

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the August 26, 2020, ESD Board Meeting

I. CALL TO ORDER

The ESD Board met via Zoom. Board Chair Larry MacGuffie opened the board retreat at 8:30 am. The meeting was adjourned and the regular board meeting called to order at 9:32 am. Board members present were Susan Albert, 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 Business office Trisha Schock, Assistant Fiscal Director Jason Williams; and Executive Assistant Heather Small.

II. CONSENT AGENDA

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

A. Approval of Minutes

Approved the minutes of the June 24, 2020 board meeting.

B. Approval of Financial Reports

Approved the financial reports as presented.

C. 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 \$3,785.08 for extra June, payroll amount is \$1,011,462.71 for July and payroll amount \$958,328.36 for August payroll.

June Co-op Month-End Warrant Number 801133698 through 801133701 totaling \$157,928.28

July Mid-Month Warrant Number 801133703 to 801133753 totaling \$351,999.09

June Comp Tax Wire Transfer Number 201900084 totaling \$4,101.79

July Co-op Mid-Month Warrant Register 801133754 to 801133754 totaling \$132,145.58

Void Warrant Numbers 801133396 totaling \$-110.76

July Month-End Warrant Number 801133796 to 801133843 totaling \$171,947.20

July Co-op Month-End Warrant Number 801133844 to 801133847 totaling \$125,813.55

June Comp Tax Wire Transfer Number 201900091 totaling \$221.99

July Extra Co-op Month End Warrant Number 801133848 totaling \$109,591.43

July Extra Month End Warrant Number 801133849 totaling \$3,600.00

Void Warrant Number 801133658 to Wire Transfer 201900092 totaling \$307.51

August Mid-Month Warrant Register 801133850 to 801133895 totaling \$84,955.53

August Co-op Mid-Month Warrant Register 801133896 to 801133917 totaling \$47,988.61

July Comp Tax Wire Transfer Number 201900093 totaling \$1,550.74

Void Warrant Number 801133043 totaling \$-245.00

August Extra Mid-Month Warrant Register 801133918 to 801133919 totaling \$109.00

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

- None

Resignations

- None

E. Travel Requests

- None

F. Surplus

- None

I. NEW BUSINESS

A. NCESD Financial Report

Trisha provided an updated financial report to the board. Financial documents were provided in the board packet. Still in critical purchases only.

Michelle highlighted the business managers academy that Trisha and Jason both have worked very hard to put together to support our districts.

B. (Racial) Equity Policy: first reading

Michelle emailed out a copy of the racial equity policy for the board to review. Her recommendation is that we adopt a racial equity policy for our agency. 5010 and 5050 policy. OSPI has put out a racial equity and non-discrimination statement. We will bring this back to our next meeting for further discussion and potential adoption.

C. Social Media Policy/Protocol: first reading

A copy was sent out prior to the board meeting. This is presented as guidelines for social media posting. As our staff continues to participate in social media postings on behalf of their work at the ESD we would like to institute protocols for best practices and also remind staff to be professional in their personal social media use.

IV. ACTION ITEMS

A. ESIT Re-Entry Plan

The Early Intervention team put together a plan for our Early Childhood staff and this was sent out with the board documents. DCYF requires this goes through board approval prior to implementation by our agency.

** It was moved by Harlan and seconded by Mary to approve the ESIT Re-Entry plan. Motion carried.

B. Approval of Resolution No. 2020-06 Re: Reopening plan for NCESD Early Intervention Program

** It was moved by Marcia and seconded by Mary to approve Resolution No. 2020-06. Motion carried.

In closing there was discussion around the AESD Annual Conference that is currently scheduled for April 2021 at Sun Mountain. There is concern around the current status of the virus and continuing with an in-person event. We are looking at the potential to cancel or provide a remote option with limited agenda options. A recommendation will be made at the AESD meeting in October.

** It was moved by Susan and seconded by Ed to adjourn the meeting. Motion carried.

The meeting adjourned at 9:58 am.

Board Chairperson

Board Secretary