



2012-08-08

Attendees		Absent	
Buck Evans	Mary Kernel	Kathy Shoop	
Carol Browder	Shirley Cutshall	Maurene Stanton	
Jerry Jenkins	Eric Chambers		
Kyle Bunker			

Approval of Minutes:

The Directors meeting minutes from July 11, 2012 were approved.

Lightning Round:

Kyle:

- Technology at the new Summit Program is up and running.
- Working on installing wireless at all remotes sites.
- Upgrading exchange server from 2007 to 2010. This will necessitate some ‘down time’ but TS will plan for the least disruptive schedule. Kyle will keep everyone informed.
- TS is working to automate some of the update process so that fewer staff need to be involved in the process.
- Getting ready for next year.

Mary:

- MEROs budget was drastically cut this year which resulted in the loss of two positions, Sarah Southard, Parent Services Coordinator, and Kelly Parsons, Migrant Academic Services Coordinator.
- Working with Jerry and OSPI to draft new workplans given current fiscal constraints.
- Mary will participate in the summer migrant education conference in Yakima this month. During previous years, the NWESD MERO had a stronger role in the planning and implementation of the MEP conference.

Shirley:

- In the process of hiring a part-time Program Specialist to support the Special Education Administration program, may expand as a new cooperative program.
- Shirley just returned from the OSPI's Special Education Conference and heard speakers that she might bring back to this region.
- Hired a new Early Learning Specialist III. This is a part-time position that will support WAKids, the Early Literacy & Bill and Melinda Gates Foundation work, and will take leadership for the 2013 Starting Strong Conference next summer.
- David Maddison work is up and running.
- School Nurse Corps. is gearing up for the school year.
- Hiring has been completed for all of the co-op programs except NWRLC, which is nearly completed.
- AOP just completed their summer institute.
- Summit Program open house is August 30, 2012. Please see Kara for details.

Carol:

- Department of Early Learning is being audited regarding contracts. The NWESD currently has a contract with DEL.
- Anne Elkins is retiring effective October 2012, and Noreen McKinney will work part-time for Carol and part-time for Eric. Anne would like to come back and do temporary work, and Jerry indicates that she should be given priority.
- Maurene's resignation created opportunities for fiscal in terms of managing the fiscal aspects of several new grants.
- Based on input from Shirley, Carol is revising the complaint policy and procedure.

Eric:

- Just finished the 3rd annual Systems of Care Training institute. 150 registrations over two days with an average of 120 attendees each day attending the training. The evaluations will go out this week and Eric will share the results at the next Directors' meeting.
- Interviewing for the Clinical Supervisor's position this afternoon, 8/8/2012.
- Gearing up for erate this fall.

Buck:

- Buck is working with Jerry to plan the All-Staff kick off that will take place on August 21, 2012.
- Bellingham School District is deploying the student Skyward Student modules. This will involve substantial training and support over the next few months.

Jerry:

- Beginning the 7th Leadership Academy.

- Working with several superintendents to plan board retreats.
- Working with several superintendents to coordinate lease agreements and other co-op aspects for the new Summit Program.
- LRC will cease on Aug. 31, 2012 and will be replaced with Digital Resource Center (DRC). This will be run as a fee for service program rather than a co-op.
- NWESD has officially adopted the 5D plus instructional framework. The adoption of a framework is a new legislative requirement. The NWESD had a choice of three frameworks and we chose 5D plus in part because of our past involvement in this program.
- Jerry is working with MERO on resolution with OSPI regarding budget and work plans.
- Jerry is working with Kathy on a new Pro-Cert cohort.
- Jerry has been following the election process and announced that Randy Dorn received more than 50% of the votes in the primary so he will remain as Superintendent of Public Instruction. Jerry thinks the elected position with the most possible effect on education is the State Auditor.

LCC Update:

No Discussion. The LCC meeting was canceled last month.

Discussion Items:

Target Plan Selection (Buck)

Discussion: We will use the same process we used last year, and the Board has directed Jerry to ensure that each of the five targets are addressed this year. Buck has asked each of the departments to pick one target right now and be prepared to pick another at the All Staff kick off. The following targets have been chosen:

Target 1: Improve services to meet member districts needs through research-based, expanded and refined services programs, and strategies. (Special Programs and Services)

Target 2: Encourage staff initiation and evaluation of potential opportunities within the NWESD to provide new services to districts. (Administration- Buck and Jerry)

Target 3: Enhance two-way communication with member districts, other ESDs, OSPI, and the public at large. (MERO)

Target 4: Maintain internal efficiencies and continue to seek more effective and proficient ways to provide services. (Fiscal)

Target 5: Provide proactive support service – programs, personnel, fiscal, etc. – to districts when appropriate. (Technology Services)

Action: Each department will be prepared to pick one more target to work on at the All-Staff kick off.

Ted Talks Video (Maurene)

Discussion: General discussion of the video focused primarily on the relationship aspects of the talk and how that applies to our work with each other and our districts.

Action: Kyle will pick the next video.

SMART Board (Kyle)

Discussion: Kyle indicates that Technology Services has moved a SMART board to the Rosario Room.

Action: Trainings will take place on how to use the SMART board in the next couple of months.

Intranet Resources (Carol)

Discussion: Carol will do a presentation on the intranet resources at the All-Staff Meeting.

Action: Presentation at All-Staff Meeting.

Maurene's Departure (Jerry)

Discussion: Jerry reminds us that with Maurene's departure we should be prepared to provide additional support as needed to make the process as smooth as possible.

Minutes respectfully submitted by: Eric Chambers

Posted by Anne Knutzen