Flathead Special Education Cooperative
MANAGEMENT BOARD MEETING
Flathead County Superintendent Conference Room
September 14, 2022 at 12:45 pm

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
4. Communications/Public Participation to and from the Board

    A. Staff Representative – Marlene Anderson

5. Action Items
    a. Approve Warrants
    b. Approve New Hires
        i. Molly Sutherland (paraeducator)
        ii. Melissa Rodriguez (custodian)
        iii. Mandy Erickson (change in contract)
    c. Approval of Director's Internship
        i. Fee is $1200 for a full year of mentorship through MSU
6. Information Items -
    a. Evergreen Interlocal and Helena Flats Agreement Discussion
    b. Management Board Members sign up for committees
7. Committee Reports

    A. Policy

    B. Finance

    C. Personnel

    D. Legislative

    E. Negotiations

8. Director's Report
9. Board Remarks
9. Adjournment

Action Items for June 23, 2022

All action items were motioned and carried via email in order to conduct business for the cooperative.

All attendees online that voted participated in the online meeting. Emailed information will be attached to the business meeting notes dated 06/23/22 and business completed 06/24/ 2022 at 10:53am

Thank you everyone!

5. **Action Items**

a. Director Position – Approval of Marcia Stolfus

Motion to approve: Jack Eggensperger

Second: Sheri Modderman

In favor: : Liz English ,Amy Piazzola, Sheri Modderman, Jack Eggensperger, Cal Ketchum, Joe Price, JJ Lamb. Laura Pluid, Tami Ward

b. Hiring of Annie Mitton- Business Manager

Motion to approve: Liz English

Second: Sheri Modderman

In favor: : Amy Piazzola, Jack Eggensperger, Cal Ketchum, Joe Price, JJ Lamb, Laura Pluid, Tami Ward

c. Hiring of Patricia Naomi Holcomb -Paraprofessional

Motion to approve: Jack Eggensperger

Second: Laili Komenda

In favor: :Liz English, Amy Piazzola, Sheri Modderman,Jack Eggensperger, Cal Ketchum, Joe Price, JJ Lamb, Laura Pluid, Tami Ward

d. Hiring of Joni Mitchell - Paraprofessional

Motion to approve:Jack Eggensperger

Second: Laili Komenda

In favor: : Liz English, Amy Piazzola, Sheri Modderman, Jack Eggensperger, Cal Ketchum, Joe Price, JJ Lamb, Laura Pluid,

e. Hiring of Karen Nesbitt from Contractor to employee

Motion to approve: Liz English

Second: Sheri Modderman

In favor: : Amy Piazzola, Jack Eggensperger, Cal Ketchum, Joe Price, JJ Lamb, Laura Pluid, Tami Ward

f. Hiring of Haley Broth from contractor to employee

Motion to approve: Liz English

Second: Sheri Modderman

In favor: : Amy Piazzola,.Jack Eggensperger, Cal Ketchum, Joe Price, JJ Lamb, Laura Pluid, Tami Ward

g. Stipend for Lead teacher (Megan Glascock) for Star curriculum for students in program & building facility manager

Motion to approve: Jack Eggensperger

Second: Laili komenda

In favor: : Liz English, Amy Piazzola, Sheri Modderman, Jack Eggensperger, Cal Ketchum, Joe Price, JJ Lamb, Laura Pluid, Tami Ward

h. Approval of Warrants

Motion to approve:Jack Eggensperger

Second: Laili Komenda

In favor: :Liz English, Amy Piazzola, Sheri Modderman Jack Eggensperger, Cal Ketchum, Joe Price, JJ Lamb, Laura Pluid, Tami Ward

Board Chair _____ Date _____

Director _____ Date _____

Submitted by Caleb Aland

Gmail

Cheryl Russell <crussell@fsecoop.com>

Complete meeting vote online please

12 messages

Cheryl Russell <crussell@fsecoop.com> Thu, Jun 23, 2022 at 12:39 PM
To: Amy Piazzola <apiazzola@cayuse.k12.mt.us>, Cal Ketchum <cketchum@westvalleyschool.com>, Drea Beale <principal@fmemontana.net>, Jack Eggensperger <jeggensperger@flathead.mt.gov>, JJ Lamb <lambjj@swanriverschoolk-8.org>, Joe Price <joe.price@somersdist29.org>, Laili Komenda <lkomenda@smithvalleyschool.org>, Laura Pluid <laura@fortineschool.net>, Liz English <lenglish@kilaschool.com>, Peter Loyda <ployda@marionschoolmt.com>, Shari Puryer <clerk@tregoschool.org>, Sheri Modderman <moddermans@deerparkedu.org>, Tami Ward <tward@creston.k12.mt.us>, Trevor Dahlman <tdahlman@olneybisselischool.com>
Cc: Caleb Aland <fsecclerk@fsecoop.com>, Marcia Stolfus <stolfusm@fsecoop.com>

Good Morning Everyone,

I appreciate your consideration in helping to complete our meeting and especially our action items for our new hires for the Cooperative.

All documents related to our meeting are attached to this email and I have shared a google document with our voting staff. Please complete the action items as soon as possible.

Action Items are in the google form that has been sent to voting members.

There are more PO's to be written today, so the warrant page will be sent out separately as soon as those are added, so that June can be complete.

Thank you for time and consideration,

Cheryl

--
Cheryl Russell
Director of Flathead Special Education Cooperative
305 3rd Ave East
P. O. Box 84
Kalispell, MT 59903
Office Phone 406 257-1852
FAX 406 257-4137

They may forget what you said but they will not forget how you made them feel.
– Carl Buechner

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5 attachments

Director Report for June 23, 2022.docx
287K

Management Board Meeting June 23, 2022.docx
288K

Lead Teacher Stipend.pdf

51K

Denning & Downy Audit Letter to Management.pdf
152K

Minutes for May 19 2022 board Meeting.pdf
16K

Ketchum, Cal <cketchum@westvalleyschool.com> Thu, Jun 23, 2022 at 12:58 PM
To: Cheryl Russell <crussell@fsecoop.com>
Cc: Amy Piazzola <apiazzola@cayuse.k12.mt.us>, Caleb Aland <fsecclerk@fsecoop.com>, Drea Beale <principal@fmemontana.net>, JJ Lamb <lambjj@swanriverschoolk-8.org>, Jack Eggensperger <jeggensperger@flathead.mt.gov>, Joe Price <joe.price@somersdist29.org>, Laili Komenda <lkomenda@smithvalleyschool.org>, Laura Pluid <laura@fortineschool.net>, Liz English <lenglish@kilaschool.com>, Marcia Stolfus <stolfusm@fsecoop.com>, Peter Loyda <ployda@marionschoolmt.com>, Shari Puryer <clerk@tregoschool.org>, Sheri Modderman <moddermans@deerparkedu.org>, Tami Ward <tward@creston.k12.mt.us>, Trevor Dahlman <tdahlman@olneybissellschool.com>

Yes to all action items.
Thanks
Cal

[Quoted text hidden]
[Quoted text hidden]

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—
Cal Ketchum
Superintendent
West Valley School
406-755-7239

Above and Beyond
The West Valley Way

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Joe Price <joe.price@somersdist29.org> Thu, Jun 23, 2022 at 1:09 PM
To: "Ketchum, Cal" <cketchum@westvalleyschool.com>
Cc: Cheryl Russell <crussell@fsecoop.com>, Amy Piazzola <apiazzola@cayuse.k12.mt.us>, Caleb Aland <fsecclerk@fsecoop.com>, Drea Beale <principal@fmemontana.net>, JJ Lamb <lambjj@swanriverschoolk-8.org>, Jack Eggensperger <jeggensperger@flathead.mt.gov>, Laili Komenda <lkomenda@smithvalleyschool.org>, Laura Pluid <laura@fortineschool.net>, Liz English <lenglish@kilaschool.com>, Marcia Stolfus <stolfusm@fsecoop.com>, Peter Loyda <ployda@marionschoolmt.com>, Shari Puryer <clerk@tregoschool.org>, Sheri Modderman <moddermans@deerparkedu.org>, Tami Ward <tward@creston.k12.mt.us>, Trevor Dahlman <tdahlman@olneybissellschool.com>

Yes to all.

jp
[Quoted text hidden]

JJ Lamb <lambjj@swanriverschoolk-8.org> Thu, Jun 23, 2022 at 1:44 PM
To: Cheryl Russell <crussell@fsecoop.com>

Yes to all action items.
Thanks,

JJ

On Thu, Jun 23, 2022 at 12:39 PM Cheryl Russell <crussell@fsecoop.com> wrote:
[Quoted text hidden]
[Quoted text hidden]

Cheryl Russell <crussell@fsecoop.com> Thu, Jun 23, 2022 at 1:51 PM
To: Amy Piazzola <apiazzola@cayuse.k12.mt.us>, Cal Ketchum <cketchum@westvalleyschool.com>, Drea Beale <principal@fmemontana.net>, Jack Eggensperger <jeggensperger@flathead.mt.gov>, JJ Lamb <lambjj@swanriverschoolk-8.org>, Joe Price <joe.price@somersdist29.org>, Laili Komenda <lkomenda@smithvalleyschool.org>, Laura Pluid <laura@fortineschool.net>, Liz English <lenglish@kilaschool.com>, Peter Loyda <ployda@marionschoolmt.com>, Shari Puryer <clerk@tregoschool.org>, Sheri Modderman <moddermans@deerparkedu.org>, Tami Ward <tward@creston.k12.mt.us>, Trevor Dahlman <tdahlman@olneybissellschool.com>
Cc: Caleb Aland <fsecclerk@fsecoop.com>, Marcia Stolfus <stolfusm@fsecoop.com>

Here are the completed warrants for June

Thank you!

Cheryl

On Thu, Jun 23, 2022 at 12:39 PM Cheryl Russell <crussell@fsecoop.com> wrote:
[Quoted text hidden]
[Quoted text hidden]

Warrants 21-22 - June 2021 (1).pdf
43K

Tami Ward <tward@creston.k12.mt.us> Fri, Jun 24, 2022 at 8:33 AM
To: "Ketchum, Cal" <cketchum@westvalleyschool.com>
Cc: Cheryl Russell <crussell@fsecoop.com>, Amy Piazzola <apiazzola@cayuse.k12.mt.us>, Caleb Aland <fsecclerk@fsecoop.com>, Drea Beale <principal@fmemontana.net>, JJ Lamb <lambjj@swanriverschoolk-8.org>, Jack Eggensperger <jeggensperger@flathead.mt.gov>, Joe Price <joe.price@somersdist29.org>, Laili Komenda <lkomenda@smithvalleyschool.org>, Laura Pluid <laura@fortineschool.net>, Liz English <lenglish@kilaschool.com>, Marcia Stolfus <stolfusm@fsecoop.com>, Peter Loyda <ployda@marionschoolmt.com>, Shari Puryer <clerk@tregoschool.org>, Sheri Modderman <moddermans@deerparkedu.org>, Trevor Dahlman <tdahlman@olneybissellschool.com>

Yes to all action items.

Tami

On 2022-06-23 12:58, Ketchum, Cal wrote:
Yes to all action items.
Thanks
Cal

On Thu, Jun 23, 2022 at 12:39 PM Cheryl Russell <crussell@fsecoop.com> wrote:

Good Morning Everyone,

I appreciate your consideration in helping to complete our meeting and especially our action items for our new hires for the Cooperative.

All documents related to our meeting are attached to this email and I have shared a google document with our voting staff. Please complete the action items as soon as possible.

Action Items are in the google form that has been sent to voting members.

There are more PO's to be written today, so the warrant page will be sent out separately as soon as those are added, so that June can be complete.

Thank you for time and consideration,

Cheryl

--

Cheryl Russell
Director of Flathead Special Education Cooperative
305 3rd Ave East [1]
P. O. Box 84
Kalispell, MT 59903
Office Phone 406 257-1852
FAX 406 257-4137

They may forget what you said but they will not forget how you made them feel.
– Carl Buechner
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Cal Ketchum
Superintendent
West Valley School
406-755-7239

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Links:
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[1] https://www.google.com/maps/search/305+3rd+Ave+East?entry=gmail&source=g
[2] https://www.paubox.com

Cheryl Russell <crussell@fsecoop.com> Fri, Jun 24, 2022 at 9:10 AM
To: Tami Ward <tward@creston.k12.mt.us>
Cc: "Ketchum, Cal" <cketchum@westvalleyschool.com>, Amy Piazzola <apiazzola@cayuse.k12.mt.us>, Caleb Aland <fsecclerk@fsecoop.com>, Drea Beale <principal@fmemontana.net>, JJ Lamb <lambjj@swanriverschoolk-8.org>, Jack

Eggensperger <jeggensperger@flathead.mt.gov>, Joe Price <joe.price@somersdist29.org>, Laili Komenda <lkomenda@smithvalleyschool.org>, Laura Pluid <laura@fortineschool.net>, Liz English <lenglish@kilaschool.com>, Marcia Stolfus <stolfusm@fsecoop.com>, Peter Loyda <ployda@marionschoolmt.com>, Shari Puryer <clerk@tregoschool.org>, Sheri Modderman <moddermans@deerparkedu.org>, Trevor Dahlman <tdahlman@olneybissellschool.com>

I believe we need names for the Motion and Seconded lines on items a,c,d, g, & h and that would complete our process

[Quoted text hidden]

Jack Eggensperger <jeggensperger@flathead.mt.gov> Fri, Jun 24, 2022 at 9:46 AM
To: Cheryl Russell <crussell@fsecoop.com>

Hi Cheryl—I will make the motion on all items.

[Quoted text hidden]

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Cheryl Russell <crussell@fsecoop.com> Fri, Jun 24, 2022 at 9:48 AM
To: Jack Eggensperger <jeggensperger@flathead.mt.gov>

Thank you!
[Quoted text hidden]

Cheryl Russell <crussell@fsecoop.com> Fri, Jun 24, 2022 at 9:51 AM
To: Tami Ward <tward@creston.k12.mt.us>
Cc: "Ketchum, Cal" <cketchum@westvalleyschool.com>, Amy Piazzola <apiazzola@cayuse.k12.mt.us>, Caleb Aland <fsecclerk@fsecoop.com>, Drea Beale <principal@fmemontana.net>, JJ Lamb <lambjj@swanriverschoolk-8.org>, Jack Eggensperger <jeggensperger@flathead.mt.gov>, Joe Price <joe.price@somersdist29.org>, Laili Komenda <lkomenda@smithvalleyschool.org>, Laura Pluid <laura@fortineschool.net>, Liz English <lenglish@kilaschool.com>, Marcia Stolfus <stolfusm@fsecoop.com>, Peter Loyda <ployda@marionschoolmt.com>, Shari Puryer <clerk@tregoschool.org>, Sheri Modderman <moddermans@deerparkedu.org>, Trevor Dahlman <tdahlman@olneybissellschool.com>

Jack is on all of the open motion line items, thanks Jack!

Can I get a volunteer for the open Seconded lines, please?
[Quoted text hidden]

Laili Komenda <lkomenda@smithvalleyschool.org> Fri, Jun 24, 2022 at 10:48 AM
To: Cheryl Russell <crussell@fsecoop.com>
Cc: Amy Piazzola <apiazzola@cayuse.k12.mt.us>, Caleb Aland <fsecclerk@fsecoop.com>, Drea Beale <principal@fmemontana.net>, JJ Lamb <lambjj@swanriverschoolk-8.org>, Jack Eggensperger <jeggensperger@flathead.mt.gov>, Joe Price <joe.price@somersdist29.org>, "Ketchum, Cal" <cketchum@westvalleyschool.com>, Laura Pluid <laura@fortineschool.net>, Liz English <lenglish@kilaschool.com>, Marcia Stolfus <stolfusm@fsecoop.com>, Peter Loyda <ployda@marionschoolmt.com>, Shari Puryer <clerk@tregoschool.org>, Sheri Modderman <moddermans@deerparkedu.org>, Tami Ward <tward@creston.k12.mt.us>, Trevor Dahlman <tdahlman@olneybissellschool.com>

Second

[Quoted text hidden]
[Quoted text hidden]

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Laili D. Komenda
Superintendent/Principal

Smith Valley Dist. #89
2901 Hwy 2 West, Kalispell, MT 59901
Phone: 406-756-4535 Fax: 406-756-4534
www.smithvalleyschool.org

Cheryl Russell <crussell@fsecoop.com> Fri, Jun 24, 2022 at 10:58 AM
To: Amy Piazzola <apiazzola@cayuse.k12.mt.us>, Cal Ketchum <cketchum@westvalleyschool.com>, Drea Beale <principal@fmemontana.net>, Jack Eggensperger <jeggensperger@flathead.mt.gov>, JJ Lamb <lambjj@swanriverschoolk-8.org>, Joe Price <joe.price@somersdist29.org>, Laili Komenda <lkomenda@smithvalleyschool.org>, Laura Pluid <laura@fortineschool.net>, Liz English <lenglish@kilaschool.com>, Peter Loyda <ployda@marionschoolmt.com>, Shari Puryer <clerk@tregoschool.org>, Sheri Modderman <moddermans@deerparkedu.org>, Tami Ward <tward@creston.k12.mt.us>, Trevor Dahlman <tdahlman@olneybissellschool.com>
Cc: Caleb Aland <fsecclerk@fsecoop.com>, Marcia Stolfus <stolfusm@fsecoop.com>

Good Morning Everyone,

Thank you to everyone,

All action items were motioned and carried via email in order to conduct business for the cooperative.

All attendees online that voted participated in the online meeting. Emailed information will be attached to the business meeting minutes dated 06/23/22, all action business completed 06/24/2022 at 10:53am

I will notify all of our newest staff!

Thank you everyone!

Cheryl Russell

On Thu, Jun 23, 2022 at 12:39 PM Cheryl Russell <crussell@fsecoop.com> wrote:
[Quoted text hidden]
[Quoted text hidden]

Gmail

Cheryl Russell <crussell@fsecoop.com>

Google Doc for Action Items, please vote

Marion School MT <ployda@marionschoolmt.com> Fri, Jun 24, 2022 at 11:23 AM
To: Cheryl Russell <crussell@fsecoop.com>

Cheryl, I might be late in my response for these items, but yes to all of them from me

Peter Loyda, Principal

[Quoted text hidden]
[Quoted text hidden]
[Quoted text hidden]

August 2022						Deposits				
Codes	PO #	Vendor	Check #	Amount		Coding	PO #	To	Check #	Amount
	Dept. of Revenue		3141	$461.00		315-1950-235	Marion - RSBG match		20894	$3,224.65
382-280-2500-581	15281	Masbo	15703	$150.00		315-3357-260	State of Montana	Medicare	27919210	$1,489.49
382-280-2490-361	15282	Supt. Office - Black mountain	15704	$1,723.85						
382-280-2620-412	15283	Visa - Flathead Elec. Coop	15705	$142.00						$4,714.14
382-280-2500-532	15283	Visa - USPS	15705	$4.32						
315-456-2500-531 -783	15283	Visa - Spectrum	15705	$352.07						
382-280-2620-411	15284	Northwest Energy	15706	$31.53						
315-456-2150-260-783	15315	Horace Mann	15707	$30.00						
382-280-2620-421	15316	City of Kalispell	15708	$61.93						
382-280-2640-440	15317	Mountain Alarm	15709	$46.80						
315-457-2100-610-723	15318	J2	15710	$68.00						
382-280-2500-610	15319	Culligan	15711	$20.00						
382-280-2500-610	15320	Mahugh Fire and Safey	15320	$84.50						
382-280-2500-330	15321	Caleb Aland	15321	$900.00						
315-280-2490-610-210	15322	Fingerprints - Supt. office	15322	$33.00						
315-456-2500-783	15323	Visa - Spectrum overdue May	15715	$352.07						
315-456-2500-783	15323	Visa - Spectrum overdue June	15715	$357.35						
315-457-2100-610-723	15323	Visa - Amazon Prime - June	15715	$14.99						
315-456-2500-531-783	15323	Visa - Spectrum August	15715	$13.67						
315-280-2500-660-210	15323	Visa - Previous Balance -	15715	$248.44						
315-280-2100-610-240	15323	Visa - Star program	15715	$1,593.90						
315-382-2620-412	15323	Visa - August Flathead Elec. Coop	15715	$109.00						
315-456-2640-440-783	15323	Visa - Kallspell Toyotal	15715	$792.47						
315-456-2620-610-783	15323	Visa - Best Buy (3 computers - 2 pyschs	15715	$1,899.97						
315-457-2100-610-723	15323	Visa - Amazon Prime - July	15715	$14.99						
315-280-2500-660-210	15323	Visa - Late Fee	15715	$25.00						
315-280-2500-660-210	15323	Visa - Interest Charge	15715	$46.70						
382-280-2500-532	15324	Annie Milton- Reim for postage stamps	15716	$60.00						
382-280-2600-610	15325	Heather Massey - Lunch for Supt mtg	15717	$227.04						
315-280-2600-440-220	15326	Flathead Cty Treasurer - Tax Lien	15718	$741.94						
315-280-2490-610-210	15327	Flathead Cty Supt - Fingerprints - Molly	15719	$33.00						
				$10,639.53						

July 2022				
Coding	PO #	To	Check #	Amount
382-280-2100-250	15274	Montana St. Fund	15698	$3,346.60
382-280-2650-624	15275	WEX	15699	$148.45
382-280-2500-330	15276	Caleb Aland	15700	$1,700.00
315-457-2100-610-723	15277	J2	15701	$288.52
382-280-2650-440	15278	Les Schwab	15702	$83.96
				$5,567.53

Evergreen Special Services Preschool Program Interlocal Agreement

Between Evergreen School District #50 and the Flathead Special Education Cooperative

I. PARTIES TO THIS AGREEMENT

This Agreement is made between Evergreen School District #50 Special Services, located at 18 W. Evergreen, Kalispell, MT 59901, (406) 751-1111, AND the Flathead Special Education Cooperative (FSEC) located at 305 3rd Ave. E, Kalispell, MT 59901, (406) 257-1852, which includes public school districts identified within the FSEC interlocal agreements. As of the 2022-2023 school year, FSEC district schools will be provided services upon parent request in order to sustain services in an established placement.

II. PURPOSE AND PHILOSOPHY

The Special Education Preschool Program is a joint center-based program housed at East Evergreen Elementary School within Evergreen School District #50. The fiscal host for the program is Evergreen School District #50. The program provides preschool services to children ages 3 through 5 who are residents of the participating school districts and who meet eligibility criteria under the Individuals with Disabilities Education Act (IDEA) and demonstrate a need for services in a center-based preschool. In addition the FSEC offers center based services for children who meet preschool service eligibility.

The Evergreen Special Services Preschool and FSEC Preschool provide a comprehensive developmental approach to meeting the needs of children with disabilities. The center-based preschool programs are but one component of a full range of continuum options available to eligible students including services in the home, local school district. The center-based preschool program offers integrated learning opportunities with a variety of children, in addition to specially designated instruction. The intent of this agreement is not to compete with services provided through Evergreen and the FSEC, but to cooperate to support established service relationships with families and young children.

III. PROGRAM AND RESPONSIBILITIES

1. Child Find (Screening)

Child Find is the responsibility of the resident district. At least 1 joint Child Find activity will be scheduled throughout the school year.

2. Referral to a Center-Based Preschool Program

In order for a child to be considered for initial placement in a center-based preschool program in the Evergreen School District, the child must first be between the age of 3 and 5 years old and be eligible as a child with a disability under the Individuals with Disabilities Education Act (IDEA). Children needing only speech/language or motor therapy services will receive their program at the resident school district. If the child is eligible for special education services, the resident district will

initiate a referral to the center-based preschool program through their interlocal agreement.

Outside agencies will make referrals through the Director of Special Services for FSEC and the Administrative Assistant for Evergreen Special Services. Each Director will notify resident districts of any referral.

3. Evaluation

The resident district/appropriate FSEC preschool staff and Evergreen preschool staff will complete comprehensive evaluations initiated to determine if the child is eligible for services under the criteria established in IDEA.

4. Placement in the Program

Each preschool staff will review the evaluation report of a prospective student, IDEA criteria and recommendations for services, as well as determine residency for initial placement.. The preschool teacher in each site will function as a case manager and be responsible for scheduling the IEP meeting including representatives from the resident district and child's parents who are invited to attend along with the other required personnel. An IEP will be proposed that considers the least restrictive environment to meet the child's needs in compliance with IDEA.

5. Implementation of Services

The implementation of the IEP will be the responsibility of the center-based preschool program staff within the respective FSEC or Evergreen identified interlocal agreements. The Preschool teacher will coordinate the delivery of services and any IEP meetings necessary to implement a free appropriate public education. A representative of the resident district will be required to participate in any meeting in which services will be significantly changed.

6. Continuation of Services

Services initiated within the FSEC Preschool or the Evergreen Preschool may be continued in the original setting based on residence upon parent request following a change in residence with the FSEC interlocal agreement areas or Evergreen interlocal preschool agreement areas.

7. Related Services

Evergreen related services are the responsibility of the resident district with the exception of the primary speech language pathologist and/or supervised speech language services, which will be provided by the Evergreen School District. Related services to be provided by the resident district include but are not limited to:

*transportation

*assistive technology

*occupational therapy

*physical therapy

*individual aide, as determined by the IEP team

IV. FISCAL RESPONSIBILITIES

1. The Evergreen School District #50 agrees to staff the preschool program and share costs on a proportionate basis for the personnel required to meet student needs.

2. The Evergreen School District #50 agrees to provide the preschool placement as identified in the IEP upon FP-14 tuition agreements. Specialized equipment for specific student use is the responsibility of the resident district.

3. Should a child be identified to participate in the host program through an evaluation and IEP, fail to initiate services, or miss more than 10 consecutive days of attendance without a family report of illness or other planned absence, the child will be dropped from the host district enrollment. The resident district shall be the site of initial re-enrollment and then refer to the appropriate preschool program if the resident district determines that services in a center based preschool placement are necessary to address FAPE.

4. In exchange for services provided as listed above, the Flathead Special Education Cooperative school district members agree to pay Evergreen School District #50 the proportionate cost of an individual student's participation in the 2022-2023 school year, based on program cost, students in attendance, and the duration enrollment for the purposes of evaluation and enrollment once eligibility is determined. Special education tuition will be charged to each participating school district placing a child in the program in compliance with 20-5-320 and 20-5-323 MCA. Under 20-9-701, 20-9-702, 20-9-703 (2) MCA, all monies collected from this interlocal cooperative preschool agreement will be placed in an interlocal cooperative preschool agreement fund.

V. TERMS of AGREEMENT

This Interlocal Agreement for Evergreen Special Services Preschool Program is effective July 1, 2022, through June 30, 2023. Any changes to this Interlocal Agreement must be made in writing and agreed to by both parties.

Make checks payable to the Evergreen School District #50, and mail to the attention of District Clerk, 18 W. Evergreen, Kalispell MT 59901.

This joint Evergreen Special Services preschool program is agreed to by the following parties:

_____ _____

Board Chairperson, Amy Pizolla, Date
Flathead Special Education Cooperative

_____ _____

Dr. Laurie Barron, Superintendent, Evergreen School District #50 Date

_____ _____

Tamara Williams, Board Chairperson, Evergreen School District #50 Date

MEETING SCHEDULE

2022 - 2023

Management Board: All meetings are planned to be at Flathead County Superintendent Board Room at 12:45 pm *** Board meetings held at Flathead Special Education Cooperative***

September 14th – 12:45pm - Marlene

October 14th- *** FSEC*** 12:45pm - Amber

November 9th – *** FSEC*** 12:45pm – Heidi Raab

December 14th – 12:45pm – Laura

January 14tht – 12:45pm TBD

February 8th – 12:45pm - Kacy

March 8th – 12:45pm - TBD

April 12th – 12:45pm - TBD

May 10th – 12:45pm - Karen N.

June 14th - 12:45pm - TBD

FSEC Monthly Meetings:

All staff meetings are planned for the Tuesday after the monthly Management Board Meeting at the FSEC Office at 3:15 pm.

August 29th	8:30 am
September 20th	3:15 pm
October 18th	3:15 pm
November 15th	3:15 pm
December 20th	3:15 pm
January 17th	3:15 pm
February 14th	3:15 pm
March 14th	3:15 pm
April 18th	3:15 pm
May 16th	3:15 pm
June 9th	Checkout Day

Director's Report

September 14, 2022

"Clear is kind. Unclear is unkind." -Brene' Brown

Cooperative Focus/Evaluation

Related Services Providers and Cooperative Employees will concentrate on Domain 4 Professional Responsibilities of the Danielson Framework for evaluation this school year. Domain 4 for each subgroup (school psychologist, SLP, teacher, OT/PT) has been emailed to all employees. The classified template for evaluation has also been emailed to classified staff. Domain 4 and Evaluation was discussed at our back to school staff meeting on Aug.29. Staff have been asked to provide 2 goals by September 20th. Each goal will need an artifact to be submitted by Spring.

Domain 4 matches the coops focus on participating in a professional community. We are going to start forming PLC's and begin at a surface level. This year each professional group will meet and concentrate on 1-2 topics for their field. They will also choose an area of Policy and Procedure to present at the Special Education Quarterly meetings.

Special Education Quarterly Meetings are back this school year and on the calendar. Please support special education teacher attendance. Administrators are also invited to attend. This year's focus will be Policy and Procedure Plunge.
Quarterly Meetings: October 7th, January 6th, March 3rd, May 5th

Director's Goals

My goals will also be monitored through my internship/mentor program at MSU. I am happy to submit my final projects in December.

1) Create and implement a New Special Education Teacher and New Coop Employee Orientation.
   - New Special Education Teacher Orientation Friday August 26, 2022
2) Meet with people by establishing and sustaining weekly building staff meetings, monthly cooperative staff meetings, special education quarterly meetings, weekly meetings with the business manager, and visit each school building at least once a quarter.
3) I will also communicate with administrators, special education teachers, and related service providers with a monthly newsletter. The newsletter will contain links to documents, directions, videos etc. It will also include OPI special education changes or requirements and law information. The hope is to have a document to provide a one stop reference and keep stakeholders informed.
4) Understand and build a special education cooperative budget and finance plan.

Professional
I have joined SAM, NWMASS, and MCASE. I will be attending the MCASE conference in Bozeman Sept. 19-20. MSU's administrator program may provide a mentor for the entire school year for a reduced price for the cooperative as I pay for my first semester through my tuition. The reduced rate is $1200. Vern Beffert is my MSU mentor who is visiting FSEC the morning of September 14th, 2022. This program also provides my licensure through OPI as Board of Public Education Approved Principal Internship Program instead of Class 5 licensure.

Cooperative Programs/Services

- Preschool began September 6th with 13 students. Currently, 3 CDC transition meetings are scheduled with 2 students in referral.
- STAR program began September 1st with 7 students. We need a nurse for one of our students and transportation is also a problem. One of these students is on a 2 hour day to start schedule and requires 1:1 but mostly 2:1 support.
- A dual program open house occurred September 2nd.
- CPI training was given to the entire staff of Marion school on September 2nd. Another training occurred for a few West Valley, Cayuse Prairie, and FSEC staff on September 12th. The FSEC building staff is scheduled for training on October 20th over MEA days. Let me know if you have staff members to join.

Child Find
There is a possibility of joining Evergreen for Child Find this fall. Otherwise, we will schedule by appointment only for the fall and then hold one again in the spring. Finding the right fit as far as days, locations, and getting the information into the hands of parents is our goal. Please let me know if you have ideas or comments regarding Child Find. Child Find should be an ongoing process.

Staff/Employment
We have hired an additional paraprofessional and custodian. Annie and I have assessed our current needs and it would be beneficial to find a part time maintenance and tech staff person. As preschool and STAR programs grow, we may need to discuss another teacher, paraprofessional, or both.

Cooperative Vehicles
Our cooperative vehicles did not escape the July hail storm. Annie and I noted that each vehicle had damage. An adjuster finally visited and completed the initial assessment on September 7th. The vehicles are scheduled for Collision Craft October 10th-15th with two vehicles per day. Vehicles were not checked out to itinerant staff at the beginning of the school year. Instead, we are reimbursing mileage at the government rate. Annie and

I have looked for guidance in our Policy for vehicles and do not see any. If vehicles are totaled we will need to seek advice on government vehicles and what this may entail for our budget.

Districts

Administrators please note the following:

- I am ***no*** longer requiring the red notebooks to be signed by itinerant staff. They should be keeping notes/records on their students and duties each day. However, they should let you know through email, text, phone call if they are unable to attend their regular service day. Annie and I are then cc.

- IDEA e-grants are open! Please file by Oct. 15th to help us with our budget. Also, Danni at OPI informed us that out of our 18 schools, no one (0) claimed homeschooled special education students last school year. Please remember that these students must wait an entire school year after they are submitted to OPI to receive funds for service plan minutes within your building. A special note regarding this; funds may only cover consultation with a plan to be carried out at home. They may not cover weekly therapy sessions.

- Child Count is around the corner. I will be asking for locked documents in Infinite Campus and caseload lists. Again, this is directly correlated with funds. Please encourage your special education teachers during the month of October.