The regular council meeting of the Gallatin-Madison Special Education Cooperative was held via Google Meet on October 27, 2022 for the purpose of considering business to come before the Council. Chair, Casey Klasna, presided over the meeting.

1. **Call to Order**
Casey Klasna called the meeting to order at **11:02 am**.

Members Present: **Amsterdam**– Katherine Dawe; **Anderson**– Kristi Jacobs; **Ennis**– Casey Klasna; **Gallatin Co. Supt.**– Matthew Henry; **Gallatin Gateway**– Kelly Henderson; **LaMotte**– LeeAnn Burke; **Monforton**– Darren Strauch;

Members Absent: **Big Sky**– Dustin Shipman; **Harrison**– Billi Taylor; **West Yellowstone**– Coul Hill; **Willow Creek**– Bonnie Lower

Visitors: Brian Ayers, Superintendent of Manhattan School District

2. **Public Comments** None

Staff Present: Lani Smith, Director; Riley Russell, Executive Assistant; Joyce Schmidt, Clerk & Business Manager

Staff Absent: None

3. **Consent Agenda**

   Approval of Minutes & Expenditures:
   Motion to approve the minutes of September 15, 2022 as well as expenditures (#317509- #317523)
   
   Motion: Darren Strauch  
   Second: Kristy Jacobs  
   - Passed Unanimously.

4. **Approval of Records Destruction:** Resolution Record Destruction In Accordance With The State Retention Schedule: Resolution Number: 2023-001

   Motion to approve destruction of records in accordance with the state retention schedule.
   
   Motion: Darren Strauch  
   Second: Kristy Jacobs  
   - Passed Unanimously.
5. New Business:

a.) Brian Ayers, Superintendent of Manhattan School District request for Special Education Director from GMSEC: (Informational)

Last year Mr. Ayers had a Special Education Director who was also a part-time Psychologist. This year she has decided to only do the Psych part so he has been wearing the Special Ed. Director hat this year so far. He reached out to see what, if anything, the Co-op could provide. Mr. Ayers expressed interest in joining the Co-op eventually, just not this year. Lani provided 4 options as well as reached out to other Co-ops to see if they have ever dealt with anything like this. The Board was concerned about what Lani thought of everything and how much she could even take on. Mr. Ayers explained that he doesn’t want to create a hardship for anyone and he appreciates the Board taking time to talk with him about different options.

b.) Business Manager’s Report: (Informational)

The Business Manager provided the cash reconciliation totals by fund for both August & September 2022.

The 2022-2023 IDEA-B & Preschool Incentive Grant application was approved earlier in the current week. The need for a Unique Entity Identification [UEI] number slowed the approval process but we have been instructed to provide our UEI as soon as it is assigned through sam.gov. With the 2022-23 IDEA-B & Preschool IG open cash requests for all but one ESSER grant have been submitted to OPI for the July through September time period. Also, final reports have been submitted to OPI for ESSER I, as well as the 2021-2022 IDEA-B & Preschool Incentive Grants.

The Board was provided with the remaining budget authorization numbers for ESSER II & III grants & informed of the intention to exhaust these funds by the end of the current fiscal year. The GMSEC also has $13,491 remaining from two cash amounts sent directly from OPI. The first was for $5,491 from FY 2021-22 & the other for $30,000 in the current FY. These funds may be spent on anything normally used for IDEA purchases.

Fund Balance totals as of 06-30-2022 were provided to the Board & tentative IDEA-B/Preschool Incentive Grant carryover amounts. The Board will be provided the final carryover numbers when we are notified by OPI.

Expenditures for September in all funds [314, 315, & 382] were not considered exceptional & no additional explanation warranted since nearly all costs are personnel related & covered in the approved budget.

The Expense Comparison Report for the amount spent in the current FY is 12.6% when the non-budgeted amounts are removed–Medicaid, ESSER II & the vehicle purchase. The previous
year amount spent would be 11.6% when non-budgeted amounts are removed. There is little of note when comparing the Y-T-D spending.

The GMSEC has been notified that the Workers Compensation Insurance audit FY 2021-22 has been completed & the final report was without findings.

The FY 2021-22 external audit remains on schedule & the Business Manager expects the exit presentation will be on the next Board meeting agenda.

c.) Director’s Report: (Informational)

Lani reviewed sessions presented at Northern Plains Law Conference and emphasized legal rights of private/homeschool students and the increased number of parent referrals across cooperative schools. She asked that districts continue to include her when these referrals are coming in.

Lani reviewed the online social/emotional curriculum “My Social Optics” which is the most appropriate for upper middle to high school students. The cooperative has purchased 15 licenses and Lani has asked districts to reach out to her if they feel it is something that can be utilized for their students in special education. The initial set up will include IT from each district.

Lani reviewed an increase in speech language assistants and was able to secure two part time speech aides that are willing to each work 1 day per week.

Lani reviewed assistance she has been providing to special education teachers that are new or returning to the field. She shared common difficulties identified from special education teachers as navigating special education documentation in infinite campus as well as IEP and Evaluation Report writing in general. She emphasized any outside professional development for Special Education teachers within the districts should be focused in these areas and highlighted OPI as a place for self-guided courses.

Lani discussed a list of available mental health providers from Rural Behavioral Health Institute (RBHI) and informed the board that she will send that document along to them as well as any additional resources that are sent from RBHI.

d.) 2022-2023 Personnel: Speech-Language Pathologist Assistant

2nd contract offer for Laurie Smith, SLP-A, BA Level (I), .15 FTE $6,741:

(Motion/Discussion/Action)

There is a need in schools for more SLPs. The need is primarily at Monforton for about one day a week. She will be on a contract because she can commit to one day a week from now to the end of the year and she may be open to more time. She will be earning vacation and sick leave as well.

Motion to hire Laurie Smith as a .15FTE SLP-A for 2022-23.

Motion: Darren Strauch
Second: Matthew Henry -Passed Unanimously
e.) **2022-2023 Personnel: Speech-Language Pathologist Assistant**

4th contract offer for Dani White, SLP-A, BA Level (F), $27.49/hr (up to 27 days, 216 hrs); $5,937.84

(Motion/Discussion/Action)

As of right now she has committed to now until the holidays. She doesn’t know if she can do more after the holidays but is open to it. She will be paid hourly. The Co-op has budgeted for the whole year but only planning on her working the next two months for sure.

Motion to hire Dani White as SLP-A for 2022-23.

Motion: Darren Strauch  
Second: Kristy Jacobs  -Passed Unanimously

f.) **2022-2023 Personnel: Special Education Teacher**

Shirley Dyk, On-call Special Education Teacher, $47/hr. (up to 200 hrs); $9,400

(Motion/Discussion/Action)

Shirley will be helping out at West Yellowstone School as their Special Education Teacher is not certified in MT yet. She will be helping primarily with testing. She plans to stay under 200 hours to avoid TRS. If she goes beyond 200 hours she will have to have another contract brought to the Board.

Motion to hire Shirley Dyk as an On-Call Special Education Teacher for 2022-23.

Motion: Katherine Dawe  
Second: Darren Strauch  -Passed Unanimously

5. **Board Meeting Schedule: Projected 2022-2023 Third Thursday of the Month (Google meet/In-Person)**

- November 17 th -Discuss if we can move this Wednesday November 16th
- The Board canceled the November meeting–the Director may call a special meeting if needed.
- January 19 th (In Person)
- February 16 th
- April 20 th
- May18th
- June 15 th (In Person)

6. **Adjourn:** Motion to adjourn meeting at 12:04 am.

Motion: Kristy Jacobs
Second: Darren Strauch  

-Passed Unanimously.

Submitted by: _______________________________ Date: _________________

Board Chair: _______________________________ Date: _________________