

2019 MASBO SUMMER CONFERENCE & NEW CLERK ACADEMY - SCHEDULE AT A GLANCE

GREAT FALLS HERITAGE INN	Breakout Rooms							All-Member Meetings and Exhibitors
	Canadian	Britain	American	Montana/Alberta	Lewis/Clark	Missouri	Room 201	Convention Area
MONDAY JUNE 10								
8:00 - 5:00	New Clerk Academy							NEW CLERKS BREAKS & LUNCH <i>sponsored by MTSUIP</i>
TUESDAY JUNE 11								
8:30 - 5:00	Tyler Technolgy User Group <i>(9:00 - 4:00)</i>	Black Mountain Software User Group <i>(9:00 - 5:00)</i>	Black Mountain Software User Group <i>(9:00 - 5:00)</i>	C&C School Accounting User Group <i>(8:30-4:00)</i>	Quickbooks User Group <i>(9:00 - noon)</i>	OPI MAEFAIRS Preview & Update <i>(1:30 - 4:00)</i>		
12:00 - 5:00	Exhibitors Set Up in Convention Area							
4:00 - 6:00	REGISTRATION in Lobby. <i>Name badge holders sponsored by MTSUIP. Photos for name badges and directory courtesy of Lifetouch.</i>							
4:30 - 7:30	MASBO Board of Directors' meeting in room 201							
6:30 - 8:30	Pre-Conference Meet & Greet in Max Sports Bar (onsite) <i>sponsored Montana Cooperative Services.</i>							
WEDNESDAY JUNE 12								
7:15 - 8:15				MENTOR-MENTEE BREAKFAST (by invitation) <i>sponsored by Tyler Technologies.</i>				
8:00 - 3:00	REGISTRATION in Lobby. <i>Name badge holders sponsored by MTSUIP. Photos for name badges and directory courtesy of Lifetouch.</i>							
8:00 - 10:00	Exhibitors Set Up in Convention Area							
8:30 - 9:30	Tyler Technolgy User Group	Using IC Reports for MAPS Reimbursement Claims	Student Accounts Point of Sale Demonstration	Retirement Super Group	Unemployment 101	Yoga for Back Relief		
9:40 - 10:40	Procurement Card Basics	TOE/Compensation Expenditure Reporting <i>(2 hours)</i>	Changes to Montana's Food Distribution System	American Fidelity: Future of American Health Care Reform	Adobe PDF for Beginners	Yoga for Stress Relief		
10:50 - 11:50	TRS for New Clerks		Learning MTSBA's New Database	MSGIA: Safety Options at Your Fingertips	Essential Oils	Yoga for Energy		
12:00 - 2:30	LUNCH, OPENING SESSION & KEYNOTE SPEAKER <i>sponsored by MSGIA/WCRPP.</i>							

2019 MASBO SUMMER CONFERENCE & NEW CLERK ACADEMY - SCHEDULE AT A GLANCE

GREAT FALLS HERITAGE INN	Breakout Rooms							All-Member Meetings and Exhibitors
	Canadian	Britain	American	Montana/Alberta	Lewis/Clark	Missouri	Room 201	Convention Area
2:30 - 3:00								BREAK / VISIT EXHIBITORS <i>sponsored by Tyler Technologies.</i>
3:00 - 4:00	New Clerks PERS	How to Survive Teacher Retirement	Spend Dynamics Q&A	Medical Billing - Another Revenue Stream	Advanced Unemployment Issues	MSGIA: Demystifying the World of School Safety	Certification Testing	
4:30	Load buses for Golf Course or Interpretive Center (transportation sponsored by Horace Mann).							
4:30 - 7:30	Golf Scramble at Anaconda Hills Golf Course (golf organized by Black Mountain Software).							
5:00 - 6:30	Lewis & Clark Interpretive Center/River Walk (load bus at 6:45 to golf course for dinner)							
7:00 - 9:30	Dinner at Anaconda Hills Golf Course for golfers and walkers (sponsored by Black Mountain Software)							
8:30 - 9:30	Bus trips every half hour from Anaconda Hills Golf Course to Heritage Inn							
THURSDAY JUNE 13								
7:30 - 8:30								BREAKFAST / VISIT EXHIBITORS <i>sponsored by MUST.</i>
8:00 - 3:00	REGISTRATION in Lobby. Name badge holders sponsored by MTSUIP. Photos for name badges and directory courtesy of Lifetouch.							
8:30 - 9:30	Student Record Requests	Technology Best Practices	MUST: Trends in the Market	Roundtable Discussions (2 hours)	Black Mountain Software DYK	Yoga for Back Relief		
9:40 - 10:40	Indirect Costs	Spend Dynamics Q&A	Financial Management at Fiscal Year End		Essential Oils	Yoga for Stress Relief		
10:40 - 11:00								BREAK / VISIT EXHIBITORS <i>sponsored by C & C School Accounting.</i>
11:00 - 12:00	School Nutrition Programs Refresher	A Braided River Called the Building Reserve Fund	Credit Card Payments: Food Services to Field Trips	MSPLIP: Rody's Top Ten	Infinite Campus: Online Payments	Yoga for Energy		
12:00 - 1:30								LUNCH, BUSINESS MEETING & AWARDS <i>sponsored by MSPLIP.</i>

2019 MASBO SUMMER CONFERENCE & NEW CLERK ACADEMY - SCHEDULE AT A GLANCE

GREAT FALLS HERITAGE INN	Breakout Rooms							All-Member Meetings and Exhibitors
	Canadian	Britain	American	Montana/Alberta	Lewis/Clark	Missouri	Room 201	Convention Area
1:40 - 2:40	Student Activity Fund Procedures	A Braided River Called the Building Reserve Fund	School Nutrition New Direct Certification	MSPLIP: Ready for a Dept. of Labor Inspection?	Infinite Campus: Mobile Payments	MUST: Be a Smart Shopper		
2:40 - 3:00								BREAK / VISIT EXHIBITORS <i>sponsored by C & C School Accounting.</i>
3:00 - 4:00	Record Retention	American Fidelity: How Benefits Can Help with Recruitment & Retention	School Facilities Financing Overview	Useful Excel Spreadsheets	Infinite Campus: Food Service	C & C School Accounting User Group		
6:00 - 10:00								DINNER, CAMP OUT GAMES & MUSIC <i>sponsored by MSPLIP.</i>
FRIDAY JUNE 14								
7:30 - 8:30								CONTINENTAL BREAKFAST <i>sponsored by MUST.</i>
8:30 - 10:00	School Law Update		OPI Legislative Update					
10:00 - 10:15								BREAK <i>sponsored by Fishers Technology.</i>
10:15 - 11:45	School Law Update		OPI Legislative Update					
11:45 - 12:30								CLOSING SESSION
<i>HAVE A SAFE TRIP HOME! SEE YOU NEXT YEAR, JUNE 15 - 19 AT FAIRMONT HOT SPRINGS!</i>								

2019 MASBO SUMMER CONFERENCE & NEW CLERK ACADEMY - COURSE DESCRIPTIONS

Recommended for new clerks

Recommended for all attendees

Time	Room	Topic	Description
MONDAY, JUNE 10			
8:00 - 5:00	Canadian	New Clerk Academy	Welcome/Introductions/Resources; Using IC Reports for MAPS Reimbursement Claims; TOE/Compensation Expenditure Reporting; Learning MTSBA's New Database; OPI Audit Montiroing Process; Payroll; Grants; Getting Ready for the TFS
TUESDAY, JUNE 11			
9:00 - 4:00	Canadian	Tyler Technologies User Group	Training for users of Tyler Technologies Infinite Visions software.
9:00 -5:00	Britain/American	Black Mountain Software User Group	Training for users of Black Mountain Software.
8:30 - 4:00	Montana/Alberta	C & C School Accounting	Training for users of C & C School Accounting
9:00 - Noon	Lewis/Clark	Quickbook User Group	Training/idea exchange for Quickbooks Users. Led by Bob Martelle (SH Elementary)
1:30 - 4:00	Missouri	MAEFAIRS Preview & Update	MAEFAIRS reporting is a key part of your world. Get a look at the MAEFAIRS data collection system, including upcoming changes for this reporting season. Presented by Kara Flath (Office of Public Instruction)
WEDNESDAY, JUNE 12			
8:30 - 9:30	Canadian	Tyler Technologies User Group	Continued training for users of Tyler Technologies Infinite Visions software.
8:30 - 9:30	Britain	Using IC Reports for MAPS Reimbursement Claims	Did you know you can run a report out of Infinite Campus that has all the information required for MAPS Claiming with OPI School Food Nutrition? I will show you some benefits of using Infinite Campus for Food Service Reporting. Presented by Shanna Flores (Havre Schools)
8:30 - 9:30	American	Student Accounts Point of Sale Demonstration	Come and learn about Shopkeep, an easy to setup, easy to use cashier system to track sales and inventory in your school store, concessions stand or gate sales. Shopkeep is an iPad Point of Sale system. Presenters will talk about initial cost of setting up a Shopkeep cash register system, demonstrate how to use it and show you the backoffice and the shopkeep pocket app where sales and inventory reports can be viewed. Presented by Cheri' Nygard (Wolf Point Schools) and Kevin Patrick (Anaconda Schools)
8:30 - 9:30	Montana/Alberta	Retirement Super Group	We'll have several experts on hand to help you understand the difference between PERS, TRS, 403b plans and 457 plans so you can determine what your district can be offering its employees and/or what would work best for your own situation. Presented by Chris Heisel (Empower Retirement), Terry Dalton (MPERA), Nolan Brilz (TRS) and Roxy Watkins and Brian Olsen (Valic),
8:30 - 9:30	Lewis/Clark	Unemployment 101 anyone can attend	You will gain a greater understanding of unemployment objectives and requirements. This includes the importance of responding for compliance with UI Integrity. The workshop will also cover types of separations and appropriate documentation, life cycle of an unemployment claim and understanding liability. The end result is to provide tips to manage your unemployment rate and claims. Presented by Theresia LeSueur (MT Schools Unemployment Insurance Program)
8:30 - 9:30	Missouri	Yoga for Back Relief	Back, neck, hips: This session will focus on aligning the spine and unwinding painful tension in these areas. All levels are welcome! Presented by Audra Labert Bergman, Register Yoga Teacher- RYT200

2019 MASBO SUMMER CONFERENCE & NEW CLERK ACADEMY - COURSE DESCRIPTIONS

Recommended for new clerks

Recommended for all attendees

Time	Room	Topic	Description
9:40 - 10:40	Canadian	Procurement Card Basics	Have you wondered if procurement cards would work in your district? Are you aware of the MT ASBO p-Card program? Are you not really sure WHAT a p-Card is? Come to this session to learn about this valuable tool you can use for purchasing in your district. It is completely free and you get a rebate! Presented by Holly Wallace, Sr. Programs Coordinator (Illinois ASBO)
9:40 - 11:50	Britain	TOE/Compensation Expenditure Reporting <i>2-hour session</i>	Tips and Tricks for pulling Terms of Employment and Compensation Expenditure Reports from software. As well as an overview of task timeline that may work best for you. Presented by Shanna Flores (Havre Schools), Maryetta Engle (Big Sandy Schools) and Jane Knudsen (Malta Schools)
9:40 - 10:40	American	How Upcoming Changes to Montana's Food Distribution System Will Affect Your School	This past year US Foods announced they are in the process of acquiring Food Services of America which currently provides food products and services to over 200 Montana Schools through our MCS Cooperative Bid Program. This sectional will explain these changes and the impact that they could have on your school's food service programs, along with an update on the various other programs and services provided by MCS. Presented by Dave Puyear, Director (Montana Cooperative Services)
9:40 - 10:40	Montana/Alberta	American Fidelity: The Future of American Health Care Reform	After a frenzy of activity, the dust has begun to settle on legislative efforts to impact the health care reform landscape. In this talk, we'll address the current state of the Patient Protection and Affordable Care Act (ACA). Topics covered include the impact of tax reform and recent federal rulemaking, the outlook for the Cadillac Tax, the future of tax-advantaged medical savings plans, and other plan design considerations employers should keep top-of-mind. Presented by Stacy Nix (American Fidelity Assurance Company)
9:40 - 10:40	Lewis/Clark	Adobe PDF for Beginners <i>anyone can attend</i>	This hands-on work session is for those new to Adobe PDF. Bring your laptop or other device that will allow you access to the internet and to Adobe Reader DC. Everyone should participate in the process. Advanced users of Adobe PDF are welcome to attend and share their knowledge and ideas, too. Presented by Cindy Cowan (Turner Schools)
9:40 - 10:40	Missouri	Yoga for Stress Relief <i>anyone can attend</i>	Learn more about how to mitigate the effects of stress through Yoga, and empower yourself to apply simple techniques in day-to-day life. No previous Yoga experience necessary. Presented by Audra Labert Bergman, Register Yoga Teacher- RYT200
10:50 - 11:50	Canadian	TRS for New Clerks <i>anyone can attend</i>	Basics of TRS reporting for new clerks, and information on the TRS Online Wage and Contribution System. Presented by Nolan Brilz (TRS).
10:50 - 11:50	American	Learning MTSBA's New Database	In this hands-on session we will take you through updating and adding member information in the new MTSBA database (Nimble). Access to MTSBA's website, mtsba.org, starts with the database being up-to-date with member information. We will also tour the resources available on mtsba.org and show you how to customize settings to individual preferences and how to access policies, model job descriptions, video training and more. Bring your electronic devices and we'll get you started! Presented by Wendy Brenden and Emily Dean, MTSBA Communications Team (Montana School Boards Association)
10:50 - 11:50	Montana/Alberta	MSGIA: Interstellar School District Safety Options at your finger tips	Take a space walk with Shawn Bubb, director of insurance operations for the MSGIA, as he walks MSGIA members through the newest school district safety programs linked to detect threats against your school district before they come to your front door. See how self-physical threat assessments and behavioral risk monitoring can create interstellar safety outcomes for your district. Presented by Shawn Bubb, Director of Insurance Operations (MSGIA/WCRRP)
10:50 - 11:50	Lewis/Clark	Integrating Essential Oils into Your Every Day Life	I will teach you easy ways to use essential oils to clean your house, do your laundry, and to pamper yourself. Come prepared to make some products to take home with you. Presented by Sarah Bailey (Natural Essentials)

2019 MASBO SUMMER CONFERENCE & NEW CLERK ACADEMY - COURSE DESCRIPTIONS

Recommended for new clerks

Recommended for all attendees

Time	Room	Topic	Description
10:50 - 11:50	Missouri	Yoga for Energy	Experience the rejuvenating effects of Yoga! This class will offer a variety of breathing and movement for energizing body and mind. All levels welcome. Presented by Audra Labert Bergman, Register Yoga Teacher- RYT200
3:00 - 4:00	Canadian	PERS for New Clerks <i>anyone can attend</i>	Basics of PERS Reporting for New Clerks. Presented by Terry Dalton (Montana Public Employees Retirement Administration).
3:00 - 4:00	Britain	How to Survive Teacher Retirement	Can't remember what you have to do when a teacher retires? Do retiring teachers hand you their retirement packet and expect you to complete it? Are you struggling to understand the TRS retirement calculator and then explain it to the teacher? This class will offer tips and tricks to surviving a teacher exodus. We will offer checklists and suggestions to keeping your documentation in order for a pain free retirement for you and the teacher! Presented by Jane Knudsen (Malta Schools) and Shanna Flores (Havre Schools)
3:00 - 4:00	American	Spend Dynamics Q&A	This session provides training on Spend Dynamics, the online p-Card management program, as well as a discussion of p-Card best practices. If you are a part of the Montana ASBO p-Card program or are considering joining and want to see how the online management system works, come to this valuable session. Bring all your questions to this in-depth session. Presented by Holly Wallace, Sr. Programs Coordinator (Illinois ASBO)
3:00 - 4:00	Montana/Alberta	Medical Billing - Another Revenue Stream	This presentation will cover billing Medicaid for school based services. The session will have detailed coverage of which services are (and are not) billable to Medicaid, as well as record keeping requirements. We will also discuss the process for getting started with Medicaid billing. Presented by Laurie DeLong (Montana Medical Billing)
3:00 - 4:00	Lewis/Clark	Advanced Unemployment Issues	You will come away with actionable strategies for reducing unemployment costs through the next generation of intelligent claims response. This session will help you identify and eliminate sources of non-compliant claims response in accordance with recent UI Integrity legislation, and recognize various strategies for reducing improper and fraudulent charges to a school district's state unemployment account. Presented by Theresia LeSueur (MT School Unemployment Insurance Program)
3:00 - 4:00	Missouri	MSGIA: Is the Moon Really Made of Cheese – Demystifying the World of School Safety	Come join that "spacey" MSGIA duo - Harry and Annette – as they clear up some common misconceptions, discuss local, state, and federal regulations, and walk you through building a school safety tool kit. When you leave this session you will have some easy resources at your fingertips and understand what color the sky is in Harry and Annette's world. Presented by Annette Satterly and Harry Cheff (MSGIA-WCRRP)
3:00 - 4:00	Room 201	MASBO Certification Testing	Certification test(s) will be administered to those who have made previous arrangements with Marie Roach.

THURSDAY, JUNE 13

8:30 - 9:30	Canadian	Student Record Requests	Student Records Requests . . . What to send, what not to send – that is the question. This sectional will review the legal requirements including standard guidelines to be followed to correctly process student records requests. This sectional covers timelines, information required, and what should and should not be sent from cumulative files. Presented by Rachel Broughton, Deidre Martinko, Mary Breuer and Brian Patrick (Great Falls Schools)
8:30 - 9:30	Britain	Technology Best Practices	Technology is the black hole of spending. To help you steer through the in's and out's of what to buy, how to buy it and how to get rid of it all will be covered. Bring your stories and helpful hints along also. Presented by Colleen Drury (Scobey Schools)

2019 MASBO SUMMER CONFERENCE & NEW CLERK ACADEMY - COURSE DESCRIPTIONS

Recommended for new clerks

Recommended for all attendees

Time	Room	Topic	Description
8:30 - 9:30	American	MUST: Trends in the Market	Value -Based Care is Set to Replace the Fee-for-Service Model. While health care isn't due to get cheaper overall, the transition from fee-for-service payment models to value-based care may allow business owners and their employees to find cost-effective solutions for getting care. Telemedicine will continue to gain popularity. Like value-based care, the use of telemedicine has skyrocketed over the past few years, and it shows no signs of slowing down. In one survey, health care provider executives said that telemedicine is the technology they expect to have the biggest impact in the near future. Presented by Erin Huffman and Andy Holmlund (MUST)
8:30 - 10:40 Four 20-minute rounds	Montana/Alberta	Roundtable Discussions	Pupil Transportation Audits: Are you prepared for a random OPI Transportation Audit? Attend this roundtable discussion and receive valuable information to be prepared for your random audit. We will discuss the required paperwork that will be requested to complete a successful Transportation Audit. Hope to see you there! Facilitated by Rita Huck (Huntley Project Schools)
			ESSA Per Pupil Expenditure Reporting: The Every Student Succeeds Act (ESSA) requires all states to begin site-based expenditure reporting. Come find out the current status of this important project that will be implemented with FY2020 school year data. Presented by Kara Flath (Office of Public Instruction)
			Family Medical Leave Act: Let's talk about the process and documentation you need to comply with the FMLA. Presented by Noreen Anderson (Hellgate Schools)
			Scan-nado: Electronical document storage - funnel information into your system for easier access. Presented by Tammy Tulberg (Target Range Schools)
			Managing Term Pay & Severance with TRS In Your District: Let's visit about the term pay calculator and how to use it to assist your teacher's to retire! This is different in every District and let me show you how I help the teachers understand their choices and what term pay and severance payments do to your District so you can plan it out. Presented by Jen Mettler (Baker Schools)
			Tuition Fund Levy for Special Education: Learn the rules and parameters of your district's ability to permissively levy in the Tuition Fund for certain special education expenditures for in-district students. Presented by Nicole Thuotte (Office of Public Instruction)
8:30 - 9:30	Lewis/Clark	Black Mountain Software DYK	"Did You Know" for Black Mountain Software users.
8:30 - 9:30	Missouri	Yoga for Back Relief	Back, neck, hips: This session will focus on aligning the spine and unwinding painful tension in these areas. All levels are welcome! Presented by Audra Labert Bergman, Register Yoga Teacher- RYT200
9:40 - 10:40	Canadian	Indirect Cost Rates	When not dreaming of summer backpacking trips I dream about Indirect Cost Rates. The state calculation method and its agreement with the Federal Government is reevaluated every 5 years and our approved plan is about half way through. The newest delegation agreement to approve indirect cost rates went into effect for fiscal years' FY2018 – FY2022. This mid-point session will provide a refresher covering the 2017 changes in the agreement with the Federal government, the methods used to determine a calculated, preliminary and approved indirect cost rate, what costs are allowable for reclassification, how to code indirect costs, and allow time to ask questions. Bear Spray not included. Presented by Paul Taylor (Office of Public Instruction)

2019 MASBO SUMMER CONFERENCE & NEW CLERK ACADEMY - COURSE DESCRIPTIONS

Recommended for new clerks

Recommended for all attendees

Time	Room	Topic	Description
9:40 - 10:40	Britain	Spend Dynamics Q&A	This session provides training on Spend Dynamics, the online p-Card management program, as well as a discussion of p-Card best practices. If you are a part of the Montana ASBO p-Card program or are considering joining and want to see how the online management system works, come to this valuable session. Bring all your questions to this in-depth session. Presented by Holly Wallace, Sr. Programs Coordinator (Illinois ASBO)
9:40 - 10:40	American	Financial Management at Fiscal Year End	The (fiscal) new year is almost upon us! If your new year's resolution has something to do with making fiscal year end decisions that position your District for success in the new year, this session is for you! During this session, we'll talk some strategic planning, a little accounting, and maybe hum a few bars of Auld Lang Syne. Presented by Mike Waterman (Bozeman Schools)
9:40 - 10:40	Lewis/Clark	Integrating Essential Oils into Your Every Day Life	I will teach you easy ways to use essential oils to clean your house, do your laundry, and to pamper yourself. Come prepared to make some products to take home with you. Presented by Sarah Bailey (Natural Essentials)
9:40 - 10:40	Missouri	Yoga for Stress Relief	Learn more about how to mitigate the effects of stress through Yoga, and empower yourself to apply simple techniques in day-to-day life. No previous Yoga experience necessary. Presented by Audra Labert Bergman, Register Yoga Teacher- RYT200
11:00 - 12:00	Canadian	School Nutrition Programs Refreshser	Stay up to date on OPI School Nutrition Programs requirements. This session will provide training on paid lunch prices, unpaid meal charges, nonprofit school food service accounts, free and reduced lunch applications and required Administrative Review documentation. Presented by Camille McGoven and Jackie Roller (OPI School Nutrition Program)
11:00 - 12:00	Britain	A Braided River Called the Building Reserve Fund	While on overnight back country canoe trips we like to play camp games like scream and run, but I can't seem to scream and run away from the building reserve fund. This session will look at the building reserve fund and its 4 sub-funds, filter the cold mountain streams of revenues to support these sub-funds. Float through the history of where we are today, and take a look at tools available for estimating both state funds and levies in this fund. This session works best as a campfire discussion so come prepared to share your ideas and stories. Presented by Paul Taylor (Office of Public Instruction) and Nancy Hall (Office of Budget & Program Planning)
11:00 - 12:00	American	Credit Card Payments: Food Services to Field Trips	If your district is struggling with collection of lunch fees, sports fees, and field trip fees, this workshop is for you. We will present information on receiving credit card payments that will help your district, as well as parents. With so many paying online any more this makes sense. We will share the positive difference these payments have made to West Valley and East Helena Schools. Presented by Kim Aarstad (East Helena Schools) and Cindy Foley (West Valley Schools)
11:00 - 12:00	Montana/Alberta	MSPLIP: Rody's Top Ten	Rody Holman will share enlightening stories of interesting claims administered by the insurance program over the past 25 years. Examples with provide you with information about what not to do in your schools. Presented by Rody Holman (Montana Schools Property and Liability Insurance Program).
11:00 - 12:00	Lewis/Clark	Infinite Campus: Online Payments	Learn about our electronic payment processing solution for both food service and fee transactions. See how your district can eliminate cash handling, reduce lost checks, improve cash flow, create office efficiencies and enhance internal controls. I'll share all the changes coming out for Online Payments. Presented by Paula Soucheray (Infinite Campus)
11:00 - 12:00	Missouri	Yoga for Energy	Experience the rejuvenating effects of Yoga! This class will offer a variety of breathing and movement for energizing body and mind. All levels welcome. Presented by Audra Labert Bergman, Register Yoga Teacher- RYT200

2019 MASBO SUMMER CONFERENCE & NEW CLERK ACADEMY - COURSE DESCRIPTIONS

Recommended for new clerks

Recommended for all attendees

Time	Room	Topic	Description
1:40 - 2:40	Canadian	Student Activity Fund Procedures	Come learn the ins and outs of Student Activity accounting from purchasing to receipting in monies to training of individuals directly involved with Student Activity Funds. We will leave time in this workshop to address specific questions you have to clean up your audit reports. Presented by Kathy Preeshl (North Star Schools) and Maryetta Engle (Big Sandy Schools)
1:40 - 2:40	Britain	A Braided River Called the Building Reserve Fund	While on overnight back country canoe trips we like to play camp games like scream and run, but I can't seem to scream and run away from the building reserve fund. This session will look at the building reserve fund and its 4 sub-funds, filter the cold mountain streams of revenues to support these sub-funds. Float through the history of where we are today, and take a look at tools available for estimating both state funds and levies in this fund. This session works best as a campfire discussion so come prepared to share your ideas and stories. Presented by Paul Taylor (Office of Public Instruction) and Nancy Hall (Office of Budget & Program Planning)
1:40 - 2:40	American	School Nutrition New Direct Certification	Join OPI School Nutrition staff to learn how to use the NEW and improved Direct Certification Application (DCA)! Participants will learn how to increase student access to nutritious meals by ensuring that categorically eligible students (SNAP, TANF, FDPIR, Foster Care, Homeless, Migrant, Runaway) are approved to receive school meals at no cost through DCA. Presented by Alie Wolf and Bitsey Draur (OPI School Nutrition Program)
1:40 - 2:40	Montana/Alberta	MSPLIP: Ready for a Dept. of Labor Inspection?	The MT Department of Labor has recently increased their inspections of Montana schools. The MSPLIP has a webpage with tools that can be immediately implemented to help our client schools address a wide range of topics. These tools will help our clients implement and maintain a safe and compliant educational environment. The topics also serve to address many of the exceptions that have been noted in recent DOL audits. Presented by Brodie Loushin (Montana Schools Property & Liability Insurance Plan).
1:40 - 2:40	Lewis/Clark	Infinite Campus: Mobile Payments	Take payments anywhere, anytime. Campus Mobile Payments allows districts to process one-time credit and debit transactions with our Mobile and Desktop Card Readers. See how the Integrated Desktop Readers work with Campus Households for Fees and Food Service. Presented by Paula Soucheray (Infinite Campus)
1:40 - 2:40	Missouri	MUST: Be a Smart Shopper	Can I use a lower-cost generic? Generic drugs have the same active ingredients, strength, quality and safety as their name-brand counterparts, but they can cost hundreds of dollars less. Advantages of Preventive Health vs. Reactive Treatment. There is evidence that preventive health treatments provide more benefits than any other type of treatment. Researchers around the world uphold the value of keeping people healthy rather than "curing disease". Why aren't there more of these kinds of health programs in the mainstream? Presented by Dawn Sullivan and DeAnna Anderson (MUST Marketing reps)
3:00 - 4:00	Canadian	Record Retention	Come to this session learn how local governments may legally dispose of public records, including online resources available to help you understand your responsibilities relating to records. Bring your questions! Presented by Marty Rehbein, CMC, City Clerk (City of Missoula)
3:00 - 4:00	Britain	American Fidelity: How Benefits can help with Recruiting and Retention	For most school districts, benefits can be 30% of the total budget. Despite the large expenditure, most districts do not have the time and resources to evaluate the effectiveness of the plans or any changes. We will take a deep dive into what is the current climate for recruits, how the public sector differs from the private, and how effectively communicating to the different generations can have a huge impact in the results. Presented by Scott Florsheim (American Fidelity Assurance Company)

2019 MASBO SUMMER CONFERENCE & NEW CLERK ACADEMY - COURSE DESCRIPTIONS

Recommended for new clerks

Recommended for all attendees

Time	Room	Topic	Description
3:00 - 4:00	American	School Facilities Financing Overview	Are your District's facilities in need of capital improvement projects? Do you see a potential need for bond financing in your future? A panel of presenters will cover various topics relating to financing of school facility improvements. Whether you are considering a big or small project and wonder where to start, this seminar will provide information for everyone including a bond market overview, Building Reserve Permissive Levy information and helpful insights from business officials who have recently worked through the bond issuance process. Presented by Bridget Ekstrom (D.A. Davidson & Co.), Dan Semmens (Dorsey & Whitney), Kim Aarstad (East Helena Schools), Laurie Noonkester (Lockwood Schools) and Brian Patrick (Great Falls Schools)
3:00 - 4:00	Montana/Alberta	Useful Excel Spreadsheets	Denise Mason (East Glacier Schools) and Liz Thibert (Vaughn Schools) will show you how they use excel spreadsheets to help manage various tasks common to school clerk/business managers and Rebekah Rhoades (Lewistown Schools) will show some nifty features in Excel that will help you efficiently manage and maneuver within the application.
3:00 - 4:00	Lewis/Clark	Infinite Campus: Food Service	Lunchrooms are one of the busiest places in the school. Long lines and hungry kids can create chaos. Review End of Year and Beginning of Year Processes. See how our point-of-sale options can help your lunch lines and learn about the newest changes coming out. We guarantee this session will leave you hungry for new processes. Presented by Paula Soucheray (Infinite Campus)
3:00 - 4:00	Missouri	C & C School Accounting User Group	Meeting for users of C & C School Accounting Software.
FRIDAY, JUNE 14			
8:30 - 10:00 or 10:15- 11:45	Canadian	School Law Update	An update and Q&A on the latest issues in School Law. Presented by Debra Silk (Montana School Boards Association)
8:30 - 10:00 or 10:15- 11:45	American	OPI Legislative Update	A review of key bills related to school finance, budgeting and accounting passed in the 2019 Legislative Session. Presented by Kara Flath (Office of Public Instruction)