

**NorthEast Washington ESD 101
Board of Directors
August 20, 2019**

MINUTES

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on August 20, 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, Mr. Rand Lothspeich, Ms. June Sine, Mr. Chuck Stocker, Ms. Sally Pfeifer, 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 June 18, 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 June, July and August 2019 include:

General Fund Accounts Payable (June 17, 2019)

ACH number 181901152 in the amount of \$77.84.

General Fund Accounts Payable (June 21, 2019)

ACH numbers 181901153 - 181901173 in the amount of \$10,568.53.

General Fund Accounts Payable (June 21, 2019)

Voucher numbers 333889 - 333933 in the amount of \$61,891.82.

Unemployment Compensation Cooperative (June 21, 2019)

Voucher number 333934 in the amount of \$4,136.14.

General Fund Payroll (June 28, 2019)

Voucher number 333935 in the amount of \$672.48.

General Fund Payroll (June 28, 2019)

Voucher numbers 333936 - 333960 in the amount of \$430,329.28.

General Fund Payroll (June 28, 2019)

Wire transfers 201800039 - 201800040 in the amount of \$890,789.74.

General Fund Accounts Payable (June 21, 2019)

Voucher number 333961 in the amount of \$40,485.50.

General Fund Accounts Payable (June 28, 2019)

ACH numbers 181901174 - 181901193 in the amount of \$2,244.17.

General Fund Accounts Payable (June 28, 2019)

Voucher numbers 333962 - 334010 in the amount of \$214,754.99.

Unemployment Compensation Cooperative (June 28, 2019)

Voucher number 334011 in the amount of \$2,995.38.

General Fund Accounts Payable (July 5, 2019)

ACH numbers 181901194 - 181901235 in the amount of \$13,039.92.

General Fund Accounts Payable (July 5, 2019)

Voucher numbers 334012 - 334042 in the amount of \$88,109.76.

General Fund Payroll (July 15, 2019)

Voucher number 334043 in the amount of \$814.17.

General Fund Payroll (July 15, 2019)

Wire transfers 201800041 - 201800042 in the amount of \$12,182.50.

General Fund Accounts Payable (July 12, 2019)

ACH numbers 181901236 - 181901264 in the amount of \$8,908.69.

General Fund Accounts Payable (July 12, 2019)

Voucher numbers 334044 - 334078 in the amount of \$82,211.38.

General Fund Accounts Payable (July 17, 2019)

ACH number 181901265 in the amount of \$896.76.

General Fund Accounts Payable (July 19, 2019)

ACH numbers 181901266 - 181901278 in the amount of \$1,691.71.

General Fund Accounts Payable (July 19, 2019)

Voucher numbers 334079 - 334105 in the amount of \$278,705.82.

General Fund Accounts Payable (July 19, 2019)

Voucher number 334106 in the amount of \$99,823.54.

General Fund Payroll (July 31, 2019)

Voucher number 334107 in the amount of \$578.00.

General Fund Payroll (July 31, 2019)

Voucher numbers 334108 - 334132 in the amount of \$426,597.87.

General Fund Payroll (July 31, 2019)

Wire transfers 201800043 - 201800044 in the amount of \$864,724.76.

General Fund Accounts Payable (July 26, 2019)

ACH numbers 181901279 - 181901284 in the amount of \$813.83.

General Fund Accounts Payable (July 26, 2019)

Void - Voucher number 333360 in the amount of (\$4,480.00).

General Fund Accounts Payable (July 26, 2019)

Voucher numbers 334133 - 334162 in the amount of \$269,422.63.

Workers' Compensation Cooperative (July 26, 2019)

Voucher numbers 334163 - 334164 in the amount of \$542,791.91.

General Fund Accounts Payable (August 2, 2019)

ACH numbers 181901285 - 181901302 in the amount of \$3,555.66.

General Fund Accounts Payable (August 2, 2019)

Voucher numbers 334165 - 334186 in the amount of \$69,757.18.

General Fund Payroll (August 15, 2019)

Voucher number 334187 in the amount of \$660.16.

General Fund Payroll (August 15, 2019)

Wire Tranfers 201800045 - 201800046 in the amount of \$8,415.22.

General Fund Accounts Payable (August 9, 2019)

ACH numbers 181901303 - 181901337 in the amount of \$14,567.74.

General Fund Accounts Payable (August 9, 2019)

Voucher numbers 334188 - 334209 in the amount of \$39,220.62.

General Fund Accounts Payable (August 16, 2019)

ACH number 181901338 in the amount of \$2,333.45.

General Fund Accounts Payable (August 16, 2019)

ACH numbers 181901339 - 181901351 in the amount of \$4,050.73.

General Fund Accounts Payable (August 16, 2019)

Voucher numbers 334210 - 334246 in the amount of \$110,317.98.

Unemployment Compensation Cooperative (August 16, 2019)

Voucher number 334247 in the amount of \$3,000.55.

General Fund Accounts Payable (August 16, 2019)

Voucher number 334248 in the amount of \$4,116.67.

Total for Accounts Payable Vouchers: \$1,417,086.92

Total for Payroll Vouchers: \$2,635,764.18

Total for Unemployment Vouchers: \$10,132.07

Total for Workers' Compensation Vouchers: \$542,791.91

Total for Compensated Absences Vouchers: \$0.00

Grand Total: \$4,605,775.08

Workers' Compensation Cooperative (June 21, 2019)

Voucher numbers 227213 - 227250 in the amount of \$39,226.86.

Workers' Compensation Cooperative (June 28, 2019)

Voucher numbers 227251 - 227283 in the amount of \$70,653.96.

Workers' Compensation Cooperative (July 5, 2019)

Voucher numbers 227284 - 227316 in the amount of \$35,960.92.

Workers' Compensation Cooperative (July 12, 2019)

Voucher numbers 227317 - 227367 in the amount of \$56,545.92.

Workers' Compensation Cooperative (July 19, 2019)

Voucher numbers 227368 - 227408 in the amount of \$22,018.23.

Workers' Compensation Cooperative (July 26, 2019)

Voucher numbers 227409 - 227468 in the amount of \$64,131.63.

Workers' Compensation Cooperative (August 2, 2019)

Voucher numbers 227469 - 227531 in the amount of \$85,974.84.

Workers' Compensation Cooperative (August 9, 2019)

Voucher numbers 227532 - 227541 in the amount of \$13,494.10.

Workers' Compensation Cooperative (August 16, 2019)

Voucher numbers 227542 - 227553 in the amount of \$9,572.61.

Total for Workers' Compensation Vouchers: \$397,579.07

Personnel—Certificated

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

Ms. Jenna Brown, school counselor, with salary based on placement on the certificated salary schedule. Ms. Brown earned a bachelor's degree in psychology and a master's degree in school counseling from Gonzaga University. She has experience as the Gear Up coordinator for Tekoa School District, as an elementary counselor for NEWESD 101, and a school counselor for St. John-Endicott Cooperative District.

Ms. Laura VanDerLinde, speech language pathologist, with salary based on placement on the certificated salary schedule. Ms. VanDerLinde earned a bachelor's degree in communication disorders from Eastern Washington University and a master's degree in communication disorders from California State University. She has experience as an SLP at Columbia County Health System General Hospital, Kindred Rehab Care, and Genesis HealthCare.

Resignations—the following certificated staff members have resigned:

Ms. Carrie Hubert, school counselor, effective August 31, 2019.

Mr. John Solomon, speech language pathologist, effective August 31, 2019.

Personnel—Administrative, Supervisory and Professional

Internal hire—the following professional staff member has been awarded an open position:

Mr. Eric Ecklund, student academic/life coach at an hourly rate of \$31.45. Mr. Ecklund earned a bachelor's degree in physical education from Eastern Washington University and a master's degree in mental health counseling from Walden University. He has experience as a residential education counselor at Shawnee Academy in Shawnee on Delaware, Pennsylvania and as an intensive case manager for Monroe County NH/MR Program in Stroudsburg, Pennsylvania. He has been employed by NEWESD 101 since October 2010 as a student assistance specialist and a mental health family therapist.

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

Mr. Dennis Conger, career connected learning/CTE graduation pathways specialist at an annual salary of \$120,386. Mr. Conger earned a bachelor’s degree in fine arts from Boise State University and a master’s degree in teaching from Whitworth University. He also has principal and CTE director certification. He has experience as the CTE director at Wenatchee School District, as the director of the Skills Center at Spokane Public Schools, and as the CTE director and teacher at Omak School District.

NEWESD 101 and ESD 171 (Wenatchee) will share Mr. Conger’s time. Funding is provided by this partnership and new legislative dollars.

Ms. Alise Mnati, threat assessment coordinator at an annual salary of \$81,200. Ms. Mnati earned a bachelor’s degree in sociology/communications from Whitworth University and is completing a master’s degree in social work from Boise State University. She has experience as a school and community liaison at Spokane Public Schools and as a program quality director for Communities in Schools of Spokane County.

Funding for Ms. Mnati’s position is also a result of new legislation for school safety. In addition to those dollars, districts contribute to a school safety cooperative at a rate of \$1 per student FTE. Ms. Mnati will expand the work of Mr. Leon Covington.

Mr. Jared Schatz, fiscal manager at an hourly rate of \$40.08. Mr. Schatz earned a bachelor’s degree in accounting from Eastern Washington University. He has experience as a staff accountant and as an accounting supervisor at Spokane Public Schools. He also has experience as the assistant controller at Zak Designs.

RIF recall—the following professional staff member has been recalled from layoff status:

Ms. Jeanne “LaRee” White, student assistance specialist, effective August 22, 2019.

Salary placement upgrade—Dr. Dunn recommended the following professional staff member receive a salary upgrade based on assignment of additional duties and level of responsibility, effective September 1, 2018:

Ms. Dianna Harrington, regional project coordinator, from A 52/3 or \$76,218 to A 57/1 or \$79,319 annually.

Resignations—the following professional staff members have resigned:

Ms. Sally Anderson, mental health family therapist, effective August 16, 2019.

Mr. Morgan Jones, pre-employment transition coordinator, effective July 17, 2019.

Mr. Evan Kruschke, education advocate, effective August 14, 2019.

Ms. Rachel Eifler, P-3 early childhood coordinator, effective August 30, 2019.

Mr. Donald “Donny” Miller, student assistance professional, effective August 20, 2019.

Retire/rehire—pursuant to Board Policy 406 – Selection and Hiring of Personnel, the following positions have been reviewed, and Dr. Dunn recommended continuing the employment of the following retirees for the 2019/2020 year:

Dr. Ramona Griffin, director, Center for Student Support Services.

Ms. Joy Lansdowne, TPEP principal/teacher professional development coordinator.

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. Kori Newby, student assistance education advocate, reduced to 20 hours per week/.5 FTE effective for the 2019/2020 school year.

Personnel—Classified

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

Ms. Amanda Carson, ECEAP assistant teacher serving Republic School District at an hourly rate of \$12.35. Ms. Carson earned an associate of arts degree in criminal justice from Spokane Community College. She has experience as a 911 dispatcher for the Ferry County Sheriff’s Office and as an assistant volleyball coach for Republic School District.

Ms. Gena Armantrout, speech language pathology assistant at an hourly rate of \$24.65. Ms. Armantrout earned an associate of arts degree in speech language pathology from Chemeketa Community College in Salem, Oregon and a bachelor’s degree in linguistics from University of Alaska, Fairbanks. She has experience as a contracted speech language pathology assistant for NEWESD 101 and as a speech language pathology assistant for Grant County ESD in John Day, Oregon.

Ms. Kelsey Mathias, speech language pathology assistant at an hourly rate of \$24.65. Ms. Mathias earned a bachelor’s degree in speech and hearing sciences from Washington State University. She has experience as a speech language pathologist (under emergency certification) at NEWESD 101. She also has experience as a

teacher's assistant at Pacific Park Children's Center and as an administrative assistant at Mead School District.

Ms. Kristina McGuire, regional child nutrition clerk at an hourly rate of \$14.66. Ms. McGuire earned a bachelor's degree in human services from Western Washington University and a bachelor's degree in nutrition and exercise physiology from Washington State University. She has experience as a shift supervisor at Starbucks and as a receptionist at Security Industry Specialists.

Ms. Angela Puri, ECEAP assistant teacher at an hourly rate of \$12.35. Ms. Puri is pursuing an associate of science degree at Spokane Falls Community College. She has been a volunteer and student intern in the NEWESD 101 ECEAP classrooms at Mead School District.

Ms. Stephanie Acord-Angell, ECEAP lead teacher serving Davenport School District at an hourly rate of \$21.03. Ms. Acord-Angell earned a bachelor's degree in communication disorders from Eastern Washington University. She has experience as the center director and lead teacher at KinderCare and as a child care aide at West Central Head Start.

Resignation—the following classified staff member has resigned:

Ms. Roni Johnson, ECEAP lead teacher, effective August 9, 2019.

Out-of-State Travel

Ms. Michelle Powers to the NeoGov Conference in Las Vegas, Nevada on October 7-10, 2019. This conference will provide training on how to operate and manage the entire hiring, onboarding, and performance evaluation process, including automatic qualification screening, test statistics and analysis, and EEO reporting. Expenses paid by human resource funds.

Mr. Chris Jose to the National Association for Pupil Transportation Conference in Columbus, Ohio on November 1-6, 2019. This conference provides the latest information on pupil transportation technology, design, safety and national issues. He will increase his knowledge and network contacts to assist his districts. Expenses paid by regional pupil transportation funds.

Mr. Chris Jose to the National Association of State Directors of Student Transportation Conference in Arlington, Virginia on October 12-15, 2019. He will participate as a Chair of the National School Bus Specifications Writing Committee. Additionally, he will receive the latest information on pupil transportation technology, design, safety and national issues. He will increase his knowledge and

network contacts to assist his districts. Expenses paid by regional pupil transportation funds.

The following out of state travel were approved in July:

Employees Ms. Jill Royston, Ms. Melinda Brown, Ms. Jessica Deutsch, Ms. Leticia Juarez, and Ms. Elysia Spencer and non-employees Mr. Cliff Hansen, Ms. Christy Peterson, Ms. Natalia Gutierrez, Mr. Morgan Scott, Ms. Jaylin Brown, Ms. Abigail Deustch and Ms. Rhiann Batson to the Mid-Year Training Institute by Community for Anti-Drug Coalition of America in Dallas, Texas on July 13-19, 2019. This mid-year CADCA training provided multiple adult and youth oriented opportunities to learn the latest strategies to fight substance abuse and hear from nationally known experts. Expenses paid by the Department of Behavioral Health Coalition funds.

Ms. Diane Harp to the Too Good Programs Open Training in Pasedena, California on August 13-16, 2019. This training was an opportunity to share prevention strategies to help keep kids safe and healthy. Ms. Harp will share this information with her students and coalition colleagues. Expenses paid by student assistant professional funds.

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

Minutes: June 18, 2019.

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

The following certificated staff members have been hired: Ms. Jenna Brown and Ms. Laura VanDerLinde.

The following certificated staff members have resigned: Ms. Carrie Hubert and Mr. John Solomon.

The following professional staff member has been awarded an open position: Mr. Eric Ecklund.

The following administrative/supervisory/professional staff members have been hired: Mr. Dennis Conger, Ms. Alise Mnati and Mr. Jared Schatz.

The following professional staff member has been recalled from layoff status: Ms. Jeanne "LaRee" White.

Dr. Dunn recommended the following professional staff member receive a salary upgrade based on assignment of additional duties and level of responsibility, effective September 1, 2018: Ms. Dianna Harrington.

The following professional staff members have resigned: Ms. Sally Anderson, Mr. Morgan Jones, Mr. Evan Kruschke, Ms. Rachel Eifler and Mr. Donald “Donny” Miller.

Pursuant to Board Policy 406 – Selection and Hiring of Personnel, the following positions have been reviewed, and Dr. Dunn recommended continuing the employment of the following retirees for the 2019/2020 year: Dr. Ramona Griffin and Ms. Joy Lansdowne.

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. Kori Newby.

The following classified staff members have been hired: Ms. Amanda Carson, Ms. Gena Armantrout, Ms. Kelsey Mathias, Ms. Kristina McGuire, Ms. Angela Puri and Ms. Stephanie Acord-Angell.

The following classified staff member has resigned: Ms. Roni Johnson.

Out-of-state travel: Ms. Michelle Powers and Mr. Chris Jose.

The following out of state travel was approved in July: Employees Ms. Jill Royston, Ms. Melinda Brown, Ms. Jessica Deutsch, Ms. Leticia Juarez, Ms. Elysia Spencer, Ms. Diane Harp and non-employees Mr. Cliff Hansen, Ms. Christy Peterson, Ms. Natalia Gutierrez, Mr. Morgan Scott, Ms. Jaylin Brown, Ms. Abigail Deustch and Ms. Rhiann Batson.

Second: Mr. Stocker

Vote: Yes—7 No—0

Discussion/Action Items

1. AESD Executive Board meeting—Ms. Sally Pfeifer shared items from the July 2, 2019 AESD Executive Board meeting which included the following topics:
 - Acknowledgement of Dr. Gene Sharratt, who is retiring as the AESD Executive Director.
 - Introduction of Ms. Jessica Vavrus, new AESD Executive Director, as well as acknowledging the outgoing AESD President, Mr. Rainer Houser, incoming AESD President, Mr. Carl Johnson, and new AESD Board members.

- Mr. Dave Mastin, OSPI Executive Director of Government Relations, presented an educational update that addressed CTE and alternative pathways to graduation.

2. Board engagement reports—Mr. Champlin attended the Selkirk Middle School dedication and will try to attend the ground-breaking for the new Ridgeline High School. Mr. Champlin shared the success of the HUB summer program, focused on science. Both morning and afternoon sessions hosted 80 students each.

Ms. Sine attended the July 11, 2019 NEWEC meeting. The members are working on providing grants up to \$500 each. Please consider donating to this worthwhile Foundation.

3. Superintendent's report—Dr. Dunn reported the following:

- He presented a breakout session on leadership transition planning at the June WASA Conference along with Dr. Randy Russell and Mr. Brian Talbott.
- He served on the Spokane Regional Health District hiring team for a new administrative officer. Amelia Clark was the successful candidate.
- Senators Wellman, Wilson and Billig visited the NEWESD 101 region on July 30. Their meeting with district administrators and teachers focused on career connected learning and school safety. Some funding has been provided to each ESD.
- As an adjunct professor, he taught a three-week educational law course at WSU. He is also teaching a statewide superintendent certification program, this year Mr. Probert is participating in Cohort 1.
- Mr. McDermott, Mr. Miller, and Mr. Probert attended the August 4-6, 2019 AESD retreat in Anacortes.
- As chair of NEWS, he facilitated the meeting on August 12, 2019. They are finalizing a survey for all members to determine troubling education shortcomings and how NEWS can advocate for those needs. At this time priorities include the funding model, special education and levies.
- He met with the Freeman School District leadership team as he has done for the past several years.
- Both College Place and Clarkston School Boards requested his facilitation of their Board retreats this last month.
- Mary Helen Black asked him to continue his articles in the KIDS newspaper, which is circulated to every elementary student in Spokane County.
- He has met with the four new district superintendents: Mr. Kevin Young, Mr. Shawn Woodward, Mr. Brett Baum, and Mr. Michael Olsen. Each one has been assigned a mentor for their first year.

Mr. Miller announced that we now own the Mallon house and work has begun. He assisted both St. John-Endicott and Pullman with their strategic planning; Pullman completed their plan, which was approved in July.

Mr. McDermott reported that the eight ESD Workers' Compensation cooperatives received a broad records request. After consultation with the NEWESD 101 attorney, we and all the other ESDs were able to develop a special report which has since been sent per the request.

Mr. Witter shared an overview of the new FOCUS design developed by Ms. Tracy Poindexter-Canton. She also developed this year's version of the NEWESD logo "Launching the next 50 years."

Additionally, Mr. Witter reported on three pending Federal grants: substance abuse prevention in four middle schools, mental health professionals for rural districts, and a YouthBuild grant.

U.S. Substance Abuse and Mental Health Services Administration

Targeted Capacity Special Projects

\$1.1 million requested for prevention/intervention services in four SPS middle schools

Term: 3 years

U.S. Department of Education

School Climate Transformation grant

\$3.55 million requested for mental health services in rural districts in Adams, Lincoln and Whitman counties.

Term: 5 years

U.S. Department of Labor

YouthBuild program

\$1.15 million requested for HS completion and job training in Spokane County

Term: 2.5 years

ESD elections for director districts 2, 4, and 6 will be opening August 23; declarations of candidacy must be sent in between Sept 1-16, 2019.

4. Resolution 19-07 NEWESD 101 Special Education Assurances and Policies (A1)—

Mr. Miller recommend the Board approve Resolution 19-07, adopting the Special Education Assurances and Policies as presented in order to apply for federal grant funding.

Motion: Ms. Sine moved for Board approval of Resolution 19-07, adopting the Special Education Assurances and Policies.

Second: Ms. Pfeifer

Vote: Yes—7 No—0

5. Proposed Agency, Board and Superintendent Goals 2019-20 (A2)—Dr. Dunn requested approval of the proposed goals for 2019-20 including Board liaison assignments for the year.

Motion: Mr. Stocker moved for Board approval of the 2019-20 goals and liaison assignments for the coming year.

Second: Mr. Lothspeich

Vote: Yes—7 No—0

6. pdEnroller update—Ms. Kempel reported that the migration to pdEnroller in July went fairly smooth. A team of seven support staff has been trained to enter proposals and manage data within their respective courses. She plans additional training for staff and district personnel soon. Data from the migration will continue to be cleaned up in the following months.

7. Upcoming events—Board members interested in the below mentioned events should contact Ms. Kempel:

- a. All Staff Event, August 22, 2019, Talbott Event Center
- b. 2019 WSSDA Annual Conference, November 21-24, 2019, Bellevue Hyatt Regency (A3)
- c. AESA Annual Conference, December 4-7, 2019, Phoenix (A4)
- d. Spokane County School Directors' annual meeting will be held on October 8, 2019 at West Valley High School. This year we have invited Mr. Leon Covington and Ms. Alisa Mnati to speak on threat assessment.

8. Legislative report—Dr. Dunn shared the following legislative items:

- On August 9, 2019 he met with Representative Ross Hunter and Frank Ordway, Department of Children, Youth and Families to discuss the needs in early childhood and juvenile detention education. When requesting funding from the legislators they are suggesting that we frame our issues in terms of service to students rather than just asking for new FTE.
- Districts continue to be concerned about the funding for the change to SEBB.

Adjournment

Chair Arndt adjourned the regular Board meeting at 5:19 pm.

Emmett Arndt, Chair

Secretary to the Board