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**Board of Directors Board Minutes
December 13, 2016**

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

HDES Staff John Rexford, Superintendent, Paul Andrews, Deputy Superintendent, Jayel Hayden, Human Resource Director, Kristen Johns, Human Resources Supervisor, Greg Munn, Director of Business Services, Rachel Wentz-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant

Call to Order Carol Moorehead called the December 13, 2016 meeting to order at 5:30 pm

PRESENTATIONS AND REPORTS

Fiscal Report

Greg Munn reported the overall revenue projection is up almost \$21,000 from an increase in interest and State School Fund. This also reflects an increase for the districts. Expenses through November are almost the same as last year, but they are expected to be more over the course of the year due to staffing and related costs including COLA, health insurance cap and PERS reserves. Greg confirmed we are in a good position to be dealing with the PERS rates. Special Revenue Fund Grant funding trend has been increasing over the last three years.

Facilities Report

Greg distributed the Prineville Education Center Radon testing results and reviewed the details of the test. All measurements were well below acceptable limits. We selected testing in Prineville first because it was a priority due to the history of uranium mining in Crook County.

The counseling and the classroom/activity modular are complete for the High Desert Children's Program at Terrebonne Community School. Staff have moved into the modular and are preparing to have students on January.

Substitute Services Update

Jayel Hayden introduced Kristen Johns who is in her second year as the Substitute Program Manager. Kristen reported that there was a program switch from Subfinder to Aesop last December. After a challenging transition, feedback from staff and substitutes is that the new program is working well. This year they have had a 99.8% fill for licensed positions and a 98% fill rate for classified positions. It continues to be challenging to find special education substitutes.

We currently have 980 subs and would like to have approximately 1,000 signed up. We should be hitting that goal in January. We have hired 280 new subs since July 1. There is currently a substitute shortage in Oregon. We are fortunate because folks want to live in Central Oregon, so we haven't been affected by the shortage. Kristen works closely with districts to train substitutes as requested. She reviewed the substitute orientation process and answered the board member's questions. They discussed the sick time law as it pertains to substitute employees.

Technology Update

Rachel Went-Chaney reported our relatively small number of ESD technology staff support approximately 300 ESD staff members. They will continue focusing on the three goals of access, mobility and security.

- ✓ Access – HDESD Staff will have access to the devices, internet connections, bandwidth, software, and technology training they need to do their jobs. Professional learning at HDESD is being kick started with technology training.
- ✓ Mobility – We will select information systems, web products, and applications that are mobile first. We are deploying mobile device management to make it easier for our staff to connect when traveling between our buildings.
- ✓ Security – We will secure our information border. New firewall is in place. We are investing in continual professional development for our network operations staff and technology leadership. Discussed the importance of cybersecurity.

Rachel reviewed the Spectrum contract with Webformix. We are currently saving \$400 per month. Shawn Swisher has been able to navigate us through the contract. She will continue to keep the board members informed.

DISCUSSION ITEMS

Superintendent Report

- ✓ Superintendent Rexford reported the day treatment program staff are moving in, and expect to be ready for children on January 3.
- ✓ There is a proposal to transfer the Early Learning Hub to High Desert ESD. He will be meeting with them in January, and will keep the Board advised.
- ✓ Funding Update – Governor’s \$8.014 billion budget proposal included current service level for k-12. He believes this is a great starting point.
- ✓ Deputy Superintendent Andrews noted the Council on Educator Advancement document is now public.
- ✓ Planning for the AP Institute in August is going very well.
- ✓ We will be holding leadership trainings in June at Ridgeview HS, and hope to include 300-400 teachers. A survey has been sent out to help determine topics for the trainings.
- ✓ Brainstormed with all managers for services that could be included in the Local Service Plan. Paul and John are in the process of narrowing down those service. This is a direct result of the strategic plan trying to being more proactive and not just reactive to our district’s needs. Terry asked them to share those services with the board members once they are finalized.
- ✓ Central Oregon Health Council will be assuming the behavioral health role from WEBCO. Paul is being proposed as the first educator on the council. He is optimistic we will have a voice on that council.

Board Chair Report

- ✓ Scott Reynolds complimented Bob Moore on the OAESD Newsletter. Bob noted the plan is to send out 4-5 newsletters throughout the course of the year to make sure others are aware of the work we are doing.
- ✓ OAESD Executive Director, Gary Peterson, is scheduled to report to the OSBA Board.
- ✓ Carol mentioned the board self-evaluation. She asked for a committee to look at the tools that are available, and then make a recommendation back to the Board. John Lang questioned the objectives for how we would measure ourselves and how we would follow up on those objectives. Bob Moore, Seana Barry and Terry Rahmsdorff expressed an interest to work with Carol.
- ✓ The Legislative Forum is scheduled for January 19, 2017. Superintendent Rexford would like to set up the agenda in a way that allows for more audience interaction. John anticipates the topics to be PERS Reform

and Funding for K-12. We are in the best economy we've had in years, and our districts are still being faced with huge budget cuts.

- ✓ Co-Chairs budget is expected on January 17.
- ✓ Salaam Noor will be here on January 24 for an ESSA Community Forum.

ACTION ITEMS

Consent Agenda

- **Bob Moore moved and Scott Reynolds seconded a motion to approve the Consent Agenda as presented. Motion carried 8-0.**
 - Personnel Changes – December 2016
 - Board Minutes – November 15, 2016

Adjourn

The December 13, 2016, High Desert ESD Board of Directors Meeting adjourned at 7:35 pm.

Carol Moorehead, Board Chair

Shelley Knutz, Executive Assistant