Board of Directors Board Minutes
December 17, 2013

Board Members	Bob Moore, Board Chair, Directors John Lang, Mike McGowan, Carol Moorehead and Doug Nelson
HDESD Staff	John Rexford, Superintendent, Paul Andrews, Deputy Superintendent, Rachel Wente-Chaney, Chief Information Officer, Greg Munn, Director of Fiscal Services and Shelley Knutz, Executive Assistant
Call to Order	Bob Moore called the December 17, 2013 meeting to order at 5:30 pm

PRESENTATIONS AND REPORTS

Technology Update

Rachel Wente-Chaney updated the board members on the services offered by the High Desert ESD Technology Department. They are responsible for providing service and support to Crook County SD, High Desert ESD, Redmond SD and Sisters SD. They offer the following: Network Services, Information Services and User Support Services. The current network services include 206 Switches, 405 Wireless Access Points, 7100+ Client Devices and over 3000 Wireless Devices Daily. There are 38 virtual servers and 15 physical servers throughout the region.

There are several information systems supported by the Technology Department for the region including:
- Synergy Student Information System
- ORSPED (Special Education System)
- Intouch Payment Processing System
- RSD Transportation Software
- Microsoft Exchange
- iVisions

User support services provide instructional technology support in the classroom, as well as hardware and software support throughout the region. Looking to the future, the challenges will include the ever increasing need for bandwidth. Social Media is becoming increasingly important, and the demand for support is greater than they are able to handle. Digital content transitions, Smarter Balanced tests, and the need for increased mobile technology will also bring challenges for technology support.

Bob Moore asked about the SPECTRUM Broadband EBS. Rachel reported it is currently saving us approximately $600 monthly. Webformix has expressed an interest in continuing their contract. John Lang confirmed there are still plans for wall to wall wireless in the new Crook County Elementary School. Rachel said Michael Allen will be involved in the planning process to make that happen.

John Lang asked about the amount of bandwidth Facebook requires. Rachel said it requires a relatively small amount of bandwidth. YouTube requires the largest amount of bandwidth. John Lang noted there are a large number of students in Crook County SD who have had little experience with technology who struggle with their work and taking tests. He asked how we can help make sure students of all income levels have access to technology. Superintendent

Rexford concurred that there are the same issues in every district. Rachel reported they are considering free wireless access spots throughout each region. John Lang noted that some students may not have transportation to those hot spots. Bob Moore asked about the sources of funding for technology. Rachel said they receive funding through the Local Service Plans(LSP), eRate dollars, and grants.

Doug Nelson asked about the status of the data warehouse. Rachel noted there is a functioning data warehouse. However, there is no usable customer interface. When asked about our security risks, Rachel reported that Bend broadband has a central firewall which includes intrusion software. She said 98% of the email traffic we receive is intrusion. The greatest security risk is users leaving equipment or information unattended.

Fiscal Report

Greg Munn reviewed the Finance Report for December 2013
- Revenue to date is up 6% from this time last year. Most of the increase is in the State School Fund (SSF).
- Electronic Time and Attendance Software. The ESD has coordinated presentations from three different software packages and will be reviewing them with Redmond, Crook County and Culver SD.
- Met with Black Butte SD to discuss options for providing support for their accounting service needs.
- Met with the Chief Financial Officer of the Baker Diocese and provided an overview of the Visions software.
- Would like to pull the Finance Committee together to discuss the contracting of non-public schools as well as budget assumptions for 2014-15.
- The Board asked that Greg bring back considerations/assumptions of providing business services to non-public schools at the January Board meeting. If we do not want to "swing at every pitch", what would the considerations be?

DISCUSSION ITEMS

First Reading – Policy EBBB – Injury/Illness Reports
This policy is being revised to update current language, reflect current practice and update the legal references. Superintendent Rexford is recommending that language be added to include "periodic reports will be made available". The change will be made and the policy will be presented at the January meeting for approval.

Superintendent's Report
- ✓ Strategic Planning Committee had their first meeting last week and considered the process, gathered feedback, and created a matrix of stakeholders.
- ✓ School Funding Task Force updated was included in the packet. They have begun to develop a work plan to deliver a report and any recommendation to the Legislature for the 2015 session.
- ✓ Facilities Committee Report met and reviewed the current facility situation and the challenges. If anyone is interested in touring the buildings, please let him know.
- ✓ Paul attended the AESA Annual Convention last week along with 13 others from Oregon. 40-50% of the attendees were board members of their organization. He attended sessions on strategic planning and legislative advocacy. It was helpful to see how other education service districts survive, and how they are funded in other states. Paul would recommend a staff member and board member attend next year. He found it to be a good use of time and money. Bob asked Greg Munn to remind them to review the budget line for Board development in the next fiscal year.

Board Chair Report
Bob asked for reports from the board members who attended OSBA Fall Regional Meeting
- ✓ Doug said OSBA is already working on the 2014 convention.
- ✓ OSBA is starting a federal relations network. OSBA officers will be attending a two-day advocacy training in February.

ACTION ITEMS

Second Reading – Policy DN – Disposal of District Property
The question has come up about when disposal of district property should require board approval. Superintendent Rexford recommends that the board approve disposal of district property valued above $1,000.

➢ **Doug Nelson moved and Mike McGowan seconded the motion to approve Policy DN – Disposal of District Property as presented. The motion carried 5-0.**

Consent Agenda

➢ **Carol Moorehead moved and Doug Nelson seconded a motion to approve the Consent Agenda as presented including the Personnel Changes for December 2013 and the Board Minutes from November 19, 2013. Bob Moore proposed a friendly amendment to include Hillary Saraceno's last name. The amendment was accepted. Motion carried 5-0.**

Adjourn
The December 17, 2013, High Desert Education Service District Board of Directors Meeting adjourned at 6:58 pm.

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Bob Moore, Board Chair

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Shelley Knutz, Executive Assistant