

## NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

### Minutes of the May 26, 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 4:11 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

Additions to today's agenda:

New Hire, Daniel Martinez, Desktop Support Technician, effective May 27, 2021.

Letter of retirement from Harlan Warner.

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

##### A. Approval of Minutes

Approved the minutes of the April 28, 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 \$969,494.98 for May payroll.

April Month-End Warrant Register 801134995 to 801135049 totaling \$226,503.67

April Co-op Month-End Warrant Register 801135050 to 801135053 totaling \$76,999.02

March Comp Tax/Sales Tax Wire Transfer Number 202000066 totaling \$314.32

May Mid-Month Warrant Register 801135054 to 801135124 totaling \$166,447.65

April Comp Tax Wire Transfer Number 2020000073 totaling \$1,181.70

May Co-op Mid-Month Warrant Register 801135125 to 801135127 totaling \$608,223.99

May Payroll amount was \$969,494.98

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

#### D. Personnel

##### New Hires

- None
- 

##### Resignations

- Libby McLaughlin, effective August 31, 2021

#### E. Travel Requests

- Trisha Schock, ASBO Annual Conference, October 12 - October 16, 2021, Milwaukee, WI
- Jason Williams, ASBO Annual Conference, October 12 - October 16, 2021, Milwaukee, WI
- Nicole Courtney, ASBO Annual Conference, October 12 - October 16, 2021, Milwaukee, WI

F. Surplus

- See Attached

III. STAFF REPORTS

A. Technology Services - Pete Phillips

Pete shared the STEM Summit post card that was on each table. Our new communications specialist Becca Freimuth created the postcard and is doing great work with our marketing and communications. She is a great addition to our team.

The team is looking forward to our new hire Daniel starting along with some additional positions in CTL and EdTech.

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

Suzanne shared that the Workers Comp Executive Committee recent met on May 17<sup>th</sup>. She added that she feels so supported by our districts and superintendents. It is easy to have these conversations because there is trust and they value us.

C. Educational Services - Linda McKay

Linda shared that the team is continuing relationships with our districts and have recently been in Waterville, doing math work in Wenatchee, SEL work in Cashmere, Sped and Federal programs work in Tonasket and have also recently been to Soap Lake and Moses Lake.

Last Saturday we received an arts integration grant at the preschool level. We had 60 people sign up for a half day professional development training and all that were registered showed up for a 3-hour virtual training.

D. Administrative Services - Trisha Schock

We are full-fledged into budget season and are kicking off budget labs in person with districts.

We are excited with our new hires in ISC and two new interns.

IV. NEW BUSINESS

A. Executive Team

The executive team is meeting on June 9<sup>th</sup> to go over the agenda for the June meeting with a goal to get the new board member selected before the retreat in August. The team would like to conduct interviews on June 9<sup>th</sup>.

Board members can participate in the interviews either in person or via zoom. Interviews will take place from 9:00 am to 12:00 pm. Candidates will also be given the option to be either in person or zoom.

B. Juneteenth Holiday

Washington state adopted a new holiday on June 18<sup>th</sup> each year. This starts in 2022. It was announced at a recent staff meeting that the holiday begins this year and we would like to honor that for staff and give them the paid holiday in 2021.

\*\* It was moved by Susan and seconded by Mike to approve the Juneteenth holiday for ESD staff in 2021. Motion carried.

C. July Board Meeting

The board was asked to vote on not holding a board meeting the month of July, with regular board meetings resuming in August. A resolution will be presented at the June board meeting to approval payroll and accounts payable for the month of July.

\*\* It was moved by Larry and seconded by Ed to not hold a board meeting in July. Motion carried.

V. Superintendent / Board Reports / Communication

A. The Latest of Michelle's Moments

Michelle began by offering congratulations to Linda McKay who was recently awarded the WASA Award of Merit. The Superintendents in our region nominated her for her work this past year.

Our relationships with our districts are why we have been busier and our financials are in the shape they are in. We are continuing that momentum with our districts. Michelle applauded the team, our cabinet and our board, and added that we stand firm in our why and what our intentions are and that comes out loud and clear.

New Dept of L & I guidance states that if you are an employer and do not work with students and have been vaccination, you do not have to wear a mask.

There is a website link if anyone would like to donate to the ESD foundation.

This years Classified Employee of the Year came out of our region - Adriana Vanbianchi from the Methow School District.

The next board meeting is scheduled for *Wednesday, June 23, 2021*.

The meeting adjourned at 4:28 pm.

---

Board Chairperson

---

Board Secretary