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Board of Directors Board Minutes March 19, 2013

Board Members Board Chair Bob Moore, Vice-Chair Scott Reynolds, Directors Cathy Miller, Doug Nelson, Jenni Newby, Ron Radabaugh, Terry Rahmsdorff and John Sundell

HDES Staff John Rexford, Superintendent, Paul Andrews, Deputy Superintendent, Jayel Hayden, Executive Director of Human Resources, Diane Meyers, HDEA Representative, Kathy Levine, Master Trainer, Greg Munn, Director of Fiscal Services, Rick Nickell, Drivers Education Co-Manager, Cathy Richards, Drivers Education Co-Manager and Shelley Knutz, Executive Assistant

Guest Betsy Miller-Jones, Executive Director, Oregon School Boards Association

Work Session

As Executive Director of Oregon School Boards Association (OSBA), Betsy Miller-Jones is focusing on initiating structural changes for the organization. They are also focused on legislative issues impacting education and becoming more proactive rather than reactive. Strong Schools, Strong State is an initiative that supports funding public education because it directly impacts the economic health of the state. Betsy has spent the past eight years listening to school boards, and she is making a very concerted effort to change who OSBA is and how they operate.

Cathy Miller asked about the target audience for the OSBA public awareness campaign. Betsy said they are emphasizing student achievement and support for local board governance. The general public, including businesses, community members and even parents, are not as engaged in their local schools as they could be. It is important for them to see the role of the school board as a way to maintain local input and voice.

OSBA does support the 40-40-20 initiative. The timing is right for ESDs to be promoting themselves, and High Desert ESD has a lot of successes to broadcast. Bob Moore shared his concern with the direction of ESDs in the state. Betsy agreed the lack of clarity and consistency of message is a frustration that OSBA has shared with Oregon Education Investment Board (OEIB). As a result of the consolidation discussions, there is an increased interest in implementing shared services.

Scott Reynolds complimented Betsy on the progress OSBA has made under her leadership. They are taking positive steps to become more relevant for school districts and ESDs. Bob Moore also mentioned the benefit of the on-line learning opportunities for those who do not live in the metropolitan area. Betsy said they are looking at ways to make those learning opportunities easier to access.

Call to Order

Bob Moore called the regular meeting to order at 5:30 pm.

Drivers Education Program

Cathy Richards introduced Kathy Levine who is a Master Trainer for the Drivers Education Program. Kathy's training skills make her a big asset to the Drivers Education program. Their program is a Certified Driver Education through Oregon Department of Transportation (ODOT). The program used to be coordinated by the Oregon Department of Education. Since the move to ODOT in 2007, the enrollment in the program has decreased by 50%.

The Drivers Education program runs year round. Students receive 30 hours of classroom time and 12 hours of vehicle time, including 6 hours of behind the wheel instruction and 6 hours of observation. The program has many special guest speakers including law enforcement, insurance companies, and the trauma nurses from St. Charles talk to the students about the consequences of their actions.

The High Desert Drivers Education program serves 600-700 students annually, which is approximately 20% of eligible students. The program is the second largest in the state. The cost of educating a student is \$505. Students pay \$295, and we receive a \$210 reimbursement from the state. There are payment plans available for parents and \$100 scholarships for students who receive free and reduced lunch. House Bill 2264 would provide assistance to students who qualify for free and reduced lunches, and the bill would create a frontier program to make drivers education more available for students in rural areas.

They are working with local districts to increase the number of schools offering drivers education instruction during the school day. Students can receive a .5 proficiency credit at all schools. Cathy Miller asked if there are statistics regarding the improved driving skills of students who have taken the program. Kathy Levine said the class, along with the provisional license requirements, has decreased the number of student deaths. Rick noted that Oregon is rated #1 for driver safety. They reviewed their highly effective website which includes information for all districts as well as on-line enrollment. They also covered the requirements for becoming a classroom and behind-the-wheel instructor. Kathy Levine mentioned the Oregon Risk Prevention curriculum which is more interactive, and it will be coming out in the fall. She led the board members in classroom activities and explained how they use these activities to teach students.

Fiscal Report

Greg Munn reported the state school fund has increased by \$220,000 for this year. The districts will receive 90% of the increase through the Local Service Plan. The banking RFP review committee anticipates being able to make a recommendation by the end of March. Greg is very pleased with the prospects and will share those with the Board once the selection is finalized.

DISCUSSION ITEMS

First Reading Board Policies

Superintendent Rexford thanked the board members for their dedication to reviewing and revising multiple policies over the past few months. There will be five policies presented for a first reading in April, and then we will be in a maintenance cycle for updating policies moving forward. He reviewed each of the policies presented for a first reading.

- BBF – Board Member Standards of Conduct
- BBFA – Board Member Ethics and Conflicts of Interest – Comments: Add children to the definition of relative and reference the Oregon law which includes the Code of Ethics referenced in paragraph #8.
- BBFB – Board Member Ethics and Nepotism
- BDDC – Board Meeting Agenda
- BHD – Board Member Compensation and Expense Reimbursement – Comment: Change 2nd to last sentence to read ...ESD and ESD related operations.
- CCA – District Organizational Chart – Rescind – Replace with AR
- CCG – Administrative Evaluation – Comments: This policy complies with SB290. There was discussion about the frequency of administrative evaluations. Jayel Hayden explained administrators and licensed staff on probationary status are evaluated annually. Administrators and licensed staff who have completed their probationary status are currently evaluated bi-annually. He will be presenting the HDESD evaluation plan for SB290 compliance with the Board in June. The board members were in agreement to move the policy forward. They will wait for Jayel's presentation in June before proposing a language change.
- CGB – Evaluation of the Superintendent
- CM – District Annual Report
- GCN/GDN – Evaluation of Staff – Comments: The board members want to ensure there is continuity with administrative evaluations.
- IGBAB/JO – Education Records/Records of Students with Disabilities
- IK – Academic Achievement – Comments: The first sentence should read It is important that teachers....John Sundell asked about #3 stating the grade will be based on proficiency only and not behavior or attitude. Superintendent Rexford will look into this statement.

Superintendent Report and Legislative Update

- ✓ SB529A - The bill passed 57-1 and should be signed by the governor tomorrow. Cathy Miller thanked Superintendent Rexford for his leadership in ushering this bill through and creating an awareness of its importance.
- ✓ Superintendent Rexford distributed a 2013 Election Calendar and list of board member terms that will be ending on June 30, 2013. There was discussion around the process.
- ✓ Achievement Compact Update...May be applying for a regional achievement compact
- ✓ PACE Day is scheduled for Friday, May 26. One board member may attend at no cost. Shelley will email the details out to the board members for them to consider attending. Superintendent Rexford will be attending as a PACE board trustee.

Board Chair Report

- ✓ Doug Nelson distributed highlights from the March OSBA board meeting. He reviewed the highlights and answered questions from the board members.
- ✓ Scott Reynolds reported the first bargaining session was held last week, and he found the session to be very productive. The High Desert Education Association team and the HDESD team worked very well together.
- ✓ OAESD Spring Conference will be held at Eagle Crest from May 16-18. Please let Shelley know if you would like to attend.

ACTION ITEMS

Approve Superintendent Evaluation Process

Doug Nelson reported on the seven areas of superintendent performance and the indicators for each area. Surveys will be tailored for the groups who are receiving them. This process will give the Board a place to begin gathering data this first year. Changes to the process can be made next year if necessary. The group discussed the schedule for the process. They asked that the schedule be added to the survey document.

- **Cathy Miller moved and Doug Nelson seconded a motion to approve the superintendent evaluation process as presented to include the discussed timeline. Motion carried 8-0**

Approve Resolution 21-13 – Strong Schools, Strong State

Betsy Miller-Jones introduced the Strong Schools, Strong State initiative which asks local district and ESD boards to pass a resolution pledging to prioritize education in our state investments by supporting adequate and stable funding that ensures a full academic school year for every child in Oregon, and prevents further program cuts, staff reduction or loss of school days while making the investments needed to enable our schools to start on a path to achieve Oregon's 40-40-20 goal. Once a board approves this resolution, OSBA is asking them to email a signed copy to the governor, our local representatives and OSBA.

- **Doug Nelson moved and John Sundell seconded a motion to approve Resolution 21-13 – Strong Schools, Strong State as presented.**
- **Terry Rahmsdorff moved to amend the resolution to read “adequate, equitable and stable funding and Doug Nelson seconded the motion.**
- **Terry Rahmsdorff then offered his request as a friendly amendment which was accepted by Doug Nelson and John Sundell. Terry withdrew his original motion to amend.**
Motion carried 8-0

Appointment of Budget Committee Members

Superintendent Rexford presented the 2013-14 Budget Committee including the recent constituent district appointments.

- **Scott Reynolds moved and Cathy Miller seconded a motion to approve the 2013-2014 Budget Committee as presented. Motion carried 8-0.**

Consent Agenda

- **Cathy Miller moved and Terry Rahmsdorff seconded a motion to approve the consent agenda as presented, including:**
 - **Personnel Changes for March 2013**
 - **GCBDC – Domestic Violence/Harassment/Sexual Assault/Stalking Leave**

- **JGDA/JGEA – Discipline of Students with Disabilities**
- **JHCCB – Students with HIV/AIDS**
- **JHCD – Administering Noninjectable Medicines to Students**
- **JHFE – Reporting of Suspected Child Abuse**
- **JHFF – Reporting Requirements Regarding Sexual Conduct with Students**
- **JOA – Directory Information**
- **JOB – Personally Identifiable Information**
- **Board Minutes 2-19-13**

Motion carried 8-0

The board members thanked Betsy Miller-Jones for meeting with the board leadership and attending the board meeting. Betsy thanked the board members for supporting Doug Nelson's membership on the OSBA Board. She really appreciates Doug's participation.

Adjourn

The March 19, 2013, High Desert Education Service District Board of Directors Meeting adjourned at 7:20 pm.

Bob Moore, Board Chair

Shelley Knutz, Executive Assistant