

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the March 23, 2022, ESD Board Meeting

I. CALL TO ORDER

Board Chair Marcia Henkle called the regular business meeting to order at 12:01 pm.

Board members present were Marcia Henkle, Larry MacGuffie, Susan Albert, Richard Johnson, Michael Musick and Cathi Nelson. Mary Kunkle joined the meeting via zoom. 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 Cathi and seconded by Richard to approve the Consent Agenda. Motion carried.

A. Approval of Minutes

Approved the minutes of the February 23, 2022 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 \$1,219,791.35 for March.

February Month-End Warrant Register 801136898 to 801136958 totaling \$164,240.72

February Co-op Month-End Warrant Register 801136959 to 801136961 totaling \$155,751.20

January Sales Tax/Comp Tax Wire Transfer 202100048 totaling \$74.12

March Mid-Month Warrant Register 801136962 to 801137047 totaling \$152,996.09

March Co-op Mid-Month Warrant Register 801137048 to 801137049 totaling \$146,657.21

February Comp Tax Wire Transfer Number 202100049 totaling \$207.78

March Void/Reissue Warrant Register 801136891 to 801137045 totaling \$500.00

March Void Warrant Register 801136901 totaling (\$600.00)

March Void/Reissue Warrant Register 801137029 to 801137050 totaling \$524.73

March Payroll amount was \$1,219,791.35

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

D. Personnel

New Hires

- Flor Lopez, Program Support for HR, effective March 14, 2022
- Shelley Valdez-Schultz, Student Assistant Professional (SAP), effective March 14, 2022
- Nicole Lyman, Early Intervention Occupational Therapist, effective April 11, 2022
- Carrie Reece, Teach of the Deaf (TOD), effective September 1, 2022

Resignations

- Morgan Harwood, effective March 11, 2022

E. Travel Requests

- Becca Freimuth, National School Public Relations Association, Chicago, IL, July 15, 2022 - July 20, 2022

F. Surplus

- See Attached

III. STAFF REPORTS

A. Technology Services - Pete Phillips

Cyber security events are ongoing. This is a monthly meet-up that will take place at the ESD. Attendees will be from education, the private and public sector. The focus will be forming a cohort to discuss issues around IT security. These meetings will also be streamed in Okanogan and Grant County as well as being in-person at the ESD. The goal is to create a pipeline for students so they can get a job in cyber security after graduation if they are interested.

Cabinet met this morning and went over some options on the property. Pete provided printed maps to all the board members. Pete has met with both the Port and City of Wenatchee Planning Department. The current need of the ESD is a parking lot for staff and on-site meeting attendees. The new road funding has been approved but will take some time to get started and then to complete this project. This change will take away our on-street parking on Isenhardt Street and potentially Olds Station Road, which increases the need for off street parking. We would like to make a proposal to the port commissioners about a land swap. There is a business who would like to lease the north end of lot 3 and we would like to move forward in selling lot 4, which we currently have a couple interested parties in.

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

Suzanne share that there are currently lots of positions opened and we continue to hire. We are continuing to experience growth and are wanting to keep ahead of our staffing needs. Interviews are taking place this week and the last couple of candidate pools have been solid.

Current open positions: Desktop Technician, Early Intervention OT, Payroll, External Business Manager, Regional Behavioral Health, Student Re-engagement Coordinator, Teacher of the Visually Impaired, School Nurse, and a Student Assistant Professional for Cashmere School District.

Dina is retiring after 10 years with the ESD. Her last day is next Friday, April 1st. The new person stepping into the position is Flor. She has been training with Dina the last couple weeks and has experience with benefits from her time with Stemilt.

Suzanne screen shared a graph from the actuarial study from Workers Comp. Our fund balance maintained and grew. Our unemployment fund balance also grew. We weathered the storm and both pools are currently sufficiently funded. Claims were significantly lower during COVID with people working remote. The Workers Comp Executive Committee meets again on April 12th.

C. Educational Services - Linda McKay

The team continues to be out and about in districts.

We are beginning the STEM Summit planning and looking to get a big math expert as the key note. The summit will be 2 days virtually and 2 days in person. Pete and the team do a great job hosting nightly events for attendees as well. August 11th and 12th are the remote dates and in person the next Monday/Tuesday.

On August 10th, Bill Eagle, Stephanie Andler, Darcy Johnson and Eric Johnson are going to launch a leadership summit geared to district directors and principals. This will start with John Norlin's message on relationships, culture and connection. There will be two break-out session times where they can pick where they want to be. Topics will include, how to plan a staff kick-off and sharing who

you are as a leader. It will end with a piece on equity and inclusion - what it is and what it looks like.

Linda is currently the lead for the Asst. Supts in the Leadership initiative. There is a small work group that is involved in this that will meet again in person in April.

D. Administrative Services - Trisha Schock

Our general fund balance is looking good and we are in a good place financially.

The legislature has closed the session and there is a new IPD.

Lots of transition happening and we are looking at adding staff to the department.

There are five new business managers coming on in districts.

A lot of contracts going out right now for direct services to our districts.

We will be picking up some districts from both ESD 105 and ESD 123 region to join our academies and our training model. We will shift these trainings back to zoom with our ESD taking the lead.

V. INFORMATION

A. Strategic Planning Update

Michelle updated the board on the strategic planning process and where we are currently at. The committee has worked on the action steps and now the cabinet is going through each of the action steps and reviewing. After that process is completed, they will add the next level of leadership in the agency to review. It will then go back to the committee for a review and then to the board in June for review of the final plan.

B. 3rd Year Accreditation Review Panels

Cascade High School is ready to schedule. Susan, Richard and Linda will all participate in the panel.

C. New Accreditations

Westside: Michael can do the 16th and 17th in person in Tumwater

Eastside: Marcia and Cathi will be attending in Spokane

VI. NEW BUSINESS

A. AESD

Marcia passed out an email from Jessica talking about the annual meeting. Our regular board meeting will start at 9:00 am. (may start at 10:00 am per board request).

An email will be sent out including the power point from Jessica and all the meeting agenda items and documents that will be voted on.

Chris Reykdal will be speaking there will be raffles and prizes.

The Award of Distinction winner will be announced at the meeting. Oure ESD is in charge of selecting an art piece from the regional HS art show to frame and present to the award winner.

Michelle shared a preview of the AESD proposed budget on screen that board members will vote on at the April 27th meeting. A copy will be emailed out to the board.

B. NCEF

Strategic planning session via zoom. Doing well as far as getting donations in order to provide scholarships to teachers.

New board member that is a go-getter and has gotten the foundation out into the media.

Lois has taken over as president with Rufus leaving the foundation board.

They are still deciding on how they will hand out the grants that usually takes place in October with an in-person banquet.

Cathi will be the new foundation liaison from the ESD board.

C. First Read - Meals with Meetings Policy

We did not currently have a policy on this and the auditors recommended we add one.

** It was moved by Richard and seconded by Susan to approve the Meals with Meetings policy. Motion carried.

We will assign a number and get this posted to our website.

IV. SUPERINTENDENT/BOARD REPORTS/COMMUNICATION

A. Budget Prep and Salaries

Michelle shared that we are one of three ESDs that are currently doing salary studies. We also take a look at districts in our area and their salary range.

IPD set by legislature at 5.5%. CPI was set at 7.6%. These are pretty significant numbers that we are working with this year. Most districts will be using the IPD number. WEA is pushing hard for 9% across the state.

We built into our contracts that it will be the CPI rate.

We would like to build salary grid using 6.5%.

Foundational funding was increased by the legislature. Our contracts and our coops have a CPI funding component in them. We may need to use some fund balance to cover this increase. We are early in the planning stages.

On the benefits side, we are currently in PEBB. We think we should move to SEBB the first of January 2023 for the cost savings for primarily same benefits. We would be required to move to SEBB in 2024 anyway. More information will be coming in the following months.

B. VEBA

This is an opportunity to put pre-tax dollars into a fund for medical expenses or to use down the road to pay for medical premiums in retirement.

The plan is to start at \$50.00 a month per employee, that they can use for medical expenses at any time. The money does not go away and the employees can use at any time.

The board all agreed that this was a great benefit for staff and to continue exploring this option.

C. The Latest of "Michelle's Moments"

Kuddos to the team and for all they are doing.

New superintendents coming on board in Eastmont, Mansfield and Moses Lake. Lake Chelan, Entiat and Tonasket are currently interviewing. Brewster and Coulee-Hartline have completed in-district transfers.

On May 4th at 6:00 pm at the ESD there is a school board equity training put on by WSSDA. This is required training for all school board and ESD board members. WSSDA is the only authorized training for this content and is only offered as an in-person option.

On May 13th there will be a staff BBQ here at the ESD in the parking lot. All board members are invited to attend.

Michelle will be traveling to the Stehekin School District sometime in April.

The meeting adjourned at 1:55 pm.

Board Chairperson

Board Secretary