

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the May 22, 2019, ESD Board Regular Meeting

I. CALL TO ORDER

The ESD Board met at the ESD at 10:00 a.m. Chair Larry MacGuffie called for an Executive Session at 10:00 a.m. Present were Audrey Bessonette, Susan Albert, Marcia Henkle, Mary Kunkle, Harlan Warner. Staff present included Superintendent Michelle Price; Executive Director Suzanne Reister; and Executive Assistant Eldene Wall.

There was an Executive Session from 10 a.m. to 11 a.m. No decisions were made and the Regular meeting resumed at 11:05 a.m.

Larry asked if there were any additions or changes to the agenda. There is a change in the minutes – in the motion maker for the Consent Agenda.

II. CONSENT AGENDA

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

A. Approval of Minutes

Approved the minutes of the April 24, 2019, Board meeting as amended.

B. Approval of Vouchers and Payroll

Approved 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 is \$965,685.02.

General Expense Fund

- April Month-End Warrant Numbers 801130485 through 801130605 totaling \$304,791.20.
- March Comp Tax Sales Wire Transfer 201800073 totaling \$295.95.
- April Co-op Month-End Warrant Number 801130606 through 801130609 totaling \$16,381.01.
- May Mid-Month Warrant Number 801130610 through 801130717 totaling \$163,022.78.

- Void/Reissue Warrant Number 801130096 replaced with 801130717 totaling \$42.67.
- May Co-op Mid-Month Warrant Number 801130720 through 801130725 totaling \$458,983.49.
- April Comp Tax Wire Transfer 201800074 totaling \$159.44.

May Payroll amount was \$965,685.02.

C. Approval of Financial Reports

Michelle shared a financial report, indicating increased indirects, additional core funding, staffing reductions, and evaluating every position for efficiencies, has us in a good position financially. We will not have a rental payment this coming year, which will go toward paying the remodeling loan. Current payment is \$307,000 annually for our building. We had planned to move \$225,000 to the capital budget but will use that to pay for the remodel that wasn't financed. We will do the same as we cross into another budget year which should allow us to do the remodel without accessing the capital budget, unless there are unknown costs found in the process. Michelle reported the packet also includes the typical budget report. Michelle showed charts from Forecast Five that she has asked Jason to include in future reports. We are definitely in a very positive place. Budget will be put together for the coming year. The Superintendents Executive Committee will meet and approve our budget prior to presentation to the ESD Board. Susan advised determining value of buildings in case it is needed in the future

D. Personnel

New Hires

- *Cari Haug, Science Coordinator, effective September 1, 2019*

Resignations/Retirement

- *Crystal Bragg, effective June 30, 2019*

E. Approval of Travel

- *Michelle Price to Washington, DC, July 7-12, 2019, to attend the AASA Advocacy Conference and Board meeting.*
- *Michelle Price and Linda McKay to Long Beach, California, July 15-18, 2019, to attend the AESA Leadership Conference.*
- *Darcy Johnson to Louisville, KY, October 26-29, 2019, to attend the CASE/NASDSE 2nd Joint Conference "Racing Together Toward a Brighter Future."*

F. Surplus Items

III. OLD BUSINESS

A. Construction Update

Michelle reported on construction estimates, indicating we won't need to use reserve funds. She outlined cost of different parts of the bid. We won't need to touch reserves unless there are unforeseen circumstances.

B. Friend of Children/Board of the Year dinner highlights

The Friend of Children dinner held on May 9 at the CTC was a great evening. Larry shared that he and Harlan attended, and this is his favorite event of the year. Matt Brown, Teacher of the Year from Manson School District, was keynote speaker, and he is a wonderful person. Nominators were very emotional. Four districts were represented in Friend of Children awards:

- Jerry Roseburg, volunteer at Eastmont School District
- Marjorie Thompson, volunteer/board member at Omak School District
- Debby Green, volunteer at Tonasket School District
- Diadira Galvan, Community Liaison at Lake Chelan School District

There were no applications for Board of the Year, so we will try to encourage districts to apply in 2020.

C. Excellence Banquets

Michelle reported there were four fabulous Excellence Banquets, one in each county served by NCESD. The largest banquet had an attendance of 160, and the smallest was attended by 80. Michelle's highlight was the Okanogan County Banquet held at Bridgeport where FFA students cooked and served meals. They are going to do it again next year!

D. Board self-evaluation

Marcia reported the Board Self-Evaluation document has been approved. She distributed the finalized document that includes the date of approval. Please fill out the form and send to her at her home or bring to the June Board meeting. We will compile the summary of comments.

E. Superintendents Evaluation

Larry reported the Superintendent Evaluation process will essentially be the same as before. They will be meeting mid-month in June for Michelle's evaluation.

F. Highlights of May 15 WSSDA Region 7 Meeting

The May 15 WSSDA Regional meeting was held at Eastmont. Marcia said it was her first one. She thought the breakout discussions were not as worthwhile as hearing from the experts. Michelle shared copies of a manual for Board members that was put together by WSSDA.

G. Owners Summit Follow-Up

Michelle provided feedback from principals and superintendents across the region answering the questions, “How are we doing meeting our goals? Items for concern?” Superintendents in our region worked on it, then the SAC Executive Committee met, Next steps will be discussed at the Cabinet retreat in June. Strategic Planning will be scheduled in March this coming year. Documents are also shared on Google Docs.

V. ACTION ITEMS

A. Approval of Employee Compensation

Michelle shared the overall salary commitment included in the budget, which will include step raises, plus 2%.

**** It was moved by Mary Kunkle and seconded by Harlan Warner to approve the new salary schedule including the 2% increase. Motion carried.**

B. Approval of Resolution 2019-1 adopting the bid for NCESD Remodel

Resolution 2019-1 approving adoption of the bid for NCESD remodel was presented for approval.

**** It was moved by Susan Albert and seconded by Harlan Warner to adopt Resolution 2019-1 approving adoption of the bid for the NCESD building remodel. Motion carried.**

V. SUPERINTENDENT/BOARD REPORTS/COMMUNICATION

A. The latest of “Michelle’s Moments”

Michelle’s highlighted:

- She is headed to Spokane for an Improvement Science meeting this afternoon. This training will be shared out with districts as a fee for service next year.
- Michelle shared highlights of the SAC/WASA Awards Luncheon held May 16 at Pybus Market. Awards were presented to the SAC President, Regional WASA President and superintendents who are retiring or leaving the area. Among the awards presented were the Community Leadership Award which went to the Quincy Rotary Club who has done great work in the community; and especially exciting, the North Central Education Foundation received a Community Leadership Award (nominated by Michelle) for their service to teachers and students.
- There will be no ESD Board meeting in July. A resolution will be brought to the June meeting.
- The Board Retreat will be at 8:30 a.m., August 28, prior to the regular Board meeting.

- Michelle handed out Board meeting calendars for 2019-2020. Susan asked who is attending the AESA Conference in December and requested coordination of travel. We will include the conference as an agenda item on the June agenda so we can make plans.
- North Central ESD will be hosting the AESD Conference in 2021. Michelle announced we have a location booked – at Sun Mountain, April 7-9, 2021.
- Michelle reported the WSSDA Conference is scheduled in November the weekend before Thanksgiving, November 21-23, at the Hyatt in Bellevue. She booked some hotel rooms at the conference site for anyone who wants to attend. The Law Pre-Conference is the day before on the 20th. Larry, Harlan and Marcia need a hotel room on the 20th, and Harlan, Larry and Marcia will need to be registered. Suzanne and Michelle will also attend the Law Conference.
- Michelle shared that the AESA Conference in Phoenix is more focused on ESDs – she would recommend this one over the WSSDA Conference. Some of our staff have applied to do presentations.
- North Central Education Foundation – Eldene shared a report on Lanham Scholarships (\$160,000 in scholarships presented this year to students in Chelan County) and scholarships offered through the Foundation (WVEOP, FFA, Teachers Make a Difference, Wilfred Woods “Champion in Journalism”). She also highlighted information about new projects/funds and answered questions about donations. She presented to the Board the latest edition of “Teachers Make a Difference” that were autographed by Matt Brown, Regional Teacher of the Year.
- Accreditation committees – it is important work and principals have worked really hard on the process. They like to tell their story and do a great job. The number of accreditations are down, but we have a large number coming up in the two to three-year process.

Our next ESD Board meeting is scheduled June 26. Michelle extended an invitation to the Board to attend Eldene’s retirement party following the Board meeting, and spouses are invited.

Adjourned at 12:10 p.m.

Board Chairperson

Board Secretary