

Bitterroot Valley Education Cooperative Management Board

Tuesday, June 24, 2025

10:00 AM-Cooperative Office

<https://us02web.zoom.us/j/81354819178?pwd=AbKUzvKPfYxOQr8NODmUs3SW44LX7t.1>

Meeting ID: 813 5481 9178

Passcode: 735019

AGENDA

1. Call to Order

2. Consent Agenda:

- A. Minutes
- B. Warrants
- C. Resignation-None
- D. New Hires-None
- E. Next Meeting: TBD

3. Public Comment-

4. Correspondence/Communication-none

5. Board Action-none

6. Information and Discussion

- A. Continuation of PT Services via Rock Creek Teletherapy 2025-26
- B. Summer Special Education Trainings
- C. Return to 15-Minute Unit Rate

7. Adjourn

step increases for staff which are also approximately 2%. Mr. Biesiot made a motion to approve the contract renewal for Ms. Gillespie as proposed. Mr. Fiske seconded the motion. Motion carries 4-0.

- E. **Contract Renewal-Jill Reynolds, BVEC Business Manager** – Ms. Rammell explained the current contract term for Ms. Reynolds is 209 days and \$55,500 per year. Ms. Rammell also explained that in comparison to other Cooperative Business Managers with the same number of contract days at \$72,000, Ms. Reynolds' pay is too low. In addition, Ms. Reynolds has additional tasks that the other Cooperative business managers do not have, such as Mental Health and Special education billing, maintaining two budgets, one for Special Education and one for Mental Health, managing facility maintenance, cleaning, and repairs, and managing maintenance of Cooperative vehicles. Ms. Rammell proposed a 7.9% increase, \$59,985, for 209 days. Mr. Fiske made a motion to renew Ms. Reynolds contract as proposed. Mr. Stiegler seconded the motion. Motion carried 4-0.
- F. **Contract Renewal-Jenny Rammell, Director** – Ms. Rammell explained that her current contract is for 235 days. Ms. Rammell proposes a 2% increase based on the staff increase of approximately 2%, same 235 days. Ms. Rammell also explained that in comparison to the Director at MAEC, with this increase her daily rate will be \$24 less than the MAEC director. Mr. Fiske made a motion to renew Ms. Rammell's contract as proposed. Mr. Stiegler seconded the motion. Motion carried 4-0.

6. Information and Discussion

- A. **CPI Training Schedule for 2025-26** – Ms. Hildebrand reviewed the CPI schedule that is based on the Cooperative district member calendars that are currently available, acknowledging some of those calendars are still preliminary. The current schedule is as follows:
 - a. Darby and Victor districts training will be August 12, 2025. The location is to be determined as well as how Ms. Hildebrand and Ms. Bauer will manage the training (together or separately).
 - b. Stevensville will be Renewal training only, ½ day, on August 13, 2025, location to be determined.
 - c. Florence, Lone Rock, and the BVEC Preschool will be on August 14, 2025. Mr. Fiske asked about the option of having Florence training on a Friday when they will not have school, possibly one of their PIR/PD days.

Ms. Hildebrand will be sending out the staff training list by district, if they are certified, if they need initial training or just renewal. There will be another class later in the year, Thursday MEA day for any staff unable to attend one of the classes listed above. It is possible there might be another one in January if needed.

There was group discussion on how to add other staff, such as students who will be working in Life Skills class in Victor, and what training is appropriate, if they should be included in training with staff, etc. Ms. Hildebrand is going to review the CPI materials she has to see if she can put together something appropriate for this type of situation.

- B. CSCT end of year transitions – Ms. Gillespie provided details of the plans for closing down sites that are leaving Mental Health services. Ms. Gillespie and Ms. Moresi will be at Stevensville Schools on June 9th and 10th. Mr. Thennis recommends they reach out to the school principals regarding access to the schools and offices. They will be in Victor on June 18th and 19th. Mr. Stiegler stated that they will all still be in school to help with access. They will be in Darby on June 16th and 17th and Mr. Biesiot agreed those dates would work. In addition, Ms. Gillespie and Ms. Moresi will be in the schools on the last days of school to conduct exit interviews with staff and gather laptops, monitors, printers, etc.

7. Adjourn – Mr. Thennis adjourned the meeting at 11:44 AM.

BOARD CHAIR SIGNATURE

DATE

BOARD CLERK SIGNATURE

DATE

06/10/25

12:19:31

BITTERROOT VALLEY SPECIAL ED COOP

Claim Approval List

For the Accounting Period: 6/25

Page: 1 of 3

Report ID: AP100

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
12205		101485 ALYSSA LARSON	47.25						
		Mileage Reimbursemennt for Jan-Jun 25							
1		Mileage Reimbursement jan-jun	47.25*		115 4 456-2160		581	777	
12198		101541 BITTERROOT LAUNDRY & CLEANERS	83.91						
		MAT RENTAL June 2025							
1		165492 06/05/25 PS MAT RENTAL Apr 25	52.83*		115 1 456-2600		430	777	
2		165491 Office mat rental Apr 25	31.08		115 12 456-2600		430	777	
12207		101347 BMO FINANCIAL GROUP	2,833.93						
		PCard transactions May 2025 035976							
2		Preschool supplies	41.50*		115 1 456-1000		610	777	
49		Speech Supplies	432.97*		115 3 456-2150		610	777	
50		Florence Ele CSCT	4.39		115 33 160-2144		610	3	
52		Florence HS CSCT	2.49		115 34 160-2144		610	3	
55		Stevi HS CSCT	97.76		115 44 160-2144		610	3	
76		Victor HS CSCT	7.99		115 46 160-2144		610	3	
78		Internet	240.00*		115 12 456-2500		531	777	
80		Office Solutions - copier	37.63*		115 12 456-2500		550	777	
87		offsiite storage BVEC	75.00*		115 12 456-2600		451	777	
121		Zoom Subscription	82.95*		115 8 160-2144		650	3	
125		PS Cleaning	550.00*		115 1 456-2600		430	777	
126		Office Cleaning	110.00*		115 12 456-2500		430	777	
136		Office Supplies	74.83		115 12 456-2500		610	777	
144		Iron Mtn Shredding	121.23*		115 12 456-2500		431	777	
145		Stamps	22.05		115 12 456-2500		532	777	
146		Toner for CH Florence	49.99*		115 2 456-2140		610	777	
147		Continued for Speech	594.00*		115 3 456-2150		581	777	
148		Office 365 License	7.59		115 12 456-2500		535	777	
149		Amazon Web Svcs-Big Sistah	237.92*		115 8 160-2144		535	3	
157		Office Supplies	3.68		115 12 456-2500		610	777	
159		Impala snow tire recycling	19.96*		115 12 456-2600		624	777	
12199		101547 CONNECTIONS TO COMMUNICATION	7,650.00						
		PT Services 38-40 of 40 2024-25							
1		165492 06/09/25 Speech Services 38-40	7,650.00*		115 3 280-2150		320	57	

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12188		90 DARBY PUBLIC SCHOOL	5,074.63						
		Match Reimbursement Jun 25							
1		06/01/25 Match Reimbursement 6/25	5,074.63		115 8 160-2144		800	3	
12189		134 FLORENCE-CARLTON SCHOOL	9,423.33						
		Match Reimbursement Jun 2025							
1		06/01/25 Match Reimbursement 6/25	9,423.33		115 8 160-2144		800	3	
12200		101588 GRANITE TECHNOLOGY SOLUTIONS	2,195.19						
		Office & Preschool Phones							
		Monthly IT Managed Services							
1		39418 06/05/25 monthly phone office/PS	199.19*		115 12 456-2500		531		
2		39022 05/31/25 monthly IT management	1,401.00*		115 12 456-2500		300		
3		39022 05/31/25 Virtual Server (ER) mgmt	175.00*		115 12 456-2500		300		
4		38816 05/20/25 Virtual server project labor	420.00*		115 12 456-2500		300		
12206		101593 HEIDI SCHNARR	9.82						
		PS supplies reimbursement							
1		04/16/25 PS supplies reimbursement	9.82*		115 1 456-1000		610	777	
12208		101529 JENNY RAMMELL	33.46						
		PS supplies							
1		06/02/25 PS supplies	33.46*		115 1 456-1000		610	777	
12201		101164 KALEVA LAW OFFICE	512.50						
		Legal Fees May							
		Sign on Bonus agreement and CPA, SM Personell issue; graduation for students							
		with IEP workshp							
1		8701 05/05/25 Legal Fees May 2025	412.50*		115 12 456-2500		330	777	
2		8701 04/30/25 Graduation Workshop	100.00*		115 9 456-2490		581	777	
12195		101394 KIRK L. CREWS, M.D.	639.00						
		CSCT Medical Director 24-25							
1		06/01/25 Medical Director Jun 2025	639.00*		115 8 160-2144		330	3	
12202		101515 NATUS	480.00						
		Audiometer Calibrations/Repair							
1		610009215 05/31/25 Audiometer Calibrations/Rep	480.00*		115 3 456-2150		300	777	

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12203	101582 PACIFIC SOURCE ADMINISTRATORS	50.00					
	Health Insurance Cobra Administration						
1	44168 06/01/25 Health Insurance Cobra Adminis	25.00		115 8 160-2144		260	3
2	Health Insurance Cobra Adminis	25.00		182 3 280-2150		260	
12204	101537 ROCK CREEK TELETHERAPY	2,193.73					
	PT Services May 25						
1	2196 PT Services May 2025	2,193.73*		115 4 280-2160		320	20
12190	359 STEVENSVILLE PUBLIC SCHOOLS	12,206.32					
	Match Reimbursement Jun 2025						
1	06/01/25 Match Reimbursement 6/25	12,206.32		115 8 160-2144		800	3
12194	395 TOWN OF STEVENSVILLE	115.00					
	Water and Sewage Dec 2024						
1	06/27/25 Water usage, bond, capital	29.25*		115 12 456-2600		421	777
2	Sewage usage, bond, capital	28.25*		115 12 456-2600		421	777
3	Water usage, bond, capital	29.25*		115 1 456-1000		421	777
4	Sewage usage, bond, capital	28.25*		115 1 456-1000		421	777
12191	404 VICTOR PUBLIC SCHOOLS	10,413.33					
	Match Reimbursement Jun 2025						
1	06/01/25 Match Reimbursement 6/25	10,413.33		115 8 160-2144		800	3
# of Claims 17		Total: 53,961.40	# of Vendors 17				