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Board of Directors Board Minutes June 20, 2017

- Board Members** Carol Moorehead, Board Chair, Bob Moore, Vice-Chair, Directors Seana Barry, Kathy Biles, John Lang, Mike McGowan, Doug Nelson and Terry Rahmsdorff
- HDES Staff** John Rexford, Superintendent, Paul Andrews, Deputy Superintendent, Shawna Bell, Financial Analyst, Sandy Bishop, Director of Special Services, Greg Munn, Director of Fiscal Services, Rachel Wenten-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant
- Guests** Dave Burke, Director of Secondary Education, Redmond School District
- Call to Order** Carol Moorehead called the June 20, 2017 meeting to order at 5:30 pm

BUDGET HEARING

Open High Desert ESD Budget Hearing

The 2017-18 budget hearing was opened at 5:30 pm.

Audience Participation Regarding Budget

There was no audience participation or questions regarding the proposed budget.

Close High Desert ESD Budget Hearing

The 2017-18 budget hearing was closed at 5:35 pm.

REPORTS

Board Member Recognition

Superintendent Rexford presented Doug Nelson with a certificate from OAESD recognizing his 5 years of service on the High Desert ESD board.

Superintendent Rexford presented Terry Rahmsdorff with a certificate from OAESD recognizing his many years of service on the High Desert ESD board and his retirement from the Board.

Superintendent Rexford cannot say enough about Terry's service to the children in Central Oregon. Not only through the work on this board but also in the community. Terry said this has been the best board he has had the privilege to serve on. He encouraged the board members and staff to "keep your eye on the prize".

Restraint and Seclusion Report

Sandy Bishop explained that in 2012 the Oregon Department of Education changed the reporting requirements for Restraint and Seclusion incidents. One of those requirements is that incidents must be reported to the Board on a yearly basis. She reviewed the High Desert ESD Physical Restraint and Seclusion data from 2012 through 2017. There has been a definite downward trend over the years. This is a result of the additional training we have been providing to staff, and good intervention strategies are being applied. There is a need for additional training in the Bridges program, and Sandy believes that it will have good results. The additional training is time intensive, but the results are certainly worth it. EI/ECSE did not have any incidents.

Superintendent Rexford encouraged any board member who is interested in visiting a program to contact Sandy. She will be happy to make the arrangements. Carol asked Sandy to share with her staff how impressed the board members are with their results.

Fiscal/Facilities Report

- ✓ The fund balance projection on June 30, 2017 is \$760,000.
- ✓ Our new auditors spent three days on site last month conducting their preliminary fieldwork for the 2016-17 audit. They will be back the last week of September to complete their work after we close our books for 2016-17. Greg believes they are exceptionally thorough because education is their specialty.
- ✓ Received workers' compensation insurance for renewal for next year. The rates have declined slightly.
- ✓ We want to pour a concrete slab at Manzanita, but we are having a difficult time getting a contractor hired.

ACTION ITEMS

Ratify Collective Bargaining Agreement

Superintendent Rexford presented the details of a tentative agreement with the High Desert Education Association (HDEA) for the Board's consideration. This is a three year agreement with the possibility of an economic reopener in 2019-20.

- ✓ Year 1 - A 2% cost of living adjustment, \$30 increase to insurance cap, up to 5 days may be cut from EI/ECSE contract year. Economic reopener if 6% is redirected from IAP.
- ✓ Year 2 – 2.1% cost of living adjustment, \$30 increase to insurance cap, up to 5 days may be cut from EI/ECSE
- ✓ Year 3 - Economic reopener only.
- ✓ Labor management solution to: Incremental use of leave and Continuing Education Unit definition.
- ✓ Roll all Memoranda of Agreement (MOAs) less BIC Supporting EAs (no longer applicable) and EI/ECSE contract year per year.

Shawn Swisher is drafting the contract changes. The HDEA has ratified this agreement. Paul said this agreement speaks to the very effective labor management meetings we've had with HDEA. It also speaks to Superintendent Rexford's leadership over the years. Terry would hope that as the years go by there will be something else to carve out if needed other than EI/ECSE days. We need to be the champions of these children. They need all the help we can provide.

- **Doug Nelson moved and Kathy Biles seconded a motion to approve the HDESD/HDEA Tentative Agreement as presented. Motion carried 8-0**

Approve Early Learning Leadership Council Member Appointments

Earlier today the Early Learning Leadership Council (ELLC) met and approved the ELLC Roster for the Board's consideration. Deputy Superintendent Andrews highlighted the changes.

- **Bob Moore moved and Seana Barry seconded a motion to approve the Early Learning Leadership Council Roster as presented. Motion carried 8-0**

Resolution #49-17 – Authorizing Transfer of Appropriated Funds within the 2016-17 Budget

After tracking all changes over the course of the year, we are presenting this request is to move some funds within appropriation levels.

- **Mike McGowan moved and Kathy Biles seconded a motion to approve Resolution 49-17, approving the transfer of appropriations within current 2016-17 approved appropriation levels for purposes described in the action item executive summary and resolution in the total amount of \$311,500 as presented by staff. Motion carried 8-0**

Resolution #50-17 – Adopting the Budget, Making Appropriations and Imposing and Categorizing Taxes for Fiscal Year 2017-18

Since the time of the Budget Committee adoption there have been several changes to the budget plan based on new information and revised revenue projections. A couple of key changes in the LSP, at the request of our districts, is the addition of land use legal support for the upcoming construction at Bend-La Pine and funding of the student information services programmer for Redmond.

- **Doug Nelson moved and Mike McGowan seconded a motion to approve Resolution 50-17, adopting the budget in the amount of \$49,266,216, making appropriations in the amount of \$48,543,816 and imposing and categorizing taxes at the rate of \$0.0964 per \$1,000 of assessed value for district operations for the 2017-18 tax year upon the assessed value of all taxable property within the district. Motion carried 8-0**

Consent Agenda

- **Mike McGowan moved and Terry Rahmsdorff seconded a motion to approve the Consent Agenda as presented. Motion carried 8-0.**
 - Personnel Changes – June 2017
 - Board Minutes – May 16, 2017

DISCUSSION ITEMS

First Reading Board Policies

- **GCBDA/GDBDA – Family Medical Leave**
Recommend approval of updated language to reflect change in state law.
- **GCL – Staff Development – Licensed**
Recommend approval of updated language for consistency with current TSPC language and to include latest interpretation of Americans with Disabilities Act.

Superintendent Report

- ✓ Superintendent Rexford noted that compensation adjustments for confidential, administrators and managers will be decided upon soon and stay within the approved budget framework.
- ✓ \$8.2B seems to be the new floor for the K-12 budget. He is hopeful we will receive current service level appropriations for our contract programs.
- ✓ Legislative Update – Increases to K-12 funding will likely come from cost containment measures.
- ✓ Superintendent Rexford referenced a complaint we've received from BOLI regarding substitute teachers' exempt status. We are in an exchange of information to support our position. We have talked to OSBA, COSA, and collective bargaining attorneys who support our opinion.
- ✓ Deputy Superintendent Andrews noted the EL Hub is ready to come on board July 1. Two staff members will be moving to HDESD. It will be under Better Together, and Katie Condit will be working with them.
- ✓ We are looking to create a High Desert ESD school foundation. The intent is to move forward and have the foundation focus on innovation. Anna will be taking the lead on this effort, and she will be working with John Lang to be the link between the ESD Board and the proposed ESD Foundation.
- ✓ 45 ESD employees took part in the DISC personality trait training yesterday. Participants gave the training excellent feedback.
- ✓ High Desert ESD will be well represented at the Annual COSA Conference in Seaside this week.

- ✓ Deputy Superintendent Andrews mentioned the OSBA Summer Conference in July. He will be presenting at the conference on Sunday.
- ✓ Executive Team will be having a retreat at Skyliner on July 11.
- ✓ ALT retreat will be held on August 24.
- ✓ New employee orientation is scheduled for August 28.
- ✓ August 31st 7:30-Noon – All ESD Retreat is being held at Ridgeview HS on August 31st from 7:30-Noon. He welcomed the board members to join us if they can.
- ✓ The Advanced Placement Institute registration is almost at 100.
- ✓ Doug asked about the plan for the eclipse on August 21. We will be encouraging staff to use leave that day to be able to avoid the traffic and chaos that day.

Board Chair Report

- ✓ Carol presented Superintendent Rexford with a gift to celebrate his retirement. She reminded the board members that his retirement party will be held at Juniper Golf Course on June 27 from 4-6. Carol noted how very wonderful it has been to work with him. He has been an exemplary superintendent. Superintendent Rexford said these 5 years have been the capstone of his career. It allowed him to rejuvenate and this job gave him a whole new appreciation for early learning, among other things. He believes ESDs have become an essential piece of the education fabric in Oregon.
- ✓ Bob Moore, Terry Rahmsdorff and Seana Barry have met to work on the Board Evaluation Process to making sure it was information that would be pertinent to this board. Bob reviewed the process as they envisioned it. It feels like a reasonable tool to use for at least a year and then adjust as needed.
- ✓ Carol likes the idea of using it for a year, and then, we might have a better idea if it provides the best information to make use the most effective board member.
- ✓ Terry said this made him realize we need to do more for incoming board members. This organization has so many different programs, so we need to help them understand those programs.
- ✓ Kathy and Seana both agreed it would have been helpful to have this information when they joined the board. Kathy is looking forward to the process.
- ✓ The board members agreed to spend some time at a future board meeting completing the evaluation.

Adjourn

The June 20, 2017, High Desert ESD Board of Directors Meeting adjourned at 7:10 pm.

Carol Moorehead, Board Chair

Shelley Knutz, Executive Assistant