

**NorthEast Washington ESD 101  
Board of Directors  
October 16, 2018**

**MINUTES**

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on October 16, 2018, at 4202 S. Regal Street, Spokane, Washington. Chair Emmett Arndt confirmed a quorum and called the meeting to order at 4:00 p.m.

**Pledge of Allegiance**

Mr. Rand Lothspeich led the Board and audience in the Pledge of Allegiance to the Flag of the United States of America.

**Present**

**Directors:** Mr. Emmett Arndt, Ms. Kathy Bumgarner, Ms. June Sine, Mr. Rand Lothspeich, and Ms. Sally Pfeifer.

**Staff:** Dr. Mike Dunn, Mr. Mick Miller, Mr. Jerry McDermott, Mr. Steve Witter, Ms. Brittany Campbell, Ms. Annie Murphey, and Ms. Mary Kempel.

**Communication**

Dr. Dunn referenced written communications received regarding services and support provided by NEWESD programs and staff. The Board communications will be shared with NEWESD staff.

**Consent Agenda**

Minutes from the September 18, 2018 Board meeting were presented for Board approval.

Fiscal Report, Vouchers, Payroll, Grants, Cooperatives, Workers' Compensation, Unemployment, Audit Reports and Interlocal Agreements.

**Fiscal Report**

Dr. Dunn recommended approval of vouchers as audited and certified by the auditing officer (as required by RCW 42.24.080) and those expense reimbursement claims audited and certified (as required by RCW 42.24.090) that have been recorded on the list given to the Board. Dr. Dunn also presented a summary of expenditures. Vouchers for September and October 2018 include:

**General Fund Accounts Payable (September 21, 2018)**

ACH numbers 181900092 - 181900108 in the amount of \$4,368.25.

**General Fund Accounts Payable (September 21, 2018)**

Void – Voucher number 330214 in the amount of (\$33.93).

**General Fund Accounts Payable (September 21, 2018)**

Voucher numbers 332411 - 332433 in the amount of \$469,986.70.

**Unemployment Compensation Cooperative (September 21, 2018)**

Voucher number 332434 in the amount of \$4,136.14.

**Compensated Absences Cooperative (September 21, 2018)**

Voucher number 332435 in the amount of \$160,942.07.

**General Fund Accounts Payable (September 21, 2018)**

Voucher number 332436 in the amount of \$72,066.80.

**General Fund Accounts Payable (September 24, 2018)**

ACH number 181900109 in the amount of \$656.16.

**General Fund Payroll (September 28, 2018)**

Voucher numbers 332437 - 332461 in the amount of \$415,133.62.

**General Fund Payroll (September 28, 2018)**

Wire transfers 201800003 - 201800004 in the amount of \$842,725.04.

**General Fund Accounts Payable (September 28, 2018)**

ACH numbers 181900110 - 181900122 in the amount of \$3,222.99.

**General Fund Accounts Payable (September 28, 2018)**

Voucher numbers 332462 - 332505 in the amount of \$85,883.49.

**General Fund Accounts Payable (October 5, 2018)**

ACH numbers 181900123 - 181900154 in the amount of \$15,389.12.

**General Fund Accounts Payable (October 5, 2018)**

Voucher numbers 332506 - 332542 in the amount of \$93,352.78.

**Workers' Compensation Cooperative (October 5, 2018)**

Voucher number 332543 in the amount of \$211,639.78.

**General Fund Payroll (October 15, 2018)**

Voucher numbers 332544 - 332547 in the amount of \$2,169.54.

**General Fund Payroll (October 15, 2018)**

Voucher number 332548 in the amount of \$150.06.

**General Fund Payroll (October 15, 2018)**

Wire transfers 201800005 - 201800006 in the amount of \$2,170.09.

**General Fund Accounts Payable (October 12, 2018)**

ACH numbers 181900155 - 181900212 in the amount of \$19,476.69.

**General Fund Accounts Payable (October 12, 2018)**

Void - Voucher number 331813 in the amount of (\$54.00).

**General Fund Accounts Payable (October 12, 2018)**

Void - Voucher number 331836 in the amount of (\$54.00).

**General Fund Accounts Payable (October 12, 2018)**

Voucher numbers 332549 - 332581 in the amount of \$39,041.23.

|   |                     |
|---|---------------------|
| Total for Accounts Payable Vouchers:      | \$803,302.28        |
| Total for Payroll Vouchers:               | \$1,262,348.35      |
| Total for Unemployment Vouchers:          | \$4,136.14          |
| Total for Workers' Compensation Vouchers: | \$211,639.78        |
| Total for Compensated Absences Vouchers:  | <u>\$160,942.07</u> |
| Grand Total:                              | \$2,442,368.62      |

**Workers' Compensation Cooperative (September 21, 2018)**

Voucher numbers 225528 - 225567 in the amount of \$36,281.49.

**Workers' Compensation Cooperative (September 28, 2018)**

Voucher numbers 225568 - 225604 in the amount of \$49,431.03.

**Workers' Compensation Cooperative (October 5, 2018)**

Voucher numbers 225605 - 225650 in the amount of \$29,529.07.

**Workers' Compensation Cooperative (October 12, 2018)**

Voucher numbers 225651 - 225693 in the amount of \$31,675.16.

Total for Workers' Compensation Vouchers: \$146,916.75

**Grants Needing Board Approval on October 16, 2018**

| Type    | Granting Agency Program Title   | Amount      |
|---------|---|-------------|
| Federal | Department of Education through ESD 112<br>Family Resource Coordinator Training Program   | \$5,000.00  |
| State   | Office of Superintendent of Public Instruction<br>Mental Health Curriculum                | \$20,000.00 |
| Federal | Office of Superintendent of Public Instruction<br>SAP                                     | \$3,942.00  |
| State   | AESD Network via Capital Region ESD 113<br>Computer Science/AESD                          | \$18,093.00 |
| Federal | Department of Education through OSPI<br>Title 1, Park D Neglected-Delinquent (SAC School) | \$66,425.00 |

**Personnel – Certificated**

New hire—the following certificated staff member has been hired:

**Ms. Tracey Osso**, school counselor, for .4 FTE, with salary based on education and experience in relation to the certificated salary schedule. Ms. Osso earned a bachelor's degree in pre-physical therapy from Northwest Nazarene College, a master of business administration from Gonzaga University, and a master of education in school counseling from Whitworth University. Ms. Osso has experience as a school counselor at Newport School District and Central Valley School District.

Stipends—Dr. Dunn recommended approval of the following stipends for the 2018/2019 school year:

**Ms. Heidi Danaher**, speech/language pathologist, \$1,000.00 stipend based upon 25 years of experience, with five years at NEWESD 101.

**Mr. Daniel Fuller**, teacher, \$1,000.00 stipend based upon 25 years of experience, with five years at NEWESD 101.

**Ms. Diane Loriano**, psychologist, \$1,000.00 stipend based upon 25 years of experience, with five years at NEWESD 101.

**Ms. Susan Matteson**, speech/language pathologist, \$1,000.00 stipend based upon 25 years of experience, with five years at NEWESD 101.

**Ms. Elisa Vanhoff**, teacher, \$5,000.00 stipend for administrative responsibilities at Healing Lodge of the Seven Nations.

**Ms. Kathryn Tribby-Moore**, teacher, \$5,000.00 stipend for administrative responsibilities at Healing Lodge of the Seven Nations.

### **Personnel – Administrative, Supervisory and Professional**

**Resignations** – the following administrative/supervisory/professional staff members have resigned:

**Ms. Manda Edwards**, AmeriCorps program manager, effective October 31, 2018.

**Ms. Laura Watson**, Open Doors instructional case manager, effective October 12, 2018.

### **Personnel – Classified**

**Salary placement upgrade** – Dr. Dunn recommended the following classified staff member receive a salary upgrade based on assignment of additional duties and level of responsibility, effective October 1, 2018:

**Mr. Alexander Sains**, student support specialist, from C23/2 or \$17.96 per hour to student support coordinator at C31/2 or \$22.11 per hour.

### **Out-of-State Travel**

**Dr. Mona Griffin to the Project Prevention grantee meeting on October 23-26, 2018 in Washington DC.** This is a mandatory meeting for all directors of Project Prevent grantees nationwide in order to continue to receive funds from the grant. Expenses are paid by Project Prevent grant funds.

**Ms. Heather Dauphin and Ms. Michele Hoxie to the National Association of Charter Schools Authorizers Training in Orlando, Florida on October 22-25, 2018.** This training will allow participants to learn more about the operation of charter schools and ways to help them succeed. Expenses paid by Spokane Public Schools.

**Ms. June Sine, Ms. Kathy Bumgarner, and Mr. Cassidy Probert to the AESA Annual Conference in Colorado Springs, Colorado on November 28-December 1, 2018.** This is an opportunity to network with ESDs from other states, learn about federal legislative issues and tips on how to advocate. Expenses paid by the Board and fiscal travel funds.

**Motion:** Ms. Sine moved for Board approval of consent agenda items as described above including:

Minutes: September 18, 2018.

Fiscal Report, Vouchers, Payroll, Grants, Cooperatives, Workers' Compensation, Unemployment, Audit Reports and Interlocal Agreements.

The following certificated staff member has been hired: Ms. Tracey Osso.

The following stipends for the 2018/2019 school year: Ms. Heidi Danaher, Mr. Daniel Fuller, Ms. Diane Lorian, Ms. Susan Matteson, Ms. Elisa Vanhoff, Ms. Kathryn Tribby-Moore.

The following administrative/supervisory/professional staff members have resigned: Ms. Manda Edwards and Ms. Laura Watson.

The following classified staff member received a salary upgrade based on assignment of additional duties and level of responsibility: Mr. Alexander Sains.

Out-of-state travel for: Dr. Mona Griffin, Ms. Heather Dauphin, Ms. Michele Hoxie, Ms. June Sine, Ms. Kathy Bumgarner and Mr. Cassidy Probert.

**Second:** Ms. Bumgarner

**Vote:** Yes—5, No—0

### **Discussion/Action Items**

1. Presentation: Community Prevention and Wellness Initiative-Ms. Brittany Campbell and Ms. Annie Murphey— The Community Prevention and Wellness Initiative (CPWI) has been the backbone of our ESD's prevention activities in recent years. Ms. Campbell and Ms. Murphey reviewed the funding, partners, services, staffing, and the program's expansion and goals.

2. Construction update—Dr. Dunn and Mr. McDermott reported that the construction project is nearing completion. Most of the flooring is completed, divider walls have been installed, technology is installed, and the reception desk is built. The goal is to finish clean up as soon as next week. Once occupancy has been granted, we will transition all workshops/meetings to the new Center and close the current conference center for

renovations. There were some issues with the materials for the covered walkway so this piece may not be completed until winter.

If everything continues on schedule we will plan a soft opening for our Harvest Celebration on October 31. The formal dedication is being planned for February.

3. Board engagement reports—Mr. Arndt and Dr. Dunn attended the WSSDA Regional District 10 meeting in Endicott School District. The new meeting format allowed participants to work and dialog together. Board members debriefed on their experience with the bargaining process and what can be improved next time. Dr. Dunn also attended the District 9 meeting in Chewelah School District.

4. Superintendent report—in the Superintendent’s report to the Board of Directors, Dr. Dunn informed the Board of the following:

- He has been in conversation with a potential new Board member. This individual is still contemplating the position.
- During the September WSSDA Legislative Assembly, he served on a student safety panel along with five students and Senators Padden and Wellman. Among the students there was much more interest in providing additional social emotional support rather than hardening of schools.
- As an adjunct professor for WSU, he is participating in a search for a new clinical professor in educational leadership at WSU/Spokane.
- On October 1, he participated in a conference call with Representative Senn to discuss mental health, threat assessment, and social emotional support. ESDs are hopeful that the legislature will provide funding for regional safety centers.
- Detective Dan McDonald invited Dr. Dunn and Liberty School District superintendent, Mr. Kyle Rydell, to a Washington State Patrol meeting focused on human trafficking and what leaders can do to keep students safe. As a result, Mr. Steve Schreiner will collaborate with Mr. McDonald on a presentation for NEWESD regional principals, planned for January.
- He traveled to Port Ludlow for the fall VEBA meeting.
- As president, he facilitated the annual NEWS meeting on October 15. The organization decided to continue, focusing on the lack of equity between school districts.

Mr. Miller shared the following report:

- Trina Clayeux, director for the Center of Future Pathways, has resigned and relocated to the East Coast. She is working remotely temporarily for a period of time. Manda Edwards, YouthBuild program manager, has also submitted her resignation and will finish her work in November. Spokane Workforce Council (SWC) coordinates the funding for Next Generation Zone, in partnership with several agencies. Traditionally every three years, NEWESD responds to a SWC

request for proposal for our staff funding. SWC has changed the administrative model, which will affect our staffing, and will be releasing the new RFP soon. Career Path Services will appoint a temporary director to be in place through June 2018 to complete the existing contract. At that time we will continue to oversee Open Doors and YouthBuild at .4 FTE. Additional transitions will need to be made; more details will follow when available.

- North Central High School has developed a program, One Tribe, to address a recent increase in student suicides. The program developer is interested in sharing this program, with a presentation called “One Tribe, Your Tribe” throughout the region. NEWESD will host this event on December 11, 2018.
- Mr. Miller thanked Ms. Sine and Ms. Bumgarner for serving on the Accreditation panel on October 22, 2018.
- He will be presenting ACES training to the Whitman County school districts. Almost half of NEWESD districts have now been trained.

Ms. Kempel shared that Clover restaurant will be hosting the Board Christmas dinner.

5. Grant update—Mr. Steve Witter shared a summary of the 2017-18 grants. NEWESD was successful in eight of the eleven submitted for over \$1 million. Funding sources have changed significantly over the last four years, most notably the absence of Department of Education opportunities. A positive outcome would be the diversification of our funding sources. The US Department of Justice grant is still pending as we wait for clarity on the amount and length of the award. The new cycle of grants has begun with two or three Hagan Foundation possible opportunities and the return of College Sparks.

6. Legislative—Dr. Dunn had already provided the Board with a copy of the salary range data for the region which will be followed by the four year projection data once it is complete. This data will include the affect of new legislation regarding medical coverage for part-time employees. Eight of the nine legislators have confirmed their attendance at Thursday’s NEWASA meeting. Additionally, Senator Billig will be the main speaker at the October 25, 2018 Spokane County School Directors’ Association annual meeting.

It continues to be important that the general public have a clear understanding of the results of McCleary and how bargaining and levies affect district budgets.

## **Adjournment**

Chair Arndt adjourned the regular Board meeting at 5:20 p.m.

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Emmett Arndt, Chair

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Secretary to the Board