



2013-03-13

Attendees		Absent	
Buck Evans	Kyle Bunker	Kathy Shoop	
Carol Browder	Karma Hugo	Shirley Cutshall	
Jerry Jenkins	Mary Kernel		
Eric Chambers			
Jodie DesBiens			

Approval of Minutes:

Buck moved, and Carol seconded, that the minutes from the previous meeting be approved as presented. Motion passed unanimously.

Lightning Round:

Karma:

- Hosting the Starting Strong Conference, Birth to Three at the Lynwood Conference Center. This is the 5th annual conference. Each year a different ESD hosts.
- Met with Bill and Melinda Gates Foundation staff. Funding will continue but at a lesser amount.

Carol:

- Working with the auditors who are here through the end of this week;
- Working on a contracting system which includes a list of standard clauses, etc., that will go to the attorney soon for review. Idea is to have an easier way to create and review contracts and ensure they include minimum requirements with standard language. It is hoped the system will be more comprehensive to ensure coverage for HIPPA, FERPA and other elements when needed.

Buck:

- Hired two new staff that will start at the end of the month;

- Working on web speed issues.

Jodie:

- Just returned from the Capturing Kids Hearts conference and is looking for ways to incorporate this into other Prevention Center activities;
- Had a preliminary and confidential conversation with one of our counties about taking over one of their programs;
- Posted the Transition/Reentry Coach position for Snohomish County project;
- Planning a youth suicide prevention conference with OSPI;
- Working on establishing three new sites for the Prevention Redesign Initiative (PRI).

Eric:

- Just finished the bulk of rate for the season and predicts we will bring in about \$750,000 to the 19 districts that participate in our program;
- The North Sound Mental Health Administration's (NSMHA) Advisory Panel has recommended to their board that we be an approved Medicaid provider in Island, San Juan, Skagit, and Whatcom Counties.

Mary:

- Mary, Sarah, and Adrienne will spend one day at Lopez and Orcas Island school districts presenting Teaching Content to English Language Learners to their teachers who work with English Language Learners;
- More training on May 24th for administrators around systems issues related to serving an ELL population;
- Sequestration will likely result in the MERO experiencing a 5% cut in September, in addition to whatever increase or decrease in funding comes from a new run of the allocation formula;
- Anne is now working 1.5 days a week with Prevention Center Behavioral Health and the rest still with MERO.

Jerry:

- Focused on legislative updates/issues;
- Providing support for several superintendent transitions;
- Working with TPEP;
- Working with Coupeville School Board to identify a new interim superintendent. Currently Jerry has been providing substantial direct support.

Kyle:

- Engaged in auditing internal systems and process improvements;

- Revising the NWESD disaster recovery process and procedure;
- Louise is doing several iPad classes including some to specialized groups of teachers including a “iPad for Music Teachers” class;
- Changed the location of their round tables to make them more accessible.

LCC Update:

No meeting last month.

Discussion Items:

Ownership of Work (Kathy/Mary)

Discussion: Mary shared a portion of Policy 2022 related to the ownership of work, especially as it pertains to contracted employees such as a workshop presenter. In reviewing the policy we reaffirmed that if the NWESD pays someone to produce a product (curriculum, etc.) then the NWESD owns the completed product (unless a written agreement states otherwise); but if a contractor comes to the NWESD with a product they produced on their own, without NWESD support, then they will retain all rights to the work (and should be stated in a written agreement). Mary also shared that the T&L department was starting work on developing an online orientation to NWESD for presenters (or other similar contracted parties) which will include a welcome and will outline some of our expectations such as copyright law, nature of contracted work, etc.

Conclusion/Action: New language will be incorporated into revised contracts and vetted by our attorney. Director group would like to have input to the draft of the online orientation for presenters when it is ready.

Action Plan Identification (Buck)

Discussion: Buck introduced a draft template for identifying and reporting on our progress on our action plan. We will identify all relevant activities from July 1, 2012 to June 30, 2013.

Conclusion/Action: All directors will use this template for their departments and return to Buck by March 29, 2013.

Social Media Presentation (Guest Speaker Rachael Woods)

Discussion: Rachael presented an overview of the philosophy and practice of social media at the NWESD.

Conclusion/Action: All directors will ask their staff to estimate how much time, if any, they devote to NWESD-related social media, especially around issues of quality control.

TED Video" ugata Mitra: Build a School in the Cloud (Kyle)

Discussed the first several minutes of the TED video. Discussion of leadership followed.

Conclusion/Action: Jodie will select the next TED video.

Minutes respectfully submitted by: Eric Chambers

Posted by Anne Knott