The regular council meeting of the Gallatin-Madison Special Education Cooperative was held at the Gallatin Madison Special Education Cooperative Office on 1/24/19, for the purpose of considering business to come before the Council. Chair, Dustin Shipman, presided.

1. **Call to Order**

Dustin Shipman called the meeting to order at 11:45pm.

Members Present
- Anderson-- Scott McDowell; Big Sky-- Dustin Shipman; Ennis-- Casey Klasna via phone; Gallatin Gateway-- Travis Anderson; Gallatin Co. Supt.-- Matthew Henry via phone; Harrison-- Fred Hofman via phone; LaMotte-- LeeAnn Burke via phone; Monforton-- Darren Strauch; West Yellowstone-- Kevin Flanagan via phone; Willow Creek-- Bonnie Lower via phone

Members Absent
- Amsterdam-- Katherine Dawe

Visitors
- None

2. **Public Comments**

- None

Staff Present
- Michelle Halberg, Director, Riley Russell, Executive Assistant, and Joyce Schmidt, Clerk & Business Manager

Staff Absent
- None

3. **Consent Agenda**

Approval of:

Motion to approve the minutes of December 2018 and expenditures (#316416-Minutes and Expenditures 316435)

Motion: Scott McDowell
Second: Travis Anderson - Passed Unanimously.

4. **New Business**

a.) FY20 Cooperative Budget: Personnel Projections

*(Informational)*

Michelle reviewed SLP staff projections with Amanda Massey considering a reduced FTE following her maternity leave. She anticipates a need for an additional full time SLP for next year. She is recommending a part-time School Psychologist, part time Occupational Therapist and a full time Special Education teacher. Michelle discussed Linda Heath’s plans to retire. LeeAnn asked if Linda had a date for when her decision was due, Michelle will let the board know by February board meeting.

b.) Related Services Block Grant Required Match
(Informational)

Required block grant match has not been collected at this point. If schools are on target for Maintenance of Effort the Co-op recommends these special ed funds staying with the school. If the school is not meeting Maintenance of Effort the Co-op would request the required match in March.

c.) Montana Recruitment Project Membership

(Motion/Discussion/Action)

Michelle requested advertising for PT, OT, SLP, and School Psychologist positions through the Montana Recruitment Project.

Motion to advertise positions for PT, OT, SLP, and School Psychologists through the Montana Recruitment Project.

Motion: Darren Strauch
Second: Travis Anderson -Passed Unanimously

d.) Special Ed Director Performance Review

(Informational)

Dustin thanked the board for the 100% questionnaire response in addition to thanking Michelle for formulating an action plan. Michelle discussed her model and action stops and thanked the board for their comments and participation.

e.) Child Find/Developmental Screenings Spring 2019 and Fall 2019

(Informational)

Michelle recommended holding a formal, full day screening in the spring for some of the bigger schools- Ennis, West Yellowstone, Big Sky. She also discussed the idea of having a central location off site and having multiple schools attend possibly later in the fall or winter. A majority of the board agreed that this could work for their schools and Travis even suggested the community center at Gallatin Gateway. A few administrators would prefer the screenings stay in their buildings as they would like to get to meet parents and have them be able to look around. Michelle recommended that the Co-op takes control of advertising and scheduling this year. Michelle also suggested that in addition to the fall screening day, which would be put on by the Co-op staff, each school picks a time every quarter to hold a developmental screening day that would be put on by the school’s staff and scheduled by appointment.

f.) Proposed GMSEC 2019-2020 Calendar

(Informational)

Michelle requested that as soon as each school has a calendar developed and approved, they send it to the Co-op so they can get started on their calendar to include common PIR days. There was discussion about most schools taking a full two weeks around Christmas next year.

g.) Legislative Update

(Informational)

HB 27 is the best special education funding bill presented since 2013, it proposes increase to base ANB and increase in administration and travel moneys for Special Ed. Cooperatives. There has been some pushback involving schools
in Co-ops overidentifying over other school districts. Michelle will continue to give updates throughout the session.

5. **Cooperative Business Manager Report:**

Joyce reported that the TRS determination of service not reported for Paula Schultz from 10/2001 through 11/2002 as CSPD Coordinator has been resolved. The take away is the potential for vulnerability in the future since TRS made the initial determination that this was not an instruction position and not subject to TRS contribution. The Gallatin County Treasurer had targeted January 15th as the date to have November 2018 financial reports available. The Co-op is balanced through October 2018. Joyce provided expenditure report highlights.

6. **Board Meeting Schedule & Future Agenda Items**

Tom Franta from SWMSS would like to come to the next board meeting to get to know the board.

   - February 28, 2019
   - March 28, 2019
   - April 11, 2019
   - May 16, 2019
   - June 13, 2019

7. **Adjourn**

   Motion to adjourn meeting at **12:54pm**.

   Motion: Scott McDowell
   Second: Darren Strauch - Passed Unanimously.

Submitted by: ___________________________ Date: _______________________

Board Chair: ___________________________ Date: _______________________