

MONTANA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS



Empowering School Business Leaders Through Education

AUGUST 2022

NEW CLERK ACADEMY COMING IN SEPTEMBER!!

We are excited to announce in-person New Clerk Academy trainings in September. Registrations are now open and located on our website. Trainings will be held in Kalispell, Great Falls and Billings, and are geared to clerks with 0-5 years of experience. These events are a great way to network with other professionals who are also new, ask questions, and share experiences. Agenda of the training program will be provided soon.

- [Kalispell- Tuesday, September 27th](#)
- [Great Falls- Wednesday, September 28th](#)
- [Billings- Thursday, September 29th](#)

Cost is \$100 and lunch will be provided. We encourage members to bring their laptops. All hotel block information is attached to each link.

Budget Workshops- Budgeting Takes All Year November 2022

Budgeting is a year-long event. We want to give you the tools to help you succeed through every season of the Budgeting process- from the OPI spreadsheets and links available to the end of the budget cycle at your Board meeting. This workshop will provide hands on information and real-world examples from experienced clerks from around the State.

- [Missoula- Monday, November 7th](#)
- [Great Falls- Tuesday, November 8th](#)
- [Billings- Wednesday, November 9th](#)
- [Miles City- Thursday, November 10th](#)

Cost is \$100 and lunch will be provided. We encourage members to bring their laptops. All hotel block information is attached to each link.

IN CASE YOU MISSED IT

Click [here](#) to see several power point presentations that are posted on the MASBO website.

THANK YOU to the presenters who were willing to share their information with us.

Other MASBO News

MARK YOUR CALENDARS FOR 2023 & 2024 ANNUAL CONFERENCE

June 12-16, 2023 at the Fairmont Hot Springs Resort

Call 800-332-3272 and ask for the MASBO room block or
Book online at fairmontmontana.com and enter Group Code 25248

Click 'Book Now' (upper right)

Click 'Group Code' (top/center)

Enter '25248' to bring up our room block dates

June 10-14, 2024 at the Billings Hotel & Convention Center

MEMBER SURVEY

We know that several folks have noted concerns in post conference surveys regarding the timing of our MASBO Conference being so close to fiscal year end. As you know, conferences are booked out several years in advance. However, we'd like to take a minute of your time to ask what time of year, you think our Conference would be best held. This may reflect in future conferences after 2024.

*** [SURVEY LINK](#) ***

MASBO INVOICING UPDATE

MASBO is utilizing QuickBooks Online for our invoicing. In this transition you will now see emails from quickbooks@notification.intuit.com

Please be sure to save this email in your safe contacts list. Please let Marie or Shelley know if you have any issues with the link.

Invoices have been sent out for Membership dues. For new members, please complete an online membership application: [MASBO Membership](#) Remember, membership is open to all those working in the business management of schools, including payroll, HR, accounts payable, operations and school foods; just to name a few.

MTSUIP is Seeking Board Nominations

If you, or someone you know, are from a Class A or Class B school and would like to take a more active role in the Montana Schools Unemployment Insurance Program, please consider reaching out to [Debra Silk](#) at MTSBA. You can also reach out to [Jen Mettler](#), our MTSUIP Ex- Officio for more information. Voting will be held at MCEL in October.

UPCOMING OPPORTUNITIES FROM OPI AND MASBO PARTNERS

MAEFAIRS OPEN OFFICE HOURS RECURRING WEBINARS

The Office of Public Instruction is offering MAEFAIRS Office Hours where you can visit and ask your questions. We will be opening a [Zoom](#) meeting on Wednesday, August 3rd and again on Wednesday, August 10th from 8:30a.m. to 12:00p.m.

This can be a very stressful time for school clerks and business officials, and we want to be here to support you. The goal is to provide help and guidance. Please come and ask your questions or just listen to what others are asking. You may come and go from the meeting as you please. The meeting information is located below. Please do not wait as now is the time to get started and ask your questions. For more information on this training, please contact Jesse Romero at Jesse.Romero@mt.gov

OPI E-Grants Tour Tentative Summer Schedule

One option Remaining!

August 10th- Online Virtual

Districts that are attending will need to have enrollment numbers, low-income counts, homeless numbers, and CEP statuses on hand. For more information, please contact Sheri Harlow at sharlow@mt.gov or 406-444-5660.

QUICK START GUIDES FOR NEW CLERKS AND SUPERINTENDENTS

OPI has created a [Quick Start Guide](#) for new clerks and superintendents with up to date contact information and links so that you can get started successfully. If you need to get set up in egrants, MAEFAIRS, Transportation, or post positions, this sheet will have the information you need to get enrolled.

REMINDERS FROM OPI

Safe Return and LEA ARP Plans are Due Every Six Months

Safe Return and LEA ARP Plan (ESSER fund use) are required to be updated at least twice a year. OPI will review the plans in December and June. Districts have been notified of the need to review and update plans including requirement to engage the community. Instructions were issued out on the 2nd week of May but several districts are past the compliance deadline. If you did not receive the instructions or need assistance, please reach out to [Wendi Fawns](#) at OPI and she will assist you in reaching compliance. Updates require notice of plan update on the Board agenda, allowing for public comment and stakeholder engagement.



2022 ONLINE ESSER CONFERENCE

Come join OPI for the Montana Schools Leveraging ESSER conference where your Advocates will guide you through using and managing ESSER funds.

This kickoff event will be part of a series of insightful monthly opportunities for your school and OPI staff to work collaboratively. Our goal is to create a setting for collaboration upon our Pillars of **Hope, Teach, Learn, and Ready**.

THREE TRACKS:



PROCESSING

Applications, documentation, reporting, and more.



NAVIGATING

Finding your way around ESSER, E-Grants, OPI Site, and more.



PROMOTING

Showing the public how ESSER funds are being used in Montana.

SCHEDULE

Tuesday, August 9, 2022
9:00 am – 5:00 pm
Via Online Meeting

REGISTRATION:

(406) 437-8595

wendi.fawns@mt.gov

Click the Registration link below!

<https://hopin.com/events/montana-schools-leveraging-esser>



MCEL IS BROUGHT TO YOU BY THESE EDUCATION PARTNERS



Join us! October 19-21, 2022 at the Hilton Garden Inn, Missoula

Registration is open!

[2022 MCEL - In Person](#)

or

[2022 MCEL - Virtual Only](#)

Please note - there is no hotel block at the Hilton Garden Inn.

Early Registration (June 1 – July 31)

Member - \$275

Non-Member \$375

Intern - \$175

Regular Registration (August 1 – September 30)

Member - \$300

Non-Member - \$400

Intern - \$200

Late Registration (October 1 through conference)

In-person registration closes October 7, 2022. Virtual registration closes October 17, 2022

Member - \$325

Non-Member - \$425

Intern - \$225

Virtual Unlimited District Option Virtual/Video Only

\$1,500 per district

From ASBO International



[Register Now for AC&E22!](#)

[Register today](#) and join a powerhouse of school business professionals in Portland, Oregon, September 14–17, to sharpen your ideas, share proven solutions, and confirm the value of community at ASBO International's Annual Conference & Expo.

Use the [Build Your Case Toolkit](#) to show your supervisor exactly how your attendance will yield a significant return on the investment. This event is one your district can't afford to miss!

Please let [Shelley](#) know if you are going to ACE so we can keep you connected with the Montana Delegation.

MT Quality Education Coalition Membership is Now Open

[MQEC](#) was formed in 2001 by K-12 public school superintendents frustrated with the State of Montana's declining financial contributions to public education and increased property taxes. Over 100 AA, A, B, C and Independent Elementary school districts and six education organizations have joined MQEC in pursuit of adequate funding for public education. We are the largest education advocacy organization in Montana, representing public school districts ranging from large to small, rural to urban, and east to west, as well as the teachers, trustees, and administrators who serve our students.

MQEC continues to successfully advocate for adequate and equitable funding for Montana's K-12 public schools. With additional courtroom success in 2011 and unprecedented collaboration with educational partners in the 2013 legislative session, today each public school district in Montana annually receives approximately \$1074 per student in additional funding as a result of MQEC's efforts.

MQEC membership is open to public school districts, educational organizations, and individuals. Please [contact Doug Reisig](#), MQEC Executive Director, for additional information about MQEC.

Has Your District Experienced a Staffing or Board Member Change?

MASBO: If you are new to your position as business manager and/or clerk, or you anticipate changes please let the staff at MASBO know so we can also update your information. Please feel free to reach out to [Shelley](#) or [Marie](#) for assistance.

MTSBA: Please be sure to login to [MyMTSBA](#) and update your board members names, contact information and who is serving as Board Chair and Vice. Also, be sure to update any changes to other administrative roles. If you are having issues with this process, please contact [Wendy](#) for assistance.

OPI: Changes to the board chair, clerk/business manager, superintendent, or principal should be reported to [OPI Contacts](#). Instructions for how to make these changes are found here: [Instructions](#). If you have questions about how to complete the updates, please contact: CentralUpdates@mt.gov

OTHER: Consider keeping a list of other memberships and/or logins your admin team holds. These could include School Administrators of Montana, cooperatives, vendors, other government sites, and email list serves that you and your team rely upon.

MASBO Board of Directors

President	Rita Huck , Huntley Project	Region 1 Director	Lacey Porrovecchio , Bigfork
Vice-President	Belinda Klick , Sun River Valley	Region 2 Director	Karsen Drury , Cascade
Past President	Lorie Carey , Jefferson Co. H.S.	Region 3 Director	Colleen Drury , Scobey
Fiscal Agent	Kim Aarstad , East Helena	Region 4 Director	Shay Baize , Lima
Ex-Officio, MTSUIP	Jen Mettler , Baker K-12	Region 5 Director	Rebekah Rhoades , Lewistown
Ex-Officio, OPI	Barb Quinn , School Finance Sr. Manager	Region 6 Director	Stacy Montgomery , Forsyth

MASBO Staff

[Shelley Turner](#)
Executive Director
406-461-3659

[Marie Roach](#)
Association Services Coordinator
406-461-8804

[Steve Hamel](#)
Interim Services/Trainer
406-431-0124



MASBO
Montana Association of
School Business Officials

MFPE
Montana Federation
of Public Employees

MQEC
Montana Quality
Education Coalition

MREA
Montana Rural
Education Association

MTSBA
Montana School Boards
Association

SAM
School Administrators
of Montana

MTPEC "Did You Know"...Telling Your Story of Personalized Learning and Innovations

"Did You Know"...Telling Your Story of Personalized Learning and Innovations is a Montana Public Education Center statewide effort to collect information about our public schools. We know that the value our schools bring to local communities enrich the lives of not only our students, but our communities and entire state. Statistical information about student performance, and financial information about our schools, tells only a part of the story, and our ability to "Tell Our Story" is so important in providing a deeper, more meaningful look at the value of our public schools. So, join this effort to describe the many ways our schools are making a difference in our communities for our children.

The information collected can then be used by all of us to "Tell Our Story" to audiences that want to know more about the value of our schools. The stories will be collected and made easily accessible, electronically, for you to share with others.

If you have a personalized learning and/or innovative program, project, activity or event that you want to share with others, please take a moment to complete and submit this electronic [DID YOU KNOW](#) form. If there are materials you would like included (e.g., documents, photos, video), you will have the ability to upload them below. You can submit this form multiple times for programs/projects in the Categories described in this form. Please do not submit personally identifiable student information and obtain FERPA compliant permissions for any photo or video with students present.

Thanks for sharing!

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Amanda Curtis
MFPE
acurtis@mfpe.org

Doug Reisig
MQEC
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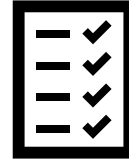
Lance Melton
MTSBA
lmelton@mtsba.org

Kirk Miller
SAM
samkm@sammt.org

HANDY YEAR-END RESOURCES

OPI Spreadsheets and Other Resources

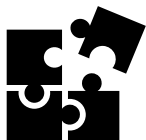
- Budgeting and Financials
 - [School Accounting Manual](#)
 - [Chart of Accounts](#)
 - [FY 2023 General Fund Budget Spreadsheet](#)
 - [Preliminary Title Funding Allocations](#)
 - [Technology Fund levy Spreadsheet](#)
 - [Projecting General Fund Reserves](#)
 - [Building Reserve Fund Guidance Document Revised May 2018](#)
 - [Preliminary Budget Data Sheets FY2023](#)
 - [School Safety Transfers Guidance](#)
 - [Multidistrict Agreement FAQs](#)
 - [Miscellaneous Fund Worksheet](#)
 - [Reconciling Cash to County Treasurer FY2023](#)
 - [Student Activity Fund Worksheet](#)
 - [Compensated Absences Worksheet](#)
 - [FY 2023 In District Special Education Permissive Levy Calculator](#)
 - [In District Special Education Permissive Levy Checklist](#)
 - [FY 2023 In District Special Education Permissive Levy Calculator - For Older Excel Versions](#)
 - [CSCT Certification Page](#)



- [E-grants Login](#)
- [MAEFAIRS Link](#)
 - [Budget Instructions](#)
 - [Budget Amendment Packet](#)
 - [TFS Revenue/Expenditure Upload Instructions](#)
 - [TFS Expenditure Upload Template](#)
 - [TFS Revenue Upload Template](#)
 - [TFS Additional Expenditure Upload Template](#)
 - [TRS Net Pension Liability Link](#)
 - [PERS Net Pension Liability Link](#)



- [Transportation Portal Link](#)
 - [Transportation Budgeting Worksheet](#)
 - [TR1 Bus Route Rollover](#)
 - [TR2 Bus Rider Form](#)
 - [TR4 Rollover Individual Contract Instructions](#)
 - [TR4 Individual Transportation Contract Form](#)
 - [Bus Inspection Form TR13](#)
 - [Bus Inspection Form TR13A](#)
 - [FP-14.1 Parent or District Student Attendance Agreement](#)



MASBO ENDORSES THESE PROGRAMS

	<p>Healthcare Reform Section 125 Services Health Savings Account Services Jacob Bautista, Office Manager 877-589-2544 jacob.bautista@americanfidelity.com http://www.americanfidelity.com/home.aspx</p>
	<p>Montana Schools Group Insurance Authority Workers Compensation Risk Retention Program Shawn Bubb, Director of Insurance Services 406-457-4500 sbubb@mtsba.org http://www.msgia.org/home</p>
	<p>Health, Dental, Vision, Life and Long-Term Disability Benefits Andy Holmlund, Chief Executive Officer 406-457-4400 aholmlund@ms-sf.org http://mustbenefits.org/</p>
	<p>Montana Schools Unemployment Insurance Program Theresa LeSueur, Director 406-457-4407 tlesueur@mtsba.org http://www.mtsuip.org/</p>
	<p>Payne West, Inc. Montana Schools Property & Liability Insurance Plan Rody Holman, Program Manager 406-533-1035 RHolman@paynewest.com http://msplip.com/</p>

MASBO EXHIBITOR MEMBERS

American Fidelity Assurance Company Jacob Bautista, Office Manager jacob.Bautista@americanfidelity.com	Anderson, Zurmuehlen & Co. Stefani Freese, CPA sfreese@azworld.com	Black Mountain Software Teresa Van Buren teresav@blackmountainsoftware.com
Bruco, Inc. Adam Uselman, V.P.-C.O.O. adamu@bruco.com	C & C School Accounting David Bardwell Help@CandCSchoolAccounting.com	D.A. Davidson & Co. Bridget Ekstrom Bekstrom@dadco.com
Fatbeam Graham Taylor graham@fatbeam.com	Felt Martin, PC Jeffrey Weldon JWeldon@feltmartinlaw.com	Fisher's Technology Amanda Byrne info@fisherstech.com
Frontline Education Lisa Sierra lsierra@frontlineed.com	Horace Mann Aaron Moyer association.relations@horacemann.com	Iconergy Carl Hurst churst@iconergyco.com
Infinite Campus Mariah Ristow mariah.ristow@infinitecampus.com	Insurance Management Services of Montana John R Boyer john@imsvest.com	Joint Powers Trust Cyndy Maxwell cyndy@jointpowerstrust.com
K12 Montana Jeffrey Patterson jeffp@k12mt.com	Kalmbach Consulting Cathy Kalmbach cathymkal@gmail.com	Klimas Financial Services, Inc. Charles Klimas cklimas@gwnsecurities.com
Montana Public Employees Retirement Administration Terry Dalton tdalton@mt.gov	MSGIA-WCRRP Shawn Bubbs sbubbs@mstba.org	Montana Schools Unemployment Insurance Program (MTSUIP) Theresia LeSueur tlesueur@mtsba.com
Montana Unified School Trust (MUST) Andy Holmlund aholmlund@ms-sf.org	Payne West, Inc./MSPLIP Rody Holman RHolman@paynewest.com	Pine Cove Consulting Brandan Bassett bbassett@pinecc.com
School Services of Montana Thomas Franta tfranta@mt-schools.org	Teachers on Call Lesley Hacker Lesley.hacker@teachersoncall.com	Tyler Technologies Carrie Hughes carrie.hughes@tylertech.com
Wipfli LLP Kim Dare, CPA kdare@wipfli.com	It is not from ourselves that we learn to be better than we are. – Wendell Berry	

IMPORTANT DEADLINES – AUGUST 2022

AUGUST 1

1st Semester Bus Inspections must be completed. <i>within 30 days prior to the beginning of the school term</i>	<p>Use form TR-13 Bus Inspection for inspections of yellow school buses.</p> <p>Use form TR-13A Bus Inspection for inspections of Type E buses.</p> <p>The Highway Patrol must inspect (a re-inspect, if needed) the buses prior to the beginning of first semester.</p>	MCA, 20-10-101(4)(a)(i) Regulations & Guidelines for Pupil Transportation Reporting (see page 4) TR13 Instructions TR13 Form-Blank TR13A Form-Blank
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AUGUST 1

Taxable valuation is available from Department of Revenue	The Department of Revenue (county assessor) delivers taxable valuation information to the county superintendent of schools.	20-9-122, MCA OPI Budget Timeline (scroll down the page to see chart)
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AUGUST 8

(second Monday in August) County superintendent computes revenue for transportation budget	County superintendent computes revenue available to finance the transportation budget	20-10-144, MCA OPI Budget Timeline (scroll down the page to see chart)
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AUGUST 10

Deadline for publishing a notice of budget meeting	<p>Between July 1 and August 10, the district clerk must publish one notice of the date, time and place of the annual budget meeting in the local or county newspaper that the trustees of the district determine to be the newspaper with the widest circulation in the district. Include the following information in your notice:</p> <ul style="list-style-type: none"> • date, time, and place that the trustees will meet for the purpose of considering and adopting the final budget of the district • state that the meeting of the trustees may be continued from day to day until the final adoption of the district's budget • stating that any taxpayer in the district may appear at the meeting and be heard for or against any part of the budget 	20-9-115, MCA OPI Budget Timeline (scroll down the page to see chart)
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Final Expenditure Reports for grants ended June 30, 2022 due	<p>Final Expenditure Reports for the following grants are due by August 10:</p> <ul style="list-style-type: none"> • ABLE Extension • ABLE, EL Civics • State ABLE • Carl Perkins and Technical Education • Title IV, 21st Century Community Learning Centers • Indian Education for All • In-State Facilities: Significant Needs Schools • Pre-School Development Grant • Any other Grants ending on June 30th 	OPI State and Federal Grants Handbook State and Federal Grants Handbook Section 400 Accounting and Reporting Procedures (see 400.8 Project Closeouts)
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IMPORTANT DEADLINES – AUGUST 2022

AUGUST 15

OPI Form FP-8 due	Located and non-located counties exchange information between August 10 and August 15 in order to determine what percentage of the joint district their county supports.	20-9-151, MCA OPI Budget Timeline (scroll down the page to see chart)
Trustees Financial Summary (TFS) due to county superintendent	Trustees report annual financial activities of each fund maintained by the district to the county superintendent.	20-9-213(6), MCA OPI Budget Timeline (scroll down the page to see chart)
TFS for joint school districts due to county superintendents	Annual fiscal reports for joint districts must be submitted to the county superintendent of each county in which the part of the joint district is situated.	20-9-213(6), MCA OPI Budget Timeline (scroll down the page to see chart)

AUGUST 20

(on or before August 20) Annual Final Budget Meeting	Trustees meet to consider all budget information and any attachments required by law.	20-9-131(1), MCA OPI Budget Timeline (scroll down the page to see chart)
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AUGUST 25

(not later than August 25)	Trustees adopt final budget. Trustees of a joint district shall adopt a budget according to school budgeting laws and send a copy to the county superintendent of each county in which a part of the joint district is located.	20-9-131(2), MCA 20-9-151(1), MCA OPI Budget Timeline (scroll down the page to see chart)
Grant cash request due to OPI	Grant cash requests made by this date will be paid on September 10.	OPI State and Federal Grants Handbook

AUGUST 26

OPI makes K-12 BASE aid payments	Direct State Aid Quality Educator Component At Risk Student Component Indian Education for All Student Achievement Gap Data for Achievement State Special Education Payments Technology Funding Transportation Pre-Payment	FY2023 Payment Schedule scroll to bottom of page
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AUGUST 28

(within 3 days of final adoption of budget; not later than Aug. 28) Deliver adopted budget to county	Upon final approval of budgets, trustees deliver adopted budget, including amounts to be raised by tax levies, to county superintendent.	20-9-131(3), MCA OPI Budget Timeline (scroll down the page to see chart)
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IMPORTANT DATES & DEADLINES – SEPTEMBER 2022

SEPTEMBER 1

Last day to submit grant amendments	<p>Last day to submit grant amendments (budget or program modifications) for projects that will end September 30, 2022.</p> <ul style="list-style-type: none"> • IDEA, Part B • Regional CSPD • IDEA, Preschool • IDEA, Part D: MTSS • Title I, Part A, Improving Basic Programs • Title I, Part A, Schoolwide • Title I, Part C, Migrant Education • Title I, Part D, Neglected and Delinquent • Title I, School Support • Title I, Targeted Support & Improvement • Title II, Part A, Improving Teacher Quality • Title II, Part A, Improving Teacher Quality-State Level • Title II, Part B, Math Science Partnerships • Title III, Part A, English Language Acquisition • Title III, Part A, Emergency Immigrant • Title IV-A, Student Support & Academic Enrichment • Title VI, Part B, Rural Low Income • Title X, Part C, McKinney-Vento Homeless Education • Montana Striving Readers Comprehensive Literacy Project (MCLP) • Montana Comprehensive Literacy State Development Project (MCLSDP) • Project AWARE Mental Health • School Improvement: Indian Ed • Elementary and Secondary School Emergency Relief Funds (ESSER) 	OPI State and Federal Grants Handbook
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SEPTEMBER 2 (or within 30 calendar days after receiving certified taxable values)

County superintendent reports levy requirements to the county commissioners	<p>County superintendent reports levy requirements to the county commissioners for the following funds:</p> <ul style="list-style-type: none"> ➤ General ➤ Bus Depreciation ➤ Tuition ➤ Debt Service ➤ Building Reserve ➤ Non-Operating ➤ Technology ➤ Adult Education ➤ Transportation ➤ County Retirement (county-wide levy) ➤ County Transportation (county-wide levy) ➤ Levies for Joint Districts 	OPI Budget Timeline 20-9-141(3), MCA 20-10-147(2), MCA 20-5-324, MCA 20-9-439(2), MCA 20-9-503(1), MCA 20-9-506(3), MCA 20-9-533(4), MCA 20-7-705(5), MCA 20-10-144(5), MCA 20-9-501(5)(b), MCA 20-10-146(3), MCA 20-9-151(3), MCA
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IMPORTANT DATES & DEADLINES – SEPTEMBER 2022

SEPTEMBER 10

File monthly claims for NSLP or SSO reimbursement	<p>Monthly lunch, breakfast and snack counts are due the 10th of each month. Counts are submitted in the Montana Agreement and Payments System (MAPS) for National School Lunch Program (NSLP) or Seamless Summer Option (SSO) reimbursement.</p> <p>See OPI's Back to School Page for more information on SSO and important updates.</p> <p>**Not updated on OPI's page yet. Look for information updates in the Sept Newsletter.</p>	<p>OPI Secure Portal Login</p> <p>School Nutrition Programs Checklist</p> <p>NSLP Reimbursement rates for FY2023</p> <p>SSO Reimbursement rates</p> <p>FY2022 School Nutrition Payments</p>
OPI pays grant cash requests	OPI pays grant cash requests submitted by the 25 th of the previous month.	<p>E-Grants System</p> <p>Log in to your district's account, or click on Public Access, then Vendor Payee Details</p>
Birthday cutoff date for 19-year-olds in ANB counts	<p>Students who reach age 19 on or before September 10 of the school year may not be counted for ANB.</p> <p>House Bill 233 amended 20-9-311, MCA to include a pupil with disabilities who is over the age of 19 and has not yet reached 21 years of age by September 10 of the school year and who is receiving special education services from a school district under certain circumstances.</p>	<p>20-1-101, MCA</p> <p>20-5-101, MCA</p> <p>HB233 Revise funding for students with disabilities</p> <p>OPI 2021 Legislative Summary (see page 27)</p>
Birthday cutoff date for 5-year-olds entering kindergarten	The trustees of an elementary district shall establish or make available a kindergarten program capable of accommodating, at a minimum, all the children of the district who will be 5 years old on or before September 10 of the school year for which the program is to be conducted or who have been enrolled by special permission of the board of trustees.	20-7-117, MCA

SEPTEMBER 15

Trustees Financial Summary (TFS) due to OPI	County superintendent submits annual reports to OPI, including the budget form for each district. In MAEFAIRS, both the TFS and Budget are submitted at the same time.	20-9-134, MCA
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SEPTEMBER 25

Grant cash request due to OPI	Grant cash requests made by this date will be paid on October 10.	OPI State and Federal Grants Handbook
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SEPTEMBER 27

OPI makes K-12 BASE aid payments	<p>Direct State Aid</p> <p>Quality Educator Component</p> <p>At Risk Student Component</p> <p>Indian Education for All</p> <p>Student Achievement Gap</p>	FY2023 Schedule (scroll to bottom of page)
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IMPORTANT DATES & DEADLINES – SEPTEMBER 2022

	Data for Achievement State Special Education Payment	
SEPTEMBER 30		
Last day to obligate funds for grant projects ending September 30, 2021	<ul style="list-style-type: none"> • IDEA, Part B • Regional CSPD • IDEA, Preschool • IDEA, Part D: MTSS • Title I, Part A, Improving Basic Programs • Title I, Part A, Schoolwide • Title I, Part C, Migrant Education • Title I, Part D, Neglected and Delinquent • Title I, School Support • Title I, Targeted Support & Improvement • Title II, Part A, Improving Teacher Quality • Title II, Part A, Improving Teacher Quality-State Level • Title II, Part B, Math Science Partnerships • Title III, Part A, English Language Acquisition • Title III, Part A, Emergency Immigrant • Title IV-A, Student Support & Academic Enrichment • Title VI, Part B, Rural Low Income • Title X, Part C, McKinney-Vento Homeless Education • Montana Striving Readers Comprehensive Literacy Project (MCLP) • Montana Comprehensive Literacy State Development Project (MCLSDP) • Project AWARE Mental Health • School Improvement: Indian Ed • Elementary and Secondary School Emergency Relief Funds (ESSER) 	OPI State and Federal Grants Handbook
Last day for actual cash transfer to/from Compensated Absences Fund and Litigation Reserve Funds	<p>Actual cash transfers to/from the Compensated Absences Liability Fund that were accrued at fiscal yearend must be made by September 30 of the next fiscal year.</p> <p>Actual cash transfers to/from the Litigation Reserve Fund that were accrued at fiscal yearend must be made by September 30 of the next fiscal year.</p>	<p>20-9-512, MCA ARM 10.10.312</p> <p>20-9-515, MCA ARM 10.10.315</p>