

MINUTES  
BOARD OF DIRECTORS  
OLYMPIC EDUCATIONAL SERVICE DISTRICT 114  
May 21, 2015

REGULAR SESSION CALL TO ORDER

Vice-Chair Katie Proteau called the meeting to order at 10:00 AM PM at the Olympic Educational Service District Board Room, 105 National Avenue North, Bremerton, WA 98312.

PLEDGE OF ALLEGIANCE

Vice-Chair Katie Proteau led the Pledge of Allegiance.

ROLL CALL OF MEMBERS AND GUESTS

Donn Ring, Chair (Excused)

Katie Proteau, Vice Chair

Karen Sorger

Elizabeth Drew

Carl Johnson

Shirley Johnson

OESD Region 4, Vacant

Greg Lynch, Superintendent

Conrad Green, Director District 4 Candidate

Carol Kovarnik, Assistant Superintendent for Financial, Technology, Instructional Resources, and Early Childhood

Stephanie Parker, Assistant Superintendent for Teaching and Learning

Tina Schulz, Executive Assistant

OESD BOARD OF DIRECTOR DISTRICT 4 CANDIDATE INTERVIEW

Board members interviewed Director District 4 Candidate Conrad Green of Poulsbo, WA. Mr. Green provided background of his involvement with emergency services, his personal values and experience. He has practiced law for many years and discussed his connections and experience with educational excellence, noting his wife has a teaching background. He holds experience serving on the Board of Directors for Christ the King Academy. Influences of the U.S. Constitution, the Declaration of Independence, and history of the United States have increased his interest in the love of education and providing volunteer service. Mr. Green responded to several questions from the Board regarding his interest in serving on the OESD Board of Directors and shared his philosophy of furthering the needs of students. He currently serves as Fire Commissioner with the Poulsbo Fire Department. The benefits of encouraging innovative thinking were also a topic of choice. He noted his collaborative nature and how his skills can benefit the OESD and make a difference working toward solutions. Board members thanked Mr. Green for his time today and for his interest in serving on the OESD Board.

11:18 AM – Vice-Chair Katie Proteau announced that the Board would take a short recess.

EXECUTIVE SESSION

11:23 AM – Vice-Chair Katie Proteau announced that the Board would recess into Executive Session to discuss the candidate qualifications (pursuant to RCW 42.30.110).

RETURN TO REGULAR SESSION

11:50 PM – The Board returned to Regular Session.

MINUTES

Karen Sorger moved to approve the minutes of the April 20, 2015, meeting. Carl Johnson seconded the motion. Motion carried.

OESD BOARD OF DIRECTORS DISTRICT 4 NOMINATIONS AND VOTING

Carl Johnson nominated Conrad Green as the OESD Board Director District 4. Karen Sorger seconded the nomination. Board Members Voted: Five members voted in favor, none opposed. Motion Carried.

ADDENDUM TO THE AGENDA: Item 82, 08-A-05-15, ACCEPTANCE OF GIFT from ALL NEW GLASS

Karen Sorger moved to add *Acceptance of Gift from All New Glass* to the agenda under the Business section. Shirley Johnson seconded the motion. All in favor. None opposed. Motion carried.

EXECUTIVE SESSION

11:55 AM – The Board returned to Regular Session and recessed into Executive Session for approximately 60 minutes to discuss the performance of an individual public employee (pursuant to RCW 42.30.110)

12:57 PM – The Board Returned to Regular Session and were joined by Assistant Superintendents Stephanie Parker and Carol Kovarnik.

REPORTS

**Superintendent's Report:** Superintendent Lynch highlighted the following:

- Legislative update messages from Marcia Fromhold of WASA indicated that Legislators in Olympia will be back in session next week for special sessions with a purpose to pass Bills.
- A list of key dates/events was provided, including a reminder of the upcoming OESD Years of Service and Retirement Celebration on May 29, 2015.
- The WASA Awards Dinner on April 27, 2015, was well attended and Superintendent Lynch thanked the Board for being part of the evening.
- Sue Armstrong was hired as the new OESD Human Resources Director from Central Kitsap School District and will officially start August 1, 2015, but will begin transitioning with part time hours on July 6, 2015.
- Superintendent changes in the region were announced: As Kelly Shea moves to Spokane, Gary Neal, currently the Assistant Superintendent at Sequim School District, has been selected as the Interim Superintendent. Wally Lis, current Superintendent at Quilcene and Brinnon will now be the full time Superintendent at Quilcene School District. Brinnon has hired an elementary teacher with an administrator certificate to serve as Superintendent effective July 1, 2015.
- On June 3, 2015, a School Safety and Security Cooperative event addressing the mental health role when responding to a crisis will be held at the OESD.
- OESD Early Learning Department changes are coming as the Head Start/ECEAP Director Lorraine Olsen plans to retire sometime next year. The OESD will post the position and potentially fill it in advance to take advantage of the current hiring window and allow cross-over with new programs beginning and new grants needing facilitation.
- The OESD trifold and a customized matrix of services will be mailed to each school district in the region highlighting the services available and currently utilized.
- Rolling teacher strikes continue throughout the state; there is some talk that unless the Legislature fully funds education a strike is possible next fall.
- Appreciation to Board member Elizabeth Drew for participation on the statewide Accreditation Panel. She shared some information with the Board. Participation in the program is growing.
- OESD People's Choice Winner of the Annual Regional Art Show was on display in the Board room. The winning piece is named *Hint of Blue* by Caitlyn Wilhelm of South Kitsap High School. She will receive a check in the amount of \$200 and her art will be displayed in the foyer of the OESD building for a year and thereafter become part of the OESD permanent art collection on display at the OESD. North Kitsap High School's Courtney Palodichuk received the OSPI Staff Award for her piece titled *The City*. She will receive a \$200 purchase award and her piece will become part of the permanent art collection on display at OSPI.
- Rebecca Thomas of Emerald Heights Elementary School in Silverdale was recently honored as the 2015 Olympic ESD Regional Classified Employee of the Year.
- Three main high schools in the Central Kitsap School District were recognized on the Washington Post's rankings of America's Most Challenging High Schools.

**Financial, Technology, Instructional Resources, and Early Childhood:** Assistant Superintendent Carol Kovarnik shared the following:

- North Kitsap School District will be hiring a Business Manager as the current Business Manager moves to Central Kitsap.

- The Port Townsend School District Business Manager will be moving to Seattle School District, and the previous Port Townsend School District Business Manager Amy Kyle is returning to serve Port Townsend School District.
- A formal review of the Early Childhood program is ongoing.
- Budgets are prepared and notice has been received regarding future funding requirements.
- The Western Regional Information Services Center (WRISC) is undergoing an analysis of services and ratings from districts served thus far have been positive.

**Teaching and Learning Services:** Assistant Superintendent Stephanie Parker shared the following:

- Teaching and Learning updates to the matrix of services are underway.
- The Teaching and Learning Department hired two new directors this year, Dr. Kareen Borders and Sandy Gessner-Crabtree. Dr. Kareen Borders highlighted some information about the Science Technology Engineering and Math (STEM) Program and also shared some background. A slide show was presented about what is happening in the STEM Program including new grants received while the program expands. Board members discussed sustainability of the programs and support in the areas of science, technology, engineering and math. Partners were highlighted. Slides also demonstrated current science research on the ocean floor around the state of Washington that connects directly to local schools' involvement and participation. Several professional development opportunities have been offered throughout this school year. An upcoming event at the Galaxy Theater in Gig Harbor will be held on June 22, 2015, which will include legislators, other educational experts and key leaders. The program seeks support from businesses to continue support of the STEM programming.

**BUSINESS**

**Resolution 247: Warrant Cancellation**

Superintendent Lynch recommended approval of Resolution 247 Warrant Cancellation. Karen Sorger moved to adopt **Resolution 247: Warrant Cancellation**. Shirley Johnson seconded the motion. Motion carried.

**2015-2016 Proposed Board Meeting Dates:** Superintendent Lynch presented the 2015-2016 proposed Olympic ESD Board meeting dates. After a brief discussion, the following meeting dates were recommended. Board members chose November 16, 2015 for the November schedule. Elizabeth Drew moved to approve the 2015-2016 Proposed Board Meeting Dates as amended. Carl Johnson seconded the motion. Motion carried.

**2015-2016 Meeting Dates**

September 17, 2015	March 17, 2016
October 15, 2015	April 21, 2016
November 16, 2015 (Monday)	May 19, 2016
December – No Regularly Scheduled Meeting	June 16, 2016 (10:00 AM)
January 21, 2016	July – No Regularly Scheduled Meeting
February 18, 2016	August 18, 2016

**Addendum to the Agenda of Item 82, 08-A-05-15, Acceptance of Gift from All new Glass:**

Carl Johnson moved to approve acceptance of the \$1,000 gift from All New Glass. Karen Sorger seconded the motion All approved. None opposed. Motion carried.

**PERSONNEL**

Superintendent Lynch recommended the employment of the following:

**New Employees:**

<u>Employee</u>	<u>Position</u>	<u>Date</u>
Sue Armstrong	Human Resources Director	

**Resignations:**

<u>Employee</u>	<u>Position</u>	<u>Date</u>
Dante Ingram	Tutor Mentor 21 <sup>st</sup> CCLC	5/28/15
Paige Junkin	Academic Coach Assistant	5/28/15
Kathleen Cooper	Accounting Clerk	5/29/15
Aura McDonald	Secretary Teaching & Learning/Special Services	5/29/15
Amber Hoyt	Assistant Teacher ECEAP	6/5/15

**Promotions/Reclassifications/Lateral Moves/Terminations:**

<u>Employee</u>	<u>Position</u>	<u>Date</u>
Joanna Sharrett	From: Assistant Teacher ECEAP To: Lead Teacher Advocate ECEAP	5/21/15

Karen Sorger moved to accept the employment, resignations, and reduction in force, as presented. Carl Johnson seconded the motion. Motion carried.

**BUDGET, VOUCHERS AND PAYROLL**

Carol Kovarnik presented the budget status, vouchers, and payroll. She reviewed the fund balances included in the Board packet.

**OLYMPIC EDUCATIONAL SERVICE DISTRICT 114  
 BLANKET CERTIFICATION AND APPROVAL  
 FOR PAYMENT OF VOUCHERS**

We the undersigned Board of Directors of Olympic Educational Service District 114, Kitsap County, Washington, do hereby certify that the following disbursements are approved this **21st** day of **MAY, 2015**:

<u>FUND</u>	<u>DATE PAID</u>	<u>WARRANT #'S</u>	<u>AMOUNT</u>
General:	05/08/15	ACH	\$ 8,531.56
	05/08/15	148583-148689	\$ 216,655.15
	05/22/15	ACH	\$ 33,917.00
Payroll:	05/22/15	148693-148743	\$ 298,494.70
	04/30/15	WIRE	\$ 585,020.03
	04/30/15	148556-148582	\$ 274,573.56
	04/30/15	700867-700878	\$ 3,176.73
	05/15/15	WIRE	\$ 33,854.62
	05/15/15	148690-148692	\$ 842.58
	05/15/15	700879-700894	\$ 4,677.00
Workers Comp:	04/24/15	403108	\$ 15,000.00
	05/01/15	403109-403110	\$ 268,375.83
	05/08/15	403111	\$ 11,000.00
	05/15/15	403112	\$ 14,000.00
	05/22/15	403113-403121	\$ 76,805.97
Unemployment:	05/08/15	200293-200294	\$ 11,984.66
	05/22/15	200295-200296	\$ 30,587.27
Compensated Absences:	05/08/15	600030	\$ 300.00

Carl Johnson moved to approve the budget status, vouchers, and payroll as presented. Shirley Johnson seconded the motion. Motion carried.

1:54 PM – Vice-Chair Katie Proteau adjourned the Regular Session.

Respectfully submitted,

Gregory J. Lynch  
 Secretary to the Board

Katie Proteau  
 Vice-Chair