

MONTANA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS SEPTEMBER 2014

MASBO is dedicated to training and supporting the people responsible for business operations in Montana schools. Our goal is to enable members to manage the business in order to support education for Montana children.



MASBO Staff

Denise Williams, Executive Director
406-461-3659 or dwilliams@masbo.com

Marie Roach, Administrative Assistant
406-461-8804 or mroach@masbo.com



TRAINING OPPORTUNITIES



ASBO INTERNATIONAL ANNUAL MEETING & EXPO

The Association of School Business Officials International is hosting its premier event for school business leaders, the Annual Meeting & Expo in Kissimmee, Florida at the Gaylord Palms Hotel & Convention Center, September 19 - 22. Conference registration, information and hotel reservations are available at this link:

<http://staging.asbointl.org/meetings/annual-meeting-expo>

MONTANA CONFERENCE OF EDUCATION LEADERSHIP (MCEL)

MCEL is organized and delivered by MTSBA, SAM, MREA and MASBO. There's still time to register for the 33rd MCEL conference, "Celebrating Montana's GREAT Public Schools for over 150 Years".

Governed by Elected Trustees

Responsive to the needs of each Community

Excellent, Efficient, Equitable and Empowered

Advancing Student Achievement for Each Child

Trusted through Transparency and Openness

- Registration link: www.mcel.org
- Dates: Wednesday, October 15 - Friday, October 17
- Location: Holiday Inn Grand Montana and Billings Hotel & Convention Center
- Fee:
 - Regular registration (Aug. 1, 2014 – Sept. 30, 2014 at 5:00 pm) is \$250.00 member/\$350 non-member.
 - Registrations received Oct. 1, 2014, up through the end of the conference will be \$275.00 member/\$375 non-member.
- Sessions that may be of interest to MASBO members include:

Procurement card idea sharing

Funding school district facilities projects

Collective bargaining

Common core standards

Transfers between funds

Risk management

GASB 68 panel discussion

TRS' new Wage and Contribution online system

TEAMS system

Early Edge Montana

PERS retirement Q&A

Emerging legal issues in Montana's public schools

Using social media to tell the story of your district

Bus driver qualifications and certification requirements

MASBO Board of Directors

President	Mike Arnold, Havre Schools	Region 1 Director	Cindy Foley, West Valley Schools
Vice-President	Tammy Tulberg, Target Range Schools	Region 2 Director	Lucinda Woodland, Cascade Schools
Past President	Jacki Young, Fairview Schools	Region 3 Director	Rhonda Opp, Medicine Lake Schools
Fiscal Agent	Kim Aarstad, East Helena Schools	Region 4 Director	Lorie Carey, Jefferson Co. High School
Ex-Officio, MSUIP	Denise Williams	Region 5 Director	Rita Huck, Huntley Project Schools
Ex-Officio, OPI	Janelle Mickelson	Region 6 Director	Jen Mettler, Baker Schools

MONTANA PUBLIC EDUCATION CENTER (MT-PEC)

MASBO is a proud member of the Montana Public Education Center, a joint initiative of MASBO, MEA-MFT, MREA, MTSBA, MQEC and SAM.



MT-PEC's vision is for Montana's public schools to lead as centers of excellence, life-readiness and opportunity. We believe that Montanans everywhere must stand up and advocate for GREAT public schools and the students our public schools educate. Our organizations have all worked together to develop a website (www.mt-pec.org) that provides objective, verifiable information about the innovations, high performance and efficiency of Montana's public schools.

MT-PEC's latest effort is the release of a recent poll of Montana voters' opinions on K-12 Public Education issues. The poll results reveal a strong sentiment of support among Montana voters for K-12 Public Education on a wide range of issues. Click on this link to read the press release: <http://www.mt-pec.org/Portals/0/Publications/Zogby2014/Zogby%20Release%20Final.pdf> and on this link to view a power point presentation with charts: <http://www.mt-pec.org/Portals/0/Publications/Zogby2014/ZOGBY%20POLL%20RESULTS%20POWER%20POINT.pdf>

LOG IN ON THE MASBO WEBSITE www.masbo.com

How to post a question or comment to the MASBO Discussion Forum:

- 1) Sign in
- 2) Go to Discussion forum
- 3) Select applicable forum/category
- 4) Click +New Thread
- 5) Type your subject & message (to attach a file, select "Browse" to upload)
- 6) Post

That's it 😊

All current MASBO members are set up with a user name and password. If you need your sign in information or have questions about the website, please contact Marie at mroach@masbo.com or 406-461-8804.

SCHOLASTIC SCHOOL SUPPLY INVOICE SCAM — DON'T BITE!

In case you haven't heard, there is a scam going on nationwide. If you receive an invoice from Scholastic School Supply for \$647.50, **DON'T PAY IT!** It's a scam, the telephone and email address on the invoice are bogus and it's been reported to the Better Business Bureau. Thanks to several MASBO members for posting this on the MASBO Discussion Forum!

MASBO ENDORSES THESE PROGRAMS



<http://msgia.org/Home.aspx>

Montana School Group Insurance Authority
Workers Compensation Insurance

Shawn Bubb

Director of Insurance Services

406-457-4500

sbubb@mtsba.org



<http://www.americanfidelity.com/home.aspx>

Healthcare Reform, Section 125 and Health Savings Account Services

Debbie Braden

Fringe Benefit Consultant

866-576-0201, ext. 26

Debbie.Braden@af-group.com



<http://msplip.com/>

Property & Liability Insurance Plan

Dave Pillatzke, Program Manager

406-457-4531

dpillatzke@paynewest.com



Montana School Unemployment Insurance Program

<http://mtsba.org/InsuranceServices/tabid/98/Default.aspx>

Theresa LeSueur

Director

406-457-4407

tlesueur@mtsba.org

PUPIL TRANSPORTATION NEWS

BUS DRIVER CERTIFICATION REQUIREMENTS FOR REIMBURSEMENT

One of the criteria for eligibility for state transportation reimbursement is that school bus drivers must hold a valid Montana school bus driver certificate in order for a school district to receive state reimbursement for that driver's bus routes. The Bus Driver Certification Requirements for Reimbursement (see Administrative Rule 10.7.111 at <http://www.opi.mt.gov/pdf/ARM/10-7-11pro-arm.pdf>) was changed to clarify the process for obtaining bus driver certification.

First, school bus drivers must be **qualified**. Qualifications are found in 20-10-103, MCA (<http://leg.mt.gov/bills/mca/20/10/20-10-103.htm>) and ARM 10.64.201 (<http://www.opi.mt.gov/pdf/ARM/10-64-201pro-arm.pdf>). A driver of a school bus is qualified to drive a school bus if the driver meets the following:

20-10-103, MCA

- 1) Is not less than 18 years of age;
- 2) Is of good moral character;
- 3) Is the holder of a commercial driver's license (CDL);
- 4) Has filed with the district a satisfactory medical examination report;
- 5) Has completed a basic first aid course and holds a valid basic first aid certificate or has approval from the Office of Public Instruction to suspend this requirement for a reasonable period of time;
- 6) Has complied with any other qualifications established by the board of public education (BPE), and
- 7) Has filed a certificate from the board of trustees of the school district for which the school bus is to be driven with the county superintendent of schools.

ARM 10.64.201 (BPE rule)

School bus drivers must submit proof of the following:

- 1) A minimum of five (5) years of licensed driving experience;
- 2) No record of criminal offenses indicated they may be dangerous to children, as evidenced by a criminal background check provided to and approved by the school district prior to initial employment;
- 3) A satisfactory report of a physical examination;
- 4) A current first aid certificate meeting the requirements of ARM 10.7.111, which specifies that certification in CPR is included in the requirements for obtaining a first aid certificate. The first aid certificate must be signed by a certified instructor, and be received after an initial in-person training of at least four hours with annual renewals;
- 5) A properly endorsed CDL with continuing compliance with all the requirement associated with a CDL;
- 6) A safe driving record, which may not have evidence of any of the following:
 - a. More than one moving traffic violation within any 12-month period of the preceding 36 months;
 - b. Any conviction for driving under the influence of alcohol or drugs within the preceding 36 months; or
 - c. A conviction resulting in mandatory revocation or suspension of a driver's license in the previous five years.

(NOTE: The sections highlighted in yellow are new or amended requirements.)

The school district issues the bus driver certificate to a driver who is authorized and qualified to drive a school bus pursuant to all applicable rules, regulations and laws. The chairman of the board of trustees signs the certificate. The bus driver is given a hard copy which must be carried at all times while driving a school bus. The school district retains a copy, provides a copy to the bus contractor, if applicable, and gives a copy to the county superintendent.

The amendments to ARM 10.7.111 and 10.64.201 are effective August 8, 2014 and apply to school bus drivers employed by a school district or bus contractor. OPI has granted an extension for compliance with the rules to October 31, 2014.

The contact at OPI is Donell Rosenthal, Pupil Transportation Director, at (406) 444-3024 or drosenthal@mt.gov.

P-CARD NEWS -----

APRIL 2014 – JULY 2014 P-CARD PURCHASES

The first four months of the new purchasing cycle indicates MASBO’s p-card program is right on track with total purchases as compared to last year. As of July 2014, total purchases using p-cards was \$4.32 million with 81 districts participating. As of July 2013, total purchases using the cards was \$4.03 million with 76 districts participating. Since June 2014, five school districts have submitted applications to join the program and two districts have inquired about the application process.

MASBO EXHIBITOR MEMBERS		
Aesop Substitute Placement Service Jim O’Halloran jjim@ohalloran.cc	Rudd & Company, PLLC Julie Kostelecky, CPA, CVA jkostelecky@ruddco.com	Montana Cooperative Services Andy Garland agarland@mrea-mt.org
CHMS, P.C. Doris Leader, CPA doris@chmspc.com	American Fidelity Assurance Company Debbie Braden Debbie.Braden@afgroup.com	Horace Mann Keith Jorgensen keith.jorgensen@horacemann.com
TCPN (The Cooperative Purchasing Network) Derek Anderson danderson@tcpn.org	Anderson, Zurmuehlen & Co. Stefeni Freese, CPA sfreese@azworld.com	Ron Foltz CPA firm Ron Foltz, CPA Ron.foltz@ronfoltzcpa.com
D.A. Davidson & Co. Bridget Ekstrom Bekstrom@dadco.com	RESA4U/Southwest MT School Services Bruce Grubbs bgrubbs@resa4u.org	Klimas Financial Services, Inc. Charles Klimas Charles.klimas@securitiesamerica.com
Western States School Program Dave Pillatzke dpillatzke@paynewest.com	MSGIA-WCRP Shawn Bubb sbubb@mstba.org	Pine Cove Consulting Brandon VanCleeve bvanclieve@pinecc.com
Foxie Lady Computers, Inc. David Bardwell foxieladyc@aol.com	Montana Schools Unified Insurance Program Theresia LeSueur tlesueur@mtsba.com	Galusha, Higgins & Galusha Kim Dare, CPA Kimberly@ghg-cpa.com
United Pension Administration Elizabeth Harris upahelp@msn.com	VALIC John Wing John.wing@valic.com	Fellon Insurance Services Dale Fellon fellonins@msn.com
MNJ Technologies Jeremy Downing jdowning@mnjtech.com	Black Mountain Software Teresa Van Buren teresav@blackmountainsoftware.com	Tyler Technologies Jeff Melugin Jeff.melugin@tylertech.com
Infinite Campus Stephanie Sondrol Stephanie.sondrol@infinitecampus.com	MT Schools Health & Welfare Plan (MSHWP) Tammy Compton Tammy-compton@leavitt.com	Enlit, LLC Steven Pereus spereus@enlit10.com

SUMMER CONFERENCE FOLLOW-UP

KEYNOTE SPEAKER TIM CLUE BLOGS ABOUT MASBO

For those of you who attended the summer conference in June and enjoyed keynote speaker, Tim Clue, you may be interested in a blog he recently posted about his wonderful experience at MASBO. Go to www.timclue.com and look for a blog entitled “Bunky Power”.

Admittedly, Tim makes a couple of mistakes in his blog. Our membership is not exclusively “high school business officials” and the person in charge at the school building is the “principal”, not the “principle”. However, for someone who “ain’t from around here”, I think he did a good job of understanding our group and respecting your expertise, dedication and challenges.

The blog provides links to some good reads. Look for and click on *highly under-valued invisible workforce* and *whole enchilada* (okay, the second one is a book, but the summary might inspire you to actually purchase it). Lastly, recognition is given to our own Bunky Wirtz, summer conference mainstay, chief organizer of the annual Sunshine Fund silent auction and a winner in anyone’s book!



2015 MASBO SUMMER CONFERENCE - June 15-19

The 2015 summer conference will be held at Grouse Mountain Lodge in Whitefish. You can make your room reservations now by calling 406-892-2525 and be sure to mention you’re with MASBO so you can get our group rates. Single, Double, Triple and Quad rooms are available.

