

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the January 22, 2020, ESD Board Regular Meeting

I. CALL TO ORDER

The ESD Board met at NCESD at 8:30 am. Board Chair Larry MacGuffie opened the board retreat and study session. The regular business meeting was called to order at 11:45 am by President Larry MacGuffie. Board members present were Susan Albert, Ed Daley, 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.

II. APPOINTMENT OF MIKE MUSICK

Mike Musick was sworn in by Superintendent Michelle Price.

II. CONSENT AGENDA

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

A. Approval of Minutes

Approved the minutes of the December 18, 2019 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

- None

Resignations

- Debbie Harkness, effective June 30, 2020

E. Travel Requests

- Michelle Price, February 11-16, 2020, AASA Governing Board Meeting/Conference, San Diego, CA

F. Surplus

- None

III. STAFF REPORTS

A. Educational Services - Linda McKay

The Student Success & Learning team continues to work on fee for service work with 15 of 29 districts contracting 5 or more days. In addition we have contracts with Monroe School District, Sultan School District, ESD 189 and St. Joseph's Catholic school. Our staff is seldom in the building. Michelle added that Linda is also working with Pinnacle Prep the new Charter school. In addition, Bill Eagle has contracts with The River Academy and Cascade Christian Academy for Title I and Title II funds.

We continue to provide on site customized training for all districts who are participating in the STEM Coop. We are at 75% completion with 16 of our districts having already completed their days.

We recently received the highest media literacy online education resource grant from the State. Anne Stewart is working with social studies teachers on online curriculum in our area on inquiry. It will be highlighted on OSPI's website once the work is completed.

All ESDs received funding for Climate Science. We have spent funds in multiple realms in the GLAD Unit - Voices of Hope climate and tribal curriculum. Kate Lindholm has been traveling to the ESDs training on the unit.

Preschool Inclusion - Grant for integrated Learning. Josie Komorowski has been working with districts and offering Early Learning STEM courses to help meet the new clock hour requirement.

Cyndy Valdez is the new Migrant Program Supervisor and has done a great job supporting our districts who have migrant funding and also reaching out to districts who have chosen to not receive Migrant funds and helping them utilize those resources, as records clerk and recruiter positions are not always feasible for smaller districts.

Statewide we are working on a Region 16 comprehensive grant with Alaska and Oregon. Interviews are taking place this week.

Linda Continues to be the Lead and Champion on tribal programs work.

There is a new Inclusionary grant for students with disabilities.

We are continuing to offer STEM content training to help meet the 15 clock hour requirement.

ESD staff has recently submitted presentation proposals to NSTA and WASA Small Schools conference.

B. Administrative Services - Trisha Schock

Month two of business manager academies has been going well. New business managers come to get trained by our staff. It is a transition of the old model of one-on-one mentoring which is designed to create a streamlined approach for our districts.

Tanner, Mary and Suzie are in Warden providing services and preparing for the transition of their new accounts payable person. This has been a great learning experience for our team.

We continue our work with Lopez Island and are working with Orondo School District on business manager services.

We brought on an additional payroll contract with Nespelem School District.

The Qmlativ Project has been on hold and Jennifer Chamberlin is working through the next steps with potential districts to get started with. We recently brought Eastmont School District on which is very exciting.

Jason is working on HCA request in regards to SEBB with Tanner.

We have recently completed year end financials and there will be a presentation at the February board meeting.

We continue to explore new opportunities through AESD in regards to Forecast 5.

Copies of Forecast 5 reports were provided and Trisha reviewed the reports with the board.

C. Technology Services - Pete Phillips

Pete shared that on the Career Connected Learning (CCL) front our team has grown to a staff has 4 and are working with CTE directors in our school districts and providing them to access to the new pathways available to students.

Marcia shared the CCL team did a great presentation at the last Rotary meeting. The team will be presenting at WASA Small Schools in March. Sue directs that work with grants and financial help, internships and apprenticeships. There will be a greater CCL presence at our STEM Summit this summer at the convention center.

STEM - Computer science workshops coming up at the ESD. Robotics and Drone 3 Day class and Code.org trainings and TEALS. Statewide Science Leadership meeting is tomorrow at the ESD and is a full day of learning for participants. All 9 ESDs are partnered into this work.

Science in the Valley Seminars are taking place every Wednesday at the WSU Tree Fruit Research Center. There are 10 sessions total with great presenters.

The internal network services team continues to work with the eRate program and tech integration as districts are still transitioning to Chrome books.

The remodel is almost complete and we are working on the finishing touches with the building and tech upgrades. Every room will be controlled the same way, which will be helpful as we move forward.

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

Suzanne shared she spent a couple days in Quincy last month following their bus accident, lending support and being on hand for their critical debrief.

Employee Assistant Program (EAP) Suzanne worked with them on setting up an EAP. Setting up a new coop for our districts. Provides support for the employee and the employees entire family.

We received our financial study from Workers Comp that was conducted on August 31st with good results. We are now moving forward on capital modeling project.

The safety team has been working on the incentive program and have completed first set of walk-thru. Slips, trips and falls continues to be a focus this year.

In February we will begin interviewing new access insurance carriers. Currently use Safety National.

In March we will be coordinating efforts for all ESDs workers comps with an RFP for claims reviews.

The safety team recently met with St. Joseph's Catholic School on Safety and Crisis work. The team will present at WASA Small Schools on their North Pod work, along with Steve McCullough, Tonasket SD Superintendent.

V. NEW BUSINESS

A. Paid Family Medical Leave - Procedure Review (Suzanne)

Paul Clay will be coming in February to help our districts with this transition. The process is completely handled through Employment Security. Dina and Suzanne had an opportunity to shadow someone in the application process to get a better sense of how the process works.

Employee has to work at least 820 hours in the previous year to qualify and cannot stack with PTO to supplement. We are still working to gain clarity on the supplemental pay clause.

Employees cannot double dip and there are limits to eligibility. There are still a lot of updates coming and a lot of questions.

Suzanne will provide the board with an update following Paul Clay presentation in February.

B. Legislative Update

Michelle sent out some information last week on legislative updates.

On day 10 of 60 day session there have been over 1,000 bills filed. Some are brand new and some are from the previous session.

Early Childhood - statewide early care system improving accessibility, expanding access to programs and health and safety issues with vape products, expanding health based school centers.

We are continuing to track all the bills. Michelle is scheduled to go to Olympia and testify a few times throughout the session.

C. AESD Executive Report

There is a meeting next week. Marcia will provide her report at the next board meeting.

D. WSSDA Conference Debrief

Larry shared that he Suzanne and Harlan attended the full day law conference in Bellevue and that it was rich in content and well done.

Charles Leach with the Risk Management Pool provided a top 10 things school board members should know. Larry will work with Suzanne on creating a handout.

Quincy School District presentation by Camille Jones. Career Pathways for future meeting topic.

E. AESA Conference Debrief

All agreed the main keynote presenter was very good.

There were different content strands to follow throughout the conference.

One highlight was the collaborative that shared they created a day treatment program that pooled students from different school districts with the idea to transition out after a year.

Tricia shared the drummer will be the WASBO keynote.

F. MICHELLE'S MOMENTS

Michelle shared that she has been working with Waterville School district and their strategic planning group.

She has recently visited Wilson Creek, Ephrata, Orondo and Palisades School Districts.

We had an all staff training day on January 6th with Fletcher Ellingson as the guest speaker.

Michelle continues with her work with Career Connected Learning with the executive team meeting everything other week.

Grant County Superintendents recently met and will now be holding monthly meetings. Michelle also recently attending a Chelan Douglas County Superintendents meeting, which is a new group.

ESD Staff also recently had a meeting to revisit ProServ changes.

The board adjourned at 1:10 pm

Board Chairperson

Board Secretary