

**NorthEast Washington ESD 101  
Board of Directors  
January 19, 2021**

**MINUTES**

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on January 19, 2021, at 4202 S. Regal Street, Spokane, Washington. Chair Sally Pfeifer confirmed a quorum and called the meeting to order at 4:00 p.m.

**Pledge of Allegiance**

Ms. Kempel led the Board and audience in the Pledge of Allegiance to the Flag of the United States of America.

**Present via Zoom**

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

**Staff:** Dr. Michael Dunn, Mr. Mick Miller, Mr. Cassidy Probert, Ms. Michelle Powers, Ms. Tracy Poindexter-Canton 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 December 15, 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 December 2020 and January 2021 include:

**General Fund Accounts Payable (December 18, 2020)**

ACH numbers 202100276 - 202100286 in the amount of \$3,232.29.

**General Fund Accounts Payable (December 18, 2020)**

Voucher numbers 336366 - 336397 in the amount of \$43,345.20.

**Unemployment Compensation Cooperative (December 18, 2020)**

Voucher numbers 336398 - 336399 in the amount of \$6,422.56.

**Workers' Compensation Cooperative (December 18, 2020)**

Voucher number 336400 in the amount of \$418,847.65.

**General Fund Accounts Payable (December 23, 2020)**

ACH number 202100287 in the amount of \$744.94.

**General Fund Payroll (December 31, 2020)**

Voucher numbers 336401 - 336402 in the amount of \$1,574.30.

**General Fund Payroll (December 31, 2020)**

Voucher numbers 336403 - 336432 in the amount of \$446,938.25.

**General Fund Payroll (December 31, 2020)**

Wire transfers 202090026 - 202090027 in the amount of \$881,006.35.

**General Fund Accounts Payable (December 22, 2020)**

Wire transfers 202090028 - 202090029 in the amount of \$21,420.35.

**General Fund Accounts Payable (December 28, 2020)**

ACH numbers 202100288 - 202100302 in the amount of \$5,923.80.

**General Fund Accounts Payable (December 28, 2020)**

Voucher numbers 336433 - 336457 in the amount of \$97,931.16.

**General Fund Payroll (January 15, 2021)**

Voucher numbers 336458 - 336459 in the amount of \$660.10.

**General Fund Payroll (January 15, 2021)**

Voucher number 336460 in the amount of \$455.43.

**General Fund Payroll (January 15, 2021)**

Wire transfers 202090030 - 202090031 in the amount of \$9,130.46.

**General Fund Accounts Payable (January 8, 2021)**

ACH numbers 202100303 - 202100313 in the amount of \$1,675.09.

**General Fund Accounts Payable (January 8, 2021)**

Voucher numbers 336461 - 336480 in the amount of \$54,760.29.

**General Fund Accounts Payable (January 15, 2021)**

ACH numbers 202100314 - 202100340 in the amount of \$16,822.47.

**General Fund Accounts Payable (January 15, 2021)**

Voucher numbers 336481 - 336515 in the amount of \$186,501.77.

Total for Accounts Payable Vouchers:	\$432,357.36
Total for Payroll Vouchers:	\$1,339,764.89
Total for Unemployment Vouchers:	\$6,422.56
Total for Workers' Compensation Vouchers:	\$418,847.65
Total for Compensated Absences Vouchers:	<u>\$0.00</u>
Grand Total:	\$2,197,392.46

**Workers' Compensation Cooperative (December 18, 2020)**

Voucher numbers 229804 - 229835 in the amount of \$17,609.51.

**Workers' Compensation Cooperative (December 25, 2020)**

Voucher numbers 229836 - 229840 in the amount of \$4,105.51.

**Workers' Compensation Cooperative (January 1, 2021)**

Voucher numbers 229841 - 229885 in the amount of \$25,020.78.

**Workers' Compensation Cooperative (January 8, 2021)**

Voucher numbers 229886 - 229913 in the amount of \$20,511.64.

**Workers' Compensation Cooperative (January 15, 2021)**

Voucher numbers 229914 - 229953 in the amount of \$46,758.79.

Total for Workers' Compensation Vouchers:	\$114,006.23
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**Grants needing board approval:**

Program Type	Granting Agency Program Title ESD Program Title	Original Award
State	AESD Network via Capital Region ESD 113 Computer Science/AESD	\$19,292.00
Federal	Early Intervention Provider Agency EIPA/ESIT Early Intervention Provider Agency EIPA/ESIT	\$17,105.04
Federal	Department of Education through Office of Superintendent of Public Instruction Title 1, Part D Neglected-Delinquent (SAC School)	\$80,462.00
Federal	School Climate ESD Capacity School Climate ESD Capacity	\$134,540.00
	ECEAP Complex Needs ECEAP Complex Needs	\$34,000.00

**Personnel – Certificated**

Supplemental contract—Dr. Dunn recommended approval of the following supplemental contract for the 2020/2021 school year:

**David Welch**, psychologist, 2.0 additional days at MA 90/16 for a total of \$839.53 to meet service requests of districts.

**Personnel – Administrative, Supervisory and Professional**

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

**Kaila Inbody**, student assistance professional serving Glover Middle school, at an hourly rate of \$32.21. She earned a bachelor’s degree in psychology from University of Washington and a master’s degree in school counseling from Seattle Pacific University. Kaila has experience as a teacher at Sylvan Learning Center and as a behavior technician at Northwest Autism Center. She completed her counseling internship at College Place Middle School.

Retirement—the following professional staff member has resigned for purposes of retirement:

**Terry Groh**, facilities/maintenance manager, effective March 31, 2021.

**Personnel – Classified**

Resignation—the following classified staff member has resigned:

**Michelle Taylor**, ECEAP assistant teacher, effective December 18, 2020.

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

Minutes: December 15, 2020 Board meeting.

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

The following supplemental contract for the 2020/2021 school year: David Welch.

The following professional staff member has been hired: Kaila Inbody.

The following professional staff member has resigned for purposes of retirement: Terry Groh.

The following classified staff member has resigned: Michelle Taylor.

**Second:** Ms. Sine

**Vote:** Yes—6, No—0

**Discussion/Action Items**

1. Board reorganization— This item was removed from the agenda and will be revisited next January following board elections.
2. Proclamation for School Board Recognition Month (A1-A2)— Board members received the State of Washington Proclamation for School Board Recognition Month issued by Governor Inslee. Recognition honoring NEWESD Board members has been posted on the NEWESD website and social media platforms.
3. Board/Superintendent Team Operating Principles review (A3)— After review and discussion of the Board/Superintendent Team Operating Principles with consensus on edits and changes, Dr. Dunn asked for Board approval and signed commitment. Thank you to Mr. Arndt and Ms. Bumgarner for their thoughtful recommendations for improvement.

**Motion** Ms. Sine moved for Board approval of NEWESD 101 Board/Superintendent Team Operating Principles as presented.

**Second:** Mr. Stocker

**Vote:** Yes—6, No—0

4. Policy 312: Use of Electronic Signature (second reading) (A4)—Policy 312: Use of Electronic Signature was presented for second reading and board approval. Implementation of DocuSign is expected by February 1. All 2021-22 contracts will flow through this software, streamlining the signature process.

**Motion** Mr. Arndt moved for Board approval of Policy 312: Use of Electronic Signature as presented.

**Second:** Ms. Sine

**Vote:** Yes—6, No—0

5. Land Acknowledgement statement—Mr. Miller requested Board approval of the NEWESD Land Acknowledgement statement. Once approved, this statement will be shared with the Administrative Council and staff. Next steps include plans for the appropriate use and display of this statement in meetings, presentations, website and social media platforms.

*NEWESD 101 is situated on the ancestral land of the Plateau Peoples who inhabited the highlands between the Rocky Mountains and Pacific coast, a vast area including portions of Eastern Washington. Some of the region’s tribes include the Spokane, Coeur d’Alene and Kalispel bands, along with those making up the Confederated Tribes of the Colville Reservation, who have occupied these lands since time immemorial.*

*NEWESD 101 acknowledges the resiliency of these Indigenous peoples who have suffered trauma brought on by centuries of colonialism and racism. We extend our deepest respect and gratitude to Native peoples as original stewards of this land.*

*We at NEWESD 101 are committed to restorative justice through inclusion and anti-racist actions.*

**Motion** Ms. Sine moved for Board approval of the NEWESD Land Acknowledgement statement as presented.

**Second** Ms. Stocker

**Vote:** Yes—6, No—0

6. Year-end financials—Mr. Probert provided the Board with a 2019-20 NEWESD 101 year-end financial review, highlighting affects of the pandemic on revenue and expenditures particularly, in the areas of travel and supplies. NEWESD will be financially stable for the remainder of 2020-21. Districts will begin to feel the implications of the

pandemic on funding for enrollment and transportation during 2021-22 and may be looking for ways to save money, which could include NEWESD purchased services. NEWESD will monitor district finances and look for additional ways to provide support. Further discussion followed:

- It is too early to determine if student enrollment will fully rebound next year. The chances increase as schools continue to open to in-person learning.
- At this time, it is not to our benefit to use our extra fund balance to pay down the Talbott Event Center loan. A majority of the interest is paid in the first years of the loan. There is also a restriction on paying off the loan prior to five years.
- One board member recommended NEWESD keep rates for services to the districts as low as possible during this difficult time.
- Over time, it will be interesting to observe the new normal; how behaviors change and different choices parents may make for their children.
- In the current environment, districts are concerned about the passage of their levies. A large number of our Spokane County districts will have levies on the ballot in February.

7. Board engagement reports—Ms. Sine will participate in a NEWEC Board meeting tomorrow. Two new Board members, Chaise Gies and Lisa Poplawski Lewis, have joined the Foundation. Board members will also be reviewing and voting on grant applications.

8. Superintendent's report—Dr. Dunn reported on the following items:

- NEWESD is facilitating superintendent searches for Mary Walker, Almira (part time), Tekoa (superintendent/principal) and Rosalia (part time) school districts. East Valley is interviewing firms to facilitate their district search.
- Inchelium Superintendent Kim Spacek experienced a serious fall several days ago. While he has been released from the hospital, he will need extensive rehabilitation. During his absence, Dr. Dunn is coordinating support for the district.
- Moses Lake School District superintendent requested him to facilitate a work session for the district board of directors. Mr. Miller shared how important it is for district boards to develop, reaffirm and commit to board/superintendent team operating principles.

Ms. Kempel announced that registration for the virtual NEWESD Regional High School Visual Art Show is now open. While there are fair number of districts, private and charter schools involved, the number of submissions will be significantly reduced. Registration concludes end of January. The first two weeks of February will be spent processing artwork and preparing for judging the week of February 15-19. Details regarding virtual judging will be sent to board members as soon as the gallery is available.

Mr. Miller updated the Board on the following items:

- NEWESD was awarded a three-year OJJDP (Office of Juvenile Justice and Delinquency Prevention) \$499,200 grant to work on gang mitigation through social intervention, education and employment preparation for gang impacted youth. This will be in addition to the services NEWESD is already providing at Next Generation Zone and Open Doors.
- AESD was successful in contract negotiations with Health Care Authority (HCA) to fund Community Prevention and Wellness Initiative (CPWI) staff through the State Opioid Response (SOR) contract. A new contract to fund all 19 NEWESD CPWI staff, beginning July 1, 2021, is next to be negotiated.

Mr. Probert reported that out of the \$825 million second round of ESSER federal funds approved for Washington State, \$740 million will go directly to school districts. OSPI has begun releasing proposals on recommendations for those funds. We expect funding to help stabilize the loss of enrollment and transportation funding. With the funding may also come additional restrictions and responsibilities for districts.

In preparation for vaccine availability, Ms. Powers surveyed staff on interest in receiving the COVID-19 vaccine. Approximately 122 staff members expressed interest in vaccination, 14 of which are being vaccinated through other organizations. Several staff declined the vaccination due to underlying health conditions and fertility, while the remainder did not respond. NEWESD is prepared to move forward once the vaccination is available. NEWESD will look to the health department for post vaccination guidance on future outbreaks and implications for staff.

Ms. Poindexter-Canton reported on the following items:

- She met with 22 agency leaders to gather data on marketing, branding, internal communications and grants and will use this information to formulate her goals for the year. She has already begun the internal newsletter and, in collaboration with Steve Schreiner, will discuss branding other communications at the upcoming Administrative Council meeting. Board members complimented her on the internal communication; it is clear, eye catching and fun to read.
- NEWESD has applied for two new grants:
  - Innovia Foundation grant for \$18,530 to support gang-impacted youth in our alternative education programs. These funds will help support an outreach coordinator.
  - Substance Abuse and Mental Health Services Administration (SAMHSA) grant for up to \$125,000 each year for five years to provide mental health train-the-trainer opportunities for districts.
- She completed her required public records and OPMA training; her certificate is valid for four years.

9. Legislative report—Dr. Dunn shared that the legislative session is being conducted virtually; several of our district superintendents have already testified. While there are a number of educational bills we are watching closely, it is too early to know what will happen. He will send the board a session update from Melissa Gomboski.

**Adjournment**

Chair Pfeifer adjourned the regular board meeting at 5:16 p.m.

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Sally Pfeifer, Chair

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Secretary to the Board