

## NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

### Minutes of the January 24, 2018, Regular Board Meeting

#### I. CALL TO ORDER

The ESD Board met at North Central ESD and Vice-Chair Larry MacGuffie called the meeting to order at 3:00 p.m. Present were Board members Marcia Henkle, Susan Albert, Mary Kunkle and Ed Daling. Staff present: Superintendent Michelle Price, Executive Directors Pete Phillips and Dave Arp, and Executive Assistant Eldene Wall.

Larry asked if there were any additions to the Board agenda.

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

#### II. CONSENT AGENDA

**\*\* It was moved by Ed Daling and seconded by Marcia Henkle to approve the Consent Agenda. Motion carried.**

##### A. Approval of Minutes

Approved the minutes of the December 20, 2017, Board meeting as presented.

##### B. Approval of Vouchers and Payroll

Approved January 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, payroll direct deposit and warrants in the amount of \$932,076.04 are also approved.

##### General Expense Fund

- December Month-End Warrant numbers 801126401 through 801126530, totaling \$248,174.16.
- November Sales Comp Tax Wire Number 201700318 through 201700031 totaling \$360.49.
- December Co-op Month-End Warrant Numbers 801126531 through 801126537 totaling \$272,872.22.
- January Mid-Month Warrant Numbers 801126538 through 801126629 totaling \$199,496.15.
- December Comp Tax Wire Number 201700032 through 201700032 totaling \$1,380.57.
- January Payroll amount \$932,076.04.

### C. Personnel

#### New Hires

- *Patricia Wahler, temporary School Psychologist, effective January 22, 2018.*

#### Resignations/Retirement

- *Nancy Zahn, ProServ, effective February 2, 2018*
- *Heidi Desimone, School Nurse, effective February 28, 2018*

### D. Travel Requests

- *Anny Munsey to Belfast, Maine, April 18-21, 2018, for the Speech Telepractice Training Course.*
- *Jennifer Chamberlain to St. Petersburg Beach, FL, March 6-9, 2018, to attend Skyward iCon training.*
- *Linda McKay to Atlanta, GA, March 14-18, 2018, to attend the National Science Teachers Association (NSTA) Conference.*
- *Sharon Bolton to Los Angeles, CA, April 11-15, 2018, to attend the CTEBVI Annual Conference in Los Angeles, CA.*

### E. Surplus List

## IV. AESD REPORT

### A. AESD Executive Board New Member Orientation

Marcia shared AESD information that was presented at the WSSDA Conference, as well as the draft AESD Network Board Orientation document. The document is up for review at the February 8 AESD Executive Board meeting, so please let Eldene know if you have any recommendations.

## III. STAFF REPORTS

### A. Teaching and Learning

Linda's Assistant Superintendent report was included on the January 2018 Goal Report shared earlier and attached to the agenda.

### B. Fiscal Services

Dave handed out an updated historical financial data analysis comparing years 2011-12 through 2017-18 and explained various activities that impacted the financial history, including purchase of land, deciding not to build, and impact of front funding science kits. An update on surplus of the CTC was shared and Michelle reported the ESD has been invited to the table, which may provide some opportunities for the ESD.

C. Special Services

Brent Stark's Special Services report was included on the January 2018 Goal Report shared earlier and attached to the agenda.

D. Technology Services

Pete shared:

- He is very excited about eRate season, which is a revenue piece. He described their great relationships with school districts, and shared more districts will possibly be added.
- They have been busy with security and intrusion detection.
- Chrome books are still the flavor of the month on the instructional side, as more districts want to go one to one, working on the Cloud. The hurdle is internet connectivity, although it is not a huge problem.
- STEM is hot on the front burner. Brand new virtual reality technology is available through an AESD Network computer science grant – a side program of FaceBook (Tech Start). About a dozen schools will receive the program, based on free and reduced lunch.

E. Human Resources/Workers Comp

Susanne Reister's HR/Workers Comp report was included on the January 2018 Goal Report shared earlier and attached to the agenda.

IV. OLD BUSINESS

A. AESD Conference, April 12-14, 2018, in Pasco

Planning to attend the AESD Conference are Larry, Mary, Ed, Marcia, Harlan, and Susan.

B. Legislative Conference

The legislative Conference is scheduled January 28-29, 2018, in Olympia. The ESD has arranged for three separate meetings for Legislative Districts 7, 12 and 13 so superintendents and school board members have an opportunity to interact with legislators from their districts. Michelle and Marcia will represent the ESD.

V. NEW BUSINESS

A. Election of Officers

The Board had made a decision that officers are elected for two-year terms, so we will check to make sure the decision is reflected in the minutes, policies and administrative procedures.

B. Budget Update

Dave shared details of the budget update, including information about reserves.

C. Organizational Chart

The NCESD Organizational Chart was shared so Board members will know where employees are located.

D. NCESD Service Matrix

The Service Matrix was reviewed during the Board Retreat.

E. Board Policy 1410 – Meeting Schedule

The Board discussed scheduling an earlier meeting to accommodate those who need to travel long distances. Some ESDs meet at lunch time. It would be an advantage for staff and for Board members, since all of our Board members are retired. They could still meet on the 4<sup>th</sup> Wednesday of the month, possible at 11:30 a.m. or 3 p.m.

**\*\* It was moved by Mary Kunkle and seconded by Ed Daling for ESD Board meetings to be scheduled at 11:30 a.m. on the 4<sup>th</sup> Wednesday of the month, with the meeting convening at 12 p.m. Motion carried.**

Board Policy 1410 will be revised accordingly.

*The Board recessed into an Executive Session at 3:45 p.m. for the purpose of evaluation of personnel. No decisions were made and the regular meeting reconvened at 4:05 p.m.*

F. Resolution in support of Public Education.

Michelle explained that in today's day and age there is so much sentiment toward privatizing education, that she wanted to present a resolution on behalf of public education. She would like to submit the resolution to NSBA and AASA if board members so choose. It was also suggested to send the Resolution to the Secretary of Education.

**\*\* It was moved by Susan Albert and seconded by Marcia Henkle to approve Resolution 2008-1 and send to NSBA and AASA. Motion carried.**

VI. MICHELLE'S MOMENTS

Michelle's report was heard earlier today and it is included on the January 2018 Goal Report attached to the agenda. Michelle shared that she appreciated the afternoon for an opportunity to share exemplary work of our staff.

Michelle indicated she would like to schedule an update/Board Retreat twice a year. The work plan is set up that way.

The meeting adjourned at 4:10 p.m.

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Board Chairperson

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Board Secretary