

BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Thursday, March 23, 2023
9:00 a.m. – Cooperative Office/Zoom

MINUTES - FINAL

1. **Call to Order** – Dr. DoBell called the meeting to order at 9:05. Board members in attendance: Dr. DoBell, Ms. Woodard, Mr. Thennis, and Mr. Fiske. Board members not in attendance: Mr. Biesiot. BVEC Administrative in attendance: Director Jenny Rammell. BVEC Staff in attendance: Cami Hildebrand. Others in attendance: Sierra Hankinson, Asst. Principal Stevensville Middle School. Board Clerk: Jill Reynolds.
2. **Introduce Staff Representative**–Cami Hildebrand-School Psychologist-Florence/CPI Coordinator
3. **Consent Agenda** – Approved by unanimous consent.
 - A. Minutes
 - B. Warrants
 - C. Financial Report
 - D. Resignations-None
 - E. New Hires-**All Employment contingent upon completion of satisfactory background check.*
 1. Jade Gordon, Speech Language Pathologist
 - F. Next meeting: Tuesday, April 25, 2023, at 9:00 am
4. **Public Comment** – None.
5. **Correspondence/Communications** - Denning, Downey & Associates, P.C. -Government Auditing Standards and Uniform Guidance letter
6. **Board Action**
 - A. **CPI Grant**

Ms. Rammell explained OPI is offering a discretionary grant to cooperatives to fund CPI Instructor training. Ms. Hankinson has expressed an interest in this training and working as a second CPI instructor in the Cooperative schools on Stevensville non-contract days. Ms. Hildebrand explained how a second instructor would be helpful, especially with the observation of holds that is required. There was discussion on options for refresher training on early out days, how 1.5 day training process worked well this past year, options for refresher training, and how training could be split between two instructors. Cami would like to coordinate with districts to provide training on their optional PRI days prior to the first day of school. Mr. Fiske made motion to approve the grant application for an additional CPI instructor as recommended. Mr. Thennis seconded the motion. Motion carries 4-0.

B. Obsolete and outdated equipment (as it pertains to audio-visual and office chairs)

Ms. Rammell requested authorization to remove obsolete audio-visual equipment and office chairs in disrepair. The A/V equipment is no longer used. The chairs were purchased 4 years ago for ten dollars each and are now in need of repair. We found someone that will take them and refurbish them or use the parts and we found new chairs at a very good price. Mr. Fiske made a motion to approve the authorization to remove obsolete furniture and AV equipment as recommended. Ms. Woodard seconded the motion. Motion carries 4-0.

C. Board Elected Retirement Incentive

Ms. Rammell explained this item had been tabled at the January meeting to allow other employees to communicate retirement by the March 1st deadline in the CBA agreement. There were no other retirement communications. Ms. Rammell is recommending a one time offer of \$5,000 maximum retirement incentive to one employee. If more than one employee applies, the most senior employee will be awarded the incentive. This incentive will not be included in term pay and will be paid in September 2023. Ms. Rammell will communicate the offer to all employees if the recommendation is approved. Mr. Thennis made a motion to approve the retirement incentive as recommended. Mr. Fiske seconded the motion. Motion carries 4-0.

D. 2023-2024 BVEC Proposed Budget

Ms. Rammell visited with all Board members individually regarding the Cooperative Draft Budget. All Districts had approved the 4.5% increase. Ms. Rammell explained that since those meetings the need for additional Speech Therapist FTE had been identified. The district increases will remain at 4.5%. The Cooperative will use additional reserves to offset the cost of the incremental FTE. Mr. Fiske made a motion to approve the proposed budget for 2023-2024. Ms. Woodard seconded the motion. Motion carries 4-0.

7. Information and Discussion

A. Insurance Committee

Ms. Rammell explained the Cooperative process to review health insurance options with a committee after MUST rates for the 2023-2024 school year are received. The Cooperative should receive the rates Thursday, March 23rd. The committee is comprised of the Cooperative Director and Business Manager, two union representatives, and a Board Member. Mr. Fiske volunteered to represent the Board at this meeting. The meeting will be scheduled for early April.

B. Collective Bargaining Training

This training was originally scheduled for April 19, 2023. The Union officers have communicated that they expect a change in officers this fall and therefore would like to postpone the training until the fall of 2023. The Board agreed to this change. Ms. Rammell will send out meeting invitations when a new date is determined.

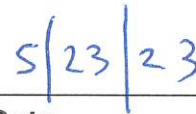
C. August PIR Days

Ms. Rammell asked Superintendents for approximately forty five minutes on their August PIR Days. Thirty minutes would be for a required CSCT overview to be conducted by Chris Hughes and Ashley Gillespie. The remaining fifteen minutes would be for a Special Education overview to be conducted by Ms. Rammell.

8. Adjourn – Dr. DoBell adjourned the meeting at 9:38.



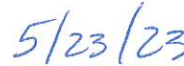
Board Chair Signature



Date



Board Clerk Signature



Date