

**NorthEast Washington ESD 101
Board of Directors
September 18, 2018**

MINUTES

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on September 18, 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. Cassidy Probert 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, Ms. Sally Pfeifer, and Mr. Chuck Stocker.

Staff: Dr. Mike Dunn, Mr. Mick Miller, Mr. Jerry McDermott, Mr. Steve Witter, Mr. Cassidy Probert, Ms. Michelle Powers, Ms. Deb Kowalkowski, 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 August 21, 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 August and September 2018 include:

General Fund Accounts Payable (August 21, 2018)

Voucher number 332278 in the amount of \$40,327.62.

General Fund Accounts Payable (August 22, 2018)

ACH number 171801374 in the amount of \$740.14.

General Fund Payroll (August 31, 2018)

Voucher numbers 332279 - 332280 in the amount of \$507.64.

General Fund Payroll (August 31, 2018)

Void - Voucher number 330438 in the amount of (\$597.05).

General Fund Payroll (August 31, 2018)

Voucher numbers 332281 - 332305 in the amount of \$412,556.94.

General Fund Payroll (August 31, 2018)

Wire transfers 201700052 - 201700053 in the amount of \$826,850.63.

General Fund Accounts Payable (August 24, 2018)

ACH numbers 171801375 - 171801390 in the amount of \$2,820.60.

General Fund Accounts Payable (August 24, 2018)

Voucher numbers 332306 - 332324 in the amount of \$28,804.29.

General Fund Accounts Payable (August 31, 2018)

ACH numbers 171801391 - 171801400 in the amount of \$2,583.58.

General Fund Accounts Payable (August 31, 2018)

Void - Voucher number 329808 in the amount of (\$59.00).

General Fund Accounts Payable (August 31, 2018)

Void - Voucher number 330516 in the amount of (\$54.00).

General Fund Accounts Payable (August 31, 2018)

Void - Voucher number 331115 in the amount of (\$54.00).

General Fund Accounts Payable (August 31, 2018)

Void - Voucher number 331166 in the amount of (\$54.00).

General Fund Accounts Payable (August 31, 2018)

Void - Voucher number 331214 in the amount of (\$20.00).

General Fund Accounts Payable (August 31, 2018)

Void - Voucher number 331342 in the amount of (\$20.00).

General Fund Accounts Payable (August 31, 2018)

Void - Voucher number 331489 in the amount of (\$54.00).

General Fund Accounts Payable (August 31, 2018)

Void - Voucher number 331637 in the amount of (\$54.00).

General Fund Accounts Payable (August 31, 2018)

Void - Voucher number 331814 in the amount of (\$54.00).

General Fund Accounts Payable (August 31, 2018)

Void - Voucher number 331871 in the amount of (\$96.00).

General Fund Accounts Payable (August 31, 2018)

Voucher numbers 332325 - 332355 in the amount of \$100,228.60.

Compensated Absences Cooperative (August 31, 2018)

Voucher number 332356 in the amount of \$49,744.56.

General Fund Accounts Payable (September 7, 2018)

ACH numbers 181900001 - 181900033 in the amount of \$9,271.81.

General Fund Accounts Payable (September 7, 2018)

Voucher numbers 332357 - 332376 in the amount of \$161,615.10.

General Fund Payroll (September 14, 2018)

Voucher number 332377 in the amount of \$68.25.

General Fund Payroll (September 14, 2018)

Wire transfers 201800001 - 201800002 in the amount of \$1,703.25.

General Fund Accounts Payable (September 14, 2018)

ACH numbers 181900034 - 181900091 in the amount of \$7,265.04.

General Fund Accounts Payable (September 14, 2018)

Void - Voucher number 330471 in the amount of (\$95.00).

General Fund Accounts Payable (September 14, 2018)

Voucher numbers 332378 - 332410 in the amount of \$58,065.53.

Total for Accounts Payable Vouchers:	\$411,108.31
Total for Payroll Vouchers:	\$1,241,089.66
Total for Unemployment Vouchers:	\$0.00
Total for Workers' Compensation Vouchers:	\$0.00
Total for Compensated Absences Vouchers:	<u>\$49,744.56</u>
Grand Total:	\$1,701,942.53

Workers' Compensation Cooperative (August 24, 2018)

Voucher numbers 225354 - 225404 in the amount of \$48,835.77.

Workers' Compensation Cooperative (August 31, 2018)

Voucher numbers 225405 - 225440 in the amount of \$39,330.91.

Workers' Compensation Cooperative (September 7, 2018)

Voucher numbers 225441 - 225486 in the amount of \$66,668.34.

Workers' Compensation Cooperative (September 14, 2018)

Voucher numbers 225487 - 225527 in the amount of \$34,715.66.

Total for Workers' Compensation Vouchers:	\$189,550.68
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Grants Needing Board Approval On: 9/18/2018

Type	Granting Agency Program Title	Amount
Federal	Department of Education through OSPI CSA for ESDs - Special Education	\$265,525.00
Federal	Department of Education through OSPI CSA for ESDs - Special Education Preschool	\$36,208.00
Federal	Department of Education through OSPI CSA Student & School Improvement	\$154,532.00
State	WA State OSPI CSA Student and School Improvement	\$137,362.00
State	WA State OSPI CSA Regional Institutional Technical Unit (RITU) – K-20 Support	\$104,460.00
State	WA State OSPI Children's Mental Health Project State	\$112,900.00

Federal	WA State OSPI Children's Mental Health Project Federal	\$92,900.00
Federal	WA State OSPI CPWI Expansion - STR Opioid Sites	\$70,000.00
State	Department of Child, Youth & Families Early Childhood Education & Assistance Program	\$2,163,257.74
Federal	Department of Health & Human Services through DCYF Infant Toddler Regional Systems & Services	\$253,190.00
State	WA State OSPI ESD/OSPI Regional WaKIDS Implementation (State)	\$43,593.00
Federal	Department of Education DCYF Early Childhood Early Intervention	\$118,311.00
State	WA State OSPI Paraeducator Pilot	\$37,000.00
State	WA State OSPI OSPI/ESD Regional Safety Programs	\$42,857.00
State	WA State OSPI Next Gen Science Standards/Climate Science Educ	\$295,228.00
State	WA State OSPI Micro-credential Pilot	\$18,000.00
State	WA State OSPI Regional Transportation Coordinators	\$179,000.00
State	WA State OSPI School Nurse Corps	\$492,272.00
Federal	Department of Labor through Spokane Area WDC Workforce Investment Act	\$239,853.00
Federal	Serve Washington	\$276,427.00

Personnel – Certificated

Supplemental contract – Dr. Dunn recommended approval of the following supplemental contract for the 2017/2018 school year:

Ms. Erika Kellum, psychologist 1.5 days at MA 45/1 for a total of \$414.26 to meet service requests of districts.

Supplemental contracts – Dr. Dunn recommended approval of the following supplemental contracts for the 2018/2019 school year:

Ms. Lorie Mancinelli-Wilson, teacher, 6.0 days at MA 90/16 for a total of \$2,396.65 to meet service requests of districts.

Ms. Diane Loriano, psychologist, 2.0 days at MA 90/16 for a total of \$789.39 to meet service requests of districts.

Ms. Susan Matteson, speech language pathologist, 60.0 days at MA 90/16 for a total of \$23,972.42 to meet service requests of districts.

Mr. John Solomon, speech language pathologist, 10.0 days at MA 90/3 for a total of \$2,973.00 to meet service requests of districts.

Ms. Kathryn Tribby-Moore, teacher, 1.0 day at MA 90/16 for a total of \$399.20 to attend a meeting.

Ms. Candice Tulberg, psychologist, 1.0 day at MA 45/5 for a total of \$287.45 to meet a service request of a district.

Ms. Elisa Vanhoff, teacher, 1.0 day at MA 90/16 for a total of \$399.20 to attend a meeting.

Mr. David Welch, psychologist, 1.0 day at MA 90/15 for a total of \$391.38 to meet a service request of a district.

Personnel – Administrative, Supervisory and Professional

Resignation—the following professional staff member has resigned:

Mr. James Schofield, student assistance specialist, effective September 5, 2018.

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

Ms. Abby Miller, regional nutrition specialist, from A41/2 or \$53,065.00 annually to A 43/2 or \$55,921 annually.

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:

Ms. Tracy Poindexter-Canton, secretary, Center for Special Education Services, from C31/3 or \$48,234.00 to program assistant at C 33/3 or \$50,699.00 annually.

Resignation—the following classified staff member has resigned:

Ms. Connie Adams, fingerprint technician, effective September 14, 2018.

Out-of-State Travel

Ms. Tammie Schrader to the Code.org's mandatory Regional Partner Summit in Dallas, Texas on September 9-12, 2018. This is an opportunity for informing, sharing and connecting our rural work with that in other states and learning about other state resources. Flight, hotel, taxi and most meals paid by Code.org.

Mr. Steven Green and Mr. Sean Thayer to the YouthBuild required annual Regional Peer Exchange and Training Conference in Atlanta, Georgia on September 18-21, 2018. This required training provides updates on policies and helpful ideas for improving student services. Expenses paid by YouthBuild.

Dr. Mona Griffin, Mr. Andrew Bingham, Mr. Mick Miller, Ms. Brittany Campbell, Mr. Leon Covington, and Ms. Annie Murphy to the National Summit on Trauma Informed Schools in Las Vegas, Nevada on October 10-13, 2018. This summit will provide the latest information on the potential future of student mental health. This information will be shared with NEWESD districts. Ms. Murphy's expenses are paid by the West Central/East Valley Community Coalition, all other expenses are paid by the Child Mental Health grant.

Ms. Sandra Szambelan and Ms. Kim Lyman to the National P-3 Institute in Beaver Creek, Colorado on October 21-25, 2018. This institute, for teams of leaders from states, school districts, and community-based organizations will offer refined strategic action plans for the future. It will include issues of equity, ensuring quality and coherence across the full continuum from pre-school through elementary school. Expenses paid by OSPI.

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

Minutes: August 21, 2018.

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

The following supplemental contract for the 2017/2018 school year:
Ms. Erika Kellum.

The following supplemental contracts for the 2018/2019 school year:
Ms. Lori Mancinelli-Wilson, Ms. Diane Lorian, Ms. Susan Matteson, Mr. John Solomon, Ms. Kathryn Tribby-Moore, Ms. Candice Tulberg, Ms. Elisa Vanhoff, and Mr. David Welch.

The following professional staff member has resigned: Mr. James Schofield.

The following professional staff member received a salary upgrade based on assignment of additional duties and level of responsibility: Ms. Abby Miller.

The following classified staff member received a salary upgrade based on assignment of additional duties and level of responsibility:
Ms. Tracy Poindexter-Canton.

The following classified staff member has resigned: Ms. Connie Adams.

Out-of-state travel for: Ms. Tammie Schrader, Mr. Steven Green, Mr. Sean Thayer, Dr. Mona Griffin, Mr. Andrew Bingham, Mr. Mick Miller, Ms. Brittany Campbell, Mr. Leon Covington, Ms. Annie Murphy, Ms. Sandra Szambelan, and Ms. Kim Lyman.

Second: Mr. Stocker

Vote: Yes—6, No—0

Discussion/Action Items

1. Presentation: Regional Math-Ms. Debra Kowalkowski—Ms. Kowalkowski, regional math coordinator, facilitated a brief look at the power and importance of estimation. She provided a hands-on activity to demonstrate new teaching techniques being shared throughout our region which connect mathematics learned in schools to mathematics in the real world.
2. Construction and fiscal update (A1-A3)—Dr. Dunn and Mr. McDermott provided an update on our capital construction project and reviewed the question and answer memo and budgeted versus actual costs of the project. Although we do not have final numbers, we anticipate an overrun of approximately \$400,000. They shared the plan to offset this overrun and prepare for the biannual bond payments.

The Board discussed the option of a secondary loan to finish the project as originally planned. They agreed to revisit these items at a later date.

NEWESD has a great relationship with Meridian and Design West; however, there have been some disputes and difficult conversations. The Board asked Dr. Dunn to express their frustration with the lack of clarity in communication in the development of the contract for the project.

3. Board engagement reports—Mr. Stocker thanked Dr. Dunn and Mr. Miller for visiting Freeman School District on the one-year anniversary of the school shooting. Freeman is on the right track to recovery. Mr. Arndt attended the evening event stating, even though the atmosphere was solemn, it was a great gathering for the students.

Mr. Stocker reported on the levy presentation during the Valley Chamber Government Affairs meeting. He wanted the Board and leaders to be aware that property tax variations over the next few years will have an impact on school levies.

Mr. Stocker, June Sine and Dr. Dunn will attend the HUB Sports Center September 27 breakfast. The Play Unplugged event will be offered in Spokane Valley during the summer of 2019. NEWESD is working with the HUB and three area school districts write a grant to the Hagan Foundation.

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

- Currently, there are no applicants for the Board vacancy. Further outreach will need to be done.
- On September 18, he attended the Teacher of the Year celebration to honor our regional winner, Ms. Susan Douglas from Almira. This year’s state winner is Mr. Robert Hand from Mt. Vernon High School. Anyone interested in attending this event in the future contact Dr. Dunn.
- He will be traveling to Seattle tomorrow for a Western Governor’s University Advisory Board meeting.
- Mr. McDermott, Mr. Probert and Dr. Dunn attended a WSIPC meeting last week to review the new software system progress. Although progress has been made, there are still modules that have not been developed. NEWESD is beginning conversion with six small districts starting late fall 2018.
- Yesterday, he participated in the Greater Spokane Inc. STEM Executive Committee.
- Tekoa has asked him to join them on September 19 for a Board work session. Mr. Miller and Dr. Dunn will also be hosting the Almira School Board at NEWESD for a work session on September 22.
- In the next month or two, we will prepare a detailed presentation on the results of district bargaining and how that may impact NEWESD services and employee compensation. NEWESD will need to anticipate the effects of districts’ budget capacity to afford our services. Additionally, we need to make sure our salaries remain competitive to attract and retain staff.
- Last week, Mr. Schreiner and Dr. Dunn met Michael Dougherty, the new president of Gonzaga Prep, and encouraged his participation with the regional education leaders.

Mr. Miller shared the following report:

- As part of the Office of System and School Improvement (OSSI) program at OSPI, NEWESD is expanding our services beyond the identified schools. Within the NEWESD region, there are 88 schools in school improvement and eight identified as comprehensive. Mr. Erik Wolfrum and Dr. Connie Kliever will serve on the comprehensive team with the school improvement facilitators. Ms. Kowalkowski will provide support to the lowest performing schools. This first year will be focused on needs assessment and planning followed by years two and three with implementation.
- A House bill includes funding for safety center work at each ESD. The \$45,000 NEWESD received is being used for Threat Assessment services. A safety baseline will be established from the results of a survey sent to each district in the state. In collaboration with OSPI, ESDs will use this data to communicate with legislators. AESD legislative priorities include mental health, threat assessment and school safety in each ESD.

5. Policy 503: Subsistence and Lodging (first reading) (A4)—Mr. McDermott presented Policy 503: Subsistence and Lodging for second reading and Board approval.

Motion: Ms. Pfeifer moved for Board approval of Policy 503: Subsistence and Lodging.

Second: Mr. Stocker

Vote: Yes—6, No—0

6. Legislative—Dr. Dunn reported the topics for the AESD and regional legislative priorities. Districts continue to ask for levy reform and are also receiving intense pressure from WEA regarding bargaining.

Adjournment

Chair Arndt adjourned the regular Board meeting at 5:45 p.m.

Emmett Arndt, Chair

Secretary to the Board