



**Board of Directors Meeting
March 16, 2010**

Board Members: Board Chair Scott Pillar, Vice-Chair Terry Rahmsdorff, Directors Jerry Crafton, Ron Gallinat, Cathy Miller, Robert Moore, Carol Moorehead and Mark Severson

HDES Staff: Dr. Dennis Dempsey, Superintendent, Kathy Emerson, Deputy Superintendent, Jayel Hayden, Director of Human Resources, Greg Munn, Director of Fiscal Services and Shelley Knutz, Executive Assistant

Call to Order: Board Chair Scott Pillar called the meeting to order with a quorum of eight at 5:32 pm.

PRESENTATIONS AND REPORTS

Chalkboard CLASS Project Update – Jayel Hayden

The CLASS Project explores new career enhancement and compensation opportunities for teachers and other school staff. High Desert is the only ESD participating as a unique entity in addition to the school districts. Our focus will begin with the approximately 80 licensed special education staff. Four career paths have been identified to engage licensed staff in the improvement of services to our component school districts and early childhood programs in our region. Those career paths include: Specialist, Leadership, Training/Curriculum and Entrepreneurial. Jayel reported that our current evaluation process aligns well with the CLASS Project. He also distributed a draft Blueprint for Professional Development which will be reviewed at the April 1, CLASS meeting.

Chalkboard is currently funding HDES for the design phase to explore what changes are possible. If Chalkboard chooses to fund the HDES for the implementation phase we would have a year to create a plan and another year to implement it. Cathy Miller asked about the impact this could have on bargaining. Jayel said this would have an impact so they have union representation on the committee to keep them conscientious of the effect on bargaining. Everyone is involved and working together instead of being anxious about the process.

Scott Pillar asked if the CLASS Project is tied to the Race to the Top initiative. Jayel noted that they are different initiatives but CLASS will certainly compliment Race to the Top. Scott noted that it is a very interesting project because it supports the High Desert ESD Board goals and he asked Jayel to keep the Board informed. Dr. Dempsey complimented Jayel for doing an excellent job keeping the meetings on track and moving forward. For a first year Human Resources Director, Jayel is doing an outstanding job. We would not be making such great progress if Jayel were not keeping everyone so focused.

Fiscal Report

Greg Munn presented the Finance Report as of February 2010

☐ Finance Report Included:

- ✓ Review of the General Fund, Operations, Fund Balance/Reserves, Revenue and Expenditures.
 - Actual revenue and expenditures compared to budget
 - Percent of revenue and expenditures compared to 2008-2009
- ✓ Review of Special Revenue, PERS UAL Debt Service, Building Construction and Facilities Maintenance Funds.
- ✓ Report of All Fund Activity as of February 28, 2010.

2010-2011 Budget Update

- ❑ Greg Munn distributed and reviewed the 2010-2011 budget schedule.
- ❑ Dr. Dempsey noted we are ahead of schedule developing the 2010-2011 Local Service Plan because of the financial impact our decreased funding will have on the districts. The superintendents will be finalizing the LSP at the Regional Superintendent meeting on April 1.
- ❑ Review of Revenue: State School Fund, ARRA Funds and Interest Earnings
- ❑ Review of Expenditures: Staffing roll-up costs and change in indirects
- ❑ Dr. Dempsey distributed a 2011-13 Budget Assumptions and Projections from the March 2010 Forecast. This information was provided from the Budget and Management Division of DAS.
- ❑ After distributing and reviewing a draft of a Long Term Budget Chart, Dr. Dempsey noted it is apparent we will have to look at ways to do things differently because the funding shortfalls are not improving over time. Mark Severson asked for an update on the efficiency study. ECONorthwest and Chalkboard are studying options for saving money and what would need to be done to take advantage of the savings.

First Reading Board Policies

- ❑ BFD-Board Policy Implementation – Revision to reflect current practice
- ❑ CC-Administrative Organization – New - Required
- ❑ CCA-Organization Chart – New - Required
- ❑ DBEA-Budget Committee – New – Required – **Suggest changing the word estimate to proposed under Final Action**
- ❑ DBK-Budget Transfer Authority – New - Adopt language to outline appropriations/transfers
- ❑ DDB-Long Range Planning – Revised - To reflect current practice
- ❑ DE-Distribution of Public Funds - Rescind - Covered in statutory requirements – no policy necessary
- ❑ DIC-Financial Reports and Statement – Revised - To reflect current practice – **Suggest changing the word accept to review in the first sentence.**
- ❑ DIE-Audits – Revision to reflect current practice
- ❑ EBB/EBBA-Emergency and First Aid – Revision to reflect current practice
- ❑ ECA-Building Security – Revision to reflect current language and practice
- ❑ EEBC-Use of Private Vehicles for District Business – New - Highly recommended – **Question regarding implementation and our ability to ensure employees have current insurance if they are using their own vehicle. Dr. Dempsey said we have had this discussion with the attorneys in the past and will ask them to review and clarify the policy.**
- ❑ FF/FFA-Naming New and Existing Facilities Revised Condense two existing policies – **Concern about the policy not placing limits on the naming of a facility as a result of a large donation. Shelley will obtain policies from the local districts and compare the policy language.**
- ❑ GBA-Equal Employment Opportunity – Revised - Update policy language
- ❑ GBD-Board-Staff Communications – New - Recommended
- ❑ GBDA-Mother Friendly Workplace – New - Required
- ❑ GBE-Employee Health and Safety - Revised - Update policy language
- ❑ GBEB-Communicable Disease – New - Highly Recommended
- ❑ GBEB-Staff – HIV, AIDS, HBV – Rescind - Delete because conditions are covered in Communicable Disease
- ❑ GCBDA/GDBDA-Family Medical Leave – Revised - Include required Military Family Leave Act language
- ❑ GCBDC-Domestic Violence/Sexual Assault/Stalking – Revised - Update policy language and recode – **Question about the definition of an eligible employee who must work an average of more than 25 hours per week. We will check SB946 and our collective bargaining agreements.**

ACTION ITEMS

Second Reading board Policy BB – District Name, Composition and Classification

- Mark Severson moved and Ron Gallinat seconded a motion to approve Board Policy BB as presented. Motion carried 8-0.

Appoint ESD Budget Committee Members

Greg Munn presented a revised list of committee members. Redmond has selected Mollie O'Brien and Desiree Margo to serve in addition to Superintendent Fleming.

- **Carol Moorehead moved and Mark Severson seconded a motion to appoint the 2010-2011 Budget Committee Members as presented. Motion carried 8-0.**

Adopt Board Election Calendar

Dr. Dempsey explained that because the pilot governance model has been extended for 3 more years we need to go through an election before June. We will send out a press release advertising the election process and post it on the HDESD website. Applications will be forwarded to the school districts and they will need to elect their candidate in a public meeting prior to May 14. Dr. Dempsey distributed application packets for those interested in applying. He noted the advantage of having district board members elected to the HDESD Board because they can understand and represent the unique needs of their district.

- **Mark Severson moved and Ron Gallinat seconded a motion to accept the election calendar adjusting the March 29th deadline to April 1, the April 1 deadline to April 5 and the April 1-30 dates to April 5-30. Cathy Miller proposed an amendment to change the filing deadline to April 5 and the timeline for interviews and elections to April 6-30. Mark and Ron accepted this amendment. Motion carried 8-0.**

Consent Agenda

Ron Gallinat asked for an explanation of the ABA and OMEP positions being recommended for hire. Dr. Dempsey explained that the ABA program is Applied Behavioral Analysis and OMEP is the Oregon Mexico Education Program.

- **Ron Gallinat moved and Jerry Crafton seconded a motion to approve the consent agenda as presented. Motion carried 8-0.**

Superintendent Report

- ✓ We have received the Oregon Department of Education's confirmation of our 2008-2009 audit.
- ✓ Skyliner Lodge Update – The Forest Service is requesting a meeting to discuss the HDESD proposal.
- ✓ Oregon Virtual School District – The Education Service Districts have met and discussed the need for one virtual education program. The intent is to have the OVSD in place by September 1. They have designated a governing group to work on a plan and budget. Once that is complete, each ESD will need to commit the time and money for implementation. There is great support from the school districts. Some districts have even offered to underwrite the program if the ESDs have trouble with funding. When asked how the state school funds would be distributed, Dr. Dempsey said that the school districts will have control of the student enrollment and receive the ADM. The State Board of Education must have new rules on virtual education in place by September because online schools no longer fall under charter school rules. Smaller districts are anxious for the program to be implemented because they do not have option for advanced courses and this will help them provide better support for their students.
- ✓ Regional Services Delivery Update – Governor is to receive a recommendation on how to restructure the delivery of regional services.
- ✓ The HDESD staff is very focused on budget at this time.
- ✓ Bob Moore asked about enrollment numbers for Oregon. While the numbers in Central Oregon are flat or down slightly, the numbers for the state are up just a bit.

Adjourn

The March 16, 2010, High Desert Education Service District Board of Directors meeting adjourned at 7:05 pm.

Scott Pillar, Board Chair

Shelley Knutz, Executive Assistant