

**NorthEast Washington ESD 101
Board of Directors
September 15, 2020**

MINUTES

The NorthEast Washington ESD 101 (NEWESD) Board of Directors met in regular session on September 15, 2020, 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

Mr. Steve Witter 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, Mr. Phil Champlin, Ms. Sally Pfeifer, Mr. Chuck Stocker, Ms. June Sine.

Staff: Dr. Michael Dunn, Mr. Cassidy Probert and Mr. Steve Schreiner.

Present

Staff: Mr. Mick Miller, Mr. Steve Witter, 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 August 18, 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 August and September 2020 include:

General Fund Accounts Payable (August 19, 2020)

ACH number 192001008 in the amount of \$738.35.

General Fund Accounts Payable (August 20, 2020)

Wire transfers 201900062 - 201900063 in the amount of \$44,443.75.

General Fund Accounts Payable (August 21, 2020)

ACH numbers 192001009 - 192001015 in the amount of \$1,381.66.

General Fund Accounts Payable (August 21, 2020)

Voucher numbers 335861 - 335880 in the amount of \$140,002.88.

General Fund Payroll (August 31, 2020)

Voucher numbers 335881 - 335882 in the amount of \$363.43.

General Fund Payroll (August 31, 2020)

Voucher numbers 335883 - 335910 in the amount of \$434,488.99.

General Fund Payroll (August 31, 2020)

Wire transfers 201900064 - 201900065 in the amount of \$868,323.43.

General Fund Accounts Payable (August 28, 2020)

ACH numbers 192001016 - 192001022 in the amount of \$981.51.

General Fund Accounts Payable (August 28, 2020)

Voucher numbers 335911 - 335926 in the amount of \$22,355.43.

Compensated Absences Cooperative (August 28, 2020)

Voucher number 335927 in the amount of \$66,140.15.

General Fund Accounts Payable (September 4, 2020)

ACH numbers 202100001 - 202100015 in the amount of \$1,650.93.

General Fund Accounts Payable (September 4, 2020)

Voucher numbers 335928 - 335952 in the amount of \$234,605.24.

Unemployment Compensation Cooperative (September 4, 2020)

Voucher number 335953 in the amount of \$171,040.75.

General Fund Payroll (September 15, 2020)

Voucher number 335954 in the amount of \$141.23.

General Fund Payroll (September 15, 2020)

Voucher numbers 335955 - 335957 in the amount of \$191.88.

General Fund Payroll (September 15, 2020)

Wire transfers 202090001 - 202090002 in the amount of \$4,271.38.

General Fund Accounts Payable (September 11, 2020)

ACH numbers 202100016 - 202100024 in the amount of \$854.65.

General Fund Accounts Payable (September 11, 2020)

Voucher numbers 335958 - 335976 in the amount of \$105,199.49.

Unemployment Compensation Cooperative (September 11, 2020)

Voucher number 335977 in the amount of \$4,368.88.

Compensated Absences Cooperative (September 11, 2020)

Voucher number 335978 in the amount of \$227,178.37.

Total for Accounts Payable Vouchers:	\$552,213.89
Total for Payroll Vouchers:	\$1,307,780.34
Total for Unemployment Vouchers:	\$175,409.63
Total for Workers' Compensation Vouchers:	\$0.00
Total for Compensated Absences Vouchers:	<u>\$293,318.52</u>
Grand Total:	\$2,328,722.38

Workers' Compensation Cooperative (August 14, 2020)

Voucher numbers 229314 - 229343 in the amount of \$62,980.63.

Workers' Compensation Cooperative (August 21, 2020)

Voucher numbers 229344 - 229366 in the amount of \$40,759.65.

Workers' Compensation Cooperative (August 28, 2020)

Voucher numbers 229367 - 229397 in the amount of \$20,190.24.

Workers' Compensation Cooperative (September 4, 2020)

Voucher numbers 229398 - 229430 in the amount of \$15,662.27.

Workers' Compensation Cooperative (September 11, 2020)

Voucher numbers 229431 - 229461 in the amount of \$30,635.23.

Total for Workers' Compensation Vouchers: \$170,228.02

Grants needing Board approval:

Program Type	Granting Agency Program Title ESD Program Title	Original Award
Federal	OSPI – Department of Education SPED CSA ESSA Project	\$44,000.00
Federal	OSPI – Department of Education CSA Student and School Improvement	\$300,000.00
State	OSPI OSSI: CSA Student and School Improvement	\$176,433.00
Federal	OSPI - Department of Education – ESSR Fund ESD COVID-19	\$300,200.00
	Innovia Foundation COVID-19 Community Response and Recovery	\$16,940.00
State	Spokane STEM Greater Spokane, Inc. Spokane STEM CCL	\$15,000.00
Federal	Department of Education through Department of Children, Youth, and Families Early Intervention Provider Agency (EIPA)	\$17,105.04
State	Department of Children, Youth, and Families Early Intervention Provider Agency (EIPA)	\$216,303.51
	Empire Health Foundation Threat Assessment Coordinator	\$60,000.00
State	OSPI OSSI: CSA Equity & Measures	\$45,000.00
Federal	Department of Labor through Spokane Area Workforce Development Council Workforce Investment Act	\$202,992.00
	Spokane Area Workforce Development Council Next Gen Zone – non-Workforce Innovation and Opportunity Act (WIOA) staff time	\$2,000.00

Personnel—Certificated

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

Jena Ayers, school counselor, for 114 days, with salary based on education and experience in relation to the certificated salary schedule. Jena earned a bachelor's degree in psychology from Northern State University and a master's degree in counseling/human development from South Dakota State University. She has experience as a high school counselor at Eastside Catholic School in Sammamish, Washington and as a substitute high school counselor at Harrisburg High School in Harrisburg, South Dakota.

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

Diana Anderson, speech language pathologist, 7.0 additional days at MA/16 for a total of \$2,643.34 to meet service requests of districts.

Marijean Baird, school counselor, 32.0 additional days at MA/1 for a total of \$8,639.30 to meet a service request of a district.

Molly Haffner, psychologist, 3.0 additional days at MA 45/1 for a total of \$870.68 to meet service requests of districts.

Susan Matteson, speech language pathologist, 2.0 additional days at MA 90/16 for a total of \$839.53 to meet service requests of districts.

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

Stipends—Dr. Dunn recommended approval of the following stipends for the 2020/2021 school year:

Diane Loriano, psychologist, \$1,000.00 stipend based upon 25 years of experience, with five years at NEWESD 101.

Susan Matteson, speech/language pathologist, \$1,000.00 stipend based upon 25 years of experience, with five years at NEWESD 101.

Kathryn Tribby-Moore, teacher, \$5,000.00 stipend for administrative responsibilities at Healing Lodge.

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Elisa Vanhoff, teacher, \$5,000.00 stipend for administrative responsibilities at Healing Lodge.

Personnel— Administrative, Supervisory and Professional

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

Brianna Scott, regional Farm to School Project manager at an hourly rate of \$23.95. Brianna is currently attending Washington State University to obtain a degree in agriculture and plant health management. She has experience as an intern and as an administrative assistant at Vets on the Farm. Brianna is also the owner and operator of Villam Meam Farm.

Caleb Palmquist, case manager for the Open Doors Program at an annual salary of \$46,679. Caleb earned a bachelor's degree in English literature from Washington State University and professional teaching certification from St. Petersburg College. He has experience as a language arts teacher at Oak Grove Middle School and as a writing tutor at the WSU Writing Center. Caleb has been working as a substitute in the Center for Juvenile Detention Services and in a long-term assignment at Open Doors.

Shedaezha Abrahamson, student assistance professional serving Mary Walker School District at an hourly rate of \$32.21. Shedaezha earned a bachelor's degree in interdisciplinary studies from Eastern Washington University. She has experience as the Healthy Kids Together program manager and as the children and youth services care coordinator for The NATIVE Project.

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

Jared Brown, student academic life coach at Next Generation Zone at an annual salary of \$60,734. Jared earned a bachelor's degree in social studies and history education and a master's degree in English as a second language from Eastern Washington University. He has experience as a case manager/team lead at YFA Connections/YouthREACH Program. He has been employed by NEWESD 101 as an instructional case manager in the Open Doors Program since November 2018.

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:

Clare Bear, student assistance professional serving Rogers High School. Clare's position will go from five days per week to four days per week, effective September 28, 2020.

Resignations—the following professional staff members have resigned:

Jill Royston, student assistance professional, effective September 11, 2020.

Roman Fedin, student assistance professional, effective September 11, 2020.

Personnel—Classified

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

Nicosha Becerra, family support advocate at an hourly rate of \$22.10. Nicosha earned an associate of arts degree in human services from New England College and is currently pursuing a bachelor's degree in psychology from Arizona State University. She has experience as a home care staffing supervisor at Family Resource Home Care and as an office manager at Pathways Children's Services.

Nora Vralsted-Thomas, program assistant at an annual salary of \$47,599. Nora earned a bachelor's degree in Russian language, literature, and culture from University of Washington and a master's degree in English from Eastern Washington University. She has experience as a program specialist and an English instructor at Eastern Washington University.

Reduction in force—Dr. Dunn recommended a reduction in force for the following classified staff members due to lack of work:

Rex Shaw, accounting assistant, from 40 hours per week to 20 hours per week, effective September 1, 2020.

Valerie Soohoo, secretary, from 40 hours per week to 20 hours per week, effective September 1, 2020.

Resignations—the following classified staff members have resigned:

Amanda Carson, ECEAP assistant teacher, effective August 31, 2020.

Kimberly Deardorff, ECEAP lead teacher/family support advocate, effective August 31, 2020.

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

Minutes: August 18, 2020.

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

The following certificated staff member has been hired: Jena Ayers.

The following supplemental contracts for the 2020/2021 school year: Diana Anderson, Marijean Baird, Molly Haffner, Susan Matteson and David Welch.

The following stipends for the 2020/2021 school year: Diane Lorian, Susan Matteson, Kathryn Tribby-Moore and Elisa Vanhoff.

The following professional staff members have been hired: Brianna Scott, Caleb Palmquist and Shedaehza Abrahamson.

The following professional staff member was awarded an open position: Jared Brown.

A reduction in force for the following professional staff member due to funding shortfalls in the Center for Student Support Services: Clare Bear.

The following professional staff members have resigned: Jill Royston and Roman Fedin.

The following classified staff members have been hired: Nicosha Becerra and Nora Vralsted-Thomas.

A reduction in force for the following classified staff members due to lack of work: Rex Shaw and Valerie Soohoo.

The following classified staff members have resigned: Amanda Carson and Kimberly Deardorff.

Second: Mr. Champlin

Vote: Yes—5, No—0

Discussion/Action Items

1. PPE statewide distribution—NEWESD received a PPE loan from the Spokane County Treasurer the first week of September and it is scheduled to be repaid by December 1, 2020. The initial shipments of supplies were delivered to the NEWESD region the last week of August with additional trucks arriving today. The ESD 112 staff have done an amazing job with this herculean task of coordinating and physically delivering materials throughout the state. They were able to provide a significant savings to both public and private schools and deliver the materials prior to the start of the school year. Ms. Sine will share NEWESD’s appreciation of ESD 112’s efforts during the September 16, 2020 AESD meeting.
2. Unemployment claims update—in August, the Employment Security Department billed NEWESD for the second quarter of unemployment. They removed the fraudulent claims from the invoice and applied the CARES Act 50% credit for claims that were COVID-19 related. Price Waterhouse Cooper will perform an actuarial study toward the end of the year to review our fiscal status after we receive our 2020 third quarter billing.
3. 2020-21 Accreditation update (A1)—Mick Miller announced that Jim Preston will succeed retiring Jim Whitford as the accreditation coach. STEM Academy at Spokane Valley Tech, Cheney High School, Deer Park High School, East Valley Online, Mead High School and Spokane Public Schools Option Schools (On-Track Academy, Spokane Virtual Learning, The Community School and The Enrichment Cooperative) will have a third-year review on October 29-30, 2020. Mt. Spokane High School will seek its initial accreditation. Both Ms. Pfeifer and Mr. Arndt volunteered to serve on the panel; Mr. Stocker and Ms. Sine volunteered as needed. Medical Lake is choosing AESD to perform its six-year renewal and the five Spokane Public Schools comprehensive high schools, along with East Valley High School and Paideia High School, will defer their six-year renewal until next year.
4. Grant update—Mr. Witter anticipates NEWESD will hear from the Department of Justice on \$2.3 million in grants within the next two weeks. NEWESD received an Innovia grant for science kits, however we did not receive the grant for a work truck for the Spokane Service Team. Ms. Pfeifer shared the Board’s appreciation for Mr. Witter’s grant work over the years.
5. Policies (second readings)—the following policies were presented for second reading and Board approval was requested.

5.1 Policy 205: Access to Public Records (A2)

Motion: Mr. Arndt moved for Board approval of Policy 205: Access to Public Records as presented.

Second: Mr. Champlin

Vote: Yes—5, No—0

5.2 Policy 217: Copyright Policy (A3)

Motion: Mr. Stocker moved for Board approval of Policy 217: Copyright Policy as presented.

Second: Ms. Sine

Vote: Yes—5, No—0

5.3 Policy 600: Series: Behavioral Health and Student Support Services (A4)—
The Board requested the removal of the word “bomb” from Policy 604: Evacuation Plan. “NEWESD Behavioral Health and Student Support Services will have an evacuation plan in place at each of its sites for use in the event of disaster or emergency such as fire, earthquakes, medical emergencies, floods, ~~bomb~~ threats and toxic spills.”

Motion: Mr. Arndt moved for Board approval of Policy 600: Series: Behavioral Health and Student Support Services as presented with the removal of the word “bomb” on Policy 604: Evacuation Plan as described above.

Second: Ms. Sine

Vote: Yes—5, No—0

5.4 Policy 702: Section 504 Compliance (A5)

Motion: Ms. Sine moved for Board approval of Policy 702: Section 504 Compliance as presented.

Second: Mr. Champlin

Vote: Yes—5, No—0

6. Board engagement reports—Mr. Champlin shared various ways the HUB Sports Center is utilizing its facility to meet needs in the community and school districts. Staff have reached out to school districts to identify areas they could provide support. One of the biggest challenges seems to be transportation to/from the HUB.

- Central Valley School District Academic Support Program supports K-8th grade students working in groups facilitated by teachers.

- Homeschool PE is an opportunity for homeschooled students to interact with other children during physical activities.
- STEM Camps provide opportunities for K-8 students to experience hands-on STEM activities through a partnership with N2X. Community partners such as the Boys and Girls Clubs and the NE Community Center in Hillyard will participate. STCU is covering the cost of curriculum. NEWESD's Tammie Schrader will be developing some of the lesson plans each month.
- Business-to-School Reading program pairs employees with students and provides a virtual reading experience. The HUB coordinates the partnerships. It is the goal to expand this program to rural districts, with a local point of contact.
- After-school programs provide a safe place for students to gather and be physically active beyond the school day since many are not receiving physical education activity via virtual learning.
- Drive-in movies every Saturday night through October 24, 2020.

Ms. Pfeifer thanked Mr. Champlin for providing a safe learning space for communities.

In preparation for the September 16 AESD Executive Board meeting, Ms. Sine asked for Board members' input in two areas that will be discussed during the meeting:

- Are there any professional learning needs or other areas of support that AESD could provide to you as Board members?
 - New initiatives to support students, especially students in the classroom.
 - Presentations on various programs and how those programs affect student learning.
- Would Board members be in favor of an AESD annual conference every other year? And, would you be in favor of co-hosting the conference with another ESD to share the workload? All Board members were in favor of both suggestions.

7. Superintendent's report—Dr. Dunn thanked Mr. Witter for his 29 years of service with NEWESD, he is a "hero" to the agency. NEWESD has benefited from the millions of dollars he has generated through grants, the quality publications for us and districts, and his support of education. Mr. Witter shared his personal and professional history that led him to NEWESD and what his work at NEWESD has meant to him. He thanked the Board for their continued support, Dr. Dunn for the opportunity to expand his skills, and all his colleagues for their professional and personal relationships. "It was a pleasure to work with and for the Board and the agency." Steve shared that he is leaving the agency in good hands with his successor, Ms. Poindexter-Canton.

There is growing pressure, especially in school districts, to return to in-person learning even though the various regional health districts are still gathering data. It will take more time to determine the impact of bringing students back into the buildings.

Several of our communities and districts have been impacted by the recent fires and resulting air quality. Enrollment continues to be a challenge. Dr. Dunn continues to meet with district leaders regularly. Superintendents and leadership teams have worked diligently, even though at times it seems solutions are impossible.

8. Legislative report—no report this month.

Adjournment

Chair Pfeifer adjourned the regular Board meeting at 5:05 p.m.

Sally Pfeifer, Chair

Secretary to the Board