



## Management Council Regular Meeting Minutes

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Date: January 3, 2024  
Time: 8:30 a.m.  
Meeting called to order by: Dale Olinger, Board Chair

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The Management Council of the Missoula Area Education Cooperative met for a regular meeting in person with a virtual (Zoom link) option at the MAEC Conference Room located at 2825 Stockyard Rd, Suite i-2, Missoula, MT. All motions carried unanimously unless otherwise stated.

### ATTENDEES

Stacia Vaughn, Cooperative Director  
Dale Olinger, Superintendent, Lolo Schools  
Erin Lipkind, Missoula County Superintendent of Schools  
Jason Sargent, Superintendent, St. Ignatius School  
Jim Howard, Superintendent, Bonner School  
Logan Labbe, Superintendent, Superior School  
Rhonda Decker, Cooperative Business Manager

### ABSENT

### GUESTS

Sarah Schmill, Principal, Potomac School

### APPROVAL OF MINUTES

1. Logan Labbe moved to accept the Minutes of the December 6, 2023 Management Council meeting.  
Jason Sargent- Second.

### PUBLIC COMMENT

2. None

### CORRESPONDENCE

3. None

## **OLD BUSINESS**

4. None

## **NEW BUSINESS**

5. BUSINESS MANAGER'S REPORT: Information & Action
  - A. Rhonda Decker, Cooperative Business Manager, reported to the Board. Year to date expenditures through December were \$502,546.00.
  - B. Treasurer's Financial Statement Fund Balance for October was \$289,773.48. Logan Labbe moved to approve the Business Manager's report. Jim Howard- Second.
  - C. The Board approved the Business Manager to pay February claims and payroll.

## **PERSONNEL REPORT**

6. Stacia Vaughn recommended the temporary hire of Emily Brooke to assist school teams in completing IDEA evaluations and to assist districts' special education teachers by conducting academic achievement testing as needed. Sarah Schmill asked a question for clarification about Hannah Hall finishing the school year providing school psych support at Potomac, to which Ms. Vaughn explained that Ms. Hall will continue to work at Potomac through the remainder of the current school year. However, Ms. Hall's graduate school course schedule will change for winter and spring semester, thus it will be necessary to have Ms. Brooke assist with these duties as well on an intermittent basis. Erin Lipkind moved to approve the hiring of Emily Brooke for up to 100 hours. Logan Labbe- Second.

## **GRANTS/CONTRACTS**

7. None

## **POLICY UPDATES**

8. None

## **DIRECTOR'S REPORT**

9. Stacia Vaughn reviewed her Director's report that was submitted with the full Management Council board packet.
  - A. Looking into options of conducting ADOS testing in the Cooperative conference room due to the restrictive schedule at the Child Development Center building.
  - B. Cooperative special education preschool teacher is currently serving preschool students at three district schools: Clinton, DeSmet and Lolo Schools.
  - C. The Cooperative special education teacher continues to support and provide consultation services to sped staff at Arlee, Charlo, Clinton, Dixon, Lolo, Potomac, St. Ignatius and Superior Schools.
  - D. An invitation to join the Cooperative was sent out in March of 2023, to which those non-member school districts located within our Cooperative's boundaries had until October 1, 2023 to respond. We have not received any inquiries, responses, or correspondence from non-member districts in 2023. The annual invitation to join letter will go out again this March, 2024.

## **NEXT BOARD MEETING**

10. NEXT MANAGEMENT COUNCIL MEETING DATE: 2/7/2024, 8:30 a.m.

**OTHER**

11. None

**ADJOURN**

12. ADJOURN: Dale Olinger called the meeting adjourned at 8:47 a.m.

Rhonda Olinger  
Business Manager, Attest

2/7/2024  
Date

2/7/2024  
Date Copies sent to JAB

Dale Olinger  
Chairman

2/7/24  
Date