

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the May 24, 2017, Regular Board Meeting

I. CALL TO ORDER

The ESD Board met at North Central ESD at 5:00 p.m. Board Chair Harlan Warner called the meeting to order at 5:34 p.m. Present were Board members Si Bautista, Larry MacGuffie, Cathy Meuret, Ed Daling, Mary Kunkle and Marcia Henkle. Staff present: Superintendent Rich McBride, Assistant Superintendent Linda McKay, Executive Directors Brent Stark, Pete Phillips and Suzanne Reister; and Executive Assistant Eldene Wall.

Rich congratulated Cathy Meuret for five years on the ESD Board and presented her with a plaque honoring her for her service.

II. CONSENT AGENDA

**** It was moved by Marcia Henkle and seconded by Mary Kunkle to approve the Consent Agenda. Motion carried.**

Rich requested adding Dave Arp's travel request to attend the ASBO International's 2017 Eagle Institute on July 18-21, 2017. Dave's travel request to the AESA Conference was adjusted.

Changes to Board Policies: Board to Board and 2915 – still includes Capital Region—to be corrected. Public records request form needs to be placed on the Board portion of the new website as able.

A. Approval of Minutes

Approved the minutes of the April 24, 2017, Board meeting as presented.

B. Approval of Vouchers and Payroll

Approved **April** and **May** vouchers and payroll as presented.

The following vouchers are audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment. In addition, May payroll direct deposit and warrants in the amount of \$878,987.78 are also approved.

General Expense Fund

- April Month-End Warrant Numbers 801124251 through 801124383 totaling \$209,981.42

- April Month-End Wire Number 201600069 totaling \$332.70
- April Month-End Voided Warrant Number 801120339 totaling \$(30.24)
- April Month-End Voided Warrant Number 801123491 totaling \$(1,083.34)
- April Co-op Month-End Numbers 801124384 through 801124395 totaling \$271,569.05
- May Payroll amount \$878,987.78
- May Mid-Month Warrant Numbers 801124396 through 801124527 totaling \$260,742.51
- May Mid-Month Wire Number 201600070 totaling \$1,207.32
- May Mid-Month Voided Warrant Number 801123359 totaling \$(5,000)
- May Co-op Mid-Month Warrant Numbers 801124528 through 801124530 totaling \$338,361.15.

C. Personnel

New Hires

- *Juan Loera, WVTSC Criminal Justice/Law Enforcement Instructor, effective September 2017*
- *Madison Keller, Fiscal Coordinator, effective June 1, 2017*

Resignations/Retirement

- *None*

D. Approval of Travel

- *Dave Arp to Gettysburg, PA, July 18-21, 2017, to attend the ASBO International's 2017 Eagle Institute.*
- *Shanna Brooks and Nadya Bush to Costa Mesa, CA, September 6-9, 2017, to attend GLAD recertification training provided by Orange County Department of Education.*
- *Dave Arp to San Antonio, TX, November 27 – December 3, 2017, to attend the 2017 AESA Conference*

E. Surplus Items

F. Second Reading of 2000 series Administration/Community Relations Board Policies and Administrative Procedures

Further fine tuning for the 2000 series Board Policies was also discussed.

IV. STAFF REPORTS

A. Educational Services

Linda thanked Harlan and Marcia for their work on the Manson School District accreditation panel. She reported their MLA contracts dipped last year, but districts have adjusted to the STEM Co-op; so, as of today, district contracts from those who have signed up amount to \$151,000.

B. Fiscal Services

Dave Arp reported on work of the External Fiscal team, mentoring several districts who are now hiring their own Business Managers. Methow Valley is going to be taking the work back in-house; however, Orondo is coming on Board, and we are likely to pick up Okanogan School District, as well – and there will be some others.

C. Special Services

Brent highlighted:

- Department of Early Learning is switching things up in the state. Moses Lake Community Health was the local lead agency, but NCEDSD has been asked to take over the Moses Lake area.
- Work with Eastern WA University continues on an alternative pathways grant, allowing paraprofessionals to stay employed as they work on their degrees. Director of the program from EWU has scheduled a meeting with WVC to talk about career pathways. Juniors and seniors in high school can take a teaching academy, use it for college credit, with a goal of being a paraprofessional right after they graduate. Over a period of four or five years they become a teacher. This will hopefully help with the teacher shortage, since the status of the teacher shortage is getting worse. There were 89 openings in our ESD area, as of last Friday, in 24 school districts. It is difficult to find elementary teachers, counselors, and music teachers.

D. Technology Services

Pete described the following:

- Kevin and team put on a full court press on districts for E-rate participation. Network Services is going to stay about the same as last year.
- Professional Development – the instructional team is making a big push for three programs: Code.org for elementary; Game Salad at the middle school, and TEALs for the high school level.
- Communications team, marketing plan: The web page is up, and they need to get Board Policies on the site.

Si shared comments about paraprofessional certification, involving WVC/Running Start, Artificial Intelligence, including programs put out by Amazon, 365 and Google.

E. HR/Unemployment

Suzanne reported on the following:

- The Mansfield superintendent search is finished up, and their board will take action at their June Board meeting.
- Staff Award Luncheon last Friday – lots of staff awards, a fun time.
- Michael Dorn from Safe Havens International was here Monday, with 90 attendees.

- Loss Control Specialists (15 of them) were here Tuesday, hosted by Brooke Thomsen, chair of the state group. Representatives from Arthur Gallagher and Safety National were here to spend time with us.
- Suzanne attended Equity Diversity and Cultural training at SeaTac.
- Tomorrow Mike Dingle will present active shooter training at Clear Risk Solutions for 15 people.

V. OLD BUSINESS

A. January 2017 Retreat Follow-up

1. Facilities Planning Update

We have been working with Design West the past couple of months, considering is it buildable, what would be the price (\$5 million), can we afford it? Dave reported he conducted a financial analysis, looking back for a trend going forward. A recommendation was made by Rich to table the building project right now, as it would entail a 40% departmental increase in fees. Dave presented a review of the financial analysis.

We need to let staff know we are investing in them so they can bring in the revenue. It enforces the value of the AESD Network – and a strong future for the Network. Marcia emphasized the importance of transparency with staff. The Board thanked Dave for all of his work in putting together the financial analysis.

2. March Owners Summit Follow-Up

Rich reviewed the work of the Cabinet, Administrative Council, and Board on refinement of the Strategic Planning graphic.

3. Board Policy Development (see consent agenda)

4. Accreditation panel updates – et.al.

The Board enjoyed their experience immensely. It is reality, and nice to see the diversity in districts. Ed described the River Walk Academy in Battleground as a great model. It has been going for 27 years and they have a high percentage of National Board Certified teachers. The key to success is the parent being in school at least half a day.

Marcia shared it was an interesting experience. She went to Spokane and was impressed with alternative schools, as well as West Valley High School in Spokane. She and Harlan had a great experience.

Rich and Michelle talked about five high schools they reviewed on Monday. There were great stories and there is great progress across the state.

5. Board Development Calendar Updates

Larry and Cathy distributed an updated work plan. Areas were highlighted where the Board would like to focus, including Human Resources/Finances in June. They would like to have recommendations to take to the Board Retreat. Larry is keeping a list of what we should add to the Professional Development calendar, including the WSSDA Conference.

B. Regional Committee Appointments/Vacancies

Rich shared a reminder for the Board to ask for candidates for the Regional Committee. A recommendation was brought forward for District 4, but representatives are still needed for the Wenatchee, Waterville and Eastmont areas.

It was moved by Larry MacGuffie and seconded by Mary Kunkle to appoint Shane Heston for the District 4 Regional Board position. Motion carried.

Cathy brought an update on the legislative document she had previously shared, encouraging board members to communicate with legislators. The document could possibly be used for orientation. Mary reported she communicated with Judy Warnick and another legislator.

VI. NEW BUSINESS

A. Review of the State Audit Exit Conference and Report

Dave reviewed the audit report, explained audit findings, and answered questions.

B. ESD Board Elections

A copy of a message from OSPI about upcoming ESD Board elections was distributed. The election is coming up in the fall, with Harlan up for election in Position 1; Ed in Position 3; Mary in Position 5; and Si in Position 7.

VII. SUPERINTENDENT/BOARD REPORTS/REMINDERS

A. Friend of Children/Board of the Year

Rich talked about the May 10 Friend of Children/Board of the Year event and the amazing nominations – and how deeply meaningful it was for Glenn Johnson to have his Board there. Ed thanked Rich for the recognition for his 25 years on the Board.

B. SAC/WASA Awards event

Rich thanked Si for coming to the SAC/WASA Awards event. Si shared it was a nice time to give a tribute to Rich, who was honored with the WASA Award of Merit, the highest regional award.

C. Staff Awards Luncheon

Rich reported the Staff Awards Luncheon was well attended, with over 80 people there. A 25-year award went to Cathy Mullin.

The meeting adjourned at 7:40 p.m.

Board Chairperson

Board Secretary