

**BITTERROOT VALLEY EDUCATION COOPERATIVE
MANAGEMENT BOARD**

Thursday, August 20, 2020

9:00 am

Zoom Meeting

MINUTES - FINAL

1. **Call to Order** – Board Chair, Moore, called the meeting to order at 9:14. Board members in attendance: Moore, Pearson and Rayburn. BVEC administrative staff in attendance: Rammell, Hughes and Zieglowsky. Other BVEC staff in attendance: Karen Gideon, Michelle Brushia, Erin Bauer and Kathy Molesh.
2. **Consent Agenda** – Approved.
 - A. Minutes
 - B. Warrants
 - C. Resignations
 1. none
 - D. New Hires
 1. See under Board Action
 - E. Next Meeting – September 22, 2020
3. **Public Comment** – None.
4. **Correspondence**
 - A. Request for Leave of Absence. See under Board Action
5. **Board Action**
 - A. **Classified Staff Agreement for IT Coordinator for BVEC**

Due to personnel resignation in June 2020, the cooperative has been without technology support. Alice Bratches is able to fulfill this vacant, part-time position for the cooperative. Duties as assigned and will include technology inventory, maintenance, troubleshooting and installment of new components. Recommendation to hire Alice Bratches as BVEC IT Coordinator.

Motion to approve as recommended by Rayburn, second by Pearson. Discussion: Moore asked what the FTE would be. Rammell explained the work agreement was for a maximum of 400 hours, dollars lower than budget. Reynolds stated it was .2 FTE. Moore also discussed the ongoing issues with maintaining ADA compliancy with website and the issues Stevensville Schools have encountered. He recommended we monitor this closely. Moore called for the vote; motion carries unanimously 3-0.

B. MOA for CSCT

In the event of potential school closures due to the pandemic, the proposed MOA will take immediate effect. The proposed MOA seeks to reduce financial impact of significant limitations to face-to-face access to students by immediately switching CSCT staff from salary to hourly pay. If necessary to furlough staff during pandemic, BVEC administration can make exceptions to recall order to properly align staff with districts to address continuity student mental health care. To support implementation of the components, all salaried CSCT staff will be on the 10-month salary schedule option for the 2020-2021 contract year. Recommendation to approve Proposed MOA for CSCT.

Motion to approve as recommended by Rayburn. Second by Pearson.

Discussion: Moore asked if the MOA had been approved by Bea Kaleva. Rammell confirmed it had been. Moore called for the vote; motion carried 3-0.

C. Revision of Title IX Policies

New regulations set minimum requirements for Title IX compliance. State and local law is requiring additional responsibilities related to cooperative's response to sexual harassment allegations. Regulations mandate when and how cooperative responds to allegations. Recommendation to approve Title IX Policy Revisions.

Motion to approve as recommended by Rayburn, second by Pearson. No Discussion. Motion passes 3-0.

D. Leave of Absence Request

Speech and Language Pathologist, Erin Bauer, requested a reduction in FTE from 1.0 to 0.5 FTE in combination with a request that the 0.5 FTE be assigned as a Telecommute position to provide speech teletherapy. The request was not an ADA request, but a personal request so was therefore denied.

Subsequently, Erin has requested a Leave of Absence for the 2020-2021 school year. To prevent an interruption in student services, this could be granted contingent only upon securing a replacement to cover the 1.0 FTE SLP position that Erin has been assigned per the 2020-2021 contract. Recommendation to Approve Leave of Absence Contingent upon securing replacement.

Motion to approve by Rayburn, second by Pearson. Discussion: Rammell explained she had spoken to Kaleva regarding the request and Kaleva confirmed the Leave could be contingent upon securing a replacement, but it should have an end date. Moore agreed it should have an end date. Rayburn confirmed that if a replacement had not been found by the end date, the leave of absence would be withdrawn. Moore confirmed that was his understanding also.

Moore asked what the probability of finding a replacement at this time were. Rammell stated she had spoken to the Missoula Cooperative and they had been unable to fill a position that had been open several months. Rammell also explained the option of hiring an aide versus a licensed therapist. If schools close due to COVID 19, an aide cannot provide telehealth services. Moore replied most schools expect to have closures due to COVID 19 and therefore an aide would not be an acceptable replacement.

Karen Gideon asked if we could explore other options such as 3rd party providers. She also spoke to Erin's value as a Speech Therapist. Bob concurred with Erin's value and not wanting to lose her as an employee and restated that in the event of closures and aide would not be an acceptable replacement. Moore asked Rammell to evaluate other options.

Erin stated she loves her job and loves working for the co-op, but this past spring after school closures was difficult for her family as she tried to provide telehealth service and take care of her children.

Zieglowsky mentioned discussions he and Hughes have had about options for quality child-care as we have other employees that may face the same issues Erin has had if schools do have close. Moore agreed that schools and co-op are going to have to explore and consider options like this. Molesh offered to give up her one day at Stevensville schools this year to help fund a replacement. Moore thanked her but asked comments be related to the motion as recommended.

Rayburn restated his motion to approve as recommended with a deadline of October 15, 2020 to find a replacement to fill the position, with Bauer providing services until then.

Moore called for the vote; Rayburns motion to approve carries 3-0.

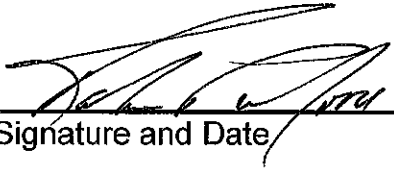
6. Information and Discussion

A. 90 Day CSCT Financial Report and Sign Off – Reviewed the final 2019-20 CSCT financial report. Hughes spoke to the fact that the 2019 summer programs enable us to finish the year with a small net gain, but we would not have that for 2020-21 since we had very limited summer programs in 2020. Hughes also stated that had we not made the decisions to furlough staff when we did, we would not have had the small net gain. Reynolds explained the Medicaid repayments for the employee issue we had in Hamilton were included in the financial analysis.

B. PPE availability for BVEC staff – Rammell asked for contact points at each District for PPE clarify what schools were providing, is it he Superintendent?

Rayburn explained that Florence would not be providing plastic dividers as they are not effective after 15 minutes. Florence will be providing face shields, as per county they would not be using bottoms up face shields. Florence will also provide face masks, but masks with transparent mouth. Moore stated Stevensville will be providing face shields and face masks. Pearson stated Victor will provide face shields and face masks, but no plastic dividers because they are ineffective after 15 minutes. Erin stated that many of the speech services provided were for less than 15 minutes so dividers could be helpful. Rammell restated that the co-op had purchased a divider for each Speech Therapist.

7. Adjourn – Moore adjourned the meeting at 9:47.



9-20-2020

Board Chair Signature and Date



9/22/20

Board Clerk Signature and Date