

# BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Tuesday, May 26, 2026  
10:00 AM – Cooperative Office

<https://us02web.zoom.us/j/89691287012?pwd=imhPQ3rFUPqv8hDXyQcNI05ucbzWvy.1>

Meeting ID: 896 9128 7012

Passcode: 658692

## AGENDA

1. Call to Order
2. Staff Representative-Cami Hildebrand, School Psychologist/Florence-CPI Instructor
3. Consent Agenda
  - A. Minutes
  - B. Warrants
  - C. Resignations-
    - a. Heather Berry, BVEC Preschool teacher, resignation letter attached
  - D. New Hires-None
  - E. Next Meeting: TBD
4. Public Comment-
5. Correspondence/Communications-
6. Board Action-
  - A. 2026-2027 Administrative/Office Staff Contract Renewals
  - B. Cooperative-Wide Behavioral Support Training / Consultation Plan
  - C. Board Chair Selection for 2026-2027
7. Information and Discussion
  - A. Confirm CPI Schedule
  - B. June Board Meeting Options
8. Adjourn

05/04/26  
10:28:20

BITTERROOT VALLEY SPECIAL ED COOP  
Claim Approval List  
For the Accounting Period: 5/26

Page: 1 of 2  
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	
12415		101347 BMO FINANCIAL GROUP	3,443.51						
		FCard transactions April 2026 035976							
83		Speech Supplies	38.98*		115 3 456-2150		610	777	
91		Office Solutions - copier	84.23*		115 12 456-2500		550	777	
98		offsite storage BVEC	75.00		115 12 456-2600		451	777	
132		Iron Mtn Shredding	134.10*		115 12 456-2600		431	777	
133		Zoom Subscription	88.14*		115 8 160-2144		650	3	
158		Town of Stevi Water/Sewage	69.53*		115 12 456-2600		421	777	
161		Town of Stevi Water/Sewage	69.52*		115 1 456-2600		421	777	
162		NW Energy gas/electric	106.95		115 12 456-2600		412	777	
164		NW Energy gas/electric	106.94*		115 1 456-2600		412	777	
165		PS Cleaning	385.00*		115 1 456-2600		430	777	
166		Office cleaning	110.00		115 12 456-2600		430	777	
171		Audit Posting	56.12*		115 12 456-2315		540	777	
180		Spectrum Internet	240.00*		115 12 456-2500		531	777	
181		AG-snacks for training	4.98*		115 18 160-2144		610	3	
182		Amazon Web Svcs-Big Sistah	266.04*		115 8 160-2144		535	3	
192		BHAM annual enrollment	1,250.00		115 8 160-2144		810	3	
193		Adobe for AG	16.04*		115 18 160-2144		650	3	
204		Preschool Supplies	91.04*		115 1 457-1000		610	797	
205		School Psych Protocols	143.00*		115 2 456-2140		610	777	
206		School Psych Supplies	51.97*		115 2 456-2140		610	777	
207		Office Supplies	25.93		115 12 456-2500		610	777	
208		Staff Appreciation coffee card	30.00*		115 12 456-2316		610	777	
12414		100884 Criminal Records Section	30.00						
		Fingerprint checks KW Business Manager							
1		05/04/26 Fingerpring checks	30.00*		115 12 456-2500		545	777	
12406		134 FLORENCE-CARLTON SCHOOL	4,601.58						
		Match Reimbursement May 2026							
1		05/01/26 Match Reimbursement 5/26	4,601.58		115 8 160-2144		800	3	
12413		101588 GRANITE TECHNOLOGY SOLUTIONS	5,163.72						
		New laptops to replacing 2019 models - PL, AF, JRammell							
		recycling charge for old laptops							
		on site service for set up							
2		49527 04/15/26 Recycling-3 laptops	135.00*		115 12 456-2600		300	777	
3		49527 3 new laptops	3,978.72*		115 12 456-2500		660	777	
4		49527 new laptop setups	1,050.00*		115 12 456-2500		300	777	

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Line #		Invoice #/Inv Date/Description	Line Amount	PC #	Fund Org	Prog-Func	Obj	Proj
12412		101370 JILL REYNOLDS	23.00					
		Reimbursement for quarters used in co-op vans for car wash vacuums						
1		04/30/26 Reimbursement for quarters/van	23.00*		115 12 456-2600		624	777
12416		101601 KIMBERLY WAGGENER	25.00					
		Fingerprint Reimbursement KW Business Manager						
1		04/22/26 Fingerprint Reimbursement	25.00*		115 12 456-2500		545	777
12409		101394 KIRK L. CREWS, M.D.	639.00					
		CSCT Medical Director 25-26						
1		05/01/26 Medical Director May 2026	639.00*		115 8 160-2144		330	3
12410		101582 PACIFIC SOURCE ADMINISTRATORS	50.00					
		Health Insurance Cobra Administration						
1		48015 05/01/26 Health Insurance Cobra Adminis	50.00*		115 12 456-2500		260	777
12407		404 VICTOR PUBLIC SCHOOLS	4,628.63					
		Match Reimbursement May 2026						
1		05/01/26 Match Reimbursement 05/26	4,628.63		115 8 160-2144		800	3
		# of Claims 9	Total: 18,604.44	# of Vendors 9				

05/13/26  
12:18:32

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Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
12408		101398 MAJESTIC BUS SERVICE, INC	5,994.40					
		ROUTE TRANSPORTATION COSTS May 2026						
1		10927 05/01/26 PS Transportation May 26	5,828.71		110 1 280-2700		513	
2		10963 Fuel Surcharge	165.69		110 1 280-2700		513	
12411		101541 BITTERROOT LAUNDRY & CLEANERS	88.02					
		MAT RENTAL May 26						
1		181111 05/07/26 PS MAT RENTAL May 26	55.42*		115 1 456-2600		430	777
2		181110 Office mat rental May 26	32.60		115 12 456-2600		430	777
12417		101588 GRANITE TECHNOLOGY SOLUTIONS	1,305.34					
		Office Preschool Phones						
		Monthly IT Managed Services						
1		50456 04/30/26 monthly phone office/PS	141.94*		115 12 456-2500		531	777
2		50456 04/30/26 monthly IT management	1,163.40*		115 12 456-2500		300	777
12418		101164 KALEVA LAW OFFICE	262.50					
		Linda Maass Consultation Services 3/27/26-4/3/26, split with MAEC						
1		10001 05/08/26 Legal Fees Apr 2026	262.50*		115 12 456-2500		330	777
12419		101602 MAEC	375.00					
		Legal Fees For March Split with MAEC						
		Longevity Bonus Issue						
		FAPE to Age 22						
1		05/06/26 Legal Fees Mar 26 split with M	375.00*		115 12 456-2500		300	777
12420		101597 NEXUS CPA GROUP, PLLC	255.42					
		Audit fees Black Mtn Cloud Auditor						
1		651 05/06/26 Black Mtn Cloud Auditor	255.42*		115 12 456-2315		300	777
12421		101024 OFFICE SOLUTIONS & SERVICES	1,210.00					
		Replace desk base for director, riser not working and couldn't be repaired						
1		16727 05/01/26 replace desk base for director	1,210.00*		115 12 456-2500		733	777
12422		101537 ROCK CREEK TELETHERAPY	3,619.33					
		PT Services April 2026						
		OT Services April 2026						
1		2485 05/01/26 OT PT Services April 2026	3,619.33*		115 4 280-2160		320	20

# of Claims 8 Total: 13,110.01 # of Vendors 8

# BVEC Monthly Finance Review

25-26 Full Year Forecast

		Actual	Budget	Act Vs		Comments
				Budget	% of Budget	
<b>Fund 110</b>	<b>Transportation</b>	<b>Beginning Reserve</b>	<b>\$ 5,484</b>			
		Revenue	\$ 58,834	\$ 59,287	(454)	
		Expenditures	\$ 58,831	\$ 59,287	456	99%
		<b>Gain/Loss</b>	<b>\$ 3</b>	<b>\$ -</b>	<b>\$ 3</b>	
		<b>Ending Reserve</b>	<b>\$ 5,487</b>			
<b>Fund 114</b>	<b>Retirement</b>	<b>Beginning Reserve</b>	<b>\$ 361,333</b>			
		Revenue	\$ 198,686	\$ 198,686	-	
		Expenditures	\$ 183,491	\$ 198,686	15,195	92%
		<b>Gain/Loss</b>	<b>\$ 15,195</b>	<b>\$ -</b>	<b>\$ 15,195</b>	
		<b>Ending Reserve</b>	<b>\$ 376,529</b>			
<b>Fund 115</b>	<b>Mental Health</b>	<b>Beginning Reserve</b>	<b>\$ 360,152</b>			
		Revenue	\$ 343,924	\$ 436,530	(92,606)	
		CST Stabilization Grants	\$ 28,746			
		District Contributions	\$ 120,503	\$ 120,503	-	
		Match Reimbursements	\$ 111,772	\$ 139,815	28,043	80%
		Expenditures	\$ 408,420	\$ 423,742	15,322	96%
		<b>Gain/Loss</b>	<b>\$ (27,020)</b>	<b>\$ (6,524)</b>	<b>\$ (49,242)</b>	
		<b>Ending Reserve</b>	<b>\$ 333,132</b>			
<b>Fund 115</b>	<b>Special Education</b>	<b>Beginning Reserve</b>	<b>\$ 343,487</b>			
		<b>Carry Over</b>	<b>\$ 155,048</b>			
		Revenue	\$ 952,434	812,829	139,606	
		IDEA Allocations to Districts	\$ 506,256	506,256	0	
		Expenditures	\$ 350,957	\$ 373,017	22,060	94%
		<b>Gain/Loss</b>	<b>\$ 95,221</b>	<b>\$ (66,445)</b>	<b>\$ 161,666</b>	<i>Budget included using \$60K of reserves</i>
		<b>Ending Reserve</b>	<b>\$ 423,409</b>			
<b>Fund 115</b>	<b>Preschool</b>	<b>Beginning Reserve</b>	<b>\$ -</b>	<b>\$ -</b>		
		<b>Carry Over</b>	<b>\$ 7,739</b>	<b>\$ 7,739</b>		
		Revenue	\$ 39,000	\$ 29,619	9,381	
		IDEA Allocation to Darby	\$ 6,925	\$ 6,925	-	
		Expenditures	\$ 55,113	\$ 30,433	(24,680)	181%
		<b>Gain/Loss</b>	<b>\$ (15,299)</b>	<b>\$ -</b>	<b>\$ (15,299)</b>	
		<b>Ending Reserve</b>	<b>\$ -</b>			
<b>Fund 182</b>	<b>Special Education</b>	<b>Beginning Reserve</b>	<b>\$ 109,221</b>			
		Revenue	\$ 923,146	\$ 913,286	9,860	
		Expenditures	\$ 874,300	\$ 906,042	31,742	96%
		<b>Gain/Loss</b>	<b>\$ 48,846</b>	<b>\$ 7,244</b>	<b>\$ 41,602</b>	
		<b>Ending Reserve</b>	<b>\$ 158,067</b>			

BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Tuesday, April 28, 2026  
10:00 AM – Cooperative Office/Zoom

MINUTES - FINAL

1. **Call to Order** - Mr. Stiegler called the meeting to order at 10:04 AM. Board members in attendance: Mr. Stiegler, Ms. Weems, Mr. Konen, Mr. Fiske. Board members not in attendance: Mr. Biesiot. BVEC administration in attendance: Ms. Rammell, Director, and Ms. Gillespie, MH Program Manager. Staff in attendance via Zoom: Liz Pepion and Heather Berry.
2. **Staff Representative** - Liz Pepion, CSCT Mental Health Therapist, Victor Elementary. Ms. Pepion spoke to the group about the busy year the CSCT team is having in Victor Elementary since they have had a full caseload all year. The team, consisting of Ms. Pepion and Peter Goodwin, have been able to provide classroom support and crisis management. Some of the students have expressed their appreciation for the CSCT program and having a space to regroup when needed. Teachers have also expressed their appreciation for the program and the services provided that allow the students to be more mindful about how to handle stressful situations. The team is looking forward to the summer program that has some exciting plans with a special year end celebration for those who attend 80% of the summer days where they will go to Splash Montana and Chinna Buffett. Mr. Stiegler added that they did have a robust and challenging caseload. Ms. Rammell thanked Liz for all she does for our students, her expertise, and meaningful relationships.
3. **Consent Agenda** – Mr. Fiske made a motion to approve the consent agenda, and Mr. Konen seconded the motion. The consent agenda was approved, 4-0.
  - A. Minutes
  - B. Warrants
  - C. Resignations-
    - a. McKenzie Pearson, SBMH Outpatient Therapist, Lone Rock School District
    - b. Michelle Parisi, BVEC Pre-School Para Professional
  - D. New Hires-
    - a. Kimberly Waggener, BVEC Business Manager
  - E. Next Meeting: May 26, 2026
4. **Public Comment** – None.
5. **Correspondence/Communications** – Ms. Rammell shared she had received the Association’s approval of the proposed Collective Bargaining Agreement.

## 6. Board Action

### A. Collective Bargaining Agreement (July 1, 2026-June 30, 2028)

Ms. Rammell updated the Board on the proposed agreement for 2026-2028. Bargaining was completed in five meetings and there will be a two-year agreement. Ms. Rammell then highlighted the bargained items with fiscal impact.

- The maximum annual number of accumulated sick days will change from eighty-seven days to one hundred days.
- The year end payouts for excess sick days over one hundred days and any unused personal leave will be paid at \$100 per day, previously paid at \$75 per day. The personal leave pay is prorated based on hours.
- The annual maximum salary stipend for employees whose annual salary exceeds the last step salary in their matrix will receive a stipend based on the percentage increase for the last step multiplied by their salary. This will be an increase over prior years where the annual stipend was a set amount equal to the last step increase.
- There will be a base salary increase of 1.75% in year one, 1.25% in year two. In addition, employees will receive their step increase.
- The Teacher salary matrix was updated to reflect the starting base salary required by the STARS act. Lanes and steps were adjusted to match the Specialist and Mental Health Therapist schedules step increases and to reflect the same salaries by step for the Masters +45 dollar amounts.
- The pre-licensed step increases for Steps 1 and 2 were corrected due to a formula error. The corrections resulted in increased in only those two steps and only impacted one employee. Ms. Rammell will follow up with the Association for approval on these changes.
- Mr. Fiske made a motion to approve the bargaining agreement as presented with the correction to the pre-licensed steps. Ms. Weems seconded the motion. Motion carried 4-0.

B. **Contract Renewals for 2026-2027 Certified Staff** – Mr. Fiske made a motion to approve the Certified Staff renewals as presented with the addition of Katie Lewis. Mr. Konen seconded the motion. The motion carried 4-0.

C. **Contract Renewals for 2026-2027 Classified Staff** – Mr. Fiske made a motion to approve the Classified Staff as presented. Mr. Konen seconded the motion. Motion carried 4-0.

## 7. Information and Discussion

A. **Upcoming Changes to CSCT Reimbursement Model** – Ms. Gillespie updated the Board on the timing of Medicaid billing changes where reimbursement will be per fifteen-minute unit versus a daily rate. The effective date of the change is now May 9, 2026. Ms. Gillespie held a training session for CSCT staff on Friday, April 17<sup>th</sup>, because this will mean a change in paperwork process for the staff. Ms. Gillespie also explained that the billing changes will require changes to the CSCT IGT contracts the district's signed. The revised contracts will be emailed for signatures when revisions are completed.

- B. Mr. Stiegler asked for a review of the CSCT forecast. There was group discussion on the forecast, where reserves would be, and the possibility of adding additional mental health services in Victor and Florence, as well as adding services to schools that previously discontinued services due to financial constraints. Further information is required to determine any costs to the districts and what those costs would be. No formal agreement was made, but all agreed if it can be done at a cost the Board agrees to, it is something that would be considered at a later date.
8. Adjourn – Mr. Stiegler adjourned the meeting at 11:10 AM.

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Board Chair Signature

Date

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Board Clerk Signature

Date

5/6/2026

Hello Jenny-

I am writing to formally resign from my position as special education teacher of BVEC preschool, effective the last day of my 25-26 contract, June 5, 2026.

I appreciate the opportunity to work with wonderful families and precious littles with special needs. I am grateful for the experiences here that have contributed to my professional growth.

In finishing the school year, I am committed to a smooth transition and will handle all of my responsibilities as the year closes with a high level of professionalism.

Thank you again for the opportunity to be a part of BVEC. I wish you and the great staff here continued success in the future.

Sincerely-

A handwritten signature in black ink that reads "H Berry". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Heather Berry