

# BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Tuesday, November 22, 2022  
9:00 a.m. – Cooperative Office

## MINUTES – DRAFT

1. **Call to Order** – Dr. DoBell called the meeting to order at 9:04 AM. Board Members in attendance: Dr. DoBell, Mr. Fiske, Ms. Woodard, Mr. Biesiot, Mr. Thennis. Others in attendance: BVEC Director, Jenny Rammell and Staff Representative Lindsay Davis. Board Clerk, Jill Reynolds.
2. **Introduce Staff Representative**-Lindsay Davis, Lone Rock Mental Health Therapist/BVEC Associate Clinical Supervisor.
3. **Consent Agenda** – Approved by unanimous consent.
  - A. Minutes
  - B. Warrants
  - C. Financial Report
  - D. Resignations
    1. None
  - E. New Hires-*\*All Employment contingent upon completion of satisfactory background check.*
    1. None
  - F. Next Meeting – January 24, 2023, 9 AM.
4. **Public Comment** – None.
5. **Correspondence/Communications**-None.
6. **Board Action**-None.
7. **Information and Discussion**
  - A. **Maintenance of Effort** – Ms. Rammell reviewed the MOE report for 2021-22 school year that was recently published by OPI. She will send the superintendents a copy of the report. Ms. Rammell explained that we did maintain MOE by exceeding dollars spent in the 2020-21 school year. Jill explained that MOE is a measurement of total dollars spent in program 280 (all funds) and it includes the Cooperative spending as well as all Cooperative School Districts. Most Districts Program 280 expenditures exceeded prior year, the exceptions being Victor, Darby, and the Cooperative. Victor and BVEC expenditures were less due to open positions. Jill will create a Program 280 expenditure file for monitoring expenses by District, Cooperative, and total that will be shared with the Board throughout the year.
  - B. **Monitoring Next Steps** – Ms. Rammell gave an update on the monitoring process. District files are arriving today in the BVEC office and the OPI monitoring team will be in the BVEC office Monday, 11/28/22 and Tuesday, 11/29/22. Wednesday is being reserved in case a third day is needed. Within ten days OPI will send letter to all Superintendents and copy Ms. Rammell that will show 1- FAPE was met or 2-issues with FAPE. The letter will also include

non-FAPE issues. Within thirty days OPI will notify Superintendents of corrective actions taken for FAPE related issues. Final OPI notification on FAPE related issues will be done by 1/9/23. Non-FAPE related issues will be sent out 2/23/23.

**Mr. Fiske** asked if lack of Special Education staff is considered acceptable response to FAPE issues. Ms. Rammell replied it would not be appropriate. Ms. Rammell explained that we will most like see things related to missing signatures or dates outside of guidelines. Ms. Rammell also explained OPI is looking at this as a way to acknowledge all of the good work being done by Special Education staff.

**C. BVEC Employee Appraisal Process** – Ms. Rammell explained the Cooperative process for annual employee appraisals. The process includes an employee self-assessment and goals, management assessment and goals, Ms. Rammell will also observe staff providing services, and District personnel are also asked for input. This year Ms. Rammell will have eleven performance appraisals, nine for Special Education service providers and two for preschool paras.

**D. Staffing Shortages in Special Education** – Ms. Rammell will identify the two states that are not having shortfalls in Special Education Staff and share with the Superintendents in case there is something we can learn from them. Ms. Rammell also explained she is thinking of ways to help Districts experiencing a lack of paras and case managers, possibly by adding additional FTE for School Psychologist to help with case management. National guidelines are one School Psychologist per 500 students. Our immediate area, which includes Missoula and Kalispell, are one School Psychologist per 800 students. Using the immediate area guideline, Florence District is basically right where they need to be. Stevensville needs additional School Psychologist. Ms. Rammell explained that adding School Psychologist in Stevensville and Lone Rock, it would then free up more time for existing School Psychologist in Victor/Darby. Ms. Rammell also explained she had been contacted by a graduate student interested in working for the Cooperative when she moves to the area. Dr. DoBell agreed this would be a good idea and the rest of the Board concurred. There was further discussion about other options such as incentivizing para's to further their education to get a degree, incentivizing staff by paying incentives for subbing classes during their prep period, and third-party consulting staff to work with Districts.

**8. Adjourn** – Dr. DoBell adjourned the meeting at 9:46 AM.