Gallatin-Madison Special Education Cooperative
Regular Council Meeting
5/22/2025

The Regular Council meeting of the Gallatin-Madison Special Education Cooperative was held via Google Meet on May 22, 2025 for the purpose of considering business to come before the Council. Chair, Kristi Jacobs, presided over the meeting.

1. <u>Call to Order</u>

Kristi Jacobs called the meeting to order at <u>9:02 am.</u>

Members Present

- ☑ **Amsterdam**– Marisa Stewart;
- ☑ **Anderson–** Kristi Jacobs;
- ☐ **Big Sky**–Dustin Shipman;
- ☑ **Ennis–** Jared Moretti;
- ☑ **Gallatin Co. Supt.–** John Nielson;
- ☐ **Gateway**–Kelly Henderson;
- ☐ **Harrison**–Stephanie Stephans, Designated Harrison Board Representative
- ☑ **LaMotte**– Spencer Johnson;
- ☑ **Monforton–** Laura Axtman;
- ☑ **West Yellowstone**– Kevin Flannigan;
- ☐ **Willow Creek–** Bonnie Lower

Visitors: None

2. <u>Public Comments</u> None

Staff Present: Lani Smith, Director; Joyce Schmidt, Clerk & Business Manager; Riley Russell, Executive Assistant Kim Wegner-Mccauley, School Psychologist/Special Education Coordinator

Staff Absent: None

3. <u>Consent Agenda</u>

Approval of Minutes & Expenditures

a. Approval of April 17, 2025 GMSEC Board Meeting Minutes
b. Approval of expenditures: #318102-318127(Apr & May)

Motion to approve minutes and expenditures.

Motion: Kevin Flannigan
Second: Marisa Stewart - Passed Unanimously.

4. New Business:

a.) **Business Manager's Report:**

(Informational)

Joyce reported March financials have been received from the GCFD & reconciled with the Cooperative Books. Cash totals per fund were provided to the Board for March with Tentative numbers by fund for April as well. The April fund totals did not include interest for the Retirement or Interlocal funds as well as any potential retirement disbursement authorized by the Gallatin County Superintendent of Schools as these amounts remain unknown.

Joyce notified the Board that grant reimbursement requests through May expenditures for both IDEA-B & Preschool Incentive grants have been submitted to OPI. All requests have been approved with the exceptions of IDEA-B requests number 8 & 9 & Preschool Incentive request number 8 that are presently in review. Approval & reimbursement for these three are expected in June.

The cooperative has not experienced any unanticipated material expenditures through May of this FY. Staffing continues to be our primary expenditure leaving little opportunity for such an event. Overall, the trend of expenditures being consistent across funds with past years continues.

The Board was encouraged to remind staff involved in the Medicaid Random Moment Time Studies that surveys must be submitted within two business days. The Board was reminded the State required a compliance rate for this program of 85%.

The expected training for completing the new vendor's version of the Financial Data Report is expected in June. Per the vendor, the reporting window opens on July 1st & will remain open for 30 days. As training information becomes available we will keep participating member districts apprised

b.) **Director's Report:**

(Informational)

i. STARS Act Certification

Was submitted on May 12, 2025. There are not any foreseeable changes and it should meet the requirements.

ii. SLP Options

Lani is in the process of hiring a virtual SLP position due to recruitment issues. She has spoken with several other Co-ops and it has been an option that they have had to utilize in the past. An in-person SLP is preferred but this could be a good starting point. There is a student named Kylie

Segal getting her undergrad at Portland St. and will graduate in the Spring with a Speech Aid Certification. She could fill the position of SLP-A Para to help with the virtual position. She is interested in 4 days a week and is open to travel. She would need to work under one of the Co-op's SLPs. Generally the district would hire the para but since it is SLP specific Lani believes it is better to hire through the Co-op.

iii. Insurance Rates

Insurance rates went up 11%. Looking into going with a different plan but it would only have been $20 difference. May look into it more in the future.

iv. SLP Recruitment

Marisa knows of someone who graduated from here but moved that might be interested in a remote position. Kaitlin Harding or Corrie Raphael may be a possibility. Lani has been in contact with Rock Creek Teletherapy and may use it as a last resort due to the cost. The Board recommends that the Co-op pulls Kylie in for an interview.

c.) **<u>Personnel: Lani Smith-Notice of Intent to Resign</u>**

(Informational)

Lani thanked the board for all their support and letting her be a part of the Co-op. It was not an easy decision to make but she will be in the area and plans to make it as smooth of a transition as possible.

d.) **<u>Personnel Committee</u>**

(Informational)

The Personnel Committee will consist of Laura, John, Marisa, Jared, Shannon, Jen, and Joyce. Riley will post the position and collect applications. The position should be posted on OPI, MT Recruitment Project, the Co-op website, and Indeed. A Special Education background or an Administrative Licensure completed before December 1st are required for the position.

e.) **<u>Special Education Director Job Description</u>**

(Motion/Discussion/Action)

Kristi worked with Joyce and got clarification from OPI about guidelines about salary.

Motion to post the Special Education Director Job Description.

Motion: Laura Axtman
Second: Kevin Flannigan -Passed Unanimously.

f.) **Nomination and election of GMSEC Board Chair effective June 1st:**

(Motion/Discussion/Action)

Kristi will not be here for the June meeting and will not be returning next year. She is nominating Laura Axtman to be Board Chair from June 1st through next year.

Motion to nominate Laura Axtman as Board Chair.

Motion: Kristi Jacobs
Second: Jared Moretti -Passed Unanimously.

g.) **2025-2026 Office Personnel Offer of Contracts:**

Riley Russell: Executive Assistant: $21.59/hr (1016 hrs., 127 days); .6FTE

3% increase.

Joyce Schmidt: Business Manager/Clerk: $26.63/hr (856 hrs., 107 days); .5FTE

(Motion/Discussion/Action)

3% increase.

Motion to offer contracts to Riley Russell and Joyce Schmidt.

Motion: Kevin Flannigan
Second: Marisa Stewart -Passed Unanimously.

h.) **2025-2026 Personnel: Teacher of the Deaf: Offer of Contract:**

Brittany Graham: Contracted Teacher of the Deaf (TOD-Virtual/In Person): $63.65/hr (up to 38 days, up to 304 hours); .2 FTE

(Motion/Discussion/Action)

Brittany serves at Amsterdam and is hired through the Co-op and then Amsterdam is billed.

Motion to offer a contract to Brittany Graham.

Motion: Marisa Stewart
Second: John Nielson -Passed Unanimously.

i.) **<u>Consideration of Speech Language Pathologist Hire:</u>**
(Motion/Discussion/Action)

Jill Chumbley is currently doing maternity leave for Amanda. Amanda will also be taking another month at the beginning of the year and the Co-op would like to extend Jill's contract. The contract will be August 25 through September 25 and will be very similar to the previous contract up to 32 hours a week. She can also help out past that date until November if needed.

Motion to offer a contract to a Speech Language Pathologist.

Motion: Laura Axtman
Second: Marisa Stewart -Passed Unanimously.

j.) **<u>Consideration of Contracting OT service through Rehab Specialists of Idaho:</u>**
(Motion/Discussion/Action)

Julie Painter was an OT with the Co-op and plans to take a job with Rehab Specialists of Idaho. The agency works with Idaho Schools and would be interested in working with West Yellowstone School. They would provide in person services with a contract costing $75/per hour. Taking into account the cost of driving to West Yellowstone this could be an option but the cost wouldn't make sense for any of the other schools. Jen Lewis mentioned that she doesn't believe a .2FTE position would need to be filled next year due to reduction in OT services. Will reevaluate in June.

Motion to table.

Motion: Jared Moretti
Second: Kevin Flannigan -Passed Unanimously.

k.) **<u>Approve of 1 year Contract with Playground IEP: 15 users, $1,800:</u>**
(Motion/Discussion/Action)

Playground IEP is an alternative to Goalbook which would have been $8,027. It does look like staff are utilizing Goalbook but not enough to justify the cost. The Co-op is at the end of a 3 year commitment and this seems like a great alternative. It can do all of the same things and there is an option to expand the plan for $1,000 more which will be looked into later. An in person training will be held at the end of the school year and formal training in the fall virtually for all case managers.

Motion to approve 1 year contract with Playground IEP.

Motion: Marisa Stewart
Second: John Nielson -Passed Unanimously.

l.) **<u>2025-2026: GMSEC 187-day Calendar</u>**

(Motion/Discussion/Action)

The calendar was constructed taking all 14 schools in account and all of their different breaks. One change this year was spreading out the PIR days and scheduling staff meetings quarterly instead of having most of them at the beginning and end of the school year.

Motion to approve GMSEC 187-day Calendar.

Motion: Jared Moretti
Second: Laura Axtman -Passed Unanimously.

4. Board Meeting Schedule: **Projected 2024-2025 Third Thursday of the Month (Zoom/In-Person) *no less than 5 meetings per year**

a. June 25th Virtual at 11:00am-(Google Meet).

5. <u>Adjourn:</u> Motion to adjourn meeting at <u>9:43 a.m.</u>

Motion: John Nielson
Second: Jared Moretti -Passed Unanimously.

Submitted by: ______________________________ Date: ______________

Board Chair: ______________________________ Date: ______________