

BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Tuesday, February 27, 2024
9:00 a.m. – Cooperative Office

<https://us02web.zoom.us/j/88588018775?pwd=T09JS2lpaFVLQkpKbXFDakNPZmdEQT09>

Meeting ID: 885 8801 8775

Passcode: 126009

AGENDA

1. **Call to Order**
2. **Introduce Staff Representative**-Karen Gideon, BVEC Speech Language Pathologist
3. **Consent Agenda**
 - A. Minutes
 - B. Warrants
 - C. Financial Report
 - D. Resignations
 - a. Brynn DuBose, CSCT Mental Health Therapist, Florence Elementary
 - E. New Hires
 - a. Spencer McCarthy, CSCT Behavioral Consultant, Florence Secondary
 - F. Next Meeting: TBD
4. **Public Comment-**
5. **Correspondence/Communications-**
 - A. Request from Association to open bargaining (attached)
6. **Board Action-** None
7. **Information and Discussion**
 - A. Collective Bargaining
 - B. CSCT
 - C. Tuition Levy
 - D. March Board Meeting Date
8. **Adjourn**

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
11865		101541 BITTERROOT LAUNDRY & CLEANERS	156.82						
		MAT RENTAL Jan & Feb 2024							
2		140417 01/11/24 MAT RENTAL Jan 2024	29.04		115 12 456-2600		430	777	
3		141822 02/08/24 MAT RENTAL Feb 2024	29.04		115 12 456-2600		430	777	
4		140418 01/11/24 PS MAT Rental Jan 2024	49.37		115 1 456-2600		430	777	
5		141823 02/08/24 PS MAT Rental Feb 2024	49.37		115 1 456-2600		430	777	
11860		101514 Blue Cross Blue Shield of Montana	66.36						
		Repay BCBS of MT for student whose HMK coverage had lapsed, they paid us in error							
1		402496501 01/25/24 repay payment error	66.36		115 8 160-2144		800	3	
11864		101347 BMO FINANCIAL GROUP	3,633.79						
		PCard transactions January 2024							
2		Preschool Supplies	86.71*		115 1 456-1000		610	777	
3		Preschool Supplies	0.21*		115 1 757-1000		610	757	
4		Speech Supplies	79.20*		115 3 456-2150		610	777	
5		Speech ASHA and Lic Renewal	473.00*		115 3 456-2150		810	777	
9		Darby Ele CSCT	78.31		115 31 160-2144		610	3	
12		Florence Ele CSCT	103.64		115 33 160-2144		610	3	
13		License Renewal RMoresi	298.00		115 34 160-2144		810	3	
36		Director Cell Phone	52.39		115 9 456-2490		530	777	
39		Internet	169.98*		115 12 456-2500		531	777	
40		Offsite Storage CSCT	75.00		115 8 160-2144		451	3	
41		Office Solutions - copier copi	49.35		115 12 456-2500		550	777	
42		Granite Technologies Phone	202.67*		115 12 456-2500		531	777	
43		Adobe Subscription	12.99		115 12 456-2500		681	777	
48		offsiite storage BVEC	75.00		115 12 456-2600		451	777	
51		Preschool Cleaning	525.00*		115 1 456-1000		430	777	
52		BVEC office cleaining	90.00		115 12 456-2600		430	777	
55		office supplies	126.09*		115 12 456-2500		610	777	
56		Toner/Drum - Director	159.97*		115 12 456-2500		610	777	
57		GoDaddy renewal	44.34		115 12 456-2500		535	777	
62		AG - PESI DVD for training	99.99		115 8 160-2144		581	3	
64		ZOOM Subscription	82.95*		115 8 160-2144		681	3	
65		Amazon Web Svcs-Big Sistah	208.58		115 8 160-2144		535	3	
67		School Psych Protocols	312.50*		115 2 456-2140		610	777	
68		OTPT Supplies	84.53*		115 4 456-2160		610	777	
69		Director-lunch for MAEC meetin	61.00		115 9 456-2490		582	777	
70		Coffee Cards-Employee Bdays	50.00*		115 12 456-2316		610	777	
71		Postage for W2s	32.39		115 12 456-2500		532	777	

02/12/24
09:51:46

BITTERROOT VALLEY SPECIAL ED COOP
Claim Approval List
For the Accounting Period: 2/24

Page: 2 of 3
Report ID: AP100

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
11867	100884 Criminal Records Section	60.00						
	background check for CSCT SM, Sp ED LB							
2	04/20/23 FINGERPRINT LB/SM	60.00*		115 12 456-2500		545	777	
11856	90 DARBY PUBLIC SCHOOL	12,731.34						
	Match Reimbursement 2024 February							
1	02/01/24 Match Reimbursement 2/24	12,731.34		115 8 160-2144		800	3	
11866	101164 ELIZABETH A. KALEVA, P.C.	500.00						
	Back to Basics:Special Education Training with MM 1/23/24 and 2/8/24							
1	6912 02/08/24 Training Special Education	500.00*		115 12 456-2500		581	777	
11857	134 FLORENCE-CARLTON SCHOOL	8,181.09						
	Match Reimbursement 2024 February							
1	02/01/24 Match Reimbursement 2/24	8,181.09		115 8 160-2144		800	3	
11861	101502 K&A Electrical Services, LLC	198.50						
	Add outlet to copy room for microwave and other appliances							
1	1071 01/28/24 additional outlet in copy room	198.50		115 12 456-2600		440	777	
11854	101394 KIRK L. CREWS, M.D.	626.00						
	CSCT Medical Director 23-24							
1	02/01/24 Medical Director Feb 2024	626.00		115 8 160-2144		330	99	
11855	101398 MAJESTIC BUS SERVICE, INC	5,405.87						
	ROUTE TRANSPORTATION COSTS 2024 February							
1	9741 02/01/24 PS Transportation Feb 24	5,388.97		110 1 280-2700		513		
2	9748 Fuel Surcharge	16.90		110 1 280-2700		513		
	*** Claim from another period (8/23) ****							
11755	101545 MICHELLE BRUSHIA	11.00						
	Lunch per diem 8/16/23							
1	08/22/23 lunch per diem 8/16/23	11.00		115 31 160-2144		581	3	
11862	245 MONTANA MEDICAL LEGAL PANEL	133.00						
	2024 MT MEDICAL LEGAL PANEL ASSESSMENT COSTS							
1	1071 01/31/24 MT LEGAL PANEL COSTS 2024	133.00		115 8 160-2144		810	3	

02/12/24
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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
11863	100881 MONTANA SCHOOL BOARDS ASSOCIATION	852.00					
	MTSBA Membership Renewal for 2024-25						
1	01/22/24 2024-25 MTSBA DUES	852.00		115 12 456-2500		810	777
11852	100872 NORTHWESTERN ENERGY	305.13					
6	02/01/24 ELECTRICITY	125.77		115 12 456-2600		412	777
8	GAS	146.68		115 12 456-2600		411	777
10	TAXES	32.68		115 12 456-2600		412	777
11858	359 STEVENSVILLE PUBLIC SCHOOLS	9,550.45					
	Match Reimbursement February 2024						
1	02/01/24 Match Reimbursement 2/24	9,550.45		115 8 160-2144		800	3
11853	395 TOWN OF STEVENSVILLE	83.44					
1	02/01/24 Water	14.88*		115 12 456-2600		421	777
3	WATER BOND	16.39*		115 12 456-2600		421	777
5	SEWER	31.87*		115 12 456-2600		421	777
7	SEWER BOND	20.30*		115 12 456-2600		421	777
11859	404 VICTOR PUBLIC SCHOOLS	8,869.23					
	Match Reimbursement 2024 February						
1	02/01/24 Match Reimbursement 2/24	8,869.23		115 8 160-2144		800	3
	# of Claims 17	Total: 51,364.02	# of Vendors 17				

Mental Health Update - Board Copy

January, 2024

Team	Actual Expenditures for January, 2024	January, 2024 Actual Revenue	Month Over/(Under)	Actual Expenditures Year to Date	Actual YTD Revenue	YTD Over/(Under)	Comments
Darby Elementary	20,473	30,938	10,465	119,667	150,214	30,548	New BC, now 3 person team
Darby Secondary	12,996	5,740	(7,256)	88,604	67,102	(21,502)	open BC position
Darby Schools	\$ 33,469	\$ 36,678	\$ 3,209	\$ 208,271	\$ 217,317	\$ 9,046	
Florence Elementary	15,907	18,680	2,773	90,568	101,863	11,294	
Florence Secondary	12,805	6,421	(6,384)	72,174	46,790	(25,384)	Open BC position
Florence Schools	\$ 28,712	\$ 25,101	\$ (3,611)	\$ 162,743	\$ 148,653	\$ (14,090)	
Lone Rock	\$ 10,347	\$ 354	\$ (9,993)	\$ 59,389	\$ 9,619	\$ (49,770)	Open MHT position; LD working 1 day/week
Stevensville Elementary	16,057	15,275	(783)	97,169	83,683	(13,486)	
Stevensville Secondary	19,024	16,928	(2,096)	107,061	112,711	5,650	3 Person team
Stevensville Schools	\$ 35,081	\$ 32,203	\$ (2,878)	\$ 204,230	\$ 196,394	\$ (7,836)	
Victor Elementary	17,074	16,928	(146)	95,145	87,014	(8,131)	
Victor Secondary	15,728	17,415	1,687	88,580	70,185	(18,396)	
Victor Schools	\$ 32,801	\$ 34,343	\$ 1,542	\$ 183,725	\$ 157,199	\$ (26,527)	
Total	\$ 140,410	\$ 128,679	\$ (11,731)	\$ 818,357	\$ 729,181	\$ (89,176)	

Team	Total Students	Medicaid	HMK	Private Insurance	Self Pay/Slicing Fee	Date	Superintendent Signature	% Medicaid
Darby Elementary	25	20	1	2	2			80%
Darby Secondary	20	12		3	5			60%
Darby Schools	45	32	1	5	7			71%
Florence Elementary	18	12		5	1			67%
Florence Secondary	17	10	1	4	2			59%
Florence Schools	35	22	1	9	3			63%
Lone Rock	12	6	1	4	1			50%
Stevensville Elementary	17	14	1	1	1			82%
Stevensville Secondary	23	14	3	3	3			61%
Stevensville Schools	40	28	4	4	4			70%
Victor Elementary	18	13	3		2			72%
Victor Secondary	21	14	1	3	3			67%
Victor Schools	39	27	4	3	5			69%
Total	171	115	11	25	20			67%

Date

Director Signature

Date

Mental Health Program Manager Signature

BVEC Monthly Finance Review

January, 2024

% Year 50%

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 110 Transportation					
Beginning Reserve	\$ 10,410				
Revenue	\$ 26,671	\$ 53,324	(26,653)		
Expenditures	\$ 27,435	\$ 53,324	25,889	51%	
Gain/Loss	\$ (764)	-	\$ (764)		Using \$1500 or reserves this year to reduce reserves and alleviate costs to districts
Ending Reserve	\$ 9,646				

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 114 Retirement					
Beginning Reserve	\$ 92,223				
Revenue	\$ 176,914	\$ 296,397	(119,483)		
Expenditures	\$ 83,174	\$ 296,397	213,223	28%	
Gain/Loss	\$ 93,740	-	\$ 93,740		
Ending Reserve	\$ 185,963				

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 115 Mental Health					
Beginning Reserve	\$ 638,471				
Revenue	\$ 710,445	\$ 1,923,128	(1,212,683)		
Match Reimbursements	\$ 226,683	\$ 557,707	331,024		
Expenditures	\$ 584,174	\$ 1,308,223	724,049	45%	
Gain/Loss	\$ (100,412)	\$ 57,198	\$ (157,610)		
Ending Reserve	\$ 538,059				

BVEC Monthly Finance Review

January, 2024

% Year 50%

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 115 Special Education					
Beginning Reserve	\$ 274,583				
Carry Over	\$ 178,317				
Revenue	\$ 404,391	831,498	(427,107)		
IDEA Allocations to Districts	\$ 248,787	497,574	248,787		
Expenditures	\$ 172,052	300,770	128,718	57%	% higher because admin staff pay began July
Gain/Loss	\$ (16,448)	\$ 33,154	\$ (49,602)		
Ending Reserve	\$ 246,455				

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 115 Preschool					
Beginning Reserve	\$ -				
Carry Over	\$ 316	316			
Revenue	\$ 19,167	29,336	(10,169)		
IDEA Allocation to Darby	\$ 3,393	6,786	3,393		
Expenditures	\$ 27,453	22,550	(4,903)	122%	will move excess expenditures to Fund 182
Gain/Loss	\$ (11,679)	\$ -	\$ (11,679)		
Ending Reserve	\$ -				

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 182 Special Education					
Beginning Reserve	\$ 414,829				
Revenue	\$ 671,743	794,294	(122,551)		
Expenditures	\$ 442,483	896,264	453,781	49%	
Gain/Loss	\$ 229,260	\$ (101,970)	\$ 331,230		
Ending Reserve	\$ 644,089				Timing, will decline over balance of year.

February 19, 2024

Bitterroot Valley Education Cooperative
P.O. Box 187
Stevensville, MT 59870

RE: Bargaining Opener

Dear Jenny Rammell:

This is to notify the Bitterroot Valley Education Cooperative (BVEC) of our intent to open the bargaining process. The Bitterroot Cooperative Employee Bargaining Unit wishes to negotiate a successor agreement to the current collective bargaining agreement, which remains in effect until June 30, 2024.

We are requesting the following information:

- Current CBA employee placement on the salary schedules, including FTE and number of years with the cooperative
- BVEC Budget

We look forward to meeting with you and the administrative team to update the CBA. We hope to generate some creative and positive changes to help with recruitment and retention efforts and to continue to make working for the BVEC a desirable experience.

We would be happy to collaborate in selecting mutually-agreeable dates and times for scheduling bargaining meetings. Please let us know some options that work for you.

Thank you for your prompt attention and consideration.

Sincerely,

Cami Hildebrand

Cami Hildebrand, President Bitterroot Cooperative Employee Bargaining Unit

Cc: Melanie Carlson
Robert DoBell

Para Data Analysis - January 2024

District	Para's Serving K-8	Para's Serving High School	Total Paras	Sped Teachers Serving K-8	Sped Teachers Serving HS	Total Spec. Ed Teachers	Child Count K-8	Child Count High School	Total Child Count	Enrollment K-8	Enrollment High School	District Enrollment
Darby	6.5	3.5	10.0	2.50	1.50	4.0	50	20	70.0	226	107	333
Florence-Carlton	11.0	4.0	15.0	3.00	2.00	5.0	67	31	98.0	526	264	790
Lone Rock	7.0	7.0	14.0	2.00	2.00	4.0	42	-	42.0	254	-	254
Stevensville	11.0	6.0	17.0	4.00	1.50	5.5	91	55	146.0	649	341	990
Victor	3.0	3.0	6.0	0.50	0.50	1.0	32	17	49.0	164	77	241
Total/Average	38.5	16.5	55.0	12.00	5.50	17.5	282	123	405	1,819	789	2,608
State Totals									21,112			150,573

District	K-8 Paras % of Ttl Paras	High School Paras % of Ttl Paras	Total % Paras	K-8 Paras to K-8 Spec Ed Teachers	HS Paras to HS Spec Ed Teachers	Ttl Paras to Spec. Ed Teachers	K-8 Child Count to K-8 Paras	HS Child Count to HS Paras	Child Count to Ttl Paras	K-8 Enrollment to K-8 Paras	HS Enrollment to HS Paras	District Enrollment to Ttl Paras
Darby	65.0%	35.0%	100.0%	2.6	2.3	2.5	7.7	5.7	7.0	34.8	30.6	33.3
Florence-Carlton	73.3%	26.7%	100.0%	3.7	2.0	3.0	6.1	7.8	6.5	47.8	66.0	52.7
Lone Rock	100.0%	0.0%	100.0%	3.5	0.0	3.5	6.0	0.0	6.0	36.3	0.0	36.3
Stevensville	64.7%	35.3%	100.0%	2.8	4.0	3.1	8.3	9.2	8.6	59.0	56.8	58.2
Victor	50.0%	50.0%	100.0%	6.0	6.0	6.0	10.7	5.7	8.2	54.7	25.7	40.2
Total/Average	70.0%	30.0%	100.0%	3.2	3.0	3.1	7.3	7.5	7.4	47.2	47.8	47.4

District	K-8 Child Count to K-8 Spec Ed Teachers	HS Child Count to HS Special Ed Teachers	Ttl Child Count to Ttl Spec Ed Teachers	K-8 Child Count % of District Enrollment	HS Child Count % of HS District Enrollment	Ttl Child Count % of Ttl District Enrollment	K-8 Enrollment to K-8 Special Ed. Teachers	HS Enrollment to HS Special Ed. Teachers	District Enrollment to Ttl Special Ed. Teachers
Darby	20.0	13.3	17.5	22.1%	18.7%	21.0%	90.4	71.3	83.3
Florence-Carlton	22.3	15.5	19.6	12.7%	11.7%	12.4%	175.3	132.0	158.0
Lone Rock	21.0	0.0	21.0	16.5%	0.0%	16.5%	127.0	0.0	127.0
Stevensville	22.8	36.7	26.5	14.0%	16.1%	14.7%	162.3	227.3	180.0
Victor	64.0	34.0	49.0	19.5%	22.1%	20.3%	328.0	154.0	241.0
Total/Average	23.5	22.4	23.1	15.5%	15.6%	15.5%	151.6	143.5	149.0
State Average						14.0%			

	ANB Enrollment	Sp Ed Count	% Sp Ed	Co-op % of State County
State 22-23	150,573	21,112	14.0%	1.9%
Ravalli County 22-23	5,600	778	13.9%	52.1%
BVEC Co-op 22-23	2,608	405	15.5%	

Data Source:
 Para's School Districts
 Sp Ed Teachers School Districts via BVEC Special Education Directory
 Child Count/ANB Enrollment GEMS-OP1