

**NorthEast Washington ESD 101
Board of Directors
March 19, 2019**

MINUTES

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on March 19, 2019, 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. Chuck Stocker 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, Ms. Sally Pfeifer, and Mr. Phil Champlin.

Staff: Mr. Jerry McDermott, Mr. Mick Miller, Mr. Cassidy Probert, Mr. Steve Witter, Ms. Michelle Powers, Mr. Leon Covington, and Ms. Mary Kempel.

Guest: Amy Bresco.

Welcome to Amy Bresco, a Whitworth student interning with Larry Gardner.

Communication

Mr. McDermott 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 February 19, 2019 Board meeting were presented for Board approval.

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

Fiscal Report

Mr. McDermott 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. Mr. McDermott also presented a summary of expenditures. Vouchers for February and March 2019 include:

General Fund Accounts Payable (February 20, 2019)

ACH number 181900675 in the amount of \$629.85.

General Fund Accounts Payable (February 22, 2019)

ACH numbers 181900676 - 181900683 in the amount of \$1,564.99.

General Fund Accounts Payable (February 22, 2019)

Void - Voucher number 332499 in the amount of (\$54.00).

General Fund Accounts Payable (February 22, 2019)

Void - Voucher number 332811 in the amount of (\$54.00).

General Fund Accounts Payable (February 22, 2019)

Void - Voucher number 332921 in the amount of (\$54.00).

General Fund Accounts Payable (February 22, 2019)

Voucher numbers 333239 - 333262 in the amount of \$134,648.18.

General Fund Payroll (February 28, 2019)

Voucher number 333263 in the amount of \$293.41.

General Fund Payroll (February 28, 2019)

Voucher numbers 333264 - 333287 in the amount of \$422,026.00.

General Fund Payroll (February 28, 2019)

Wire transfers 201800023 - 201800024 in the amount of \$845,534.09.

General Fund Accounts Payable (February 22, 2019)

Voucher number 333288 in the amount of \$69,567.29.

General Fund Accounts Payable (March 1, 2019)

ACH numbers 181900684 - 181900690 in the amount of \$793.86.

General Fund Accounts Payable (March 1, 2019)

Voucher numbers 333289 - 333322 in the amount of \$91,664.20.

General Fund Payroll (March 15, 2019)

Voucher number 333323 in the amount of \$160.74.

General Fund Payroll (March 15, 2019)

Voucher number 333324 in the amount of \$599.07.

General Fund Payroll (March 15, 2019)

Wire transfers 201800025 - 201800026 in the amount of \$10,530.63.

General Fund Accounts Payable (March 8, 2019)

ACH numbers 181900691 - 181900747 in the amount of \$16,445.40.

General Fund Accounts Payable (March 8, 2019)

Voucher numbers 333325 - 333353 in the amount of \$36,373.36.

Compensated Absences Cooperative (March 8, 2019)

Voucher number 333354 in the amount of \$16,892.14.

General Fund Accounts Payable (March 15, 2019)

ACH numbers 181900748 - 181900786 in the amount of \$11,132.64.

General Fund Accounts Payable (March 15, 2019)

Voucher numbers 333355 - 333386 in the amount of \$122,234.80.

Unemployment Compensation Cooperative (March 15, 2019)

Voucher number 333387 in the amount of \$4,136.14.

Total for Accounts Payable Vouchers: \$484,892.57

Total for Payroll Vouchers: \$1,279,143.94

Total for Unemployment Vouchers: \$4,136.14

Total for Workers' Compensation Vouchers: \$0.00

Total for Compensated Absences Vouchers: \$16,892.14

Grand Total: \$1,785,064.79

Workers' Compensation Cooperative (February 22, 2019)

Voucher numbers 226431 - 226473 in the amount of \$39,665.98.

Workers' Compensation Cooperative (March 1, 2019)

Voucher numbers 226474 - 226513 in the amount of \$81,270.83.

Workers' Compensation Cooperative (March 8, 2019)

Voucher numbers 226514 - 226557 in the amount of \$36,922.74.

Workers' Compensation Cooperative (March 15, 2019)

Voucher numbers 226558 - 226590 in the amount of \$34,916.16.

Total for Workers' Compensation Vouchers: \$192,775.71

Mr. McDermott explained specific reinsurance and aggregate insurance and how it has been applied to our current workers' compensation claims.

Personnel—Certificated

Supplemental contract—Mr. McDermott recommended approval of the following supplemental contract for the 2018/2019 school year:

Ms. Molly Haffner, psychologist, 21.5 days at MA45/0 for a total of \$5,874.41 to cover a maternity leave.

Personnel—Administrative, Supervisory and Professional

New hires—the following professional staff members have been hired:

Ms. Leyna Krow, testing coordinator/case manager at an hourly rate of \$21.36. Ms. Krow earned a bachelor's degree in philosophy from University of California Santa Cruz and master of fine arts degree in creative writing from Eastern Washington University. She has experience as an English instructor at Spokane Falls Community College and as a writing center consultant at North Idaho College.

Ms. Keara Rypien, behavioral health liaison at an annual salary of \$63,737. Ms. Rypien earned a bachelor's degree in public health from Eastern Washington University. She has experience as a contracts' coordinator at Healthcare Resource Group, Inc., and as a community health intern at YMCA of the Inland Northwest.

Resignation—the following professional staff member has resigned:

Mr. Leonid Vyalkin, construction supervisor, effective March 29, 2019.

Personnel—Classified

Resignation—the following classified staff member has resigned:

Ms. Stephanie Montgomery, ECEAP/childcare assistant, effective March 22, 2019.

Reduction in force—Mr. McDermott recommended a reduction in force for the following classified staff member due to funding shortfalls in the Center for Early Childhood Services (Selkirk):

Ms. Kristal Reed, ECEAP lead teacher, effective May 10, 2019.

Out-of-State Travel

Ms. Sandra Szambelan to the National Shared Services Technical Conference in Detroit, Michigan on May 12-16, 2019. The conference will provide information on a capacity-building approach to strengthen program quality and sustainable operations in the early childhood education sector. It brings together ECE leaders, funders and policymakers to examine how Shared Services is a strategy for re-organizing and

reimagining tasks and resources for providers and state systems. Expenses will be paid by Preschool Development Grant for Shared Services through ESD 105.

Ms. Brandi Langhofer and Ms. Lillian Shaffer to the mandatory AmeriCorps Pacific/Southwest National Service Training Conference in Boise, Idaho on May 21-24, 2019. The conference provides the opportunity to learn from other programs and networks. Trainings include program basics, financial regulations and new guidance, volunteer engagement, and grant management.

Ms. Annie Murphey has extended her February 3-9, 2019 travel to the Community Anti-Drug Coalitions of America National Leadership Forum in Washington DC (approved by the Board in November) to include personal travel through February 13, 2019.

Motion: Mr. Stocker moved for Board approval of consent agenda items as described above including:

Minutes: February 19, 2019.

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

The following supplemental contract for the 2018/2019 school year:
Ms. Molly Haffner.

The following professional staff members have been hired: Ms. Leyna Krow and Ms. Keara Rypien.

The following professional staff member has resigned: Mr. Leonid Vyalkin.

The following classified staff member has resigned: Ms. Stephanie Montgomery.

A reduction in force for the following classified staff member due to funding shortfalls in the Center for Early Childhood Services (Selkirk): Ms. Kristal Reed.

Out-of-State Travel: Ms. Sandra Szambelan, Ms. Brandi Langhofer, Ms. Lillian Shaffer, and Ms. Annie Murphey.

Second: Ms. Pfeifer

Vote: Yes—7 No—0

Discussion/Action Items

1. Presentation: Threat Assessment—Mr. Leon Covington, Spokane County Cooperative Threat Assessment Coordinator, provided an overview of Level 1 and Level 2 Threat Assessment trainings and future plans for the cooperative. He shared participant demographics on those already trained which included district staff, community partners, and parents. Leon is also assisting with training in the ESD 123 (Pasco) region.

2. Board engagement reports—Board members shared the following:
 - Ms. June Sine will be attending the ESD 50th Anniversary Celebration in Olympia on March 28, 2019, along with Dr. Dunn.
 - Mr. Phil Champlin attended a walk-through of Selkirk Middle School; it is a beautiful facility.
 - Mr. Chuck Stocker referenced a Spokesman Review guest opinion article, “Why schools don’t need another tax hike,” by Centralia School Board member.

3. Superintendent’s report—Mr. Miller reported on the following:
 - The Next Generation Zone RFP (request for proposal) is due April 25, 2019 and he expects to receive notification by May 17, 2019. Mick expects other bidders on the Youth portion of the grant. We are still contemplating whether or not we will be part of the consortium.
 - The purchase of the east Mallon house for the YouthBuild program is still in process. OSPI has approved the purchase and our subsequent sale when the project is finished.
 - NEWESD is developing the business plan for processing Medicaid reimbursements for districts. Once the plan is complete it will be brought to the Board for approval.
 - Mr. Brett Baum has been named the new superintendent in Liberty School District and Mr. Kevin Young has been named the new superintendent in Republic School District.
 - Board members were asked to let Ms. Kempel know if they would be attending one or both WSSDA Regional Meetings: Director District 9 on May 2, 2019 at West Valley High School and Director District 10 on May 1, 2019 at Palouse School.

Ms. Powers announced that NEOGOV, application processing and screening software, has been launched. She continues to receive training as needed.

4. Policies—Mr. McDermott presented Policy 218, Policy 221 and Policy 423 for second reading and Board approval.

4.1 Policy 218: Smoking on Premises-Including E-Cigarettes and Vaping Devices (second reading) **(A1)**

Motion: Ms. Pfeifer moved for Board approval of Policy 218: Smoking on Premises-Including E-Cigarettes and Vaping Devices.

Second: Ms. Sine

Vote: Yes—7 No—0

4.2 Policy 221: Facility Use (second reading) (A2)

Motion: Mr. Stocker moved for Board approval of Policy 221: Facility Use.

Second: Ms. Sine

Vote: Yes—7 No—0

4.3 Policy 423: Drug-Free Workplace (second reading) (A3)

Motion: Ms. Bumgarner moved for Board approval of Policy 423: Drug-Free Workplace.

Second: Mr. Stocker

Vote: Yes—7 No—0

4.4 Policy 800 Series: True North East – Student Assistance and Treatment Services (first reading) (A4)—Policy 800 series was presented for first reading. These policies are a piece of becoming a licensed Behavioral Health Agency (BHA) through the Washington State Department of Health (DOH).

5. Resolutions:

5.1 Resolution 19-01 Child Abuse Prevention Month (A5)—Mr. Miller presented Resolution 19-01-Child Abuse Prevention Month for Board approval.

Motion: Ms. Pfeifer moved for Board approval of Resolution 19-01 Child Abuse Prevention Month.

Second: Mr. Champlin

Vote: Yes—7 No—0

5.2 Resolution 19-02 Reduction in Force - JDC (A6); Resolution 19-03 Reduction in Force - Special Education Coop (A7); Resolution 19-04 Reduction in Force – School Counselor Coop (A8)—Ms. Powers presented Resolution 19-02 Reduction in Force - JDC; Resolution 19-03 Reduction in Force - Special Education Coop; and Resolution 19-04 Reduction in Force – School Counselor Coop for Board approval.

Motion: Ms. Pfeifer moved for Board approval of Resolution 19-02 Reduction in Force - JDC; Resolution 19-03 Reduction in Force - Special Education Coop; and Resolution 19-04 Reduction in Force – School Counselor Coop.

Second: Mr. Stocker

Vote: Yes—7 No—0

6. Administration contract approval—Ms. Powers stated that administrative contracts for Dr. Dunn, Mr. McDermott, Mr. Miller, Mr. Witter, Mr. Probert and her roll over as of April 2. The Board will be asked to approve these contracts for 2019/2020, with salaries and terms of the contracts to be determined prior to the July 1 start date.

7. Special Work Session prior to April Board meeting—Mr. McDermott requested Board approval of a special work session on April 16, 2019 at 2:30 pm, prior to the regular Board meeting.

Motion: Mr. Stocker moved for Board approval of a special work session on April 16, 2019 at 2:30 pm, prior to the regular Board meeting.

Second: Ms. Sine

Vote: Yes—7 No—0

8. 2019 Regional High School Knowledge Bowl Tournament results (A9)—Mr. Miller shared results of the 2019 Regional High School Knowledge Bowl held on February 22, 2019 at Whitworth University.

9. 2019 Classified Employee of the Year results (A10)—Ms. Kempel announced Robin Hendrickson, library para-support educator for Franklin Elementary, Pullman School District, as the 2019 Regional Classified Employee of the Year.

10. 2019 Regional High School Art Show results (A11)—Ms. Kempel shared results from the 2019 Regional High School Art Show.

11. Legislative report—Mr. Probert announced that the economic forecast should be released in the near future. The House and Senate budgets will follow. Once the forecast is released, we will know where the dollars are being focused.

Congratulations to Mr. Phil Champlin, named Citizen of the Month by the City of Liberty Lake.

Adjournment

Chair Arndt adjourned the regular Board meeting at 5:39 p.m.

Emmett Arndt, Chair

Secretary to the Board