

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the April 26, 2023, ESD Board Meeting

I. CALL TO ORDER

Board Chair Susan Albert called the regular business meeting to order at 12:02 pm.

Board members present were Susan Albert, Marcia Henkle, Larry MacGuffie, Mary Kunkel, Michael Musick, Richard Johnson and Cathi Nelson. NCESD staff present included Superintendent Michelle Price; Assistant Superintendent Linda McKay, Executive Director of Technology Pete Phillips; Executive Director of HR/Workers Comp Suzanne Reister; Executive Director of Admin Services Trisha Schock; and Executive Assistant Heather Small. Jason Williams. Sue Kane.

II. CONSENT AGENDA

** It was moved by Richard and seconded by Cathi to approve the Consent Agenda as amended. Motion carried.

A. Approval of Minutes

Approved the minutes of the March 22, 2023 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 \$1,570,853.30 for April.

March Special Co-op Month-End Warrant Register 801139726 totaling \$20,948.65

March Month-End Warrant Register 801139727 to 801139830 totaling \$280,156.53

March Co-op Month-End Warrant Register 801139831 to 801139833 totaling \$73,520.69

February Comp Tax Sales Tax Wire Transfer 202200062 totaling \$453.53

March Void/Reissue Warrant Number 801138779 to 801139797 totaling \$1,800.00

March Void/Reissue Warrant Number 801139503 to 801139728 totaling \$1,500.00

April Special Co-op Mid-Month Warrant Register 801139834 totaling \$90,495.56

April Special Co-op Mid-Month Warrant Register 801139835 totaling \$26,022.89

April Mid-Month Warrant Register 801139836 to 801139988 totaling \$343,373.72

March Comp Tax Sales Tax Wire Transfer 202200063 totaling \$368.76

April Void/Reissue Warrant Number 801136817 to 801139888 totaling \$20.00

April Special Run Warrant Number 801139989 to 801139989 totaling \$54.00

April Co-op Mid-Month Warrant Register 801139990 to 801139990 totaling \$59,374.30

March Special Run Warrant Register 801139725 to 801139725 totaling \$409.45

April Payroll amount was \$1,570,853.30.

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

D. Personnel

New Hires

- Adrian Chavey, SPED Inclusion Coach, effective April 3, 2023
- Jessica Smiley, SLP, effective June 26, 2023
- Shelby Bohrman, School Psychologist, effective September 1, 2023
- Nelly Perez, SLP Intern, effective September 1, 2023

Resignations

- Ashley Davidson, effective August 31, 2023
- Amy McCubbin, effective August 31, 2023

Travel Requests

- Ric Escobedo, Migrant Education Conference, Albuquerque, NM, April 29-May 3, 2023.

Surplus

- None

III. PUBLIC COMMENTS AND COMMUNICATION

There were no public comments or communication presented.

IV. STAFF REPORTS

A. Technology Services - Pete Phillips

- STEM Summit planning is in process with planning.
- CCL Team - Pete helped out at the 5th and final Tech and Tiaras in Manson yesterday. Almost 60 girls attended the event yesterday.
- Cyber Security - education is picking up with cyberattacks. We continue to work on keeping staff and schools safe.

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

- Last week held executive meetings for Workers Comp and Unemployment Cooperatives. 3% increase for workers comp. Unemployment voted to maintain the current rates.
- Reasonable insurance discussion at the unemployment meeting.
- All exec committee members that were up for election agreed to stay on.
- We hired two new staff yesterday, and interviewing this week. Additional positions opening up next week.
- Two programs we offer districts for sub placement - Aesop and Red Rover. We have two additional districts transitioning to Red Rover.
- We just had another district reach out to join our ACI Employee Assistance program.

C. Educational Services - Dr. Linda McKay

- Completed the Manson 3rd Year accreditation review
- In June our ESD is hosting a virtual training for Instructional Coaches for the first time.
- Pre-conference to STEM Summit will be focused on building thinking classrooms in math on August 14th at the Residence Inn.
- 2nd annual Leadership Summit will be on August 10th and 11th at the Wenatchee Convention Center. Weaving this in with Diversity, Equity and Inclusion state requirement. Linda passed around a flyer highlighting the event.
- Revamping and relaunching our co-ops as the Teaching & Learning Cooperative. The content will be tailored and customized to each individual district and provide more flexibility.
- Recently had the opportunity to take some leaders in our region to participate in events. Ashely Goetz took 5 principals to a Courageous Principals conference in Texas. Lake Chelan, Quincy, Okanogan and Soap Lake principals attended. Carnegie Summit in San Diego this week.
- May 4th is the community forum to share the Moses Lake strategic plan.
- We have 7 additional districts signing up for strategic planning support in the next school year.

D. Administrative Services - Trisha Schock

- Shared that she had a great time at her conference on data in Los Angeles
- Launching Supt finance training at the ESD
- Full fledge in budget season and holding many on-site labs
- Adopted budget and working through legislative:
- Additional funding for Sped
- Safety net pieces for transportation
- Our ESD budget continues to look great with a positive fund balance and our services continue to grow
- Held ISC team committee meeting and adopted new rates for software support program.
- Jason joined the meeting today and shared two documents on the bond and building payment and discussed options with the board. Michelle also covered what we currently have projected for our facilities plan and

building updates in the next couple of years. The board commended Jason on the information and the positive financial position we are in.

V. NEW BUSINESS

A. Career Connected Learning Presentation - Dr. Sue Kane

Dr. Sue Kane joined the meeting today to provide an update on the Career Connected Learning program.

VI. ACTION ITEMS

A. Policy No. 4310 - Credit Card Usage Agreement (second read)

- Policy updated to include language regarding misuse of the ESD card could lead to disciplinary action.

** It was moved by Cathi and seconded by Marcia to approve the Credit Card Usage agreement with changes. Motion carried.

VII. INFORMATION

A. Manson 3rd Year and Statewide Accreditation Updates

- Cathi shared that the school was well prepared and lot of good things happening in the districts. Richard added that the principal shared on screen and had everything presented very nicely.
- Michael shared that they recognize the importance of relationships and it was a very positive experience.

B. AESD Conference Debrief

- Cathi was impressed by the kids who participated in the panels. Lots of good changes happening and nice to connect with other board members and network and create personal connections.
- Marcia provided some extra handouts from the new board member luncheon for everyone and a handout from the native presentation.

C. Capital Facilities

- See above

D. Legislative Update

Michelle shared the following legislative update:

- The legislative session closed on Saturday
- We are at maintenance level for all our programs.
- Moving from PEBB to SEBB mid-year.
- Continue to get CCL funding.
- IPD at 3.7% this year, 3.9% next year. A new bill will allow for a look back to allow to have the number in advance for budgeting.
- A big ask from the AESD was for behavioral health funding and we were successful in getting funds allocated.
- New regional apprenticeship bill passed. There are 5 pilot districts in the bill. Marysville School District will be one with the rest still to be determined.
- We did not get the P3 navigator that we requested and will continue to advocate for that in the future.

E. Policy No. 5270 - Reduction in Force

- This policy review was included for information while we were waiting on the behavioral health money to come through with the legislature.

F. Compensation/Salary Study

- The summary report was included in the board packet today.
- Suzanne provided salary study documents to the board member. All salaries include the 3.7% IPD. A couple of positions were updated to match current salary levels to keep us competitive. Recommended the addition of unit 8 which allows for employee growth.
- This will be reviewed and approved as part of our budget hearing in June.

G. Friend of Children/Board of the Year

- The Friend of Children and Board of the Year event will be Thursday, May 18th at 6:00 pm at the ESD.

H. Foundation Update

- Cathi is working on collecting donations in Waterville and shared that she recently collected \$600.00. She is set to attend a couple meetings.
- Gene Sharratt facilitated the last meeting with a strategic planning session and the board set goals.

VIII. SUPERINTEDENT/BOARD REPORTS/COMMUNICATION

A. The Latest of “Michelle’s Moments”

- Michelle & Suzanne recently visited Stehekin and completed interviews for their new teacher. The Stehekin board has secured a cabin for the new teacher.
- Three candidates are scheduled for HR director interviews this afternoon.
- We are adding a CTE Director Fee for Service option for districts next year.
- Huge kudos to Suzanne on workers comp and unemployment boards.

IX. ADJOURMENT

The regular business meeting was adjourned at 1:52 pm.

X. EXECUTIVE SESSION

The board held an executive session following the board meeting to discuss the superintendent contract and evaluation.

The executive session adjourned at 2:15 pm

Board Chairperson

Board Secretary