

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of the March 27, 2024, ESD Board Meeting

I. CALL TO ORDER

The board meeting was called to order by Board Chair Susan Albert at 11:59 pm.

Board members present were Susan Albert, Marcia Henkle, Mary Kunkle, Richard Johnson, Larry MacGuffie, Michael Musick and Cathi Nelson. NCESD staff present included Superintendent Michelle Price; Deputy Superintendent Linda McKay; Assistant Superintendent of Administrative Services Trisha Schock, Executive Director of Finance Jason Williams; Executive Director of Student Success and Learning Bill Eagle and Executive Assistant Heather Small.

Travel addition to agenda today.

II. CONSENT AGENDA

There was an additional out of state travel request that came in after the board packet was sent out for Bill Eagle and Ashley Goetz. This travel will be added to the consent agenda for board approval today.

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

A. Approval of Minutes

Approved the minutes of the February 28, 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 \$1,755,876.67 for March.

February Month-End Warrant Register 801142491 to 801142580 totaling \$252,802.40

February Co-op Month-End Warrant Register 801142581 to 801142582 totaling \$36,884.28

January Comp Tax Sales Tax Wire Transfer 202300039 totaling \$203.99

Void Warrant Register 801142410 totaling (\$1,486.51)

Void and Reissue Warrant Register 801142286 to 801142547 totaling \$70.74

March NCWWCT Special Co-op Warrant Register 801142583 totaling \$5,514.55

March NCWWCT Special Co-op Warrant Register 801142584 totaling \$34,975.54

March Mid-Month Warrant Register 801142585 to 801142682 totaling \$196,195.10

March Co-op Mid-Month Warrant Register 801142683 to 801142687 totaling \$13,303.67

February Comp Tax Wire Transfer 202300040 totaling \$191.73

March NCWWCT Special Co-op Warrant Register 801142688 totaling \$33,100.86

March NCWWCT Special Co-op Warrant Register 801142725 totaling \$19,861.52

March Payroll amount was \$1,755,876.67

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

D. Personnel

New Hires

- Nicole Medved, Instructional Worksite Coordinator, effective March 13, 2024
- Samantha Simmons, Birth-3 Special Education Teacher (temporary), effective June 3, 2024

Resignations

- Mike Dingle, effective April 30, 2024
- Jane Fox, effective June 30, 2024

Travel Requests

- Bill Eagle, Courageous Principals, Westlake, TX, April 12-14, 2024
- Bill Eagle, Courageous Principals, Westlake, TX, April 12-14, 2024
- Darcy Johnson, Courageous Principals, Westlake, TX, April 12-14, 2024
- Anna Troutman, Courageous Principals, Westlake, TX, April 12-14, 2024
- Leanne Lafferty, Courageous Principals, Westlake, TX, April 12-14, 2024
- Stephanie Reynolds, Courageous Principals, Westlake, TX, April 12-14, 2024
- Janelle Bersch, Courageous Principals, Westlake, TX, April 12-14, 2024
- Stefan Troutman, ISTE Live24, Denver, CO, June 22-26, 2024
- Lanea Cate, NASN2024, Chicago, IL, June 27-July 1, 2024
- Cari Haug, MT Summer STEM Institute, Bozeman, MT, August 4-7, 2024

Surplus

- None

III. PUBLIC COMMENTS AND COMMUNICATION

- There were no public comments or communication presented.

IV. STAFF REPORTS

A. Technology Services - Pete Phillips

- The bike program pilot has gone great in its first year. Ian will be expanding the project and taking the program statewide next year.
- We recently had a bike give-way in Orondo. Students received a bike and helmet to take home. Another 60 bikes went to Manson yesterday. This is funded through the Department of Transportation and funded through Cascade Bicycle Club.
- Continuing Cyber Meet Ups the first Wednesday of every month.
- The entire NetServ team recently traveled to a National Cyber Security training in Georgia.
- AI picking up steam. We are helping our districts create policies around safety.
- Attended an AI training at the Microsoft campus last week with Stefan Troutman.
- There will be an AI session at the AESD conference next week.

- Recently hired Nikki Medved in our Career Connected Learning Department.

B. Human Resources and Crisis Co-op - Suzanne Reister

- Continuing to work with Flor on the HR transition.
- Unemployment Pool Executive Committee meeting on April 10th.
- Assurances for our staff go out soon on contracts.
- We currently have a couple open positions.
- Staff evaluations are coming up soon.
- Five new districts transferring to Red Rover soon.

C. Educational Services - Linda McKay

- Strategic planning work continues. Wrapping up Eastmont in two weeks. Our second session in warden. Manson and Entiat have both reached out to begin the work next year.
- Working with Cashmere's building admin around Multilingual learner systems.
- Bill traveling to Ephrata/Corwin
- Working on an ELA adoption in Moses Lake.
- Ashely recently did some ALE work with Lake Chelan.
- Released cycle 3 for school improvement. We have 38 schools identified in tier 3 and above for targeted supports.
- Continue to work with OSPI School Improvement and Migrant departments
- Currently serving on the TPEP steering committee
- Attendance and Reengagement work with OSPI
- AI Innovation Summit in October at the Davenport. There will be both an East and West side event.
- Recently wrote an article on equity in education for the WASA Hotline.
- 21 superintendents and 26 districts met with tribal leaders for a day of learning and collaboration in Nespelem last week.

D. Administrative Services (Internal) - Jason Williams

- We are 50% through our current fiscal year and are currently in line with our projections.
- IPD came in at 3.7% for this year.
- Looking at increasing district contracts based on the 4.4% CPI increase.
- Beginning the preliminary work on workers comp projections for next year.

- Audit was scheduled to start on Monday with a focus on ESSER funding. Accountability audit that looks at our policies and procedures, which is a 3-year audit.
- Audit with department of retirement systems.

E. Administrative Services (External) - Trisha Schock

- ISC Executive Committee meeting is coming up in April. This meeting will be to adopt budgets and rates.
- Recently took Marc to Cascade School District board meeting this week.
- Engaging with several schools on finances and monitoring cash and
- Meeting tomorrow working on dashboards on superintendent and board finance.
- The business office recently attended WASWUG, a statewide conference for software, and took 30 team members.
- The ESD will be migrating to the new Qmlativ software this spring.

V. **ACTION**

A. Procedure No. 5253 Professional/Staff Boundaries

- Per the request from our January board meeting, Clear Risk has reviewed the proposed policy and did not recommend any edits.

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

VI. **NEW BUSINESS**

A. Salary Schedule

- As Jason stated in his report, IPD has increased 3.7%. Michelle is asking the board for approval to increase the currently salary schedule to reflect this increase.

** It was moved by Richard and seconded by Marcia to approve the salary schedule increase to reflect the 3.7% IPD. Motion Approved.

B. AESD Executive Board Report

- Marcia shared the last meeting was on March 11th. Two big topics were the legislature and the upcoming annual conference.
- The annual business meeting will be held on Thursday of the annual conference.

C. AESD Annual Business Meeting

- Handouts for the AESD Annual Business meeting were provided to all board members. The group spent some time reviewing the documents in preparation for the meeting next week.
- Marcia shared the agenda for the conference next week and gave an overview of events.

D. AESD Distinguished Award

- Marcia shared that there were eight strong candidates for the award this year. The winner will be announced next Thursday.

E. Excellence Banquets

- Okanogan county is the only county that will continue with a regional banquet. It will be Monday, April 22nd at 6:00 pm at Okanogan High School.

F. Friend of Children/Board of the Year

- Michelle shared the list of nominations for Friend of Children/Board of the Year. This year will be going out to the districts and presenting awards
- Board of the Year will go to Paschal Sherman and Entiat School District.
- Friend of Children: Orondo, Brewster, Wenatchee, Paschal Sherman and Moses Lake.
- The schools will be contacted and dates for awards will be brought back to the next board meeting.

G. Statewide Accreditation Panels

- a. Tumwater: May 13th - 15th
 - b. Spokane: May 20th - 21st
- Emails with details and hotel confirmations should be coming out soon.

VII. SUPERINTEDENT/BOARD REPORTS/COMMUNICATIONS

A. The Latest of “Michelle’s Moments”

- Based on the reduction in state funding in the legislature we are currently reviewing our Behavioral Health funding.
- HVAC system work will begin next week.
- Soap Lake Superintendent
- Waterville Superintendent

- Brewster Levy on April 23rd
- Eastmont will be re-running their bond.
- Attended the 50th anniversary Pow Wow at Paschal Sherman Indian School last Friday.
- Staff BBQ on Friday, May 17th in the ESD parking lot.
- June 14th is our annual staff awards luncheon at Ohme Gardens beginning at 11:00 am.
- The cabinet team has created a new evaluation tool for staff. This will connect our strategic plan with staff evaluation. This will go into place next year and be shared more at a future board meeting.
- Continuing to work with several district boards.

VIII. ADJOURMENT

- The regular business meeting was adjourned at 1:43 pm.

Board Chairperson

Board Secretary