

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the March 25, 2020, ESD Board Regular Meeting

I. CALL TO ORDER

The regular business meeting was conducted via Zoom and was called to order at 12:04 pm by President Larry MacGuffie. Board members present were Susan Albert, Ed Daling, Harlan Warner, Marcia Henkle, Mary Kunkle and Michael Musick. NCESD staff present included Superintendent Michelle Price; Director of Technology Pete Phillips; Executive Director of HR/Workers Comp Suzanne Reister; Executive Director Trisha Schock and Executive Assistant Heather Small.

II. CONSENT AGENDA

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

A. Approval of Minutes

Approved the minutes of the February 26, 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 \$961,315.06 for March payroll.

February Month-End Warrant Number 801132982 through 801133071 totaling \$303,235.37

February Co-op Month-End Warrant Number 801133072 through 801133075 totaling \$184,968.47

Void and Reissue Warrant Numbers 801131212 to 801132983 totaling \$779.52

Void and Reissue Warrant Numbers 801132787 to 801132997 totaling \$611.83

January Comp Tax Sales Tax Wire Transfer 201900047 through 201900047 totaling \$307.50

March Mid-Month Warrant Number 801133076 to 801133173 totaling \$305,687.79

March Co-op Mid-Month Warrant Number 801133174 to 801133174 totaling \$15,663.55

March Payroll amount was \$961,315.06

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

D. Personnel

New Hires

- None

Resignations

- None

E. Travel Requests

- None

F. Surplus

- None

III. NEW BUSINESS

A. COVID-19 Updates

Michelle shared that as of right now there are 44,000 cases in the US and a good portion in Washington State with 2,200 cases. More testing is now available.

Friday, March 13th at 1:30 pm we received news from the Governor that schools in Washington State would close through April 24th and it has been a whirlwind since the announcement.

Our focus as an ESD is to take care of and support our school districts during this time. State and federal funding will continue to flow to our districts. Districts are to provide child care for first responders and health care workers, along with food services for students.

We are connecting with our Superintendents via zoom daily and continue to be the conduit between our districts and OSPI.

All districts currently have food services in place.

Child care services are in process in our districts. Districts have sent out surveys to parents and the community and are providing services as needed in their areas.

By March 30th districts need to have an instructional plan in place which includes contact with parents.

Barry from the health district shared this morning that the 10-15 week model is needed to make sure we do not continue the spread.

Linda has started a Teaching & Learning group that meets a couple times of week.

All April in person events have been cancelled. Accreditation panel is currently still on the table.

Cabinet created an Emergency work from home plan for staff, which is currently in place. They are checking in with staff regularly and making sure staff is healthy and safe. Staff will continue to get paid and have meaningful work to do during this time.

Trisha and Jason have been going through the budget and looking at numbers and monitoring things closely.

We have less than 5 people currently working in the ESD building as they have work that cannot be done at home.

Suzanne very quickly put together an Employee Assistant Program (EAP) which provides counseling and support services for our staff and districts, as well as their families.

Michelle shared she is mostly working at home but coming in to the office on occasion and showing support to those staff members that are in the building.

The building is currently locked down and there is a sign on the door with two phone numbers for deliveries, mail or other inquiries.

As of last night the governor passed a proclamation to lift the OPMA for the next 30 days.

B. Approval of Resolution #2020-02 - Emergency Suspension

** It was moved by Marcia Henkle and seconded by Mary Kunkle to approve the Emergency Suspension resolution. Motion carried.

The board adjourned at 12: 05 pm

Board Chairperson

Board Secretary