

**NorthEast Washington ESD 101
Board of Directors
June 18, 2019**

MINUTES

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on June 18, 2019 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. Jerry McDermott 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, Ms. Kathy Bumgarner, and Mr. Phil Champlin.

Staff: Dr. Michael Dunn, Mr. Jerry McDermott, Mr. Mick Miller, Mr. Cassidy Probert, Ms. Michelle Powers, Mr. Steve Witter, 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 May 21, 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 May and June 2019 include:

General Fund Accounts Payable (May 14, 2019)

Voucher number 333698 in the amount of \$42,173.78.

General Fund Accounts Payable (May 17, 2019)

ACH numbers 181900984 - 181901040 in the amount of \$16,379.90.

General Fund Accounts Payable (May 17, 2019)

Voucher numbers 333699 - 333728 in the amount of \$44,374.00.

Workers' Compensation Cooperative (May 17, 2019)

Voucher number 333729 in the amount of \$578,000.61.

General Fund Accounts Payable (May 24, 2019)

ACH numbers 181901041 - 181901046 in the amount of \$7,915.48.

General Fund Accounts Payable (May 24, 2019)

Voucher numbers 333730 - 333750 in the amount of \$39,261.89.

General Fund Payroll (May 31, 2019)

Voucher number 333751 in the amount of \$672.48.

General Fund Payroll (May 31, 2019)

Voucher numbers 333752 - 333776 in the amount of \$425,346.12.

General Fund Payroll (May 31, 2019)

Wire transfers 201800035 - 201800036 in the amount of \$838,802.80.

General Fund Accounts Payable (May 31, 2019)

ACH numbers 181901047 - 181901068 in the amount of \$4,554.90.

General Fund Accounts Payable (May 31, 2019)

Voucher numbers 333777 - 333810 in the amount of \$99,447.83.

General Fund Accounts Payable (June 7, 2019)

ACH numbers 181901069 - 181901117 in the amount of \$19,533.63.

General Fund Accounts Payable (June 7, 2019)

Void - Voucher number 333727 in the amount of (\$142.00).

General Fund Accounts Payable (June 7, 2019)

Voucher numbers 333811 - 333831 in the amount of \$27,655.04.

General Fund Payroll (June 14, 2019)

Voucher number 333832 in the amount of \$938.47.

General Fund Payroll (June 14, 2019)

Wire transfers 201800037 - 201800038 in the amount of \$14,346.23.

General Fund Accounts Payable (June 14, 2019)

ACH numbers 181901118 - 181901150 in the amount of \$5,395.98.

General Fund Accounts Payable (June 14, 2019)

ACH number 181901151 in the amount of \$20,239.67.

General Fund Accounts Payable (June 14, 2019)

Void - Voucher number 332810 in the amount of (\$54.00).

General Fund Accounts Payable (June 14, 2019)

Void - Voucher number 332922 in the amount of (\$54.00).

General Fund Accounts Payable (June 14, 2019)

Void - Voucher number 333011 in the amount of (\$54.00).

General Fund Accounts Payable (June 14, 2019)

Void - Voucher number 333025 in the amount of (\$54.00).

General Fund Accounts Payable (June 14, 2019)

Voucher numbers 333833 - 333886 in the amount of \$237,568.72.

Unemployment Compensation Cooperative (June 14, 2019)

Voucher number 333887 in the amount of \$2,263.48.

Workers' Compensation Cooperative (June 14, 2019)

Voucher number 333888 in the amount of \$269,419.49.

Total for Accounts Payable Vouchers: \$564,142.82

Total for Payroll Vouchers: \$1,280,106.10

Total for Unemployment Vouchers: \$2,263.48

Total for Workers' Compensation Vouchers: \$847,420.10

Total for Compensated Absences Vouchers: \$0.00

Grand Total: \$2,693,932.50

Workers' Compensation Cooperative (May 17, 2019)

Voucher numbers 226997 - 227045 in the amount of \$39,724.66.

Workers' Compensation Cooperative (May 24, 2019)

Voucher numbers 227046 - 227096 in the amount of \$192,326.74.

Workers' Compensation Cooperative (May 31, 2019)

Voucher numbers 227097 - 227138 in the amount of \$189,946.41.

Workers' Compensation Cooperative (June 7, 2019)

Voucher numbers 227139 - 227178 in the amount of \$20,074.28.

Workers' Compensation Cooperative (June 14, 2019)
Voucher numbers 227179 - 227212 in the amount of \$31,276.34.

Total for Workers' Compensation Vouchers: \$473,348.43

Personnel—Certificated

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

Ms. Shannon Gates-Thomsen, speech language pathologist, for 184 days, with salary based on education and experience in relation to the certificated salary schedule. Ms. Gates-Thomsen earned a bachelor's degree in interdisciplinary studies from Western Washington University and a master's degree in speech and hearing science from Washington State University. She completed her internship at Bemiss Elementary School and her practicum at Kootenai Hospital's McGrane Center Outpatient Rehab Clinic.

Base contracts—Dr. Dunn recommended approval of the following base contracts for the 2019/2020 school year:

Ms. Diana Anderson, speech language pathologist, 170 days at a salary placement of MA/16 for a base salary of \$60,845.12.

Ms. Jamie Bouge, psychologist, 184 days at a salary placement of MA 90/2 for a base salary of \$53,616.00.

Ms. Jamie Cosand, teacher, 184 days at a salary placement of MA/16 for a base salary of \$66,136.00.

Mr. Charles Ducharme, teacher, 92 days at a salary placement of MA 45/1 for a base salary of \$25,415.00.

Ms. Molly Haffner, psychologist, 124 days at a salary placement of MA 45/0 for a base salary of \$33,683.58.

Mr. Jeff Higgins, teacher, 92 days at a salary placement of BA 15/7 for a base salary of \$22,418.00.

Ms. Caroline Hubert, school counselor, 184 days at a salary placement of MA 45/7 for a base salary of \$54,480.00.

Ms. Erika Kellum, psychologist, 184 days at a salary placement of MA 45/3 for a base salary of \$51,830.00.

Ms. Diane Loriano, psychologist, 175 days at a salary placement of MA 90/16 for a base salary of \$69,841.15.

Ms. Lorie Mancinelli-Wilson, teacher, 88 days at a salary placement of MA 90/16 for a base salary of \$35,288.16.

Ms. Susan Matteson, speech language pathologist, 176 days at a salary placement of MA 90/16 for a base salary of \$70,576.32.

Mr. John Solomon, speech language pathologist, 111 days at a salary placement of MA 90/4 for a base salary of \$32,831.40.

Ms. Barbara Thompson, teacher, 184 days at a salary placement of MA 45/16 for a base salary of \$70,393.00.

Ms. Kathi Tribby-Moore, teacher, 184 days at a salary placement of MA 90/16 for a base salary of \$73,517.00.

Ms. Candice Tulberg, psychologist, 184 days at a salary placement of MA 45/6 for a base salary of \$53,414.00.

Ms. Elisa Vanhoff, teacher, 184 days at a salary placement of MA 90/16 for a base salary of \$73,517.00.

Mr. David Welch, psychologist, 92 days at a salary placement of MA 90/15 for a base salary of \$36,038.50.

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

Ms. Jamie Cosand, teacher, 15 days at MA/16 for a total of \$5,391.52 to provide summer school for the Center for Juvenile Detention Services.

Mr. Charles Ducharme, teacher, 24 days at MA 45/1 for a total of \$6,630.00 to provide summer school for the Center for Juvenile Detention Services.

Mr. Jeff Higgins, teacher, 26 days at BA 15/7 for a total of \$6,335.52 to provide summer school for the Center for Juvenile Detention Services.

Ms. Lorie Mancinelli-Wilson, teacher, 5 days at MA 90/16 for a total of \$1,997.74 to provide summer school for the Center for Juvenile Detention Services.

Ms. Barbara Thompson, teacher, 36 days at MA 45/16 for a total of \$13,772.54 to provide summer school for the Center for Juvenile Detention Services.

Ms. Kathryn Tribby-Moore, teacher, 10 days at MA 90/16 for a total of \$3,995.49 to provide summer school for the Center for Juvenile Detention Services.

Ms. Elisa Vanhoff, teacher, 9 days at MA 90/16 for a total of \$3,595.94 to provide summer school for the Center for Juvenile Detention Services.

Resignation—the following certificated staff member has resigned:

Ms. Shelley Whiteley, speech language pathologist, effective June 7, 2019.

Personnel—Administrative, Supervisory and Professional

Administrative contracts—Dr. Dunn recommended approval of the following administrative contracts effective July 1, 2019:

Dr. Michael Dunn, superintendent, at an annual salary of \$205,081.00, plus an annuity in the amount of \$2,000.00 per month, plus a responsibility stipend of \$546.00 per month, plus any other changes to the current salary level as approved by the Board.

Mr. Larry Gardner, principal, Center for Juvenile Detention Services, at an annual salary of \$102,215.00, plus a taxable cellular telephone stipend in the amount of \$30.00 per month, plus any other changes to the current salary level as approved by the Board.

Dr. Connie Kliewer, director, Center for Special Education Services, at an annual salary of \$123,998.00, plus a taxable cellular telephone stipend in the amount of \$30.00 per month, plus any other changes to the current salary level as approved by the Board.

Mr. Jerry McDermott, assistant superintendent, Operations and Technical Services, at an annual salary of \$159,072.00, plus an annuity in the amount of \$500.00 per month, plus any other changes to the current salary level as approved by the Board.

Mr. Donald “Mick” Miller, assistant superintendent, Student Learning and Support Services, at an annual salary of \$159,072.00, plus an annuity in the amount of \$500.00 per month plus any other changes to the current salary level as approved by the Board.

Ms. Michelle Powers, executive director, Human Services, at an annual salary of \$131,819.00, plus an annuity in the amount of \$500.00 per month, plus any other changes to the current salary level as approved by the Board.

Mr. Cassidy Probert, executive director, School Financial Services, at an annual salary of \$159,072.00, plus an annuity in the amount of \$500.00 per month, plus any other changes to the current salary level as approved by the Board.

Mr. Steve Witter, executive director, Communications and Development Services, at an annual salary of \$131,819.00, plus an annuity in the amount of \$500.00 per month, plus any other changes to the current salary level as approved by the Board.

Resignation—the following professional staff member has resigned:

Mr. Alan Steinolfson, fiscal systems manager, effective June 6, 2019.

Personnel—Classified

Resignation—the following classified staff member has resigned:

Ms. Josie Larsen, ECEAP lead teacher, effective June 6, 2019.

Out-of-State Travel

Mr. Chris Jose to a facility tour and briefing of the Collins and International School Bus manufacturers on June 3-5, 2019 in Wichita, Kansas and Tulsa, Oklahoma. Mr. Jose covered for another coordinator who could not attend due to a family emergency. NEWESD did not pay expenses.

Ms. Heather Stiles to the EMDR (Eye Movement Desensitization and Reprocessing) Therapy training on July 7-13, 2019 in Bozeman, Montana. This five-day training will give Ms. Stiles an opportunity to learn techniques/skills and give her the ability to work directly with students and other therapists. Registration expenses are paid by the Spokane Spirit grant funds; she is covering all other expenses.

Ms. Kim Lyman will replace Ms. Rachel Eifler to the Boston Public Schools' Early Childhood Department Conference in Boston, Massachusetts on June 12-15, 2019. The original out-of-state travel was approved in May.

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

Minutes: May 21, 2019.

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

The following certificated staff member has been hired:

Ms. Shannon Gates-Thomsen.

The following base contracts for the 2019/2020 school year: Ms. Diana Anderson, Ms. Jamie Bouge, Ms. Jamie Cosand, Mr. Charles Ducharme, Ms. Molly Haffner, Mr. Jeff Higgins, Ms. Caroline Hubert, Ms. Erika Kellum, Ms. Diane Loriano, Ms. Lorie Mancinelli-Wilson, Ms. Susan Matteson, Mr. John Solomon, Ms. Barbara Thompson, Ms. Kathi Tribby-Moore, Ms. Candice Tulberg, Ms. Elisa Vanhoff, and Mr. David Welch.

The following supplemental contracts for the 2018/2019 school year:

Ms. Jamie Cosand, Mr. Charles Ducharme, Mr. Jeff Higgins,

Ms. Lorie Mancinelli-Wilson, Ms. Barbara Thompson, Ms. Kathryn Tribby-Moore, and Ms. Elisa Vanhoff.

The following certificated staff member has resigned: Ms. Shelley Whiteley.

The following administrative contracts effective July 1, 2019: Dr. Michael Dunn, Mr. Larry Gardner, Dr. Connie Kliewer, Mr. Jerry McDermott, Mr. Donald "Mick" Miller, Ms. Michelle Powers, Mr. Cassidy Probert, and Mr. Steve Witter.

The following professional staff member has resigned: Mr. Alan Steinolfson.

The following classified staff member has resigned: Ms. Josie Larsen.

Out of state travel for Mr. Chris Jose, Ms. Heather Stiles and Ms. Kim Lyman.

Second: Mr. Champlin

Vote: Yes—5, No—0

Budget Approval for FY 2019/2020

Recess Public Meeting/Convene Public Hearing

Chair Arndt recessed the public meeting at 4:11 p.m. He then convened a public hearing to take testimony on the adoption of the NEWESD 101 budget for FY 2019/2020.

Motion: Mr. Lothspeich moved for the Board to recess the public meeting and convene the Public Hearing to take testimony on the adoption of the NEWESD 101 budget for FY 2019/2020.

Second: Ms. Sine

Vote: Yes—5, No—0

Mr. McDermott presented the proposed NEWESD 101 FY 2019/2020 budget, as presented, discussed and approved by the Northeast Washington Association of School Administrators (NEWASA), serving as the Superintendents' Advisory Committee, on May 16, 2019. He summarized budgeted fund balances, estimated revenues and projected expenditures along with historical and trend data. Chair Arndt asked for additional comment or testimony.

Recess Public Hearing/Convene Public Meeting

There being no further testimony, Chair Arndt recessed the public hearing at 4:35 p.m. and reconvened the regular NEWESD 101 Board meeting.

Motion: Ms. Bumgarner moved for the Board to return to regular session at 4:35 p.m.

Second: Mr. Lothspeich

Vote: Yes—5, No—0

Dr. Dunn recommended approval of Resolution 19-06 adopting the budget and establishing the general expense fund appropriation of \$23,555,260.00 for the period of September 1, 2019 through August 31, 2020 and adopting flexible appropriation levels for the Unemployment Compensation and Industrial Insurance enterprise funds and the Compensated Absences agency fund for the same period.

Motion: Ms. Sine moved for Board approval of Resolution 19-06 adopting the budget and establishing the general expense fund appropriation of 23,555,260.00 for the period of September 1, 2019 through August 31, 2020 and adopting flexible appropriation levels for the Unemployment Compensation and Industrial Insurance enterprise funds and the Compensated Absences agency fund for the same period.

Second; Mr. Champlin

Vote: Yes—5, No—0

Discussion/Action Items

1. Board engagement reports—Ms. Sine attended the EMBARK event celebrating student graduation. Spokane native, Mr. Levi Horn was among the outstanding speakers.
2. Superintendent's report—Dr. Dunn reported on the following:
 - Mr. Michael Olsen was selected as the new Kettle Falls superintendent from a pool of talented candidates.
 - He attended the second annual Women in Leadership forum sponsored by the Journal of Business. The function supports mentoring and promoting women in higher levels of leadership.
 - Innovia sponsored a Say Yes to Education event in Spokane. Innovia is in the beginning stages of discussion on a plan to begin a regional program which would include 20 counties. The forum was well attended by community stakeholders and influential leaders.
 - He began his work as a WSU adjunct professor teaching an education law course. Dr. Sementi teaches finance in the morning, followed by Dr. Dunn's course in the afternoon.
 - Eleven hundred guests attended the Vanessa Behan luncheon on June 4 to support this valuable community organization.

- The Washington State Leadership Academy will be back in our region next year.
- He met with Dr. Kim Messina, the new Spokane Falls Community College president, along with Mr. Miller on June 17.
- Central Valley Superintendent Ben Small approached NEWESD to help his district conduct an actuarial study on staff. He wants to be able to predict the longevity of staff and budget capacity. We are in discussions with PWC about the feasibility and affordability of this.

Mr. Miller presented trauma informed practices for the Whitman County PLC and Colfax School District. He has also been working with Pullman School District, revisiting their strategic plan.

Green Dot Public Schools reached out to NEWESD to provide business management services for a middle/high school on the westside. This charter school will be joining our data center cooperative.

Ms. Kempel announced that Ms. Analisa McCann, Broadway Elementary in the Central Valley School District, has been named the 2020 Regional Teacher of the Year.

3. Property purchase for YouthBuild program—Mr. Miller reported that NEWESD received approval from OSPI to move forward with the purchase of the property on 1828 E. Mallon Avenue, Spokane which will be a training project for YouthBuild students. Once complete, it will be sold to a low income client. Mr. Miller asked for Board approval for Dr. Dunn to sign the Real Estate Purchase and Sale Agreement for \$6,300.

Motion: Mr. Champlin moved for Board approval for Dr. Dunn to sign the Real Estate Purchase and Sale Agreement of the property on 1828 E. Mallon Avenue, Spokane, with the intention of YouthBuild students renovating the home and selling to a low income client.

Second: Ms. Sine

Vote: Yes—5, No—0

4. Legislative report—Dr. Dunn shared that Senator Wellman will be visiting our region on July 30. Her intention is to meet with NEWESD staff, district leaders, and teacher leaders.

Executive Session

At 5:20 p.m., Chair Arndt requested that the Board meet in executive session for approximately 15 minutes to consider the appointment, employment, or dismissal of a public officer or employee (RCW 42.30.110).

Motion: Ms. Sine moved for Board approval to meet in executive session for approximately 15 minutes to consider the appointment, employment, or dismissal of a public officer or employee (RCW 42.30.110).

Second: Mr. Lothspeich

Vote: Yes—5, No—0

Recess Executive Session/Convene Regular Meeting

Chair Arndt recessed the executive session at 5:35 p.m., and reconvened the regular NEWESD 101 Board meeting.

Motion: Ms. Sine moved for the Board to return to regular session at 5:35 p.m.

Second: Mr. Lothspeich

Vote: Yes—5, No—0

Adjournment

Chair Arndt adjourned the regular Board meeting at 5:35 p.m.

Emmett Arndt, Chair

Secretary to the Board