



Board of Directors Meeting April 20, 2010

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

HDES Staff: Dr. Dennis Dempsey, Superintendent, Kathy Emerson, Deputy Superintendent, Jim Golden, Director of Special Programs, Jayel Hayden, Director of Human Resources, Greg Munn, Director of Fiscal Services, Rachel Wentz-Chaney, Information Technology Coordinator and Shelley Knutz, Executive Assistant,

Call to Order: Board Chair Scott Pillar called the meeting to order with a quorum of seven at 6:00 pm.

Changes to the Regular Agenda

The Skyliner Lodge permit has been approved but we have not received the permit from the USFS so it will not be on the consent agenda tonight for consideration.

Website Presentation – Rachel Wentz-Chaney

In a survey conducted by the HDES, our constituent districts and stakeholders let us know that our website was difficult to navigate and locate information. We are preparing to launch the new site on May 1. Rachel demonstrated the site and explained the enhancements and changes. There have been countless hours spent trying to define and break down the services that we provide for our students, parents, staff and community members. The team has also arranged the services in a way that will make them easier to locate and understand. Navigation issues are being addressed by having a global navigation bar as well as a local navigation bar. Rachel showed examples of the different search options available on the new site.

The Board asked how the site will be maintained. Rachel explained that each site has an editor who is trained to update their individual pages. Steve Prull is training those editors and Deb Pertner is responsible for news updates and the overall appearance of the site. The directors were very impressed by the contemporary appearance of the site and they all appreciate the dramatic improvement. Terry Rahmsdorff is very pleased with the organization of the site because the HDES is a difficult business to understand, yet alone explain it to others. Bob Moore appreciates the way the site communicates information to the lay person without using education jargon or multiple acronyms. He suggested a news release when the site is launched to make people aware of the improvements. Dr. Dempsey complimented Rachel and Kathy for leading the efforts. They have been working with Steve Prull and Linda Quon to complete the project.

Fiscal Report

Greg Munn presented the Finance Report for March 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 March 31, 2010.

ACTION ITEMS

Second Reading Board Policies

Mark Severson asked about the cost of paying OSBA to review the policies. Although some changes seem to be grammatical, they do make the necessary changes as legislation, state and federal laws change. Many of their policies are focused on K-12 and do not apply to education services districts. Shelley is taking this into consideration as she works through the OSBA audit.

- ❑ BFD-Board Policy Implementation – Revision to reflect current practice
 - ❑ CC-Administrative Organization – New - Required
 - ❑ CCA-Organization Chart – New - Required
 - ❑ DBEA-Budget Committee – New – Required
 - ❑ 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
 - ❑ 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
 - ❑ EEBA-Use of Private Vehicles for District Business – New - Highly recommended
 - ❑ FF/FFA-Naming New and Existing Facilities Revised Condense two existing policies
 - ❑ 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
- **Bob Moore moved and Ron Gallinat seconded a motion to approve all policy recommendations as presented. Motion carried 7-0.**

Terry Rahmsdorff complimented Shelley on the organized process of reviewing these multiple policies. He said it worked very well for the board members.

Consent Agenda

- **Mark Severson moved and Ron Gallinat seconded a motion to approve the consent agenda as presented without Skyliner Lodge. Motion carried 7-0.**

Superintendent Report

- ✓ We have received a five year LAUNCH grant in partnership with DHS which has allowed us to hire three early childhood FAN advocates.
- ✓ The Governor's Reset Agenda will be presented to the superintendents at Friday's Off the Record meeting. They have narrowed their recommendations for ESDs to three options.
- ✓ Greg Munn will be serving on the OVEC Budget committee
- ✓ HDESD will be involved in the solution of one stop shop virtual education center in Oregon – OVEC.
- ✓ Dennis and the executive team are busy supporting Sisters as needed. It is keeping them quite busy.
- ✓ Will be meeting with the collective bargaining group on Tuesday.
- ✓ Met with Crook County and Redmond regarding regional efficiencies in HR, finance, information services and facilities. He will keep the Board informed.

Adjourn

The March 16, 2010, High Desert Education Service District Board of Directors meeting adjourned at 7:25 pm.

Scott Pillar, Board Chair

Shelley Knutz, Executive Assistant