

BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Tuesday, January 23, 2024

9:00 a.m. – Cooperative Office/Zoom


MINUTES -FINAL

1. **Call to Order** – Dr. DoBell called the meeting to order at 9:03 AM. Board members in attendance: Dr. DoBell, Mr. Fiske, Mr. Thennis were on site. Ms. Woodard and Mr. Biesiot attended via Zoom. BVEC admin in attendance: Ms. Rammell, Director, and Mr. Hughes, Mental Health Program Manager. BVEC staff in attendance: Madison Yerian on site, Liz Pepion and Robin Williams via Zoom.
2. **Introduce Staff Representative**-Madison Yerian, School Psychologist, Stevensville and Lone Rock. Dr. DoBell introduces Madison and thanks her for the great work she is doing in Lone Rock. Ms. Rammell also thanked her and commended Madison for the job she is doing in all three of her sites, Lone Rock, Stevensville, and the BVEC preschool.
3. **Consent Agenda** – approved by unanimous consent.
 - A. Minutes
 - B. Warrants
 - C. Financial Report
 - D. Resignations
 - a. Oscar Umhey, CSCT Behavioral Consultant
 - b. Renee McGrath, CSCT Mental Health Therapist
 - c. Chris Hughes, Mental Health Programs Manager
 - E. New Hires – none
 - F. Next Meeting: Tuesday, February 27, 2024
4. **Public Comment** – Madison recognized the work being done in both Lone Rock and Stevensville to become more comfortable and knowledgeable of the Special Education process. She also recognized the work being done in the BVEC preschool on how to work with students with more significant special needs.
5. **Correspondence/Communications** – The letter from Ms. McGrath was reviewed and will be discussed further as part of Board Action. The governance letter from Denning, Downey and Associates was reviewed.
6. **Board Action** – The letter from Ms. McGrath regarding the resignation prior to the completion of her contract was reviewed. There was discussion regarding the costs of orientation and training time, the cost of health insurance, and the costs to be incurred with looking for a replacement. Dr. DoBell made a motion to assess the \$500 penalty fee for resigning before completing the contract, Mr. Biesiot seconded the motion. Mr. Fiske abstained from voting; the remaining Board members voted to assess the penalty fee of \$500. Motion carries.

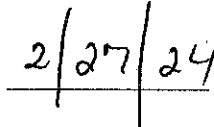
7. Information and Discussion –

- A.** Ms. Rammell asked that the cooperative be added to each district's school closure/emergency notifications. Ms. Reynolds will send the districts her cell phone number and Ms. Rammell's cell phone number to be added to their systems for notification.
- B.** Ms. Rammell explained the work being done to look at the Mental Health Program Manager position and how does it look when Mr. Hughes retires. Ms. Rammell, Mr. Hughes, and Ms. Gillespie are meeting to review Mr. Hughes job description and duties and identifying items that could be assumed by Ms. Rammell, such as any HR/Administrative items. Possibly restructuring the role to a Mental Health Program Supervisor and a part time Clinical Supervisor. Dr. DoBell asked how they envision the process to proceed, for example ne positions and job descriptions, how the Board would be included, posting the positions internally before posting externally, etc. Ms. Rammell explained that process has begun, and they will be addressing these items.
- C.** Director Evaluation – at 9:43 AM the Board went into executive session to review Ms. Rammell's 2023 performance evaluation.

8. Adjourn – The meeting was adjourned at 10:20 AM.



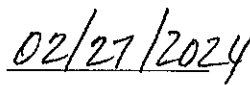
Board Chair Signature



Date



Board Clerk Signature



Date