Gallatin-Madison Special Education Cooperative  
Regular Council Meeting

The regular council meeting of the Gallatin-Madison Special Education Cooperative was held at the Gallatin Madison Special Education Cooperative Office on 10/24/19, 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 11:40am.

   Members Present  
   - **Amsterdam**-- Katherine Dawe; **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

   Members Absent  
   - **Anderson**-- Scott McDowell; **Harrison**-- Fred Hofman; **Willow Creek**-- Bonnie Lower

   Visitors  
   None

2. **Public Comments**  
   None

3. **Consent Agenda**

   Approval of  
   - Motion to approve the minutes of 9/19/19 as well as expenditures (#316665-316689)

   Motion: Casey Klasna  
   Second: Theresa Keel  
   - Passed Unanimously.

4. **New Business**

   a.) Director’s Report:

   (Informational)

   The Director’s Report was distributed to the Board. Michelle asked the Board to continue to encourage staff to send out Prior Written Notice to parents before meetings, so they have the chance to look over everything. Special Education Teachers need to have more input in meetings and strengthen collaborative instruction with General Education Teachers.

   None of the Special Education Teachers took Michelle up on her offer to pay for CEC and listen to Marilyn Friend’s Webinar. Michelle will pass on the webinar to the board as well as the CEC Conference date, which she encourages Special Education Teachers to take part in. Scholarships are available and the Co-op is willing to help with transportation, rooms, and registration.

   Michelle discussed different trainings she has participated in and plans to participate in this year as well as encouraged the Board to join a group as it is a great way to collaborate with others to ensure there is continued awareness of the latest research regarding Special Education. Representative Bruce Grubbs who sits on the Interim
Education Committee with Representative Moffie Funk would like to meet with the Co-op Board to hear about Special Education and about how the Co-op operates. Michelle asked the Board for feedback about composing an agenda for the meeting.

There has been an increase in 504 plans for ACT testing as well as Dyslexia. Michelle discussed the process that should be followed.

b.) GMSEC School Psychologist Utilization:

(Informational)

The Co-op has had more referrals in the first 6-8 weeks of school than ever before. This may be caused by students being referred at the end of the school year or an outside diagnosis. With the School Psychs focusing on completing Evals they have not been able to help Special Education Teachers as much as before which has resulted in some Teachers checking boxes for the Psychs that they should not be. Michelle suggested more training for Special Education teachers as well as planning on hiring another part-time School Psych in December. This will put the Co-op at 1.7 FTE for Psychs which is still less FTE from last year. There are three individuals interested in a position who were found through the recruitment project. The current part-time Psychs are options to hire full-time next year as well as the current intern, Jamie, who will finish her program this spring. The goal is to have 3 full-time Psychs next year. Darren suggested the member schools share the wealth of time and have the Psychs go to the schools they are needed at instead of their scheduled schools until they finish the evals. Michelle relayed that they are already self-regulating as much as they can.

c.) Additional fleet vehicle purchase during 2020 FY:

(Motion/Discussion/Action)

With the increase in staff there is a need for more vehicles for the 2019-20 school year. Amanda will be coming off maternity leave in November, the new Psych will be starting in December and Michelle is already using her personal vehicle. Michelle requested $20,000 as this has been the set limit in the past for new vehicles. The vehicle will be purchased out of the Medicaid fund.

Motion to purchase a new fleet vehicle of up to $20,000.

Motion: LeeAnn Burke
Second: Darren Strauch -Passed Unanimously

5. Cooperative Business Manager Report:

Joyce prepared a business manager report that was distributed to the Board. The external audit for 2018-19 has been completed and will be presented at the November Board Meeting. The Worker’s Compensation Audit for 2018-19 fieldwork has been completed via faxed information and telephone interview. The September 2019 reports have been received from the Gallatin County Treasurer and reconciled with the GMSEC books.

6. Board Meeting Schedule & Future Agenda Items

Thursday, November 21st at 11:30 a.m./Alternate Dates week of 11/18 -11/22 *
Thursday, January 23rd at 11:30 a.m.
Thursday, February 20th at 11:30 a.m.
Thursday, March 26th at 11:30 a.m.
Thursday, April 23rd at 11:30 a.m.
Thursday, May 21st at 11:30 a.m.
7. **Adjourn**

Motion to adjourn meeting at 1:13pm.

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

Submitted by: ________________________________ Date: _________________

Board Chair: ________________________________ Date: _________________