



2804 SW Sixth Street, Redmond, Oregon 97756 / p 541.693.5600 f 541.693.5601 / www.hdesd.org

Board of Directors Board Minutes June 19, 2018

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

HDESD Staff Paul Andrews, Superintendent, Dave Burke, Assistant Superintendent, Shawna Bell, Business Analyst, Sandy Bishop, Director of Special Programs, Rachel Wentz-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant

Call to Order Carol Moorehead called the June 19, 2018 meeting to order at 5:30 pm

BUDGET HEARING

Open High Desert ESD Budget Hearing

The 2018-19 budget hearing was opened at 5:31 pm.

Audience Participation Regarding Budget

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

Close High Desert ESD Budget Hearing

The 2018-19 budget hearing was closed at 5:35 pm.

REPORTS

Restraint and Seclusion Report

Sandy Bishop explained there must be a reasonable threat of physical, bodily injury for a student to be restrained or secluded. She shared the requirements for restraint and seclusion. Sandy has met with managers to talk about the numbers and why they are improving each year. They are using a different approach with students and it is working. However, they are working with some students who require a higher level of therapeutic service (e.g., psychiatric residential services) than local behavioral health programs are placing them.

Secluded students are alone in the room and prevented from leaving. Staff are trained on how to do physical restraint safely. Staff members have been trained in many techniques to deescalate student behavior. The students are responding well to that as the document supports. Sandy answered questions from the board members. Scott complimented Sandy on the continually improving trends. Apparently the training is working well.

Redmond School District is planning to take over the BIC/Options program next year for their district.

Fiscal Report

Shawna Bell reported the general fund is up \$60,000 over budget due to the State School Fund. Property tax receipts are expected to be up by 4% over budget and all administrative service functions are expected to be under budget at years end.

After a recent workshop on bonding options to fund a portion of the ESD's unfunded pension liability and conversations with other business managers, Greg is recommending the ESD hold off on pursuing bonds.

One area of fiscal management we've been working on over the past few years is how to reduce the time it takes vendors, primarily ODE, to pay on grants and contracts. We are currently working on creating one agreement for all programs which will make processing smoother for everyone.

Facilities Report

Manzanita – At this time there will be no impact on the ESD for street Improvements for the Cold Storage building across the street. At some point we will need to take responsibility for some of those improvements, but not in the next fiscal year.

Skyliner Lodge – The lodge is booked every weekend throughout the summer for weddings.

ACTION ITEMS

Resolution 53-18 – Adopting the 2018-19 Budget

- **Bob Moore moved and Doug Nelson seconded the motion to approve Resolution 53-18 Adopting the 2018-19 Budget, Making Appropriations and Imposing and Categorizing Taxes for Fiscal Year 2018-19 as presented. Motion carried 8-0.**

Resolution 54-18 – Authorizing Transfer of Appropriated Funds

- **Scott Reynolds moved and Mike McGowan seconded the motion to approve Resolution 54-18 Authorizing Transfer of Appropriated Funds as presented. Motion carried 8-0.**

Memorandum of Understanding with High Desert Education Association

This agreement is for resolution of issues regarding movement on the salary schedule for OTs, PTs, and SLPs to create equitable opportunities for advancement on the salary scale.

- **Doug Nelson moved and Seana Barry seconded the motion to approve the Memorandum of Understanding with High Desert Education Association as presented. Motion carried 8-0.**

Approve Early Learning Leadership Council Roster

- **Doug Nelson moved and Seanna Barry seconded the motion to appoint Lori Colvin, Tamarra Harris and Teresa Martin to the Early Learning Leadership Council Roster as presented. Motion carried 8-0.**

Approve Superintendent Andrews' Evaluation and Contract Amendment and Assistant Superintendent Burke's Contract Amendment as presented.

Carol noted the Superintendent Evaluation Summary was created from the results of the survey and the Board's discussion at the May meeting. Those working on the evaluation are recommending a 4% salary increase for Superintendent Andrews and Deputy Superintendent Burke. The 4% is included in the addendums to their contracts.

John Lang has felt the 360 evaluation process has been lacking in responses and comments. He would like us to consider another process once the board has adopted goals. The group was in agreement with this.

- **Scott Reynolds moved and John Lang seconded the motion to approve Superintendent Andrews' Evaluation and Contract Amendment and Assistant Superintendent Burke's Contract Amendment for 2018-19 as presented. Motion carried 8-0.**

Consent Agenda

Superintendent Paul Andrews explained why there is a rescinded resignation on the Personnel Report.

- **Doug Nelson moved and Mike McGowan seconded the motion to approve the Consent Agenda as presented. Motion carried 8-0.**
 - Personnel Changes – June 2018
 - Budget and Board Minutes – May 15, 2018

DISCUSSION ITEMS

Superintendent Report

- ✓ Educator Advancement Council – Superintendent Andrews has been appointed to this council. The council is moving toward creating local educator networks. He is hoping that this will create an opportunity for HDESD to provide more professional learning supports for teachers in central Oregon.
- ✓ Bend Education Center Update – We are replacing many of the cubicles with updated furniture similar to what we installed at the HDREC last year. Bob Moore mentioned to Superintendent Andrews that the HDESD's creative space solutions would be a good presentation at OSBA.
- ✓ Superintendent Andrews will be co-teaching Lewis and Clark College Graduate courses EDAD 601 and 618 with Laura Nordquist in the fall.
- ✓ Superintendent Andrews reported on how the ESD stands up programs that are being restructured – using Healthy Beginnings (HB) as an example. They are looking into funding models that better support the program. They have been working on updating their website with rebranding and re-storytelling. Superintendent Andrews has met with all of the HB partners and they all agree this program is meeting the needs of those it serves. Doug Nelson believes this program is definitely worth our support as it begins the rebuilding process. Scott Reynolds agreed that the HB history makes it a worthwhile program to continue supporting as they go through the reorganization process. John Lang would like to see a cap on the time and funding we will use to support through the reorganization.
- ✓ Superintendent Paul Andrews noted the Annual COSA Conference is this week in Seaside. He will be attending with Dave Burke and Anna Higgins.
- ✓ Next week he will be attending the Center for Education Equity (CFEE) training in Cottage Grove.
- ✓ The all ESD gathering is 8/30/18 at Ridgeview High School from 7:30-11:30. Board members are welcome to attend if they would like to join this great group.

Deputy Superintendent Report

- ✓ Assistant Superintendent, Dave Burke, gave a high level overview of his focus during the past year.
 - He has been supporting the HDESD Culture work, telling our story and our why.
 - He is working with the Administrative Leadership Team.
 - Assistant Superintendent Burke is working on supporting the HDESD equity work
 - He will also be taking over some additional supervision, evaluation and support of ESD programs.
 - Assistant Superintendent Burke will be taking the lead on school safety too. Supporting the budgets and funding.
 - He is the regional coordinator for the curriculum directors. They get together on a regular basis.
- ✓ Carol asked what has been the biggest surprise coming to HDESD from Redmond School District. Assistant Superintendent Burke said it is a challenge to know where all our programs are throughout the districts. He is working to build relationships and learning the role and rhythm of non-profits and how they work.

Board Chair Report

- ✓ Kathy attended a few sessions at the OAESD Annual conference. It was interesting to hear from all the ESDs. She enjoyed the governor's staff report on the budget.
- ✓ Bob thought the governor's office asked what they believed to be true with funding.
- ✓ Intermountain ESD is working on goal setting with their board and three of our folks attended that workshop.
- ✓ The July 9th Board Meeting will be followed by a work session focusing on board goals. The goals packet includes these documents to review prior to the meeting:
 - HDES Strategic Priorities
 - Goals and Outcomes
 - Board Goals for Bend-La Pine SD and Redmond SD
 - Questions to consider

Adjourn

The June 19, 2018, High Desert ESD Board of Directors Meeting adjourned at 7:32 pm.

Carol Moorehead, Board Chair

Shelley Knutz, Executive Assistant