

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the April 28, 2021, ESD Board Meeting

I. CALL TO ORDER

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

II. CONSENT AGENDA

** It was moved by Harlan and seconded by Mary to approve the Consent Agenda with noted changes. Motion carried.

A. Approval of Minutes

Approved the minutes of the March 24, 2021 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 \$971,756.27 for April payroll.

March Month-End Warrant Register 801134825 to 801134892 totaling \$220,968.88

March Co-op Month-End Warrant Register 801134893 to 801134895 totaling \$67,386.89

February Comp Tax/Sales Tax Wire Transfer Number 202000056 totaling \$331.15

March Extra Payroll Warrant Register 801134896 totaling \$3,388.44

April Mid-Month Warrant Register 801134897 to 801134972 totaling \$234,006.36

April Comp Tax Wire Transfer Number 2020000065 totaling \$183.99

April Co-op Mid-Month Warrant Register 801134973 to 801134974 totaling \$192,073.21

April Extra Co-op Mid-Month Warrant Register 801134975 to 801134975 totaling \$210,443.10

April Payroll amount was \$971,756.27

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

D. Personnel

New Hires

- Candelaria Sanchez, FRC/PARA Lead (promotion), effective April 1, 2021
- Marc Anderson, Accounting Assistant Intern, effective April 19, 2021
- Bowen (Bo) Charlton, Accountant Assistant Intern, effective May 17, 2021
- Madison Anderson, Speech Language Pathologist, effective August 2021
- Amy Eddy, School Psychologist, effective August 2021
- Ashley Jantzer, School Psychologist, effective August 2021

Resignations

- Seth Sampson, effective April 21, 2021
- Shae Eldredge, effective April 30, 2021

E. Travel Requests

- None

F. Surplus

- See Attached

III. STAFF REPORTS

A. Educational Services - Linda McKay

Linda shared that we continue to be out in districts, and she is continuing work with tribal programs.

As an AESD we are working on what next year will look like with meetings, travel and setting new parameters.

We are collaborating with three other ESDs on school re-opening plans and providing a series of webinars so schools can have their plans ready on June 1st.

We have students out doing field study work in Okanogan county coordinated by Lisa Monahan and Gaby Fernandez.

Currently waiting on budget from legislature and very excited about the addition of an EdTech position and some additional early learning support funds.

Linda ended by expressing how proud she is of the great work the staff is doing.

B. Administrative Services - Trisha Schock

Budgets and ESRA continues to be a main focus.

Overall, we are excited to see recognition state wide on the work we are doing and the funding coming in for that.

We are still waiting on ESRA 3. There will be more reporting requirements coming.

There is potential for additional federal funding for special education and Title I for school districts.

The ESD continues to have a healthy margin this year. We continue with limited travel and essential purchases and overall continue performing well.

C. Technology Services - Pete Phillips

Great work happening with Career connected learning team.

\$500K in contracts brought in for events and partnerships in our 4-county region.

NetServ teams are busy with eRATE and contracts with many schools renewing services.

We are excited about the new Ed Tech position.

STEM Summit planning for August is underway.

We recently hired a new Communications Specialist, Becca Freimuth, and she is going to do an amazing job.

We also recently hired an internal IT Support, Morgan Harwood.

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

We are in the middle of hiring season with more interviews happening this week.

There is new funding coming for the safety area.

Our TPA matrix for Workers Comp that has been used last several years was sold to a different company called TriStar. Our claims team remains the same and we currently do not anticipate any changes. Executive committee meeting coming up in May.

The team has been back out in districts. Paul is in Ephrata today and Brooke will be in the Methow on Friday.

We continue with the monthly statewide safety trainings. The trainings continue to be popular and there have been some requests for repeats of trainings.

We are still working our way through Unemployment paperwork and are currently researching a new TPA.

Suzanne recently had a meeting with Mike and Shelley regarding a new project titled Handle with Care. This project connects law enforcement and first responders with schools if there is a student involved in a crisis call. It creates another level of communication. The plan is to roll this out with our north (Okanogan) pod.

IV. NEW BUSINESS

A. AESD Report

Marcia shared that it was a short board meeting due to the membership meeting following.

Two action items on the agenda were AESD strategic direction update and next steps.

Marcia shared the history of ESDs and the direction ahead with the group and the tremendous growth the network has achieved over the years.

There was an approval of the network re-design contract.

There will be a 2022 in person AESD membership meeting. The proposal was to move this meeting to Wednesday - Friday.

Mary and Susan will be going to Spokane to participate in an accreditation panel, and Michael will be participating in a panel vial zoom.

B. Policy No. 5350 - Vacation Leave

The board reviewed a revision to the current vacation leave policy adding clarifying language regarding the paid family leave act.

**It was moved by Mary and seconded by Michael to approve the revised vacation leave policy. Motion carried.

C. Salary Schedule Review

Salary studies were included in the board packet. The proposal is to provide a 2% increase plus step increases for those meeting their goals.

The last schedule is still being finalized and will be available by the next board meeting.

**It was moved by Mary and seconded by Michael to approve the salary studies provided. Motion carried.

V. Superintendent / Board Reports / Communication

A. The Latest of Michelle's Moments

Michelle shared that Linda has been working hard for us and on her doctorate. A huge shout out to her and all her hard work.

The State of Washington recently implemented a long-term care law that every person must participate in through a payroll deduction or receive a waiver.

We are continuing to meet with the Superintendents twice a week. We recently polled them and they want to continue meeting in the future.

We continue to have a great partnership with our health districts.

We will be restructuring our regular SAC meetings.

Our SWOT analysis went out to district staff and will be shared at the next board meeting.

Friend of Children Awards went to all our school district nurses and health aides this year. We presented the awards on Monday during the Superintendents meeting and plaques were mailed out to everyone.

Superintendents opted to not hold the Excellence Awards this year as a regional event.

Michelle presented board with the books, From Seed to Apple and Belonging through a Culture of Dignity.

Enrollment and transportation legislation did a fairly good job in supporting our districts. They allowed districts to use ESRA 3 dollars so they can do some forward planning.

The AESD put together a list of things they had financial losses on during COVID-19 and request was put in to the legislature for stability dollars, and it was awarded. This will help to replenish supplies purchased during COVID-19.

May 20th will be our SAC awards at Ohme Garden's beginning at 11:30 am.

June 21st we will hold our ESD Staff Awards luncheon at Confluence Park.

We have had some significant challenges with students and staff with mental health issues. There has been a 36% increase in hospitalizing of kids over the past year. We are currently working with Dr. Julie Rickard and the health districts. Dr. Rickard wrote a grant for Hope Squad to bring to districts to implement a peer-to-peer program. There will be some billboard and ad campaigns beginning soon.

We are very blessed as a region and an agency; our cabinet is amazing.

Susan shared that the foundation has had some additional funds coming in for the mini-grants and members are now going out and doing presentations at local rotary clubs.

The next board meeting is scheduled for *Wednesday, May 26, 2021*.

The meeting adjourned at 1:24 pm.

Board Chairperson

Board Secretary