

**NorthEast Washington ESD 101
Board of Directors
February 16, 2021**

MINUTES

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on February 16, 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, Mr. Rand Lothspeich, 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, Mr. Adam Smith 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 January 19 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 January and February 2021 include:

General Fund Accounts Payable (January 20, 2021)

ACH number 202100341 in the amount of \$60.75.

General Fund Accounts Payable (January 21, 2021)

Wire transfers 202090032 - 202090033 in the amount of \$17,024.17.

General Fund Accounts Payable (January 22, 2021)

ACH numbers 202100342 - 202100352 in the amount of \$3,289.20.

General Fund Accounts Payable (January 22, 2021)

Voucher numbers 336516 - 336537 in the amount of \$48,259.61.

General Fund Payroll (January 29, 2021)

Voucher number 336538 in the amount of \$241.96.

General Fund Payroll (January 29, 2021)

Voucher numbers 336539 - 336565 in the amount of \$437,367.43.

General Fund Payroll (January 29, 2021)

Wire transfers 202090034 - 202090035 in the amount of \$856,807.74.

General Fund Accounts Payable (January 29, 2021)

ACH numbers 202100353 - 202100369 in the amount of \$3,751.61.

General Fund Accounts Payable (January 29, 2021)

Voucher numbers 336566 - 336579 in the amount of \$26,777.80.

General Fund Accounts Payable (February 5, 2021)

ACH numbers 202100370 - 202100391 in the amount of \$6,179.07.

General Fund Accounts Payable (February 5, 2021)

Void - Voucher number 335589 in the amount of (\$4,810.73).

General Fund Accounts Payable (February 5, 2021)

Voucher numbers 336580 - 336613 in the amount of \$128,034.75.

General Fund Payroll (February 12, 2021)

Voucher number 336614 in the amount of \$133.36.

General Fund Payroll (February 12, 2021)

Voucher number 336615 in the amount of \$602.31.

General Fund Payroll (February 12, 2021)

Wire transfers 202090036 - 202090037 in the amount of \$8,617.38.

General Fund Accounts Payable (February 12, 2021)

ACH numbers 202100392 - 202100409 in the amount of \$14,656.72.

General Fund Accounts Payable (February 12, 2021)

Void - Voucher number 336452 in the amount of (\$25.46).

General Fund Accounts Payable (February 12, 2021)

Voucher numbers 336616 - 336643 in the amount of \$24,051.30.

Unemployment Compensation Cooperative (February 12, 2021)

Voucher number 336644 in the amount of \$115,807.41.

Workers' Compensation Cooperative (February 12, 2021)

Voucher number 336645 in the amount of \$456,249.63.

Total for Accounts Payable Vouchers:	\$267,248.79
Total for Payroll Vouchers:	\$1,303,770.18
Total for Unemployment Vouchers:	\$115,807.41
Total for Workers' Compensation Vouchers:	\$456,249.63
Total for Compensated Absences Vouchers:	<u>\$0.00</u>
Grand Total:	\$2,143,076.01

Workers' Compensation Cooperative (January 22, 2021)

Voucher numbers 229954 - 229981 in the amount of \$75,916.56.

Workers' Compensation Cooperative (January 29, 2021)

Voucher numbers 229982 - 230010 in the amount of \$57,075.53.

Workers' Compensation Cooperative (February 5, 2021)

Voucher numbers 230011 - 230035 in the amount of \$25,508.11.

Workers' Compensation Cooperative (February 12, 2021)

Voucher numbers 230036 - 230073 in the amount of \$42,002.17.

Total for Workers' Compensation Vouchers: \$200,502.37

Grants needing board approval:

Program Type	Granting Agency Program Title ESD Program Title	Original Award
	Hagan Foundation	\$8,193.00
	Hagan Foundation	

The State Auditor's Office has begun their annual audit. They are working remotely, coming in as needed.

Personnel—Certificated

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

Diane Loriano, psychologist, 4.0 days at MA 90/16 for a total of \$1,679.07 to meet service requests of districts.

Personnel—Administrative, Supervisory and Professional

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

Skye Allen, student assistance professional serving Salk Middle School, at an hourly rate of \$32.21. She earned a bachelor's degree in psychology from Eastern Washington University and a master's degree in school counseling from Gonzaga University. Skye has experience as a front office agent for The Davenport Hotels. She completed her counseling internship at Spokane Public Schools.

Stephanie Detrick, multi-tiered systems of support coordinator, at an annual salary of \$70,738.00. Stephanie earned a bachelor's degree in secondary mathematics education from Central Washington University and a master's degree in educational leadership from Washington State University. She has experience as an adult basic education teacher at Big Bend Community College and as a secondary math educator at Soap Lake School District.

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

Eric Dickson, industrial hygienist, effective May 31, 2021.

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

Minutes: January 19, 2021 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:
Diane Lorian.

The following professional staff members have been hired: Skye Allen and Stephanie Detrick.

The following professional staff member has resigned for purposes of retirement:
Eric Dickson.

Second: Mr. Stocker

Vote: Yes—7, No—0

Discussion/Action Items

1. CTE Plan 2 Teacher Certification Program—Adam Smith, program director, provided Board members an overview of the CTE program. This program has filled a need in the NEWESD region and throughout the state by providing local, affordable and flexible training. The number of applicants and graduates continues to grow as does the revenue for the program. Future plans include a glossary of terms, practicum handbook and video training, and graduation celebration packs. Evaluations from the training have been very positive. Board members thanked Adam for his amazing work and for helping to fill this need.

2. AESD Executive Board report—June Sine reported on business from the February 10 AESD Executive Board meeting.

- The AESD Executive Board identified the following Board development needs from input submitted by each ESD Board: 1) legislative updates, 2) new Board orientation, 3) representing our districts, and 4) understanding the mission, purpose and role of ESDs and AESD.
- A new Incoming Board Member Orientation Handbook will be developed.

- A two-three hour virtual AESD Conference will be held on April 14.
- The 2021-22 AESD proposed budget was approved. Increased revenue funds identified included the Jeff Utecht ongoing trainings and ESSER funds supporting Learning Management Systems trainings.
- AESD approved the continuation of the AESD Annual Conferences. NEWESD will be scheduled to host the conference in 2025.
- Nominations for the AESD Executive Board Award of Distinction are now open. This award recognizes services and/or contributions to AESD, engagement with ESDs and that has contributed to the Washington State education system in some capacity. Email your nominations to Mike Dunn.

3. Governor Inslee's Proclamation for Washington State School Retirees' Association (WSSRA)-School Retirees Appreciation Week (A1)—Dr. Dunn shared the Governor's proclamation recognizing School Retirees Appreciation Week (March 15-21, 2021).

Motion: Mr. Champlin moved for Board approval of Governor Inslee's Proclamation for Washington State School Retirees' Association School Retirees Appreciation Week (March 15-21, 2021).

Second: Mr. Stocker

Vote: Yes—7, No—0

4. Board engagement reports—Ms. Sine reported that Lisa Poplawski Lewis and Chaise Gies are the two new NEWEC Foundation board members. Two mini grants were approved: 1) \$500 to Davenport Elementary School for math facts backpacks, and 2) \$200 to support the purchase of 12 COVID gift baskets to Spokane Valley High School for Unsung Heroes. One of the unsung heroes will also receive a plaque and a vase.

Ms. Pfeifer announced that the NEWESD fiscal audit has begun. She participated in a phone risk assessment with SAO auditor, Travis Jones. Board members will be notified of the audit entrance conference.

5. Superintendent's report—Dr. Dunn reported on the items listed below:

- NEWESD is facilitating superintendent searches for the following districts:
 - Almira School Board interviewed three candidates to fill the part-time position and is working on a contract with the successful candidate.
 - The Mary Walker search closed today.
 - Tekoa will be posting a superintendent/secondary principal position.
 - Rosalia will be posting a part-time superintendent position.
- East Valley has hired NW Leadership to conduct their superintendent search; the application process closes mid-March. The Chewelah School Board elected to conduct their own superintendent search.
- Over the course of the last year, staff have been working remotely adjusting to a number of schedule iterations along the way. We have learned that teleworking has been productive. The A-Team is reviewing teleworking procedures and implications for space usage. As NEWESD looks to the future, we will review office space rarely used, spaces that could be shared and opportunities to offer office space to other professional organizations. An update will be provided at the March Board meeting.

- On February 8, ESD superintendents participated in a retreat with an outside facilitator. They focused on how the AESD Network is operating. Once a NEWESD Board retreat is scheduled, he will review the performance audit, origins of the AESD Network and information from the ESD superintendent retreat.
- Now that the eastern region of Washington State has moved to Phase 2, we anticipate being able to conduct our March Board meeting in person.
- Registration for the Regional High School Art Show has closed with 83 pieces submitted. Hard copies of the artwork and information will be mailed to each Board member with instructions on how to select the Board Choice Award. Please submit your selections to Ms. Kempel by February 25. Quinn Miracle has been working on the pre-recorded video of all artwork, video clips and award announcements to be released March 23.

Mr. Miller reminded the Board of the appointment of Ms. Brittany Campbell as the new director of the Center for Student Support Services, replacing Dr. Ramona Griffin, who retired December 31. Ms. Campbell has been busy with new initiatives including CWPI, behavioral health, a newly hired OSPI/MTSS staff member, behavior navigation and threat assessment.

Mr. Probert reported on the following:

- NEWESD has continued to partner with ESD 112 on providing districts PPE. The next round of supplies will arrive Friday and provision to districts will be scheduled.
- The budgeting process for 2021-22 has begun; budget templates will be provided to directors shortly. He explained that if any changes are made to space usage, those changes will not be reflected in the 2021-22 budget, but could be included in the 2022-23 budget.

Ms. Powers and Mr. Probert, in collaboration with the Washington School Personnel Association, hosted a regional bargaining workshop for district superintendents, human resource managers and fiscal staff. Over 100 participants listened to a general session with Warren Hopkins from ERNN and then participated in breakout sessions based on district size. The workshop was very well received.

Ms. Poindexter-Canton shared the status of agency grants.

Grant Awards Received for the 2020-21 SY:

- Hagan Foundation - \$8,193 for the purchase of 30 Chromebooks to expand virtual learning for court-involved youth at the SAC School.
Awarded on December 17, 2020
Applied on October 29, 2020
- Department of Justice (OJJDP) - \$499,288 for three years to foster Safe Communities Partnership in implementing a comprehensive gang model to reduce gang-related crime and victimization in the Spokane area.
Awarded on December 1, 2020; project ends September 30, 2023
Applied on May 26, 2020

Grant Applications

January 2021

- Innovia Foundation - \$18,530 for one year to support gang-impacted youth in the alternative education programs.

Applied January 21, 2021

- Substance Abuse and Mental Health Services (SAMSHA) \$625,000 for five years to provide mental health train-the-trainer opportunities for districts.

Applied February 5, 2021

March 2021

- Department of Justice (OJJDP) \$425,000 for three years to reduce risk for girls in the juvenile justice system.

Deadline: March 12, 2021

- Department of Justice (OJJDP) - \$625,000 for three years to provide mentoring for youth affected by the opioid crisis and drug addiction.

Deadline: March 30, 2021

6. Legislative report—Dr. Dunn shared the policy committee cutoff has now passed with the fiscal cutoff expected next week. There is early action to move forward with ESSER funds. Board members continue to watch bills regarding pre-service teacher certification and transportation. Mr. Probert was asked to testify on transportation.

Adjournment

Chair Pfeifer adjourned the regular Board meeting at 5:10 p.m.

Sally Pfeifer, Chair

Secretary to the Board