

**NorthEast Washington ESD 101
Board of Directors
May 21, 2019**

MINUTES

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on May 21, 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. Terry Groh led the Board and audience in the Pledge of Allegiance to the Flag of the United States of America.

Present

Directors: Mr. Emmett Arndt, Mr. Rand Lothspeich, Ms. June Sine, Mr. Chuck Stocker, and Ms. Sally Pfeifer.

Staff: Dr. Michael Dunn, Mr. Jerry McDermott, Mr. Mick Miller, Mr. Cassidy Probert, Ms. Michelle Powers, Mr. Steve Witter, Mr. Terry Groh, 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 April 16, 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 April and May 2019 include:

General Fund Accounts Payable (April 19, 2019)

ACH numbers 181900891 - 181900904 in the amount of \$4,468.77.

General Fund Accounts Payable (April 19, 2019)

Voucher numbers 333531 - 333566 in the amount of \$45,615.49.

Unemployment Compensation Cooperative (April 19, 2019)

Voucher number 333567 in the amount of \$14,994.49.

Workers' Compensation Cooperative (April 19, 2019)

Voucher number 333568 in the amount of \$260,719.94.

General Fund Accounts Payable (April 18, 2019)

Voucher number 333569 in the amount of \$70,592.69.

General Fund Accounts Payable (April 23, 2019)

ACH number 181900905 in the amount of \$943.67.

General Fund Payroll (April 30, 2019)

Voucher number 333570 in the amount of \$96.57.

General Fund Payroll (April 30, 2019)

Voucher numbers 333571 - 333596 in the amount of \$431,524.06.

General Fund Payroll (April 30, 2019)

Wire transfers 201800031 - 201800032 in the amount of \$842,331.97.

General Fund Accounts Payable (April 26, 2019)

ACH numbers 181900906 - 181900919 in the amount of \$3,175.10.

General Fund Accounts Payable (April 26, 2019)

Voucher numbers 333597 - 333623 in the amount of \$113,690.23.

General Fund Accounts Payable (May 3, 2019)

ACH numbers 181900920 - 181900945 in the amount of \$6,330.24.

General Fund Accounts Payable (May 3, 2019)

Voucher numbers 333624 - 333655 in the amount of \$42,031.17.

Unemployment Compensation Cooperative (May 3, 2019)

Voucher number 333656 in the amount of \$20,591.89.

General Fund Accounts Payable (May 10, 2019)

ACH numbers 181900946 - 181900982 in the amount of \$8,845.95.

General Fund Accounts Payable (May 10, 2019)

Voucher numbers 333657 - 333681 in the amount of \$159,686.16.

General Fund Accounts Payable (May 13, 2019)

ACH number 181900983 in the amount of \$459.27.

General Fund Payroll (May 15, 2019)

Voucher numbers 333682 - 333696 in the amount of \$5,013.89.

General Fund Payroll (May 15, 2019)

Voucher number 333697 in the amount of \$1,171.05.

General Fund Payroll (May 15, 2019)

Wire transfers 201800033 - 201800034 in the amount of \$9,578.76.

Total for Accounts Payable Vouchers:	\$455,838.74
Total for Payroll Vouchers:	\$1,289,716.30
Total for Unemployment Vouchers:	\$35,586.38
Total for Workers' Compensation Vouchers:	\$260,719.94
Total for Compensated Absences Vouchers:	\$0.00
Grand Total:	\$2,041,861.36

Workers' Compensation Cooperative (April 12, 2019)

Voucher numbers 226755 - 226802 in the amount of \$75,438.77.

Workers' Compensation Cooperative (April 19, 2019)

Voucher numbers 226803 - 226856 in the amount of \$56,033.50.

Workers' Compensation Cooperative (April 26, 2019)

Voucher numbers 226857 - 226905 in the amount of \$47,668.45.

Workers' Compensation Cooperative (May 3, 2019)

Voucher numbers 226906 - 226955 in the amount of \$39,375.26.

Workers' Compensation Cooperative (May 10, 2019)

Voucher numbers 226956 - 226996 in the amount of \$26,585.83.

Total for Workers' Compensation Vouchers:	\$245,101.81
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Personnel—Certificated

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

Ms. Molly Haffner, psychologist, 10.0 days at MA45/0 for a total of \$2,729.88 to meet service requests of districts.

Provisional contract nonrenewal—the following provisional contracts will not be renewed for the 2019/2020 school year:

Ms. Caroline Hubert, school counselor.

Ms. Tracey Osso, school counselor.

Ms. Lauren Schultz, school counselor.

Retirements—the following certificated staff members will retire:

Ms. Heidi Danaher, speech language pathologist, effective June 7, 2019.

Mr. Dan Fuller, classroom teacher, effective June 7, 2019.

Resignation—the following certificated staff member has resigned:

Ms. Marcella Medina, speech language pathologist, effective June 7, 2019.

Personnel—Administrative, Supervisory and Professional

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

Ms. Crista Calderon, student systems manager at an annual salary of \$83,674.00.

Ms. Calderon earned a bachelor's degree in English language and literature from University of Washington and is currently pursuing a master's in business administration from Eastern Washington University. She has experience as the manager for Spokane Virtual Programs and Technologies at Spokane Public Schools and as the manager of LMS Technical Support Team at Eastern Washington University. She was previously employed as a student systems manager at NEWESD 101 for 10 years.

Ms. Ashley Jaquez, fiscal systems manager at an annual salary of \$52,588.00. She earned a bachelor's degree in geology from Montana State University and is currently pursuing a degree in accounting from Western Governors University. She has experience as the accounting coordinator for Greater Spokane Incorporated and as an accounting representative for Cochrane and Company.

Reduction in force—Dr. Dunn recommended a reduction in force for the following professional staff member due to funding shortfalls in the Center for Student Support Services:

Ms. Jeanne "LaRee" White, student assistance specialist, effective June 5, 2019.

Retirement—the following professional staff member will retire:

Ms. Pamela O'Connor, manager of business services, effective July 31, 2019.

Personnel—Classified

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

Ms. Allison Moyer, 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. Moyer is currently pursuing a degree in elementary education at Eastern Washington University.

Ms. Moyer has experience as a substitute paraeducator for Cheney and Mead school districts.

Out-of-State Travel

Ms. Tammie Schrader to the OpenSciEd training in Austin, Texas on June 12-15, 2019. NEWESD will be informing and sharing this climate science work with all nine ESDs, our region and the climate science collaborative group. Expenses paid by Proviso funds.

Ms. Sandra Szambelan and Ms. Rachel Eifler to the Boston Public School Early Childhood Department Conference in Boston, Massachusetts on June 12-15, 2019. The Boston Public School early childhood department is transforming the PreK through 2nd grade efforts in the district. They are inviting guests to their district to engage in three days of learning about their efforts. Expenses paid by the Wellpinit reverse contract.

Ms. Tammie Schrader to the Games for Change Conference in New York, New York on June 16-19, 2019. This conference is an opportunity to connect our rural work with other states through information and sharing. This information will be shared with NEWESD colleagues and regional K-12 teachers. Expenses paid by the Flexhibit grant.

Ms. Brandi Langhofer, Mr. Aaron Miles, and Ms. Shellie Hoxie to the annual YouthBuild training in Las Vegas, Nevada on June 24-26, 2019. This annual training will provide updated policies and helpful ideas to improve member services. Expenses paid by YouthBuild and Core.

Mr. Chris Jose to the School Transportation News Conference in Reno, Nevada on July 27-31, 2019. He will learn the latest information on pupil transportation technology, design, safety, and national issues, and participate as vice-chair of the National School Bus Specifications Committee: Body and Chassis. This opportunity will help increase his knowledge and network contacts in student transportation to assist our supported districts in Washington State. Expenses paid by pupil transportation funds.

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

Minutes: April 16, 2019.

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

Supplemental contract for the 2018/2019 school year: Ms. Molly Haffner.
Provisional contract nonrenewal for the 2019/2020 school year: Ms. Caroline Hubert, Ms. Tracey Osso, and Ms. Lauren Schultz.

The following certificated staff members will retire: Ms. Heidi Danaher and Mr. Dan Fuller.

The following certificated staff member has resigned: Ms. Marcella Medina.

The following professional staff members have been hired: Ms. Crista Calderon and Ms. Ashley Jaquez.

Reduction in force for the following professional staff member due to funding shortfalls in the Center for Student Support Services: Ms. Jeanne "LaRee" White.

The following professional staff member will retire: Ms. Pamela O'Connor.

The following classified staff member has been hired: Ms. Allison Moyer.

Out-of-state travel for Ms. Tammie Schrader, Ms. Sandra Szambelan, Ms. Rachel Eifler, Ms. Brandi Langhofer, Mr. Aaron Miles, Ms. Shellie Hoxie, and Mr. Chris Jose.

Second: Ms. Sine

Vote: Yes—5 No—0

Discussion/Action Items

1. Special Recognition-Mr. Terry Groh—The Board recognized Mr. Terry Groh who, on behalf of NEWESD, was presented with the Spokane Regional Clean Air Agency Gold Level recognition for "going above and beyond" minimum air quality requirements. Board members thanked him for all his work on the new facility and everything he does.
2. Presentation: Healing Lodge of the Seven Nations—SAC teachers Kathi Tribby-Moore and Elisa Vanhoff shared their work providing administrative support for the education program at The Healing Lodge of the Seven Nations. NEWESD was approached by Spokane Public Schools to manage some small programs which included the Healing Lodge. In addition to managing the program, they have converted much of the course work to credit courses and have focused on program compliance. Staff professional development has focused on a unified language and standards-based grading.
3. Board engagement reports—Ms. Sine attended the May 9 NEWEC meeting. The Foundation awarded their first two mini-grants: 1) \$420 to a 4-5th class in West Valley School District for robotics, and 2) \$250 to another West Valley school for headphone/mouse technology sets. Donations are welcome.

Mr. Stocker, Ms. Bumgarner, and Dr. Dunn attended the Director Area 9 WSSDA Regional Meeting on May 2 at West Valley High School. Mr. Arndt and Dr. Dunn attended the Director Area 10 meeting in Palouse on May 1. Threat assessment and student robotics presentations were both highlighted.

Mr. Arndt, Ms. Sine, and Mr. Stocker attended the Audit Exit Conference on May 14. Although there were a few findings, NEWESD is in good standing.

Mr. Stocker announced that Inland Power and Light has \$80,000 to award through their Operation Round Up program. Schools are welcome to apply for these dollars.

4. Superintendent's report—Dr. Dunn reported on the following:
 - As stated above, three Board members attended the May 14 Audit Exit Conference.
 - He and Mr. Probert met with Lamont Superintendent Todd Spear. As one of the smallest districts serving only middle school students, the discussion focused on whether the district will be able to continue to operate independently or will need to consolidate with Sprague School District. The school will continue to operate.
 - Mr. McDermott received the Award of Merit during the recent 2019 WASA Community Leadership Awards celebration on April 26.
 - NEWESD is hosting “Practices for Successful Crisis Communications” on May 24 in collaboration with our risk management partner to share outcomes from the Freeman School District event.
 - The WASA Superintendent Conference was held in Chelan on May 5-7. Dr. Gene Sharratt was acknowledged at a dinner for his years of service as the AESD executive director. Ms. Jessica Vavrus was named the new AESD Executive Director.
 - NEWS is surveying the districts on what needs they have now that the McCleary decision has been finalized. The organization will evaluate the results to help determine a new direction.
 - He will be attending the WSU College of Education and WGU advisory boards in the next few days.
 - Mr. McDermott and he attended the Women Helping Women Conference on May 21. Over 1,600 were in attendance with 13 organizations represented, all focusing on support against domestic violence.
 - Staff Appreciation lunch will be June 7 at 11:30 am. Please let Ms. Kempel know if you plan to attend.

Mr. Miller shared the following items:

- Thank you to Mr. Arndt and Ms. Pfeifer for volunteering to serve on the accreditation panels next week. Thank you also to Mr. Stocker and Ms. Sine for serving last fall.
- Board members are invited to the EMBARK event for GED graduates at the Hemmingson Center at 10:00 am on June 11.

- EHB 1599: Promoting career and college readiness through modified high school graduation requirements passed this session and eliminates the requirement to earn a Certificate of Academic Achievement to graduate. Now students can earn a diploma by completing a high school and beyond plan, meet all the district and/or high school requirements, and the state credit requirements. In addition, a student must achieve one or more of the content pathways. Students will still have to test for accountability but it is not linked to graduation.

Mr. McDermott reviewed the history of the leased agreement between NEWESD and the Department of Natural Resources to run the Chewelah Peak Learning Center. This 40 year lease contains a cancellation clause at 20 years. Dr. Dunn, Mr. McDermott and Mr. Probert met with the leaders to discuss and agree to continue this agreement. We will work closely with the Center to help promote the use of this facility.

5. Preliminary budget—Mr. McDermott shared the draft 2019-20 budget including the agency’s Core budget position. This budget proposal was shared at the May 16 NEWASA meeting for approval. The final budget will be presented to the Board in June for approval.

6. 261 work days in 2019-20 fiscal year (December 26)—Ms. Powers explained that the agency’s 2019-2020 fiscal year contains 261 work days, while the administrative contracts (July through June) contain 262 work days. She requested approval for the agency to declare December 26, 2019 as a non-work day, and for those with administrative contracts, an additional day to be determined by the affected employee.

Motion: Ms. Pfeifer moved for Board approval to declare December 26, 2019 as a non-work day, and for those with administrative contracts, an additional day to be determined by the affected employee.

Second: Mr. Lothspeich

Vote: Yes—5 No—0

7. Medical Lake School District No 326 Resolution 18-19.03 (A1)—This annual resolution from Medical Lake School District requests that NEWESD 101 continue to provide the educational program for the Martin Hall Juvenile Detention Facility. It was recommended the Board take action to provide the educational program at Martin Hall for 2019/2020.

Motion: Ms. Sine moved for Board approval of Medical Lake School District Resolution 18-19.03 authorizing NEWESD 101 to continue to provide the educational program for the Martin Hall Juvenile Detention Facility.

Second: Mr. Stocker

Vote: Yes—5 No—0

8. pdEnroller migration (A2)—Ms. Kempel shared details regarding the migration from GoSignMeUp registration and clock hours software to pdEnroller scheduled for July.
9. Legislative report—Dr. Dunn shared a summary report of the legislation passed this last session. Highlights included new legislation for SEBB, graduation requirements changes, school safety centers, levies, and special education.

Adjournment

Chair Arndt adjourned the regular Board meeting at 6:01 pm.

Emmett Arndt, Chair

Secretary to the Board