

**BITTERROOT VALLEY EDUCATION COOPERATIVE
MANAGEMENT BOARD**

Tuesday, October 23, 2018
9:00 a.m. – Cooperative Office

MINUTES

1. Call to Order

Bob Moore called the meeting to order at 9:24. In attendance: Bob Moore, Lance Pearson, Dan Johnston, Bud Scully, Tim Miller, and Jill Reynolds.

2. Introduce Staff Representative

Lindsay Davis

3. Consent Agenda

A. Minutes – July 2018

B. Warrants – July 2018, August 2018, September 2018, October 2018

C. Financial Report – September 2018

D. New Hires –

1. Alison Cluff – Preschool Paraeducator

2. Sue Forest – Preschool Paraeducator

E. Resignations

1. Maggie Nelson, Business Manager

F. Employee Separation

1. Charlee Kellough, Preschool Paraeducator

G. Next Meeting – November 27, 2018 at 9:00 AM

4. Public Comment

Lindsay Davis talked about the change at Lone Rock from CSCT Services to Outpatient Therapy. Her current caseload is approximately ten (10) which allows her to provide the same level of classroom support they had as a CSCT team. As her caseload grows this could be an issue. Lindsay believes she could potentially have a caseload of eighteen (18).

5. Correspondence

Letters of appreciation to the Florence Secondary CSCT team, Mollie Devlin-McKay and Michelle Welch, for their summer program.

6. Board Action

A. Appoint Jill Reynolds as Business Manager/Clerk of the Board. Bob Moore motioned to approve Jill Reynolds as Business Manager/Clerk of the Board and to increase her pay from \$24.74 an hour to \$26.85 an hour. The Directors plan is to contract out IT and hire part-time administrative assistant to help as needed or possibly reconstitute the business manager/associate business manager model. Lance Pearson seconded; motion carries, 4-0.

B. Policy Revision 4.24 – Second reading

Tim Miller reviewed the policy with changes to fractional leave. Bob Moore motioned to approved second reading of policy 4.24, Lance Pearson seconded. Motion carries, 4-0.

C. Proposal to Expend \$16,500 of Surplus Medicaid/Insurance Revenue

Miller reviewed summary plan to share \$16,500 of the \$50,000 2017-18 CSCT surplus with CSCT teams. \$13,500 in stipends to each member of CSCT team and \$3,000 for a Wellness Stipend for CSCT members. Bud Scully recommended amending the proposal and offering the Wellness Stipend to all BVEC employees, not just CSCT teams. Bob Moore motioned to approve the amended proposal. Pearson seconded the motion. Motion carries, 4-0.

D. MTSBA Contingent Ballot for Annual Membership Meeting.

MTSBA had enough members at their meeting on October 19, 2018, no need to review and vote on ballot issues.

E. Director's Contract

Approve three-year contract. Moore motioned to approve, Pearson seconded. Motion carries, 4-0.

7. Information and Discussion

A. FY 17 Financial Audit – copy of audit emailed to board 10-22-18. Scully asked if anyone had any questions regarding the audit or the findings. There were no questions.

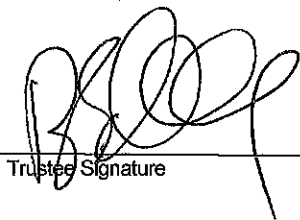
B. District Wide System for Teachers to Implement Student Accommodations - Miller discussed the new model put in place in Stevensville this school year where all teachers met on one of their PIR days and reviewed IEP and 504 accommodations, all teachers signed they had seen the accommodations and left with copies of the accommodations. Miller recommended all districts use this model and asked that he be invited to the meetings. Bob Moore also offered Glenda as a resource for teachers and secretaries in other districts.

C. Legal Update: Ensure Principals Know Behavior Intervention Plans - Miller reviewed the summary sent to principals and special education case managers.

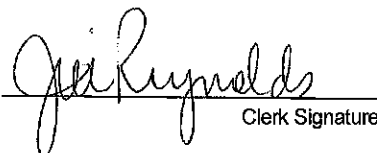
D. MTSS Leadership Luncheon – Miller reviewed the flyer that was sent to principals regarding the MTSS luncheon on October 25. We hope to get good participation from principals!

8. Adjourn

Moore adjourned the meeting at 10:26.



Trustee Signature



Clerk Signature