The regular council meeting of the Gallatin-Madison Special Education Cooperative was held at the Gallatin-Madison Special Education Cooperative on August 18, 2022 for the purpose of considering business to come before the Council. Chair, Casey Klasna, presided over the meeting.

1. **Call to Order**
Casey Klasna called the meeting to order at 11:05 a.m.

- Members Present
  - Anderson--Kristi Jacobs; West Yellowstone—Coul Hill; 
  - Ennis--Casey Klasna; LaMotte--LeeAnn Burke; Montforton--Darren Strauch;
  - Willow Creek--Bonnie Lower

- Members Absent:
  - Amsterdam--Katherine Dawe; Big Sky--Dustin Shipman;
  - Gallatin Co. Supt.--Matthew Henry; Gallatin Gateway--TBD;
  - Harrison--Billi Taylor;

- Visitors:

2. **Public Comments**
None

- Staff Present
  - Lani Smith, Director; Riley Russell, Executive Assistant; Joyce Schmidt, Clerk & Business Manager

- Staff Absent
  - None

3. **Consent Agenda**

   - Approval of Minutes & Expenditures
     - Motion to approve the minutes of June 7, 2022 as well as expenditures
     - Motion: Darren Strauch
     - Second: LeeAnn Burke
     - Passed Unanimously.

   - b.) Annual signature of Interlocal Agreement.

Interlocal Agreement was distributed for signatures. Those not in attendance will be provided the document to sign as Lani visits schools.
4. **New Business:**

   a.) **Approval of Trustee’s Financial Summary Report:**

   (Motion/Discussion/Action)

   Joyce Schmidt, Business Manager/Clerk, reported to the Board the Trustee's Financial Summary [TFS] was submitted to the Office of Public Instruction [OPI] on August 15th as required in Montana State law. However, Joyce reminded the Board they have the ability to request the report be returned for any changes they may want made & then resubmitted. This process was recommended by OPI as a means of meeting the due date & still allow the Board the ability to review the report & accept/modify/or reject the TFS as presented for their review. This process was acceptable to the Board the past couple of years but may be changed at the Board’s pleasure.

   Motion to approve the Trustee’s Financial Summary.

   Motion: LeeAnn Burke  
   Second: Darren Strauch  
   - Passed Unanimously.

b.) **Business Managers Report:**

   (Informational)

   The June financial reports were received from the Gallatin County Finance Department [GCFD] & reconciled with the cooperative books. Joyce also provided anticipated totals for July & expects a nominal amount of interest as the only revenue for July.

   Grant reimbursement requests for July as well as August & September are being held until OPI opens the new grant year & our application is approved.

   Expenditures for July in funds 314 & 382 are nominal. Fund 315 has a few annual costs that make up 85.75% of the $46,389.38 expended during July. Those payments include our liability insurance; Goalbook; C&C Accounting & the Audiology contract.

   The fieldwork for the FY 2021-22 audit is scheduled to begin on September 20th. This will be our final audit with Rosie Barndt, CPA. Rosie has been wonderful to work with & will be greatly missed.

5. **Director’s Report:**

   (Informational)

   Lani reviewed the intervention document that will be utilized starting this year across all coop member schools. The document will be shared via google docs so each school can customize it to fit their specific
benchmark assessments (ie: FastBridge, AimsWeb, STAR, etc…). Lani also reviewed the weekly online training for special education staff (primarily sped teachers) to guide them through special education documentation in Infinite Campus. Annual signatures of Interlocal Agreement were collected by those board members present at the meeting. Signatures will be obtained by other Superintendents as Lani visits schools in the next few weeks. Lani reviewed school assignments for school psychologists and shared there could be shifting throughout the year depending on evaluation case loads.

6. **Board Meeting Schedule: Projected 2022-2023 Third Thursday of the Month (Google meet/In-Person)**
   a. September 15th
   b. October 27th
   c. November 17th
   e. January 19th (In Person)
   f. February 16th
   g. March 16th [no meeting due to Spring Break]
   h. April 20th
   i. May 18th
   j. June 15th (In Person)

8. **Adjourn:** Motion to adjourn meeting at 11:45 pm.

   Motion: Darren Strauch
   Second: Kristi Jacobs - Passed Unanimously.

Submitted by: ________________________________ Date: __________________

Board Chair: ________________________________ Date: __________________