

**NORTH CENTRAL ESD
REGULAR BOARD MEETING
April 4, 2019**

The North Central ESD Board of Directors met in regular session in the NCESD Conference Room, Thursday, April 4, 2019.

Attending

A—Jeff Schott, Chair-June 2021
P—Jim Doherty-June 2021
P—Kristen Neuberger-June 2019
A—Amy Derby -June 2019
P—Sarah Rucker -June 2021
P—Greg Greenwood -June 2019
P—Penny Grotting, Superintendent
P—Kim Domenighini, Bus. Mgr.

Visitors:

Tiffanie Arellano

CALL TO ORDER

Jim opened the Board Meeting at 6:03 p.m.

Public Input:

CONSENT AGENDA

MINUTES & FISCAL RECEIPTS

The minutes & fiscal receipts from the March 7, 2019 regular board meeting were distributed for review via email March 25, 2019.

Motion— Sarah, seconded by Greg, to approve 3.1 & 3.2 of the Consent Agenda.

VOTING—*Unanimously approved.*

SUPERINTENDENT REPORT

- Penny and Bob Dais have been working together on completing Job Descriptions and updating Contracts.
- Bob will be working with the school districts to help update Job Descriptions and Contracts. He will start with Condon SD, Mitchell SD, Sherman SD, and Fossil SD.
- Bob will also be working on a handbook for districts. The superintendents would like to have a universal handbook that could be used through-out the region. Bob will look into getting that done. Bob did say that may be difficult since all schools do not have all the same rules and policies.
- Marcia LaDuke, SPED Director working with the SPED teachers in our region and going to each school to assist teachers.

Job Descriptions

- Penny passed out the Job Descriptions to the board. The board does not need to take action, but wanted them to have copies and be able to review.
- Discussed the Job Descriptions, Penny will send out to the employees as soon as possible. Penny wants the employees to review the documents to make sure that they are accurate with what they are currently doing.

OPK Update

- OPK has had two offices, but with the reduced staff members we currently only use one office space. We have placed an ad in the paper for office space to rent.

- The ESD received an email from Teddy Fennern, Gilliam County Family Services, regarding the possibility of renting the office space. Gilliam County LCAC is partnering with Advantage Dental to do virtual dentistry. They need space to just bring in a dental chair so that they can expand their practice in our area. They will take X-rays, do minor fillings and cleanings. They will see all OHP patients and any others that would like to be seen as well. They are hoping to start with once a month, but for now they would like to use the small conference room and if they get enough business will want to rent the office upstairs.
- The funding for next year is probably going to be the same as 2018-19.
- Carrie and Penny are still working on the Corrective Active Plan.

TECH Update

- The RFP is complete and the applications have all been processed.
- The North Central ESD, Condon, Sherman, and Arlington School District will have a 10 gig Internet Speed with WAVE. The start date will be July 1, 2019
- The fiber build for Wheeler Co. schools will be funded at 100% with the help from ODE and USAC. They each will receive 1 gig of Internet Speed and will be with Home Telephone Company.
- The build should take about nine months and will start as soon as we get the Fund Commit Decision Letter.
- Cody has a plan if the current provider can't provide service for the ESD.
- Google mail and the web filter will be up and running in the near future.
- Fossil School will be the first school to convert to Google and then North Central ESD will be following. The schools will have free licensing with Google.
- A new webfilter for the schools will be in place soon. The schools will maintain their own webfilter.
- Arlington SD will have many changes since they currently maintain their own system.

CGESD/NCESD Supt Contract

- A board member from CGESD had a concern regarding the liability with regards to Tort Claims and questioned why their ESD would offer a contract service to another agency. CGESD had their attorneys review the contract and has added language:
 - The DISTRICT shall indemnify, defend, and hold CONTRACTOR harmless from any claims, actions, demands, losses, or costs (including attorney fees) arising out of or resulting from any act or omission by the SUPERINTENDENT while performing the duties of superintendent and is acting as an agent of NCESD.
- NCESD board would like Penny to contact our attorneys to verify the contract language is adequate for our ESD.
- Penny presented two contracts, one with .40 FTE and .60 FTE.
- Marcia LaDuke and Bob Dais will work part time for North Central ESD for the 2019-20. Penny will pick up the curriculum portion since we are not going to replace the Asst. Superintendent position at this time.

HVAC

- Jeff has been working with MFIA Consulting Engineering firm to get diagrams and specifications for the three HVAC units that need to be replaced.
- Pillar will be assisting in some of our engineering diagrams and specs.

- The board would like this to be the only time that Pillar Consulting Group assists in projects. The board understands our rural settings, but it is not the best solution due to the conflict of interest with any board member.

NEW BUSINESS:

SECRETARY OF STATE AUDIT LETTER

- Kim explained that we received a letter from the Office of the Secretary of State saying that we had significant deficiencies, material weaknesses or other recommendations for improvements have been reported by auditors in a separate letter to management or in a report issued in accordance with Government Auditing Standards, the governing body of the municipality is required to file a corrective action plan with the Secretary of State.
- Kim contacted Kori at Accuity to get assistance with the corrective action plan. Kori sent out a template letter to be signed by the board chair. The reasoning behind the letter is due to our small office staff and only two people handling all of the procedures.

Next meeting: May 2, 2019 5:00pm

ADJOURNMENT

With no further business, the meeting was adjourned at 7:10 p.m.

JEFF SCHOTT, CHAIR

KIM DOMENGIHINI, BUS. MGR.