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Board of Directors Board Minutes October 18, 2016

Board Members Bob Moore, Vice-Chair, Seana Barry, Kathy Biles, John Lang, Doug Nelson and Terry Rahmsdorff

HDESD Staff John Rexford, Superintendent, Paul Andrews, Deputy Superintendent, Shawna Bell, Senior Financial Analyst, Bob Martin, Facilities Director, Greg Munn, Director of Business Services, Rachel Wente-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant

Call to Order Bob Moore called the October 18, 2016 meeting to order at 5:35 pm

PRESENTATIONS AND REPORTS

Facilities Presentation

Bob Martin, Facilities Director, appreciated the opportunity to share the Healthy and Safe Schools plan with the board members. Oregon Department of Education (ODE) provided a model that Bob used to create our draft plan. He distributed a copy to the board members for their review. The final plan is due to ODE by January 2017.

Bob also submitted a radon testing protocol to the Oregon Health Authority in August. It addressed how High Desert ESD is going to deal with radon detection. We have until January 2021 to complete the testing in all buildings we own or lease. Bob has ordered the test kits and will begin by testing 21 spaces in the Prineville Education Center. He explained the testing process to the board members. He will be presenting the process to the building staff prior to testing. Bob discussed how radon is able to seep into buildings. The best way to mitigate this is to increase the pressure of the HVAC system. Results will be posted on our website and within the building. Water testing has been completed and those results have been posted on the website. He is working with Deb Pertner to get the links for the report, and to make sure all results are available online.

ODE has also suggested an indoor air quality test. It doesn't need to be included in the Healthy and Safe Schools plan. Bob Moore assumed these tests are all being required because of issues raised in the Portland Public School District. He does like how all of this information is being pulled together on one report.

Fiscal Report

- Auditors have completed their field work. A draft of the audit will be reviewed by the Finance Committee in early November with a full report to the Board at the November Board Meeting.
- Our workers' compensation insurer, SAIF, advised us that the company has declared an annual dividend and we will be receiving \$29,000 as our share.
- PERS Board released district-specific rates at its September 30 meeting. Our average increase will be approximately 4.5%.
- Future rates are tied very closely to investment returns. Greg reviewed a rate model that illustrates the impact of consistently achieving the assumed 7.50% return and three alternative returns.

DISCUSSION ITEMS

Goals and Outcomes

Deputy Superintendent Paul Andrews noted we are the only ESD he is aware of that tracks program and department goals and outcomes on a yearly basis. He explained the process of setting goals in the fall and reporting the outcomes at the end of school year. He also reviewed the goals/outcomes document. The cover page includes 9 outcome highlights and he reviewed those with the board members. Deputy Superintendent Andrews believes that if we are reaching 100% of our goals, we may not be setting the bar high enough. In 2015-16 we met 68% of our goals, he thinks this is a great indication of the progress programs and departments are making.

John Lang asked how we will be distributing this data to the community. Deputy Superintendent Paul Andrews noted it is included in the annual local service plan presentations to the region's school boards. The districts are our target customers for sharing the outcomes. The editorial board is considering better ways to share our story along with these outcomes.

Deputy Superintendent Andrews explained the difference between program and department goals. He is encouraging all departments to set goals. Rachel noted that Technology has been working on setting goals. The Board goals are not listed either. John Lang applauded the effort of focusing outcomes on goals. Looking back at strategic priorities, we want to be proactive rather than reactive. We will use this data to support the work we are doing for the districts.

Superintendent Report

- ✓ The long term care and treatment program, High Desert Children's Program, will be located in the former Boys and Girls club modular buildings in Terrebonne. Lutheran Family Services plans to have the program in place by January 2017. We will be leasing the modular buildings from Redmond and sub-leasing them to Lutheran Family Services.
- ✓ Superintendent Rexford referenced the concept paper that was drafted by the OAESD superintendents. OAESD will be looking for feedback at the OAESD Summit on 11/10.
- ✓ Deputy Superintendent Andrews mentioned we are starting an ESD Book Club called We Read. We have over 80 staff members interested in participating. He invited the board members to join us if they'd like to participate in the study of Helping Children Succeed by Paul Tough.
- ✓ They held a meeting yesterday with the directors who are working with programs supported by grants. Because we have received so many grants, we need to make sure we are aligned and building on what those grants are designed to do.

Board Chair Report

- ✓ Superintendent Rexford and the OAESD Governance Council will be meeting with Oregon and Washington ESDs on 11/9/16.
- ✓ The OAESD Summit is being held on 11/10/16.
- ✓ The OSBA Annual Convention runs from 11/11-11/13/16.
- ✓ Doug Nelson reported that Jim Green has been selected as the Executive Director for OSBA. He has been a great partner with High Desert ESD.
- ✓ The OSBA priorities and policies will be on the November board agenda.
- ✓ Revenue reform will propose funding to meet the Quality Education Model funding level if Measure 97 is defeated.

ACTION ITEMS

Consent Agenda

- Terry Rahmsdorff moved and Kathy Biles seconded a motion to approve the Consent Agenda as presented. Motion carried 6-0.
 - Personnel Changes – October 2016
 - Second Reading Board Policies
 - ✓ BD/BDA – Board Meetings
 - ✓ ECACB – Unmanned Aircraft System – Drones
 - Board Minutes – September 20, 2016

Adjourn

The October 18, 2016, High Desert ESD Board of Directors Meeting adjourned at 7:00 pm.

Bob Moore, Board Vice-Chair

Shelley Knutz, Executive Assistant