

BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

**Tuesday, August 8, 2023
9:00 a.m. – Cooperative Office**

<https://us02web.zoom.us/j/88550918647?pwd=YStEdUJNVVhzUG9IMmdsUEJPTDhYdz09>

Meeting ID: 885 5091 8647
Passcode: 803417

AGENDA

1. Call to Order

2. Consent Agenda

- A. Minutes
- B. Warrants
- C. Financial Report
- D. Resignations-
 - 1. Shereé Harrington, SLP Stevensville School District
- E. New Hires-
 - 1. Athena deLeon, Behavior Consultant/Stevensville Elementary
 - 2. Amber Quinn, Behavior Consultant/Darby Elementary
 - 3. Tayler Wright, Speech Language Pathologist Assistant-I/Darby

**All Employment contingent upon completion of satisfactory background check.*
- F. Next Meeting – Tuesday, September 26, 2023, at 9:00 a.m.

3. Public Comment-

4. Correspondence/Communications-

5. Board Action-

- A. Resignation -Attached
Shereé Harrington, Speech Language Pathologist, Stevensville School District

6. Information and Discussion-

- A. IGT MOU for CSCT
- B. Occupational Therapy Services/Darby, Victor, Lone Rock
- C. IDEA funds will open soon.

7. Adjourn

08/03/23
14:21:32

BITTERROOT VALLEY SPECIAL ED COOP
Check Register
For the Accounting Period: 6/23

Page: 1 of 3
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
147168	S	101485 ALYSSA LARSON	48.60	06/09/23	6/23		
147169	S	101541 BITTERROOT LAUNDRY & CLEANERS	91.05	06/09/23	6/23	CL 11706	48.60
147170	S	101347 BMO FINANCIAL GROUP	3174.42	06/09/23	6/23	CL 11701	91.05
147171	S	101558 ELLIE GARRETT	15.00	06/09/23	6/23	CL 11704	3174.42
147172	S	101559 JADE GORDON	15.00	06/09/23	6/23	CL 11708	15.00
147173	S	101370 JILL REYNOLDS	104.80	06/09/23	6/23	CL 11709	15.00
147174	S	101394 KIRK L. CREWS, M.D.	595.00	06/09/23	6/23	CL 11705	104.80
147175	S	101398 MAJESTIC BUS SERVICE, INC	5161.45	06/09/23	6/23	CL 11699	595.00
147176	S	101515 NATUS	360.00	06/09/23	6/23	CL 11698	5161.45
147177	S	395 TOWN OF STEVENSVILLE	103.98	06/09/23	6/23	CL 11702	360.00
147178	S	100940 WENDI WOOD	744.88	06/09/23	6/23	CL 11700	103.98
147179	S	101442 WILLOW TREE SPEECH THERAPY, LLC	2160.00	06/09/23	6/23	CL 11707	744.88
147180	S	101347 BMO FINANCIAL GROUP	4346.41	06/27/23		CL 11703	2160.00
147181	S	101542 CRISIS PREVENTION INSTITUTE	200.00	06/27/23		CL 11715	4346.41
147182	S	90 DARBY PUBLIC SCHOOL	18575.58	06/27/23		CL 11710	200.00
147183	S	134 FLORENCE-CARLTON SCHOOL	15489.50	06/27/23		CL 11694	18575.58
147184	S	193 KAREN GIDEON	294.94	06/27/23		CL 11695	15489.50
147185	S	101545 MICHELLE BRUSHIA	60.00	06/27/23		CL 11712	294.94
147186	S	100872 NORTHWESTERN ENERGY	149.35	06/27/23	6/23	CL 11713	60.00
147187	S	101106 PEARSON ASSESSMENT GROUP	815.00	06/27/23		CL 11693	149.35
147188	S	359 STEVENSVILLE PUBLIC SCHOOLS	17335.90	06/27/23		CL 11711	815.00
147189	S	404 VICTOR PUBLIC SCHOOLS	9773.97	06/27/23		CL 11696	17099.52
147190	S	101404 HEART OF THE VALLEY CPR	350.00	06/28/23		CL 11714	236.38
						CL 11697	9773.97
						CL 11716	350.00

Total for Claim Checks 79964.83
Count for Claim Checks 23

* denotes missing check number(s)

08/03/23
14:21:46

BITTERROOT VALLEY SPECIAL ED COOP
Check Register
For the Accounting Period: 7/23

Page: 1 of 2
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
147191	S	100975 ACROTEC INC.	37.50	07/17/23	_____	CL 11722	37.50
147192	S	101543 BHAM BEHAVIORAL HELATH ALLIANCE OF MONTA	1250.00	07/17/23	_____	CL 11723	1250.00
147193	S	101416 BIG SKY CHEM-DRY	640.00	07/17/23	_____	CL 11725	640.00
147194	S	101541 BITTERROOT LAUNDRY & CLEANERS	44.90	07/17/23	_____	CL 11724	44.90
147195	S	100884 Criminal Records Section	30.00	07/17/23	_____	CL 11726	30.00
147196	S	193 KAREN GIDEON	232.47	07/17/23	_____	CL 11730	232.47
147197	S	101394 KIRK L. CREWS, M.D.	626.00	07/17/23	_____	CL 11731	626.00
147198	S	217 LRP PUBLICATIONS	3790.00	07/17/23	_____	CL 11727	3790.00
147199	S	241 MASBO MT ASS'n OF SCHOOL BUSINESS OFFICI	150.00	07/17/23	_____	CL 11728	150.00
147200	S	101313 MT SCHOOLS PROPERTY & LIABILITY INS. PLA	17279.00	07/17/23	_____	CL 11729	17279.00
147201	S	100872 NORTHWESTERN ENERGY	102.62	07/17/23	_____	CL 11719	102.62
147202	S	101083 RIVERFRONT COUNSELING & SUPPORT CENTER	2000.00	07/17/23	_____	CL 11718	2000.00
147203	S	359 STEVENSVILLE PUBLIC SCHOOLS	1100.00	07/17/23	_____	CL 11720	1100.00
147204	S	395 TOWN OF STEVENSVILLE	83.44	07/17/23	_____	CL 11721	83.44
147205	S	101216 ALLEGIANCE BENEFIT PLAN MGMT	834.13	07/19/23	_____	CL 11732	834.13
147206	S	101347 BMO FINANCIAL GROUP	8535.83	07/28/23	_____	CL 11733	8535.83
147207	S	90 DAREY PUBLIC SCHOOL	8405.42	07/28/23	_____	CL 11735	8405.42
147208	S	101560 JIM CHISOLM	510.00	07/28/23	_____	CL 11734	510.00
147209	S	359 STEVENSVILLE PUBLIC SCHOOLS	9908.43	07/28/23	_____	CL 11736	9908.43
147210	S	404 VICTOR PUBLIC SCHOOLS	9261.02	07/28/23	_____	CL 11737	9261.02

Total for Claim Checks 64820.76
Count for Claim Checks 20

* denotes missing check number(s)

of Checks: 20 Total: 64820.76

08/03/23
14:24:26

BITTERROOT VALLEY SPECIAL ED COOP
Listing of Cancelled Checks
For the Period: 7/22 - 6/23

Page: 1 of 1
Report ID: L190A

Check #	User ID	# of Lines	Amount	Vendor	Acct Period	Period Cancelled	
						(if different than accounting period)	Date Cancelled
146927	JR	1	11.00	101190 KRISTINE BOEHM	9/21	3/23	03/30/23
Reissue from Check # 146737							

Number of Cancelled Checks: 1

*Employee lost 3 prior checks
Replaced this with ✓ #147107 2/23*

BVEC Monthly Finance Review

April, 2023

% Year 100%

Account	Actual	Budget	Act Vs Budget	% of Budget	Comments
130 Transportation					
Beginning Reserve	\$ 12,439				
Revenue	\$ 50,122	\$ 53,890	(3,768)		
Expenditures	\$ 52,152	\$ 53,890	1,738	97%	\$800 in fuel surcharge this year
Gain/Loss	\$ (2,030)	\$ -	\$ (2,030)		
Ending Reserve	\$ 10,409				used \$2K of reserves to reduce costs to districts
142 Retirement					
Beginning Reserve	\$ 49,731				
Revenue	\$ 277,027	\$ 277,029	(2)		
Expenditures	\$ 235,102	\$ 277,029	41,927	85%	Open positions in Speech, CSCT
Gain/Loss	\$ 41,925	\$ -	\$ 41,925		
Ending Reserve	\$ 91,656				
145 Mental Health					
Beginning Reserve	\$ 660,808				
Revenue	\$ 1,533,244	\$ 1,083,067	450,177		budget was net of revenue and Match reimbursements
Match Reimbursements	\$ 511,003		(511,003)		1st year of program, no history, Match reimbursements weren't planned separately
Expenditures	\$ 1,149,613	\$ 1,083,067	(66,546)	106%	2022 Summer Program (\$60K); Wages (\$17K)-3rd person SHS unplanned
Gain/Loss	\$ (127,371)	\$ -	\$ (127,371)		
Ending Reserve	\$ 533,437				

BVEC Monthly Finance Review

April, 2023

% Year 100%

Fund	Special Education	Beginning Reserve	Actual	Budget	Act Vs Budget	% of Budget	Comments
	Special Education	\$ (379)					
	Carry Over	\$ 185,502					
	ESSER 1		19,549				\$103K available this year to fund Contract SLPs, CPI coordinator training, Billing System updates due to new CSCS billing structure
	IDEA ARP B		89,790				payments pending
	IDEA B		611,678	724,347			
	MAC		1,550	18,000			
	Sp Ed Medicaid		80,927	48,000			
	Other		29,888				Esser II Grant; Pcard rebate; Kaleva and MAEC portion of Sp Ed Subscription; CPI training
	Revenue		\$ 833,382	\$ 790,347	43,035		
	Carryover		\$ 185,502				IDEA B carryover funds must be expended first before 22-23 IDEA B funds used to pay 3rd party Speech Services
	ESSER 1 & 2		\$ 36,587				using remaining IDEA ARP B funds for CPI expenditures for coordinator training; cost of contract SLPs
	IDEA ARP B		\$ 86,084				
	IDEA B		\$ 122,245	\$ 316,969			
	IDEA B to Districts		\$ 478,069	\$ 478,069			
	MAC						
	Sp Ed Medicaid						
	Expenditures		\$ 908,488	\$ 795,038	(113,450)	114%	
	Gain/Loss		\$ (75,106)	\$ (4,691)	\$ (70,415)		
	Ending Reserve	\$ 110,018					Special Ed Medicaid and Interest
	Preschool						
	Beginning Reserve	\$ -					
	Carry Over	\$ 27,706					
	IDEA ARP PS		552				
	IDEA Preschool		54,590	28,657			
	Revenue		\$ 55,142	\$ 28,657	26,485		
	Carryover		\$ 27,706				carryover funds must be expended first para educators
	IDEA Preschool		\$ 20,964	\$ 30,072			
	IDEA PS to Districts		\$ 6,717	\$ 6,717			
	Expenditures		\$ 55,387	\$ 36,789	(18,598)	151%	
	Gain/Loss		\$ (245)	\$ (8,132)	\$ 7,887		
	Ending Reserve	\$ -					
	Special Education						
	Special Education	\$ 390,037					
	Revenue	\$ 818,369	\$ 784,165	34,204			Interest payments not budgeted
	Expenditures	\$ 793,606	\$ 856,141	62,535	93%		Two Open SLP; using ESSER 1 and II and IDEA ARP B to cover SLP contract expenditures
	Gain/Loss	\$ 24,763	\$ (71,976)	\$ 96,739			
	Ending Reserve	\$ 414,800					

Mental Health Update - Board Copy
June, 2023

Team	Actual Expenditures for June, 2023	June, 2023 Actual Revenue	Month Over/(Under)	Actual Expenditures Year to Date	Actual YTD Revenue	YTD Over/(Under)	Expenditures FY Forecast	Revenue FY Forecast	YTD Over/(Under)	Comments
Darby Elementary	32,942	20,840	(12,102)	185,793	251,816	66,023	185,793	251,816	66,023	95% Medicaid
Darby Secondary	36,504	3,072	(33,432)	185,181	151,172	(34,009)	185,181	151,172	(34,009)	71% Medicaid; new team; minimal summer program in July/Aug
Darby Schools	\$ 69,446	\$ 23,912	\$ (45,534)	\$ 370,974	\$ 402,988	\$ 31,815	\$ 370,974	\$ 402,988	\$ 31,815	
Florence Elementary	43,877	9,408	(34,469)	187,097	196,914	9,817	187,097	196,914	9,817	70% Medicaid; impact of June payroll
Florence Secondary	43,142	2,112	(41,030)	179,516	133,307	(46,209)	179,516	133,307	(46,209)	67% Medicaid; minimal summer program; impact of June payroll
Florence Schools	\$ 87,019	\$ 11,520	\$ (75,499)	\$ 366,614	\$ 330,222	\$ (36,392)	\$ 366,614	\$ 330,222	\$ (36,392)	
Lone Rock	\$ 28,761	\$ 1,237	\$ (27,524)	\$ 123,641	\$ 49,910	\$ (73,731)	\$ 123,641	\$ 49,910	\$ (73,731)	77% Medicaid; Outpatient vs. CSC
Stevensville Elementary	29,488	11,136	(18,352)	172,987	142,687	(29,710)	172,987	142,687	(29,710)	85% Medicaid; new team; June Payroll impact
Stevensville Secondary	50,646	10,752	(39,894)	194,867	226,138	31,271	194,867	226,138	31,271	81% Medicaid; new team; June Payroll impact; first 3 person team, but 3rd person wasn't hired until February
Stevensville Schools	\$ 80,134	\$ 21,888	\$ (58,246)	\$ 367,854	\$ 368,825	\$ 1,561	\$ 367,854	\$ 368,825	\$ 1,561	
Victor Elementary	33,472	10,175	(23,297)	196,509	163,507	(33,002)	196,509	163,507	(33,002)	75% Medicaid
Victor Secondary	39,848	5,376	(34,472)	183,413	177,330	(6,083)	183,413	177,330	(6,083)	76% Medicaid; impact of new payroll
Victor Schools	\$ 73,320	\$ 15,552	\$ (57,768)	\$ 379,922	\$ 340,837	\$ (39,084)	\$ 379,922	\$ 340,837	\$ (39,084)	
Total	\$ 333,576	\$ 79,909	\$ (253,667)	\$ 1,588,414	\$ 1,492,882	\$ (115,832)	\$ 1,588,414	\$ 1,492,882	\$ (115,832)	

Team	Total Students	Medicaid	HMK	Private Insurance	Self Pay/Sliding Fee	Date	Superintendent Signature	% Medicaid
Darby Elementary	20	19			1			95%
Darby Secondary	17	12		4	1			71%
Darby Schools	37	31		4	2			84%
Florence Elementary	20	14		6				70%
Florence Secondary	21	14		5	2			67%
Florence Schools	41	28		11	2			68%
Lone Rock	22	17	4		1			77%
Stevensville Elementary	17	15	1					88%
Stevensville Secondary	26	21	3					81%
Stevensville Schools	43	36	4					84%
Victor Elementary	18	14	2		1			78%
Victor Secondary	21	16	2					76%
Victor Schools	39	30	4		1			77%
Total	182	142	12	22	6			78%

Date _____ Director Signature _____

Date _____ Mental Health Program Manager Signature _____

Bitterroot Valley Education Cooperative
Jenny Rammell ~Director
P.O. Box 187
Stevensville, MT 59870

July 12, 2023

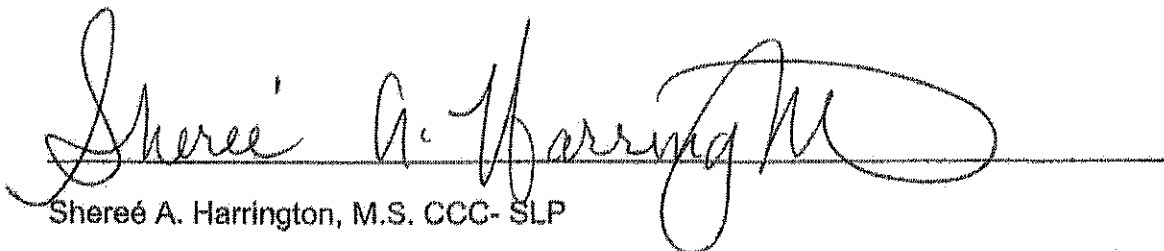
To: Jenny Rammell

Due to a family health emergency in California, I have had to temporarily move out of Montana to take care of my Mother. Kindly accept this letter as my formal resignation as a Speech Language Pathologist for the Bitterroot Valley Education Cooperative (BVEC). My last day will be on July 17, 2023.

I am incredibly grateful for the opportunities that I have been given in this position. I would also like to thank you for being supportive of my professional growth. Your willingness, Jenny, to support me with all my questions and anything else I may have needed so I could do my best, will always be remembered. Also the help, collaboration, and partnership with Erin Bauer - SLP and Paula Lampi- School Psychologist was truly a highlight for me when working for the BVEC. The SLP team at the BVEC is one of the best teams I have worked with in my career.

Let me know how I can help in making the transition of responsibilities as seamless as possible for everyone involved.

Sincerely,

A handwritten signature in cursive script that reads "Shereé A. Harrington". The signature is written in black ink and is positioned above a horizontal line. The signature is fluid and somewhat stylized, with a large loop at the end of the last name.

Shereé A. Harrington, M.S. CCC- SLP

(916) 467-2100