

AGENDA

Board Meeting

Tuesday, June 25, 2024

9:00 am

Cooperative Office

<https://us02web.zoom.us/j/82491990360?pwd=XgXjm8l4PT1N73xkvl93rwGjEVVm3Y.1>

Meeting ID: 824 9199 0360

Passcode: 214373

1. Call to Order
2. Consent Agenda
 - A. Minutes
 - B. Resignations
 - C. New Hires
 - a. Courtney Bowers, CSCT Mental Health Therapist
 - b. Lucy Chadwick, CSCT Mental Health Therapist
 - D. Next Meeting: July 23, 2024
3. Public Comment
4. Correspondence/Communications
5. Board Action
6. Information and Discussion
 - A. CSCT/Mental Health Program
7. Adjourn

06/12/24
07:49:53

BITTERROOT VALLEY SPECIAL ED COOP
Claim Approval List
For the Accounting Period: 6/24

Page: 1 of 3
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
11934	101541 BITTERROOT LAUNDRY & CLEANERS	78.41					
MAT RENTAL Jun 2024							
2	147372 05/30/24 MAT RENTAL Jun 2024	29.04		115 12 456-2600		430	777
3	147373 05/30/24 MAT RENTAL PS Jun 2024	49.37		115 1 456-2600		430	777
11937	101347 BMO FINANCIAL GROUP	5,296.63					
PCard transactions May 2024							
2	Preschool Supplies	80.54*		115 1 456-1000		610	777
4	Speech Supplies	693.57*		115 3 456-2150		610	777
40	Stevi Ele CSCT	15.56		115 42 160-2144		610	3
41	J Wood License	200.00*		115 44 160-2144		810	3
42	Tammy Olds NASW	236.00*		115 46 160-2144		810	3
43	Director Cell Phone	52.38*		115 9 456-2490		530	777
46	Internet	169.98*		115 12 456-2500		531	777
47	Offsite Storage CSCT	75.00		115 8 160-2144		451	3
48	Office Solutions - copier copi	27.55*		115 12 456-2500		550	777
49	Granite Technologies Phone	202.58*		115 12 456-2500		531	777
50	Adobe Subscription	12.99		115 12 456-2500		681	777
55	offsite storage BVEC	75.00*		115 12 456-2600		451	777
58	Preschool Cleaning	232.00*		115 1 456-1000		430	777
59	BVEC office cleaining	90.00		115 12 456-2600		430	777
65	Toner Florence HS CSCT	49.99		115 34 160-2144		610	3
75	Office Supplies copy paper	73.17*		115 12 456-2500		610	777
78	Staff Appreciaion EOY St Meet	2,210.89*		115 12 456-2316		610	777
79	Indeed MHT Recruiting	120.00		115 8 160-2144		545	3
80	ZOOM Subscription	82.95*		115 8 160-2144		535	3
81	Amazon Web Svcs-Big Sistah	206.80*		115 8 160-2144		535	3
84	School Psych Protocols	84.00*		115 2 456-2140		610	777
90	NASET Renewal for Director	59.00*		115 9 456-2490		650	777
91	staff appreciaion - Dr. DoBell	38.61*		115 12 456-2316		610	777
92	Postage for audit posting	8.07*		115 12 456-2315		532	777
93	staff appreciaiton - CH and DW	200.00*		115 12 456-2315		610	777
11933	100907 Centric Internet Services	19.95					
Domain Registration for bvec-mt.com							
1	39743 05/06/24 Domain renewal bvec-mt.com	19.95		115 12 456-2500		535	777

06/12/24
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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
11924	100884 Criminal Records Section background check for CSCT KC, MP	60.00				
2	06/10/24 FINGERPRINT KC/MP	60.00*		115 12 456-2500		545 777
11928	90 DARBY PUBLIC SCHOOL Match Reimbursement Jun 2024	12,910.46				
1	06/01/24 Match Reimbursement 6/24	12,910.46		115 8 160-2144		800 3
11929	134 FLORENCE-CARLTON SCHOOL Match Reimbursement Jun 2024	11,270.94				
1	06/01/24 Match Reimbursement 6/24	11,270.94		115 8 160-2144		800 3
11935	193 KAREN GIDEON Mileage Reimbursement Jan-May 2024	190.35				
2	MILEAGE 06/10/24 Mileage Reimb Jan-May 2024	190.35*		115 3 456-2150		581 777
11932	101394 KIRK L. CREWS, M.D. CSCT Medical Director 23-24	626.00				
1	06/01/24 Medical Director Jun 2024	626.00*		115 8 160-2144		330 780
11936	101557 MADISON YERIAN Mileage reimbursement for May 2024	40.13				
3	mileage reimb May 2024	40.13*		115 2 456-2140		582 777
11927	101398 MAJESTIC BUS SERVICE, INC ROUTE TRANSPORTATION COSTS Jun 2024	5,420.29				
1	10021 06/01/24 PS Transportation Jun 24	5,388.97*		110 1 280-2700		513
2	10026 Fuel Surcharge	31.32*		110 1 280-2700		513
11925	100872 NORTHWESTERN ENERGY	161.51				
6	06/01/24 ELECTRICITY	84.25		115 12 456-2600		412 777
8	GAS	63.00		115 12 456-2600		411 777
10	TAXES	14.26		115 12 456-2600		412 777
11930	359 STEVENSVILLE PUBLIC SCHOOLS Match Reimbursement Jun 2024	10,670.48				
1	06/01/24 Match Reimbursement 6/24	10,670.48		115 8 160-2144		800 3

06/12/24
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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
11926	395 TOWN OF STEVENSVILLE	83.44						
1	06/01/24 Water	14.88*		115 12	456-2600	421	777	
3	WATER BOND	16.39*		115 12	456-2600	421	777	
5	SEWER	31.87*		115 12	456-2600	421	777	
7	SEWER BOND	20.30*		115 12	456-2600	421	777	
11931	404 VICTOR PUBLIC SCHOOLS	12,808.77						
Match Reimbursement Jun 2024								
1	06/01/24 Match Reimbursement 6/24	12,808.77		115 8	160-2144	800	3	
# of Claims 14,		Total:	59,637.36	# of Vendors		14		

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
11922	101574 ALIVIA FRENCH	15.00				
	Reimburse employee for fingerprint costs					
1	04/29/24 reimburse fingerprint costs	15.00*		115 12 456-2500		545 777
11923	101485 ALYSSA LARSON	48.58				
	Mileage Reimbursement Jan - May 2024					
1	Mileage Reimbursement Jan-May	48.58*		115 4 456-2160		581 777
11920	101488 CJ Remodeling and Constructiion	460.00				
	Build ramp and install at front door of office					
1	895 05/27/24 front door ramp for office	460.00		115 12 456-2600		440 777
11905	90 DARBY PUBLIC SCHOOL	16,569.02				
	Match Reimbursement May 2024					
1	05/01/24 Match Reimbursement 5/24	16,569.02		115 8 160-2144		800 3
11919	101164 ELIZABETH A. KALEVA, P.C.	343.75				
	Legal Fees April 2024					
	discussions with Director re: nonrenewal of MH staff member, review of CBA and					
	employee contract related to same					
1	7259 04/23/24 Non renewal of contract, CBA	206.25*		115 12 456-2500		330 777
2	7256 04/25/24 non renewal of contract	137.50*		115 12 456-2500		330 777
11906	134 FLORENCE-CARLTON SCHOOL	9,129.11				
	Match Reimbursement May 2024					
1	05/01/24 Match Reimbursement 5/24	9,129.11		115 8 160-2144		800 3
11921	339 SAM/MCASE	355.00				
	Membership Renewal MCASE For Jenny Rammell					
1	12161 05/15/24 MCASE REGISTRATION COSTS	355.00*		115 9 456-2490		650 777
11907	359 STEVENSVILLE PUBLIC SCHOOLS	12,780.70				
	Match Reimbursement May 2024					
1	05/01/24 Match Reimbursement 5/24	12,780.70		115 8 160-2144		800 3
11908	404 VICTOR PUBLIC SCHOOLS	15,831.88				
	Match Reimbursement May 2024					
1	05/01/24 Match Reimbursement 5/24	15,831.88		115 8 160-2144		800 3

05/30/24
14:10:47

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Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
11918	100940 WENDI WOOD	802.91					
	License Renewal and Association Dues						
	Mileage reimbursement Jan0May 2024						
1	PT License Renewal	60.00*		115 4 456-2160		810	777
2	APTA	190.00*		115 4 456-2160		810	777
3	Montana APTA	100.00*		115 4 456-2160		810	777
4	Pediatrics Section	70.00*		115 4 456-2160		810	777
5	Mileage reimb Jan-May 2024	382.91*		115 4 456-2160		581	777
# of Claims 10		Total: 56,335.95	# of Vendors 10				

BVEC Monthly Finance Review

May, 2024

% Year 90%

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 110 Transportation					
Beginning Reserve	\$ 10,410				
Revenue	\$ 53,083	\$ 53,324	(241)		
Expenditures	\$ 49,189	\$ 53,324	4,135	92%	
Gain/Loss	\$ 3,894	\$ -	\$ 3,894		Using \$1500 from reserves this year to reduce reserves and alleviate costs to districts
Ending Reserve	\$ 14,304				

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 114 Retirement					
Beginning Reserve	\$ 92,223				
Revenue	\$ 195,466	\$ 296,397	(100,931)		
Expenditures	\$ 136,040	\$ 296,397	160,357	46%	Timing 3 month PR in June
Gain/Loss	\$ 59,426	\$ -	\$ 59,426		
Ending Reserve	\$ 151,649				

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 115 Mental Health					
Beginning Reserve	\$ 638,471				
Revenue	\$ 1,196,002	\$ 1,923,128	(727,126)		
Match Reimbursements	\$ 401,308	\$ 557,707	156,399		
Expenditures	\$ 954,428	\$ 1,308,223	353,795	73%	Timing 3 month PR in June
Gain/Loss	\$ (159,733)	\$ 57,198	\$ (216,931)		
Ending Reserve	\$ 478,737				

BVEC Monthly Finance Review

May, 2024

% Year 90%

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 115 Special Education					
Beginning Reserve	\$ 274,583				
Carry Over	\$ 178,317		-		
Revenue	\$ 853,158	831,498	21,660		
IDEA Allocations to Districts	\$ 447,817	497,574	49,757		
Expenditures	\$ 259,385	300,770	41,385	86%	% higher because admin staff pay began July
Gain/Loss	\$ 145,956	\$ 33,154	\$ 112,802		
Ending Reserve	\$ 419,847				

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 115 Preschool					
Beginning Reserve	\$ -				
Carry Over	\$ 316	316			
Revenue	\$ 36,210	29,336	6,874		
IDEA Allocation to Darby	\$ 6,107	6,786	679		
Expenditures	\$ 30,795	22,550	(8,245)	137%	
Gain/Loss	\$ (692)	\$ -	\$ (692)		
Ending Reserve	\$ -				

	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 182 Special Education					
Beginning Reserve	\$ 414,829				
Revenue	\$ 786,057	794,294	(8,237)		
Expenditures	\$ 786,700	896,264	109,564	88%	timing, 3 month payroll in June
Gain/Loss	\$ (643)	\$ (101,970)	\$ 101,327		
Ending Reserve	\$ 414,186				

Mental Health Update - Board Copy

June, 2024

Team	Forecast Expenditures Full Year	Forecast FY Revenue	Forecast FY Over/(Under)	Comments
Darby Elementary	178,636	274,923	96,287	3 person team
Darby Secondary	104,623	112,135	7,512	open BC position
Darby Match Reimbursements	131,124		(131,124)	
Darby Schools	\$ 414,383	\$ 387,058	\$ (27,325)	
Florence Elementary	115,369	171,441	56,072	open MHT position
Florence Secondary	114,245	92,040	(22,205)	
Florence Match Reimbursements	105,838		(105,838)	
Florence Schools	\$ 335,452	\$ 263,481	\$ (71,972)	
Lone Rock	\$ 50,013	\$ 13,312	\$ (36,701)	Open MHT position: LD .2 FTE
Stevensville Elementary	124,829	137,746	12,917	
Stevensville Secondary	175,119	185,776	10,657	3 Person team
Stevensville Match Reimbursements	112,510		(112,510)	
Stevensville Schools	\$ 412,459	\$ 323,522	\$ (88,937)	
Victor Elementary	140,153	169,786	29,632	
Victor Secondary	128,240	135,201	6,961	
Victor Match Reimbursements	99,496			
Victor Schools	\$ 367,889	\$ 304,987	\$ (62,902)	
Total	\$ 1,580,197	\$ 1,292,360	\$ (287,838)	

Team	Total Students	Medicaid	HMK	Private Insurance	Self Pay/Sliding Fee	Date	Superintendent Signature	% Medicaid
Darby Elementary	24	19	2		1			79%
Darby Secondary	18	13			3			72%
Darby Schools	42	32	2		4			76%
Florence Elementary								
Florence Secondary	30	20	2		1			67%
Florence Schools	30	20	2		1			67%
Lone Rock	9	3	1		1			33%
Stevensville Elementary	11	8			1			73%
Stevensville Secondary	21	12	3		3			57%
Stevensville Schools	32	20	3		4			63%
Victor Elementary	39	29	4		3			74%
Victor Secondary								
Victor Schools	39	29	4		3			74%
Total	152	104	12		23			68%

MH Program Manager Signature _____ Date _____

Director Signature _____ Date _____