

**NorthEast Washington ESD 101
Board of Directors
April 21, 2020**

MINUTES

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on April 21, 2020, at 4202 S. Regal Street, Spokane, Washington. Chair Sally Pfeifer confirmed a quorum and called the meeting to order at 4:00 pm.

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 via zoom or conference call

Directors: Mr. Emmett Arndt, Mr. Phil Champlin, Ms. Sally Pfeifer, Mr. Chuck Stocker and Ms. June Sine.

Present via zoom or in person

Staff: Dr. Michael Dunn, Mr. Mick Miller, Mr. Cassidy Probert, Mr. Steve Witter, Ms. Michelle Powers, Mr. Steve Schreiner 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 March 17, 2020 Board meeting were presented for Board approval.

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

Fiscal Report

Mr. Probert 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. Probert also presented a summary of expenditures. Vouchers for March and April 2020 include:

General Fund Accounts Payable (March 20, 2020)

ACH numbers 192000719 - 192000794 in the amount of \$27,812.06.

General Fund Accounts Payable (March 20, 2020)

Voucher numbers 335238 - 335255 in the amount of \$49,924.88.

General Fund Payroll (March 31, 2020)

Voucher numbers 335256 - 335258 in the amount of \$3,714.18.

General Fund Payroll (March 31, 2020)

Voucher numbers 335259 - 335287 in the amount of \$434,876.39.

General Fund Payroll (March 31, 2020)

Wire transfers 201900027 - 201900028 in the amount of \$852,567.96.

General Fund Accounts Payable (March 27, 2020)

Wire transfers 201900029 - 201900030 in the amount of \$47,260.87.

General Fund Accounts Payable (March 27, 2020)

ACH numbers 192000795 - 192000806 in the amount of \$11,365.46.

General Fund Accounts Payable (March 27, 2020)

Voucher numbers 335288 - 335301 in the amount of \$25,920.13.

General Fund Accounts Payable (April 3, 2020)

ACH numbers 192000807 - 192000826 in the amount of \$2,664.96.

General Fund Accounts Payable (April 3, 2020)

Void - Voucher number 334352 in the amount of (\$150.00).

General Fund Accounts Payable (April 3, 2020)

Voucher numbers 335302 - 335316 in the amount of \$33,511.07.

General Fund Payroll (April 15, 2020)

Voucher numbers 335317 - 335318 in the amount of \$452.23.

General Fund Payroll (April 15, 2020)

Voucher number 335319 in the amount of \$285.43.

General Fund Payroll (April 15, 2020)

Wire transfers 201900031 - 201900032 in the amount of \$11,064.07.

General Fund Accounts Payable (April 10, 2020)

ACH numbers 192000827 - 192000853 in the amount of \$9,763.55.

General Fund Accounts Payable (April 10, 2020)

Voucher numbers 335320 - 335350 in the amount of \$134,632.00.

General Fund Accounts Payable (April 15, 2020)

ACH number 192000854 in the amount of \$371.60.

General Fund Accounts Payable (April 17, 2020)

ACH numbers 192000855 - 192000859 in the amount of \$1,287.21.

General Fund Accounts Payable (April 17, 2020)

Voucher numbers 335351 - 335369 in the amount of \$38,105.61.

| | |
|---|----------------|
| Total for Accounts Payable Vouchers: | \$382,469.40 |
| Total for Payroll Vouchers: | \$1,302,960.26 |
| Total for Unemployment Vouchers: | \$0.00 |
| Total for Workers' Compensation Vouchers: | \$0.00 |
| Total for Compensated Absences Vouchers: | <u>\$0.00</u> |
| Grand Total: | \$1,685,429.66 |

Workers' Compensation Cooperative (March 13, 2020)

Voucher numbers 228781 - 228782 in the amount of \$163.26.

Workers' Compensation Cooperative (March 13, 2020)

Void - Voucher number 228779 in the amount of (\$462.57).

Workers' Compensation Cooperative (March 13, 2020)

Voucher numbers 228733 - 228780 in the amount of \$48,623.01.

Workers' Compensation Cooperative (March 20, 2020)

Voucher numbers 228783 - 228821 in the amount of \$51,441.85.

Workers' Compensation Cooperative (March 27, 2020)

Voucher numbers 228822 - 228857 in the amount of \$23,990.26.

Workers' Compensation Cooperative (April 3, 2020)

Voucher numbers 228858 - 228885 in the amount of \$12,552.05.

Workers' Compensation Cooperative (April 10, 2020)

Voucher numbers 228886 - 228922 in the amount of \$43,669.83.

Total for Workers' Compensation Vouchers: \$179,977.69

Personnel – Administrative, Supervisory and Professional

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

Sarah McNew, CPWI/drug free community coalition coordinator, at an annual salary of \$65,680.00. Sarah earned a bachelor's degree in interdisciplinary studies and is currently pursuing a master's degree in social work from Eastern Washington University. Sarah has experience as a prevention specialist at Lincoln County Health Department and as the coalition coordinator for Spokane Tribal Network.

Resignation—the following professional staff member has resigned:

Jessica Bingham, Open Doors case manager, effective April 20, 2020.

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

Minutes: March 17, 2020.

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

The following professional staff member has been hired: Sarah McNew.

The following professional staff member has resigned: Jessica Bingham.

Second: Mr. Arndt

Vote: Yes—5, No—0

Discussion/Action Items

1. AESD Executive Board report—Ms. June Sine reported on the following items from the April 15, 2020 AESD Executive Board meeting.

- Superintendent Reykdal joined the meeting and acknowledged the valuable work the ESD superintendents, AESD and OSPI have been doing together during this COVID-19 pandemic.

- Priorities during the pandemic include health, mental health and safety, food, childcare, high school seniors and continuous learning for all students.
- Districts are applying for graduation requirement waivers. The first round has been approved by the State Board of Education.
- The budget shortfall due to the pandemic has not yet been determined. It is not yet known the extent to which the anticipated shortfall will affect education.
- PSESD was able to cancel the contracts for the AESD Annual Conference. A new AESD committee will be reviewing the concept of the annual conference and how the planning for it will proceed in the future. Representative Laurie Dolan is the recipient of the AESD President's Award.
- AESD is sponsoring statewide distance learning training series with Jeff Utecht.
- In lieu of the AESD annual business meeting which would have occurred at the conference, the budget and slate of officers will be approved online.
- The accreditation reviews will be conducted virtually and will occur in late June.

Dr. Dunn shared that the NEWESD assessment to the AESD budget will be reviewed and discussed at the NEWESD Board meeting in May.

2. 2020 Bismarck Turner Scholarship recommendations (A1)—Mr. Miller requested Board approval of the scholarship committee recommendation to award five (5) scholarships for a total of \$1,000 per student in Spokane County, and five (5) for a total of \$1,000 per student in Pend Oreille County.

Motion: Ms. Pfeifer moved for Board approval to award five (5) scholarships for a total of \$1,000 per student in Spokane County, and five (5) for a total of \$1,000 per student in Pend Oreille County, in accordance with the Bismarck Turner Scholarship committee's recommendation.

Second: Ms. Sine

Vote: Yes—5, No—0

3. Evaluation of the superintendent (A2)—Board members received a copy of the superintendent evaluation form. Dr. Dunn will forward his reflections prior to the May Board meeting. The Board will schedule an executive session in May to discuss how to compile the data and provide feedback. The superintendent evaluation will be presented in June.

4. Brief COVID-19 update—Dr. Dunn provided a brief overview COVID-19 related items.

- Contrary to the originally proposed 2020-21 budget development, NEWESD is recommending that a COLA not be included at this time with the exception of those staff that qualify for a step increase on the salary schedule. This change applies to all non-union staff. The contracts for staff members with the WEA association are subject to collective bargaining. Decisions may be revisited if other considerations or funds become available. A salary comparison study has been completed but is moot at this time.
- The Board has already approved Resolutions 20-02 through 20-04 related to reduction in force and Resolution 20-25 related to Emergency – suspension of policy. NEWESD may need to act on those resolutions on or before May 15, 2020. The administrative team will be meeting with the Washington Education Association on April 23, 2020.
- The accreditation reviews scheduled for May 27-28 will be conducted virtually on June 26.

Board members shared their input and asked for additional information from Dr. Dunn:

- As of this date, Superintendent Reykdal has not discussed budget and staffing implications of COVID-19 with the Washington Education Association.
- ESD superintendents are meeting virtually at least once a week. Regional meetings with district superintendents are held once (sometimes twice) weekly. OSPI is hosting a statewide weekly meeting with ESD and district superintendents.
- Two additional ESDs are considering moving to PEBB next year. With 7 of the 9 ESDs on PEBB, it is still to be determined whether this will affect a required transition to SEBB .
- It is important for districts, especially small rural districts, to share the importance of ESD services with legislators.
- Could the state establish a set of core services that districts should be providing and allow non-core responsibilities to be set aside?

Board members will receive a comprehensive power point presentation prior to the May Board meeting for review and to guide the discussion at the May meeting.

Adjournment

Chair Pfeifer adjourned the regular Board meeting at 4:45 pm.

Sally Pfeifer, Chair

Secretary to the Board