

May Special Meeting Agenda

A special committee meeting has been scheduled for **Tuesday, May 30, 2017**, at **6:00pm** in the Gallatin Gateway Board Room. (All policies mentioned in the agenda can be found at www.gallatingatewayschool.com)

Call to Order

Public Comment- Non-Agenda Items (GGS Policy #1070)

NEW BUSINESS

Approve Warrants (GGS Policy #7000)

Hire- Certified/Classified Substitutes (GGS Policy #5025)

Ratify 2017-2018 Certified Master Agreement: Gallatin Gateway Board of Trustees, School District No. 35 and the Gallatin Gateway Education Association, MEA-MFT (GGS Policy #1130)

Approve 2017-2018 Classified Staff Wage Increases & Contract Amendments

Approve 2017-2018 Superintendent Salary Increase & Contact Amendment

2017-2018 Sub Rate of Pay

Approve 17-18 Kindergarten Calendar

Adopt Retirement Fund Budget Amendment Proclamation- FY17 (20-1-161(6), MCA)

Adjournment

**MINUTES
SPECIAL MEETING
BOARD OF TRUSTEES, GALLATIN GATEWAY SCHOOL DISTRICT #35**

CALL TO ORDER

The Board of Trustees of the Gallatin Gateway School District #35 met at 6:00pm on Tuesday, May 30, 2017 in the Gallatin Gateway School Board Room. Board Chair Donna Shockley presided and called the meeting to order at 6:08pm.

TRUSTEES PRESENT

Donna Shockley, Board Chair; Aaron Schwieterman, Board Vice Chair; Julie Fleury, Christie Francis, and Lessa Racow

TRUSTEES ABSENT

None

STAFF PRESENT

Travis Anderson, Superintendent and Carrie Fisher, District Clerk

OTHERS PRESENT

Levi Clark

PLEDGE OF ALLEGIANCE

The meeting attendees recited the *Pledge of Allegiance*.

PRESIDING TRUSTEE'S EXPLANATION OF PROCEDURES

Board Chair Donna Shockley explained the public comment process to be followed for addressing the Board in accordance with Gallatin Gateway School policy. She noted: 1) that prior to a vote the public may comment on agenda items; 2) there will be time for public comment on non-agenda items; and 3) public comment periods are not intended to be a question and answer session.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

NEW BUSINESS

Warrants

Motion: Trustee Lessa Racow to approve claim warrants- #35272-35283; electronic payments- none; payroll warrants- none and direct deposits -none (VOID: none)

Second: Vice Chair Aaron Schwieterman

Public Comment: None

For: Fleury, Francis, Racow, Schwieterman, Shockley

Opposed: None

Motion passed unanimously

Hire- Certified/Classified Substitutes

Motion: Vice Chair Aaron Schwiterman to hire the following certified/classified substitutes: Bus Driver: Maxine Daniel and Gary Jones; Kitchen/Food Service: Stacy Webb and Connie Evenson; Office/Clerical: Connie Evenson and Kyra Fisher; Teachers/Aides/Other: Shelly Berezay, April Bettilyon, Cynthia Corliss, Meghan Costle, Kate Cottingham, Sonja Davis, Connie Evenson, Kyra Fisher, Jonathan Gans, Lauren Hausauer, Wendy Hourigan, Michael Jakubic, Kris Keller, Adam Knoff, Patrick Lupton, Sasha Matsko, Heather Maxcy, Libby Michaud, Brad Parsch, Teresa Ann Quatraro, heather Quick, Keaton Ramm, Ashley

Senenfelder, Barry Sulam, and Alicia Watts pending adequate fingerprint/background check and TB test results

Second: Trustee Christie Francis

Public Comment: None

For: Fleury, Francis, Racow, Schwieterman, Shockley

Opposed: None

Motion passed unanimously

Ratify 2017-2018 Certified Master Agreement: Gallatin Gateway Board of Trustees, School District No. 35 and the Gallatin Gateway Education Association, MEA-MFT

The Board reviewed the agreement and Trustee Julie Fleury clarified some wording within the contract. In addition, Trustee Fleury found some minor typos and made some suggestions for wording changes during future negotiations.

Motion: Trustee Christie Francis to ratify the 2017-2018 Certified Master Agreement: Gallatin Gateway Board of Trustees, School District No. 35 and the Gallatin Gateway Education Association, MEA-MFT.

Seconded: Trustee Lessa Racow

Public Comment: None

For: Fleury, Francis, Racow, Schwieterman, Shockley,

Opposed: None

Motion passed unanimously

Approve 2017-2018 Classified Staff Wage Increases and Contract Amendments

Motion: Vice Chair Aaron Schwieterman to approve a 3% increase to hourly wages for 2017-2018 and amend classified staff contracts issued May 17, 2017 to reflect the increase to wages.

Seconded: Trustee Lessa Racow

Public Comment: None

For: Fleury, Francis, Racow, Schwieterman, Shockley

Opposed: None

Motion passed unanimously

Approve 2017-2018 Superintendent Salary Increase & Contract Amendment

Motion: Vice Chair Aaron Schwieterman to approve a 3% salary increase for 2017-2018 and amend the Superintendent's contract to reflect the salary increase.

Seconded: Trustee Lessa Racow

Public Comment: None

For: Fleury, Francis, Racow, Schwieterman, Shockley

Opposed: None

Motion passed unanimously

2017-2018 Sub Rate of Pay

Motion: Vice Chair Aaron Schwieterman to approve the 2017-2018 substitute rate of pay of \$85/day effective July 1, 2017.

Seconded: Trustee Christie Francis

Public Comment: None

For: Fleury, Francis, Racow, Schwieterman, Shockley

Opposed: None

Motion passed unanimously

Approve 17-18 Kindergarten Calendar

Motion: Vice Chair Aaron Schwieterman to approve the 2017-2018 Step Up to Kindergarten calendar as presented.

Seconded: Trustee Lessa Racow
Public Comment: Levi Clark
For: Fleury, Francis, Racow, Schwieterman, Shockley
Opposed: None
Motion passed unanimously

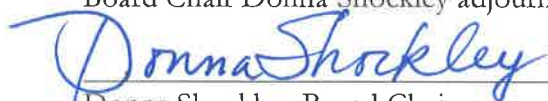
Adopt Retirement Fund Budget Amendment Proclamation- FY17

Motion: Trustee Christie Francis to adopt the Budget Amendment Proclamation to amend the retirement fund budget for 2016-2017.

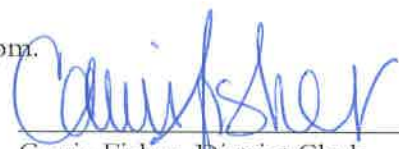
Seconded: Vice Chair Aaron Schwieterman
Public Comment: None
For: Fleury, Francis, Racow, Schwieterman, Shockley
Opposed: None
Motion passed unanimously

ADJOURNMENT

Board Chair Donna Shockley adjourned the meeting at 7:22pm.



Donna Shockley, Board Chair




Carrie Fisher, District Clerk

Special Meeting

May 30, 2017

Sign-in Sheet

<u>Name- please print</u>	<u>Signature</u>
1. LEVI CLARK	
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**9GALLATIN GATEWAY SCHOOL
PO BOX 265, GALLATIN GATEWAY, MT 59730**

Gallatin Gateway School Policy #1070- The agenda must also include a "public comment" item in order to allow members of the general public to comment on any public matter under the jurisdiction of the district that is not specifically listed on the agenda, except that no member of the public will be allowed to comment on contested cases, other adjudicative proceedings, or personnel matters. The Board Chairman may place reasonable time limits on any "public comment" item in order to maintain and ensure effective and efficient operations of the Board. The District shall not take any action on any matter discussed, unless the matter is specifically noticed on the agenda, and the public has been allowed the opportunity to comment.

** Public comment will be asked on each agenda item. Do not sign below for agenda items.*

Public Comment Sign-in

Date: May 30, 2017

**Please sign below for non-agenda items to be heard under New business: Public comment.*

NAME (Please Print Clearly)	TOPIC (Please Print Clearly)
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Gallatin Gateway School

"Educating the Future"

100 Mill Street, PO Box 265, Gallatin Gateway, MT 59730

Phone: (406) 763-4415 Fax: (406) 763-4886

www.gallatingatewayschool.com

MEMO

TO: Gallatin Gateway Board of Trustees

FROM: Carrie Fisher, Business Manager

SUBJECT: Warrant Register Summary

DATE: May 26, 2017

Warrant Numbers (including Direct Deposit/ACH):

Claim (A/P) Warrants #'s:
35272-35283

Electronic Payment:
None

Voided Claim (A/P) Warrant #'s:
None

Payroll Warrant #'s:
None

Direct Deposits/ACH #'s:
None

Voided Payroll Warrant #'s:
None

Thank you.

05/26/17
15:18:56

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 5/17

Page: 1 of 2
Report ID: AP100W

* ... Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
35273S	1356 HARTLEY'S SCHOOL BUSES					
	630	67,300.00				
	1 34707 05/18/17 CONVENTIONAL BLUE BIRD BU	67,300.00	17-022	111	100-2700	740
		Total Check:				
		67,300.00				
35274S	29 AIR CONTROLS BOZEMAN, INC					
	631	180.00				
	1 83492 05/19/17 GREEN HOUSE HEATER	180.00		101	100-2600	440
		Total Check:				
		180.00				
35275S	35 ALLEGIANCE BENEFIT PLAN					
	638	182.00				
	1 09/28/16 ANNUAL ENROLLMENT FEE	182.00*		115	100-2300	810 162
		Total Check:				
		182.00				
35276S	43 ALSCO-AMERICAN LINEN DIVISION					
	633	163.29				
	1 LBIL130790 05/22/17 TOWELS, LINENS, APRONS, MOP	59.96		101	100-2600	610
	2 LBIL130790 05/22/17 TOWELS, LINENS, APRONS, MOP	7.99*		110	100-2700	610
	3 LBIL130790 05/22/17 TOWELS, LINENS, APRONS, MOP	31.97*		112	910-3100	610
	4 LBIL130610 05/15/17 TOWELS, LINENS, APRONS, MO	38.02		101	100-2600	610
	5 LBIL130610 05/15/17 TOWELS, LINENS, APRONS, MO	5.07*		110	100-2700	610
	6 LBIL130610 05/15/17 TOWELS, LINENS, APRONS, MO	20.28*		112	910-3100	610
		Total Check:				
		163.29				
35277S	1299 CAMPBELLS PLUMBING & HEATING					
	628	123.25				
	1 13167 05/08/17 URINAL REPAIR	123.25		101	100-2600	440
		Total Check:				
		123.25				
35278S	228 CENTURYLINK					
	637	245.84				
	1 05/26/17 TELEPHONE SERVICES	184.38		101	100-2300	531
	2 05/26/17 TELEPHONE SERVICES	61.46*		110	100-2300	531
		Total Check:				
		245.84				
35279S	349 DRAKE IRRIGATION					
	636	220.00				
	1 05/17/17 IRRIGATION STARTUP 2017	220.00		101	100-2600	440
		Total Check:				
		220.00				

05/26/17
15:18:56

GALLATIN GATEWAY ELEMENTARY
Check/Claim Details
For the Accounting Period: 5/17

Page: 2 of 2
Report ID: AP100W

Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
35280S	404 FELT, MARTIN, FRAZIER & WELDON, PC					
	634	51.00				
1	04/30/17 REVISE AUDIT REPSONSE LETTER	51.00		101	100-2300	332
	Total Check:	51.00				
35281S	420 FOOD SERVICES OF AMERICA					
	632	3,223.29				
1	5321677 05/16/17 FOOD	856.77*		112	910-3100	630
2	5321677 05/16/17 FOOD- BREAKFAST EXPANSION	87.01*		115	910-3100	630 104
3	5319878 05/12/17 FOOD	458.89*		112	910-3100	630
4	5319878 05/12/17 FOOD- BREAKFAST EXPANSION	99.52*		115	910-3100	630 104
5	5319878 05/12/17 SUPPLIES- BREAKFAST EXPANSION	32.18*		115	910-3100	610 104
6	5324063 05/19/17 FOOD	786.35*		112	910-3100	630
7	5324063 05/19/17 FOOD- BREAKFAST EXPANSION	195.44*		115	910-3100	630 104
8	5325768 05/23/17 FOOD	490.64*		112	910-3100	630
9	5325768 05/23/17 FOOD- BREAKFAST EXPANSION	216.49*		115	910-3100	630 104
	Total Check:	3,223.29				
35282S	431 GALLATIN CO. SUPERINTENDENT OF					
	629	178.55				
1	2017-59 05/18/17 ELECTION AD	71.59		101	100-2314	540
2	2017-59 05/18/17 EMPLOYMENT AD- SUB TEACHERS	30.90*		101	100-1000	540
3	2017-59 05/18/17 GGS PORTION OF JOB FAIR FEES	76.06		101	100-2300	810
	RECRUITING SUBSTITUTE TEACHERS					
	Total Check:	178.55				
35283S	542 HOUGHTON MIFFLIN HARCOURT					
	635	2,281.85				
1	953076534 05/11/17 ITBS RESULTS MANAGER	552.50*		101	100-2123	610
2	953076533 05/11/17 ITBS SCORING SERVICES	1,729.35*		101	100-2123	610
	Total Check:	2,281.85				
	# of Claims	11	Total:	74,149.07		

GALLATIN GATEWAY ELEMENTARY
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 5 / 17

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
101 GENERAL	99,680.54	845,730.31	1,210,129.00	1,201,754.00	356,023.69	70 %
110 TRANSPORTATION	10,264.81	80,941.24	99,576.00	99,576.00	18,634.76	81 %
111 BUS DEPRECIATION	67,300.00	67,300.00	122,212.00	122,212.00	54,912.00	55 %
114 RETIREMENT	11,803.53	114,538.11	186,165.00	186,165.00	71,626.89	62 %
117 ADULT EDUCATION FUND	365.48	3,028.83	21,000.00	21,000.00	17,971.17	14 %
128 TECHNOLOGY FUNDS	1,300.30	14,196.11	20,340.00	20,340.00	6,143.89	70 %
129 FLEXIBILITY FUND	0.00	0.00	9,313.00	9,313.00	9,313.00	0 %
150 DEBT SERVICE	0.00	8,432.50	116,515.00	116,515.00	108,082.50	7 %
161 BUILDING RESERVE	0.00	27,310.85	88,208.00	88,208.00	60,897.15	31 %
Grand Total:	190,714.66	1,161,477.95	1,873,458.00	1,865,083.00	703,605.05	62 %

May/June - as of May 26, 2017
Certified/Classified Substitute Recommendations:

Bus Driver

Maxine Daniel
Gary Jones

Kitchen/Food Service

Stacy Webb (Roscoe)
Connie Evenson

Teachers/Aides/Other

Shelly Berezay
April Bettilyon
Cynthia Corliss
Meghan Costle
Kate Cottingham
Sonja Davis
Julie Dobbins
Connie Evenson
Kyra Fisher (aide/other)
Jonathan Gans
Lauren Hausauer
Wendy Hourigan
Michael Jakubic
Kris Keller
Adam Knoff
Patrick Lupton
Sasha Matsko
Heather Maxcy
Libby Michaud
Brad Parsch
Teresa Ann Quatraro
Heather Quick
Keaton Ramm
Ashley Senenfelder
Barry Sulam
Alicia Watts

Office/Clerical

Connie Evenson
Kyra Fisher

**All substitute hires are pending an adequate finger print background check and TB test results.*

Agenda Item: Classified Contract Amendments (wage/salary increases for 17-18)

Background:

- Though the final contract has not yet been ratified and approved between the School Board Negotiations Team and the Gallatin Gateway School Teacher's Association, the two parties have tentatively agreed to a 3% salary increase on the base. *(contract is on the current agenda and is likely to be approved prior to this agenda item being considered)*
- The following contracts for 17-18 were renewed and issued at the May 17, 2017 regular meeting. However, since negotiations with certified staff have concluded, it is recommended that the Board increase wages for classified staff and the Superintendent to match the 3% increase negotiated by the certified staff.

Recommendation:

Classified Employees

Employee	Position	17-18 Hourly	Proposed
		Wage (approved May 17, 2017)	Wage for 17-18
Cheryl Brenner	Bus Driver	\$14.00	\$14.42
Erica Clark	Administrative Secretary	\$16.48	\$16.97
Carrie Fisher	Business Manager/District Clerk	\$22.40	\$23.07
RoseAnn Gerl	Paraprofessional	\$14.00	\$14.42
Bobbie Jo Gunderson	Kitchen Manager	\$15.45	\$15.91
Fraulein Jaffe	Paraprofessional	\$14.36	\$14.79
Jerry Lee	Bus Driver	\$15.43	\$15.89
Brooke Savage	Kitchen Assistant	\$12.50	\$12.88
Janet Westlake	Paraprofessional	\$14.00	\$14.42

Rationale:

Maintain a cohesive environment amongst all classifications of District employees. Salary increases have not always been equitable across the board and it has created hard feelings and resentment between the different classifications of employees. The past practice of the board (the last several years) has been to provide the same salary increases to all employees in an effort to maintain that cohesive environment and positive climate.

Recommended Motion:

to approve a 3% increase to hourly wages for 2017-2018 and amend classified staff contracts issued May 17, 2017 to reflect the increase to wages.

Agenda Item: Superintendent Contract Amendment (salary increase for 17-18)

Background:

- Though the final contract has not yet been ratified and approved between the School Board Negotiations Team and the Gallatin Gateway School Teacher's Association, the two parties have tentatively agreed to a 3% salary increase on the base. *(contract is on the current agenda and is likely to be approved prior to this agenda item being considered)*
- The Superintendent is currently in a 2-year contract and if approved this 3% increase will require an amendment to his contract

Recommendation:

Superintendent

Travis Anderson

Current Annual Salary

\$82,400

After 3% Increase

\$84,872

Rationale:

Maintain a cohesive environment amongst all classifications of District employees. Salary increases have not always been equitable across the board and it has created hard feelings and resentment between the different classifications of employees. The past practice of the board (the last several years) has been to provide the same salary increases to all employees in an effort to maintain that cohesive environment and positive climate.

Recommended Motion:

to approve a 3% salary increase for 2017-2018 and amend the Superintendent's contract to reflect the salary increase.

Agenda Item: 2017-2018 Substitute Pay

Gallatin Gateway School History of Substitute Pay

	<u>Full Day</u>	<u>1/2 Day</u>	
2017-2018	\$85.00	\$42.50	<i>recommendation for 2017-2018</i>
2016-2017	\$75.00	\$37.50	
2015-2016	\$75.00	\$37.50	
2014-2015	\$75.00	\$37.50	
2013-2014	\$75.00	\$37.50	
2012-2013	\$75.00	\$37.50	
2011-2012	\$75.00	\$37.50	
2010-2011	\$75.00	\$37.50	
2009-2010	\$75.00	\$37.50	
2008-2009	\$75.00	\$37.50	
2007-2008	\$65.00	\$32.50	
2006-2007	\$65.00	\$32.50	
2005-2006	\$65.00	\$32.50	
2004-2005	\$60.00	\$30.00	

Current Substitute Pay for Other Area Schools

	<u>Full Day</u>	<u>1/2 Day</u>	
Amsterdam	\$80.00	\$40.00	(\$10.00/hour)
Anderson	\$100.00	\$50.00	
Belgrade	\$90.00	\$60.00	
Big Sky	\$90.00	\$12.00/hour	
Bozeman	\$103.50	\$13.80/hour	
Cottonwood	\$90.00	\$45.00	
LaMotte	\$90.00	\$45.00	(increasing to \$100/day 17-18)
Malmborg	\$85.00		
Monforton	\$90.00	\$45.00	
Three Forks	\$80.00	\$ 40.00	

Recommended Motion: to approve the 2017-2018 substitute rate of pay of \$85/day effective July 1, 2017.

Gallatin Gateway School

2017-2018

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Dates to Remember:

- Aug. 25, 28 PIR Days
- Aug. 29 First Day of School Grades 1-8
- Aug. 30 First Day of School Kindergarten
- Sept. 4 Labor Day
- Oct. 19-20 PIR Days
- Nov. 8-10 Parent/Teacher Conferences (PIR)
- Nov. 22-24 Thanksgiving Break
- Dec. 19 Winter Program at 6:30pm
- Dec. 21-1 Winter Break
- Feb. 19 President's Day
- Mar. 12-16 Spring Break
- April 2 PIR Day
- May 28 Memorial Day
- June 6 8th Grade Graduation at 6:30pm
- June 7 Last Day of School
- June 8 PIR Day

Midterm

- Sept. 29
- Dec. 8
- Feb. 23
- May 4

End of Quarter



- Nov. 3 (46 Days)
- Jan. 19 (43 Days)
- March 30 (44 Days)
- June 7 (47 Days)



Early Release

- 12:15pm Dismissal
- Nov. 3
- Nov. 8
- Nov. 9
- Dec. 20
- Jan. 19
- March 30
- June 7

Commemorative Dates (GGS Policy #2005)

- Sept. 17 Citizenship Day
- Sept. 28 American Indian Heritage Day
- Oct. 12 Columbus Day
- Nov. 1 Pioneer Day
- Jan. 19 Martin Luther King's Birthday
- Feb. 12 Lincoln's Birthday
- Feb. 22 Washington's Birthday
- Apr. 27 Arbor Day

 First/Last Day of School for students
 Early Release

 Vacation- No School
 End of Quarter

 Pupil Instruction Related (PIR)- No School

Agenda Item: Retirement Fund Budget Amendment Proclamation- FY17

Background Information

- On May 17, 2017 the District received the enclosed letter from Teachers' Retirement System (TRS) stating that the District owed retirement contributions in the amount of \$4,637.24 for an employee for the following years: 2013-2014, 2014-2015, and 2015-2016.
- The employee is no longer employed with the district, but the District is still responsible for paying the contributions (both employee and employer), plus interest for the years stated in the letter.
- At this time, it is unknown if the District will have enough budget authority for FY17 in the retirement fund to cover this unexpected expense. Therefore, after consulting OPI and the County Superintendent's Office the Business Manager would like to recommend the Board of Trustees amend the FY17 Retirement Budget to ensure the District does not over spend their budget authority at the conclusion of the fiscal year.
- The District will be using reserve funds to increase budget authority—this will not have an effect on local mill levy amounts or taxation
- If the District does not utilize the additional budget authority at the conclusion of the fiscal year; the funds will remain in reserves.

Documents included in the packet:

1. Letter from TRS
2. Budget Amendment Procedures (flow chart)
3. Budget Amendment Proclamation
4. Draft Budget Amendment Resolution

Summary of Process:

1. **May 30, 2017**- Special Meeting—Board adopts the Budget Amendment Proclamation
2. **Week of June 12, 2017**- Business Manager/District Clerk provides public notice of the budget amendment (including OPI and County Superintendent)
3. **June 26, 2017**- Regular Meeting—Board adopts the Budget Amendment Resolution
4. **June 27, 2017**—Business Manager/District Clerk provides OPI and County Superintendent with a copy of the Budget Amendment

Recommendation:

Adopt the Budget Amendment Proclamation and proceed with the budget Amendment process

Recommended Motion:

Adopt the Budget Amendment Proclamation to amend the retirement fund budget for FY17.

TEACHERS' RETIREMENT SYSTEM



STEVE BULLOCK, GOVERNOR

www.trs.mt.gov

STATE OF MONTANA

1500 EAST SIXTH AVENUE
PO BOX 200139
HELENA, MONTANA 59620-0139

1-866-600-4045
406-444-3134

CARRIE FISHER
GALLATIN GATEWAY ELEMENTARY
PO BOX 265
GALLATIN GATEWAY MT 59730

May 15, 2017

RE: *Employee Name*

Dear Carrie Fisher:

This is to acknowledge receipt of verification of 0.38 years of Service Not Reported for the above named individual from July 1, 2013 through June 30, 2014 of \$780.87 plus interest of \$197.35, for a total amount due as of June 1, 2017 of \$978.22 and 0.74 years of Service Not Reported from July 1, 2014 through June 30, 2015 of \$1,590.49 plus interest of \$253.81, for a total amount due as of June 1, 2017 of \$1,844.30. Employer contributions are due and payable upon receipt of this notification.

In addition, we are in receipt of verification of 0.55 years of Service Not Reported for the above named individual from July 1, 2015 through June 30, 2016 while employed with Gallatin Gateway Elementary. Employee and employer contributions of \$717.65 and \$973.01 plus employee and employer interest of \$52.66 and \$71.40, for a total amount due as of June 1, 2017 of \$1,814.72 is due and payable upon receipt of this notification. Interest accrues monthly on the unpaid balance at the current rate of 7.75% per year. Please visit our website at trs.mt.gov/TrsInfo/RatesCharts for current rates.

Year	Service Credit	Salary Not Reported	Contribution Due	Interest	Total
2013-2014	.38	\$7,197.00	\$780.87	\$197.35	\$978.22
2014-2015	.74	\$14,525.00	\$1,590.49	\$253.81	\$1,844.30
2015-2016	.55	\$8,805.52	\$1,690.66	\$124.06	\$1,814.72 ✓
Grand Total:					\$4,637.24

The above amount is to be included and indicated in your next monthly report as Buyback (Employer Contribution). Please attach a copy of this letter, or a note, with your payment.

Carrie Fisher
May 15, 2017
Page 2 of 2

If you have any questions or we can be of further assistance, please feel free to contact our office.

Sincerely,

A handwritten signature in black ink that reads "Brynn Dennehy". The signature is written in a cursive style with a long, sweeping tail on the final letter.

Brynn Dennehy
Benefit Officer
406-444-3324

**BUDGET AMENDMENT PROCEDURES
REASONS FOR BUDGET AMENDMENT**

