The regular council meeting of the Gallatin-Madison Special Education Cooperative was held virtually on February 28, 2023 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 11:03 am.

Members Present  
Amsterdam– Katherine Dawe; Anderson– Kristi Jacobs; Big Sky– Dustin Shipman; Ennis– Casey Klasna; LaMotte– LeeAnn Burke; Monforton– Darren Strauch; Willow Creek– Bonnie Lower (via phone)

Members Absent:  
Gallatin Co. Supt.– John Nielson; Gallatin Gateway– Kelly Henderson; Harrison– Billi Taylor; WestYellowstone– Coul Hill

Visitors: None

2. **Public Comments**  
None

Staff Present  
Lani Smith, Director; Joyce Schmidt, Clerk & Business Manager

Staff Absent  
Riley Russell, Executive Assistant

3. **Consent Agenda**
Motion to approve the minutes of January 19, 2023 as well as expenditures 
(#317573- #317588)

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

4. **New Business**

a.) **Director Performance Review Process**

(Motion/Discussion/Action)

The performance review was not completed by 2/1/23. Board stated that Lani is doing a great job and is hired for next year. Lani explained the review process and asked the board to comment on any questions they may have. Staff feedback was shared with the board as well. The review is a
work in progress this year.

Motion to approve the Director’s performance review process. 

Motion: LeAnn Burke
Second: Katherine Dawe - Passed Unanimously.

b.) Business Manager’s Report:

(Informational)

The Business Manager presented the reconciled cash totals by fund for December 2022 & January 2023 as well as anticipated totals for February 2023.

Grant reimbursement requests through February 2023 have been submitted to OPI as of the meeting date. OPI has returned to their normal schedule so reimbursement for the January expenditures is expected in March & February expenditures are expected in April. Our intention remains to expend all spending authority for the ESSER grants by FY end. The cooperative continues to have the $13,491 of ESSER monies sent directly to us in FY 2021-2022 & this FY. There is no time limit for use of this total but the monies must be used on ESSER criterion expenditures.

Expenditures for January 2023 in the retirement fund [314] & interlocal fund [382] were as anticipated as well as the YTD figures.

Fund 315 comprises Medicaid & all grant expenditures. Presently we are finishing out the spending authority for the ESSER II & III grants as mentioned above. Spending presently & YTD in this fund is also as anticipated.

The two year comparison of expenditures is 42% for both years when spending not included in the budgets approved by the Board have been removed–Medicaid; ESSER II & III remaining spending authority.

Invoices have been submitted & payment received from the West Yellowstone School District for costs associated with the Special Education Coordinator for both December 2022 & January 2023.

The cooperative has received a pre-renewal update from MUST for plan year [PY] 2023-2024. The increases for both medical & pharmacy are greater than the previous year. Our current PY increase was 9.2% & our expectation is the new PY will be greater. Enquiry was made as to the existence of a percentage ceiling for rate increase & we received no answer. We are also waiting for a MUST quote comprising only cooperatives in the hope our rates would improve & improve enough to warrant making the change.
c. **2022-2023 Personnel: Speech Language Pathologist**
Contract Amendment for **Amber Fortier** to increase from 0.8 to 1.0 FTE for remainder of 2023 School Year, $43,431.

*(Motion/Discussion/Action)*

Laurie Smith and Danielle White’s resignation letters were presented last month to the Board. The Co-op will pull money from where they would have been paid. There are a lot of pre-referral students (mostly Monforton) that would take up a half day with the remainder of time where needed.

Motion to Approve amended contract for Amber Fortier

Motion: Darren Strauch  
Second: Katherine Dawe  
- Passed Unanimously.

d. **2022-2023 Personnel: School Psychologist**
Contract Amendment for **Jamie Greene** to add 10 additional contracted days for remainder of 2023 School Year, $2,547.90.

*(Motion/Discussion/Action)*

Kate Silver-Heilman is in the budget but is unable to help us so that money can be put towards Jamie and Ashley. Both are already 1.0FTE and would keep track of time used for the 10 days.

Motion to approve amended contract for Jamie Greene.

Motion: LeAnn Burke  
Second: Kristy Jacobs  
- Passed Unanimously.

e. **2022-2023 Personnel: School Psychologist**
Contract Amendment for **Ashley Nash** to add 10 additional contracted days for remainder of 2023 School Year, $2,473.60

*(Motion/Discussion/Action)*

Same as Jamie Greene.

Motion to approve amended contract for Ashley Nash.

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

f. **2023-2024 Discussion of adding Social Emotional Behavioral Coordinator Position**  
(Informational)
A potential Special Education teacher reached out about specifics. She possesses inpatient facility experience, is a Doctorate candidate, and instructional coach. The vision is to have the position be 1.0FTE but may need to be part time due to funding limitations. If the Psych position remains unfilled it would be full time. The coordinator would be available to all schools. The Board suggested getting rid of the Social Emotional part of the title to avoid a target on their back.

g.) **2023-2024 SLP Personnel/Offer of Contracts:**
13th contract offer for Shannon Childs: MA60/Level (s), remain at 1.0 FTE $76,229 ($74,229 Salary and $2000 Nat. Stipend)

Shannon would be the only one making a lane change this year.

10th contract offer for Amanda Massey: MA30/Level (j), remain at 0.6 FTE $33,375 ($32,175 Salary and $1200 Nat. Stipend)

6th contract offer for Rachel Wright: MA15/Level (g), remain at 1.0 FTE $49,645 ($47,645 Salary and $2000 Nat. Stipend)

There is a chance Rachel may not return due to relocation.

5th contract offer for Amber Fortier: MA30/Level (f), remain at 1.0 FTE $49,645 ($47,645 Salary and $2000 Nat. Stipend)

Matrix includes a 3% increase each step.

Motion to offer SLPs contracts for the 2023-24 school year.

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

**2023-2024 OT Personnel/Offer of Contracts:**

Board decided to consider these contracts separately since the 4th contract offer makes it tenure.

13th contract offer for Jennifer Lewis: MA60/Level (s), remain at 1.0 FTE $76,229 ($74,229 Salary and $2000 Nat. Stipend)

Motion to offer Jennifer Lewis contract for the 2023-24 school year.

Motion: LeAnn Burke  
Second: Dustin Shipman  
- Passed Unanimously.
4th contract offer for **Julie Zimmerman**: MA15/Level (g), remain at 0.8 FTE $39,716 ($38,116 Salary and $1600 Nat. Stipend)

*(Motion/Discussion/Action)*

Motion to offer Julie Zimmerman a contract for the 2023-24 school year.

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

**2023-2024 Special Ed. Teacher Personnel/Offer of Contracts:**

4th contract offer for **Julia Tucker**: BA/Level (e), remain at 1.0 FTE $39,927 (Salary)

*(Motion/Discussion/Action)*

Motion to offer Julia Tucker a contract for the 2023-24 school year.

Motion: Dustin Shipman  
Second: Bonnie Lower  
-Passed Unanimously

Casey Klasna, Board Chairperson turned the meeting over to Krisy Jacobs, Vice Chairperson.

h.) **Director’s Report** (Informational)

The compliance monitor is officially closed.

Staff have been using Airslate as an electronic signature and are not thrilled with it. Docusign is preferred but more expensive. Lani is open to possible funding ideas and is going to reach out to individual Co-op staff and school districts.

**5. Board Meeting Schedule and Future Agenda Items:**

*(Informational)*

- April 20th
- May 18th
- June 15th (In Person)

**6. Adjourn:** Motion to adjourn meeting at 12:06 pm.

Motion: Dustin Shipman
Unanimously.

Second: Darren Strauch - Passed

Submitted by: ______________________________ Date: 

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Board Chair: ______________________________ Date: 

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