

## NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

### Minutes of the December 23, 2020, ESD Board Meeting

#### I. CALL TO ORDER

The ESD Board met via Zoom. Board Chair Larry MacGuffie called the meeting to order at 12:01pm. 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 Susan Albert and seconded by Mary Henkle to approve the Consent Agenda. Motion carried.

##### A. Approval of Minutes

Approved the minutes of the November 25, 2020 board meeting.

##### B. Approval of Financial Reports

Approved the financial reports as presented.

##### C. Approval of Vouchers and Payroll

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 \$977,459.23 for December payroll.

December Mid-Month Warrant Register 801134360 to 801134412 totaling \$94,122.12

December Co-op Mid-Month Warrant Register 801134413 to 801134414 totaling \$74,738.00

November Comp Tax Wire Transfer Number 202000025 totaling \$30.32

December Extra AP Run Warrant Number 801134415 to 801134415 totaling \$3,118.11

December Payroll amount was \$977,459.23

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

D. Personnel

New Hires

- None

Resignations

- Cyle Nielson, effective

E. Travel Requests

- None

F. Surplus

- None

III. STAFF REPORTS

A. Educational Services - Linda McKay

Linda started with a thank you to Marcia, Susan and Michelle for going out to Cashmere High School to conduct their 3<sup>rd</sup> year accreditation review.

The next accreditation review is scheduled for January 12<sup>th</sup> at 2:00 pm for Lake Chelan High School. It will be held in the district office board room. Marcia and Harlan both volunteered to be on the review panel.

Through OSPI the state Multi-Tiered System of Supports (MTSS) received a grant and through some state allocation we will be adding a new position for an MTSS coordinator at the ESD. We are hoping to post the position by mid-January. This will be a 5-year position.

We continue to help school teams from both the academic and social emotional side.

We recently received a \$60,000 allocation to do educator recruitment around alternative routes/pathways. We will be kicking off that work in January. One of the focuses is trying to get more of our Native education population to become certified teachers.

B. Administrative Services - Trisha Schock

Trisha began with a Merry Christmas and hope everyone has a great holiday.

On the money side, as you can see from the financial reports sent out we are doing pretty good. New funding opportunities continue coming in so we are able to provide new supports to our districts. We are continuing to do the good work and also watch our expenses and have reduced travel costs.

On the district front, payroll is a hot topic with new district contracts coming in. We will be adding a payroll support position to assist with the additional contracts.

We will have year end reports to share at the January board meeting.

C. Technology Services - Pete Phillips

Last month Pete shared about the upcoming Code.org training for Hour of Code. We had almost 700 kids attend the training. This was a huge success for a virtual event.

We are continuing a big push statewide for the Learning Management System (LMS) trainings. These are trainings for teachers on how to use their systems in the new virtual world. This is all online on demand video sessions.

Districts are moving forward with upgrades. eRate funds continuing to flow through the pandemic. All our tech staff are in their districts supporting staff and/or students that are in the buildings, as well as those working remotely. Keeping kids safe online continues to be a big concern for our districts.

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

Suzanne shared that we recently had several boxes for donation in our lobby to give to both Serve Wenatchee and the Women's Resource center. Suzanne delivered all the items this week to a very grateful community. We are looking at keeping donations going for the next several months.

We currently have four positions open. 2 Birth-to 3 itinerate positions, a payroll assistant position and then the new position Linda mentioned for an MTSS Coordinator.

Suzanne also shared that she recently helped interview 95% of Orondo School District staff regarding their new superintendent position and what they need in their district and in administrative support. Steve McKenna will be providing the information collected to their board at an upcoming meeting.

There will be a Workers Comp and Unemployment Committee meeting January 12<sup>th</sup>. The recommendation is that we do a rate holiday. This will add about 2 million to the unemployment pool which will help get us through the unemployment slump due to COVID. We remain solid in Workers Comp and are structured to not have a huge hit to our districts.

IV. NEW BUSINESS

A. Accreditation

Marcia shared that it was so nice to go to the Cashmere High School for their accreditation and see both the school and the students. This was a great accreditation review and a strong school district. They are diligent about tracking all the students and they had all kinds of plans in place to make sure that students that were struggling were getting the help that they needed.

Susan added that they successfully passed their accreditation review.

B. New Electronic Signature policy - first read

Update policy to support the use of electronic signatures, especially as we continue to be remote. This is a new policy as we don't currently have a formal policy in place.

This is a first read and we will review the policy for adoption at the January board meeting.

C. NCESD Christmas/Holiday Party

**V. Superintendent / Board Reports / Communication**

A. The Latest of Michelle's Moments

Michelle took a moment to wish everyone a very merry Christmas and a happy new year.

First, I would like to thank you for the flexibility to work from home.

Thank you for your gift to the staff of the stipend in lieu of the salary increases this year. The staff was very grateful and shocked. It was a very good celebration, even over zoom.

Thank you to Suzanne for getting things together for the Christmas project this year. The staff really stepped up with the donations. We will continue picking a new charity each month to continue the giving.

Pete has taken on a project with lighting on the 1<sup>st</sup> floor and lower level.

Linda mentioned that we have a couple of new grants. Josie, our Early Learning Coordinator is hosting some lunch and learns, especially in the Okanogan area to help support care givers during this time.

I recently had the opportunity to watch Kevin Knoll in action and he was fabulous with the Waterville school board and helping them understand what we are doing with technology.

I am working with Waterville and Orondo school boards on how they want their admin teams set up. We will be facilitating a conversation between the districts about the potential of a shared position.

Six legislators attended the superintendent meeting last Monday. This was an opportunity for superintendents to share concerns with the legislators and there was a speaker from each county.

Our state legislature will work this next session via zoom with limited bills that can be heard and presented which will narrow the scope of what they are looking at. Topics will be limited to COVID, equity and finances. We also want to them to look at transportation.

Enrollment is down across our region by about 1,000 students. Most are kindergartners whose parents have opted to delay a year, or juniors and seniors who are enrolled in Running Start. Districts have been keeping their reserves high in anticipation of January cuts.

Legislators said they do not anticipate large cuts to education due to COVID.

The Department of Health, Governor Inslee and OSPI came out with a new re-opening decision tree last week. They maintain that kids are safer at school. They upped the threshold to 300 per 100,000. Eastmont and Wenatchee will both transition middle school after the holidays.

Six-foot distance continues to be challenging for our districts. We will continue to see the A/B schedule until that is reduced.

Vaccines are out and in our region. They will begin with first responders, doctors and nurses. Next will be nursing home residents. Educators will be in the third wave as essential workers.

The next board meeting is scheduled for January 27<sup>th</sup> at noon via zoom.

\*\* It was moved by Harlan and seconded by Marcia to adjourn the meeting. Motion carried.

The meeting adjourned at 12:44 pm.

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Board Chairperson

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Board Secretary