



Communicator

In-House News Update For Co-op Staff Members

Greetings Staff Members,

Happy Spring.....Thanks for your outstanding work....and steadfastness this is not a chain letter.....

Co-op Board Meeting

See attached agenda for March 29 board meeting

Paraprofessional/Teacher Team of the Year Award:



Ruth Liedtka and Cathy Anderson

Ruth and Cathy have been nominated by the Co-op and awarded this honor by the Region V CSPD Council. The nomination was enthusiastically supported by the Co-op administration and parents of preschoolers. Ruth and Cathy won an all expense paid trip to the state CEC conference in Billings, April 13-15. Congratulations Ruth and Cathy!

Mandatory Compliance Training on the HIPAA Security Regulations

The Co-op complies with the HIPAA *Privacy* regulations and as of April must also comply with the *Security* regulations. This means we get to do training on the **Security regulations!**

Please mark your calendar for a mandatory staff training on April 27 at the Florence-Carlton Admin. Building. Any staff member who cannot attend must get supervisor approval and arrange for an alternative time receive the training or the HIPAA Security Officer will be visiting you!



Staff Internet Use

This is your periodic friendly reminder: Do not forward chain email messages on work email systems. It clogs up the internet pipeline and email inboxes. And we all have too much to manage as it is. Please refer to *Policy 4.41 Internet Use Policy*. Thanks!

Montana Behavior Initiative (MBI)

For those who have budget approval or are hooked in with district level teams and are planning to attend the MBI Summer Institute, you can register on line at <http://www.montana.edu/cs/mbi/>