BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Wednesday, September 24, 2025
10:00 AM – Cooperative Office

https://us02web.zoom.us/j/89691287012?pwd=jmhPQ3rFUPqv8hDXyQcNI05ucbzWvy.1

Meeting ID: 896 9128 7012

Passcode: 658692

AGENDA

1. Call to Order

2. Consent Agenda
   A. Minutes
   B. Warrants
   C. Resignations-None
   D. New Hires-None
   E. Next Meeting: October 28, 2025

3. Public Comment-

4. Correspondence/Communications-
   A. Extended Leave Request from Alyssa Larson Occupational Therapist (attached).

5. Board Action-

   A. Budget Amendment -Reviewed and Discussed during Board meeting held on August 26, 2025

6. Information and Discussion

   A. Parent Involvement Survey
   B. Training for Transition Services Considering Extended FAPE

7. Adjourn

BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Tuesday, August 26, 2025

10:00 AM – Cooperative Office

MINUTES - FINAL

1. **Call to Order** – Mr. Stiegler, Board Chair, called the meeting to order at 10:05 AM. Board members in attendance: Mr. Stiegler, Mr. Fiske, Mr. Konen. Mr. Biesiot attended via Zoom. Board Members not in attendance: Ms. Weems. BVEC admin staff in attendance: Ms. Rammell, Director, and Ms. Gillespie, Mental Health Program Manager. Board Clerk: Jill Reynolds.

2. **Consent Agenda** – Mr. Fiske made a motion to approve the consent agenda. Mr. Konen seconded the motion. There was discussion regarding the next meeting date because the 4th Tuesday in September would fall on the date of the fall SAM meeting, and all superintendents would be at that meeting. The Board will meet on September 24th at 10:00 AM in the BVEC conference room. Mr. Stiegler called for the vote. Motion carried 4-0.

    A. Minutes
    B. Warrants
    C. Resignations-
        a. Andee Leingang-BVEC Preschool Paraprofessional (Classified Staff)
            Resignation letter attached.
        b. Jill Reynolds-Business Manager. Effective Date: August 31, 2026
            Resignation letter attached.
    D. New Hires- Karen Rodgers, Preschool Paraprofessional (Classified Staff)
    E. Next Meeting: TBD

3. Public Comment – There was no public comment.

4. Correspondence/Communications – There was no correspondence or communications.

5. Board Action -

A. Policy 2010 – Required Revision Update to include penalties for non-compliance with immigration laws. Mr. Fiske made a motion to accept the revision. Mr. Konen seconded the motion. Motion carried 4-0.

B. Policy 2015 – Required Revision Maintains requirement that individuals with unsupervised access to students must undergo fingerprinting. This update includes a reference to House Bill 745. Mr. Fiske made a motion to accept the revision. Mr. Konen

seconded the motion. There was discussion about clarification of the definition of supervised versus unsupervised. Motion carried 4-0.

C. Policy 2050 – Required Revision Prohibits any form of restriction or discrimination against employees seeking election or appointment to public office. Mr. Fiske made a motion to accept the revision. Mr. Konen seconded the motion. Motion carried 4-0.

D. Policy 2075 – Revision Outlines acceptable use of AI tools by staff. Mr. Fiske made a motion to accept the revision. Mr. Konen seconded the motion. There was discussion regarding Able Source, the costs, the initial investment in time, and the time savings for staff. Motion carried 4-0.

6. Information and Discussion

A. **Special Education Budget** – Ms. Rammell explained the need for revisions to the Special Education Budget for 2025-26 school year, due to the reduction in IDEA B funds versus what was planned and approved earlier this year. Ms. Reynolds explained the changes in funding versus the approved budget, the expense reductions the cooperative made to help offset the impact of those changes, and the impact on the District Contribution and IDEA Flow Through dollars. The Board agreed to the changes. This will be on the September agenda for approval.

B. **CSCT/SBMH –** Ms. Gillespie updated the Board on the summer program and explained that attendance was down this summer. She explained that the current funding model of billing by the day impacted attendance because it limits the number of offsite activities we can afford. The change to the 15-minute billing will improve attendance for the summer of 2026. Ms. Gillespie also explained that going back to the 15-minute billing will be effective January 1, 2026. The rate has not been approved, but the rate DPHHS is requesting is $30.94 per 15 minutes. This rate is much lower than mental health providers had requested and is pending CMS approval.

C. **FAPE Eligibility to Age 22** – Ms. Rammell discussed the impact of this ruling and that for now there are only two students from Darby eligible to return to school. There was more discussion on the impact of this ruling and having adult students in classrooms structured for children's learning. What implications does that have for separate learning space and costs to provide that space?

D. **Director Schedule** - Ms. Rammell explained her schedule in September and October where she will be working remotely some days each month.

7. Adjourn - Mr. Stiegler adjourned the meeting at 12:00 PM.

BOARD CHAIR SIGNATURE

DATE

BOARD CLERK SIGNATURE

DATE

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj	Proj
12252		101584 VOVO HANDYMAN SERVICES LLC	100.00						
PS maintenance - label circuit panel, replace outlet cover, inspect outlets and lights									
1		25-51 08/25/25 PS maint Aug 2025	100.00*		115	1	456-2600	440	777
12253		100884 Criminal Records Section	90.00						
Fingerprint checks for Interns ZD, JS and Rock Creek PT AV									
1		25-51 08/27/25 Fingerpring checks	90.00*		115	12	456-2500	545	777

# of Claims 2 Total: 190.00 # of Vendors 2

* ... Over spent expenditure

Claim / Line #	Warrant	Vendor #/Name / Invoice #/Inv Date/Description	Amount / Line Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj	Proj
12264		101541 BITTERROOT LAUNDRY & CLEANERS	83.91						
MAT RENTAL Sept 2025									
1		169430 08/28/25 PS MAT RENTAL Sep 25	52.83		115	1	456-2600	430	777
2		169429 Office mat rental Sep 25	31.08		115	12	456-2600	430	777
12271		101347 BMO FINANCIAL GROUP	8,168.27						
PCard transactions August 2025 035976									
2		Preschool supplies	24.98*		115	1	456-1000	610	777
49		Speech Supplies	469.10*		115	2	456-2150	610	777
50		Florence Ele CSCT	133.64		115	33	160-2144	611	3
78		Victor CSCT	248.60		115	45	160-2144	611	3
79		Internet	240.00		115	12	456-2500	531	777
81		Office Solutions - copier	18.63		115	12	456-2500	550	777
88		offsiite storage BVEC	75.00		115	12	456-2600	451	777
122		Zoom Subscription	88.14		115	8	160-2144	650	3
145		Office Supplies	75.23		115	12	456-2500	610	777
146		IT cleaning for staff	472.13*		115	12	456-2316	610	777
147		Printer Toner for Director	49.99*		115	12	456-2490	610	777
150		Audit publication	93.38*		115	12	456-2315	540	777
152		PS Cleaning 2 Months	1,030.00		115	1	456-2600	430	777
153		Office cleaning	110.00		115	12	456-2600	430	777
154		Office 365 credit	-247.56		115	12	456-2500	535	777
155		Amazon Web Svcs-Big Sistah	265.78		115	8	160-2144	535	3
162		PESI CEU for AG	48.99		115	18	160-2144	581	3
164		CPI online seats	3,362.29*		115	12	456-2500	581	777
165		KM Training - to be refunded	269.99*		115	4	456-2160	581	777
166		Website renewal	925.00		115	12	456-2500	535	777
167		Director supplies	414.96		115	12	456-2500	610	777
12266		100884 Criminal Records Section	30.00						
Fingerprint checks KR Preschool Para									
1		09/03/25 Fingerpring checks	30.00*		115	12	456-2500	545	777
12265		101542 CRISIS PREVENTION INSTITUTE	2,443.19						
1		NAIN183488 08/06/25 CPI online seats for 25-26	2,443.19*		115	12	456-2500	581	777

* ... Over spent expenditure

Claim / Line #	Warrant	Vendor #/Name / Invoice #/Inv Date/Description	Amount / Line Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj	Proj
12255		134 FLORENCE-CARLTON SCHOOL	453.19						
Match Reimbursement August 2025									
1		09/01/25 Match Reimbursement 8/25	453.19		115	8	160-2144	800	3
12268		101588 GRANITE TECHNOLOGY SOLUTIONS	1,777.20						
Office & Preschool Phones									
Monthly IT Managed Services									
1		42231 09/05/25 monthly phone office/PS	201.20*		115	12	456-2500	531	
2		41964 08/31/25 monthly IT management	1,401.00*		115	12	456-2500	300	
3		41964 08/31/25 Virtual Server (ER) mgmt	175.00*		115	12	456-2500	300	
12261		101394 KIRK L. CREWS, M.D.	639.00						
CSCT Medical Director 25-26									
1		09/01/25 Medical Director Sep 2025	639.00*		115	8	160-2144	330	3
12258		101398 MAJESTIC BUS SERVICE, INC	5,828.71						
ROUTE TRANSPORTATION COSTS Sep 2025									
1		10600 09/01/25 PS Transportation Sep 25	5,828.71		110	1	280-2700	513	
12267		101582 PACIFIC SOURCE ADMINISTRATORS	50.00						
Health Insurance Cobra Administration									
1		45596 09/01/25 Health Insurance Cobra Adminis	50.00		115	12	456-2500	260	777
12270		101537 ROCK CREEK TELETHERAPY	1,415.20						
PT Services August 2025									
1		2231 PT Services Aug 2025	1,415.20*		182	4	280-2160	320	
12269		339 SAM/MCASE	355.00						
2025-26 SAM Membership									
1		2990 09/05/25 25-26 Director Membership	355.00		115	9	456-2490	582	777
12257		404 VICTOR PUBLIC SCHOOLS	793.07						
Match Reimbursement August 2025									
1		09/01/25 Match Reimbursement 8/25	793.07		115	8	160-2144	800	3

# of Claims 12 Total: 22,036.74 # of Vendors 12

* ... Over spent expenditure

Claim / Line #	Warrant	Vendor #/Name / Invoice #/Inv Date/Description	Amount / Line Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj	Proj
12272		101588 GRANITE TECHNOLOGY SOLUTIONS	1,196.25						
Onsite support 7/25/25 to answer Business Mgr IT questions, offload approximately 12 laptops									
Offboard CH old computer, wipe and recycle 12 computers									
1		42340 09/10/25 On site IT support	783.75		115	12	456-2500	531	777
2		Remote IT support	412.50		115	12	456-2500	531	777
12273		101164 KALEVA LAW OFFICE	881.25						
Legal Fees August									
work on responnse to director rs: records retention questions									
revlew email from director regarding staff member maternity leave annd research re: same									
Director Training registration for Adminnistrator Academy Workshop and KLOSpED Update. - 22 year olds									
1		9013 09/04/25 Legal Feess Aug 2025	481.25		115	12	456-2500	330	777
2		Director training workshops	400.00*		115	9	456-2490	581	777

# of Claims 2 Total: 2,077.50 # of Vendors 2

Dear Jenny and the BVEC Team,

I am writing this letter to inform you and the team that I am excitedly expecting another baby, due in January. With December 18th being my final working day, I would like to take the remainder of my contract year to be with my children. I intend to use all my personal and sick leave hours; however, this will not fully cover the total number of days until the end of my 2025-2026 contract. I understand that I have the option to use up to 30 days from the sick leave bank as provided under the Collective Bargaining Agreement, but I am choosing not to use days from the sick leave bank.

I am honored to be a part of the BVEC team serving the school districts in our community and do hope to be able to serve as a BVEC occupational therapist for the 26-27 school year and beyond.

Thank you so much for your understanding!

Respectfully,

Alyssa Larson, OT

Date Received 09/04/25