

**BITTERROOT VALLEY EDUCATION COOPERATIVE  
MANAGEMENT BOARD**

**Tuesday, January 25, 2022  
9:00 a.m. – Cooperative Office/Zoom**

**MINUTES – DRAFT**

**1. Call to Order** – Dr. DoBell called the meeting to order at 9:09 AM. Board Members in attendance: Dr. DoBell, Mr. Rayburn and Mr. Toynbee. Board members not in attendance: Ms. Woodard, Dr. Moore. BVEC admin staff: Ms. Rammell and Mr. Hughes. Staff representative: Wendy Wanner. Board Clerk: Jill Reynolds.

**2. Introduce Staff Representative-Wendy Wanner, School Psychologist, Lone Rock, Victor, Darby**

Dr. DoBell spoke to the great job Ms. Wanner is doing at Lone Rock and thanked her for her work. Ms. Wanner spoke to how busy this year has been, the number of new students, and how busy the Special Education staff feels.

**3. Consent Agenda** – Removed item D. Resignations as they were part of 6. Board Actions. Motion to approve consent agenda by Mr. Rayburn, second by Mr. Toynbee. Motion carries 3-0.

A. Minutes

B. Warrants

C. Financial Report

~~D. Resignations~~

~~1. Terran Brown, CSCT Mental Health Therapist, Stevensville~~

~~2. Leah Jessop, CSCT Behavior Consultant, Victor Secondary~~

D. New Hires

1. Alyssa Myhre, Occupational Therapist FTE .6

2. Michelle Parisi, Preschool Paraprofessional

3. Lisa Osborn, Preschool Paraprofessional

E. Next Meeting – Tuesday, February 22, 2022, at 9:00 am

**4. Public Comment** – None.

**5. Correspondence** – None.

**6. Board Action**

**A. Resignation-Terran Brown CSCT Mental Health Therapist, Stevensville Elementary**

Ms. Rammell explained the resignation is due to family medical situation. Resignation effective February 4, 2022. Mr. Rayburn made a motion to approve the recommendation to accept the resignation and waive the early resignation penalty. Dr. DoBell seconded the motion. Motion carries 3-0.

**B. Resignation-Leah Jessop CSCT Behavior Consultant, Victor Secondary**

Ms. Rammell explained the resignation is due to acceptance of a Mental Health Therapist position with another provider to work in Corvallis Schools. The resignation is effective February 10, 2022. Mr. Rayburn made the motion to approve the recommendation to accept the resignation and assess the early resignation penalty of \$500. Mr. Toyne seconded the motion. Motion carries 3-0.

**7. Information and Discussion**

**A. Financial Audit-Denning, Downey & Associates, P.C.** - Ms. Rammell explained the audit is under way and should be final by March 31, 2022.

**B. Matrix Committee** - Ms. Rammell updated the Board on the Employee Survey we had done to get all employees input on our salary matrices. The committee will meet Tuesday, 1/25/22, to review the survey results and determine if more meetings are needed.

**C. CSCT Informational Report** – Mr. Hughes updated everyone on the IGT MOUs that have been emailed to all Superintendents for their Board’s to sign. Signed MOUs are due back to Christine White at DPHHS by 2/11/22. Mr. Hughes asked the Superintendents to copy us on the emails when they return the MOUs to Ms. White. If signed MOUs are not returned by 2/11/22, BVEC will not receive reimbursement for January services until March. Mr. Hughes also explained he spoke with Ms. Kaleva on Monday to confirm the revised MOUs had been updated to reflect the correct effective date, updated references that had been made to outdated regulations, and to add a double indemnification clause to protect both the State and the School. There was discussion around the use of Fund 115 funds that include Medicaid dollars. At this time that is not allowed by OPI, but the question has been asked of CMS and we are waiting on their reply. There was discussion around the use of ESSER funds which OPI has denied. OPI is recommending ESSER funds be used to cover whatever other funds the district’s use to pay MATCH. Mr. Hughes reminded everyone of the call tomorrow with BVEC, our Districts, OPI and DPHHS and asked that Business Clerks be included. Mr. Hughes also reviewed the timeline for February: February 1, OPI sends out Match communications; February 15, District Match payments due to OPI; 3<sup>rd</sup> Tuesday of the month, DPHHS releases payments to BVEC for January services; Co-op issues payments for Match reimbursements to Districts.

**D. Director’s Evaluation** – Board went into to private session for the Director’s evaluation at 9:37.

**8. Adjourn** – Dr. DoBell adjourned the meeting at 9:58 AM.