

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the October 28, 2020, ESD Board Meeting

I. CALL TO ORDER

The ESD Board met via Zoom. Board Chair Larry MacGuffie called the meeting to order at 12:02 pm. Board members present were Harlan Warner, Susan Albert, Marcia Henkle, Mary Kunkle, Ed Daling 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; and Executive Assistant Heather Small.

II. CONSENT AGENDA

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

A. Approval of Minutes

Approved the minutes of the September 23, 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 \$956,407.70 for October payroll.

September Co-op Month-End Warrant Number 801134114 through 801134116 totaling \$12,643.91

September Month-End Warrant Number 801134065 to 801134113 totaling \$294,695.99

August Comp Tax Sales Tax Wire Transfer Number 201900102 totaling \$873.50

October Mid-Month Warrant Register 801134117 to 801134176 totaling \$118,350.43

October Co-op Mid-Month Warrant Register 801134177 to 801134177 totaling \$90,103.30

September Comp Tax Wire Transfer Number 202000007 totaling \$647.80

October Payroll amount was \$956,407.70

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

D. Personnel

New Hires

- None

Resignations

- Paula Grieb, effective October 21, 2020
- Lorena Pulido, effective October 30, 2020

E. Travel Requests

- None

F. Surplus

- See Attached

III. STAFF REPORTS

A. Educational Services - Linda McKay

Linda shared that we continue to support our districts in any way we can. Lots more check-ins, planning and professional development time are needed for teachers. Our hearts are with superintendents, principals and teachers as they continue to adjust to the changes. We continue being mindful of the changes and adjustments that everyone is having to make and being supportive.

We recently received a child care partnership grant from the Department of Commerce for Okanogan County for \$87,600. This grant will help provide professional develop to daycare and child care providers to help get kids kindergarten ready. Our ESD will organize, coordinate and distribute these funds.

We received a one-year grant through OSPI for \$60,000 to recruit adults and/or high school students in our region to provide them the alternative routes to certification. The focus is, how can we have the teachers in our schools be more representative to the students that they serve. Participants need at least an AA degree or be doing something simultaneously to earn the degree.

The Inclusionary Practices grant through the AESD has a goal of having 15 schools signed up by January to participate. There are currently 7 schools signed up.

As part of our school improvement work we received a pilot grant for tribal programs. Linda recently met with both the director and the education director with the Colville Confederated Tribes. We will be working with their education department and the social studies curriculum, Since Time Immemorial. ESD staff will work directly with the tribe to collaborate on curriculum and how teachers can incorporate.

The tribe also wants to know how they can help support or provide information as they would like more of their students and tribal members become teachers.

We have brought \$190,600 in competitive grants so far this year.

Cashmere High School is up for their 3-year accreditation review. Linda will reach out to the district regarding a time frame and see if a face to face following COVID-19 guidelines would be possible or if we need to schedule a virtual review.

B. Administrative Services - Trisha Schock

The team has been busy with year-end and supporting districts. The year-end deadline for our districts was Monday, October 20th. The review process is going on now, with year-ends due the ESD by October 25th. The ESD then has 10 days to review and return to the district with questions. Everything needs to be submitted to OSPI by November 10th.

Trisha review the financial documents that were provided in the board packet with the board. She added that financials are still looking good, even with some shifts and changes due to COVID-19.

We are currently providing direct services to Warden School District.

Levy certifications are coming up. Eastmont, Grand Coulee and Warden all have levy's out for election.

C. Technology Services - Pete Phillips

Pete shared that technology services have not slowed down and our schools need us more now than ever. We continue to move forward with regular technology updates and upgrades. One recent project is security and video surveillance for both Entiat and Tonasket. We also continue to upgrade Wi-Fi as more devices come into the schools. The extension into parking lots for kids working virtually.

We are adding new technology internally at the ESD with battery back-ups and remote monitoring.

It is eRATE season and our schools are busy applying and determining eligibility.

We are currently getting about 2,000 help desk tickets a month, which is just over 100 tickets a day. There are 600 open tickets as of today. Tickets range from log-in and printer issues to software upgrade requests.

On the Career Connected Learning front, we have a virtual career fair going on now. There has been a very low turnout for the event this year.

The state has been hard at work helping the teachers learn through LMS. Pete screen shared the AESD professional learning website page (www.waaesd.org/lms-solutions/), which is a one stop shop for teachers in the state to go to get continuous learning. There is a leadership team that is putting the information for this together and the content comes from all 9 ESDs.

Our ESD is supporting Qualtrics, which is being used to do daily symptom checkers for our districts. This is an automated form where parents fill out symptoms prior to their student going to school.

Our science kit rotation is happening now. Kits are returning to refurbishment and will be going out to districts again in December.

D. HR/Workers Comp and Crisis Co-op - Suzanne Reister

Suzanne shared that we are conducting interviews on Monday for the open migrant position. All interviews will be conducted by zoom. We also opened some position in our ISC department this morning.

We continue to be busy with helping districts who are navigating family firsts leave. We are currently waiting to see what happens with the state of emergency and federal leave.

The 3rd quarter unemployment statement was received last week and we will be going through every statement next week and every claim to clean up. An updated actuary report will be done once this process is complete.

Workers Comp claims are down. We are anticipating the financial study from actuary in the next couple weeks to see where we ended the year and how we are moving forward.

The Loss Control team is currently busy providing trainings, and we are seeing our participation numbers increase.

As our districts focus on getting kids back into the buildings and supporting teachers and kids we have paused the incentive program as our districts adjust. We are looking at potential roll out with a different look the second half of the year.

IV. NEW BUSINESS

A. The Vaccine Friendly Plan

Board members were provided copies of the book, *The Vaccine Friendly Plan* at the August board retreat.

Harlan shared that the motivation for this book study is following the status of the health kids. One of the things the book identifies is the difference between the CDC requirements and the author Dr. Thomas's recommendations and the correlation of cases of autism following his plan versus the CDC vaccination plan.

Michelle asked the board if they wanted to do more around this topic, or if this felt outside of our scope of current work.

Mary did not think it is something we should pursue, and that this is an individual family or doctor decision.

Although Marcia thought the information was really good and shared the book with her son and daughter-in-law she did not feel it was something we should take on at this time.

Susan thought this was more along the lines for health departments and doctors and not sure what the ESD would do with that information or about the ESD making medical recommendations.

Michael appreciated the author and the use of statistics. On the other side of that is author doesn't spend enough time talking about the benefits and consequences that go further than autism and is not supporting an ESD making health care recommendations.

Larry added that the book provided a lot of good information but as far as ESDs go, our position is we need to follow the state law. As a lot of the book pertains

to Early Childhood and Birth to 3 there might be some way it could be an information item for people to consider.

Michelle indicated that the early learning resource page on our website could be somewhere to share this information.

Harlan said if there is an interest in moving forward there is additional work to be done and our nursing corp staff would also need to support this. He added that he appreciated the responses and understands that it is a delicate issue.

Larry concluded that while there is a reluctance from the board, we will share the resource and have it reviewed by some of the ESD staff members for further review and exploration.

B. NCEF Teacher Grant Update

Michelle shared that all NCEF teacher grants were funded this year. There were 130 grants, coming in for a total of \$39,000 this year.

An additional \$4,000 was funded by Rotary this year, thanks to the efforts of Marcia and Susan.

This year applications were submitted by a google form and that really streamlined the process. Plans to further improve the new online process are in the works for next year.

C. WSSDA Conference / WSSDA Law Conference

The regular conference takes place November 19-20th and will be virtual. The law conference is on November 18th. Anyone interesting in attending can let Michelle or Heather know.

D. AESA Annual Conference

The conference this year takes place December 2 - 4th and will be virtual. Anyone interesting in attending can let Michelle or Heather know.

The next board meeting is scheduled for November 25th at noon via zoom.

** It was moved by Mary and seconded by xx to adjourn the meeting. Motion carried.

The meeting adjourned at 1:14 pm.

Board Chairperson

Board Secretary