

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the February 26, 2020, ESD Board Regular Meeting

I. CALL TO ORDER

The regular business meeting was called to order at 12:07 pm by Marcia Henkle. Board members present were Susan Albert, Ed Daling, Harlan Warner, Marcia Henkle and Michael Musick. NCESD staff present included Superintendent Michelle Price; Assistant Superintendent Linda McKay; Director of Technology Pete Phillips; Executive Director of HR/Workers Comp Suzanne Reister; Executive Director Trisha Schock and Executive Assistant Heather Small.

**Mr. Musick was elected to the board for the term ending December 21, 2023.

II. CONSENT AGENDA

The board discussed including staff travel for board approval. Michelle will bring the travel policy to a future board meeting to review and modify if needed.

** It was moved by Harlan and seconded by Mary to approve the Consent Agenda as amended. Motion carried.

A. Approval of Minutes

Approved the minutes of the January 22, 2020 board meeting.

B. Approval of Financial Reports

Approved the financial reports as presented.

B. Approval of Vouchers and Payroll

Approval of vouchers and warrants

The following warrant numbers as 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 amount is \$971,855.86 for January payroll.

December Month-End Warrant Number 801132564 through 801132680 totaling \$397,441.21

December Co-op Month-End Warrant Number 801132681 through 801132682 totaling \$84,129.46

November Comp Tax Sales Tax Wire Transfer 201900031 through 201900031 totaling \$298.76

January Mid-Month Void Warrant Number 801132350 totaling \$-92.00

January Mid-Month Warrant Number 801132683 through 801132748 totaling \$113,121.97

January Co-op Mid-Month Warrant Number 801132749 through 801132749 totaling \$115,983.03

November Comp Tax Wire Transfer 201900032 totaling \$832.68

January Payroll amount was \$971,855.86

Warrant numbers and amount of expenses will be provided at the board meeting.

D. Personnel

New Hires

- Nereyda (Natalie) Mendez, Student Coordinator Assistant, effective 12, 2020.

Resignations

- None

E. Travel Requests

- Sue Kane, March 27-31, 2020, codeJam with Economic Development Association, Mission, TX.
- Sue Kane, April 20-23, 2020, CS for All Ecosystems Grant Mid-Year Convening, Columbus, OH
- Suzanne Reister, June 14-17, 2020, Public Risk Management Association (PRIMA) Conference, Nashville, TN

- Mike Dingle, June 14-17, 2020, Public Risk Management Association (PRIMA) Conference, Nashville, TN
- Brooke Thomsen, June 14-17, 2020, Public Risk Management Association (PRIMA) Conference, Nashville, TN
- Paul Harrison, June 14-17, 2020, Public Risk Management Association (PRIMA) Conference, Nashville, TN

F. Surplus

- A list of surplus items was included in the board packet.

G. AESD Executive Report

Marcia shared her report from the last two AESD Executive Board meetings.

The AESD Executive board meeting on November 20th took a look at feedback on how the AESD can best support your board and what are your expectations of the AESD board. Need to do a better job in marketing and supporting board members. Communication was. 2020 legislative agenda emphasis is school safety, HB2116, supporting early learning initiatives and foundational support.

Dr. Michael Motti shared how they can work together as strategic partners. There were additional discussions around college bound scholarships for 7th and 8th grade, additional funding and help for dual enrollment credits and increased funding for financial aid grants.

At the January 29th meeting they discussed Executive board vacancies. The term is for 2 years. John Zurfluh from PSESD will fill the position of AESD president for 2 years. AESD Vice President will be Marcia for 2 years. In 2022 Marcia will transition to President.

Marcia shared the AESD Strategic Plan for the board put together by Jessica Vavrus, OSPI. Marcia noted there is a lot of partnership happening between OSPI and the ESDs. Michelle agreed.

AESD conference structure change with AESD and OSPI having a larger part. Marcia shared the new template structure that will begin in 2021.

III. STAFF REPORTS

A. Educational Services - Linda McKay

Waterville School District is presenting on Monday afternoon at WASA small schools conference, along with ESD staff.

We are continuing service in the following districts, Lake Chelan School District professional development; Entiat School District, math and LAC support; Warden School District, STEM learning walks; Ephrata and Cascade School Districts, math and interim based assessments; Cashmere School District, SEL work; Eastmont School District, math support at Clovis.

Sue Kane and Michelle are working on the partnerships with our PUDs to do educational outreach.

In Student Support Services, AESD received an inclusionary grant from the state with a focus on getting students back in the classroom.

Katie Novak trainer on Universal Design for Learning is coming in April to train staff.

Darcy has championed the effort to bring the film, Normal isn't real - Succeeding with Learning Disabilities and ADHD to Wenatchee and Omak. The PAVE organization reached out to partner with us and help spread the word on the screening opportunities. More information can be found at: www.normalisntreal.com

Linda is continuing her work with Improvement Science, and continuing in the lens of school improvement.

Linda shared she recently attended the following; Legislative conference in Olympia, Dare to Lead seminar in Seattle featuring Moe Carrick as presenter, WASA Small Schools conference in Wenatchee, Region 16 grant meetings.

B. Administrative Services - Trisha Schock

Trisha shared the team has been out in districts supporting in the new paid family medical leave policy, SEBB, account code changes and reporting. We are using zoom to help cut travel.

Omlativ training with Eastmont Secretaries has started.

Palisades and Orondo School Districts are currently undergoing a fiscal migration.

Jason and Tanner recently assisted in pulling reports on recoveries for our districts. The information was shared by Linda and Jason with Superintendents at the SAC meeting last week.

Trisha recently had the opportunity to introduced Chris Rykdal at the Legislative Conference in Olympia. She shared this was her first time attending and was a good learning opportunity.

Recently attended a one-day government symposium training. Four hour workshop happiness advantage. Overall a lot of really great learning over the last couple of weeks.

C. Technology Services - Pete Phillips

Pete shared the following:

The Career Connected Learning (CCL) team is now in all 4 counties. They are currently working on industry tours with local businesses for educators. There are currently 10 businesses. All the tours take place after school and clock hours are offered. Linda added that we are now working on building content to tie the business tours to the classroom.

We are starting to integrate internships with the ESD in the tech department. This will be part of a grant we are doing and hope to expand and be able to offer more internships in the future.

Science in Our Valley seminars continue to take place every Wednesday throughout the spring. There are 10 sessions total. Sessions are held after hours and clock hours are available.

Pete recently attending a Computer Science statewide leadership meeting at PSESD and they are wrapping up Computer Science content. There is a training at each ESD around the content.

Code.org is planning to have an entire K-12 Computer Science program.

Round 2 of kits coming in from districts is currently happening at the refurbishment center. Kathryn is doing a great job.

We are getting ready for the 4th annual STEM Summit in August. We are hoping for 400 teachers. Currently lining up keynote speakers and sponsorships.

D. HR/Workers Comp and Crisis Coop - Suzanne Reister

Suzanne shared she will be presenting at the WASA Small Schools Conference and sharing emergency management planning, coordination and benefit of common language and bringing everyone together along with Steve McCullough, Tonasket Superintendent.

The recent Paid Family Medical Leave training had a great turnout. Lots of information to process and guide employees through as there are many different types of leave and each situation and process is individual.

EAP program we are 140 staff FTE short of getting our discount. About 10 more districts to contact. Looking at an August/September roll out for all our districts.

Suzanne will be traveling to Brewster on Friday to provide a customer service training for staff.

On the Workers Comp side, 8 of the 9 ESDs run workers comp pools. Recently interviewed 4 carriers and are expecting quotes back in the next couple weeks.

Suzanne recently attended a Capital Adequacy Assessment presentation. The study happens once every 5 years and takes a look at our risk. There will be another meeting in April and Suzanne will keep everyone updated.

V. **OLD BUSINESS**

A. Construction Closure

Construction is complete. Working on fine tuning technology in the meeting rooms.

Michelle shared the recovery plan and where we are at and thanked Pete for all his work on this project.

The final construction cost breakdown was provided to the board.

B. Year End Fiscal Report

Trisha provided the year end fiscal report to the board. The fiscal team will be working on some long-term reserve planning for facilities and vehicles.

VI. NEW BUSINESS

A. Resolution No. 2020-1 - Appointment of Auditing Officers

Board members signed Resolution based on Auditors recommendation.

** It was moved by Susan and seconded by Mary to approve the Appointment of Auditing Officers resolution. Motion carried.

Michelle shared that auditors will be here for about 3 weeks.

B. AESD Conference

April 16-18th at the Hotel Murano in Tacoma

C. Accreditation Panels

The accreditation panels will be May 27th at ESD 101 in Spokane and May 18-19th at ESD 113 in Tumwater. It was decided that Mike will travel to Spokane for the May 27th panel, along with Harlan. Mary and Susan will travel to ESD 113 for the May 18th and 19th.

D. Board Meetings - May & July

Michelle suggested moving board meeting to May 26th.

Marcia motioned to have board meeting Tuesday, May 26th at the regular time and no board meeting in the month of July.

** It was moved by Mike and seconded by Susan. Motion carried.

E. NCESD Excellence Banquets

A list of the Excellence banquets date were provided in the board packet.

Harlan will attend the Okanogan County Banquet
Susan will attend the Chelan County Banquet
Mary will attend the Grant County Banquet
Ed and Marcia will attend the Douglas County Banquet

F. Legislative Updates

Michelle shared we are currently halfway through the session. There are two new additions to leadership; House Speaker Laurie Jinkins and Senate Majority Leader, Andy Billig. Laurie is the first female Speaker of the House in Washington State.

AESD Legislative priorities are School Safety (HB1216), Early Learning Coordination (SB 6253 and HB2661) and Formula Funding Fix.

Both House and Senate came out on Monday.

Bills of interest most notable SEBB, which they will be doing a study with and Special Education Levy. There are also a series of bills around school based health clinics. There were over 1500 bills that were dropped in this session.

G. Superintendent Contract Extension to June 30, 2023

Harlan, Larry and Marcia met with Michelle last week.

Harlan shared the results of the evaluation and the comments from the board.

** It was moved by Harlan and seconded by Mary to extend the Superintendent contract from July 20, 2020 to June 30, 2023. Motion carried.

VII. SUPERINTENDENT / BOARD REPORTS / COMMUNICATION

A. Michelle's Moments

Michelle shared on the Social Emotional Learning (SEL) the Special Ed Department is working on a new grant titled MASH - Mobile Behavior team. Darcy is leading with two other ESDs to make this happen. The unit will have a BCBA, registered behavior tech, teacher coach and social/mental health counselor. Students will have 45 days working on a behavior plan and working with adults.

Michelle has recently traveled to Bridgeport, Wilson Creek and Orondo School Districts. Bridgeport is in their newly remodeled facilities. Michelle attended their open house last Saturday.

On the staff needs list, Pete has been doing lunch and learns on Google. In July we will streamline into the Google platform and no longer use Dropbox.

Pete is also working on a contract with P A & E on parking rent. There is also a potential contract with Roy's landscaping to store their trucks in our additional parking area.

Michelle provided each board member with a book published by OSPI titled, *From Seed to Apple*.

In closing, Marcia provided the board an AESA handout and her notes from the AESA Annual conference

The board adjourned at 2:11 pm

Board Chairperson

Board Secretary