

**BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT  
BOARD**

Tuesday, June 28, 2022  
9:00 a.m. – Cooperative Office/Zoom

**MINUTES - FINAL**

1. **Call to Order** – Dr. Moore called the meeting to order at 9:05 AM. Board members in attendance: Dr. Moore, Dr. DoBell, and Ms. Woodard. Board members not in attendance: Mr. Toynbee and Mr. Rayburn. BVEC administration in attendance: Ms. Rammell, Mr. Hughes. Staff in attendance via Zoom: Erin Bauer, Liz Pepion. Board Clerk: Jill Reynolds.
2. **Consent Agenda** – Adopted by unanimous consent.
  - A. Minutes
  - B. Warrants
  - C. Financial Report
  - D. Resignations
    1. Caitlin Nogle, SLP Stevensville and BVEC Preschool
  - E. Next Meeting – Superintendent Meet and Greet July 12, 2022, 12:00 -3:00 Cooperative Office
3. **Public Comment** – None.
4. **Correspondence** – None.
5. **Old Business**
  - A. **Terese Athman retirement incentive request** – discussion regarding new bargaining agreement on retirement incentive. No action taken at this time.
  - B. **Employee retention premium** – Salary issues were addressed with the new bargaining agreement, Ms. Rammell explained that the retention premium is no longer needed. No action taken.
6. **Board Action**
  - A. **Appoint Board Chair for 2022-2023**

Ms. Woodard made a motion to elect Dr. DoBell as the next Board Chair even though Victor District would be next in the rotation. Ms. Woodard would like one more year of experience working with the Board before chairing the Board. Dr. Moore seconded the motion. Motion carries 3-0.
  - B. **Resignation-Caitlin Nogle Speech Language Pathologist, Stevensville, and preschool -**

Resignation due to acceptance of another position. Resignation effective 6/20/22. Ms. Woodard made a motion to accept the resignation and assess the early resignation penalty as recommended. Dr. DoBell seconded the motion. There was discussion regarding the early resignation penalty in general when an employee has completed a contract. All Board members in attendance would rather not assess early resignation penalties. The current job market and lack of employees applying for roles means we are dependent on staff when they sign agreements to work for the cooperative and it does put us in difficult situations when they resign after signing to return to work in a following year. Dr. Moore asked Ms. Rammell if Ms. Nogle had given any advanced notice that she was signing the notice of reelection but intended to pursue other employment. Ms. Rammell confirmed there had been no such communication

from Ms. Nogle. Motion to accept the resignation and assess the early resignation penalty as recommended carries 3-0.

**C. Budget BVEC Budget-attached**

No changes to the 2022-2023 draft budget that was proposed in April with district contribution remaining at 4.9%. Technically we have until August 2022 to finalize the 2022-23 budget. The Board decided to table the budget approval until the July 2022 Board meeting because we do not have final funding figures and due to open positions, we may have to outsource Speech services for the 1.6 FTE openings we have.

**D. Collective Bargaining Agreement-** The Association has ratified the negotiated changes to the Collective Bargaining Agreement for 2022-2024. Dr. DoBell made a motion to approve the Collective Bargaining Agreement as negotiated. Ms. Woodard seconded the motion. Dr. Dobell thanked the Board members who participated in negotiations, the Association, and the BVEC staff for the time and effort they expended during negotiations. Dr. DoBell also stated that although he is happy with the end results and the new Bargaining Agreement, he would advocate a different process in the future and that we pursue training during the off year for all staff that might be involved in future bargaining. Dr. Moore and Ms. Woodard concurred with this recommendation. Ms. Rammell will research options for training during the off year. Motion to approve the 2022-2024 Collective Bargaining Agreement as negotiated carries 3-0.

**E. Administrative/Office Staff Salaries**

**Business Manager**

Number of Contract Days	Daily Rate	% Increase Daily Rate
217	\$241	5.0%

**MH Clinical Supervisors**

Number of Contract Days	Daily Rate	% Increase Daily Rate
195	\$328	17.62%

**MH Programs Manager**

Number of Contract Days	Daily Rate	% Increase Daily Rate
190	\$398	7.0%

**Director**

Number of Contract Days	Daily Rate	% Increase Daily Rate
235	\$400	14.41%

Ms. Rammell explained the administrative staff salary increases above and that the increase in Clinical Supervisors is not one person receiving a 17.62% but is the result of having a second clinical supervisor for 15 days to provide LCSW candidate supervision. The state requires LCSW candidates to have 50 hours of supervision from a licensed LCSW. There was discussion on the process for arriving at the recommended increases and why there wasn't a consistent percentage increase for all roles. The Clinical Supervisor recommendation is actually a 5% increase over her 2021-2022 annual salary. Dr. DoBell made a motion to increase annual salaries by 5% across the board for the Director, Mental Health Program Manager, and the Business Manager. Ms. Woodard seconded the motion. Dr. Moore asked if this could be done without increasing the district contributions provided in the Draft budget. Ms. Rammell and Ms. Reynolds confirmed this could be done. The motion to increase annual salaries for the Director, Mental Health Program Manager, and the Business Manager by 5% carries 3-0.

#### **F. Length of Director's Contract**

Dr. DoBell made a motion to offer the Director a two (2) year contract for 2022-2024 with the salary for 2023-24 to be negotiated. Ms. Woodard seconded the motion. Motion Carries 3-0.

#### **G. Cooperative Flooring**

Ms. Rammell explained the age of the existing carpet which is original to the office and approximately forty (40) years old. The Cooperative obtained two bids to replace the original flooring in the office building. Both bids approximately \$10K. Ms. Woodard made a motion to approve the replacement of the carpet and linoleum throughout the cooperative office. Dr. DoBell seconded the motion. Motion carries 3-0.


### **7. Information and Discussion**

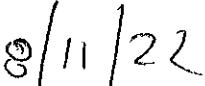
**A. Crisis Prevention Institute Training (CPI)** – Ms. Rammell stated that Cami Hildebrand will be attending training in July to become a certified CPI trainer. At this time, we do not have a second candidate for training. We do have one Florence employee that has express an interest in training, but the timing of the July course did not work for her. Ms. Rammell also explained that there is not a discount for sending multiple people to one training session. At this time, the following schedule for Cami to train BVEC and District staff is as follows:


- a. **BVEC CSCT staff August 17, 2022**
- b. **Darby and Victor District staff August 18, 2022**
- c. **Stevensville/Lone Rock District staff August 23, 2022**

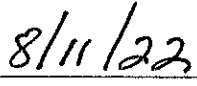
There was discussion on these recommended dates. Ms. Woodard will have to confirm August 18 date for Victor. August 23<sup>rd</sup> will not work for Lone Rock and Dr. Moore will have to check the date for Stevensville. Alternative dates for Lone Rock are August 18 and August 19. Ms. Rammell will check these dates with Cami. There was further discussion about doing CPI training on October 19, 2022 as part of the All Valley PIR Day. Dr. DoBell asked Jenny to include time for the Superintendents to discuss this as part of the July 12, 2022 Board meet and greet.

8. **Adjourn** – Dr. Moore adjourned the meeting at 10:18 AM.

  
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Board Chair Signature

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Board Clerk Signature

  
\_\_\_\_\_  
Date