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## Board of Directors Board Minutes

September 17, 2013

- Board Members** Scott Reynolds, Board Vice-Chair, Directors Mike McGowan, Carol Moorehead, Doug Nelson, Jenni Newby, Ron Radabaugh and Terry Rahmsdorff
- HDESD Staff** John Rexford, Superintendent, Paul Andrews, Deputy Superintendent, Greg Munn, Director of Fiscal Services, Rachel Wenten-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant
- Call to Order** Scott Reynolds called the September 17, 2013 meeting to order at 5:35 pm
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### PRESENTATIONS AND REPORTS

#### Fiscal Report

Greg Munn presented the Finance Report for September 2013

- Revenue is up slightly due to the increase in the State School Fund. The revenue budgeted and projected for the year is \$2.4M.
- The Business Office is busy closing out the 2012-13 year in preparation for the annual audit. The auditors will be on site later this month. The Finance Committee will meet to review a draft audit report in November. The auditors will present the final report to the Board at their November meeting.
- Pension Obligation Bond Analysis – 50 districts have joined together with ECONorthwest to conduct an econometric analysis of the probability of success of pension obligation bonds. High Desert ESD sponsored the study for us and our four component districts. When we receive our results, we will review them with the Finance Committee and the Board.
- Regional Business Services – Our software application provider is offering an affordable pricing option for the smaller school districts we support. This will allow small districts to access the software at a fraction of the cost through the High Desert ESD as part of High Desert ESD providing their business services.
- Doug Nelson asked about regional enrollment. Greg will be meeting with the business managers next week and should get updated enrollment numbers at the time. Superintendent Rexford noted that Bend-La Pine and Redmond School District's number are slightly above their projections.

#### Deschutes Children's Forest Update

Katie Chipko, Deschutes Children's Forest Coordinator, introduced the Deschutes Children's Forest (DCF) as a network of outdoor places and programs dedicated to moving all children along a continuum of learning, exploration, and healthy living through engagement with nature. There is a national network of Children's Forest focused on Education. A recent study shows the national average of time children spend in front of a screen is 11 hours a day, which is very disturbing. The DCF includes 26 programs offered by 9 partner organizations. In 2012-13, they reached 11,000 students in over 300 classrooms, and they have a goal to reach 14,000 students in 2013-14.

Katie distributed a resource guide for teachers and administrators that cover the Educational Field Experiences in Central Oregon. She highlighted some exciting opportunities available to increase participation.

- School Engagement Fund – Provides funding for transportation and substitute teachers
- Consolidated information about all field experiences offered in Central Oregon
- Inclusion of students with special needs. All DCF programs can be adapted for students with special needs. At the recent Skyliner Lodge Charet they decided to focus on making Skyliner Lodge ADA compliant.
- Resource Co-op – Teacher Trainings – offering school-wide “NatureHoods” trainings
- Outdoor School – Partnering with Camp Tamarack to pilot Outdoor School in Spring 2014
- Family Time Outside – Marketing campaign targeted at families and focused on health
- Discover Nature Days – Free nature-based, family programs

Rachel noted how much her boys learned at Outdoor School and how valuable it is. Scott is pleased to see 170 days of use at the Lodge. Doug said he is very glad High Desert ESD is taking the lead on this program. He complimented Katie on her good work. Superintendent Rexford expressed his appreciation to the Deschutes Forest Service for their hands on support, in addition to their continued funding.

## **DISCUSSION ITEMS**

### **Membership in Wellness and Education Board of Central Oregon**

Superintendent Rexford explained the Wellness and Education Board of Central Oregon (WEBCO). The Board is created by an intergovernmental agreement (IGA) between Crook, Deschutes and Jefferson Counties. He has been “provisionally” serving as a representative of PreK-12 education. Amendments to the IGA and the Bylaws have been drafted to formally add High Desert ESD to the Board. Superintendent Rexford’s appointment was endorsed by the regional superintendents. The key piece will be the Early Learning Hub application. This is a great opportunity for central Oregon to move forward. He is asking the board to approve the WEBCO Intergovernmental Agreement and Bylaws. Mike asked for clarification about the WEBCO IGA. We will not be required to provide behavioral and mental health services. Superintendent Rexford confirmed that we will be excluded from those duties and will focus on expanded educational opportunities.

### **First Reading of Board Policies**

Superintendent Rexford highlighted the recommended changes to four policies presented for a first reading.

JHCCA – Students – HIV, HBV and AIDS – Revise to reflect current regulations and practice

JHCCB – Students – HIV, AIDS – Rescind this policy because it is covered in the revised JHCCA

JHFF – Reporting Requirements Regarding Sexual Conduct with Students – Adopt revised language in case superintendent’s designee is the suspected perpetrator. Terry expressed his opinion that the description of sexual conduct as defined by Oregon law is inadequate. Superintendent Rexford acknowledged this and explained the State determines this definition.

JOB – Personally Identifiable Information – Adopt language to satisfy the Uninterrupted Scholars Act 2013 – FERPA amendment.

Any questions regarding these four policies should be directed to Shelley. They will be placed on the October agenda for Board action.

### **Superintendent’s Report**

Superintendent Rexford reviewed the highlights of his written report.

Technology Services Update – We were originally trying to get by a financial crisis by providing sufficient services. Now that districts have some more resources, we will be running a menu driven system for regional services. There has been great discussion about expanding educational technology. Rachel explained we are providing the support for the Oregon Virtual School Districts, and have been for several years. There is a team of 25 trainers from across the state working on bringing more on line resources.

Facilities Committee - Superintendent Rexford would like to reconvene the Facilities Committees to discuss a few upcoming facility issues. He will work with Bob and Scott to seek board members interested in participating on the Facilities Committee. They will meet within the next month. Mike is willing to serve on the Facilities Committee.

Broadband Service Update - All four entities are in contract with Webformix. We will do everything we need to maintain our license. Terry asked if the broadband service is available at Skyliner. Rachel explained that broadband is not an option at Skyliner but the Lodge does have wireless access available. Paul noted the wireless at Skyliner will give us access to technology that will help provide support for deaf/blind students.

### **Board Chair Report**

The Regional Advisory Committee (RAC) meets twice a year (Jan and May) to review the programs we are providing throughout the region. Cathy Miller had served on the RAC for years. Scott asked for board members to volunteer if they are interested in serving on this committee. Carol Moorehead expressed her interest in serving. Shelley will forward Carol's information to the RAC.

Support for Special Session – Bob Moore has been in contact with the other board chairs. He has written an opinion letter to be submitted to the Bulletin. Bob has the support of OSBA, and he is asking for our board to support this letter.

- **Doug Nelson moved and Carol Moorehead seconded a motion to support this letter being submitted to the Bulletin. Motion carried 7-0.**

### **Strategic Planning**

Superintendent Rexford would like to work with 3-4 board members and key staff on a plan to plan. He will solicit interest, and Bob will appoint Board volunteers to the committee. He is looking to begin meeting in early October and have a recommendation to the Board in November. Doug and Jenni volunteered for the planning committee.

### **OSBA Update**

- ✓ Doug reminded the Board of the OSBA regional meeting on October 24 and reviewed the agenda.
- ✓ Our region's current Legislative Committee representative is Cheri Helt, Bend-La Pine Board Chair, and she plans to submit her name again.

### **ACTION ITEMS**

#### **Approval of WEBCO Intergovernmental Agreement and Bylaws**

- **Mike McGowan moved and Ron Radabaugh seconded the motion to approve the WEBCO Intergovernmental Agreement and Restated Bylaws as presented. The motion carried 7-0.**

#### **Approve Achievement Compact**

Superintendent Rexford explained that we are required to submit our Achievement Compact by October 15. This date has allowed us time to consider the prior year's data. We do need to bring the disadvantaged children to the forefront and increase the focus on Limited English Proficient (LEP) students. Paul said that ODE is reorganizing their efforts to provide additional state support for the LEP students. Paul explained the AEPS testing results. Terry is in agreement with the focus on LEP, and there are some fundamental building blocks that are missing.

- **Carol Moorehead moved and Terry Rahmsdorff seconded a motion to approve the Achievement Compact as presented. Motion carried 7-0.**

#### **Approve Superintendent and Deputy Superintendent Contracts**

Bob and Scott have met with Greg Colvin to discuss Superintendent Rexford and Deputy Superintendent Andrews's contracts. They are recommending the Board approve three year contracts for both. They include no salary increase this year, and a 2% increase next year. They will revisit the discussion for the third year after the next legislative cycle. Superintendent Rexford thanked the Board for their vote of confidence by extending his contract for a third year.

Superintendent Rexford reviewed the terms of Deputy Superintendent Andrews's contract. He discussed the distribution of their duties, and he noted how well they work together. His new contract will be in alignment with the Superintendent's. The primary changes to the deputy contract are the change in the expense stipend, the requirement to maintain his certificate and a residency requirement. Doug said the Board should define the Superintendent's role by contract because he is their employee. With that in mind, Terry asked if the Board needs to approve deputy's contract. Superintendent Rexford confirmed that because it is an employment contract, that Board must take action on.

- **Doug Nelson moved and Ron Radabaugh seconded a motion to approve the Superintendent and Deputy Superintendent contracts as presented. Motion carried 7-0.**

#### **Consent Agenda**

- **Carol Moorehead moved and Jenni Newby seconded a motion to approve the Consent Agenda as presented. Motion carried 7-0.**
  - Personnel Changes for September 2013
  - Board Minutes 6-18-2013

#### **Additional Discussion**

Superintendent Rexford announced that he will be appointed to the State School Fund task force, pending a background check.

#### **Adjourn**

The September 17, 2013, High Desert Education Service District Board of Directors Meeting adjourned at 7:05 pm.

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Scott Reynolds, Board Vice-Chair

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Shelley Knutz, Executive Assistant