Gallatin-Madison Special Education Co-op
Regular Council Meeting

The regular council meeting of the Gallatin-Madison Special Education Co-op was held at The Gallatin-Madison Special Education Cooperative Office on 10/26/2017, for the purpose of considering business to come before the Council.

1. Call to Order

As the board chair and vice-chair were absent, Darren Strauch agreed to facilitate the meeting. He called the meeting to order 12:10 pm noting there was not a quorum present for consent agenda.

Members Present
Ennis -- Casey Klasna; Gallatin Co. Supt. -- Mathew Henry; Gallatin Gateway -- Travis Anderson; LaMotte - LeeAnn Burke; Monforton -- Darren Strauch

Members Absent
Amsterdam - Katherine Dawe; Anderson -- Scott McDowell; Big Sky -- Dustin Shipman; Harrison -- Fred Hofman; West Yellowstone--Kevin Flanagan; Willow Creek -- Bonnie Lower

Visitors
None

2. Public Comments
None

Staff Present
Michelle Halberg, Director, Riley Gallogly, Executive Assistant, and Joyce Schmidt, Clerk & Business Manager

Staff Absent
None

3. Consent Agenda

Approval of Minutes & Expenditures
Motion to approve the minutes of 9/28/2017 and expenditures (3316071-3316091)
Motion: Consent agenda will be moved to November Board meeting.
Second:

4. Old Business

a. Special Ed. Director Performance Goals: Final Review
   (Informational)

i. Michelle discussed her increased goal emphasis in the area of fiscal, human resource management this year. This translates to Co-op staff school assignments are to promote efficient driving (time and fuel), careful monitoring of schedules to ensure IEP students receive their services on a consistent basis with minimal disruption to school schedules and participation in RTI/MTSS programs decreased if IEP services continue to increase.

ii. Performance goals continue to emphasize providing quality professional development to Co-op and District special educators as well as para-educators, system administrators and business managers/clerks. This includes Michelle’s desire to promote leadership within through use of Co-op staff providing training, and member school staff training Co-op staff. For example, Special education staff including SLPs were not originally included in State-level RTI training and therefore do not share the same language and understanding of special education in a tiered model. Michelle presented the idea of holding three separate para-educator training opportunities.
5. New Business

a. Director’s report

(Informational)

The Director’s Report had been sent to the Board prior to the meeting.

i. Michelle suggested using the Cooperative Office as a future board meeting site with an earlier start time-10:00/10:30am.
ii. Michelle would like encourage teams to attend MCEC and discussed ways in which the Cooperative could assist districts to send their special education teachers.
iii. Staff caseloads/workloads are increasing for some member schools with increased numbers of students with significant disabilities in the pre-school population and high school that require all disciplines. Michelle stated that the Coop may have to shift efforts for staff depending on their workload and consider the need for increased FTE in areas such as S.T. and O.T. The possibility of needing to add positions in the near future if workloads continue to increase was discussed as it would impact member schools. The board discussed how all the Cooperative staff are excellent representatives of the organization, great communicators, efficient and well liked by staff.

b. Strategic Plan/Budget Planning

(Informational)

i. Michelle discussed budget preparation. Consideration of additional staff and possible staff lane changes may be a challenge as well as salaries staying competitive with other Cooperatives. Personnel and travel are significant costs for the Coop right now. Use of IDEA Consolidated Grant and General Fund monies (includes assessment of belonging) was discussed such as pulling health insurance out of 382 and put into 315.
ii. Michelle projected that there may be the need for new positions in the Cooperative to include growing service demand areas such as preschool, behavioral specialists and mental health.
iii. There was discussion on recent state and federal legislative impact on school funding and especially funding for special education and cooperatives. Medicaid billing in schools is at risk of decreasing or ending.
iv. Joyce and Michelle plan to start drafting budget and assessment to get to the board.
v. Given demands state-wide, Michelle encouraged administrators to use the MT Recruitment Project, advertise early, even if “potential position”, interview and hire early.

6. Board Meeting Schedule & Future Agenda Items

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<tr>
<th>November 30, 2017</th>
<th>March 22, 2018</th>
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<tr>
<td>December – No meeting</td>
<td>April 26, 2017</td>
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<tr>
<td>January 18, 2018</td>
<td>May 17, 2018</td>
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<td>February 22, 2018</td>
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7. Adjourn

Motion to adjourn meeting at 1:50pm.

Motion:
Second:

Submitted by: _________________________________      ____________________________________
Council Chair                  Date