

BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Tuesday, February 24, 2026
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. **Staff Representative**-Wendy Schroeder, School Psychologist, Darby and Victor
3. **Consent Agenda**
 - A. Minutes
 - B. Warrants
 - C. Resignations-None
 - D. New Hires-None
 - E. Next Meeting: March 24, 2026
4. **Public Comment-**
5. **Correspondence/Communications-**
 - A. Governance Letter (attached)
 - B. Association's Request to Open Collective Bargaining (attached)
6. **Board Action- None**
7. **Information and Discussion**
 - A. Business Manager Recruitment Active
 - B. Therapy Readiness Amid Shortages
 - C. Collective Bargaining
8. **Adjourn**

BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Tuesday, January 27, 2026
10:00 AM – Cooperative Office/Zoom

MINUTES - FINAL

1. **Call to Order** – Board members in attendance: Mr. Fiske, Mr. Konen. Ms. Weems and Mr. Biesiot via Zoom. Board members not in attendance: Mr. Stiegler. BVEC Administration in attendance: Ms. Rammell on site and Ms. Gillespie via Zoom. BVEC staff via Zoom: Lucy Chadwick. Board Clerk: Jill Reynolds. Mr. Fiske called the meeting to order at 10:03 AM.
2. **Staff Representative** - Lucy Chadwick, CSCT Mental Health Therapist, Florence Elementary.
3. **Consent Agenda** – Mr. Biesiot made a motion to approve the agenda as presented. Mr. Konen seconded the motion. Motion carried 3-0.
 - A. Minutes
 - B. Warrants
 - C. Resignations-None
 - D. New Hires-Julie Capser, Preschool Paraprofessional
 - E. Next Meeting: February 24, 2026
4. **Public Comment** – Ms. Chadwick spoke to the group about the restructuring of the mental health programs in Florence and how that was working this year. The CSCT team is now working with eighteen students in Florence, nine from elementary and nine from middle school. Things are going well this year, they have a good team of school staff they work with and are focusing on early intervention, in class support, parental and family involvement. Ms. Chadwick is enjoying working with the older students this year.
5. **Correspondence/Communications** – None.
6. **Board Action** – None.
7. **Information and Discussion**
 - A. **BVEC Board and CSCT/SBMH** – Ms. Rammell explained that Mr. Stiegler had spoken with Ms. Kaleva, our attorney, regarding how Board meetings should be done when it comes to Mental Health since only three of our member districts are using the Cooperative Mental Health services. Our options were to set up a second board or to continue with the current Board and non-participating members can abstain from any voting regarding the mental health programs. All agreed to continue with our current Board.
 - B. **CSCT/SBMH Update and Review** – Ms. Ashley updated the status of the CMS Medicaid billing converting to 15-minute units which has been delayed until April 1, 2026. The rate has been confirmed at \$30.94 per 15-minute unit. A 3% increase is expected in July, but there is no estimate on the F-map percentage. Ms. Gillespie also added that the CSCT teams in Florence and Victor are operating with full caseloads. The Lone Rock outpatient therapist is also operating with a full caseload.

- C. **Evidence Based Practices for Behavior and Training Dates** – Ms. Rammell updated the group on the autism training with Ms. Clossen. Ms. Clossen is currently conducting coaching clinics in both Lone Rock and Victor schools and that is going very well. Further training for Victor and Lone Rock will take place on February 13, 2026, from 1-3:30. This training will be on-site. The training for our other districts, Darby, Stevensville, and Florence will be done via Zoom on February 6, 2026, from 1-3:30. Ms. Rammell will email details to Board members.
- D. **Related Services and Teletherapy** – Ms. Rammell discussed the nationwide issues with shortages of providers for occupational therapy and physical therapy. This is also an issue in Montana and has resulted in the need to use third party providers using teletherapy. This is a trend that is expected to continue. The cooperative contract with Rock Creek Teletherapy to provide physical therapy and will be using them to provide occupational therapy due to Ms. Larson’s maternity leave.
- E. **Business Manager Recruitment Plan** – Ms. Rammell detailed her plans for the recruiting process to replace Ms. Reynolds. Ms. Rammell would like to start advertising for the position mid to late March, with applicant interviews in April, targeting May for the hire date. This will provide more training time during May and June as July and August are very busy months due to fiscal year end and TFS reporting. Ms. Reynolds can adjust her work schedule to part time if needed to offset some of the cost of the new Business Manager. Ms. Rammell also explained that the salary for the new Business Manager will be based on experience, but the salary might be five to ten thousand dollars more per year. Ms. Rammell also asked that Board members be included in the interview process, although that hadn’t been done in prior years. The Board agreed to the timeline and to participating in the interview process.
- F. **Director Evaluation** – Ms. Rammell asked to go to executive session to review her performance evaluation. The Board went into executive session at 11:11 AM.
8. **Adjourn** – Mr. Fiske adjourned the meeting at 11:37 AM.

Board Chair Signature

Date

Board Clerk Signature

Date

BITTERROOT VALLEY SPECIAL ED COOP
Claim Approval List
For the Accounting Period: 2/26

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
12368	101347 BMO FINANCIAL GROUP	3,984.20					
	PCard transactions January 2026 035976						
79	Speech License and Assoc	1,706.00*		115 3 456-2150		810	777
82	Speech Supplies	4.00*		115 3 456-2150		610	777
83	Florence CSCT Supplies	9.57		115 33 160-2144		610	3
85	Victor CSCT Supplies	119.65		115 45 160-2144		610	3
89	Office Solutions - copier	54.26*		115 12 456-2500		550	777
96	offsilte storage BVEC	75.00		115 12 456-2600		451	777
130	Zoom Subscription	88.14		115 8 160-2144		650	3
153	Office Supplies	269.96		115 12 456-2500		610	777
155	Town of Stevi Water/Sewage	68.50		115 12 456-2600		421	777
158	Town of Stevi Water/Sewage	68.49		115 1 456-2600		421	777
159	NW Energy gas/electric	128.47		115 12 456-2600		412	777
161	NW Energy gas/electric	128.47		115 1 456-2600		412	777
162	PS Cleaning	550.00		115 1 456-2600		430	777
163	Office cleaning	110.00		115 12 456-2600		430	777
167	AG laptop case	26.67*		115 18 160-2144		610	3
168	PS toner cartridge	49.99*		115 1 457-1000		610	797
169	Iron Mtn Shredding	133.13		115 12 456-2600		431	777
174	Amazon Web Svcs-Big Sistah	265.84		115 8 160-2144		535	3
184	Adobe for AG	16.04*		115 18 160-2144		650	3
189	PS Supplies	78.10*		115 1 457-1000		610	797
190	Stamps and PS records	33.92		115 12 456-2500		532	777
12356	134 FLORENCE-CARLTON SCHOOL	2,629.47					
	Match Reimbursement February 2025						
1	02/01/26 Match Reimbursement 2/26	2,629.47		115 8 160-2144		800	3
12365	101502 K&A Electrical Services, LLC	110.00					
	Repair wiring issue and install new Exit Sign in preschool						
1	1415 02/02/26 repair wiring install Exit sig	110.00*		115 1 456-2600		440	777
12369	101587 KATIE LEWIS	35.00					
	Reimbursement for a portion of licensing on personal credit card						
1	10808 01/16/26 License Reimbursement	35.00*		115 3 456-2150		810	777

02/17/26
11:49:00

BITTERROOT VALLEY SPECIAL ED COOP
Claim Approval List
For the Accounting Period: 2/26

Page: 1 of 1
Report ID: AP100

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
12364	101541 BITTERROOT LAUNDRY & CLEANERS	86.42					
MAT RENTAL Feb 26							
1	02/12/26 PS MAT RENTAL Feb 26	54.41		115 1 456-2600		430	777
2	Office mat rental Feb 26	32.01		115 12 456-2600		430	777
12372	101588 GRANITE TECHNOLOGY SOLUTIONS	1,742.83					
Phones							
Monthly IT support for monitoring laptops, security, et.							
Remote Services - Ashley Monitors, iPad preparation for monitoring, off board AL laptop							
2	47260 01/30/26 Monthly IT Maintenance	1,163.40*		115 12 456-2600		300	777
3	47260 Phones	141.93*		115 12 456-2500		531	777
4	47035 02/10/26 Remote services for laptops	437.50*		115 12 456-2500		300	777
12373	101164 KALEVA LAW OFFICE	26.48					
Legal Fees January 2026							
preparation of audit letter							
Director Training registration for Admnnistrators Academy Workshop and KLOSpED Update - 22 year olds							
1	9635 02/05/26 Legal Fees Jan 2026	26.48*		115 12 456-2500		330	777
12374	100881 MONTANA SCHOOL BOARDS ASSOCIATION	878.00					
MTSBA Membership Renewal for 2026-27							
1	9635 01/30/26 2026-27 MTSBA DUES	878.00		115 12 456-2500		810	777
# of Claims		4	Total:	2,733.73	# of Vendors		4

BVEC Monthly Finance Review

January, 2026

% Year 50%

				Actual		Budget		Act Vs Budget % of Budget		Comments
Fund 110	Transportation	Beginning Reserve	\$ 5,484							
		Revenue	\$ 11,633	\$ 59,287	(47,654)					Timing - Districts billed January and June
		Expenditures	\$ 29,293	\$ 59,287	29,994	49%				
		Gain/Loss	\$ (17,660)	\$ -	\$ (17,660)					
		Ending Reserve	\$ (12,176)							

				Actual		Budget		Act Vs Budget % of Budget		Comments
Fund 114	Retirement	Beginning Reserve	\$ 361,333							
		Revenue	\$ 115,863	\$ 135,716	(19,853)					Timing - County Reimbursements
		Expenditures	\$ 30,983	\$ 135,716	104,733	23%				
		Gain/Loss	\$ 84,880	\$ -	\$ 84,880					
		Ending Reserve	\$ 446,214							

				Actual		Budget		Act Vs Budget % of Budget		Comments
Fund 115	Mental Health	Beginning Reserve	\$ 360,152							
		Revenue	\$ 222,502	\$ 436,530	(214,028)					Pending county postings \$35K
		CSCT Stabilization Grants	\$ 22,950							
		Other	\$ 7,325	\$ 120,873	(113,548)					Timing - District contributions paid in February
		Match Reimbursements	\$ 82,199	\$ 139,815	57,616	59%				
		Expenditures	\$ 229,733	\$ 423,742	194,009	54%				
		Gain/Loss	\$ (59,155)	\$ (6,154)	\$ 37,597					Budget included using \$6153 of reserves
		Ending Reserve	\$ 300,997							

				Actual		Budget		Act Vs Budget % of Budget		Comments
Fund 115	Special Education	Beginning Reserve	\$ 343,487							
		Carry Over	\$ 155,500							
		Revenue	\$ 660,047	812,829	(152,782)					
		IDEA Allocations to Districts	\$ 253,128	499,316	246,188					
		Expenditures	\$ 201,831	\$ 373,017	171,187	54%				
		Gain/Loss	\$ 205,088	\$ (59,505)	\$ 264,593					
		Ending Reserve	\$ 528,229							

				Actual		Budget		Act Vs Budget % of Budget		Comments
Fund 115	Preschool	Beginning Reserve	\$ -	\$ -						
		Carry Over	\$ 7,739	\$ 7,739						
		Revenue	\$ 6,925	\$ 29,619	(22,694)					
		IDEA Allocation to Darby	\$ 3,463	\$ 6,925	3,463					
		Expenditures	\$ 23,809	\$ 30,433	6,624	78%				OPI Preschool dollars will not cover full year of para, part of the year will be charged to IDEA B
		Gain/Loss	\$ (20,346)	\$ -	\$ (12,607)					
		Ending Reserve	\$ -							

				Actual		Budget		Act Vs Budget % of Budget		Comments
Fund 182	Special Education	Beginning Reserve	\$ 109,221							
		Revenue	\$ 431,767	\$ 913,286	(481,519)					Timing - Districts billed in January
		Expenditures	\$ 434,791	\$ 906,042	471,251	48%				
		Gain/Loss	\$ (3,023)	\$ 7,244	\$ (10,267)					
		Ending Reserve	\$ 106,198							

Nexus CPA Group
406.756.6879
office@nexuscpa.net



1740 U.S. Hwy 93 South
P.O. Box 1957
Kalispell, MT 59903

January 27, 2026

Board of Trustees
Jenny Rammell, Director
Jill Reynolds, Business Manager

Bitterroot Valley Education Cooperative
P.O. Box 187
Stevensville, MT 59870

We are engaged to audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Bitterroot Valley Education Cooperative for the year ended June 30, 2025. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards and the Uniform Guidance*.

As stated in our engagement letter dated May 26, 2023, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider Bitterroot Valley Education Cooperative's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether Bitterroot Valley Education Cooperative's financial statements are free of material misstatements, we will perform tests of Bitterroot Valley Education Cooperative's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also, in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about Bitterroot Valley Education Cooperative's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on Bitterroot Valley

Education Cooperative's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on Bitterroot Valley Education Cooperative's compliance with those requirements.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

We are also responsible for communicating particular matters required by law, regulation, agreement, or other requirements applicable to the engagement.

We gave significant consideration to particular circumstances or relationships such as financial interests, business, or family relationships, or non-attest/non-audit services provided or expected to be provided, and have implemented safeguards to ensure independence.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to Management's Discussion and Analysis (MD&A), Schedule of Changes in the Entity's Total OPEB Liability and Related Ratios, Schedule of Proportionate Share of the Net Pension Liability, and a Schedule of Contributions, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the Schedule of Expenditures of Federal Awards, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, and Other

An Audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding to the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to the acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties

may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit on approximately January 27, 2026 and issue our report on approximately March 31, 2026. Jonathan Mahrt is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use the Board of Trustees and management of Bitterroot Valley Education Cooperative and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Angela Holmes, Senior Auditor/Audit Manager

Nexus CPA Group, PLLC

February 12, 2026

Scott Stiegler, Trustee Chair,
Jenny Rammell, Executive Director
Bitterroot Valley Education Cooperative
PO Box 187
Stevensville, Montana 59870

Dear Scott and Jenny,

I write on behalf of the Bitterroot Valley Cooperative Employees' Bargaining Unit, ("Association") and in compliance with Article 1 B of the Collective Bargaining Agreement between the Bitterroot Valley Education Cooperative and the Association to commence the bargaining process for a successor agreement. The Association has selected a bargaining team and is available to meet at a mutually agreed upon time after March 9, 2026. The Association will undoubtedly have other information requests as we proceed, but preliminarily we request the following information from the Co-op:

- A. Current employee placements on the salary schedule(s) (scatter gram or TEG).
- B. Total employee salary costs, including benefits/fringes.
- C. Cooperative budget for the current school year (General and all funds).
- D. Projected Cooperative budget for next school year, if available.
- E. Anticipated costs of steps, lanes and 1% increase on the base salary.
- F. Any known retirees.

We anticipate a very positive, productive process and the opportunity to address issues important to us all. I hope to hear from you soon to set up a mutually agreeable date to begin.

Sincerely,

Cami Hildebrand, Association president

CC: Jill Reynolds, Business Clerk,
Melanie Charlson, MFPE Field Consultant
Karen Gideon, Liz Pepion, Union Officers