

## NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

### Minutes of the April 24, 2024, ESD Board Meeting

#### I. CALL TO ORDER

The board meeting was called to order by Board Chair Susan Albert at 11:58 pm.

Board members present were Susan Albert, Marcia Henkle, Richard Johnson, Larry MacGuffie, Michael Musick and Cathi Nelson. NCESD staff present included Superintendent Michelle Price; Deputy Superintendent Linda McKay; Executive Director of Human Resources Suzanne Reister; and Executive Assistant Heather Small.

#### II. CONSENT AGENDA

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

##### A. Approval of Minutes

Approved the minutes of the March 27, 2024, 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 \$1,778,815.33 for April.

March Month-End Warrant Register 801142726 to 801142846 totaling \$225,304.04.

March Co-op Month-End Warrant Register 801142847 to 801142850 totaling \$56,522.15.

February Use Tax - Sales Tax Wire Transfer 202300050 totaling \$203.04

March Special AP Run Warrant Register 801142851 totaling \$2,846.97.

April NCWWCT Special Co-op Warrant Register 801142852 totaling \$34,469.40.

April NCWWCT Special Co-op Warrant Register 801142853 totaling \$16,788.60.

April Mid-Month Warrant Register 801142854 to 801142967 totaling \$308,961.43.

April Co-op Mid-Month Warrant Register 801142968 to 801142975 totaling \$60,029.74

March Use Tax - Sales Tax Wire Transfer 202300052 totaling \$1,525.29

April NCWWCT Special Co-op Warrant Register 801142976 totaling \$49,207.46.

April NCWWCT Special Co-op Warrant Register 801142995 totaling \$19,126.37.

April Payroll amount was \$1,778,815.33.

#### D. Personnel

##### New Hires

- None

##### Resignations

- Rebecca l'Anson, effective June 16, 2024

##### Travel Requests

- Insert

##### Surplus

- None

### III. PUBLIC COMMENTS AND COMMUNICATION

- There were no public comments or communication presented.

### IV. STAFF REPORTS

#### A. Human Resources and Crisis Co-op - Suzanne Reister

- Focusing on the last couple of months to prepare for hiring season.

- Working on contracts and letters of reasonable assurance for staff who do not work full-time.
- Many employees are taking advantage of the leave options available to them.
- The unemployment executive committee meeting took place last week. There is a very solid fund balance, and the group can maintain rates for next year.

B. Educational Services - Linda McKay

- Bill and Ashely recently attended Courageous Principals training in Texas with a team of thirty-one principals from our districts. We are the contact for the entire state to join this program.
- Wrapped up Eastmont Strategic Planning work.
- Continuing work in Cashmere around multi-lingual learners.
- Have districts coming on for PLC work.
- We are seeing some setbacks in our science kit refurbishment program and are looking at this and several options moving forward.
- Recently became the champion for institutional education. There will be a kick-off meeting on May 8<sup>th</sup> and 9<sup>th</sup>.
- Meeting with the Colville Tribe next week on teacher training and certification.

C. Administrative Services (Internal) - Michelle Price

- Michelle shared that Jason and Trish are attending the Laser Fiche conference in Las Vegas, NV this week. This will help streamline our records and documents.
- We are on track for our month-end expenditures.
- We continue to monitor budgets to ensure we do not need a budget extension.
- HVAC system replacement is in process with the fourth-floor work complete. The rest of the work will be completed over the next 3 weeks on the remaining floor.
- Currently working on the 2024-2025 budgets.
- Step increases will most likely be suspended for this year based on a variety of budget factors. IPD increases at 3.7% for staff will still happen.
- ISC is working on final rates for next year.
- Unemployment and Workers Comp (2%) Executive Committee met and approved new rate increases for 2024-2025.
- Still waiting on allocations from OSPI
- Auditors are in-house. The focus is on the federal audit with a May 31<sup>st</sup> deadline. There will also be a financial statement and accountability audit.

D. Administrative Services (External) - Michelle Price

- Busy helping districts analyze their budgets and monitor their cash flow.

- Several districts are looking at budget cuts and we continue to support their business managers.
- Many of our districts are looking at enrollment declines and adjusting budgets accordingly.

## V. ACTION

### A. Resolution No. 2024-01 - Reduction in Force

- Michelle shared that due to reduced funding and budgetary changes it may be necessary to reduce some staff.

\*\* It was moved by Cathi and seconded by Marcia to approve the policy and procedure as presented. Motion Approved.

## VI. NEW BUSINESS

### A. Advocacy: Legislative Update

- Michelle shared the history of McCleary and salary allocations formulas.
- Gearing up to monitoring salaries and services.
- Bob Ferguson is in the running for Washington state governor.
- Attorney general - 3 people running.
- There are several candidates running for Superintendent of Public Instruction.
- There are many retirements coming in the legislature. Approximately thirty legislators will not be running again.

### B. Superintendent Evaluation Prep & Contract

- Susan asked the board if there was anything that needed to be added to the evaluation for the final evaluation.
- There will be an executive session following the board meeting to discuss the salary portion of the contract.

### C. AESD Annual Conference Debrief

- Marcia handed out the conference planning review and summary of feedback from participants. Forty-four board members, 9 ESD superintendents.
- Overall great attendance and feedback this year. Marcia shared the feedback received with all the board members.

### D. AESA Annual Conference - December 4<sup>th</sup> - 7<sup>th</sup> in Orlando, FL

- Save the date if you are planning to attend the national conference this year. More information to follow.

#### E. Excellence Banquets

- Okanogan County Excellence Banquet took place on April 22<sup>nd</sup>. Michelle, Susan, and Richard all attended and said it was a great event and well attended with around 125 people present.

#### F. Friend of Children/Board of the Year

- Paschal Sherman - June 7<sup>th</sup> at 3:00 pm (Richard)
- Orondo - April 30<sup>th</sup> at 5:00 pm (Cathi)
- Entiat - May 22<sup>nd</sup> at 7:00 pm (Susan)

#### G. Statewide Accreditation Panels

- Hotel information and details have been emailed out to everyone. Please let us know if you have any questions or have not received your details.
  - a. Tumwater: May 13<sup>th</sup> - 15<sup>th</sup>
  - b. Spokane: May 20<sup>th</sup> - 21<sup>st</sup>

## VI. SUPERINTEDENT/BOARD REPORTS/COMMUNICATIONS

### A. The Latest of “Michelle’s Moments”

- Reminder that part of the strategic plan was to create a new evaluation tool for staff. The cabinet has been working on this and will be running a pilot this June.
- SAC meeting took place last week and had a presentation regarding Green Schools to go over requirements and state law and included supports available to districts while implementing. There will be grants available to help districts with funding.
- Presentation on bargaining and negotiations.
- Soap Lake Waterville Cascade Orondo Palisades Okanogan
- Participating in OSPI Roundtable meetings. These are in-person meetings and there will be three more before June 1<sup>st</sup>.
- ESD 105 will be announcing their Supt finalists next week.
- Traveled to Pullman last week for a presentation to the WSU superintendents’ program.

## VII. ADJOURMENT

The regular business meeting adjourned at 1:27 pm.

The executive committee convened briefly immediately following the regular board meeting to discuss the superintendent contract and adjourned at 1:37 pm.

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Board Chairperson

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Board Secretary