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## Board of Directors Board Minutes February 16, 2016

**Board Members** Scott Reynolds, Chair, Carol Moorehead, Vice Chair, Directors: John Lang, Mike McGowan, Bob Moore, Jenni Newby, Ron Radabaugh and Terry Rahmsdorff

**HDESD Staff** John Rexford, Superintendent; Paul Andrews, Deputy Superintendent; Shawna Bell, Business Analyst, Geraldine Casimiro, OMEP and Interpreter Coordinator, Katie Condit, Better Together Executive Director, Jayel Hayden, Human Resource Director, Greg Munn, Business Services Director, and Shelley Knutz, Executive Assistant

**Call to Order** Scott Reynolds called the February 16, 2016 meeting to order at 5:30 pm

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### REPORTS

#### Foreign Language Interpreter and OMEP Presentation

Deputy Superintendent, Paul Andrews, introduced Gera Casimiro, Coordinator of the Foreign Language Interpreters/Translators and Oregon and Mexico Education Partnership (OMEP). Gera explained the interpreter program provides services to four school districts in Central Oregon. They also fill requests for Deschutes, Crook and Jefferson EI/ECSE, and for COCC and Healthy Beginnings. The interpreter pool consists of 43 interpreters and 4 translators for districts. She reviewed the many ways they serve the families.

Plaza Comunitaria (OMEP) is a partnership with the Mexican government. The focus of the program is to help parents learn along with their students and to be a role model for their children. Plaza has been offered through the Bend-La Pine School District since 2005. They will begin offering Plaza in the Redmond School District during the spring term. The current nightly attendance average is 12 adults and approximately 20 students. Adults range in age from 18-72 years old. Regardless of their level of literacy, all students are moving forward. They provide homework tutoring and preschool, as well as basic education in Spanish and English.

Bob Moore asked how Plaza is funded. Gera explained it comes from the district's Local Service Plan (LSP) money. This is a great way for students to see their parents learning, and an opportunity for us to work with the students while the parents are in class.

#### Better Together Presentation

Deputy Superintendent, Paul Andrews, introduced Katie Condit, Better Together Executive Director. Better Together has organized into regional, cross-sector, collaborative workgroups along the cradle to career continuum. We are one of three regional achievement collaboratives that have been asked to mentor new achievement collaboratives. Katie invited the board members to attend the meetings of the workgroups if they are interested.

These efforts aim to increase student success by promoting a growth mindset, aligning and leveraging existing resources and developing specific innovative, data-driven initiatives.

## Finance Report

The Finance Committee met to review the budget calendar, Budget Committee vacancies, budget assumptions for 2016-17 and the latest PERS information. Because most of our revenue sources and our labor contract are tied to the same two year budget period, we have a fairly good basis for projecting 2016-17. Right now we are in line with projections for this building.

Scott Reynolds asked if we will need to have a limited opener with the new sick time law that went into effect 1/1/16. Superintendent Rexford explained it is a mandatory subject of bargaining. When our draft policy has been created, we will share that with our labor management team. The attorneys are working to develop the draft policy. The definition of what is appropriate under the new sick time law is broader than the sick leave language we have been working with for years.

Greg Munn plans to issue an insurance RFP this month for an insurance agent of record with an effective date of July 1. Bob Moore and Carol Moorehead volunteered to help review proposals.

The administrative leadership team had their budget kickoff meeting today. Shawna Bell has been working countless hours to put the 2016-17 budget into Google Sheets, making the budgeting process almost paperless. Greg thanked her for all of her great work.

## Facilities Report

Bob Martin has been working with Consumer Cellular across the street. We will have access to 40-50 parking spots in their lot. The signs will be installed this week and the designated spaces will be striped in yellow.

Snow removal continues at Skyliner Lodge. Because of the freeze/thaw/freeze effect, the driveway is very icy. Bob Martin has ordered cinders from Hooker Creek to be spread on the driveway and circle.

## Renewal, Non-Renewal and Extension of Contracts

Jayel Hayden explained we have a statutory requirement to bring recommendations for contract renewals and extensions for academic year 2016-17 to the Board for approval. He reviewed the list of administrators, licensed managerial and supervisory personnel and licensed personnel. It was noted that Katherine Proctor was listed for renewal, and she will be retiring at the end of the school year. Jayel also mentioned the employees who no longer work with HDESD. He assured the Board we do not automatically extend all contracts.

## ACTION ITEMS

### Declare Vacancies on Budget Committee

Greg Munn explained that each district appoints their own budget members and their terms are staggered. Once our Board declares the vacancies, the districts will work to appoint committee members.

- **Ron Radabaugh moved and Carol Moorehead seconded a motion to declare vacancies on the Budget Committee as presented. Motion carried 8-0.**

### Approve 2016-17 Budget Calendar

Greg Munn noted the 2016-17 budget calendar is identical to past years. The budget process remains the same.

- **Carol Moorehead moved and Mike McGowan seconded a motion to approve the 2016-17 Budget Calendar as presented. Motion carried 8-0.**

## Consent Agenda

Superintendent Rexford recommended approving the Consent Agenda with the modification of removing Katherine Proctor from the licensed renewal.

- **Bob Moore moved and Terry Rahmsdorff seconded a motion to approve the Consent Agenda as modified. Motion carried 8-0.**
  - Personnel Changes for February 2016
  - Renewal, Non-Renewal and Extension of Contracts - Modified
  - AC – Nondiscrimination
  - AC-AR – Discrimination Complaint/Grievance Procedure
  - GBK/JFCG/KGC – Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems.
  - Board Minutes 1-19-2016

## DISCUSSION ITEMS

### Superintendent Report and Legislative Update

- Superintendent Rexford noted the elected terms for Carol Moorehead, as the Sisters School District representative and Doug Nelson, as a Bend-La Pine Schools representative will conclude June 30, 2016. The terms of appointed board members Ron Radabaugh, as the At Large representative and Jenni Newby, as the Higher Education representative, will also conclude June 30, 2016. We will be seeking applicants to fill those positions. He encouraged those interested in reapplying to move forward with the process.
- Paul Andrews has been nominated to the Governor's Educator Advancement Panel by HDESD and Chalkboard.
- We have completed the first cycle through the innovation process. Four groups of our staff made presentations to a pitch panel. The panel recommended funding three of the four, and we are working on the fourth. John Lang served on the panel and enjoyed the process very much. Members of the panel worked together well, and the presentations were good.
- Deputy Superintendent Andrews mentioned we have received the Math in Real Life grant for \$250,000. It will be directed through the CTE program. We are applying for three additional STEM grants for a total of up to \$600,000.
- The STEM Hub Director, Kendall Bartholomew, is now housed in our office.
- Deputy Superintendent Andrews said he is thrilled the board members have been able to meet our new program leaders during their presentations the past few months.
- On January 20<sup>th</sup> we hosted the K-12 Legislative Summit. Presentations were made to the six legislators on three broad topics: Early Childhood and Special Education Funding, PERS and High School Graduation and CTE. Superintendent Rexford complimented Doug Nelson for organizing the event and keeping within the two hour limit in spite of a packed agenda. This event reinforced our role as facilitators and conveners in the region. Senator Ferrioli recently wrote an editorial on the value of CTE, as a result of the information he learned at the Summit.
- Bob Moore mentioned Jim Green was able to explain the \$5M ask for EI/ECSE is merely keeping up with caseload. Superintendent Rexford noted that Bob Moore's focus and tenacity has changed the conversation regarding funding for early childhood programs.
- Revenue forecast came in where we were hoping it would. Both co-chairs have indicated we will be getting some additional funding for EI/ECSE.

## Board Chair Report

- Scott Reynolds joined Superintendent Rexford for the Local Service Plan (LSP) presentation to the Bend-La Pine Board. It went very well, and they asked if we could look at adding mental health services to the LSP. They approved the LSP as presented.
- Carol Moorehead attended the Sisters School District LSP presentation with Deputy Superintendent Paul Andrews. It went well and all of their questions were on target. They took action to approve the LSP.
- John Lang attended the Crook County presentation. They provided the board members with a graph showing the distribution of LSP funds. The board members and staff were very interested in the breakdown. The Board voted to approve the LSP as presented.
- Bob Moore will attend the Redmond School District board meeting with Superintendent Rexford on February 24.
- Bob Moore attended the OAESD Governance Council meeting. They were working through legislative platform for the short session. OAESD is getting a work group together to explore the contract payment issue with ODE.
- OAESD needs to create a vehicle to convey what is happening across the state. John will make sure this is in their strategic initiatives for 2016-17.

## Adjourn

The February 16, 2016, High Desert ESD Board of Directors Meeting adjourned at 7:00 pm.

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Scott Reynolds, Board Chair

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Shelley Knutz, Executive Assistant