

Management Council Regular Meeting Minutes

Date: July 11, 2024
Time: 8:00 a.m.
Meeting called to order by: Dale Olinger, Board Chair

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
Jason Sargent, Superintendent, St. Ignatius School
Logan Labbe, Superintendent, Superior School
Erin Lipkind, Missoula County Superintendent of Schools
Rhonda Decker, Cooperative Business Manager

ABSENT

Jim Howard, Superintendent, Bonner School

GUESTS

Sarah Schmill, Principal, Potomac School

APPROVAL OF MINUTES

1. Jason Sargent moved to accept the Minutes of the June 17, 2024 Management Council meeting. Erin Lipkind- 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 June were \$1,652,324.00.
 - B. Treasurer's Financial Statement Fund Balance for June was \$394,984.12.
 - C. The Board approved the Business Manager to pay August claims and payroll. Logan Labbe moved to approve the Business Manager's report. Erin Lipkind- Second.

PERSONNEL REPORT

6. Stacia Vaughn, Director, presented the following:
 - A. Recommendation that the board hire Sally Thompson as a .80 FTE Speech Language Pathologist for the 2024-25 school year. Erin Lipkind moved to approve the hiring of Sally Thompson. Logan Labbe- Second.
 - B. Recommendation that the board hire Shanell Latta as an ADOS Evaluator for up to 14 days for the 2024-25 school year. Logan Labbe moved to approve the hiring of Shanell Latta. Erin Lipkind- Second.

GRANTS/CONTRACTS

7. The Director recommends that the Board contract with the following for the 2024-25 school year:
 - A. Montana Medical Billing for the Medicaid billing. Dale Olinger moved to approve the contract with Montana Medical Billing for the 2024-25 school year. Erin Lipkind- Second.
 - B. Rock Creek Teletherapy to provide Occupational Therapy services. Jason Sargent moved to approve the contract with Rock Creek Teletherapy for the 2024-25 school year. Erin Lipkind- Second.

POLICY UPDATES

8. None

DIRECTOR'S REPORT

9. Ms. Vaughn reviewed her Director's report.
 - A. The business next to the Cooperative experienced a water leak from the second floor. The Director was notified of the leak on Wednesday morning, July 3, 2024 by Kathi Olson, Property Manager of the North Reserve Business Center. The Director checked all areas of the Cooperative office, particularly along the shared wall and ceiling. No water damage was noted. The Director contacted MSGIA, our property and liability insurance provider, and updated Jeremy May about the incident.
 - B. The Cooperative All Staff Meeting will be held on August 22, 2024.
 - C. The Director reminder everyone of OPI's Compliance Monitoring this fiscal year, which will be conducted February 3-7, 2025.
 - D. Virtual Special Education Trainings: How to Write IEPs & Facilitate Meetings to be held August 23, 2024, 1:00 – 3:00 p.m. and Best Practices in Special Education to be held September 4, 2024, 1:00 – 3:00 p.m.

NEXT BOARD MEETING

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

OTHER

11. None

ADJOURN

12. ADJOURN: Dale Olinger called the meeting adjourned at 8:17 a.m.

Ronda Lee

Business Manager, Attest

7/31/2024

Date

8/1/2024

Date Copies sent to JAB

Dale Olinger

Chairman

7/31/24

Date