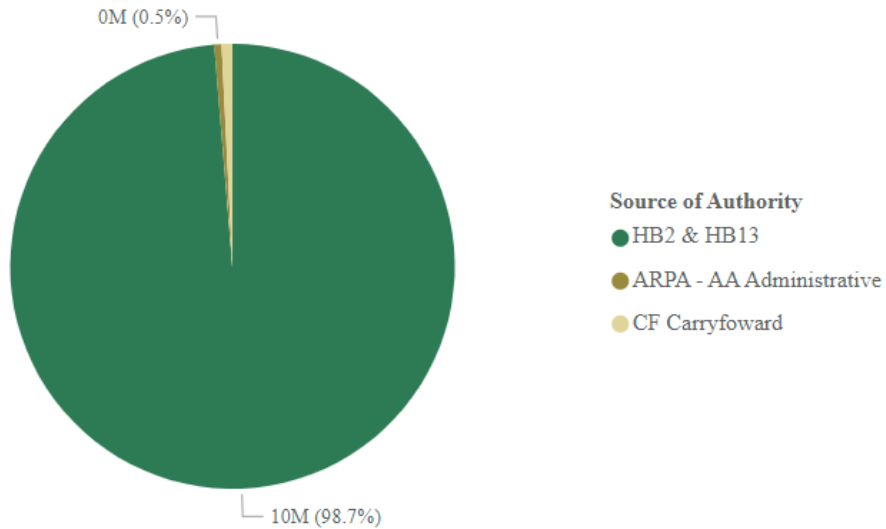


MONTANA SCHOOL FOR THE DEAF AND BLIND

TOTAL APPROPRIATION AUTHORITY

The total appropriation authority for the Montana School for the Deaf and Blind is shown in the pie chart below. HB 2 and HB 13 provide 98.7% of the total authority for this agency. All types of appropriation authority for this agency are described below, including total budget and the percent expended by source of authority.

Total Modified Budget by Source of Authority



Source of Authority	Modified Budget	Expended Budget	% Expended
HB2 & HB13	9,612,548	3,618,183	37.6%
CF Carryforward	76,591	69,934	91.3%
ARPA	51,200	0	0.0%
Total	9,740,338	3,688,117	37.9%

Carryforward Authority

The Montana School for the Deaf and Blind has carryforward authority of approximately \$76,600 in general fund, which was less than 1.0% of the total appropriation authority. The general fund carryforward authority was allocated to equipment and intangible assets and was 91.3% expended. The Montana School for the Deaf and Blind used this authority to make improvements to the buildings and to purchase equipment, including the installation of air conditioning units, doors, and snow removal equipment. The remaining carryforward authority will be spent on cabling for the strobe project.

COVID Authority

The Montana School for the Deaf and Blind had \$51,200 in ESSER III funding and was 0.0% expended. The ESSER III expenditures have a deadline of September 30, 2024.

HB 2 BUDGET MODIFICATIONS

The following chart shows the HB 2 budget as passed by the legislature, including the pay plan, and the HB 2 modified budget from June 1, 2023, through November 30, 2023. Net modifications to the budget include operating plan changes from one expenditure account to another, program transfers, reorganizations, and agency transfers of authority. The **positive modifications** and **negative modifications** are shown by program, expenditure account, and fund type.

Legislative Budget Compared to Modified Budget - HB 2 Only

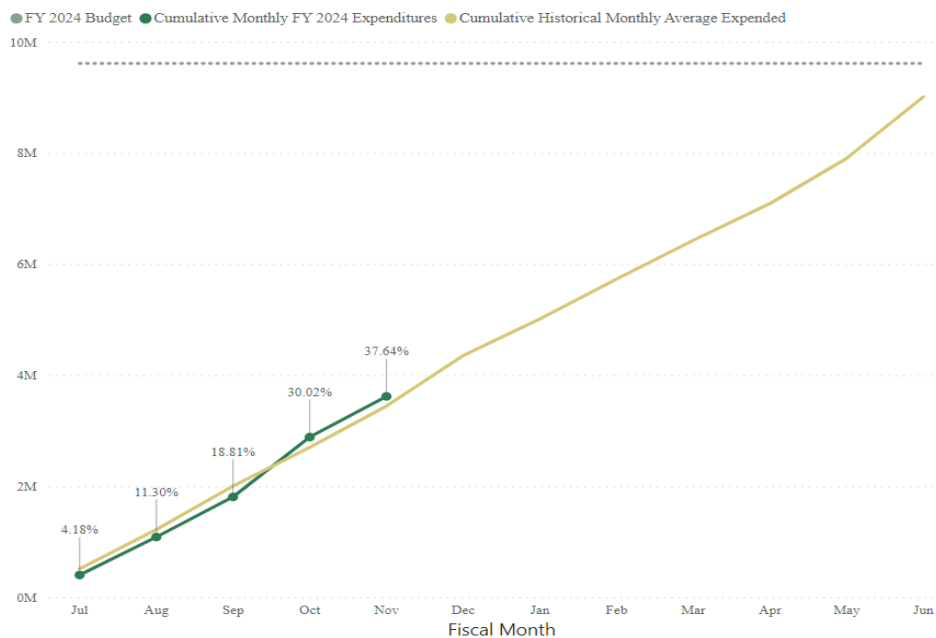
Agency Name	HB 2 Budget	Modified Budget	Net Modifications
☐ School for the Deaf & Blind	9,612,548	9,612,548	
Total	9,612,548	9,612,548	
Expenditure Type	HB 2 Budget	Modified Budget	Net Modifications
☐ 61000 Personal Services	8,583,312	8,583,312	
☐ 62000 Operating Expenses	999,785	999,785	
☐ 68000 Transfers-out	1,000	1,000	
☐ 69000 Debt Service	28,451	28,451	
Total	9,612,548	9,612,548	
Fund Type	HB 2 Budget	Modified Budget	Net Modifications
☐ 01 General	9,107,127	9,107,127	
☐ 02 State/Other Spec Rev	304,975	304,975	
☐ 03 Fed/Other Spec Rev	200,446	200,446	
Total	9,612,548	9,612,548	

The Montana School for the Deaf and Blind has not made any modifications to its HB 2 budget in FY 2024.

HB 2 APPROPRIATION AUTHORITY

The following chart shows the appropriated budget for the agency compared to expenditures through November 30, 2023. The Montana School for the Deaf and Blind has expended their FY 2024 budget by 37.6%, slightly above the historic average of 35.8%.

Monthly Expenditures Compared to Historical Average



Fund Type	Modified Budget	Expended Budget	% Expended
☐ 01 General	9,107,127	3,613,653	39.7%
☐ 02 State/Other Spec Rev	304,975	0	0.0%
☐ 03 Fed/Other Spec Rev	200,446	4,529	2.3%
Total	9,612,548	3,618,183	37.6%

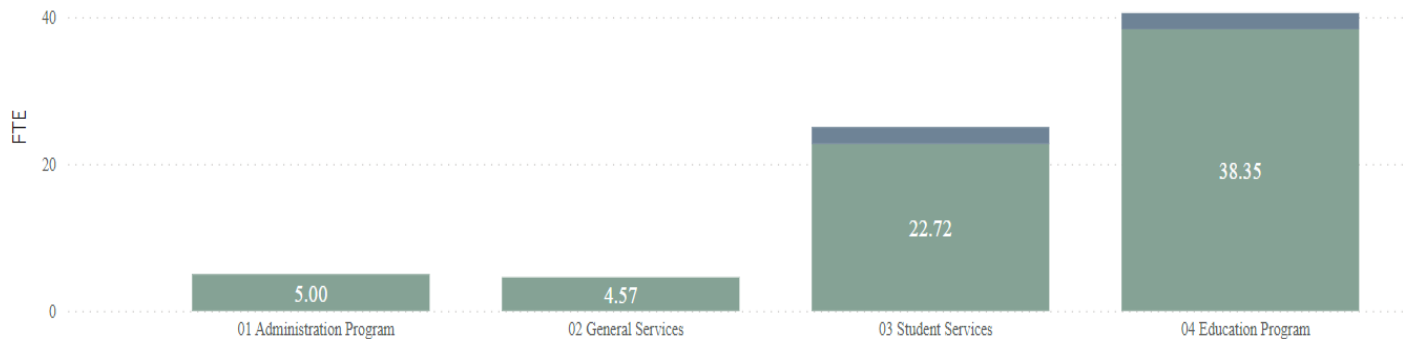
Expenditure Type	Modified Budget	Expended Budget	% Expended
☐ Personal Services	8,583,312	3,173,366	37.0%
☐ Operating Expenses	999,785	444,816	44.5%
☐ Transfers-out	1,000	0	0.0%
☐ Debt Service	28,451	0	0.0%
Total	9,612,548	3,618,183	37.6%

Program Name	Modified Budget	Expended Budget	% Expended
☐ 01 ADMINISTRATION PROGRAM	698,381	279,441	40.0%
☐ 02 GENERAL SERVICES	591,075	249,087	42.1%
☐ 03 STUDENT SERVICES	2,025,330	749,746	37.0%
☐ 04 EDUCATION	6,297,762	2,339,909	37.2%
Total	9,612,548	3,618,183	37.6%

PERSONAL SERVICES

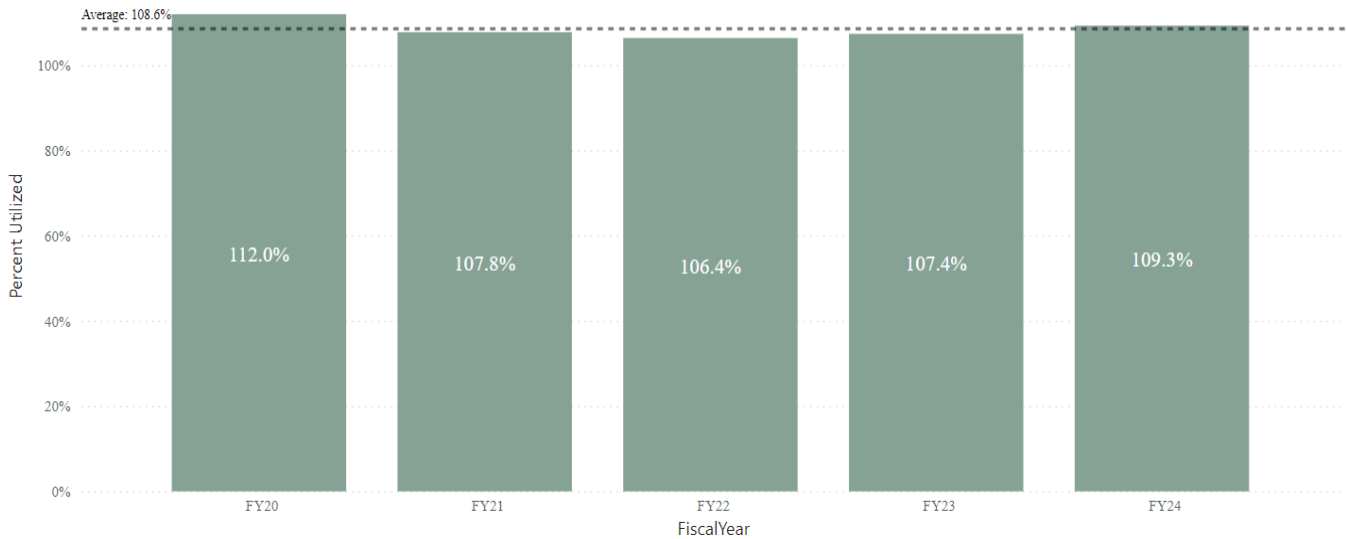
Appropriations for personal services in the Montana School for the Deaf and Blind total approximately \$8.6 million and are 37.0% expended through November 30, 2023. The department has 75.2 HB 2 FTE and 94.0% of these positions are filled as of November 1, 2023. The Montana School for the Deaf and Blind did not utilize contracted labor, but they did pay \$4,381.00 in overtime. The full amount paid towards overtime was due to vacant positions. The vacant positions that resulted in the need for overtime were Residential Advisors in their cottage program. Some of the students reside on campus and this requires staffing 24/7 for the residential program. There is one open position for a Residential Advisor in the Boys Cottage. The following chart shows the filled and vacant FTE within the agency as of November 1, 2023.

Position Status ● Filled ● Vacant



The chart below shows the hourly utilization percentage for the Montana School of the Deaf and Blind between July 1 and November 1 for each fiscal year. Overall, the department has utilized 109.3% of the hours budgeted for FY 2024, as shown in the chart below.

The Montana School for the Deaf and Blind has historically utilized more than 100.0% of the hours budgeted. This is due to education employees being budgeted at 2080 hours, which is equivalent to 1.00 FTE, but are then listed in SABHRS as 0.73 FTE. The rates in IBARS are the employee’s True Hourly Rate, but since most of the educational employees spread their salary over the full year, the Spread Hourly Rate is then listed in the state accounting system. The Spread Hourly Rate calculation takes the True Hourly Rate multiplied by the number of contract days and hours per day divided by 2080 hours. Due to the nature of this calculation, a result of over utilization is not uncommon since the education employees are working as a standard 1.00 FTE during the active school year.



The table below shows the total number of aggregate positions for each role within the Montana School for the Deaf and Blind. There are 3 aggregate positions in Student Services and 56 aggregate positions in the Education Program. In total, the Montana School for the Deaf and Blind has 59 aggregate positions.

Agency	Filled	Total
51130 SCHOOL FOR THE DEAF AND BLIND	59	59
03 Student Services	3	3
BD OF EDUCATION-PROF	1	1
Licensed Practical Nurse 2	2	2
04 Education Program	56	56
BD OF EDUCATION-PARAPROF	8	8
BD OF EDUCATION-PROF	25	25
Protective Service All Other	2	2
Residential Advisor	10	10
TEACHER-MSDB	11	11
Total	59	59

The table below shows the vacant FTE in each division, the number of months each position has been vacant and the midpoint hourly pay rate. Of the 4.5 FTE that are vacant, 0.75 FTE has been vacant for four months or less (since July 2023).

	FTE	Median Months Vacant	Market Midpoint (Hourly)
51130 SCHOOL FOR THE DEAF AND BLIND	4.52	9.28	16.44
03 Student Services	2.31	14.52	16.44
Licensed Practical Nurse 2	0.77	24.43	23.39
Residential Advisor	1.54	8.79	16.44
04 Education Program	2.21	4.03	
Administrative Assistant 2	0.75	0.30	18.15
BD OF EDUCATION-PARAPROF	0.73	70.59	
TEACHER-MSDB	0.73	4.03	
Total	4.52	9.28	16.44

OTHER ISSUES

Required Reports

The Montana School of the Deaf and Blind did not have any budget amendments, operating plan changes, or program transfers that require reporting to the Legislative Finance Committee.

APPENDIX

Agency Questions

Contractors & Overtime *(Time Period: July 1, 2023 – October 31, 2023 / FTE Type: HB 2)*

- How much did you pay to contractors? How much of the amount paid to contractors do you estimate is due to vacant positions? If contractors were paid because of vacant positions, what are the types of vacant positions that resulted in the need for contractors?
 - No
- How much did you pay in overtime? How much of the overtime paid do you estimate is due to vacant positions? If overtime was paid because of vacant positions, what are the types of vacant positions that resulted in the need for overtime?
 - \$4,381 was paid in overtime and the full amount was due to vacant positions. The vacant positions that resulted in the need for overtime were Residential Advisors in their cottage program. Some of our students reside on campus and this requires staffing 24/7 for the residential program. We have one open position for a Residential Advisor in our Boys Cottage.