

2022 MONTANA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS - SCHEDULE AT A GLANCE

Copper King Hotel & Convention Center	Meeting Rooms							All Member Meetings and Exhibitors	
	Copper 1	Copper 2	Copper 3	Copper 4	Copper 5	North Lobby	Board Room	King Ballroom	Dwell Space
MONDAY, JUNE 13									
8:00 - 5:00			New Clerk Academy <i>(sponsored by MTSUIP)</i>						
TUESDAY, JUNE 14									
9:00 - 5:00	C & C School Accounting User Group (9am-4pm)	Tyler Technologies User Group (9am-2pm)	Black Mountain Software User Group (9am-5pm)						
2:00 - 5:00	Exhibitors Set Up (Convention Center Lobby)								
4:00 - 6:00	REGISTRATION in Conference Center Lobby (name badges and directory photos courtesy of Lifetouch)								
6:30 - 8:30	MSGIA Pre Conference Mixer in King Ballroom								
4:30 - 7:00	MASBO Board of Directors Meeting in Board Room								
WEDNESDAY, JUNE 15									
7:15 - 8:15								Mentor-Mentee Breakfast <i>(sponsored by Tyler)</i>	
8:00 - 3:00	REGISTRATION in Conference Center Lobby (name badges and directory photos courtesy of Lifetouch)								
8:00 - 10:00	Exhibitors Set Up (Lobby)								
8:30 - 9:30	American Fidelity User Group	Worker's Compensation 101	Federal Educational Programs Training for Business Managers	Direct Care Therapy and Medicaid Reimbursements for your district.	Tyler Technologies User Meeting	1. Klimas Financial Services-Retirement 2. Hiring and Onboarding 3. Student Loan Forgiveness 4. Other Benefit Topics	MASBO Certification Test Training		
9:40 - 10:40	Why Employee Education is Crucial in Today's World	Montana Board of Investments-INTERCAP Loan Programs		K12 Panel: Web-based tool built specifically for K12 education	Money, Money, Money! How to make state reporting work for you! Infinite Campus.	1. McKinstry Design Build Q&A 2. Facilities Projects 3. Building Reserve & Other Fund Transfers 4. Audit Organization	MASBO Certification Test Training (Continued)		

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	Copper 1	Copper 2	Copper 3	Copper 4	Copper 5	North Lobby	Board Room	King Ballroom	Dwell Space
WEDNESDAY, JUNE 15									
10:50 - 11:50	Rody's Top Ten!	School Facilities Financing Overview	Tuition	Healthcare Trends & Understanding Your Insurance	What is a P-Card and How Will It Work In My District?	1. Student Activities 2. Conflict Resolution 3. Boards- Meetings, etc. 4. Election Ups & Downs	K12 User Group Session		
12:00 - 2:30								Opening Luncheon & Keynote <i>(sponsored by MSGIA/WCRRP)</i>	
2:30 - 3:00									Break/Visit Exhibitors <i>(sponsored by Tyler)</i>
3:00 - 4:00	Why Employee Education is Crucial in Today's World	School Facilities Financing Overview	Pupil Transportation Overview and Updates	Strike It Rich (Show Me the Money)	Java = Coffee, not for your Point of Sale!- Infinite Campus	1. Student Activities 2. Conflict Resolution 3. Boards- Meetings, etc. 4. Election Ups & Downs	MASBO Certification Testing		
4:30 - 5:00	Attendees bus to Highland View Golf Course or Mining Museum Tour <i>(sponsored by MUST)</i>								
5:00 - 7:00	Golf Scramble at Highland View Golf Course <i>(sponsored & organized by Black Mountain Software)</i>								
5:00 - 6:30	Mining Museum Tour <i>(sponsored by Infinite Campus)</i>								
7:00 - 9:30	Dinner at Highland View Golf Course <i>(sponsored by Black Mountain Software)</i>								
THURSDAY, JUNE 16									
7:30 - 8:30								Breakfast & Visit Exhibitors <i>(sponsored by MUST)</i>	
8:00 - 3:00	REGISTRATION in Conference Center Lobby <i>(name badges and directory photos courtesy of Lifetouch)</i>								
8:00 - 6:30	SUNSHINE FUND in King Ballroom								

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	Copper 1	Copper 2	Copper 3	Copper 4	Copper 5	North Lobby	Board Room	King Ballroom	Dwell Space
THURSDAY, JUNE 16									
8:30 - 9:30	Onboarding Tips for New Full-Time PERS Employees & Basic Navigation in ERIC	Maximizing Esser Funds Through Design-Build	Let's Review Things	Empower Your Employees to Be Smart Consumers	P-Cards Spend Dynamics Q & A	1. Payroll 2. CSCT 3. Grant Accounting 4. School Nutrition/Food Service	Blending Essential Oils		
9:40 - 10:40	C & C School Accounting User Meeting	Black Mountain "Did You Know?" User Meeting	Let's Review Things (Continued)	Strike It Rich (Show Me the Money)	ESSER Survival Training for the Long Haul	1. McKinstry Design Build Q&A 2. Facilities Projects 3. Building Reserve & Other Funds Transfers 4. Audit Organization			
10:40 - 11:00								Break/Visit Exhibitors (sponsored by C&C)	
11:00 - Noon	Public Contractor's 1% Gross Receipts Tax (CGR)	Maximizing Esser Funds Through Design-Build	A Look at Indirect Cost Rates	School Nutrition Programs - Back to Basics	ESSA Per Pupil Expenditure Reporting	1. Payroll 2. CSCT 3. Klimas Financial 4. Grant Accounting	P Card Q&A		
Noon - 1:30								Lunch & Awards (sponsored by MSPLIP)	
1:40 - 2:40	Public Contractor's 1% Gross Receipts Tax (CGR)	TRS Training for School Business Managers	The Legislative Trio	School Nutrition Programs - Back to Basics	ESSER Survival Training for the Long Haul	1. Klimas Financial Services-Retirement 2. Hiring and Onboarding 3. Student Loan Forgiveness 4. Other Benefit Topics	Blending Essential Oils		
2:40 - 3:00								Break/Visit Exhibitors (sponsored by C&C)	
3:00 - 4:00	Preparing for Dept. of Labor Inspections	TRS- Surviving Teacher Retirement	ESSER Survival Training for the Long Haul	Tuition	PERS Ready to Retire and Enroll in Deferred Comp	1. Class AA Schools 2. Class A Schools 3. Class B Schools 4. Class C & Independent Schools	Blending Essential Oils		

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5:00 - 6:30	DINNER in King Ballroom (<i>sponsored by MSPLIP</i>) Note: SUNSHINE FUND bidding closes at 6:30 p.m.									
THURSDAY, JUNE 16										
7:00 - 9:00	Bowling at Star Lanes (<i>sponsored by MSPLIP</i>)									
FRIDAY, JUNE 17										
7:30 - 8:30								Breakfast (<i>Sponsored by MUST</i>)		
8:30 - 9:45			School Law							
9:45 - 10:00			BREAK (<i>sponsored by Horace Mann</i>)							
10:00 - 11:15			School Law continued with Q&A time							
11:15 - 12:00			Closing Session & Prize Drawings							
HAVE A SAFE TRIP HOME! SEE YOU NEXT YEAR, JUNE 12-16 at Fairmont Hot Springs										

2022 MONTANA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS - COURSE DESCRIPTIONS

Recommended for new clerks (Tuesday and Wednesday sessions are open to all attendees)

Recommended for all attendees

Time	Room	Topic	Description
MONDAY JUNE 13			
8:00 - 5:00	Copper 3	New Clerk Academy	Welcome/Introductions/Resources; followed by Coding and Accounting Training throughout the day, finishing up with Ending Your Fiscal Year Training. For new clerks with 5 years' experience or less.
TUESDAY JUNE 14			
9:00-4:00	Copper 1	C & C Accounting User Group	Meeting for users of C & C School Accounting Software. Presented by David Bardwell, C & C Accounting.
9:00 - 2:00	Copper 2	Tyler Technologies User Group	Training for users of Tyler Technologies School ERP Pro, powered by Infinite Visions Software. Presented by Diana Betancourt and Carrie Hughes, Tyler Technologies, Inc
9:00- 5:00	Copper 3	Black Mountain Software User Group	A full day training for users of Black Mountain Software and it's various applications. Presented by Lindsey Taylor, RaLynn Brown and Serina Nelson, Black Mountain Software.
WEDNESDAY JUNE 15			
8:30 - 9:30	Copper 1	American Fidelity User Group	Meeting for users of American Fidelity Program. Presented by the American Fidelity Team.
8:30 - 9:30	Copper 2	Worker's Compensation 101	Everyone has to start somewhere. Join Shawn Bubb with the MSGIA to learn about the core aspects of Montana's workers' compensation system and how you can excel in your roll as a business manager managing this essential coverage for your district. Tips and Tricks, Do's and Don'ts, and some funny stories along the way. Presented by Shawn Bubb, MSGIA.
8:30 - 9:30	Copper 3	Federal Educational Programs Training for Business Managers	This session will review the major federal educational programs Titles I, II, III, IV, VB, and IX (McKinney-Vento), allowable expenditures, grant management, and cover some basics of Egrants. While this session is geared for new business managers, there will be something for everyone. Presented by Jack O'Connor, Office of Public Instruction (continued at 9:40 am)
8:30 - 9:30	Copper 4	Direct Care Therapy and Medicaid Reimbursements for your district.	Did you know that psychological and social work services can be reimbursed by Medicaid for eligible students outside of the CSCT program? Your district might be missing out on this option. Learn what other services qualify and gain tips about setting up and submitting claims to DPHHS. Presented by Lisa Waterman, School Services of Montana.

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WEDNESDAY JUNE 15 Continued			
8:30 - 9:30	Copper 5	Tyler Technologies User Group Meeting	Continued training for users of Tyler Technologies School ERP Pro, powered by Infinite Visions Software. Presented by Diana Betancourt and Carrie Hughes, Tyler Technologies, Inc.
8:30 - 9:30	North Lobby	1. Klimas Financial Services- Retirement 2. Hiring & Onboarding 3. Student Loan Forgiveness 4. Other Benefit Topics	1. Klimas Financial Services- The benefits of retirement planning in creating a favorable school culture. 2. Share your ideas and/or questions regarding hiring and onboarding. 3. Did you know that Business Officials can apply for Federal Student Loan Forgiveness too? 4. Share your ideas and/or questions regarding other benefits that worked or failed in your school/co-op group. Round table sessions are not typically led and are set up for brainstorming, sharing, and network building; sessions noted with a vendor name will be headed by that vendor.
8:30 - 9:30	Board Room	MASBO Certification Test Preparation Training	MASBO Certification Program overview and test preparation. Presented by Colleen Drury, Scobey Schools and Deb Anderson, Polson Schools.
9:40 - 10:40	Copper 1	Why Employee Education is Crucial in Today's World	Employee benefits are becoming increasingly popular as a way to attract and retain employees. Still, most employees are not receiving the education they need to properly understand and value the benefits being offered to them. This presentation aims to show how implementing effective benefits education is vital to the overall success of your benefits program, and overall employee wellbeing. Presented by Stephanie Thomas-Roid, American Fidelity.
9:40 - 10:40	Copper 2	Montana Board of Investment- INTERCAP Loans.	Montana Board of Investments – INTERCAP Loan Program. A low cost variable rate loan program available to Montana schools to finance various projects, buses, bus barns, vehicles and equipment. Autopay rate for this adjustment period is 1.50%. Presented by Louise Welsh, Montana Board of Investments.
9:40 - 10:40	Copper 3	Federal Educational Programs Training for Business Managers	This session will review the major federal educational programs Titles I, II, III, IV, VB, and IX (McKinney-Vento), allowable expenditures, grant management, and cover some basics of Egrants. While this session is geared for new business managers, there will be something for everyone. Presented by Jack O'Connor, Office of Public Instruction (continued from 8:30 am session)

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Time	Room	Topic	Description
WEDNESDAY JUNE 15 Continued			
9:40 - 10:40	Copper 4	K12 Panel: Web-based tool built specifically for K12 education	Panel makes everyday inventory-management and technical functions straightforward and simple. Watch a demo, get answers to any questions, and hear a bit about how this tool is already helping districts across Montana. If you have been looking for a way to project technology refresh budgets, track inventory, map the location of your Chromebooks and PCs, work more closely and collaboratively with your technology coordinator, and easily deploy predefined software packages with just a couple of clicks, you'll definitely want to check this out! Presented by Jeff Patterson, K-12 Montana, Inc.
9:40 - 10:40	Copper 5	Money, Money, Money..... Money! How to make state reporting work for you! Infinite Campus.	You will learn how to report accurately and ensure appropriate state funding. How data transfers and impacts into other systems End-of-year reporting including the following areas: ADA and ADM, SPED, Behavior, Title I, FRAM, Program Participation, and Attendance. Discussion will also include Key Reporting Deadlines Presented by Mary Anne Skinner and Tamara Blanchard, School Services of Montana.
9:40 - 10:40	North Lobby	1. McKinstry Design-Build Q&A 2. Facilities Projects 3. Building Reserve & Other Fund Transfers 4. Audit Organization	1. McKinstry Design Build Q & A- A chance to follow up with the McKinstry team on your design-build questions. 2. Share your ideas and/or questions regarding facility projects and construction. 3. Are you utilizing your funds to their maximum potential? Share your ideas or learn some great tricks to making sure you get the most out of your budgets. 4. Audits are not the favorite part of the job. Share your insights and/or questions on how to survive audit season. Round table sessions are not typically led and are set up for brainstorming, sharing, and network building; sessions noted with a vendor name will be headed by that vendor.
9:40 - 10:40	Board Room	MASBO Certification Test Preparation/Training	MASBO Certification Program overview and Test preparation. Presented by Colleen Drury, Scobey Schools and Deb Anderson, Polson Schools.
10:50 - 11:50	Copper 1	MSPLIP: Rody's Top Ten!	Rody Holman will share enlightening stories fo interesting claims administered by the insurance program over the past 25 years. Examples will provide you with information about what not to do in your schools. Presented by Rody Holman, Montana Schools Property & Liability Insurance Plan.

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Time	Room	Topic	Description
WEDNESDAY JUNE 15 Continued			
10:50 - 11:50	Copper 2	School Facilities Financing Overviews	Are your School District's facilities in need of capital improvement projects? Do you see a potential need for bond financing in your future? If 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 and helpful insights from two business officials who have recently worked through the bond election and bond issuance process and are currently in the construction phase. Presented by Bridget Ekstrom (D.A. Davidson & Co.), Dan Semmens (Dorsey & Whitney), Rebekah Rhoades (Lewistown School Districts) and Lorie Carey (Jefferson HS District)
10:50 - 11:50	Copper 3	Tuition	This session will cover all tuition scenarios and the uses of the tuition fund. We will discuss parent choice tuition, the new cost-sharing obligations for students in foster/group homes, add on rates for special circumstances, using the tuition fund for in district special education students, and how to calculate your FY 23 tuition budget. Presented by Nicole Thuotte, Office of Public Instruction.
10:50 - 11:50	Copper 4	Healthcare Trends & Understanding Your Insurance	Healthcare Trends & Understanding Your Insurance: From Telemedicine to Generic Drugs. Presented by Jeff Goody, Shelley Murphy, Andy Holmlund, MUST.
10:50 - 11:50	Copper 5	What is a P-Card and How Will It Work In My District?	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)
10:50 - 11:50	North Lobby	1. Student Activities 2. Conflict Resolution 3. Boards- Meetings, etc. 4. Election Ups and Downs	1. Share your insights and/or questions about the Student Activities Fund. 2. Folks are stressed and conflicts are on the rise. Share or ask questions about how to keep your cool when you are faced with those who test your limits. 3. Board agendas, packets, meeting notice, public comment, closed sessions are just a few of the things you think about each month. Share what works and hasn't gone so well.... 4. Elections are like laundry, not matter what, sooner or later you end up having to do it. What worked well or gave you frustration this year? Round table sessions are not typically led and are set up for brainstorming, sharing, and network building; sessions noted with a vendor name will be headed by that vendor.
10:50 - 11:50	Board Room	K-12 User Group Session	For those who currently utilize K-12 or those who are interested in more in-depth information and or examples. Presented by Jeff Patterson, K12 Montana, Inc.

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Time	Room	Topic	Description
WEDNESDAY JUNE 15 Continued			
3:00 - 4:00	Copper 1	Why Employee Education is Crucial in Today's World	Employee benefits are becoming increasingly popular as a way to attract and retain employees. Still, most employees are not receiving the education they need to properly understand and value the benefits being offered to them. This presentation aims to show how implementing effective benefits education is vital to the overall success of your benefits program, and overall employee wellbeing. Presented by Stephanie Thomas-Roid, American Fidelity.
3:00 - 4:00	Copper 2	School Facilities Financing Overviews	Are your School District's facilities in need of capital improvement projects? Do you see a potential need for bond financing in your future? If 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 and helpful insights from two business officials who have recently worked through the bond election and bond issuance process and are currently in the construction phase. Presented by Bridget Ekstrom (D.A. Davidson & Co.), Dan Semmens (Dorsey & Whitney), Rebekah Rhoades (Lewistown School Districts) and Lorie Carey (Jefferson HS District)
3:00 - 4:00	Copper 3	Pupil Transportation Overview and Updates	An overview of the Pupil Transportation website, deadlines and forms. Presented by Donell Rosenthal, Office of Public Instruction.
3:00 - 4:00	Copper 4	Strike It Rich (Show Me the Money)	Join the MSGIA staff as they explain how having a good safety program, using all the tools in the toolbox, and watching that modification factor can help you see the vein of ore you already have and help you mine it for the best results. These practices should assist all of you in striking it rich and that will show you the money. Presented by Harry Cheff and Annette Satterly, Montana School Group Interlocal Authority (MSGIA).
3:00 - 4:00	Copper 5	Java = Coffee, not for your Point of Sale!- Infinite Campus	Come join us to learn about the new Campus Food Service 2.0. Eliminate Java WebStart dependency, User friendly with responsive design, Virtual keyboard, Allow multiple schools per application, ...and much, much more! Presented by Tamara Blanchard, School Services of Montana.
3:00 - 4:00	North Lobby	<ol style="list-style-type: none"> 1. Student Activities 2. Conflict Resolution 3. Boards- Meetings, etc. 4. Election Ups and Downs 	<ol style="list-style-type: none"> 1. Share your insights and/or questions about the Student Activities Fund. 2. Folks are stressed and conflicts are on the rise. Share or ask questions about how to keep your cool when you are faced with those who test your limits. 3. Board agendas, packets, meeting notice, public comment, closed sessions are just a few of the things you think about each month. Share what works and hasn't gone so well.... 4. Elections are like laundry, not matter what, sooner or later you end up having to do it. What worked well or gave you frustration this year? <p>Round table sessions are not typically led and are set up for brainstorming, sharing, and network building; sessions noted with a vendor name will be headed by that vendor.</p>

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Time	Room	Topic	Description
WEDNESDAY JUNE 15 Continued			
3:00 - 4:00	Board Room	MASBO Certification Testing	Certification tests(s) will be administered to those who have made previous arrangements with Marie Roach.
THURSDAY, JUNE 16			
8:30 - 9:30	Copper 1	Onboarding Tips for New Full-Time PERS Employees and basic navigation in ERIC	Onboarding tips for employers with new full time PERS employees. We will review the PERS plan options, discuss communications new hires receive from MPERA, discuss training opportunities for new staff, and highlight features on our website for PERS new hires. This training is intended for employers who work directly with new hires and their benefits. I will also cover basic navigation in a live ERIC environment. Presented by Terry Dalton, Montana Public Employees Retirement Administration.
8:30 - 9:30	Copper 2	Maximize ESSER Funds Through Design-Build	Time is ticking down for Districts to use their allotted Esser funds for applicable facility improvements. Now, add the rising costs and delivery challenges facing the construction industry, and the issue is further amplified. This presentation will provide updates on construction costs and labor availability and demonstrate how “design-build” provides a faster, more cost effective solution with less risk than the current “design, bid, build” process used by most Districts today. Presented by Tim Tolman and Halvor Kamrud, McKinstry.
8:30 - 9:30	Copper 3	Let's Review Things	<p>A two-hour session to look at the General Fund Budgeting Spreadsheet as well as other tools that the OPI makes available for clerks and business managers. This time is intended to, not only share some of the old tools you may already know about, but also the time is for you to bring your questions and share your tip and tricks with others. Additionally, we will attempt to explain some of the “why’s” related to budget changes that are currently occurring over this biennium. The following is a non-conclusive list of possible topics.</p> <p>Hour 1. The General Fund Budget Worksheet & Enrollment to ANB: Projecting for the ensuing year, a lookback to this past session. Anderson HB15(2021) Another look at SMMA and the future projection of why to maximize. Reksten HB192(2021) A new FTE entry cell now included and why. Jones HB143(2021) The Enrollment to ANB spreadsheet is different? Regier SB72(2021) & Pope/Anderson HB233(2021) Time for your sharing, help, suggestions & questions.</p> <p>Hour 2. The General Fund Budget Worksheet Continued as well as other post-session topic: My General Fund GTB keeps growing. (Class 8 & Other Funding. HB303(2021) & Ler HB663(2021) State Technology Aid payment wiggled, why? Zolnikov HB181(2021) Catching up on the SPED allowable cost payment. Bedey HB46(2021) A discussion about the Mill Calculator Tab. Let’s make his what you need it to be. A reminder that the Miscellaneous Programs Fund (15) spreadsheet is still out there. A long time ask made especially for Gwyn. Time for your sharing, help, suggestions & questions. Presented by Paul Taylor, Office of Public Instruction.</p>

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Time	Room	Topic	Description
THURSDAY JUNE 16 Continued			
8:30 - 9:30	Copper 4	Empower Your Employees to Be Smart Consumers	Empower Your Employees to be Smart Consumers- Focusing on Preventative Health vs. Reactive Treatment. Presented by Jeff Goody, DeAnna Anderson and Andy Holmlund, MUST.
8:30 - 9:30	Copper 5	P-Cards 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.
8:30 - 9:30	North Lobby	1. Payroll 2. CSCT 3. Grant Accounting 4. School Nutrition/Food Service	1. Share your ideas and/or questions about payroll, retirement reporting, and organization. 2. Comprehensive School and Community Treatment program finances Q & A. 3. How do you organize your cash requests, etc.? 4. Free & reduced form collection, hard to order food items- share your experience or frustrations. Round table sessions are not typically led and are set up for brainstorming, sharing, and network building; sessions noted with a vendor name will be headed by that vendor.
8:30 - 9:30	Board Room	Blending Essential Oils	Learn how to mix different essential oils together to make blends specific for your lifestyle. Basic knowledge of essential oils required. Presented by Sarah Bailey, Natural Essentials.
9:40 - 10:40	Copper 1	C & C Accounting User Group Meeting	Meeting for users of C & C School Accounting Software. David Bardwell, C & C Accounting.
9:40 - 10:40	Copper 2	Black Mountain Software "Did You Know?" User Group Meeting	"Did You Know" for Black Mountain Software users. Presented by Lindsey Taylor, Black Mountain Software.
9:40 - 10:40	Copper 3	Let's Review Things (Continued)	See 8:30 Session above
9:40 - 10:40	Copper 4	Strike It Rich (Show Me the Money)	Join the MSGIA staff as they explain how having a good safety program, using all the tools in the toolbox, and watching that modification factor can help you see the vein of ore you already have and help you mine it for the best results. These practices should assist all of you in striking it rich and that will show you the money. Presented by Harry Cheff and Annette Satterly, Montana School Group Interlocal Authority (MSGIA).

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THURSDAY JUNE 16 Continued			
9:40 - 10:40	Copper 5	ESSER Survival Training for the Long Haul	When I first moved to Montana I attended a large student Lewis and Clark enactment. Lewis used a compass while Clark advocated for GPS. Lewis compass prevailed as Clarks GPS ran out of juice and the mountains cut off internet. The student/teacher audience could feel, Clark's disappointment as he was late and missed out on opportunities Lewis received. Such is often the feeling as we navigate ESSER. From beginning to end the pathway to ESSER funding is full of challenges. From egrants technology glitches to grant word choice (ESSER I, CARES ESSER, ARP ESSER III, ESSER Fund, Consolidated ESSER....) we seem to be caught in a web. At its core ESSER funding is a grant driven by the desire to help our students gain education - a goal we all aspire to be a part of. In this workshop you will learn the tips of the road, how to read the maps, which maps and map format to use, how to translate the language of the map maker, what tools are most useful, and eventually learn the easiest, least painful way to reach your destination. At the end of the session I hope you feel you have a partner advocate and see the value of the process - not just the challenges - as we all continue on the ESSER journey. Presented by Wendi Fawns, Office of Public Instruction.
9:40 - 10:40	North Lobby	1. McKinstry Design-Build Q&A 2. Facilities Projects 3. Building Reserve & Other Fund Transfers 4. Audit Organization	1. McKinstry Design Build Q & A- A chance to follow up with the McKinstry team on your design-build questions. 2. Share your ideas and/or questions regarding facility projects and construction. 3. Are you utilizing your funds to their maximum potential? Share your ideas or learn some great tricks to making sure you get the most out of your budgets. 4. Audits are not the favorite part of the job. Share your insights and/or questions on how to survive audit season. Round table sessions are not typically led and are set up for brainstorming, sharing, and network building; sessions noted with a vendor name will be headed by that vendor.
9:40 - 10:40	Board Room		
11:00 - 12:00	Copper 1	Public Contractor's 1% Gross Receipts Tax (CGR)	Providing awareness and education of the registration, reporting and payment options for the Contractor's 1% Gross Receipts Tax. Presented by Danay Pittard and Kim Beckstrom, Business and Income Tax Division, Montana Department of Revenue.

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THURSDAY JUNE 16 Continued			
11:00 - 12:00	Copper 2	Maximize ESSER Funds with Design-Build	Time is ticking down for Districts to use their allotted Esser funds for applicable facility improvements. Now, add the rising costs and delivery challenges facing the construction industry, and the issue is further amplified. This presentation will provide updates on construction costs and labor availability and demonstrate how "design-build" provides a faster, more cost effective solution with less risk than the current "design, bid, build" process used by most Districts today. Presented by Tim Tolman and Halvor Kamrud, McKinstry.
11:00 - 12:00	Copper 3	A Look at Indirect Cost Rates	Discussion on the following: The purpose of Indirect Cost Rates; A review of The current Indirect Cost Rates calculation; The application process including the reclassification of expenditures; A look at some tools available for rate determination. Presented by Paul Taylor, Office of Public Instruction. (continued from 830-10:40 session)
11:00 - 12:00	Copper 4	School Nutrition Programs - Back to Basics	Come join the folks at OPI School Nutrition Programs to learn updates on what SY 2022-23 will look like as we return to "normal" operations and an overview of program basics to prepare for the fall. Topics covered will include the expiration of current waivers, free and reduced price meal applications and other benefit issuance processes, and updates to the Community Eligibility Provision (CEP). Presented by Alie Wolf and Rochelle Davies, Office of Public Instruction.
11:00 - 12:00	Copper 5	ESSA Per Pupil Expenditure Reporting	ESSA Per Pupil Expenditure reporting is a federal reporting requirement that affects every Montana school district. Come and enjoy a hands-on presentation while learning about the who, what, why, when, and where of this often-intimidating report. Bring your thinking cap and your questions! Presented by Nicole Thuotte, Office of Public Instruction.
11:00 - 12:00	North Lobby	1. Payroll 2. CSCT 3. Klimas Financial 4. Grant Accounting	1. Share your ideas and/or questions about payroll, retirement reporting, and organization. 2. Comprehensive School and Community Treatment program finances Q & A. 3. Klimas Financial Services- The benefits of retirement planning in creating a favorable school culture. 4. How do you organize your cash requests, etc.? Round table sessions are not typically led and are set up for brainstorming, sharing, and network building; sessions noted with a vendor name will be headed by that vendor.
11:00 - 12:00	Board Room	P Cards Q&A	This is a great opportunity to for small group Q and A time on the P-Card program and how it will fit your district. If you are already in the P-Card program, consider utilizing this time to learn even more about how to use P-cards to their full potential. Presented by Holly Wallace, Sr. Programs Coordinator, Illinois ASBO.
1:40 - 2:40	Copper 1	Public Contractor's 1% Gross Receipts Tax (CGR)	Providing awareness and education of the registration, reporting and payment options for the Contractor's 1% Gross Receipts Tax. Presented by Danay Pittard and Kim Beckstrom, Business and Income Tax Division, Montana Department of Revenue.

2022 MONTANA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS - COURSE DESCRIPTIONS

Recommended for new clerks (Tuesday and Wednesday sessions are open to all attendees)

Recommended for all attendees

Time	Room	Topic	Description
THURSDAY JUNE 16 Continued			
1:40 - 2:40	Copper 2	TRS Training for School Business Managers	Basics of TRS reporting for new clerks, and information on the TRS Online Wage and Contribution System. Presented by Nolan Brilz, TRS.
1:40 - 2:40	Copper 3	The Legislative Trio	Learn about 3 new legislative programs from the 2021 session: HB 233 (eligibility for ANB for 19- & 20-year-old students), HB 143 (Teacher Incentive Program), and SB 72 (extracurricular activities). This session will give you important information on eligibility for these three programs and show you where and how to enter the data to make your district gets all the dollars they are entitled to. Presented by Nicole Thuotte, Office of Public Instruction.
1:40 - 2:40	Copper 4	School Nutrition Programs - Back to Basics	Come join the folks at OPI School Nutrition Programs to learn updates on what SY 2022-23 will look like as we return to "normal" operations and an overview of program basics to prepare for the fall. Topics covered will include the expiration of current waivers, free and reduced price meal applications and other benefit issuance processes, and updates to the Community Eligibility Provision (CEP). Presented by Alie Wolf and Rochelle Davies, Office of Public Instruction.
1:40 - 2:40	Copper 5	ESSER Survival Training for the Long Haul	When I first moved to Montana I attended a large student Lewis and Clark enactment. Lewis used a compass while Clark advocated for GPS. Lewis compass prevailed as Clarks GPS ran out of juice and the mountains cut off internet. The student/teacher audience could feel, Clark's disappointment as he was late and missed out on opportunities Lewis received. Such is often the feeling as we navigate ESSER. From beginning to end the pathway to ESSER funding is full of challenges. From egrants technology glitches to grant word choice (ESSER I, CARES ESSER, ARP ESSER III, ESSER Fund, Consolidated ESSER....) we seem to be caught in a web. At its core ESSER funding is a grant driven by the desire to help our students gain education - a goal we all aspire to be a part of. In this workshop you will learn the tips of the road, how to read the maps, which maps and map format to use, how to translate the language of the map maker, what tools are most useful, and eventually learn the easiest, least painful way to reach your destination. At the end of the session I hope you feel you have a partner advocate and see the value of the process - not just the challenges - as we all continue on the ESSER journey. Presented by Wendi Fawns, Office of Public Instruction.
1:40 - 2:40	North Lobby	1. Klimas Financial Services- Retirement 2. Hiring & Onboarding 3. Student Loan Forgiveness 4. Other Benefit Topics	1. Klimas Financial Services- The benefits of retirement planning in creating a favorable school culture. 2. Share your ideas and/or questions regarding hiring and onboarding. 3. Did you know that Business Officials can apply for Federal Student Loan Forgiveness too? 4. Share your ideas and/or questions regarding other benefits that worked or failed in your school/co-op group. Round table sessions are not typically led and are set up for brainstorming, sharing, and network building; sessions noted with a vendor name will be headed by that vendor.

2022 MONTANA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS - COURSE DESCRIPTIONS

Recommended for new clerks (Tuesday and Wednesday sessions are open to all attendees)

Recommended for all attendees

Time	Room	Topic	Description
THURSDAY JUNE 16 Continued			
1:40 - 2:40	Board Room	Blending Essential Oils	Learn how to mix different essential oils together to make blends specific for your lifestyle. Basic knowledge of essential oils required. Presented by Sarah Bailey, Natural Essentials.
3:00 - 4:00	Copper 1	Preparing for a Dept. of Labor Inspection?	The MT Department of Labor are continuing to inspect Montana schools. The MSPLIP has a webpage with tools that can be immediately implemented to help our clients 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 DOL audits. Presented by Brodie Loushin, Montana Schools Property & Liability Insurance Plan.
3:00 - 4:00	Copper 2	TRS- Surviving 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 calls will offer tips and tricks to survive 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 Nolan Brilz, TRS .
3:00 - 4:00	Copper 3	ESSER Survival Training for the Long Haul	When I first moved to Montana I attended a large student Lewis and Clark enactment. Lewis used a compass while Clark advocated for GPS. Lewis compass prevailed as Clarks GPS ran out of juice and the mountains cut off internet. The student/teacher audience could feel, Clark's disappointment as he was late and missed out on opportunities Lewis received. Such is often the feeling as we navigate ESSER. From beginning to end the pathway to ESSER funding is full of challenges. From egrants technology glitches to grant word choice (ESSER I, CARES ESSER, ARP ESSER III, ESSER Fund, Consolidated ESSER....) we seem to be caught in a web. At its core ESSER funding is a grant driven by the desire to help our students gain education - a goal we all aspire to be a part of. In this workshop you will learn the tips of the road, how to read the maps, which maps and map format to use, how to translate the language of the map maker, what tools are most useful, and eventually learn the easiest, least painful way to reach your destination. At the end of the session I hope you feel you have a partner advocate and see the value of the process - not just the challenges - as we all continue on the ESSER journey. Presented by Wendi Fawns, Office of Public Instruction.
3:00 - 4:00	Copper 4	Tuition	This session will cover all tuition scenarios and the uses of the tuition fund. We will discuss parent choice tuition, the new cost-sharing obligations for students in foster/group homes, add on rates for special circumstances, using the tuition fund for in district special education students, and how to calculate your FY 23 tuition budget. Presented by Nicole Thuotte, Office of Public Instruction.

2022 MONTANA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS - COURSE DESCRIPTIONS

Recommended for new clerks (Tuesday and Wednesday sessions are open to all attendees)

Recommended for all attendees

Time	Room	Topic	Description
THURSDAY JUNE 16 Continued			
3:00 - 4:00	Copper 5	PERS Ready to Retire and Enroll in Deferred Comp	What you need to know about the retirement process. Also, how to supplement your current retirement in PERS if your employer is part of the state sponsored 457(b) plan with Empower. This is a great class for members that are mid- career or later career. Presented by Terry Dalton, Montana Public Employees Retirement Administration and Chris Heisel, Empower.
3:00 - 4:00	North Lobby	1. Class AA Schools 2. Class A Schools 3. Class B Schools 4. Class C & Indep. Schools	A time to connect with other association members who are in a similar class size to your own; great for those who have recently shifted and could use a little guidance or clarification on various issues. Round table sessions are not typically led and are set up for brainstorming, sharing, and network building; sessions noted with a vendor name will be headed by that vendor.
3:00 - 4:00	Board Room	Blending Essential Oils	Learn how to mix different essential oils together to make blends specific for your lifestyle. Basic knowledge of essential oils required. Presented by Sarah Bailey, Natural Essentials.
FRIDAY, JUNE 17			
8:30 - 9:45	Copper 3,4,5	MTSBA School Law Update	An update on the latest in School Law. Presented by Debra Silk, Montana School Boards Association.
10:00 - 11:15	Copper 3,4,5	MTSBA School Law Q & A	School Law Q&A. Presented by Debra Silk, Montana School Boards Association.
11:15 - 12:00	Copper 3,4,5	MASBO Closing Session	Closing remarks, thank you' s and door prizes. Led by the MASBO Board of Directors