Gallatin-Madison Special Education Cooperative  
Regular Council Meeting Minutes  
Tuesday, March 30, 2021  

The regular council meeting of the Gallatin-Madison Special Education Cooperative was held via GoToMeeting on March 30, 2021 for the purpose of considering business to come before the Council. Chair, Katherine Dawe, presided.

1. **Call to Order**

Katherine Dawe called the meeting to order at 11:30 am.

Members Present  
Amsterdam-- Katherine Dawe; Anderson—Kristi Jacobs; Big Sky-- Dustin Shipman;  
Ennis-- Casey Klasna; Gallatin Co. Supt.-- Matthew Henry; Gallatin Gateway—Theresa Keel; Harrison-- Fred Hofman; LaMotte-- LeeAnn Burke; Monforton-- Darren Strauch

Members Absent  
West Yellowstone—Brian Smith; Willow Creek-- Bonnie Lower

Visitors  
None

Staff Present  
Michelle Halberg, Director; Joyce Schmidt, Clerk & Business Manager

Staff Absent  
Riley Russell, Executive Assistant

2. **Public Comments**  
None

3. **Consent Agenda**

a. Approval of February 18, 2021 GMSEC Board Mtg. Minutes

b. Approval of expenditures: (#317071-317084)

   Motion by: Darren Strauch  
   Second: Casey Klasna - Passed Unanimously.

4. **New Business**

   a.) **Business Manager’s Report (Informational)**
   Joyce and Michelle described the current Medicaid Administrative Claiming, MAC, process. This included a review of the generation of the participating list and the need for ongoing MAC and Random Moment training. Joyce shared a summary of revenue to each district from MAC that exemplified the benefit of participation.

   Joyce reported that the cooperative books have been reconciled with the County Treasurer through February & the cooperative is in a good cash position. It was noted investment income was again not included on the Treasurer’s reports & no explanation has been provided.
All grant expenditure reports have been submitted to the state through February. Although the cooperative continues to draw on carryover dollars with the Preschool Incentive grant it is expected that meeting MOE will be achieved with all grants by fiscal year end.

The comparison of budget to actuals YTD was provided & is consistent with the prior year. Spending remains on target & is expected to continue throughout the fiscal year.

b.) Director’s Report (Informational)
Michelle updated the board and thanked them for their own advocacy and support this legislative session. As MCASE President and a member of the SAM Legislative Network, she has been involved more than any other session given the Governor’s push for public funds for private schools. While the majority of her efforts have occurred on the weekends, early mornings and evenings there has been an impact on her work day when giving testimony.

Michelle will follow-up with districts who asked to use the Co-op’s online curriculums such as Rocket Math, Everyday Speech/SEL, and Reading Mastery. She encouraged Superintendents to visit with their special education teachers to ensure they have up to date academic achievement tests and curriculums for next year (e.g. “Social Thinking,” STAR, etc).

Statewide assessments, SBAC, windows are opened and Michelle reminded administrators about accommodations outlined in the IEP for in person and remote learners.

The Co-op Policy Manual will be shared with Katherine Dawe and Matt Henry for input first before the entire board reviews it with Kris Goss, MTSBA. Michelle will coordinate the board meeting schedule with Kris.

Extended school year, ESY, services were reviewed. Michelle will send an email out to all special education teachers and related service providers reminding them about eligibility criteria and documentation. She asked the board about their intent to provide COVID mitigation or general education services during the summer or prior to the school year. Monforton will have a 5-6 week general education “Summer School” in June and July. Other member schools are considering the need for interventions for all students, including those with disabilities and whether that will occur this summer or throughout the school year.

c.) GMSEC Inter-Local Agreement: Board Approval (Motion/Discussion/Action)

Motion by: Darren Strauch
Second: Theresa Keel - Passed Unanimously.

After final review for any spelling or content changes, Michelle will send this on to OPI for approval.

d.) Personnel: Adjustment to Director’s Second Yr. of Two-Year Contract compensation. Increase 4% to 2020-2021 salary, $91,086, for salary compensation of $94,729.

Motion by: Darren Strauch
Second: Kristi Jacobs - Passed Unanimously.
Michelle indicated that this request reflects a change from her contract from 2% to 4% for the second year and her final contract.

6. Board Meeting Schedule & Future Agenda Items
   April 15th
   May 20th
   June 17th

7. Adjourn

   Motion to adjourn meeting at 12:55 pm.
   Motion: Darren Strauch
   Second: Fred Hofman
   -Passed Unanimously.

Submitted by: ________________________________ Date: ___________________

Board Chair: ________________________________ Date: ___________________