



2015-01-14

Attendees		Absent	
Buck Evans	Shirley Cutshall, by phone	Karma Hugo	
Carol Browder	Kyle Bunker	Kathy Shoop	
Eric Chambers			
Jerry Jenkins			
Jodie DesBeins			

Approval of Minutes:

Approval of the minutes: 10/8/2015

Buck made a motion to approve; Jodie seconded the motion; unanimous approval.

Lightning Round:

Kyle

- Working on improving the update process for the servers to reduce the amount of time staff has to stay on Friday nights. This includes improving the file structure to the home directories which may break any links on our desktop.
- Working with Anacortes on technology related issues.
- Oak Harbor has requested a technology review; Kyle is working with PSESD to see if we can “borrow” their ed tech staff to help with the assessment, if we move forward.

Jerry

- Preparing to interview a new Assistant Superintendent of Teaching and Learning to replace Kathy Shoop.
- Working on legislative issues.
- Working with district superintendents to explore the possibility of a school psychologist co-op.

Carol

- Moving on to budget preparation.

- Reviewing new federal grant requirements that became effective for new grants on January 1, 2015 and as a result, will effect most of NWESD federal grants on July 1, 2015. Changes from current requirements are expected in different areas such as purchasing, and time and effort. Terri and Kara will receive training in the new requirements so they can be the leads in this area.
- Working on planning Marilyn's retirement party for tomorrow.

Buck

- Working with Oak Harbor and Tukwila

Shirley

- In the middle of 442 Compliance verification process through May.
- AOP is preparing for an event with [Temple Grandin](#).
- School Nurse Corps is continuing to provide support for districts and is working with the Safe Schools, Healthy Students (SSHS) work group.
- Early Learning: Karma is completing data carousel processes in the community
- Working with Sheila on some administrative changes in some of the co-op programs.

Jodie

- Brian, from the substance abuse program, is moving full time to Oak Harbor for another project and Gary is now 1 day per week. Jodie will likely end the treatment programs at some point.
- Chris and Jodie are meeting with all of the staff regarding productivity.
- Also meeting with special programs staff.
- Series of meetings with North Sound Mental Health Administration (NSMHA).
- The transition program is closing out and Project Aware is now taking a lot of Jodie's time.

Eric

- Focused mostly on erate
- Continues to support Behavioral Health with weekly data reports.
- Working with Shirley and Jodie on the SSHS work group.

LCC Update:

None.

Discussion Items:

SSHS Update

Shirley reported that the first meeting with district partners is on January 29; so far we have 50% of the districts confirmed for this meeting including 23% of the school nurse corps districts.

Shirley showed a table that included all of the current leadership positions related to SSHS on state and/or regional representation. Much discussion on this and Eric agreed to revise and send out to the directors' group later this week.

Eric met with Buck earlier in the week to plan the process for the 29th.

Tech Fees

Kyle indicates the co-ops have been inadvertently subsidizing other programs' tech fees and to correct this would result in a 10% to 15% increase in tech fees across the board. Jerry did not want to increase tech fees so used general operation money to front fill the deficit for the coming budget year.

Website

Discussed the need to evaluate all website access based on financial or reputational risk. Discussed the need to make this each director's responsibility to ensure they know what websites their staff are accessing on behalf of the NWESD and that it is the director's responsibility to ensure that these accesses are removed when the employee leaves.

Conclusion/Action: Each director is responsible for developing and implementing a method to track their employees access to websites. Buck will modify the agency checkout form that includes a box for verifying they have been locked out of access to websites and programs when they leave the NWESD.

Book Discussion

The directors discussed Part Two of Leaders Eat Last.

Conclusion/Action: Will read Part Three for next month.

Next meeting is scheduled for February 11, 2015 in the Eagle Point room at 9 a.m.

Minutes respectfully submitted by: Eric Chambers

Posted by Tammy Lee