

NESPELEM SCHOOL DISTRICT BOARD OF DIRECTORS (SPECIAL MEETING)

Meeting Date / Time

10/5/2020 @ 5:30 p.m.

Location Nespelem School District Business Office

Members Present Jolene Marchand, Chair (Zoom) Anna Vargas, Legislative Rep. (Zoom) Nancy Armstrong-Montes, Director (Zoom) Jarae Cate, Director (Zoom)

MEETING MINUTES

• **CALL TO ORDER** - Meeting called to order by Jolene Marchand, Chair @ 5:33 p.m. followed by the flag salute.

• **WELCOME OF STAFF / GUESTS** - Effie Dean, Superintendent / Principal. Mitzi Adolph, Business Manager, and Dave Cirk. Lead Facilities and Transportation

ADOPTION OF REGULAR AGENDA (Changes to the Agenda) - Nancy Arinstrong-Montes motioned to approve. Anna Vargas seconded. Motion passed.

APPROVAL OF MINUTES - Anna Vargas motioned to approve. Nancy Armstrong-Montes seconded. Motion passed.

August 26, 2020 – Regular Meeting September 29, 2020 - Executive Session September 29, 2020 - Special Meeting

BOARD REPORTS A. Maintenance / Transportation Report -- Dave Cirk provided an update on the meal

preparations and deliveries. Headstart staff still helping out. Flint Services came and serviced the HVAC system. They filled up the heating and cooling systems and topped off our glycol supply tanks. The commissioning agent came in and inspected the system for final approval. Girls lobby restroom floor is complete. With the changing of the seasons, fall and winter preparation / maintenances are being done. With how expensive the well improvements are the best option would be to seed the yard and surrounding areas with native gardens to eliminate water usage and install a water-holding tank. Discussed transportation concerns when GCDSD opens for in-school services. Dave reported that all children will be transported to Nespelem City Park and GCDSD will pick up and transport students from there. Nespelem School District will not be responsible for transporting the GCDSD students.

Superintendent / Principal's Report – Effie Dean reported on the latest specks for the Modular grant that is being funded through OSPI. Grant monies can only be used for costs directly associated with the modular and inside the modular, nothing else. With the recent changes to the FEMA monies, it is to be utilized for Emergency Situations Only and nothing further. Submitted a claim against the Cares / ESSER monies and this should cover most of the covid expenses that the school district has endured. The NEA CBA has been

signed and ratified. WSSDA has provided an extension to our Resolution for a continuance for our remote learning Plan. The summer food program has been extended until December 31, 2020 and includes the cost of transporting the meal deliveries. Effie explained that she thought the cell tower that the Tribe was wanting to install would be completed around Halloween, but she will contact the tribe and confirm.

Business Manager's Financial Update -- Mitzi Adolph presented the August 2020 monthly financials and reported that these are tentative numbers because year-end adjustments are still being implemented. FY2019-20 year-end is due to NCESD on October 23, 2020. Mitzi updated everyone on the Qmlativ migration processes and anticipated down time / completion date is October 28, 2020 through November 6, 2020. Discussion ensued regarding student enrollment.

NEW BUSINESS

A. Resolution #2020-21.01 Policy 1321R - Nancy Armstrong-Montes motioned to approve. Anna Vargas seconded. Motion passed. B. Resolution #2020-21.02 Credit Card Cancel / Issue - Nancy Armstrong-Montes motioned to approve. Anna Vargas seconded. Motion passed. C. FEMA Public Assistance Grant Resolution - Nancy Armstrong-Montes motioned to approve with implementing the corrections of P. Jolene Marchand, Board chair and dated October 5, 2020. Anna Vargas seconded. Motion passed. D. Modular Grant Update / Portable Bldg Disposal - Effie reported an update on the grant and the processes being implemented / required. Ele reviewed the quote that was provided by Modern Building Systems, Inc. The next step is to submit a PO to KCDA. Discussion ensued regarding the disposal of the old district office building. Received a statement from Val Drywater (CCT) allowing transporting the building on the Reservation only! Another option is to dismantle and surplus. A Tribal broadcast will be distributed inquiring about Tribal Departments possibly having the use for the building. Nancy Armstrong-Montes motioned to approve the specks and quote from Modern Building Systems, Inc. and to submit a PO to KCDA. Anna Vargas seconded. Motion passed. E. WSSDA Policy & Procedures

Updates - Effie contacted WSSDA and was informed that if we pursue this option, we will be placed on a waiting list and services will not begin until after the New Year 2021. Due to the abundant amount of policies outdated, the consulting services will resolve this matter in more efficient and timely process. Jarac (ate motioned to approve the WSSDA consulting services to update our policies and procedures. Anna Vargas seconded. Motion passed.

OLD BUSINESS A. Bus Barn Naming / Dedication (Spring Time) – Effie will contact Zekkethal Vargas to help establish a committee that will facilitate this process. B. Retreat - A tentative date was scheduled for October 19, 2020, but will now be rescheduled for October 28, 2020 at 5:30 p.m. Michelle Price from ESD will be participating in the retreat via zoom.

EXECUTIVE SESSION - RCW 42.30.110 (PERSONNEL) – Nancy Armstrong-Montcs moved to go into Executive Session at 6:44 p.m. for 30 minutes. Anna Vargas seconded. Motion passed. Out of session at 7:08 p.m. No action items taken.

ADJOURNMENT - Jolene Marchand, Chair adjourned the meeting at 5:41 p.m. signed and ratified. WSSDA has provided an extension to our Resolution for a continuance for our remote learning Plan. The summer food program has been extended until December 31, 2020 and includes the cost of transporting the meal deliveries. Effie explained that she thought the cell tower that the Tribe was wanting to install would be completed around Halloween, but she will contact the tribe and confirm.

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Next meetings: October 26, 2020 @ 5:30 p.m. -
Regular Board Meeting

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Board
Chair

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Secretary to the
Board

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**NESPELEM SCHOOL DISTRICT BOARD OF DIRECTORS
(REGULAR MEETING)**

Meeting Date Time 10/26/2020 5:30 p.m.

Location Nespelem School District Business Office

Members Present

Jolene Marchand, Chair (Zoom) Nancy Armstrong--
Montes, Director (Zoom) Jarae Cate, Director (Zoom)

MEETING MINUTES

CALL TO ORDER - Meeting called to order by Jolene Marchand, Chair @5:31 p.m.
followed by the flag salute.

WELCOME OF STAFF / GUESTS - Effie Dean, Superintendent / Principal. Mitzi Adolph,
Business Manager, Dave Cirk, Lead Facilities and Transportation, Paige Patrick
(Zoom), and Lisa Vaughn (Zoom)

• **ADOPTION OF REGULAR AGENDA** (Changes to the Agenda) - Nancy
Armstrong-Montes
motioned to approve. Jarae Cate seconded. Motion passed.

3 **APPROVAL OF MINUTES** - Jarae Cate motioned to approve. Nancy
Armstrong-Montes
seconded. Motion passed.

October 5, 2020 - Special Meeting

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CONSENT AGENDA - Nancy Armstrong-Montes moved to approve. Jarae Cate seconded. Motion passed.

VOUCHERS: Payroll

Warrants: Checks / Direct Deposits

#47493 - #47510 \$166,675.00

Accounts Payable

Warrants: Cash Account (Reissue) Cash Account (Voids) Cash Account Cash Account Cash Account

#47484 #47060, 47402 #47487 - #47492 #47511 - #47512 #47513 - #47541
\$828.43 \$1,906.43 \$8,567.09 \$1,611.68 \$61,104.34

BOARD REPORTS 4. Maintenance / Transportation Report - Dave Cirk communicated that food and packet

deliveries are still being done for our remote learning families. Performed preventative maintenance as required on buses and vehicles. Hartford Steam and Boiler inspected all of the district's pressurized vessels and all passed. HVAC system maintenance complete on most of the system with several VAV's still requiring some type of trouble shooting and / or

cleaning. ATS will be working on correcting some control issues with the SCVU units in the coming weeks. Completed removal of items from the large modular unit with some

miscellaneous computer items being left for surplus. No one has been willing to take the modular unit. Demolition on the modular unit will begin this week. Staff has been busy preparing the grounds around the school for seeding. This involved the spraying of herbicide first then with continuous aerating, seeding and dragging

Superintendent / Principal's Report - Effie Dean reported that the modular grant information has been submitted to OSPI for processing. No one is willing to take the modular unit because upon further research, it will cost more to move than it is worth. Also, the modular unit would most likely not survive the move. Demolition will begin on the unit for surplus. Effie participated in a zoom today and was informed that the original deficit or \$8 billion will more likely be in the amount of \$4.3 billion. In the year 2021-22, deficit is anticipated to be at \$2.3 billion and in year 2022-23, the anticipated deficit will amount to around \$2 billion. Biggest cut will be to the LEA funding which is a 10% of our Overall budget. Currently, we have reassigned a

paraprofessional to the front desk to assist Our Administrative Assistant with duties and tasks until students return to school. We are continuing with remote learning and our Distance Learning Plan. Discussions ensued regarding options of possible re-entry of students if cases of Covid continue to drop. Rules With the County Health Departments have not changed. Schools are making the decision to Reopen without receiving the proper authorization from the County Health Departments. The Board Retreat is scheduled for October 28, 2020 at 5:30 p.m. and Michelle Price from NCESD will be participating. The retreat should only be for one (1) hour. Discussions took place in regards to the status and progress of the strategic planning process that was being facilitated by Millie Watkins. Effie Dean will do further research and provide an update at the Board Retreat. The Halloween drive through carnival is scheduled for October 27, 2020 from 5:30 p.m. to 6:30 p.m.

Business Manager's Financial Update - Mitzi Adolph presented the September 2020 monthly financials and enrollment data. FY2019-20 year-end is completed and has been submitted via the OSPIEDS to NCESD for review. Mitzi reminded everyone that the Qmlati, migration processes and anticipated down time / completion date is October 28, 2020 through November 6, 2020. System FY2019-20 roll over into FY2020/21 will be complete the day before Thanksgiving and will be implemented by NCESD. Mitzi requested that each Board Member fill out the State Auditor - Request for Information For that was included in their board packets and return back to her for retention.

ü NEW BUSINESS

A. Office Administrative Assistant - Payroll training and mentoring services from NCESD has

been budgeted for \$30,000.00 for FY2020-21. NCESD has informed Effie Dean that they would charge \$36,000 to take over processing payroll. Effie stated that she would like to relocate the PR/AP Specialist to the front desk to assist the Administrative Assistant while maintain the responsibilities / duties of A/P for the remainder of this school year. In the spring when developing the new year's budget, we can analyze and decide what avenues may be taken. Concerns discussed that if payroll and accounts payable duties are changed, then the employment contract and job description needs to be revised to reflect these changes. The assistant position would also have to be advertised. Hiring a PR / AP Specialist internally was to help alleviate NCESD expenditures. Effie Dean advised the Board that she is currently working on a contractual discrepancy that was brought to her attention from ESD. Mitzi Adolph also advised the

Board that we received an IRS Notice of penalty regarding September 2020 payroll in regards to 941 tax process for around \$29,000. Due to

the unique aspects of the school district's payroll processing, NCESD will still have to provide the training for anyone who will be hired in the future.

Discussions regarding different options and avenues that can be looked at will be provided at a different time from Ellie Dean. Follow up presentation regarding the \$29,000 IRS penalty will also be provided

to the board at the next monthly meeting. . B. Sat Clbek Hour Approval - Two (2) certified staff members have turned in clock hours that

will move them up the pay scale. NSD policy states that the deadline date is September 30th for submission of these documents and they were submitted by the deadline. Nancy Arusudne-Montes motioned to approve the clock hours that were submitted by the staff before the deadline date. Jarae Cate seconded. Motion passed. Sebut Student Re-Entry-Effie Dean conveyed that rules for re-entry with the County Health Department have not changed and are still the same. Several schools have recently made the decision to proceed forward with re-entry without obtaining the required approval from the County Health Departments. Covid cases are continuing to go up. If schools choose to open now, the schools are responsible for their own tracking of any Covid cases because the County Health Departments do not have enough resources available to provide this service. Ellie Dean will schedule another community forum to receive input and feedback regarding the possibility of NSD reopening. Need to make sure to reiterate that even if we reopen the school, families will still have the option to continue with our online, remote learning. Preschool Slots for Pay Approval - Discussions partook in regards to possibly charging

Outside district students for preschool services. This is an option that will not be pursued. 6. Conscience Waiver Resolution Approval - Jarae Cate motioned to approve. Nancy

Armstrong-Montes seconded. Motion passed. 7. Anti-Bullying Initiative - Effie Dean conveyed that is the theme for tomorrow's drive through Halloween Carnival. October is anti-bullying month.

OLD BUSINESS A Modular Classroom Grant Update -- Demolition and surplus of the modular unit will

begin next week. OSPI has received all the paperwork for processing. Removal is anticipated to take several weeks due to the surplus. Spring Bam

Dedication Committee Update – Zekethal Vargas has been contacted and is excited about working with Effie in regards to this dedication. 4. Yard School Grounds Update - Dave addressed most of the process in his report.

Examining several locations to place the water-holding tank when it is delivered this spring. Board Relréal - October 28, 2020 at 5:30 p.m. Michelle Price from ESD will be participating by zoom at no cost to the district. At this time, no one will be attending the and WSSDA meeting that is being held virtually.

@ EXECUTIVE SESSION -- RCW 42.30.110 (PERSONNEL) - No Executive Session was held.

ADJOURNMENT + Jolene Marchand, Chair adjourned the meeting at 7:02 p.m.

Next meetings

November 23,

20:20

5:30 p.m. -- Regular Board Meeting

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11-23-2020

Secretary Board

Date