



Management Council Regular Meeting Minutes

Date: October 22, 2025
Time: 1:00 p.m.
Meeting called to order by: Dale Olinger, Board Chair

The Management Council of the Missoula Area Education Cooperative met for a regular meeting at the MAEC Conference Room located at 2825 Stockyard Rd, Suite 1-2. All motions carried unanimously unless otherwise stated.

ATTENDEES

Stacia Vaughn, Cooperative Director
Dale Olinger, Superintendent, Lolo Schools
Erin Lipkind, Missoula County Superintendent of Schools via ZOOM
Jason Sargent, Superintendent, St. Ignatius School via ZOOM
Jim Howard, Superintendent, Bonner School
Rhonda Decker, Cooperative Business Manager

ABSENT

Logan Labbe, Superintendent, Superior Schools

GUESTS

Kathy Schneider, Superintendent, Clinton School via ZOOM
Christina Hartmann, Superintendent, Seeley Lake School via ZOOM

APPROVAL OF MINUTES

1. Jim Howard moved to accept the Minutes of the September 30, 2025, Management Council meeting.
Erin Lipkind- Second.

PUBLIC COMMENT

2. None

CORRESPONDENCE

3. None

OLD BUSINESS

4. None

NEW BUSINESS

5. BUSINESS MANAGER'S REPORT: Information & Action

- A. Rhonda Decker, Cooperative Business Manager, reported to the Board that October year-to-date expenditures were \$326,169.
- B. Treasurer's Financial Statement Fund Balance as of October is estimated to be at \$605,866.83. Rhonda reported to the board an email exchange with the Financial Services Director at the Missoula County Treasurers on Monday, October 20, 2025, asking when the Cooperative could get their July, August and September financial reports. The response from Michelle Denman was: "We are currently working with an outside accounting firm to assist us with compiling this information for us until we can catch up with our workflow. I will check in with the outside team for a status update to see what the time frame is for getting these completed. I will work to get a response to you by tomorrow." No updates from Missoula County Treasurers have been received by the Cooperative as of October 22, 2025, therefore we are still unable to report a reconciled balance since June 2025.
- C. The Board approved the Business Manager to pay November claims and payroll. Jason Sargent moved to approve the Business Manager's report. Jim Howard- Second.

PERSONNEL REPORT

6. PERSONNEL HIRES & UPDATES: Information & Action

- A. The Director informed the Board that Yvonne Field, former Special Education Preschool Teacher for the Cooperative, submitted her resignation to the Director on August 15, 2025. The Director referred the Board to the liquidated damages language contained within the professional agreement and professional staff contracts and informed the Board that due to the date of Ms. Field's resignation she was in breach of her contract. However, the Director recommended that the board waive the \$3,500 liquidated damages breach of contract for Ms. Field due to the particular extenuating circumstances resulting in her resignation and aligning with board policy and current Professional Agreement. Jason Sargent moved to waive liquidated damages assessment in this particular case. Erin Lipkind- Second.
- B. Jim Howard reported on the negotiations for the Administrative Team Contracts for 2025-2026. The committee settled on a 6% salary increase and a \$50 monthly cell phone stipend for the Director and for the Business Manager. Jim Howard moved to approve the negotiation committee's recommendation. Erin Lipkind- Second.

GRANTS/CONTRACTS: NONE

7. None

POLICY

8. None

DIRECTOR'S REPORT

9. DIRECTOR'S UPDATES: INFORMATION

- A. Stacia shared upcoming ADOS-2 evaluations scheduled for October and December.
- B. Stacia updated the board on the member districts she has visited on-site and case consultations in August, September and October so far.
- C. Stacia informed the board that MAEC will be hosting the annual fall Regional Special Education Directors working group from Bitterroot Valley Education Cooperative, Missoula County Public Schools, Hellgate Elementary, Corvallis, Hamilton, Frenchtown, and Ronan on Friday afternoon, October 24th in the conference room. Elizabeth Kaleva will attend as guest speaker.
- D. Stacia reminded the board that the three, 2-hr Best Practice Sped Webinars featuring Elizabeth Kaleva for MAEC and its member districts are available for viewing until November 21, 2025, and encouraged them to have their administrative teams, sped teachers, sped secretaries, and school counselors watch / listen to them.

NEXT BOARD MEETING

10. NEXT MANAGEMENT COUNCIL DATE: To be scheduled following the Fall JAB meeting for November 19; time to be determined.

OTHER

11. None

ADJOURN

12. ADJOURN: Dale Olinger called the meeting adjourned at 1:18 p.m.

Rhonda Olinger
Business Manager, Attest

11/20/2025
Date

11/20/2025
Date Copies sent to JAB

Dale Olinger
Chair

11/20/2025
Date