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Board of Directors Board Minutes February 17, 2015

Board Members Scott Reynolds, Chair, Directors John Lang, Bob Moore, Carol Moorehead, Jenni Newby, Ron Radabaugh and Terry Rahmsdorff

HDESD Staff John Rexford, Superintendent, Paul Andrews, Deputy Superintendent, Shawna Bell, Business Analyst, Sandy Bishop, Director of Special Programs, Jayel Hayden, Director of Human Resources, Greg Munn, Director of Fiscal Services, and Shelley Knutz, Executive Assistant

Call to Order Scott Reynolds called the February 17, 2015 meeting to order at 5:30 pm

Agenda Revisions

The board meeting minutes on the Consent Agenda should be 1-20-2015.

REPORTS

Special Programs Presentation

Sandy Bishop presented on Central Oregon Regional Program (CORP). Regional Programs were created in 1981 to: Provide equity for access to specialized services for students with low incidence disabilities, regardless of location within the state. Provide a mechanism to acquire and retain highly specialized staff. Capitalize on economy of scale for providing services for low incidence disabilities.

The Regional Program Mission is: Through collaborative partnerships, provide students who have low incidence disabilities educational opportunities to achieve success through equitable access and specialized support.

The regional goal is that the graduating class of 2017 will see a decrease in the non-completer/dropouts non-continuing rate for students in regional programs from 9.6% to 6.5%. The State dropout target for students on an IEP is less than 3.5% but in 2013 the rate was 5.39%. In order to reach this goal, CORP staff focus on: Communication/collaboration, IEP/IFSP support/participation, consultation/coaching, training to build capacity and coordinating services across disciplines.

Sandy reviewed the services provided for students with the following eligible disabilities: Hearing impairments, vision impairments, deaf/blind, autism spectrum disorders, orthopedic impairments and traumatic brain injuries. She also discussed the child count numbers by year as well as by disability

Funding is supported through a combination of revenue sources. General Funds provided 47.13% and Federal Funds provided the remaining 52.87% of revenue during 2013-2015. Sandy distributed a handout following the total regional program dollars and the calculations used to determine funding.

Regional programs provide equity of access for students with low incidence disabilities, acquire and retain highly specialized staff, maintain flexibility and stability of staffing/services capacity across the region, and build and support special education capacity in local districts.

Fiscal Report

Greg reported the unaudited revenue year to date through January is 6% more than the same time period last year. This is due to an 11% increase in SSF revenue and an 8% increase in property tax revenue over last year.

The Finance Committee met on February 4th to review the budget calendar, vacancies on the budget committee and the 2015-16 budget assumptions. Those assumptions include:

- State School Fund rate/ADMw of \$320. The 2014-15 rate is \$319.16.
- Average Daily Membership – weighted. Initial conservative assumption of a 4% increase which is based on our district's projections and the addition of half days to kindergarten programs.
- Property Tax increase of 4% based on taxable value increase projections.
- Indirect rates initially budgeted at a rate of 7.5% which is consistent with the current year rates but with the expectation to lower this number as budget variables become known.
- General Fund balance 5% allocated to unappropriated ending balance per board policy with a goal of maintaining actual ending fund balance of between 8-10%.
- Contract/Grants assumptions for CORP and Long Term Care and Treatment will be flat enrollment and flat funding. EI/ECSE recently received additional funding, and that number will be used as base revenue in 2015-16.
- PERS rates should have a savings across the ESD by \$13,000
- PERS reserve this is the last year of a four year plan to subsidize rates with reserve funds. It is being recommended to hold the remaining reserves for future use.
- Steps and lanes will be awarded per contract
- Other staffing expenses will be determined during contract negotiations. Scott mentioned we will need board member representation on the bargaining team. There will be an Interest Based Bargaining training on March 4th.

Series 2005 Bonds – These bonds purchased the Manzanita and Prineville buildings in 2005. The first call date is June 1, 2015. Refinancing would produce an annual cash flow savings of \$25,000-30,000 and \$300-400,000 over the remaining 15 years of the bonds.

Facilities Report

Superintendent Rexford, Paul and Sandy have met regarding the placement of programs. They received great feedback during the two listening sessions, and they have made some adjustments to the plans based on that feedback. They promised staff to announce the assignments by the end of the month. He will be sure to copy the Board on the communication that goes out to staff.

One of the four roof top HVAC units at Manzanita will be replaced in July. They will replace one unit each year over the next four years. The furnace at Alyce Hatch will also be replaced as part of the scheduled equipment replacement plan with the Alyce Hatch Board. Greg is working on the leases in Bend and Prineville and plans to have those in place before April.

Renewal, Non-renewals & Extension of Contracts

Jayel explained the process for TSPC probationary and contract renewals or extension. The list of employees were included in the board packet. They are recommending the renewal or extension of all contracts. There are no non-renewals to report to the Board.

DISCUSSION ITEMS

Local Service Plan 2015-2016

Superintendent Rexford has met with Sisters School Board and Bend-La Pine Board to review the Local Service Plan for 2015-2016. Carol was able to join him in Sisters, and Scott participated in the Bend-La Pine meeting. Scott noted how much the Bend-La Pine members appreciate the menu of services offered by High Desert ESD. They feel this format effectively allows them to select only the services they need.

Superintendent Report

- There are sub-committees working on several signature initiatives to make sure they are aligned with the new strategic priorities.
- We took great pride in recognizing Sue Hayes as the Oregon Association of Central Office Administrators (OACOA) Award of Excellence for 2015. This is a prestigious award and well deserved.
- Anita Hasart received the Larry Tucker Lifetime Achievement Award for her work with Migrant Education. We are very proud of the work Anita has done in the area of Migrant Education.
- No additional funding news since the co-chairs budget that was released almost a month ago.
- Bob asked about day treatment program. Paul explained we created the interim, one year program and have four children registered. They met with Deschutes County Behavioral Health team who will be sending out an RFP in an attempt to secure a provider by July 1.
- Tomorrow will be the Safe Schools Alliance (SSA) signing of the Memorandum of Support and Participation with all SSA partners. This is a regional approach with emergency services and responses at all districts across the region.

Board Chair Report

- It was an easy decision to recommend refinancing our 2005 bonds which will result in a \$300-\$400,000 savings over the life of the loan. Hope to capture these savings into our programs.
- Bob reported on the OAESD Governance Council meeting he participated in with Superintendent Rexford.
 - ✓ The OAESD Conference at Eagle Crest will be held May 14-16.
 - ✓ Ozzie Rose, OAESD Lobbyist, asked who we had contacted to discuss increased EI/ECSE funding. There have been conversations with John Huffman and Gene Whisnant. The most recent letter and white paper have been sent to Ozzie and Jim Mabbott.
- Bob reported on the status of the five Frontier ESDs. Only two of them are members of OAESD. There is an effort to adjust the million dollar funding to make it more equitable.

ACTION ITEMS

Declare Vacancies on Budget Committee & Approve Budget Calendar for 2015-16

Two positions have expired: Martha Hinman with Redmond SD and Sandy Tartaglia with Sisters SD.

- **Terry Rahmsdorff moved and Bob Moore seconded a motion to Declare Vacancies on the Budget Committee and Approve the 2015-16 Budget Calendar as presented. Motion carried 7-0.**

Approve 2015-16 Local Service Plan

- **Bob Moore moved and Ron Radabaugh seconded a motion to approve the 2015-16 Local Service Plan as presented. Motion carried 7-0.**

Resolution 35-15 Authorization to Refinance and Refund Series 2005 Bond

- **Bob Moore moved and John Lang seconded a motion to approve Resolution 35-15 authorizing Greg Munn, High Desert ESD Director of Fiscal Services and Deputy Clerk, to select a lender and proceed with refinancing and refunding of the Series 2005 bonds if savings will accrue to the HDESD and if approved by the Finance Committee. Motion carried 7-0.**

Consent Agenda

- **Carol Moorehead moved and Ron Radabaugh seconded a motion to approve the Consent Agenda as presented. Motion carried 7-0.**
 - Personnel Changes – February 2015
 - Renewal, Non-renewals & Extension of Contracts for 2015-16
 - Board Minutes – January 20, 2015

Adjourn

The February 17, 2015, High Desert ESD Board of Directors Meeting adjourned at 7:00 pm.

Scott Reynolds, Board Chair

Shelley Knutz, Executive Assistant