each representative present. As a general rule representatives should vote on all
10 issues, unless casting a vote would be a violation of law. Under Montana law, instances in which
11 it would be unlawful or inappropriate for a representative to cast a vote on a particular issue
12 include but are not necessarily limited to the following: *situations when the Board is considering*
13 *hiring the relative of a representative.*

- 14
15 1. ~~When hiring the relative of a representative;~~
16
17 2. ~~When casting a vote would directly and substantially affect, to its economic benefit, a~~
18 ~~business or some undertaking in which the representative either has a substantial~~
19 ~~financial interest or in which the representative is engaged as counsel, consultant,~~
20 ~~representative, or agent;~~
21
22 3. ~~When casting a vote would directly or substantially affect a business or other~~
23 ~~undertaking to its economic detriment, where a representative has a substantial~~
24 ~~personal interest in a competing firm or undertaking;~~
25
26 4. ~~When casting a vote would cause a representative to have a pecuniary interest,~~
27 ~~either directly or indirectly, in a contract made by a representative (while acting in~~
28 ~~the representative's official capacity) or by the Board; and,~~
29
30 5. ~~When casting a vote would put the representative in the position of an agent or~~
31 ~~solicitor in the sale or supply of goods or services to CMLRCC.~~
32

33 In addition, a representative shall be allowed to abstain from voting to avoid the appearance of
34 impropriety or the appearance of a perceived conflict. If a representative abstains from voting,
35 the abstention should be recorded in the minutes and may include an explanation of the reasons
36 for the abstention. The Board discourages abstentions, unless the reasons are substantiated as
37 provided herein.

38

39 Legal References:	§ 2-2-105, MCA	Ethical requirements for public officers and public employees.
40	§ 2-2-121, MCA	rules of conduct for public officers and public employees
41	§ 2-2-302, MCA	Appointment of relative to office of trust or emolument unlawful – exceptions – publication of notice
42	§ 2-1-201, MCA	School officers not to act as agents

43
44
45
46

1	§ 20-3-323, MCA	District policy and record of acts
2	§ 20-9-204, MCA	Conflicts of interest, letting contracts, and calling
3		for bids
4		

5 Policy History:

6 Adopted on: 04/11/06

7 Revised on:

8

**CENTRAL MONTANA LEARNING
RESOURCE CENTER COOPERATIVE
BOARD AGENDA ITEM**

Meeting Date

9/13/2022

Agenda Item No.

28

☐ Minutes/Claims

☐ Management Board

☐ Director's
Report

☒ Action
Information

Item Title: Flow-Through Requests

Requested by: Management Board

Prepared by: Karmen Tesarek

Date: 09/12/2022

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:

Lewistown Schools - \$20,000—Salary & Benefits of Paraprofessionals

Unanticipated Costs:

Suggested Action:

Approve the flow through requests as presented.

☒ Additional Information Attached

Estimated cost/fund source: _____

BOARD ACTION	MOTION	SECOND	AYE	NAY	ABSTAIN	OTHER
ANDERSON						
BARBACHANO						
CHREST						
HANSON						
MAYFIELD						
OBERG						
PARE						
PECK						
WILKERSON						

NOTES:

CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE

215 7th Avenue South
Lewistown, MT 59457

Director (406) 535-7454
Staff (406) 535-9012

**CENTRAL MONTANA LEARNING RESOURCE CENTER COOPERATIVE
APPLICATION FOR
FLOW THROUGH FUNDS**

2022-2023 SCHOOL YEAR

SECTION I

School Superintendent Thom Peck Telephone 535-8777

School District Name Fergus High School Number 0259

Address 215 7th Ave South
Lewistown, MT 59457

County Fergus

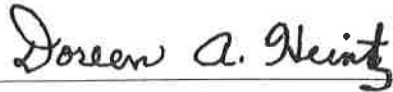
SECTION II

I, the undersigned authorized official of Fergus High School

School District Number 0259 located in Fergus

County submit this application to the Central Montana Learning Resource Center Cooperative for IDEA Part B Flow-Through Funds. I also agree to provide Central Montana Learning Resource Center Cooperative with an end of the year evaluation on expenditures of all funds and data regarding student outcomes as a result of this funding.


Superintendent or Authorized District Official


School Board Chairperson

SECTION III (Central Montana Learning Resource Center Cooperative Use Only)

Project Number _____

Budget Code _____

Amount _____ Date _____

SERVING SPECIAL STUDENTS IN
FERGUS, WHEATLAND, GOLDEN VALLEY, PETROLEUM, MUSSELSHELL AND
JUDITH BASIN COUNTIES

SECTION IV

Please give a brief description of how you intend to use this money and a brief description of how you will evaluate or document the expenditure of funds to improve student achievement.

Funds Requested	Funds Are Used For	Documentation/ Student Outcomes (What data will be collected to document gains in student achievement?)
Salaries \$16,000 Benefits \$4,000 Contracted Services _____ Travel _____ Supplies _____ Equipment _____ Other _____	Salary and benefits for para-professionals to provide instructional support to students in intervention programs such as Read Naturally, Rewards, corrective Reading and Language.	Outcomes will be based on curriculum-based measures, such as AIMSWeb, and on instructional materials progress monitoring data.
TOTAL Part B FUNDS APPLIED FOR \$20,000		

