

**NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT**

Minutes of the June 24, 2020, ESD Board Budget Hearing

I. CALL TO ORDER

The ESD Board met via Zoom. Board Chair Larry MacGuffie opened the Public Hearing on the 2020-21 ESD Budget at 12:00 pm. The public hearing was adjourned and the regular business meeting was called to order at 12:16 pm. Board members present were Susan Albert, Harlan Warner, Marcia Henkle, Mary Kunkle 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 Business office Trisha Schock, Assistant Fiscal Director Jason Williams; and Executive Assistant Heather Small.

BUDGET HEARING

Jason presented the ESD budget hearing packet and reviewed with the board.

Larry commented on the good work and conservative outlook provided during current times.

II. CONSENT AGENDA

The travel request for Nicole Courtney will be removed from today's agenda per Michelle.

\*\* It was moved by Mary Kunkle and seconded by Mike Musick to approve the Consent Agenda with the agenda change. Motion carried.

A. Approval of Minutes

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

I. 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 \$1,141,263.85 for June payroll.

May Month-End Warrant Number 801133532 through 801133569 totaling \$118,322.58

May Co-op Month-End Warrant Number 80113570 through 801133573 totaling \$256,579.83

April Comp Tax Sales Tax Wire Transfer 201900073 through 201900073 totaling \$307.22

June Mid-Month Warrant Number 801133574 to 801133626 totaling \$534,708.95

May Comp Tax Wire Transfer Number 201900066 totaling \$2,540.84

June Co-op Mid-month Warrant Register 801133517 to 801133518 totaling \$0.00

Void Warrant Numbers 801132347 totaling \$-10.14

Void Warrant Number 801133447 totaling \$-199.00

June Payroll amount was \$1,141,263.85

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

D. Personnel

New Hires

- Jacob (Josiah) Crouch, NetServ Desktop Support Technician, effective June 10, 2020
- Natalie Geisler, Occupational Therapist, effective September 1, 2020

Resignations

- Sandy Poole, effective June 30, 2020

E. Travel Requests

- None

F. Surplus

- None

**III. NEW BUSINESS**

A. COVID-19 Updates

Michelle previously had emailed the NCESD re-entry plan to the board and indicates that we continue to monitor the plan. She shared the following updates:

Michele confirmed to the board that our re-entry plan is tied to Chelan/Douglas County, who will be moving in the same phases due to a shared health department.

The Governor announced yesterday that masks are now required in all indoor areas.

Our districts are planning for a fall re-entry, with a few of our districts moving forward with summer school.

There continues to be lots of concerns from our districts with re-entry of students and wearing masks.

Districts can require masks as part of the school supply list but most districts are planning to have masks on hand for students who forget them or parents that can't afford them. We continue to follow the guidelines that are provided by L & I.

Michelle provided an example in one of our districts where 3 employees tested positive and all work in the school kitchen, with contact tracing they found all 3 contracted it from outside of the school.

We continue to support our districts with professional development.

Suzanne shared that we have been dealing with fraudulent Employment Security claims. She has reached out to the other ESDs and shared that we have a lot of data collected.

Legal counsel is looking into the matter, and we had our own attorney look into it as well so we can be sure to protect our pool.

It was determined that we should not be required to pay the fraudulent claims. ESD 112 put together a letter with all the ESDs.

To date we had 750 fraud claims for our districts - 2.8 million for our pool alone. Commissioner Lavine has sent a letter asking not to include fraudulent claims in our quarterly statement letter with all 9 ESDs.

## B. Superintendent Evaluation

Harlan, Marcia and Larry met with Michelle on June 8<sup>th</sup> to go over the Superintendent evaluation in detail.

Larry shared that the work Michelle has done is a demonstration in leadership.

Marcia added that with so much going on and a busy year with COVID-19, Michelle has been on top of it since day one.

Harlan shared that in looking at everything we have done with budgeting and COVID-19, we are very fortunate to have someone like Michelle leading us during this time.

Michelle expressed how much she loves working at the ESD and is proud to be part of the team.

## IV. ACTION ITEMS

### A. Superintendent Contract

A Copy of contract has been provided to board members. The contract is the same with new dates and an increase of 1.6% COLA.

\*\* It was moved by Harlan Warner and seconded by Marcia Henkle to approve the Superintendent Contract. Motion carried.

B. Approval of Resolution No. 2020-04 Re: Summer Payroll (no board meeting in July)

\*\* It was moved by Mary Kunkle and seconded by Mike Musick to approve Resolution No. 2020-04 Re: Summer Payroll. Motion carried.

C. Approval of Resolution No. 2020-05 Re: 2020-2021 NCESD Budget

\*\* It was moved by Mike Musick and seconded by Susan Albert to approve Resolution No. 2020-05 re: 2020-2021 NCESD Budget.

In closing, Michelle shared that our staff is still out looking for grant opportunities for our districts. We recently received a media grant that Anne Stewart submitted. Josie Komorowski is working on an early learning art grant. There was also a Career connect Washington grant submitted by our CCL team for our Northern districts.

Our next meeting will be our board retreat on August 26<sup>th</sup> beginning at 8:30 am. We are currently planning to hold that meeting on-site at the ESD.

\*\* It was moved by Mary Kunkle and seconded by Susan Albert to adjourn the meeting. Motion carried.

The meeting adjourned at 12:45 pm.

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Board Chairperson

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Board Secretary