Missoula Area Education Cooperative

Joint Advisory Board (JAB) Meeting Minutes

Date:	June 11, 2026
Time:	9:14 a.m.
Meeting called to order by:	Dale Olinger, Board Chair

The Joint Advisory Board of the Missoula Area Education Cooperative met for a regular meeting via ZOOM at MAEC Conference Room located at 2825 Stockyard Rd, Suite i-2, Missoula, MT. All motions carried unanimously unless otherwise stated.

ATTENDEES

Stacia Vaughn, Cooperative Director
Dale Olinger, Superintendent, Lolo School
Erin Lipkind, Missoula County Superintendent of Schools
Jason Sargent, Superintendent, St. Ignatius Schools
Jim Howard, Superintendent, Bonner School
Logan Labbe, Superintendent, Superior Schools
Christina Hartmann, Superintendent, Seeley Lake Elementary
Emily Sallee, Superintendent, Potomac School
Jon Martin, Principal, Woodman School
Matt Driessen, Superintendent, DeSmet School
Anne Tanner, Principal, Arlee Schools
Kathy Schneider, Superintendent, Clinton School
Rhonda Decker, Cooperative Business Manager

ABSENT

Ryon Noland, Principal, Dixon Elementary
Amanda Cyr, Superintendent, Alberton Schools
Jim Baldwin, Superintendent, Charlo Schools

GUESTS

None

CALL TO ORDER

Board Chair, Dale Olinger called the meeting to order at 9:14 a.m.

ROLL CALL

Attendance of the 2025-2026 Joint Advisory Board members was conducted by Rhonda Decker.

APPROVAL OF MINUTES

Logan Labbe moved to accept the Minutes of the November 19, 2025 Joint Advisory Board meeting minutes. Jon Martin- Second.

PUBLIC COMMENT

None

DIRECTOR'S REPORT: INFORMATION

Stacia Vaughn discussed the following:

A. New Member School District Administrators for 2026-27- Kendall Baldwin will be the new Superintendent for Arlee Schools.
B. New Cooperative Staff for 2026-27- Nick Boissoneault, Physical Therapist; Amy Gonzalez, School Psychologist; and Candace Phillips, Speech Language Pathologist
C. New Statewide Special Education Director of OPI Effective July 1, 2026- Dr. Kjersten Skatvold
D. OPI'S Required Cooperative Program Narrative and Fiscal and Risk Assessment- Cooperative Director submitted on behalf of the Coop and its member districts by the June 1, 2026 deadline. Once approved by OPI, it will be shared with member district Superintendents in its final form as well as posted on the Cooperative website.
E. OPI's Annual Survey for Parents of Students with IEP's is due June 30, 2026. That is a firm deadline for the parent survey. All member districts are required to conduct this survey each year. This is not to be confused with OPI's Annual Sped Exiting Report that our member districts serving high school students (Alberton, Arlee, Charlo, St. Ignatius, and Superior) must complete by June 30, 2026. Yesterday, the Director sent those five districts that serve high school students information from OPI informing high school administrators and special education teachers / case managers that the Sped Exiting Report that must be submitted to OPI each spring has an original deadline of June 30, 2026, but in order to ensure accurate data, OPI has extended the deadline for the Sped Exiting Report to September 15, 2026. Districts that have the Sped Exiting Report data to submit now should follow the User Manual link in the Director's email and submit now. If questions, reach out to Director, so we can problem-solve together and submit prior to the extended deadline of September 15, 2026.
F. MAEC Best Practices in Special Education August-December 2026:
   - Asynchronous PD for MAEC Member Districts: Best Practices in Special Education 2026-27 will be provided via MAEC and LRP virtual presentations and webinars. More detail and date To Be Determined will be shared this summer.
   - MonTech Assistive Technology Training: Director is in the process of arranging this PD for the Cooperative and its member districts. More detail and date To Be Determined will be shared this summer.
   - Academic Achievement Test Administration Training: date to Be Determined. Stacia thanked Dale Olinger and Matt Driessen for hosting four days of achievement testing training sessions provided by Katie John, MAEC School Psychologist, in September 2025, and January 2026. These trainings must be in-person and the Director appreciates administrators allowing their staff to be released from their teaching duties to travel and attend one of the training sessions. The Director will arrange for more opportunities for achievement testing training throughout the 2026-27 school year. As a

reminder to all member district administrators, achievement testing is the responsibility of special education teachers and member school districts, as determined as necessary via a Prior Written Notice and Individual Evaluation Plan as a part of comprehensive IDEA evaluations. Special education teachers are required to demonstrate that they have taken the graduate level assessment course mandated by OPI in order to administer achievement tests. If your district does not have a special education teacher who has taken that course and is competent to administer the achievement testing (WIAT, KTEA, or Woodcock Johnson), then the Director will assist the district in identifying a qualified individual for the district to temporarily hire in order to do so (UM school psych grad student, MTPLC, etc.). If the district is not able to directly hire a qualified individual to administer the achievement test, the Director will identify and assign a qualified MAEC employee (school psychologist, special education teacher, graduate student, sped consultant, etc.) to administer the test. The Cooperative will then invoice the member district for that individual's daily rate reflecting the time required as well as the mileage from Coop to district back to Coop.

ADJOURN

Dale Olinger called the meeting adjourned at 9:31 a.m.

Rhonda Lee
Business Manager, Attest

11/5/2026
Date

DEOlinger
Chairman

11/5/2026
Date

11/5/2026
Date Copies sent to JAB