

Northcentral Learning Resource Center

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Jenny Reeves
Director

Date: October 20, 2025

To: Advisory Board Members

From: Teri Belnap, NCLRC Office Manager

The next meeting of the Advisory Board is scheduled as follows:

Location: NCLRC Office, 1601 2nd Avenue N. #226, Great Falls

Date: Wednesday, October 22, 2025

Time: 2:30 P.M.

Attached are copies of the agenda, the warrant list, and the minutes from the Board meeting for your review. If you are unable to attend in person, you may join the meeting virtually by clicking [[here](#)]

If you would like to propose any additional agenda items, please feel free to contact me.

**Northcentral Learning Resource Center
Superintendent's/Principal's Advisory Board Meeting**

REGULAR BOARD MEETING AGENDA

Wednesday, October 22nd · 2:30pm – 3:30pm

Google Meet Video call invite via email

Or dial: (US) +1 337-451-1890 PIN: 601 767 698#

Preliminary Business

- Call to Order
- Determination of Quorum
- Conflicts of Interest shall be addressed as a standing agenda item at the commencement of a meeting

Consent Items

- Review of September 24, 2025 Board Minutes
- Approval of Warrants

Information Items

- Director's Report

Open Forum

- This is provided for patrons to share input on cooperative issues, programs, procedures that are not of a confidential nature. Comment time will be limited and may not be made about employees, students, or any issue which is a violation of an individual's right to privacy, as determined by the chair.

***Action Items**

- Budget Approval
- Switch Medicaid billing company
- Hire part-time SLP to fill vacancy

Adjournment

- Next regularly scheduled meeting date is November 26, 2025

***Note: Comments are permitted on Action Items after a motion receives a second.**

Northcentral Learning Resource

Expenditure List - October.
2025-2026

10/20/2025
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* To the right of a check number, denotes missing check number.

Select All (All Transactions).

Exclude Payroll.

Filename: FoxieToExpList (Northcentral Learning Resource Center).tsv

Location: C:\Program Files (x86)\FOXIE LADY COMPUTERS\Fund Accounting\Output\

Print by Number - Detail

Transaction	Number	To Whom	Amount	PO Number	Invoice	Purpose	Line Item Account	Date	Status
Co-op Check	25649	Bbc For The Benefit Of Strategic Education	1,500.00	1018	283	15 HRS. ENDING 9/23/2025	382-280-2140-350	10/02/2025	Written
Co-op Check	25649	Bbc For The Benefit Of Strategic Education	800.00	1018	334	15 HRS. ENDING 9/30/2025	382-280-2140-350	10/02/2025	Written
			2,300.00	Total					
Co-op Check	25650	Belnap Teri	11.16	1001		REIMB.POSTAGE	382-280-2100-532	10/02/2025	Written
Co-op Check	25651	C&C School Accounting Inc.	3,900.00	1002	7211	2025 Accounting User Group F	382-280-2400-682	10/02/2025	Written
Co-op Check	25652	Card Janet	445.90	1003		SEPTEMBER MILEAGE	382-280-2100-581	10/02/2025	Written
Co-op Check	25653	Charter Communications	320.00	1004		INTERNET, PHONES, & FAX (2 M	382-280-2400-535	10/02/2025	Written
Co-op Check	25654	Cincinnati Insurance Co.	3,723.00	1005	1000488352		382-280-2400-520	10/02/2025	Written
		Purpose: ANNUAL PAYMENT-COMMERCIAL PKG,POL.0547372							
Co-op Check	25655	Columbus Center Partners	4,104.00	1006			382-280-2400-250	10/02/2025	Written
		Purpose: RENT OCTOBER, NOVEMBER, DECEMBER #226 & #234							
Co-op Check	25656	CULLIGAN GREAT FALLS INC	21.00	1007	514131	MONTHLY WATER	382-280-2400-610	10/02/2025	Written
Co-op Check	25657	Debellis Nicholas	165.00	1008		PROF DEV-NASP CLASSES	382-280-2210-582	10/02/2025	Written
Co-op Check	25657	Debellis Nicholas	554.40	1008		MILEAGE	382-280-2100-581	10/02/2025	Written
			719.40	Total					
Co-op Check	25658	Fox Tiffani	250.60	1009		SEPTEMBER MILEAGE	382-280-2100-581	10/02/2025	Written
Co-op Check	25659	Haugen Kari	432.60	1010		SEPTEMBER MILEAGE	382-280-2100-581	10/02/2025	Written
Co-op Check	25660	Kolka Kaitlin	453.60	1011		SEPTEMBER MILEAGE	382-280-2210-582-KAI	10/02/2025	Written
Co-op Check	25661	Leonard Diana	392.00	1012		SEPTEMBER MILEAGE	382-280-2100-581	10/02/2025	Written
Co-op Check	25662	Permann Stasha	577.50	1013		SEPTEMBER MILEAGE	382-280-2100-581	10/02/2025	Written
Co-op Check	25662	Permann Stasha	286.84	1013			382-280-2210-582-STA	10/02/2025	Written
		Purpose: PROFESSIONAL DEVELOPMENT MOUTHING CONF, NEURODIVERSITY CONF							
			864.34	Total					
Co-op Check	25663	Peters Danielle	623.70	1014		SEPTEMBER MILEAGE	382-280-2100-581	10/02/2025	Written
Co-op Check	25664	Rearden Meghan	269.85	1015		SEPTEMBER MILEAGE	382-280-2100-581	10/02/2025	Written
Co-op Check	25665	Reeves Jenny	252.70	1016		SEPTEMBER MILEAGE	382-280-2400-581	10/02/2025	Written
Co-op Check	25666	Schroeder Rebecca	47.60	1017		SEPTEMBER MILEAGE	382-280-2100-581	10/02/2025	Written
Co-op Check	25667	Bbc For The Benefit Of Strategic Education	1,700.00	1020	382	17 HRS. ENDING 10/07/2025	382-280-2140-350	10/20/2025	Written
Co-op Check	25667	Bbc For The Benefit Of Strategic Education	1,700.00	1020	433	17 HRS. ENDING 10/14/2025	382-280-2140-350	10/20/2025	Written
			3,400.00	Total					
Co-op Check	25668	CULLIGAN GREAT FALLS INC	38.50	1021		WATER	382-280-2400-610	10/20/2025	Written
Co-op Check	25669	Horizon Credit Union	127.46	2977		BROADVOICE	382-280-2400-535	10/20/2025	Written
Co-op Check	25669	Horizon Credit Union	165.00	2977		PEARSON q GLOBAL	382-280-2100-610	10/20/2025	Written
Co-op Check	25669	Horizon Credit Union	360.00	2977		RIVERSIDE BATTELLE	382-280-2100-610	10/20/2025	Written



Northcentral Learning Resource

10/20/2025
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Expenditure List - October.
2025-2026

Print by Number - Detail

Transaction	Number	To Whom	Amount	PO Number	Invoice	Purpose	Line Item Account	Date	Status
Co-op Check	25669	Horizon Credit Union	19.99	2977		TREATMENT SUPPLY-TIMER FOR K	382-280-2100-610	10/20/2025	Written
Co-op Check	25669	Horizon Credit Union	252.60	2977			382-280-2100-610	10/20/2025	Written
Purpose: PEARSON-BASC-3, CONNERS-4, VINELAND-3 SCORING									
Co-op Check	25669	Horizon Credit Union	183.12	2977		OFFICE SUPPLIES	382-280-2400-610	10/20/2025	Written
			1,108.17	Total					
Co-op Check	25670	Kaleva Law Firm	275.00	1022	9212	DRDAFT TALKING POINTS W/REEV	382-280-2400-340	10/20/2025	Written
Co-op Check	25671	MONTANA STATE FUND	741.92	1023	20336287	WORKERS COMPENSATION	382-280-2100-250	10/20/2025	Written
Co-op Check	25672	Pro Care Therapy Inc.	2,280.00	1024	21290070		382-280-2160-330	10/20/2025	Written
Purpose: FLANAGAN KOKKO TELE-PT, 24 HR. 10/16/2025									
Co-op Check	25673	School Administrators Of Montana	600.00	1027	3464	RECRUITMENT-SLP	315-456-2400-540	10/20/2025	Written
Co-op Check	25674	Schoolhouse I T Inc.	383.48	1025	4072	CARBONITE RENEWAL	382-280-2400-682	10/20/2025	Written
Co-op Check	25675	Sun River Valley Schools	15,972.84	1026		SIMMS HIGH PARA FLOW-THROUGH	315-500-6200-930	10/20/2025	Written
Co-op Check	25675	Sun River Valley Schools	5,670.37	1026		FORT SHAW PARA FLOW-THROUGH	315-500-6200-930	10/20/2025	Written
			21,643.21	Total					
Co-op Check	25676	Everyday Speech Llc	1,799.97	2976	210791	3 SUBSCRIPTIONS (ANNUAL)	382-280-2100-610	10/20/2025	Written
			51,401.70						

Overall Fund Totals

ESSA Totals by Fund

22,243.21	315-MISC. PROGRAMS	
29,158.49	382-INTERLOCAL AGREEMENT	51,401.70 Co-op
51,401.70	Overall Total	

ESSA Totals by School Code

Overall ESSA Code / Legal Entity (LE) / School Code (SC) Totals

51,401.70	- No ESSA Code
51,401.70	Overall Total



**Northcentral Learning Resource Center
Superintendent's/Principal's Advisory Board Meeting
September 24, 2025**

Present

John Dubose, Chairman

**Levi Collins
Joe Gaylord
Loren Dunk
Jenny Reeves, Director
Sandy Watkins, Clerk**

Absent

**Russ McDaniel
Dave Marzolf**

The regular Board meeting of the Directors of Northcentral Learning Resource Center was held Wednesday 24, 2025, at the Northcentral Learning Resource Center office. Danielle Peters was present at the meeting as the staff representative. The meeting was called to order by Chairman John Dubose at 2:32 p.m. A quorum was present for the meeting.

Consent Agenda: The consent agenda, including minutes from the regular Board meeting on August 25, 2025, and Warrants 25628-25648 were approved unanimously (Dunk/Dubose).

Director's Report:

IDEA Grant Applications—The IDEA grant application is open in E-grants and each District should complete its application as soon as possible. Until the whole application is completed, submitted, and approved, we are unable to access any cash.

Post-School Survey—The follow-up survey on 2023-2024 graduates is completed.

Child Count—Opens October 6 and Jenny will complete the reports.

Child Find Dates—The dates (October 27-30) were given for Child Find at the various schools in the Coop. There was brief discussion about increasing participation in Child Find. Joe Gaylord reiterated that it is for identifying Special Needs students, not Kindergarten Roundup. If there are groups or parents who want their children screened, Jenny said we will screen them and make a concentrated effort to include all children who would benefit.

Vision Screening Dates—Dates have been set for Vision Screening for Nov. 10-13,

Flexibility for Pullout of Students—Jenny Stated that we are having a difficult time in some cases having teachers let a student out of a classroom for treatment, and it is imperative that teachers comply with treatment schedules, as our therapists are on very strict schedules. The Board members asked to be notified if there are problems at their schools.

Staffing Updates—Because of illness, our virtual Physical Therapist (Janine Flanagan Kokko) has not been able to see students so Karen Thornton has graciously substituted. Bobbi Racine, School Psychologist, has started seeing students at Cascade and Ulm, using a hybrid in-person/remote model. So far, the reports have been very good. Jenny Reeves is serving as the School Psychologist for Centerville Schools.

Open Forum

NONE.

**Northcentral Learning Resource Center
Superintendent's/Principal's Advisory Board Meeting
September 24, 2025**

Action Items:

Tiffani Fox Letter of Resignation—John Dubose said he would like to close the meeting to protect individual's right to privacy before discussing letter of resignation. Levi Collins moved to close the meeting, second by Joe Gaylord, vote unanimous. The meeting was reopened. Loren Dunk made a motion to accept the letter of resignation by Tiffani Fox. Second by Joe Gaylord, vote unanimous. A unanimous vote was made to open the position for a Speech Language Pathologist (Collins/Gaylord).

Preliminary Budget—Sandy Watkins briefly explained the revenue and expenditure budgets for FY 2026. She explained the IDEA Grant (federal grant responsible for roughly 30% of our funding) has gone down over \$30,000. The State Special Education allocation (a more than 20% of our funding) has decreased about \$14,000. Last year, the member schools had to pay in \$247,000 additional money. To keep costs down for member schools, we used most of our Medicaid reimbursement reserve over the last two years. This year, the pay-in for schools will be around \$400,000, with the final amount to be determined after the new Speech Language Therapist position is filled. She added that we are sending out bills now with \$247,000 additional assessment to the schools (the amount we collected last year), along with the mandatory match required by the State. She asked that schools pay as much of that assessment as they can at this time and be prepared for additional bills after budgets are finalized. This will allow us to meet current cash flow. Discussion followed about increasing Special Education funding at the State level, utilizing Early Intervention, and monitoring caseloads to make sure students are Exited from services when they have met their goals. Jenny assured the Board that she is working on those goals.

Motion to adjourn at 3:10 pm unanimously approved (Dubose/Gaylord).

The next meeting will be Wednesday, September 24th, 2025, at 2:30 p.m.

Respectfully Submitted:

Approved



Sandra A. Watkins, Clerk

John Dubose, Board Chairman