

Northcentral Learning Resource Center

1601 2nd Avenue North, Suite 234

Great Falls, MT 59401

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Jenny Reeves

Director

Date: December 2, 2024

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, December 4

Time: 2:30 P.M.

Attached are copies of the agenda, the warrant list, and the minutes from the October 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, December 4, 2024 2:30 – 3:30 pm

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 October 2, 2024 Board Minutes
- Approval of Warrants

Information Items

- Director's Report

Open Forum

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

***Action Items**

- Approval of NCLRC Co-op Budget
- Director Recommendation to Offer SLP Contract to Tiffany Palmer
- Director Recommendation to Offer Substitute SLP Contract to Janet Card
- Additional Financial Assessment to Member School Districts

Adjournment

- The next regularly scheduled meeting date is January 22, 2025.

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

**Northcentral Learning Resource Center
Superintendent's/Principal's Advisory Board Meeting
October 2, 2024**

Present

Levi Collins, Chairman
Russ McDaniel
Dave Marzolf
John Dubose
Joe Gaylord
Loren Dunk
Jenny Reeves, Director
Sandy Watkins, Clerk

Absent

The regular Board meeting of the Directors of Northcentral Learning Resource Center was held Wednesday, October 2, 2024, at the Northcentral Learning Resource Center office. Meghan Rearden was present at the meeting as the staff representative. The meeting was called to order by Chairman Levi Collins at 2:34 p.m. A quorum was present for the meeting.

Consent Agenda: The consent agenda, including minutes from the regular Board meeting on August 28, 2024, and Warrants 25391-25417 were approved unanimously (Dunk/DuBose).

Director's Report:

Fall Child Find Screenings— The dates and times have been set for Child Find Screenings and Jenny presented a schedule of these times and places. Some schools have no one signed up so we are sending out follow-up e-mails. After questions why this is, Jenny detailed that we have advertised it in various media. Joe inquired if we found more kids with special needs when we held kindergarten roundups, and Jenny answered not really, with the possible exception of a few colony children. After some discussion, it was decided it may be a good idea to send flyers in backpacks for colony students and/or make other efforts to inform their parents.

SLP (Speech Language Pathologist) staffing and current budget limitations— Currently we have not had any applications from SLPs for the position we have open. We have a lead on another SLP but so far there is no follow-up or commitment on that and we haven't been able to find an SLP Assistant. We are hoping to hire a retired SLP, but they will be subject to earnings limitations, so that likely won't provide enough service time.

PT (Physical Therapy) referrals and increased needs—The model that we are currently using is working well (Virtual PT with an on-site PTA), but we may need to increase the time the virtual PT is allowed per contract, due to the increased needs of our students. Jenny told the Board she is hoping when the PT has a busy week and goes over on hours, it will be offset by another week when less hours are required.

**Northcentral Learning Resource Center
Superintendent's/Principal's Advisory Board Meeting
October 2, 2024**

Action Items:

Request to Amend Pro-Care Contract Jenny Reeves recommended amending the contract with Pro-Care to provide virtual PT services. The current contract states time will be 8-16 hours/per week. She would like to increase the contract language to 8-20 hours per week, with the hope that we won't need that much time, but it would officially cover overages on the contract. Motion to amend the motion as recommended by Lorne Dunk, second by Joe Gaylord, passed unanimously.

Open Forum: None

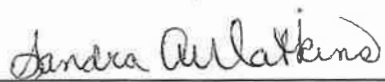
Motion to adjourn unanimously approved (Dubose/Gaylord).

After the meeting, the Board members had a work session to complete their IDEA applications.

The next meeting will be Wednesday, November 27, 2024, at 2:30 p.m.

Respectfully Submitted:

Approved By:



Sandra A. Watkins, Clerk

Levi Collins, Board Chair

Northcentral Learning Resource

Expenditure List - Range Of Check Numbers.
2024-2025

11/25/2024
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* To the right of a check number, denotes missing check number.

Range of Check Numbers: 25418 to 25700

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	25418	Belnap Teri	44.94	1001		REIMB. OFFICE SUPPLIES	382-280-2400-610	10/03/2024	Returned
Co-op Check	25418	Belnap Teri	15.23	1001		REIMB. POSTAGE	382-280-2100-532	10/03/2024	Returned
Co-op Check	25418	Belnap Teri	29.48	1001		SEPTEMBER MILEAGE	382-280-2100-581	10/03/2024	Returned
			89.65	Total					
Co-op Check	25419	Cincinnati Insurance Co.	3,051.00	1002	POL #0547372	ANNUAL PAYMENT-COMMERCIAL PKG	382-280-2400-520	10/03/2024	Returned
Co-op Check	25420	Debellis Nicholas	711.54	1003		SEPT MILEAGE	382-280-2100-581	10/03/2024	Returned
Co-op Check	25421	Haugen Kari	341.70	1004		SEPT MILEAGE	382-280-2100-581	10/03/2024	Returned
Co-op Check	25421	Haugen Kari	299.00	1004			382-280-2210-582-KAR	10/03/2024	Returned
		Purpose: PROF DEV.-2024 BACK TO SCHOOL CONF OT SUPPORT FOR DIV.LEARNERS							
			640.70	Total					
Co-op Check	25422	Horne Cynthia	131.32	1005		SEPT MILEAGE	382-280-2100-581	10/03/2024	Returned
Co-op Check	25423	Kelley Create	61.47	1015	IN1706097	CONTRACT BASE RATE CHANGE	382-280-2400-340	10/03/2024	Returned
Co-op Check	25424	Key Robert	326.96	1006		SEPT MILEAGE	382-280-2100-581	10/03/2024	Returned
Co-op Check	25425	Kolka Kaitlin	750.40	1007		SEPT MILEAGE	382-280-2100-581	10/03/2024	Returned
Co-op Check	25425	Kolka Kaitlin	180.00	1007			382-280-2210-582-KAI	10/03/2024	Returned
		Purpose: PROF DEV-MT SCHOOL OT PT CONF REGISTRATION							
			930.40	Total					
Co-op Check	25426	Leonard Diana	119.26	1008		SEPT MILEAGE	382-280-2100-581	10/03/2024	Returned
Co-op Check	25427	Permann Stasha	571.51	1009		SEPT MILEAGE	382-280-2100-581	10/03/2024	Returned
Co-op Check	25428	Peters Danielle	450.24	1010		SEPT MILEAGE	382-280-2100-581	10/03/2024	Returned
Co-op Check	25429	Pro Care Therapy Inc.	1,401.25	1011	21031830		382-280-2160-330	10/03/2024	Returned
		Purpose: FLANAGAN KOKKO TELE-PT,14.75 HR. 9/20/2024							
Co-op Check	25429	Pro Care Therapy Inc.	1,852.50	1011	21027584		382-280-2160-330	10/03/2024	Returned
		Purpose: FLANAGAN KOKKO TELE-PT,15.5 HR. 9/13/2024							
			3,253.75	Total					
Co-op Check	25430	Rearden Meghan	341.70	1012		SEPT MILEAGE	382-280-2100-581	10/03/2024	Returned
Co-op Check	25431	Reeves Jenny	467.66	1013		SEPT MILEAGE	382-280-2400-581	10/03/2024	Returned
Co-op Check	25432	Schoolhouse I T Inc.	283.49	1014	3507	CARBONITE RENEWAL	382-280-2400-682	10/03/2024	Returned
Co-op Check	25433	Schroeder Rebecca	257.28	1016		SEPT MILEAGE	382-280-2100-581	10/03/2024	Returned
Co-op Check	25434	Columbus Center Partners	3,399.00	1019		RENT OCTOBER, NOVEMBER, DECEMBER	382-280-2400-250	10/16/2024	Returned
Co-op Check	25434	Columbus Center Partners	705.00	1019		RENT OCTOBER, NOVEMBER, DECEMBER	382-280-2400-250	10/16/2024	Returned
			4,104.00	Total					
Co-op Check	25435	CULLIGAN GREAT FALLS INC	50.00	1020		MONTHLY WATER (2 MOS)	382-280-2400-610	10/22/2024	Returned



Northcentral Learning Resource

Expenditure List - Range Of Check Numbers.
2024-2025

11/25/2024
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Print by Number - Detail

Transaction	Number	To Whom	Amount	PO Number	Invoice	Purpose	Line Item Account	Date	Status
Co-op Check	25436	Horizon Credit Union	71.63	1025		OFFICE SUPPLIES	382-280-2400-610	10/22/2024	Returned
Co-op Check	25436	Horizon Credit Union	862.07	1025			382-280-2400-582	10/22/2024	Returned
		Purpose: FALL CONF (BOZEMAN)-REEVES;TRAINING,STAFF MEETING							
Co-op Check	25436	Horizon Credit Union	126.23	1025		BROADVOICE-PHONE, INTERNET, FAX	382-280-2400-535	10/22/2024	Returned
Co-op Check	25436	Horizon Credit Union	2,901.34	1025			382-280-2100-610	10/22/2024	Returned
		Purpose: TESTING SUPPLIES,TREATMENT SUPPLIES,STORAGE CAB							
			3,961.27	Total					
Co-op Check	25437	MONTANA MEDICAL BILLING	834.51	1021		SEPT CLAIM SUBMISSION CHARGES	315-280-2400-340	10/22/2024	Returned
Co-op Check	25437	MONTANA MEDICAL BILLING	466.35	1021	2024-157	AUG CLAIM SUBMISSION CHARGES	315-280-2400-340	10/22/2024	Returned
			1,300.86	Total					
Co-op Check	25438	MONTANA STATE FUND	815.66	2024	20216592	WORKERS COMPENSATION	382-280-2100-250	10/22/2024	Returned
Co-op Check	25439	Pro Care Therapy Inc.	760.00	1022	21048733		382-280-2160-330	10/22/2024	Returned
		Purpose: FLANAGAN KOKKO TELE-PT,8 HR. 10/13/2024							
Co-op Check	25439	Pro Care Therapy Inc.	2,090.00	1022	21042595		382-280-2160-330	10/22/2024	Returned
		Purpose: FLANAGAN KOKKO TELE-PT,22 HR. 10/06/2024							
Co-op Check	25439	Pro Care Therapy Inc.	1,520.00	1022	21022272		382-280-2160-330	10/22/2024	Returned
		Purpose: FLANAGAN KOKKO TELE-PT,16 HR. 9/08/2024							
			4,370.00	Total					
Co-op Check	25440	Schoolhouse I T Inc.	757.00	1023	3212	WIFI EXTENDER-CONF. ROOM	382-280-2400-682	10/22/2024	Returned
Co-op Check	25440	Schoolhouse I T Inc.	3,696.16	1023	3307	ANNUAL SERVICE CONTRACT	382-280-2400-682	10/22/2024	Returned
Co-op Check	25440	Schoolhouse I T Inc.	513.00	1023	3211	TV/PHONE-CONF. ROOM	382-280-2400-682	10/22/2024	Returned
			4,966.16	Total					
Co-op Check	25441	Belnap Teri	55.52	1101		REIMB. PROF. LICENSE	382-280-2210-582-TER	11/01/2024	Written
Co-op Check	25441	Belnap Teri	56.28	1101		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
			111.80	Total					
Co-op Check	25442	Cascade Hearing And Audiology	54.94	1102		MILEAGE FOR CHILDFIND	382-280-2100-581	11/01/2024	Written
Co-op Check	25443	Debellis Nicholas	414.06	1103		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
Co-op Check	25444	Eye Clinic Of Great Falls	73.70	1104		MILEAGE FOR CHILDFIND	382-280-2100-581	11/01/2024	Written
Co-op Check	25445	Haugen Kari	481.73	1105		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
Co-op Check	25446	Horne Cynthia	131.32	1106		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
Co-op Check	25447	Identity Screening Printing And Emb	504.00	2965	67407	STAFF WEAR	315-456-2100-610	11/01/2024	Written
Co-op Check	25448	Key Robert	478.38	1107		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
Co-op Check	25448	Key Robert	400.00	1107		PROFESSIONAL DEV-SPED LAW CONF	382-280-2210-582-ROB	11/01/2024	Written
			878.38	Total					
Co-op Check	25449	Kolka Kaitlin	741.02	1108		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
Co-op Check	25450	Leonard Diana	150.00	1109			382-280-2210-582-DIL	11/01/2024	Written
		Purpose: PROFESSIONAL DEV.BUILDING SKILLS ACADEMIC INDEP & SUCCESS							
Co-op Check	25450	Leonard Diana	138.02	1109		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
			288.02	Total					
Co-op Check	25451	MASBO	160.00	2966	13198	PAYROLL WORKSHOP	382-280-2400-582	11/01/2024	Written



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2024-2025

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Print by Number - Detail

Transaction	Number	To Whom	Amount	PO Number	Invoice	Purpose	Line Item Account	Date	Status
Co-op Check	25452	Permann Stasha	603.00	1110		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
Co-op Check	25452	Permann Stasha	44.96	1110		TREATMENT SUPPLIES	382-280-2100-610	11/01/2024	Written
			647.96	Total					
Co-op Check	25453	Peters Danielle	576.20	1111		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
Co-op Check	25453	Peters Danielle	150.00	1111		PROFESSIONAL DEV-MT OT/PT CONF	382-280-2210-582-DAN	11/01/2024	Written
			726.20	Total					
Co-op Check	25454	Rearden Meghan	413.39	1112		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
Co-op Check	25455	Reeves Jenny	292.12	1113		OCTOBER MILEAGE	382-280-2400-581	11/01/2024	Written
Co-op Check	25455	Reeves Jenny	150.94	1113		OUT-OF-DISTRICT MILEAGE/MEALS	382-280-2400-582	11/01/2024	Written
Co-op Check	25455	Reeves Jenny	84.96	1113		OFFICE SUPPLIES	382-280-2400-610	11/01/2024	Written
			528.02	Total					
Co-op Check	25456	Reeves Jenny	103.30	1113		BEREAVEMENT FLOWER ARRANGEMENT/W	315-171-2100-610	11/01/2024	Written
Co-op Check	25457	Schroeder Rebecca	284.08	1114		OCTOBER MILEAGE	382-280-2100-581	11/01/2024	Written
Co-op Check	25458	CULLIGAN GREAT FALLS INC	65.00	1115	193X04052908	MONTHLY WATER	382-280-2400-610	11/18/2024	Written
Co-op Check	25459	Horizon Credit Union	126.58	2967		BROADVOICE-PHONE,INTERNET,FAX	382-280-2400-535	11/18/2024	Written
Co-op Check	25459	Horizon Credit Union	56.98	2967		FOLDING OFFICE TABLE	382-280-2400-660	11/18/2024	Written
Co-op Check	25459	Horizon Credit Union	41.94	2967		OFFICE SUPPLIES	382-280-2400-610	11/18/2024	Written
Co-op Check	25459	Horizon Credit Union	102.88	2967		OT SUPPLIES	382-280-2100-610	11/18/2024	Written
Co-op Check	25459	Horizon Credit Union	29.98	2967		PSYCH SUPPLIES	382-280-2100-610	11/18/2024	Written
Co-op Check	25459	Horizon Credit Union	139.00	2967		PRIME MEMBERSHIP	382-280-2400-582	11/18/2024	Written
			497.36	Total					
Co-op Check	25460	Kelley Create	20.49	1116	IN1789358	CONTRACT BASE RATE CHANGE	382-280-2400-340	11/18/2024	Written
Co-op Check	25461	Pro Care Therapy Inc.	760.00	1117	21058050		382-280-2160-330	11/18/2024	Written
		Purpose: FLANAGAN KOKKO TELE-PT,8 HR. 10/25/2024							
Co-op Check	25461	Pro Care Therapy Inc.	760.00	1117	21037442	FLANAGAN KOKKO TELE-PT,8 HR. 9/2	382-280-2160-330	11/18/2024	Written
Co-op Check	25461	Pro Care Therapy Inc.	1,852.50	1117	21062306		382-280-2160-330	11/18/2024	Written
		Purpose: FLANAGAN KOKKO TELE-PT,19.5 HR. 11/01/2024							
			3,372.50	Total					
			41,753.15						



Northcentral Learning Resource

Expenditure List - Range Of Check Numbers.
2024-2025

11/25/2024
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Overall Fund Totals	ESSA Totals by Fund
1,908.16 315-MISC. PROGRAMS	
39,844.99 382-INTERLOCAL AGREEMENT	41,753.15 Co-op
=====	
41,753.15 Overall Total	

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

41,753.15	- No ESSA Code
=====	
41,753.15 Overall Total	



NORTHCENTRAL LEARNING RESOURCE CENTER
ANNUAL CHILD COUNT
TOTALS

	10/4/2010	10/5/11	10/5/2012	10/7/2013	10/6/2014	10/5/2015	11/17/2016	10/31/2018	10/31/2019	10/31/2020	10/31/2021	10/31/2022	10/31/2023	10/31/2024
CASCADE														
CASCADE MIDDLE SCHOOL	3	6	4	5	8	8	7	5	6	5	5	6	7	13
CASCADE SCHOOL	13	20	14	18	22	16	16	14	14	12	11	18	16	15
CASCADE HIGH SCHOOL	15	16	16	11	12	15	17	13	11	11	6	7	8	7
CENTERVILLE														
BIG STONE SCHOOL	1	1	1	0	0	0	0	0	0	0	0	0	0	1
CENTERVILLE MIDDLE SCHOOL	5	9	6	3	6	7	8	10	8	8	10	7	8	12
CENTERVILLE SCHOOL	14	20	17	18	19	18	19	11	12	12	11	14	12	10
HILL TOP COLONY								1	1	1	1	1	1	1
GRASS LAND COLONY									0	1	1	1	1	1
CENTERVILLE HIGH SCHOOL	13	10	13	13	10	12	17	9	5	7	6	8	12	11
BELT														
BELT MIDDLE SCHOOL	5	2	3	5	3	3	5	2	0	4	6	3	3	2
BELT SCHOOL	17	17	8	10	12	16	10	14	16	14	13	17	16	19
PLEASANT VALLEY SCHOOL	2	2	2	3	2	4	3	2	2	1	1	1	1	0
BELT HIGH SCHOOL	7	10	8	8	6	8	8	10	7	6	6	5	7	8
SUN RIVER VALLEY SCHOOLS														
SIMMS HIGH SCHOOL	25	14	12	9	7	8	11	15	14	20	18	14	18	20
CASCADE COLONY SCHOOL	0	0	0	0	0	0	0		0	0	1	1	1	1
FORT SHAW ELEMENTARY	28	29	26	25	24	21	20	26	29	19	21	25	24	17
SUN RIVER MIDDLE SCHOOL		3	9	3	7	12	11	10	15	13	12	9	9	10
VAUGHN														
VAUGHN SCHOOL	6	12	7	15	20	12	15	22	18	16	21	28	30	26
HILLCREST COLONY ELEMENTARY				0	0	1	1	1	1	1	1	1	3	3
VAUGHN MIDDLE SCHOOL	3	1	0	1	2	2	3	7	4	3	2	5	4	7
ULM														
FAIRHAVEN COLONY	0	2	1	1	1	2	2	4	4	4	3	2	0	0
ULM MIDDLE SCHOOL	0	0	4	2	0	0	1	0	0	1	2	1	1	1
ULM SCHOOL	9	10	6	9	9	11	4	4	5	4	4	6	9	12
ANNUAL CHILD COUNT TOTAL	166	184	157	159	170	176	178	180	172	163	162	180	191	197