

NORTH CENTRAL EDUCATIONAL SERVICE DISTRICT

Minutes of January 22, 2025, ESD Board Meeting

I. OPENING

A. Call Meeting to Order

The meeting was called to order by outgoing board chair Susan Albert at 12:00 pm.

Board members present were Susan Albert, Michael Musick, Marcia Henkle, Larry MacGuffie, Mary Kunkle, Richard Johnson 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 & Operations Jason Williams; Managing Director of Human Resources Flor Lopez and Executive Assistant Heather Small.

B. ESD Board Elections

Susan led the board elections today and presented the following nominations for approval today:

Michael as incoming Board Chair, Cathi as incoming Vice Chair and Marcia continuing as AESD Executive Board Chair.

** It was moved by Richard and seconded by Larry to approve the new ESD board officers as presented. Motion carried.

C. Passing of the Gavel

Susan passed the gavel and welcomed Michael as the new Board Chair.

Michelle presented Susan with a plaque honoring her two years serving as board chair.

D. Board Recognition Month

Michelle expressed what an honor it is to recognize our board as part of board recognition month for their time, dedication and service. Each board member was presented with a certificate and logo coffee mug.

II. CONSENT AGENDA

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

A. Approval of Minutes

Approved the minutes from November 26, 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 \$1,800,149.49 for January.

December Co-op Mid-Month Warrant Register 801144960 to 801144984 totaling \$93,683.98

December Mid-Month Warrant Register 801144889 to 80114992 totaling \$335,093.96

December NCWWCT Special Co-op Warrant Register 801144993 totaling \$88,865.51

December Extra Payroll Warrant Register 801144994 totaling \$363.77

December Extra Payroll Wire Transfers totaling \$61.20

December Extra Payroll AP Warrant Register 801144995 to 801144998 totaling \$10.47

December Special AP Run Warrant Register 801144999 to 801145002 totaling 37,332.42

December Void/Reissue Warrant Register 801144962 to 801145002 totaling \$5,031.71

December Void Warrant Register 801144955 totaling \$(518.54)

November Use Tax Wire Transfer 202200132 totaling \$439.13

December Month-End Accounts Payable Warrant Register 801145003 to 801145109 totaling \$235,942.85

November Use Tax/Sale Tax Wire Transfer 202200133 totaling \$96.23

December NCWWCT Special Co-op Warrant Register 801145110 totaling \$99,803.84

January NCWWCT Special Co-op Warrant Register 801145111 totaling \$31,620.22

January NCWWCT Special Co-op Warrant Register 801145112 totaling \$19,672.63

January Mid-Month Accounts Payable Warrant Register 801145113 to 801145251 totaling \$328,579.82

January Co-op Mid-Month Warrant Register 801145155 to 801145237 totaling \$112,367.66

December Special Accounts Payable Warrant Register 801144866 to 801144866 totaling \$550.00

December Use Tax Wire Transfer 202200134 totaling \$52.18

January NCWWCT Special Co-op Warrant Register 801145272 totaling \$76,000.72

January Payroll amount was \$1,800,149.49

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

D. Personnel

New Hires

- None

Resignations

- Lacey Lloyd, effective January 3, 2025
- Barbara Nuxoll, effective June 30, 2025

Travel Requests

- Andy Boyd, Data Science Education, San Antonio, TX, 02/16-02/19/2025
- Cari Haug, Data Science Education, San Antonio, TX, 02/16-02/19/2025
- Kevin Knoll, K12 Six Conference, San Diego, CA, 02/24-02/26/2025
- Julia O'Donnell, K12 Six Conference, San Diego, CA, 02/24-02/26/2025

- Greg King, K12 Six Conference, San Diego, CA, 02/24-02/26/2025
- Will Borders, K12 Six Conference, San Diego, CA, 02/24-02/26/2025
- Frank Pecka, K12 Six Conference, San Diego, CA, 02/24-02/26/2025
- Blaine Pelligrini, K12 Six Conference, San Diego, CA, 02/24-02/26/2025
- Devon Owley, K12 Six Conference, San Diego, CA, 02/24-02/26/2025
- Suzanne Reister, Laserfiche Empower 2025 Conference, Las Vegas, NV, 04/13-04/17/2025
- Selina Sencion, Laserfiche Empower 2025 Conference, Las Vegas, NV, 04/13-04/17/2025
- Lisa Monahan, Learning & the Brain Conference, New York, NY, 04/25 - 04/27/2024

Surplus

- See attached

III. PUBLIC COMMENTS AND COMMUNICATION

- There were no public comments or communication at this time.

IV. STAFF REPORTS

A. Human Resources - Flor Lopez

- Currently there are no opening positions.
- Preparing for Laserfiche and cleaning up files.
- Laserfiche conference will be in April and Suzanne and Selina will be attending.

B. Educational Services - Linda McKay

- We remain hopeful that we will get additional resources in institutional ed in the form of education advocates.
- Our team continues to be out in districts coaching and providing support.
- Recently started strategic planning with Manson School District
- Our two new Migrant nurse case managers will be collaboratively holding a benefits fair with WVC in the spring. They have been a great addition to the ESD team and for our districts.

- The ESD is now a licensed Behavioral Health Clinic. The licensing is just the first step in the process to get fully up and running. The license is through the Department of Health.

C. Technology Services - Pete Phillips

- AI Innovation Summit Westside is coming up in February. This continues to be a hot topic.
- Cybersecurity training is coming to the ESD on February 20th.
- STEM Summit will take place again in August. Pete passed out postcards for the event.
- Working on some clean building and energy audit projects to become more efficient as well as satisfy the state law.
- Remodeling bathrooms on the 1st, 2nd and 3rd floor is on our 10-year facility plan and we will begin to look at that project.
- No new information on the road project due to budgeting concerns.
- Pete shared about the sewer leak and sink hole in front of the ESD building over the last couple of weeks that shut down the road.

D. Administrative Services (Internal) - Jason Williams

- a. Workers Comp
- b. Month End Financial Report

- Monthly financials are included in the board packet today.
- We have a lot of quarterly grants and billing process changes this year that reflect on the financial reports.
- We continue to be in a great cash situation with no major concerns.
- Jason handed out year-end documents to the board and spent time reviewing.
- We continue to monitor both our workers' compensation and unemployment pools and adjust for predicted staffing changes.

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E. Administrative Services (External) - Trisha Schock

- Continuing with our business manager academies
- Recently wrapped up year end with district
- Trisha and her team have been working with Power BI, Canvas and AI tools
- Shared a Power BI dashboard and provided a demonstration to the board.
- The Big 3 dashboard went out to all ESD Superintendents
- Trisha will be presenting the dashboard at a future AESD meeting

- Currently taking classes through WSU to learn more
- Will be presenting at a future AI Summit

V. ACTION

A. Policy No.5660 Artificial Intelligence use at North Central ESD

This policy was presented at the December 11th board meeting as a first read. Michelle shared that we mirrored the policy after a district and made. Legal was involved in initial creation.

** It was moved by Richard and seconded by Marcia to approve the new Artificial Intelligence policy. Motion carried.

B. Resolution No. 4370 Recognition and Acknowledgement Policy

** It was moved by Mary and seconded by Cathi to approve the new Artificial Intelligence policy. Motion carried.

VII. NEW BUSINESS

A. Early Learning Presentation

Janelle Bersch, Managing Director of Early Learning, joined the board meeting today to give a presentation on the Early Learning program and North Central ESD.

B. Superintendent Evaluation and Contract

Michael shared that we are at the mid-way point in the evaluation process and requested each board member send him comments for the mid-year evaluation.

The board will take action on the Superintendent contract at the March board meeting.

C. AESD Executive Board Report

- The AESD Executive board meeting took place via on January 13th via. Marcia shared there were lots of discussions on the big 3 legislative priorities as well as updates on school districts' financial health and upcoming Superintendent vacancies.
- Navigation of AI was also a big conversation at the meeting. Some districts have policies in place, and some do not. The main consensus is this AI is a supplement to our work not taking it away. Many noted that AI can be very expensive to use.

- There will be several AI sessions available at the AESD Annual conference in April. The conference begins on Wednesday this year with a pre-conference session.
- A save the date agenda for the conference was provided to everyone present.
- Nomination form for the Award of Distinction (formerly the President’s award) is now open. Marcia asked everyone to please be thinking of someone statewide to nominate. Everyone nominated for the award receives recognition at the conference.
- The legislative conference focused on the big 3 - mental health, MSOC and transportation.
- Education funding for K-12 education increased to 50%, this includes \$480 million for free meals for every child across the state.
- The Behavioral Health bill, sponsored by Senator Noble, has a lot of support.
- There is a lot of work ahead for the legislature.

VII. SUPERINTENDENT/BOARD REPORTS/COMMUNICATION

A. The Latest of “Michelle’s Moments”

- Continuing with the monthly Superintendent County lunches
- Welcomed Spencer Taylor to the group from Eastmont
- Working with different school boards including Methow, Warden, Wilson Creek, Ephrata, Orondo, and Waterville
- Met with Representative Ibarra on the Grant County Proviso
- An all staff gathering took place on January 10th at Eastmont Lanes with almost 100 staff members in attendance. The event was well received by staff and many expressed that it was a great time to connect and network. December 19th will be our next staff event at Eastmont Lanes.
- Volunteering with Rotary on concessions at TTC
- The foundation board met this week, and they are adjusting the evaluation tool for the teacher grants for this year.
- The SAC meeting took place last week via zoom.
- Cabinet and Leadership team also had meetings this week.

VIII. ADJOURMENT

The regular business meeting adjourned at 2:10 pm.

Board Chairperson

Board Secretary