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## Board of Directors Board Minutes September 18, 2018

**Board Members** Kathy Biles, Board Chair, Seana Barry, Vice-Chair, Directors: Gwen Carr, John Lang, Mike McGowan, Bob Moore, Doug Nelson and Scott Reynolds

**HDESD Staff** Paul Andrews, Superintendent, Dave Burke, Assistant Superintendent, Sandy Bishop, Director of Special Programs, Jayel Hayden, Director of Human Resources, Greg Munn, Director of Business Services, Diane Tipton, Director of Early Childhood Programs, Rachel Wente-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant

**Call to Order** Board Chair, Kathy Biles, called the September 18, 2018 work session to order at 5:30 pm

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### WORK SESSION

#### **ESD Core Values and Beliefs**

Superintendent Andrews referenced the work the Board completed at their retreat in July. We took that work and created the list of brainstormed Core Values that emerged at the board retreat. Those values were presented to the executive team members at their retreat to synthesize the information into themes. The intention was to share those themes with the Board to review. Assistant Superintendent Burke did an excellent job leading this process at the executive team retreat so Superintendent Andrews has asked him to lead the board members through this process tonight. Board members were asked to review the core values that emerged as themes from the executive team and come up with three to five core values.

#### Put Children/Students First

What does it mean to put the kids first? How do you teach people to adopt this value? Superintendent Andrews suggested everyone should be able to see from our decisions and our spending if children are really first to us. That must be the lens that we look through with every decision we make.

#### Lifelong Learning

Diane would suggest changing the title to Continuous Learning/Constant Improvement. Just as important to develop this in our children as well as in ourselves.

#### Foster Relationships

Caring and Responsive should be moved under fostering relationships. We do have positive relationships in our community by the good work we do and we shouldn't take this for granted. We have accountability for continuing those positive relationships.

#### Be Nimble & Informed by data

The board members agreed that being data driven is very important. There was discussion around Innovation being a standalone core value.

The Executive Team will work on placing the themes into categories, adding descriptive phrases/sentences for each and returning for review at the next work session. The Board thought this was a good way to proceed.

Work Session adjourned at 6:15 pm

Board Chair, Kathy Biles, called the September 18, 2018 board meeting to order at 6:17 pm

## REPORTS

### Fiscal Report

Revenue YTD is 9% of budget and consistent with prior years. The fund balance carry forward budgeted for the beginning of the year is \$800,000. We will the final balance figures after the books have been audited. Greg believes we will be looking at a 4-5 point range increase in PERS rates that will be due next year.

### Forecast5

This program will allow districts of every size to acquire data analytic tools at a discounted cost. The program was rolled out in late July with every district having access to the product. It is a user-friendly data analysis and communication tool that provides access to comparison data for all districts across the state. In early August five ESDs in the state, including High Desert, hosted regional training opportunities for districts to further explore the capabilities of Forecast5. ESDs seem to be well positioned to provide this service to the districts. Superintendent Andrews mentioned ESDs could be seen as the hub to gather this information through Better Together work groups and data systems.

### Facilities Report

Bend-La Pine has been busy at Tamarack with the start of their new behavioral program - The NEST. Skyliner Lodge has been booked all summer with at least one wedding every weekend. The heating ducts have been cleaned and the skunk living under the lodge has been removed.

## DISCUSSION ITEMS

First reading of several policies with language recommendations of OSBA. Superintendent Andrews reviewed each policy and the reason for the updated language. Policy JHFE and JHFE-AR have been rewritten by our legal staff and they are recommending approval.

First Reading Board Policies

- EBBB – Injury/Illness Report
- GBEB – Communicable Diseases
- GCN/GDN – Evaluation of Staff – John Lang asked about evaluations for classified staff. Jayel mentioned every employee does set and then review goals with their supervisor annually. John would like to have the policy amended to annual review. Scott asked for additional information on the impact this would have on staff. Superintendent Andrews will look into the workload increase, how often we normally do annual reviews and any CBA implications. Doug wonders if the CBA trumps policy, why we need a policy. Superintendent Andrews will research these questions and get the answers back to the Board. In the meantime, we will pull GCN/GDN from the second reading list in October.
- IGBA – Children/Students with Disabilities
- IGBAH – Special Education – Evaluation Process
- IGBAJ – Special Education – Free Appropriate Public Education (FAPE)
- JGAB – Use of Restraint and Seclusion
- JHFE – Reporting of Suspected Child Abuse – All updates are recommended by our Legal Department. This will be a better way to meet the letter of the law. Bob Moore would like to know if the other boards are adopting this policy.
- JHFE – AR – Reporting of Suspected Child Abuse (see concerns voiced in JHFE)
- JOA – Directory Information

## Superintendent Report

- The Janus Decision ruled Fair Share fees are unconstitutional. The amendment to our Collective Bargaining Agreement being submitted for approval is to remove D and E from Article 15. The Board discussed the policy for a member changing their minds midyear.
- All ESD In-service – Matt Utterback, 2017 National Superintendent of the Year, was the keynote. It was a great event. We are waiting to evaluate the survey results.
- Tort Notice – Not aware of any new information since receiving the certified letters.
- Staff Attorney Update – Melinda Thomas, currently of Bryant, Lovlien, Jarvis, will be starting on 9/27.
- Joint Commission on Student Success – Superintendent Andrews and Doug Nelson served on the stakeholder panel.
- Superintendent's Schedule – He is going on vacation 9/21/18-10/2/18. Assistant Superintendent Burke will be available during his absence.
- Assistant Superintendent Report
  - Education Advancement Council – has a team working on the proposed Request for Information process. They will be presenting to OAESD Superintendents in October.
  - He is taking a team to the Collective Impact Summit in October.
  - Chronic Absenteeism coordinator is going strong. This will be the first time chronic absenteeism will be taken into consideration for report card rankings.

## Board Chair Report

- OAESD Governance Meeting Report – Working on a major rewrite of bylaws for ESDs. They will be listed in the newsletter that is being sent out tomorrow.
- OSBA Fall Regional Meeting – 10/4/18
- OSBA Annual Conference – 11/8-11/11/18
- OSBA Elections – The Crook County SD has nominated Patti Norris to represent the region. We will be asked to vote between November and December.
- Standing Committees – Let Kathy know if board members would like to make any changes to the committees they are serving on.
- Board Leadership Meeting Calendar – Kathy mentioned that board members are welcome to attend the monthly breakfast. Please let Kathy know if you plan to attend so we will not have a quorum, making it a public meeting.

## ACTION ITEMS

### High Desert Education Association Amendment #1

- **Doug Nelson moved and Mike McGowan seconded a motion to accept Amendment #1 between High Desert ESD and the High Desert Education Association as presented. Motion carried 8-0.**

### Consent Agenda

- **Bob Moore moved and Gwen Carr seconded a motion to approve the Consent Agenda as presented. Motion carried 8-0.**
  - Personnel Changes – September 2018
  - Board Minutes – July 9, 2018

The September 18, 2018, High Desert ESD Board of Directors Meeting adjourned at 7:34 pm.

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Kathy Biles, Board Chair

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Shelley Knutz, Executive Assistant