The regular council meeting of the Gallatin-Madison Special Education Cooperative was held via GoToMeeting on May 20, 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 12:40am.

Members Present
- Amsterdam-- Katherine Dawe
- Anderson— Kristi Jacobs
- Big Sky-- Dustin Shipman
- Ennis-- Casey Klasna
- Gallatin Gateway—Theresa Keel
- Harrison-- Fred Hofman
- LaMotte-- LeeAnn Burke
- Monforton-- Darren Strauch
- West Yellowstone—Brian Smith

Members Absent
- Gallatin Co. Supt.-- Matthew Henry
- Willow Creek-- Bonnie Lower

Visitors
Janet Lindow, Ph.D., Executive Director- The Rural Behavioral Health Institute,
Julie Anderson

2. Public Comments

None

Staff Present
Michelle Halberg, Director, Riley Russell, Executive Assistant, and Joyce Schmidt, Clerk & Business Manager, Lani Smith, School Psychologist

Staff Absent
None

3. Consent Agenda

Approval of

Motion to approve the minutes of April 22, 2021 as well as expenditures (#317104- #317119)

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

4. New Business

a.) Janet Lindow, Ph.D., Executive Director- The Rural Behavioral Health Institute. School Based Mental Health Screening: Training Video

(Informational)

The main aim of The Rural Behavioral Health Institute is to identify youth that are at high risk for suicide and linking them to care. Janet Lindow fielded questions from the Board concerning the screening process and staff required to administer the survey. The Rural Behavioral Health Institute is offering this screening for free next year and can also provide letters to distribute to parents.

b.) Director’s Report:

(Informational)
Katherine Dawe, Lani Smith, and Michelle Halberg met with Sarah and Rick at Intermountain West to discuss how to go forward with getting a Social Worker and the role Intermountain would play. In June the Co-op will have a job description for them and will send them a contract to look over as well as have a discussion about benefits, vehicles and having a computer. Intermountain would be setting up students as clients and the billing structure would be set up to have the billing kicked back to the Co-op to offset costs minus a certain percentage that they keep which is yet to be discussed. Intermountain suggested supplementing summer hours to make it a full time position to ensure kids are getting help as mental health doesn’t take a summer vacation.

Jen Wilshire has been the PT for the Co-op for years but her private practice is growing so much she doesn’t think she will be able to stay on. This morning Cari Arnot was interviewed for the position. She was a cold call and works part time with Prickly Pear but is looking for more hours. A job description needs to be built but as of now thinking the position would be two days. If the Co-op cannot find someone to fill the position Jen will continue on if needed.

The Program Narrative has not been updated since approximately 2010. Michelle generated the last one while the previous director was still working, prior to Michelle becoming part time director. This update and updated policy manual is targeted to be complete no later than October 2021.

The 2021 legislative session changed the licensing for SLP aids as the University of MT is now offering a SLP Assistant track. Michelle will continue to inform the board as to requirements for both SLP-Assistants who already have BA degrees and completed practicums, meeting ASHA standards as SLP Assistant. Until this is made clear the licensed SLPs will continue to supervise by being in the building and directly observing. The SLPs will also generate all documentation including progress reports for the foreseeable future.

c.) Cooperative Business Manager’s Report:

Joyce reported that the Co-op expenditures are on track and reviewed grand totals. She reminded the board that triple pay is the last big expenditure and will include payout for sick leave.

(Informational)

d.) 2021-2022 GMSEC Budget Draft:

(Informational)

The 2021-2022 GMSEC Budget Draft was discussed. There are no preliminary funding numbers for IDEA B, PIG. Preliminary numbers for Co-op Entitlements are in the draft and Local Costs were shared.

The Local Costs included a rough estimate of shared costs should a LSW/Therapist apply for the position. Estimate only includes the high end of the salary range. Costs to member districts participating either in a consultation and professional development use or direct therapy services were represented in the example based on the survey results. If a therapist was made available this summer, Michelle shared that she would utilize the ESY budget for targeted and direct therapy services for a limited number of identified, district referred, students.

Michelle will be updating the budget with Lani as a part time special education coordinator position and school psychologist. She will consider the need for continuing the Zoom Professional Account into next year as well as the DocuSign account.

e.) 2021-2022 Speech-Language Assistant Personnel/Offer of Contract

187-day contract: Laurie Smith: BA (h) $39,926

(Motion/Discussion/Action)

Katherine Dawe is confident she will be competent and able to assist Amanda next year. Theresa Keel is thrilled to have her and Darren Strauch said she was a phenomenal substitute teacher this year.

Motion to offer Lauri Smith a Contract for 2021-2022.
Motion: Darren Strauch  
Second: Kristi Jacobs  
-Passed Unanimously

f.) **2021-2022 Special Ed. Coordinator Personnel/Offer of Contract**  
Lani Smith (21-day equivalent @ daily rate $295.36): $6,203  
(Motion/Discussion/Action)  
Lani will have a separate contract of the extra days that will be used primarily at either end of the school year and the rest absorbed into the school year.  
Motion to offer Lani Smith Special Ed. Coordinator Personnel Contract for 2021-22.  
Motion: Brain Smith  
Second: Kristi Jacobs  
-Passed Unanimously

g.) **2021-2022 School Psychologist Personnel/5th Offer of Contract**  
187-day contract: Lani Smith: Ed.S./MA60 (i) at 1.0 FTE $57,233 ($55,233 salary; $2,000 Nat. Stipend).  
(Motion/Discussion/Action)  
Motion to offer Lani Smith a Contract for 2021-2022.  
Motion: Theresa Keel  
Second: Brian Smith  
-Passed Unanimously

h.) **2021-2022 School Psychologist Personnel**  
149.6-day contract: Makenzie Affrunti: Ed.S./MA30(h) at .8FTE ($40,437; $1600 Nat. Stipend)  
(Motion/Discussion/Action)  
MacKenzie will be hired at a .8 and will work 3 days in schools primarily and utilize 1 day to work from home and/ or flex for meetings and evaluation overflow. Katherine Dawe is excited to see her join the Co-op and LeeAnn thinks she will be a great addition and fit in well.  
Motion to offer MacKenzie Affrunti a Contract for 2021-2022.  
Motion: Darren Strauch  
Second: LeeAnn Burke  
-Passed Unanimously

i.) **2021-2022 Contracted and Hourly Personnel/Offer of Contracts**  
Jill Chumbley, Speech-Language Pathologist: $45/hr. Developmental Screenings and Hearing Screens  
(Motion/Discussion/Action)  
Jill will help out at most Developmental Screenings especially at the larger schools. She will be paid an hourly rate due to unpredictable needs. She will also help out with Amanda’s Maternity Leave until November.  
Motion to offer Jill Chumbley a Contract for 2021-2022.  
Motion: Kristi Jacobs  
Second: Darren Strauch  
-Passed Unanimously
5. **2021-2022: GMSEC 187-day Calendar:**

   (Motion/Discussion/Action)

   The calendar was built taking all the member schools into account and lining up days off according to the majority of schools.

   Motion to approve the 2021-2022 GMSEC 187-day Calendar.

   Motion: Darren Stauch
   Second: Theresa Keel                 -Passed Unanimously

6. **Child Find Developmental Screening Days:**

   (Informational)

   Google calendar invites have been sent out to schools and Michelle asked that administrators accept if these dates work for them. Please advertise this event on your district calendar and in handbooks to parents. Preschool Incentive Grant money will be spent on DIAL test kits for some of the bigger schools as they are large enough to use with a high frequency for classroom-based assessment, pre-academic, and developmental screenings. Michelle met with Speech Pathologists and they voiced that they would like to get back in on the developmental screening process. They would prefer to do the screenings and have the SLP-A take care service minutes on the day of screening. Michelle reminded the board that it is the schools responsibility to provide Developmental Screenings and should be communicating to their community how the Co-op is providing this component of Child Find and how MTSS is another Child Find activity. She has sent samples for district parent handbooks and websites in the past and will send them so they can go out right away in the Fall.

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

   **June 17**

   Darren Strauch reminded board members that there is a MSU Stakeholders meeting that morning that ends at 11am. Planning on meeting in person.

7. **Adjourn**

   Motion to adjourn meeting at 2:35pm *

   Motion: *There was no motion, the meeting just ended at this time.
   Second:                 -Passed Unanimously.

Submitted by: ___________________________ Date: ______________________

Board Chair: ___________________________ Date: ______________________