

**BITTERROOT VALLEY EDUCATION COOPERATIVE
MANAGEMENT BOARD**

Tuesday, January 28, 2020
9:00 a.m. – Cooperative Office

Minutes - DRAFT

1. **Call to Order** – Moore assuming role of Board Chair in Stiegler’s absence. Moore called meeting to order at 9:11 AM. In attendance: Board Members Johnston, Scully, Pearson, Moore. Also attending: Miller, Reynolds, Wood, Hughes and Tucker (by phone).
2. **Introduce Staff Representative** - Wendi Wood, Physical Therapist all co-op sites.
3. **Consent Agenda** – motion to approve, second by Pearson. Motion carries 4-0.
 - A. Minutes
 - B. Warrants
 - C. Financial Report
 - D. New Hires
 - E. Resignations
 - F. Next Meeting – February 25, 2020
4. **Public Comment** – Wendi Wood spoke to the increased number of special needs students in the Preschool. She mentioned how this was great because they like to see the kids early before they get into kindergarten, but it also creates a lot of additional work. Wendi also mentioned the Preschool teacher is doing a good job and they have a good support team.
5. **Correspondence – letter of appreciation** – reviewed the content of the letters. Johnston mentioned his appreciation for this process and his plans to “steal” the idea.
 - a. Paula Lampi, School Psychologist, Stevensville
 - b. Sherry Williams, Stevensville HS Counselor
 - c. Kathleen Braverman, Stevensville HS Teacher
 - d. Steve Zieglowsky, Mental Health Clinical Supervisor
 - e. Therese Athman, Speech-Language Pathologist, Darby
 - f. Angela Pell, CSCT Therapist, Stevensville
6. **Board Action**
 - A. **Assistant Business Manager/IT Administrator Job Description** – motion to approve by Scully, second by Pearson. No discussion. Motion carries 4-0.
 - B. **Business Manager – contract days reduction amendment** – motion to approve by Johnston, second by Scully. No discussion. Motions carries 4-0.

7. Information and Discussion

- A. CPI Training** - Discussion with Kendra Tucker, trainer. She believes there is a need for principals to attend at least one CPI training. There can be a disconnect between training staff receive and how an administrator might respond when arriving on the scene to help. Kendra specifically mentioned seeing this between Special Education teachers and their para's.

Moore would like to roll back through his staff, would like to think about this and keep it on the table for further discussion. He sees some pushback coming due to the amount of work the staff already has on their plate.

- B. CSCT 90 Day Financial Report and Sign off** – reviewed and approved by attending Board members.

- C. Preliminary discussion regarding possible CSCT services for another school district** - Miller discussed that we have had a request from a district and that we are reviewing the feasibility of providing services, but don't have all of the information yet. Asked if the Board had any input on offering these services.

Johnston asked about concerns with the applicant pool. Miller explained this hasn't been an issue as our organization has a good reputation which a recruiting benefit.

Moore has concerns about the additional administrative time and expense. He also has concerns about existing employees that might want to change sites if they live closer to the other district when teams are working well in Stevensville and we've already had movement in the high school.

This will be added to a future Board agenda once the financial review is complete.

- D. Letter from Dr. Mike Merzenich re: Stronger Brains Program** - Miller explained Dr. Merzenich would like to send a letter to each Superintendent. Dr. Merzenich asks that each Superintendent review and respond. He would like at least one school to participate next school year.

Superintendents explained they have seen the program and have responded in the past with their concerns over the additional time required of their staff, funding for participating both now and in the future, etc. Superintendents will reply when the letters are received.

- E. District Policies or procedures on cell phone use during work** – Scully believes they adopted the MASBO policy, but not sure. Moore said they did not adopt MASBO policy, but they did adopt a policy that is in their Staff handbook on the Stevi website.

F. August 2020 PIR day for MTSS refresher training - Would districts be interested in coordinating an August PIR day for national level presenter for school-wide intervention systems (RTI/MBI)? Superintendents replied they couldn't answer at this time and doubt they can do this because of construction in Florence and Stevensville and the fact that all co-op districts are not on the same calendar.

8. Director Evaluation – Scully motion to approve as written, second by Johnston. Motion carried 4-0.

9. Adjourn – Moore adjourned meeting at 10:13 AM.