

## NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

### Minutes of the May 22, 2024, ESD Board Meeting

#### I. CALL TO ORDER

The board meeting was called to order by Board Chair Susan Albert at 11:48 am.

Board members present were Susan Albert, Marcia Henkle, Richard Johnson, Larry MacGuffie, Michael Musick, Mary Kunkle and Cathi Nelson. NCESD staff present included Superintendent Michelle Price; Deputy Superintendent Linda McKay; Executive Director of Human Resources Suzanne Reister; Executive Director of Technology Pete Phillips; Assistant Superintendent Trisha Schock; Executive Director of Finance & Operations Jason Williams and Executive Assistant Heather Small.

#### II. CONSENT AGENDA

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

##### A. Approval of Minutes

Approved the minutes of the April 24, 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 \$1,783,749.27 for May.

April Month-End Warrant Register 801142996 to 801143097 totaling \$232,240.46

April Co-op Month-End Warrant Register 801143098 to 801143102 totaling \$560,511.07

March Use Tax - Sales Tax Wire Transfer 202300056 totaling \$218.35

Void and Reissue 801141031 to 801143083 totaling \$10,307.12

Void and Reissue 801142183 to 801143062 totaling \$4,408.00

April NCWWCT Special Co-op Warrant Register 801143103 totaling \$23,819.92

May NCWWCT Special Co-op Warrant Register 801143104 totaling \$60,580.35

May NCWWCT Special Co-op Warrant Register 801143105 totaling \$26,996.65

May Mid-Month Warrant Register 801143106 to 801143246 totaling \$782,652.74

May Co-op Mid-Month Warrant Register 801143247 to 801143253 totaling \$188,297.76

April Use Tax - Sales Tax Wire Transfer 202300057 totaling \$247.83

May NCWWCT Special Co-op Warrant Register 801143268 totaling \$84,067.90

May Month-End Warrant Register 801143269 to 801143401 totaling \$183,991.23

May Co-op Month-End Warrant Register 801143402 to 801143404 totaling \$43,646.05

Void Warrant Register 801142875 totaling \$-397.12

April Use Tax - Sales Tax Wire Transfer 202300061 totaling \$19.89

May Payroll amount was \$1,783,749.27

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

#### D. Personnel

##### New Hires

- Ami Collins, SLP, effective August 14, 2024
- Nelly Perez, SLP, (internal hire), effective August 14, 2024
- Alyssa Gonzalez, SLP, (internal hire), effective August 14, 2024

##### Resignations

- Lynette Morrison-Nelson, effective August 31, 2024

##### Travel Requests

- None

##### Surplus

- See Attached

### 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

- Jason and Suzanne have been working on the migration to Qmlativ and are in the process of rolling out applicant tracking in June. This will enable electronic reference checks for all applications.
- Assisting the final four districts in their transition to Red Rover.
- Continuing to monitor unemployment pool closely
- Flor and Suzanne have been mentoring, training and preparing for the July 1<sup>st</sup> transition. Suzannes last day will be September 1<sup>st</sup>.

#### B. Educational Services - Linda McKay/Bill Eagle

- Continuing to partner with several partners in the state to put on the AI Summit in the fall in both east and west locations. These will take place in October.
- Wrapping up strategic planning in Warden and Ellensburg School District recently signed on to begin the work next year.
- The final Attendance and Reengagement Collaborative will take place in June. We have brought together several school districts for this work and they are already reporting back with positive changes in their districts.
- Ashley is gearing up to take another group to Courageous Principals in Texas this fall with another 50 principals. She continues to be the WA state contact for this group.
- ESD content coordinators have been working with OSPI on a content review.
- Migrant work begins to gear up with migrant summer camps.
- Linda gave a big thanks to Bill, Ashley and team in their support while she has been working in districts.

#### C. Technology Services - Pete Phillips

- AI continues to be a hot topic in our districts.
- Third and final statewide webinar on AI with Quincy sharing what they are doing in district.
- The bicycle education program continues to grow. More trailers and bikes will be arriving soon and will be housed at the refurbishment center.

- Linda shared that the science kit refurbishment center will be closing in the fall. Existing districts will get refurbished kits this summer and there will be a plan to sell the remaining materials to districts. (Linda shared)
- 8<sup>th</sup> annual STEM Summit will take place in August.
- Traction with CTE director program. Many smaller schools are implementing CTE courses in their districts.
- Career Expos will continue to take place in the fall.
- Bringing back the Computer Science fair to Big Bend Community College in October.
- Nearing the end of the first phase of the HVAC upgrade.
- Jason and Pete recently had a meeting with the City of Wenatchee regarding the road upgrades and plans.

D. Administrative Services (Internal) - Jason Williams

- Shout out to our team working side by side with our districts this spring.
- Recently finished are federal and financial audit with no findings found. The accountability audit is in process now.
- Our migration from Skyward to Qmlativ is in process. The transition should be complete by May 31<sup>st</sup>.
- Monthly financial were provided in the board packet today. Continue to have a healthy fund balance.
- A draft 2024-2025 budget was provided to all board members for review. Formal action on the budget will be taken at the June board meeting.

E. Administrative Services (External) - Jason Williams

- Continuing to work with districts on their budget and planning.

V. **NEW BUSINESS**

A. Friend of Children/Board of the Year Updates

- Susan shared that she recently presented the Friend of Children award to Beth Nierman at the Apple Awards that were held at the Performing Arts Center.

B. Debrief Statewide Accreditation Panels

- Cathi and Marcia just returned for the Spokane accreditation panel reviews, and both agreed it was very inspiring. There were eleven schools being reviewed.

- Marcia shared that half of the schools being accredited were alternative schools.
- Cathi said the presentations were well done and showed the passion that educators have for students and their districts.
- Mary shared that she and Michelle both participated in the accreditation panels in Olympia.
- Both groups shared that math scores continue to be a concern for schools across the state.

## VII. ADJOURMENT

The regular business meeting adjourned at 12:45 pm.

The board went into Executive Session at 12:45 pm to discuss the Superintendent contract renewal. Following the executive session a motion was made to renew the contract.

\*\* It was moved by Cathi and seconded by Richard approve the Superintendent contract. Motion carried.

The Executive session adjourned at 1:05 pm.

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Board Chairperson

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Board Secretary