

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the June 28, 2023, ESD Board Meeting

I. CALL TO ORDER

The Budget Hearing and Redistricting of Director District Boundaries was called to order at 12:00 pm by board chair Susan Albert. The 2023-24 budget was presented by Jason Williams, Director of Finance.

** It was moved by Mary and seconded by Richard to approve the 2023-2024 budget as presented. Motion carried.

The board reviewed the redistricting information updated and provided by Sammamish Data System in response to the latest census data in 2020.

** It was moved by Mary and seconded by Richard to approve the updated redistricting provided by Sammamish Data Systems. Motion Carried.

The public hearing was closed at 12:16 pm

Board Chair Susan Albert called the regular business meeting to order at 12:16 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; Executive Director of Technology Pete Phillips; Executive Director of HR/Workers Comp Suzanne Reister; Jason Williams, Managing Director and Executive Assistant Heather Small.

An addition to the board agenda today is new hire Chanet Stevens in communications, effective July 17th. A copy of her resume was provided to each board member for review.

II. CONSENT AGENDA

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

A. Approval of Minutes

Approved the minutes of the May 24, 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 \$1,746,482.76 for June.

May Month-End Warrant Register 801140237 - 801140329 totaling \$244,339.98

May COOP Month-End Warrant Register 801140330 - 801140331 totaling \$43,407.43

April Comp Tax/Sales Tax Wire Transfer 202200074 totaling \$646.46

Void and Reissue Warrant Register 801140174 - 801140332 totaling \$3,120.60

June Special Co-op Warrant Register 801140333 totaling \$62,179.20

June Special Co-op Warrant Register 801140334 totaling \$3,217.74

June Special Co-op Warrant Register 801140335 totaling \$34,989.74

June Mid-Month Warrant Register 801140336 to 801140456 totaling \$230,052.32

May Comp Tax Sales Tax Wire Transfer 202200075 totaling \$41.74

June Mid-Month Special Run Warrant Register 801140457 totaling \$100.00

June Special Co-op Mid-Month Warrant Register 801140491 totaling \$48,197.92

June Special Co-op Warrant Register 801140492 totaling \$5,308.39

June Special AP Run Warrant Register 801140493 totaling \$11,500.00

June Payroll amount was \$1,746,482.76.

D. Personnel

New Hires

- Katie Cannata, Teacher of the Deaf Intern, effective August 15, 2023
- Ashley Curtin, Secondary Transition Coordinator/Teachers, effective August 15, 2023
- Marie Jamison, Teacher of the Deaf Intern, effective August 15, 2023

Resignations

- Brandon Rose, effective June 2, 2023
- Melissa Trammell, effective August 31, 2023

Travel Requests

- Darcy Johnson, NASDSE Annual Conference, New Orleans, LA, October 27- November 21. 2023

Surplus

- None

III. PUBLIC COMMENTS AND COMMUNICATION

There were no public comments or communication presented.

IV. STAFF REPORTS

A. Technology Services - Pete Phillips

- We recently added a new hire for communications.
- Currently working on Communications Co-op for Fee for Service.
- The bicycle Education position is now open and will be housed at our ESD. The funding comes from the Dept of Transportation.
- STEM Summit coming up in August. We currently have 360 people registered.

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

- Recently facilitated the ProServ team retreat with Michelle. It was a great day that concluded with a painting activity that tied back into the theme of the day.
- Presenting at the WAMOA conference in Quincy tomorrow with a focus on leadership with passion.
- Continuing to work with Paul on transitioning the Workers Comp program. He will be taking over beginning September 1st.
- We continue to have lots of interviews taking place.
- Employee evaluations are currently going on.
- Eastmont is coming back into the Co-op with Red Rover.
- We recently lost Wenatchee School District as part of our ACI program due to budgets and have Ephrata School District for the coming year.
- Currently working with HCA on our access to in-network vision care providers in our area. We are hopeful to get additional providers for ESD and district staff.

C. Educational Services - Dr. Linda McKay

- region that are required to participate due to receiving federal dollars. It was a great experience watching our districts present and provide recommendations to the tribe.
- SIP plans were due June 16th.
- AESD Assistant Superintendents recently met and spent their time together looking back on how the year went and reviewing plans for the upcoming year.
- Participated on the accreditation panel in Spokane in April.
- Migrant and OSSI programs are wrapping up and beginning planning for next year.
- Bill Eagle is officially back at the ESD.
- Attended the Wenatchee School District board meeting last month to present CSEYOY award to Christopher Rosales.
- Educational Services department is doing some restructuring due to the return of Bill to the office.
- Excited about the team and the great work ahead for next year.

D. Administrative Services - Trisha Schock

- District budgets are due to the ESD by July 10th.
- We are changing the review process to accommodate are current school needs in the year.
- Lots of new business managers coming on in the districts.
- Internal financials continue to look healthy.

V. **ACTION ITEMS**

A. Resolution No. 2023-01 Budget Approval

** It was moved by Michael and seconded by Larry to approve Resolution No. 2023-01 Budget Approval as presented. Motion carried.

B. Resolution No. 2023-02 Summer Payroll and Account Payable

** It was moved by Michael and seconded by Larry to approve Resolution No. 2023-03 Summer Payroll and Accounts Payable as presented. Motion carried.

C. Resolution No. 2023-03 New Hires and Resignations

** It was moved by Michael and seconded by Larry to approve Resolution No. 2023-03 New Hires and Resignations as presented. Motion carried.

D. Resolution No. 2023-04 Census Redistricting

Approved as part of the Budget Hearing and Redistricting. See above.

E. Superintendents Contract

** It was moved by Cathi and seconded by Mary to approve the Superintendents contract as presented. Motion carried.

VII. **INFORMATION**

A. Auditors Report

Michelle provided the board with our final audit report and thanked Jason for all his hard work on our budgets and audit process.

Michelle provided copies of the final audit report to the board.

B. ESD Board Elections

The ESD board elections will now be run by WSSDA. The new election process will be completely done online through their website. The website with information on submitting should be available in late August.

C. August Board Retreat

The board retreat is scheduled for Wednesday, August 23rd prior to the regular board meeting with a start time of 9:00 am. Cathi has offered to host again this year at her home in Waterville.

D. WSSDA Fall Conference - November 16th - 18th in Bellevue WA

A few rooms have been reserved for board members, please let Heather know if you are interested in attending.

E. AESA Annual Conference - November 29th - December 1st in Anaheim, CA

Registration is now open for the AESA annual conference. Please let Heather know if you will be attending so she can get registrations and hotel reservations complete.

Trisha and Jason and Debbie will be presenting at the conference this year.

VIII. SUPERINTEDENT/BOARD REPORTS/COMMUNICATIONS

A. The Latest of “Michelle’s Moments”

- Lots of new superintendents coming on in our districts: Grand Coulee, Manson, Palisades, Pateros, Soap Lake and Waterville.
- Reminder that the budget adoption includes the new salary
- Attending Quincy board meeting to presented the Board of the Year award last night.
- Wrapped up 7 Habits with staff and held the staff awards celebration last Friday.
- Behavioral health funding came through for another year. We will be able to return current staff, as well as hire the 3 additional vacancies.

- Received a grant for 3 years for SAPs in Okanogan and Warden.
- Attended the WA State Initiative convening for the Gates Foundation.
- Completed Bill's final review with the Wenatchee board chair.
- AWSP/WASA conference was this past week. Aspiring Supt presentation to help get people interested in the superintendence.
- New facility for Early Learning team in Moses Lake.
- Attending a regional sports complex focus group for the area.
- Currently serving on 8 boards. Wenatchee Rotary, USIP, Employee Relations Network, AASA gov board, Workforce development board, WASA board liaison, PEAB board and Invest Ed.

IX. ADJOURNMENT

The regular business meeting was adjourned at 1:30 pm.

Board Chairperson

Board Secretary