

**BITTERROOT VALLEY EDUCATION COOPERATIVE
MANAGEMENT BOARD**

Tuesday, November 27, 2018
9:00 a.m. – Cooperative Office

MINUTES

1. Call to Order

Bud Scully called the meeting to order at 9:08. In attendance: Bob Moore, Dan Johnston, Bud Scully, Scott Stiegler, Chris Hughes, Steve Ziegrowsky, Tim Miller, and Jill Reynolds.

2. Introduce Staff Representative

Angela Pell – CSCT

Melanie Charlson – MEA-MFT Field Consultant

3. Consent Agenda

A. Minutes – October 2018

B. Warrants – November 2018

C. Financial Report – September 2018, November 2018

D. Resignations – Vicky Angyus, Occupational Therapist, effective end of 18-19 contract

E. Next Meeting – December 18, 2018 at 9:00 AM

4. Public Comment

Angela Pell updated us on the annual delivery of Thanksgiving baskets to 101 families throughout the Valley. In addition she spoke about the work they are doing in Stevensville to support kids coming back to school after hospital stays.

5. Correspondence

Letters of appreciation to Shannon Thompson for her work as CSCT Behavior Consultant at Hamilton Middle School.

6. Board Action-Private Practice Procedure

Bob Moore motioned to approve the new Private Practice Procedure as presented and amended. Stiegler seconded the motion, motion carries 3-0.

7. Information and Discussion

A. CSCT 90 Day Financial Summary – Reviewed the September 2018 and November 2018 Financial Summaries. Scully, Moore and Johnston signed off at the meeting. Chris will follow up with Victor and Hamilton Districts for their signatures.

B. Legal Review and Update of all BVEC Policies – Tim Miller reviewed the work done by Megan Morris of Kaleva Law Offices to review and revise our policies and procedures, so they are updated and in compliance with all state and federal laws and regulations. The Board agreed that the revised Policies and Procedures should be distributed to Board

Members and Staff for their review and input, as well as being posted to the BVEC website. The revision will be reviewed by section at each future Board meeting, edited as needed, with final approval in May. This timeline will work well with the Collective Bargaining timeline in 2019.

C. Revised Prior Written Notice (PWN) Procedures

Reviewed the revised procedures. General consensus that this will be the prototype for all districts in the Co-op, subject to training and formal adoption at the December meeting, or January meeting if the December meeting is canceled. The Board members in attendance agreed to a meeting on January 9, 2019, from 2-4 PM, at the Stevensville Middle School. Each district will send their Special Education teachers, secretarial support and principals based on their availability. Because Stevensville is currently using the revised procedures, they will send only 1-2 of their teachers and Moore also recommended that Glenda Kearney as she has led this process for Stevensville. Miller will invite all BVEC staff.

8. Adjourn

Scully adjourned the meeting at 10:43.

Trustee Signature

Clerk Signature