

BITTERROOT VALLEY EDUCATION COOPERATIVE MANAGEMENT BOARD

Tuesday, May 23, 2023
9:00 a.m. – Cooperative Office

<https://us02web.zoom.us/j/87165663874?pwd=ZC9TcTdERFI1aVF4RlhFcWN3MUdUZz09>

Meeting ID: 871 6566 3874
Passcode: 397156

AGENDA

1. **Call to Order**
2. **Introduce Staff Representative-Wendi Wood, BVEC Physical Therapist**
3. **Consent Agenda**
 - A. Minutes
 - B. Warrants
 - C. Financial Report
 - D. Resignations-None
 - E. New Hires-None
 - F. Next Meeting – TBD under information and discussion
4. **Public Comment**
5. **Correspondence/Communications-**
6. **Board Action-**
 - A. **Elect Board Chair**
BVEC Board Chair term is July 1 through June 30
7. **Information and Discussion**
 - A. All Valley PIR
 - B. CSCT IGT Process Transitioning to DPHHS
 - C. IDEA District Allocations
 - D. Recruitment and Retention in Hard to Fill Locations
 - E. Director Summer Schedule/Next Board Meeting
8. **Adjourn**

05/17/23
12:25:04

BITTERROOT VALLEY SPECIAL ED COOP
Claim Approval List
For the Accounting Period: 5/23

Page: 1 of 2
Report ID: AP100

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
11678		100872 NORTHWESTERN ENERGY	239.56						
6		05/01/23 ELECTRICITY	130.70		115 12 456-2600		412	777	
8		GAS	72.36*		115 12 456-2600		411	777	
10		TAXES	36.50		115 12 456-2600		412	777	
11679		90 DARBY PUBLIC SCHOOL	9,637.61						
		April 2023 Match reimbursement							
1		05/22/23 April 2023 Match reimburseme	9,637.61*		115 8 160-2144		800	3	
11680		134 FLORENCE-CARLTON SCHOOL	10,458.74						
		April 2023 Match reimbursement							
1		05/22/23 April 2023 Match reimburseme	10,458.74*		115 8 160-2144		800	3	
11681		359 STEVENSVILLE PUBLIC SCHOOLS	8,306.69						
		April 2023 Match reimbursement							
1		05/22/23 April 2023 Match reimburseme	8,306.69*		115 8 160-2144		800	3	
11682		404 VICTOR PUBLIC SCHOOLS	8,961.70						
		April 2023 Match reimbursement							
1		05/22/23 April 2023 Match reimburseme	8,961.70*		115 8 160-2144		800	3	
11683		101398 MAJESTIC BUS SERVICE, INC	5,203.08						
		ROUTE TRANSPORTATION COSTS May 2023							
1		9341 05/01/23 PS Transportation Sep 22	5,132.35*		110 1 280-2700		513		
2		9342 Fuel Surcharge	70.73*		110 1 280-2700		513		
11684		101394 KIRK L. CREWS, M.D.	595.00						
		MEDICAL DIRECTOR - May 2023							
1		05/14/23 MEDICAL DIRECTOR May 2023	595.00		115 8 160-2144		330	3	
11685		395 TOWN OF STEVENSVILLE	87.69						
1		05/01/23 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	
8		Late Fee	4.25		115 12 456-2600		421	777	

05/17/23
12:25:04

BITTERROOT VALLEY SPECIAL ED COOP
Claim Approval List
For the Accounting Period: 5/23

Page: 2 of 2
Report ID: AP100

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct./Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
11686	100975 ACROTEC INC.	37.50						
	Run CSCT Report 4/5/23							
1	8273 05/01/23 BVEC ER CSCT Report	37.50		115 6 160-2144		330	3	
11687	101541 BITTERROOT LAUNDRY & CLEANERS	91.01						
	MAT RENTAL Apr 2023							
2	127615 04/27/23 MAT RENTAL Apr 23 PS	46.15		115 12 456-2600		430	777	
3	127616 MAT Rental Apr 23 Office	44.86		115 12 456-2600		430	777	
11688	101519 LEE ENTERPRISES OF MONTANA	36.55						
	Audit Publication Statement							
1	150793-1 04/30/23 Audit Publication Statement	36.55*		115 12 456-2315		540	777	
11689	339 SAM/MCASE	350.00						
	Membership Renewal MCASE For Jenny Rammell							
	MCASE MENTOR PROGRAM FOR Jenny Rammell							
1	10187 04/17/23 MCASE REGISTRATION COSTS	350.00*		115 9 456-2490		650	777	
	# of Claims	12	Total:	44,005.13	# of Vendors	12		

BVEC Monthly Finance Review

April, 2023

% Year 80%

Fund	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 110 Transportation					
Beginning Reserve	\$ 12,439				
Revenue	\$ 25,195	\$ 53,890	(28,695)		
Expenditures	\$ 41,788	\$ 53,890	12,102	78%	seeing approx. \$100/month in fuel surcharge; plan to use reserve to cover this versus billing districts
Gain/Loss	\$ (16,593)	\$ -	\$ (16,593)		Timing; billed \$25K in May
Ending Reserve	\$ (4,154)				

Fund	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 114 Retirement					
Beginning Reserve	\$ 49,731				
Revenue	\$ 188,591	\$ 277,029	(88,438)		
Expenditures	\$ 196,388	\$ 277,029	80,641	71%	
Gain/Loss	\$ (7,797)	\$ -	\$ (7,797)		Timing of County reimbursements
Ending Reserve	\$ 41,934				

Fund	Actual	Budget	Act Vs Budget	% of Budget	Comments
Fund 115 Mental Health					
Beginning Reserve	\$ 660,808				
Revenue	\$ 1,159,670	\$ 1,083,067	76,603		
Match Reimbursements	\$ 308,938		(308,938)		Net Revenue \$850,731
Expenditures	\$ 854,439	\$ 1,083,067	228,628	79%	79% 3 month payroll in June
Gain/Loss	\$ (3,707)	\$ -	\$ (3,707)		
Ending Reserve	\$ 657,101				

BVEC Monthly Finance Review

April, 2023

% Year 80%

Fund	Special Education	Actual	Budget	Act Vs Budget	% of Budget	Comments	
Fund 115	Beginning Reserve	\$ (379)					
	Carry Over	\$ 185,502					
	ESSER 1	54,002					
	IDEA ARP B	6,996				\$103K available this year to fund Contract SLPs, CPI coordinator training, Billing System updates due to new CSCT billing structure; \$65K cash request approved in May	
	IDEA B	1,066,309	724,347			Q3 22 and Q4 22 (amount to be determined) pending payment	
	MAC	4,466	18,000				
	Sp Ed Medicaid	55,856	48,000				
	Other	8,543				Card rebate; Kaleva and MAEC portion of Sp Ed Subscription; CPI training	
	Revenue	\$ 1,196,172	\$ 790,347	405,825			
	Carryover	\$ 185,502				IDEA B carryover funds must be expended first before 22-23 IDEA B funds	
	ESSER 1	\$ 23,217					
	IDEA ARP B	\$ 75,516				using remaining IDEA ARP B funds for CPI expenditures for coordinator training; cost of billing system changes needed due to CSCT billing changes; cost of contract SLPs	
	IDEA B	\$ 189,649	\$ 316,969				
	IDEA B to Districts	\$ 382,455	\$ 478,069				
	MAC						
Sp Ed Medicaid							
Expenditures	\$ 856,939	\$ 795,038	(61,901)	108%	Includes \$119,855 repayment to OPI, adjusted % would be 92%		
Gain/Loss	\$ 339,833	\$ (4,691)	\$ 344,524		Timing of Cash Requests/Reimbursements		
Ending Reserve	\$ 353,753						
Fund 115	Beginning Reserve	\$ -					
	Carry Over	\$ 27,706					
	IDEA ARP PS	12,210					
	IDEA Preschool	51,118	28,657				
	Revenue	\$ 63,328	\$ 28,657	34,671			
	Carryover	\$ 27,706				carryover funds must be expended first para educators	
	IDEA Preschool	\$ 15,950	\$ 30,072				
	IDEA PS to Districts	\$ 5,374	\$ 6,717				
	Expenditures	\$ 49,030	\$ 36,789	(12,241)	133%		
	Gain/Loss	\$ 14,298	\$ (8,132)	\$ 22,430			
	Ending Reserve	\$ -					
	Fund 132	Beginning Reserve	\$ 390,037				
		Revenue	\$ 748,579	\$ 784,165	(35,586)		timing or quality educator and special education payments
		Expenditures	\$ 508,528	\$ 856,141	347,613	59%	Two Open SLP; using ESSER 1 and IDEA ARP B to cover SLP contract expenditures; timing (June Payroll)
		Gain/Loss	\$ 240,051	\$ (71,976)	\$ 312,027		
Ending Reserve		\$ 630,088					

BVEC Carry Over and Reserves

April, 2023

IDEA B CARRYOVER DOLLARS

IDEA B C/O	Vs Prior Year	Comments	IDEA PS C/O	Vs Prior Year	Comments
2015-16	537,715		18,157		
2016-17	481,644	(56,071)	8,725	(9,432)	
2017-18	626,173	144,529	20,615	11,890	PR coding Changes Fund 115 to Fund 182
2018-19	613,317	(12,856)	20,615	-	New Copier \$8K
2019-20	540,692	(72,625)	38,473	17,858	New PS flooring \$7K, Kia Van \$23K
2020-21	337,357	(203,335)	11,102	(27,371)	Director retirement \$113K; Speech Ind Contractor \$16K;
2021-22	229,872	(107,485)	29,262	18,160	
2022-23	185,502	(44,370)	27,706	(1,556)	

CASH RESERVES

Fund 110	Vs Prior Year	Comments	Fund 114	Vs Prior Year	Comments
2015-16	9,434		8,832		
2016-17	12,981	3,547	22,316	13,484	
2017-18	(6,759)	(19,740)	42,665	20,349	
2018-19	(9,953)	(3,194)	37,967	(4,698)	
2019-20	9,947	19,900	49,723	11,756	
2020-21	12,435	2,488	20,989	(28,734)	
2021-22	12,439	4	49,731	28,742	
2022-23	(4,153)	(16,592) timing. Sem 2 won't be billed until June	41,931	(7,800)	

Fund 115	Vs Prior Year	Comments	Fund 115-Sp/Ed	Vs Prior Year	Comments
2015-16					
2016-17	-			-	
2017-18	-			-	
2018-19	-			-	
2019-20	180,089		(55,735)	(55,735)	
2020-21	471,674		186,219	241,954	
2021-22	660,808	District Contributions; Covid Grants	-	(186,219)	
2022-23	658,169	(2,639)	352,708	352,708	

Fund 115 Total	Vs Prior Year	Comments	Fund 182	Vs Prior Year	Comments
2015-16	377,178		375,457		
2016-17	202,607	(174,571) PR Coding see Fund 182	499,860	124,402	PR Coding see Fund 115
2017-18	410,141	207,534 PR Coding see Fund 182	290,532	(209,328)	PR Coding see Fund 115
2018-19	156,432	(253,709) Timing of final IDEA/MTSS Cash Disbursement \$450K	297,988	7,456	
2019-20	152,865	(3,567) Timing of final IDEA/MTSS Cash Disbursement \$360K	355,190	57,202	
2020-21	684,494	531,629	331,763	(23,427)	
2021-22	660,429	(24,065)	390,037	58,275	
2022-23	1,010,877	350,447	630,114	240,077	

Fund 186	Vs Prior Year	Comments	Fund 187	Vs Prior Year	Comments
2015-16	62,669		8,943		
2016-17	14,211	(48,458)	31,686	22,743	
2017-18	19,663	5,452	30,232	(1,454)	
2018-19	2,671	(16,991)	16,985	(13,247)	
2019-20	117,223	114,551	15,223	(1,761)	CL Clearing Account - Timing
2020-21	982	(116,241)	20,437	5,214	
2021-22	5,719	4,737	86,890	66,453	
2022-23	2,891	(2,828)	56,502	(30,388)	

Mental Health Update - Board Copy
April, 2023

Team	Actual Expenditures for April, 2023	April, 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	15,266	23,040	7,774	137,246	207,936	70,690	168,264	230,976	62,712	95% Medicaid
Darby Secondary	15,445	17,568	2,123	133,602	130,182	(3,420)	163,696	147,750	(15,946)	74% Medicaid; new team; minimal summer program in Jul/Aug
Darby Schools	\$ 30,710	\$ 40,608	\$ 9,898	\$ 270,848	\$ 338,118	\$ 67,270	\$ 331,959	\$ 378,726	\$ 46,766	
Florence Elementary	14,959	29,232	8,273	129,062	158,651	29,588	174,787	191,675	16,888	75% Medicaid; impact of June payroll
Florence Secondary	14,170	11,616	(2,554)	121,168	115,072	(6,096)	163,737	132,256	(31,481)	62% Medicaid; minimal summer program; impact of June payroll
Florence Schools	\$ 29,130	\$ 34,848	\$ 5,718	\$ 250,230	\$ 273,723	\$ 23,493	\$ 338,524	\$ 323,931	\$ (14,593)	
Lone Rock	\$ 10,007	\$ 5,759	\$ (4,247)	\$ 85,881	\$ 42,281	\$ (43,599)	\$ 111,795	\$ 48,050	\$ (63,745)	75% Medicaid; Outpatient vs. CSCT
Stevensville Elementary	13,978	10,560	(3,418)	128,912	116,441	(12,471)	156,072	131,801	(24,271)	88% Medicaid; new team; June Payroll impact
Stevensville Secondary	17,623	27,840	10,217	128,146	181,787	53,641	175,380	222,203	46,823	81% Medicaid; new team; June Payroll impact; first 3 person team, but 3rd person wasn't hired until February
Stevensville Schools	\$ 31,600	\$ 38,400	\$ 6,800	\$ 257,058	\$ 298,228	\$ 41,170	\$ 331,452	\$ 354,005	\$ 22,552	
Victor Elementary	16,438	10,368	(6,070)	146,819	131,717	(15,102)	178,899	154,565	(24,334)	75% Medicaid
Victor Secondary	14,889	12,288	(2,601)	129,452	150,472	21,020	168,778	173,320	4,543	75% Medicaid; impact of new payroll
Victor Schools	\$ 31,327	\$ 22,656	\$ (8,671)	\$ 276,271	\$ 282,189	\$ 5,918	\$ 347,677	\$ 327,885	\$ (19,792)	
Total	\$ 132,774	\$ 142,271	\$ 9,498	\$ 1,140,289	\$ 1,234,549	\$ 94,260	\$ 1,461,407	\$ 1,432,586	\$ (28,811)	