

MINUTES
BOARD OF DIRECTORS
OLYMPIC EDUCATIONAL SERVICE DISTRICT 114

105 National Avenue N., Bremerton WA 98312

Location: This meeting was held exclusively via Zoom

<https://us02web.zoom.us/j/81678874027?pwd=TDVWNkF3V2VsalNWWjJzNmMmMnIzZz09>

February 17, 2022

11:45 AM – Login and Connect. No business was conducted.

REGULAR SESSION CALL TO ORDER

Chair Cliff Huenergard called the meeting to order at _12:03_ PM via Zoom Audio Conference and welcomed guests. Link above was provided for attendees who joined via Zoom. Join by Audio/Video: Dial +1 669 900 6833 Meeting ID: 816 7887 4027 Password: 000000 Link:

<https://us02web.zoom.us/j/81678874027?pwd=TDVWNkF3V2VsalNWWjJzNmMmMnIzZz09>

PLEDGE OF ALLEGIANCE

Chair Cliff Huenergard led the Pledge of Allegiance.

ROLL CALL OF MEMBERS AND GUESTS

Cliff Huenergard, Chair

Katie Proteau

Donn Ring

Carl Johnson

Stephanie Parker

Ann Byrnes

John Haupt

Greg Lynch, Superintendent

Susan Jung Lathrop, Assistant Superintendent of Teaching and Learning

Monica Hunsaker, Assistant Superintendent of Finance

Anna Winney, Director of Human Resources/Safety & Health

Tina Schulz, Executive Assistant

GUESTS: During Executive Session, the Board was joined by Superintendent Search Consultants Dr. Rich McBride and Dr. Brian Talbott.

APPROVAL OF AGENDA

Carl Johnson moved to approve the agenda as presented. Donn Ring seconded the motion. Voice vote was called. Motion carried.

MINUTES

Donn Ring moved to approve the minutes of the January 20, 2022, regular meeting, as presented. Carl Johnson seconded the motion. Voice vote was called. Motion carried.

Stephanie Parker moved to approve the minutes of the February 1, 2022, special meeting, as presented. Katie Proteau seconded the motion. Voice vote was called. Motion carried.

COMMUNICATIONS & ANNOUNCEMENTS

- None shared.

ADMINISTRATIVE REPORTS

AESD Executive Board Report: Cliff Huenergard provided an update on the following:

- Discussed the AESD Redesign process and the suggestion of AESD seeking legal counsel as the guiding documents are developed and finalized.
- Superintendent Lynch summarized a suggestion from the Assistant Attorney General to seek a legal review as part of the redesign process.
- Noted ESD Board member training and the development of a handbook for ESD Board Members. Each AESD Exec. Board member has been working on research assignments. Cliff Huenergard has been researching the following topics: Open Public Meetings Act, Executive Sessions, Public Records, Conflicts of Interest.

Legislative Report/Update: OESD Legislative Representative Ann Byrnes noted the following:

- Thanks to Stephanie Parker for guidance on the Legislative Rep. role.
- Current legislative session will conclude March 10.
- Communicating with representatives in the region: Jim Stoffer and Drayton Jackson.
- Reviewed legislative bills impacting schools this year – SB 5595 and HB 1985 will both affect funding for school districts. Subject of these bills include school nursing, social emotional behavioral health, enrollment stability, transportation, and out of date funding formulas.
- WA Senate released proposed capital budget, including a budget for seismic safety and modernization of the West Sound Technical Skills Center, which would affect OESD.
- Representative Drew Hansen is hosting a virtual open house this Sunday, February 20 at 11:00 AM-12:00 Noon.

Board Goals School Year 2022-2023:

- Reviewed October 2021 Study Session slides, noting the goals include: *Complete a review of current Director area districts inside OESD region using 2020 Census.* Board discussed voting on the Board goals now or waiting until a new Superintendent is named and delay the vote until after the new Superintendent announcement. Discussion was held about including the new superintendent in the process and acknowledging their inclusion and recognize their onboarding. It was suggested to add the Board Values to the page listing the Vision & Mission. Cliff Huenergard proposed waiting on a vote until March. Board members concurred.

Superintendent's Report: *(Any personal pronouns used during the Superintendent's report to the Board are specifically in reference to the superintendent.)*

Legislative, State & Region Items of Interest

- **AESD Draft Legislative Priorities for the upcoming legislative session:**
 1. ESD School Employee Benefits (SEB) and Public Employee Benefits (PEB).
 2. Update ESD funding formulas.
 3. Provide support to various bills that may benefit school districts (SDs).
- Legislature: SDs receiving assistance for: 1. Enrollment stabilization. 2. Changes to the state's K-12 prototypical funding model; increased funding for school nurses, counselors, and other behavioral and mental health supports.
- AESD Study Session Jan. 21, 2022 - AESD redesign. OESD Board Chair Cliff Huenergard requested to the AESD Executive Board to consider a legal review of the AESD redesign concept before proceeding for the purposes of realigning key documents like the AESD Constitution, AESD Interlocal Agreement and AESD Operating Principles. The AESD Executive Board believed a legal review was not necessary at this time.
- AESD Budget school year (SY) 2022-23. No increase in AESD "dues". AESD fund balance >300K. Proposal to AESD membership includes ~60K increase for a contracted communications position using fund balance. The OESD dues contribution is ~30K. Detailed update to follow during the next OESD Board Meeting in March.

- Mandatory children’s vaccinations for COVID-19: Superintendent Lynch is representing WASA for a State Board of Health review. Purpose: to recommend if vaccinations should be a mandatory for children. The review started last week and entails participation in a Technical Advisory Group (TAG). The TAG meets for three meetings, each meeting lasting between 6-8 hours. The first meeting was last week, and the next two meetings are on February 17 and 24, 2022.
- ESDs continue to be integral to the state’s ordering and distribution of COVID test kits for schools. OESD is expected to provide support with planned termination not later than the end of March 2022.

Additional Regional Events and Information

- **Early Learning Policy Council meetings.** Thanks to Ann Byrnes and Katie Proteau for attending the Nov/Dec meetings. **Upcoming meetings:** Feb. 17 was cancelled (Cliff was scheduled), Mar. 17-Carl Johnson; May 19-Stephanie Parker. **Available for sign-up:** Apr. 21, and June 16.
- **Legislative Conference:** Thanks to Ann Byrnes for attending, Sunday, January 30 (via Zoom) 1:00-5:00 PM.
- **Congratulations to SDs in our Region who recently passed levy/capital elections.** OESD Board letters of congratulations to each SDs are presented to the OESD Board for review and approval.
- **Superintendent Search Review Committee.** Thank you letters prepared for review and approval by the OESD Board. Letters include individual participant letters and letters to Chris Reykdal, and Port Angeles and South Kitsap School Boards.
- The OESD Salary and Compensation review is nearing completion and a detail report will be presented to the OESD Board for review and discussion during the OESD Board Meeting in March.
- SD Contracts for SY 2022-23 OESD services are in the process of being finalized and will be sent to SDs in March.
- **OESD Leadership Team new hires:** in process of selecting a new Business Manager (currently Mary Cook) and plan to post the new Teaching and Learning Executive Director position not later than next week.
- SD Superintendents in OESD sent a letter to Governor Inslee on Feb. 15 requesting a plan for reducing COVID-19 K-12 mitigation measures (provided to the OED Board via email).
- **Vandalism/theft** in our OESD parking lot: loss of gas and vehicle parts from OESD vehicles continues. Working on several new security options and will briefly cover those options today.
- **Annual Superintendents’ Regional Art Show** went live online February 14: View the gallery linked here: <https://padlet.com/OlympicESD114/21zq3u98w4isbnnq> and vote for the People’s Choice Award (winning piece will be purchased by the Board and displayed in the building: <https://www.surveymonkey.com/r/22OESD114ArtShow>
- **Nominations for the AESD President’s Award:** Sen. Lisa Wellman’s name was discussed for nomination. Nominations will be made at the next Exec. Board Meeting on March 4.

Upcoming Events for School Year 21-22

- AESD Annual ***Virtual*** Conference 11:00 – 2:00 PM Wednesday, April 27.

Financial and Technology – Monica Hunsaker reviewed the following:

- 2021-22 Budget status report for December & January was provided in the Board packets. The General Fund ending balance was \$4.308 million (adjusted amount considering the state’s GASB accounting formula is \$11.398 million). Unemployment Fund ending balance was \$3.546 million; the Workers Compensation Fund balance was \$11.762 million; and the Compensated Absences fund was \$987,759.34.
- School District Elections (Bond and/or Levy): Six districts in the region ran February measures. Successful measures in Kitsap County are in Bremerton and North Kitsap. Central Kitsap’s measure is currently failing. In Jefferson County, successful measures were run in Brinnon, Port Townsend, and Quilcene’s measure is failing.

Human Resources – Anna Winney shared:

- COVID-19 cases: Of 228 OESD employees, there have been 48 positive COVID-19 cases thus far. Noting a recent downward trend in cases and OESD continues testing employees that are exempt from vaccination.
- Exit Interviews: Similar to questions in a Q12 survey, employees leaving OESD are provided an opportunity to respond to exit interview questions. Results and trends were shared, noting that the strongest trend according to 2020-2021 exit survey responses shows that meaningful work was the biggest attraction.

Teaching and Learning Services - Susan Jung Lathrop shared the following:

- The Superintendent’s Annual Regional High School Art Show (INSERT INFO HERE) and People’s Choice voting. OSPI art show in May. Finalists from OESD will be posted March 14. Due to COVID, all items are posted online this year. Bringing more interest from districts that are further proximity (out on coast, etc). Suggestion blended in-person AND online next year if possible.
- OESD received ESSR dollars around attendance and reengagement - Addition dollars for science materials and science curriculum resources. Will also be an AESD position to lead this work.

BUSINESS

Head Start Program Monitoring (Policy 2500): Head Start/ECEAP & Early Head Monthly Reports

Information was provided in the Board packets, no action required. Continued and stable enrollment during COVID was discussed, noting that recruitment efforts remain prevalent.

VOUCHERS AND PAYROLL

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 17th day of February 2022.

FUND	DATE PAID	WARRANT #'S	AMOUNT
General:	1/20/22	159175	\$ 47,875.56
	1/31/22	159176-159221	\$ 86,658.55
	1/31/22	ACH	\$ 20,871.41
	1/31/22	159222-159230	\$ 263,888.17
	2/15/22	159231-159271	\$ 125,164.48
	2/15/22	ACH	\$ 1,570.40
	2/15/22	159272-159274	\$ 687.60
Payroll:	1/31/22	702957-702958	\$ 813.11
	1/31/22	WIRE	\$ 1,228,176.83
	2/15/22	702959-702974	\$ 2,483.56
	2/15/22	WIRE	\$ 22,330.11
Workers Comp:	1/20/22	404012	\$ 10,000.00
	1/27/22	404013	\$ 20,000.00
	1/31/22	404014-404015	\$ 64,630.61
	2/3/22	404016	\$ 15,000.00
	2/15/22	404017-404018	\$ 416,606.20
	2/10/22	404019	\$ 45,000.00
Unemployment:	1/31/22	200458	\$ 10,330.94
	2/15/22	200459-200460	\$ 60,536.23
Compensated Absences:	1/31/22	600076	\$ 200.00

Carl Johnson moved to approve the Vouchers and Payroll as presented. Stephanie Parker seconded the motion. Voice vote was called. Motion carried.

PERSONNEL

The following personnel changes were recommended.

New Employees:

<u>Employee</u>	<u>Position</u>	<u>Date</u>
Sanelivi Fitiao	School Social Worker Assistant	01/11/2022
Cheryl Buffelen	Teacher of the Visually Impaired	01/26/2022
Gabrielle Burgess	Registered Behavior Technician	02/01/2022
Tammy Short	School Psychologist	02/07/2022
Katherine Levy	Behavior Specialist	03/01/2022

Carl Johnson moved to approve the employments, as presented. Donn Ring seconded the motion. Voice vote was called. Motion carried.

EXECUTIVE SESSION

12:47 PM – Cliff Huenergard announced that the Board would recess into Executive Session until approximately 2:35 PM to discuss personnel matters, including OESD Superintendent Search discussion (*pursuant to RCW 42.30.110*)

REGULAR SESSION

2:36 PM – The Board returned to Regular Session.

SUPERINTENDENT SEARCH: FINALIST CANDIDATES

Hearing no further discussion, Donn Ring moved to approve the Selection of Finalist Candidates for the OESD 114 Superintendent Position as Recommended by the Search Review Committee. Carl Johnson seconded the motion. Voice vote was called. Motion carried.

2:37 PM – The Board adjourned.

Reminder: The next regularly scheduled Board Meeting is Thursday, March 17, 2022.

Respectfully submitted,

Gregory J. Lynch
Secretary to the Board

Cliff Huenergard
Chair