

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

MINUTES

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on December 18, 2018, at 4202 S. Regal Street, Spokane, Washington. Chair Emmett Arndt confirmed a quorum and called the meeting to order at 4:00 pm

Pledge of Allegiance

Mr. Mick Miller 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, Mr. Rand Lothspeich, Ms. June Sine Mr. Chuck Stocker, and Ms. Sally Pfeifer.

Staff: Dr. Michael Dunn, Mr. Mick Miller, Mr. Jerry McDermott, Mr. Cassidy Probert, Mr. Steve Witter, Ms. Michelle Powers, Mr. Steve Schreiner, and Ms. Mary Kempel.

Executive Session

At 4:05 pm, Chair Arndt requested that the Board meet in executive session for approximately 10 minutes to consider the appointment, employment, or dismissal of a public officer or employee (RCW 42.30.110).

Motion: Mr. Stocker moved for Board approval to meet in executive session for approximately 10 minutes to consider the appointment, employment, or dismissal of a public officer or employee (RCW 42.30.110).

Second: Ms. Sine

Vote: Yes—6, No—0

Recess Executive Session/Convene Regular Meeting

Chair Arndt recessed the executive session at 4:15 pm, and reconvened the regular NEWESD 101 Board meeting.

Motion: Ms. Pfeifer moved for the Board to return to regular session at 4:15 p.m.

Second: Mr. Stocker

Vote: Yes—6, No—0

The Board discussed appointing Mr. Phil Champlin to fill the Director District 4 vacancy for the unexpired term which concludes in January 2020.

Motion: Ms. Sine moved for the appointment of Mr. Phil Champlin to fill the Director District 4 vacancy for the unexpired term which concludes in January 2020.

Second: Mr. Stocker

Vote: Yes—5, No—0, Ms. Bumgarner abstained

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 November 20, 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 November and December 2018 include:

General Fund Payroll (November 30, 2018)

Voucher numbers 332744 - 332745 in the amount of \$830.21.

General Fund Payroll (November 30, 2018)

Voucher numbers 332746 - 332770 in the amount of \$403,272.22.

General Fund Payroll (November 30, 2018)

Wire transfers 201800011 - 201800012 in the amount of \$811,977.53.

General Fund Accounts Payable (November 23, 2018)

ACH numbers 181900340 - 181900364 in the amount of \$8,067.04.

General Fund Accounts Payable (November 21, 2018)

ACH number 181900365 in the amount of \$4,486.14.

General Fund Accounts Payable (November 21, 2018)

Voucher number 332771 in the amount of \$80,069.39.

General Fund Accounts Payable (November 26, 2018)

Voucher numbers 332772 - 332815 in the amount of \$290,860.18.

General Fund Accounts Payable (November 30, 2018)

ACH numbers 181900366 - 181900375 in the amount of \$2,013.43.

General Fund Accounts Payable (November 30, 2018)

Voucher numbers 332816 - 332850 in the amount of \$73,951.44.

General Fund Payroll (December 14, 2018)

Voucher number 332851 in the amount of \$561.86.

General Fund Payroll (December 14, 2018)

Voucher number 332852 in the amount of \$401.39.

General Fund Payroll (December 14, 2018)

Wire transfers 201800013 - 201800014 in the amount of \$6,817.02.

General Fund Accounts Payable (December 7, 2018)

ACH numbers 181900376 - 181900429 in the amount of \$14,838.36.

General Fund Accounts Payable (December 7, 2018)

Void - Voucher number 332702 in the amount of (\$234.96).

General Fund Accounts Payable (December 7, 2018)

Voucher numbers 332853 - 332886 in the amount of \$146,748.73.

General Fund Accounts Payable (December 14, 2018)

ACH numbers 181900430 - 181900467 in the amount of \$11,417.13.

General Fund Accounts Payable (December 14, 2018)

Voucher numbers 332887 - 332925 in the amount of \$332,479.13.

Unemployment Compensation Cooperative (December 14, 2018)

Voucher number 332926 in the amount of \$4,136.14.

Total for Accounts Payable Vouchers:	\$964,696.01
Total for Payroll Vouchers:	\$1,223,860.23
Total for Unemployment Vouchers:	\$4,136.14
Total for Workers' Compensation Vouchers:	\$0.00
Total for Compensated Absences Vouchers:	<u>\$0.00</u>
Grand Total:	\$2,192,692.38

Workers' Compensation Cooperative (November 23, 2018)

Voucher numbers 225896 - 225927 in the amount of \$359,590.97.

Workers' Compensation Cooperative (November 30, 2018)

Voucher numbers 225928 - 225971 in the amount of \$35,624.12.

Workers' Compensation Cooperative (December 7, 2018)

Voucher numbers 225972 - 226011 in the amount of \$50,822.79.

Workers' Compensation Cooperative (December 14, 2018)

Voucher numbers 226012 - 226048 in the amount of \$17,006.51.

Total for Workers' Compensation Vouchers:	\$463,044.39
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Personnel – Certificated

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

Ms. Molly Haffner, psychologist, with salary based on education and experience in relation to the certificated salary schedule. Ms. Haffner earned a bachelor's degree in psychology and is currently pursuing an educational specialist degree in psychology at Eastern Washington University. Ms. Haffner completed her school psychology practicum at Deer Park School District and is completing her school psychology internship at Deer Park and NEWESD 101.

Personnel—Administrative, Supervisory and Professional

Salary placement/position upgrade—Dr. Dunn recommended the following professional staff member receive a salary/position upgrade effective, November 1, 2018, to recognize additional responsibilities:

Mr. Terrance Nixon, from Open Doors case manager at A40/2 or \$51,688.00 to Open Doors case manager/supervisor at A42/2 or \$54,476.00 annually.

Personnel—Classified

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

Ms. Mariah Steinmetz, ECEAP substitute to work on as-needed basis at an hourly rate of \$12.35 or \$21.03 per hour, dependent upon the position. Ms. Steinmetz earned an associate of arts degree from Spokane Community College. She has experience as a phlebotomist at Sacred Heart Medical Center and as a respite care provider at DSHS – Department of Developmental Disabilities.

Out-of-State Travel

Ms. Tammie Schrader to the Code.org February Regional Partner Summit in Addison, Texas on February 4-8, 2019. The benefit will be information sharing and networking with other states. This information will then be connected to our rural districts and other districts in the state. Flight and hotel expenses will be paid by Code.org, most meals will be provided by the conference, all other expenses will be paid by computer science funds.

Ms. Tammie Schrader to the Code.org Facilitator Summit in Atlanta, Georgia on May 17-19, 2019. The benefit will be information sharing and networking with other states. This information will then be connected to our rural districts and other districts in the state. Flight and hotel expenses will be paid by Code.org, most meals will be provided by the conference, all other expenses will be paid by computer science funds.

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

Minutes: November 20, 2018.

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

The following certificated staff member has been hired: Ms. Molly Haffner.

The following professional staff member received a salary/position upgrade, effective November 1, 2018, to recognize additional responsibilities: Mr. Terrance Nixon.

The following classified staff member has been hired: Ms. Mariah Steinmetz.

Out-of-state travel for: Ms. Tammie Schrader.

Second: Ms. Sine

Vote: Yes—6, No—0

Discussion/Action Items

1. Construction update—We are working with the contractor on the final punch list items which include desk signage and replacement countertop, new lighting above the desk, and trim work by the south entrance. The Conference Center upgrades are almost complete. Carpeting will be installed in the main hallway, instead of tile, to cover the repairs to the floor. The two additional rooms are complete, contractors are now finishing the bathrooms, and new chairs have been ordered. Eventually new tables and upgraded technology may also be ordered.

During the January retreat, year-end financials will be discussed; however, the final construction project budget will not be complete.

2. AESD Executive Board report—Ms. Sine attended the November 14, 2018 AESD Executive Board meeting. The highlights of the meeting included legislative advocacy, growing the accreditation service, and school safety.

- AESD will post the AESD Executive Director position in January in anticipation of Dr. Gene Sharratt's retirement.
- Ms. Sine and Dr. Dunn will represent NEWESD at the 50th Anniversary celebration in Olympia on February 11, 2019. NEWESD is using the 50th anniversary logo on correspondence to bring attention to this milestone.
- The 2019 AESD Annual Conference will be held at Skamania Lodge in Stevenson, WA, this coming April. The program will include Board training for new ESD Board members.

3. AESA Annual Conference report—Ms. Sine, Ms. Bumgarner, and Mr. Probert traveled to Colorado Springs, Colorado to attend the "Courageous Leadership Inspires Bold Action" AESA Annual Conference on November 28-December 1, 2018. They attended keynote addresses and presentations focused on social emotional support, threat assessment, technology for special education, diversity, and ESD financial structures. The keynote address by Rachel's Challenge founder, Darrell Scott, was particularly powerful.

4. Board Team Operating Principles review (A1)—Dr. Dunn asked the Board to review the operating principles and provide proposed revisions prior to the January Board meeting. The final document will be presented to the Board in January for commitment and signatures.

5. Board engagement reports—Ms. Pfeifer, Ms. Sine, Mr. Stocker, and Mr. Arndt attended the Schools of Distinction celebration on December 6, 2018. They were pleased that the Talbott Event Center was available for this event.

Mr. Stocker attended the December North Palouse Chamber of Commerce meeting. This Chamber is a collaborative group representing the towns of Fairfield, Latah, Mica, Rockford, Spangle, Valleyford, and Waverly. Several NEWESD district superintendents serve on the Board.

6. Superintendent's report—in the superintendent's report to the Board of Directors, Ms. Powers announced that NEWESD purchased NEOGOV online application software to manage employment applications and screening processes. She has begun training and expects to go live in February.

Mr. Miller shared the following with the Board:

- The Community Prevention and Wellness Initiative (CPWI) has expanded to five new sites which include Selkirk Jr/Sr High, Newport HS/Sadie Halstead MS, Shadle Park HS, Rogers HS, and Cheney HS. Five new student assistant professionals and three community coordinators will be hired. We will present to both the Spokane Public Schools cabinet and Cheney School Board in an effort to continue the expansion.
- Mr. Miller will provide an update on Medicaid reimbursement for School-Based Health Services (SBHS) billing in January.
- Thirty two participants from six districts attended the first "Igniting Hope, One Tribe; Your Tribe" event on December 11, 2018. The One Tribe program was developed by North Central High School as a way to address teen suicide and they have since offered to support this training regionally. Following the initial training, staff from North Central will communicate with each building to help them implement the program. NEWESD will host this event again.

Dr. Dunn informed the Board of the following:

- Kyle Rydell will be resigning as superintendent of the Liberty School District to become assistant superintendent at West Valley School District. Dr. John Glenewinkel will resign his superintendency with the Republic School District; however, he may remain as superintendent of the Curlew School District. Finally, Dr. Thomas Rockefeller, Mead School District superintendent, will be retiring at the end of the 2018-19 school year.

- On November 28, 2018, he participated in an early learning panel discussion with 50 attendees who previewed the showing of “No Small Matter.” Legislators are very interested in early learning.
- NEWS has exhausted most of the funds raised to defend the McCleary Decision. The executive board has decided to discontinue contracting with Foster Pepper for the current time and are not prepared to move forward with any additional legal action at this time since the Supreme Court has concluded the McCleary case. NEWS is discussing a revised focus for the organization.
- He attended the annual Spokane Area Retired Educator’s Association holiday lunch at the Manito Country Club. This was a wonderful opportunity to network with retired educational professionals who continue to serve our communities.
- He serves on the advisory board for WGU and recently met with Dr. Tonya Drake, WGU Washington Chancellor. WGU is the fastest growing university in the nine state region.
- A Way Home Washington is an organization focused on preventing and ending youth homelessness in Washington State. They reached out to him to see if he could provide connections in Spokane County in an effort to begin this program in the area. Currently, the organization is also operating in Walla Walla, Pierce and Yakima Counties.

7. Legislative report (A2)—Dr. Dunn distributed the revised 2019 AESD priorities which were edited to include school safety centers and a solution for School Employees Benefit Board (SEBB). Mr. McDermott and Mr. Probert are working with their colleagues to identify the impacts of SEBB on school districts and our ESD. This work will be part of the discussion at the January retreat.

Senator Billig and Representative Ormsby attended a meeting with district administrators on December 17, 2018 to discuss the financial implications of SEBB. Now that McCleary has been “met,” education funding is no longer a top priority for legislators. Dr. Dunn and Mr. Probert have scheduled meetings with Mr. Bowden, Mr. Larry Moran and staff from OFM to formulate a plan on how to address the changes with SEBB. Region-wide, the negative impact will be approximately \$10.5-11 million.

Representative Laurie Dolan is championing school safety to assure funding resources. It will be important to educate legislators that school safety does not only mean the hardening of schools; importantly it includes social and emotional support, and mental health for students. There is a need for a Threat Assessment Coordinator at each ESD.

Finally, there are some levy issues that need to be addressed.

Adjournment

Chair Arndt adjourned the regular Board meeting at 5:05 p.m.

Emmett Arndt, Chair

Secretary to the Board