The regular council meeting of the Gallatin-Madison Special Education Cooperative was held via GoToMeeting Video Conference on May 21, 2020 for the purpose of considering business to come before the Council. Chair, Kevin Flanagan, presided.

1. **Call to Order**

Kevin Flanagan called the meeting to order at 11:34am.

Members Present  
Amsterdam-- Katherine Dawe(11:41am); Anderson-- Scott McDowell; Big Sky-- Dustin Shipman; Ennis-- Casey Klasna Gallatin Gateway—Theresa Keel; Gallatin Co. Supt.-- Matthew Henry; LaMotte-- LeeAnn Burke; Monforton-- Darren Strauch; West Yellowstone-- Kevin Flanagan; Willow Creek-- Bonnie Lower(12:00pm)

Members Absent  
Harrison-- Fred Hofman

Visitors  
Brian Smith, 2020-2021 Superintendent/Elem. Principal for West Yellowstone School

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 April 23, 2020 as well as expenditures (#316809-#316824)

Minutes & Expenditures  
Motion: Darren Strauch
Second: Casey Klasna
- Passed Unanimously.

4. **New Business**

a.) Cooperative Business Manager’s Report:

(Informational)

Joyce distributed the business manager’s report to the board. The April 2020 reports have been received from the Gallatin County Treasurer’s Office and reconciled with the GMSEC books. The Co-op’s goal is to expend the carry over IDEA-Preschool Incentive dollars by the end of the fiscal year – June 30th. At this time, the anticipated carryover for the Preschool Incentive Grant is expected to be approximately $7,800.
b.) Director’s Report:

(Informational)

Michelle and Joyce recently participated in a MCASE Meeting of Co-op Directors and their Business Managers. The group was trying to define Co-op funding similarities and establish a support network for Co-op Business Managers. Michelle mentioned that many Co-ops collect the Instructional Block Grant and required match from county schools that utilize the special education itinerant teacher. There was discussion about this practice for GMSEC next year and going forward as outlined in the Interlocal agreement.

Related Service Block Grant Required Match invoices have been sent out, Monforton is the only school expected to request flow-back of that dollar amount out of the IDEA B grant.

Discussion about whether any of the member schools would like or could benefit from the Co-op hiring a Social Worker/Therapist. Not seeing it as a possibility this year unless member schools were assessed as they have been before for Special Education Instructor. Questions about if this individual could be allowed to see general education students as well. Several of the board members would still be interested even if this meant sharing in the cost. Michelle continued to urge districts to collaborate with Alta Care and Intermountain for CSCT programs in their buildings. She provided an update on Shodair Services and the work that is being done to improve access to tele-therapy and tele-psychiatry.

Michelle is drafting changes to Interlocal Agreement identifying what the Co-op does and does not do as well as providing greater clarity to the agreement.

Cares Allocation Dollars, ESSER grant and ESSER Related Service grant discussed. The ESSER Related Service grant flows through to the Co-op in the E-Grant process. It was suggested that the Co-op may want to consult an External Auditor. Home School and Private School Share do apply, they would need to show closure impact to their school, and this comes out of the school portion, the Co-op portion is separate.

c.) 2020-2021 O.T. Personnel/Offer of Contracts:

Julie Zimmerman: MA (level d) at .6FTE $26,100 ($24,900; $1,200 Nat. Stipend)

(Motion/Discussion/Action)

Julie Zimmerman is planning on moving to West Yellowstone and will be expected to serve West Yellowstone, Ennis, Big Sky and potentially Harrison and Gallatin Gateway. The Co-op is excited for her to be a part of the team.

Motion to approve O.T. personnel contract for 2020-2021.

Motion: Darren Strauch
Second: Casey Klasna -Passed Unanimously

d.) 2020-2021 Special Ed. Teacher Personnel/Offer of Contracts:

Julia Tucker: BA (level b) 1.0 FTE $32,782

(Motion/Discussion/Action)

Julia was previously a part time teacher/para from Big Sky. She has a lot of field experience and the Co-op is excited to have her. Her placement on the matrix is due to experience.
Motion to approve Special Ed. Teacher Personnel Contract for 2020-2021.

Motion: Casey Klasna
Second: LeeAnn Burke -Passed Unanimously

e.) 2020-2021 School Psychologist Personnel/Offer of Contracts:

Amended to 197-day contract: Lani Smith: Ed.S./MA60 (h) at 1.0 FTE $57,491 ($52,573 salary; 10 days at daily rate $2,198; $2,000 Nat. Stipend)

(Motion/Discussion/Action)

Request to amend Lani’s contract to include an additional 10 days. Additional time expected to be used for Evaluations, Program Development and Professional Development.

Motion to Amend School Psychologist personnel contract for 2020-2021 school year.

Motion: Scott McDowell
Second: Katherine Dawe -Passed Unanimously

f.) 2020-2021 Office Personnel/Offer of Contracts:

Riley Russell, Executive Assistant: $18.18/hr. (1016hrs.) .6FTE equivalent, $18,471

(Motion/Discussion/Action)

Reflects 2% increase from previous year. There is no pay matrix for hourly employees and negotiation in the past has been awkward, may be a good idea in the future to develop a classified salary matrix. Darren has done both ways, matrix or % increase, benefits to both. Those changes might be a better idea when there is a change in personnel. Business Managers contract moved to next month, still working on considerations.

Motion to approve personnel contract for 2020-2021 school year.

Motion: Darren Strauch
Second: Theresa Keel -Passed Unanimously

g.) 2020-21 Contracted Hourly Personnel/Offer of Contracts:

(Motion/Discussion/Action)

a.) Kelley Koontz, Contracted Physical Therapist: $60/hr. Direct service and Travel, Liability Ins. Reimbursement of $255

Rhiannon Ohman will not be returning; Kelley will be picking up her caseload and has agreed to the same hourly rate.

Motion to approve Kelley Koontz’s contracted hourly personnel/offer of contract.

Motion: Theresa Keel
Second: Darren Strauch -Passed Unanimously
b.) Jennifer Wilshire, Contracted Physical Therapist: $70/hr. Direct service, $38/hr. Travel and Paperwork.

Motion to approve Jennifer Wilshire’s contracted hourly personnel/offer of contract.

Motion: Casey Klasna
Second: Katherine Dawe -Passed Unanimously

c.) Jill Chumbley, Speech-Language Pathologist: $45/hr. Developmental Screenings and Hearing Screens.

Jill will be helping with Child Find screenings and assisting with SLP hearing screenings.

Motion to approve Jill Chumbley’s contract for hourly personnel.

Motion: Theresa Keel
Second: Darren Strauch -Passed Unanimously

5. 2020-2021: GMSEC 187-day Calendar
(Motion/Discussion/Action)

August 19th and 20th are scheduled PIR dates depending on COVID-19 schools reopening. In person training or virtual will be offered during two days with all member school special education teachers and Co-op staff attending. August 25th would be the first day of school for Co-op staff.

Motion to approve 2020-2021 GMSEC 187-day Calendar.

Motion: Darren Strauch
Second: Katherine Dawe -Passed Unanimously

6. Child Find Developmental Screening Days:
(Informational)

Michelle has spoken with Shey Mayland, Region IV Audiologist, and Family Outreach, Lisa Loken, and these projected dates are available. This year’s developmental screening teams will include Michelle, Jill Chumbley, Shey Mayland, and the Speech-Language Pathologist assigned to that school and/or the Special Education Teacher from each school if they are available. For the bigger schools, the goal is to complete the hearing screening before those dates because it tends to be a couple day process. For smaller schools, the hearing screening will be incorporated into Child Find. Kevin requested the hearing screening to be done the same day they are doing their vision screenings. Michelle requested that if anyone else would like this to let her know and she can align the dates. Michelle will also be sending out advertisements to schools for the hearing screening.

7. Board Meeting Schedule & Future Agenda Items

Thursday, June 18th at 11:30a.m.

Next meetings topics: Budget approval, Personnel/Joyce’s contract, and recommendation for Board Chair, (Katherine Dawe is currently “Chair-elect”).
8. **Adjourn**

Motion to adjourn meeting at 1:09pm.

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

Submitted by: ____________________________________________________   Date: _______________________

Board Chair: _____________________________________________________   Date: _______________________