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**Board of Directors Board Minutes
February 21, 2017**

- Board Members** Carol Moorehead, Chair, Bob Moore, Vice-Chair Directors: Seana Barry, Kathy Biles, John Lang, Mike McGowan and Scott Reynolds
- HDESD Staff** John Rexford, Superintendent, Paul Andrews, Deputy Superintendent, Shawna Bell, Senior Financial Analyst, Greg Munn, Director of Business Services, Lauri Powers, Autism Consultant and Shelley Knutz, Executive Assistant
- Guests** Gary Peterson, Executive Director, OAESD and Dana Peterson, Ensworth Elementary Principal
- Call to Order** Carol Moorehead called the February 21, 2017 meeting to order at 5:30 pm
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PRESENTATIONS AND REPORTS

OAESD Update

Gary Peterson has been visiting OAESD member education service districts around the state for the past six months. He thanked the board members for their volunteer work. Serving as board member is a vital position. Mr. Peterson also noted the great work High Desert ESD is accomplishing at the state level. It is important work and very much appreciated.

Mr. Peterson referenced the various state initiatives from 2011 that encouraged ESDs to become involved on a regional basis such as the early learning hub and regional achievement collaborative. ESDs have become the go-to agency to ensure the success of various initiatives. The P-20 Support Network is a new collaborative being created. He is expecting at least four new initiatives to come out of this current legislative session which could include increasing the graduation rate, improving absenteeism, Measure 98 and the Educator Advancement Council.

He has watched as ESDs have become more of a partner with ODE and the Chief Educator's Office. The support we have provided to the state agencies has been appreciated and important. Carol Moorehead asked about any expected Federal changes. Mr. Peterson said the congressional review act may review the Every Student Succeeds Act (ESSA) from December 2015. That could have an impact on the Federal regulations that impact our state plans. Superintendent Rexford mentioned the comment from Dr. Salam Noor regarding potential federal changes and new Department of Education Secretary Betsy DeVos. Salam said if changes create opportunities for the state of Oregon, we will be on board. If proposed changes create barriers to the success of Oregon students, we will quickly engage.

Bob Moore mentioned the increased funding for EI/ECSE students. With Oregon's budget deficit does Mr. Peterson anticipate the increased funding to continue? Mr. Peterson confirmed ODE included those increased dollars in the budget process. Scott Reynolds mentioned the transformation at the state level between our leadership and the state organization. He appreciates the work that is being done.

CORP Staff Coaching Model

Deputy Superintendent Andrews introduced Lauri Powers - she is a special education teacher and autism specialist he has had the privilege of working with for several years. Lauri thanked the board members for their service. She feels honored to have been with High Desert ESD for the past 9 years. She appreciates the team she works with so much. Lauri believes the ESD really fosters a culture of learning and growing. This is the first place she has worked that has truly encouraged continuous learning. Lauri believes regional program staff are tremendous resources to the schools they serve.

The regional program adopted the coaching network and formed coaching cohorts. In 2015 they created their own coaching network. The reason they are focusing more on coaching is because good coaching leads to better interventions for our clients. Coaching is more of a partnership and alignment with the people you are working with. It is aligning yourself with teachers and staff in order to have input into their work. A coach listens to the concerns to sift through what is the most important. Focusing on top issues and asking the best way to help, will result in a plan. This process helps build better rapport with the schools. Lauri mentioned a book she is reading by Marilee Adams, *Change your questions, change your life*. This book can be useful when working with students by asking them the right questions, and helping them to work on their solutions.

Scott Reynolds asked Lauri how many autism specialists are on her team. There are eight autism specialists. The number of schools can vary depending on caseloads. They are working to build capacity in the schools. Guiding them to do their best work. Paul noted the regional program serves seven counties. Mike McGowan commented on how he has found it much more effective to use coaching strategies with employees rather than telling people what to do.

Renewal, Non-Renewal and Extension of Contracts

Superintendent Rexford noted it is the time of the year we are required to take action to renew, non-renew and extend contracts of licensed staff. He reviewed the list and the recommendations. We know sometimes the best approach is to help staff make other career choices outside of the renewal process. If we hire well and support great staff, it makes life much easier on all. Deputy Superintendent Andrews noted that when the state of Oregon was moving away from tenured positions, they required staff to be informed by March if they have a position the following school year. Scott Reynolds asked about the reduction in force (RIF) process. If a RIF is necessary, it would supersede these approvals.

Fiscal Report

- ✓ General Fund revenue and expenses year-to-date continue to track with the historical monthly trend from last year.
- ✓ The Board Finance Committee and staff met on January 31 to review 2017-18 budget assumptions, the budget calendar, vacancies on the Budget committee and other business service topics.
- ✓ Received a letter from our auditor proposing a fee increase of 17% for the upcoming 2016-17 audit. The Finance Committee recommends that we put the audit work out to bid.
- ✓ Expect to gain in enrollment at higher than the state estimate.
- ✓ John Lang asked how we work with our districts during the budgeting process. Deputy Superintendent Andrews noted Greg pulls together the region business managers to share budgeting information so we can help them work on budgets. We serve as regional convener.
- ✓ Scott Reynolds noted how frustrating it is that we have to work under strict state guidelines to have our budgets adopted by the end of June and that State often doesn't have the budget set. Superintendent Rexford finds it best to be slow and thoughtful in the approach. It is helpful for us to bring this to our districts.
- ✓ Budget kickoff today. Shawna has sent all budgets out via Google. Managers will have the opportunity to balance their budgets online again this year.

Facilities Report

- ✓ Working with the architects to evaluate the possibility of utilizing floor space in this building differently to accommodate more staff members.

ACTION ITEMS

Declare Vacancies on Budget Committee

- Bob Moore moved and Scott Reynolds seconded a motion to declare the vacancies on the Budget Committee as presented. Motion carried 7-0.

Approve the 2017-18 Budget Calendar

- Mike McGowan moved and Seana Barry seconded a motion to approve the 2017-18 Budget Calendar as presented. Motion carried 7-0.

Approve Paul Andrews' 2017-18 Contract

Carol Moorehead and Bob Moore have worked with Greg Colvin on Paul Andrews' Superintendent contract. They used the current superintendent contract as the template. Carol reviewed the details of the contract and highlighted any changes.

- Scott Reynolds moved and Kathy Biles seconded a motion to approve Paul Andrews' 2017-18 contract as presented. Motion carried 7-0.

Consent Agenda

- Bob Moore moved and Mike McGowan seconded a motion to approve the Consent Agenda as presented. Motion carried 7-0.
 - Personnel Changes – February 2017
 - Renewal, Non-Renewal and Extension of Contracts
 - Board Minutes – January 17, 2017

DISCUSSION ITEMS

Superintendent Report

- ✓ Snow removal impact has been minimal compared to our districts. He will provide more financial data details later on.
- ✓ EL Hub still making slow and steady progress with the transfer to the HDES effective July 1.
- ✓ We are optimistic we will be able to resubmit our Healthy Families contract instead of responding to an RFP. We are waiting to hear more information from the state.
- ✓ Legislative Committee of OAESD will be meeting on Friday.
- ✓ Diane Tipton will be testifying to the Early Learning Committee on Thursday and Superintendent Rexford will be testifying on behalf of OSU-Cascades.
- ✓ Paul attended the Ways & Means session in Madras on February 18. Many of those who spoke had a similar message to raise taxes on major corporations.
- ✓ Assistant Superintendent Position received 27 applications. All applications will be reviewed this week, and interviews will be scheduled on March 9 and 10. Deputy Superintendent Andrews said the current timeline has him presenting a hiring recommendation to the board members at the March 21 board meeting.
- ✓ Deputy Superintendent Andrews participated in the Shadow a Student program. He shadowed a Redmond High School sophomore, and it was delightful to experience a day from the student's point of view.
- ✓ The AP Summer Institute is being held at COCC August 15-18. Deputy Superintendent Andrews noted that this is the first and only place in the state to offer this training.

- ✓ The Positive Behavioral Interventions and Supports (PBIS) conference will be April 24 at the Riverhouse Convention Center. We have had over 300 participants in years past.
- ✓ Deputy Superintendent Andrews thanked the board members who have been able to join them for the LSP presentations at the districts. The feedback from the various boards has been positive. All of the districts have shared their appreciation of Superintendent Rexford for his great work the last five years.
- ✓ Aaron Fisher, Migrant Ed. Coordinator, is going back to work for 509-J. We will miss Aaron. He will work with us to get his replacement in place.

Board Chair Report

- ✓ Bob Moore asked for input from the board presentations. Scott said the Bend-La Pine Board was engaged and asking questions. Superintendent Rexford did receive a lot of accolades.
- ✓ Carol Moorehead said Sisters School board members were interested in the Local Service Plan and the services we provide. They were also very complimentary of Superintendent Rexford's service. They will follow up with the superintendent to see if there are concerns with service level agreement.
- ✓ John Lang said the Crook County board members were impressed with the High Desert ESD goals and outcomes report.
- ✓ Bob Moore will convene the Board Evaluation Committee soon.
- ✓ Board Terms – Five positions open, Bob, Terry, John, Scott and Mike. Carol encouraged the board members to think about whether they intend to apply again, and let us know their intentions in March.

Adjourn

The February 21, 2017, High Desert ESD Board of Directors Meeting adjourned at 7:33 pm.

Carol Moorehead, Board Chair

Shelley Knutz, Executive Assistant