

**NorthEast Washington ESD 101  
Board of Directors  
December 17, 2019**

**MINUTES**

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on December 17, 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**

Ms. Kathy Bumgarner 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. Kathy Bumgarner, Ms. Sally Pfeifer and Mr. Phil Champlin.

**Staff:** Dr. Michael Dunn, Mr. Mick Miller, Mr. Cassidy Probert, Mr. Steve Witter, Ms. Michelle Powers, Mr. Steve Schreiner and Ms. Mary Kempel.

A revised set of minutes were sent to the Board on December 16. Additionally, item 5.4 Policy 600 series: Licensed Behavior Health Program (first reading) was removed from the agenda.

Ms. Kathy Bumgarner was recognized for her dedication and commitment to education. She served Spokane Public Schools as an educator and instructional facilitator and Cheney Public Schools as a board member. For the last eight years, she has been a strong and stable member of the NEWESD Board of Directors serving our 59 school districts. Thank you Kathy for your years of service.

**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.

Congratulations to Ms. Annie Murphey for receiving one of the Spokane Coeur d'Alene Living magazine's 20 Under 40 awards for making a notable presence in the community through work, service and commitment to leading lives with positivity and consideration for all.

## Consent Agenda

Minutes from the November 19, 2019 Board meeting was 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 November and December 2019 include:

### **General Fund Accounts Payable (November 21, 2019)**

ACH number 192000311 in the amount of \$275.74.

### **General Fund Accounts Payable (November 22, 2019)**

ACH numbers 192000312 - 192000340 in the amount of \$20,594.46.

### **General Fund Accounts Payable (November 22, 2019)**

Voucher numbers 334697 - 334718 in the amount of \$136,468.93.

### **Unemployment Compensation Cooperative (November 22, 2019)**

Voucher number 334719 in the amount of \$41,264.36.

### **General Fund Payroll (November 29, 2019)**

Voucher number 334720 in the amount of \$39.21.

### **General Fund Payroll (November 29, 2019)**

Voucher numbers 334721 - 334746 in the amount of \$429,695.42.

### **General Fund Payroll (November 29, 2019)**

Wire transfers 201900011 - 201900012 in the amount of \$838,138.58.

### **General Fund Accounts Payable (November 21, 2019)**

Voucher number 334747 in the amount of \$51,160.58.

### **General Fund Accounts Payable (November 29, 2019)**

ACH numbers 192000341 - 192000364 in the amount of \$11,577.03.

### **General Fund Accounts Payable (November 29, 2019)**

Voucher numbers 334748 - 334775 in the amount of \$38,757.35.

**General Fund Accounts Payable (December 6, 2019)**

ACH numbers 192000365 - 192000385 in the amount of \$8,080.89.

**General Fund Accounts Payable (December 6, 2019)**

Voucher numbers 334776 - 334801 in the amount of \$55,360.48.

**General Fund Payroll (December 13, 2019)**

Voucher number 334802 in the amount of \$274.91.

**General Fund Payroll (December 13, 2019)**

Wire transfers 201900013 - 201900014 in the amount of \$6,884.73.

**General Fund Accounts Payable (December 13, 2019)**

ACH numbers 192000386 - 192000409 in the amount of \$6,486.79.

**General Fund Accounts Payable (December 13, 2019)**

ACH number 192000410 in the amount of \$1,000.07.

**General Fund Accounts Payable (December 13, 2019)**

Voucher numbers 334803 - 334830 in the amount of \$143,429.84.

**Unemployment Compensation Cooperative (December 13, 2019)**

Voucher number 334831 in the amount of \$1,174.30.

**Workers' Compensation Cooperative (December 13, 2019)**

Voucher number 334832 in the amount of \$380,850.77.

|   |                |
|---|----------------|
| Total for Accounts Payable Vouchers:      | \$473,192.16   |
| Total for Payroll Vouchers:               | \$1,275,032.85 |
| Total for Unemployment Vouchers:          | \$42,438.66    |
| Total for Workers' Compensation Vouchers: | \$380,850.77   |
| Total for Compensated Absences Vouchers:  | <u>\$0.00</u>  |
| Grand Total:                              | \$2,171,514.44 |

**Workers' Compensation Cooperative (November 22, 2019)**

Voucher numbers 228065 - 228105 in the amount of \$26,610.79.

**Workers' Compensation Cooperative (November 29, 2019)**

Voucher numbers 228106 - 228141 in the amount of \$59,508.32.

**Workers' Compensation Cooperative (December 6, 2019)**

Voucher numbers 228142 - 228180 in the amount of \$38,531.74.

**Workers' Compensation Cooperative (December 13, 2019)**

Voucher numbers 228181 - 228232 in the amount of \$45,083.26.

Total for Workers' Compensation Vouchers: \$169,734.11

**Grants needing Board Approval**

| Program Type | Granting Agency   | Original Award |
|--------------|---|----------------|
| State        | Washington STEM<br>NE LASER Alliance  | \$14,000.00    |
| State        | Office of Superintendent of Public Instruction<br>ESD-CTE Graduation Pathways + CCL | \$150,000.00   |
| Federal      | Department of Education through OSPI<br>Title 1, Part D Neglected-Delinquent        | \$165,564.00   |

**Personnel – Administrative, Supervisory and Professional**

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

**Jeff Crawford**, regional secondary mathematics coordinator, at an annual salary of \$88,160.00. Jeff earned a bachelor’s degree in mathematics from Gonzaga University and a master’s degree in mathematics from Eastern Washington University. He has experience as a secondary mathematics coordinator at Mead School District and as a manager of certified professional learning facilitators for Illustrative Mathematics.

**William “Ben” Gagne**, claims adjudicator, at an annual salary of \$78,124.00. Ben earned a bachelor’s degree in English and a master of public administration degree from Eastern Washington University. He has been employed as the claims administrator/ return-to-work coordinator/claims specialist at the City of Spokane since 1998. He also served as board president for West Central Community Center.

Request for reduction – the following professional staff member has requested a reduction in work hours:

**Jessica Bingham**, Open Doors case manager, from 1.0 FTE to .5 FTE effective January 1, 2020.

## **Personnel–Classified**

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

**Walter Tomson**, science kit assembler, at an hourly rate of \$16.44. Walter was employed by the United States Postal Service for 37 years. He also has experience as a science kit assembler at Spokane Public Schools.

## **Out-of-State Travel**

**Mr. Leon Covington, Ms. Alise Mnati and Level II team member, Brian Scott, to the Association of Threat Assessment Professionals Winter Conference in Lake Buena Vista, Florida on January 28-30, 2020.** This conference is designed to address major issues surrounding mass shootings and other public attacks/violence and provide current information, research and techniques relating to the industry. Information regarding the prevention of targeted attacks and practical methods to assess and manage threat and potentially violent situations will be shared with district staff. Expenses paid by threat assessment funds.

**Ms. Annie Murphey to the Community Anti-Drug Coalitions of America (CADCA) Annual National Leadership Forum in Washington DC on February 2-8, 2020.** The conference includes multiple adult and youth oriented opportunities to learn the latest strategies to fight substance abuse and hear from nationally known experts and policymakers. In addition, Ms. Murphey will participate in the CADCA Academy graduation ceremony. Expenses paid Coalition and DFC grant funds.

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

Minutes: November 19, 2019.

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

The following professional staff members have been hired: Jeff Crawford and William “Ben” Gagne.

The following professional staff member has requested a reduction in work hours: Jessica Bingham.

The following classified staff member has been hired: Walter Tomson.

Out of State Travel: Mr. Leon Covington, Ms. Alise Mnati, Mr. Brian Scott and Ms. Annie Murphey.

**Second:** Mr. Stocker

**Vote:** Yes—7 No—0

### **Discussion/Action Items**

1. AESD Executive Board report—Ms. June Sine shared items from the November 20, 2019 AESD Executive Board meeting:

- The AESD Board members met as a team prior to the AESD Executive Board meeting. They will continue this team building practice for future meetings.
- She, Carl Johnson and Merle Kirkley will serve on the nominating committee for AESD Executive Board member vacancies.
- The new AESD Executive Director, Jessica Vavrus, is revisiting operations of the organization; as a result, AESD Executive Board members worked in groups to review the board goals, AESD goals and strategic plan.
- Michael Meotti, executive director of Washington Student Achievement Council, shared his ideas for a new strategic partnership with AESD. He announced the availability of student grants/scholarships which include Washington College grants and College Bound scholarships. WSAC will reach out to rural districts where higher education opportunities are not visible and seem inaccessible.

Ms. Pfeifer reminded members that Spokane Area Retired Educators Association also provides scholarship opportunities for high school graduates.

2. AESA Annual Conference report—Mr. Arndt and Mr. Stocker shared information from the AESA Annual Conference in Phoenix. They attended sessions focused on marketing, mentoring, school safety, cooperative buying, future ready schools, trauma informed schools and continuum of support. Mr. Miller and Mr. Greg Lynch, Olympic ESD 114 superintendent, presented “Planning and Implementing a Statewide School Safety Network.” Mr. Stocker shared that attendance on Saturday morning was low; AESA should consider changing the schedule to begin on Tuesday or Wednesday and end Friday afternoon.

3. Board Team Operating Principles (A1)—Dr. Dunn requested that board members review NEWESD 101 Board/Superintendent Team Operating Principles and send him any suggested and/or needed edits or additions before the January board meeting. He will ask for recommended approval and annual signing during the January meeting.

4. Policies—Policies 403 and 407 were presented for second reading and Board approval was requested. Policy 422 was presented for first reading.

4.1 Policy 403: Nondiscrimination and Equal Employment Opportunity (second reading) (A2)

**Motion** Mr. Lothspeich moved for Board approval of Policy 403: Nondiscrimination and Equal Employment Opportunity as presented.

**Second:** Ms. Sine

**Vote:** Yes—7 No—0

4.2 Policy 407: Types of Employment/Definitions (second reading) (A3)

**Motion** Mr. Stocker moved for board approval of Policy 407: Types of Employment/Definitions as presented.

**Second:** Ms. Pfeifer

**Vote:** Yes—7 No—0

4.3 Policy 422: Family, Medical, and Maternity Leave (first reading) (A4)—Policy 422: Family, Medical, and Maternity Leave was presented to the Board for first reading.

5. Board engagement reports—Ms. Pfeifer and Mr. Arndt served on the accreditation panel reviewing Mica Peak and West Valley high schools. Both schools were receptive to the process and responsive to recommendations. The feedback on the process was very positive; there is a great future for this service through the ESDs.

Mr. Stocker attended the Valley Chamber meeting which included a Government Affairs legislative presentation. He shared that Representative McCaslin is working with Dr. Sementi on SEBB related issues. Mr. Stocker also visited the rebuild of North Pines Jr. High. Finally he attended a meeting with Dr. Russell, Freeman superintendent, and learned about the multitude of vaping devices available to students.

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

- On December 3, he attended the annual Spokane Area Retired Educators' Association holiday lunch at the Manito Country Club. The members collected coats, hats and gloves for children. A highlight of the event was the performance by Canterbury Belles from Ferris High School.

- He met with Chinese delegates as their country seeks to increase international partnerships for student/teacher exchanges. They are reaching out to ESDs to expand this program.
- Spokane Regional Health District, WSU College of Pharmacy, and US Attorney's Office held a vaping and opioid/substance abuse training on December 3. All districts are dealing with vaping and need to be aware of an increased use of Fentanyl.
- He facilitated a Palouse-Garfield school boards retreat on December 14. This is the longest school district cooperative in our region and is unique in that the districts do not share a superintendent which creates some challenges.
- With the closing of Eagle Peak School in Spokane Public Schools, districts have expressed interest in the creation of a cooperatively funded behavioral school. This endeavor is expensive; however, similar models in the state have utilized safety-net and special education funding. We will continue to research this potential opportunity.
- Thank you to Mr. Arndt, Ms. Sine and Mr. Stocker for attending the NEWESD holiday lunch on December 13. Staff appreciate board member attendance at the various events.

Mr. Miller reported the following:

- Thank you to Mr. Arndt and Ms. Pfeifer for participating in the accreditation panel for Central Valley's Mica Peak High School and West Valley High School. He will be looking for volunteers for the next reviews scheduled for May 27-28, 2020.
- A statewide meeting including the nine ESD School Nurse Corps nurse administrators and government relations staff from OSPI and AESD, was held to discuss the status and funding for this program. OSPI has requested \$5.5 million; we will see what is included in the Governor's budget.
- Jeff Crawford has been hired as the secondary math coordinator; he is on leave from the Mead School District. He is funded via fee for service and has already sold 40 days for professional development.
- YouthBuild has received a three-year \$1.15 million grant to support a new cohort to begin work on the Mallon house and other projects.
- The \$300,000 AmeriCorps grant has advanced to the next review. These funds would support youth employment and training.

Mr. Probert shared the following:

- Ms. Stephanie Hance, our new director of school finance, has received the prestigious designation of Certified School Business Administrator by the WASBO Certification Governance Board. Ms. Hance is serving as the WASBO president-elect this year and will be president in 2021-22.



- As he begins his new role, he met with his directors collectively; this will be followed by individual meetings. In addition, he will meet with the Student Learning and Support Services directors.
- He along with Ms. Powers, Ms. Hoxie and Ms. Hance visited the science kit center, JDC/SAC, Martin Hall, YouthBuild, Next Generation and the Mallon house property. The passion and dedication for the work was evident at each location.

Mr. Witter shared the status on various grants:

- Hagan Foundation awarded \$15,392.00 to JDC for the purpose of purchasing software licenses and testing materials.
- A Department of Agriculture Farm to School grant for \$41,128.00 was submitted last week to support expansion of the nutrition program.
- An INNOVIA Foundation Communities Strategies grant upto \$30,000 will be submitted for the purpose of supporting JDC and YouthBuild.

Mr. Schreiner shared updates to the NEWESD website and our ability to track traffic through analytics software. To remain fresh, our pages are continually updated.

7. Legislative report (A5)—The Governor’s initial budget is expected to be released December 18, 2019. There is some discussion that a supplemental budget may not be adopted. At some point in the future, we should expect a course correction to balance out the extended recovery over the last few years.

**Adjournment**

Chair Arndt adjourned the regular Board meeting at 5:37 pm.

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Emmett Arndt, Chair

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Secretary to the Board