



2804 SW Sixth Street, Redmond, OR 97756 / P 541.693.5600 / F 541.638.9646 / www.hdesd.org

Budget Committee Minutes April 16, 2019

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

Budget Committee Julie Craig, Bend-La Pine Schools, Brad Henry, Bend-La Pine Schools, Martha Hinman, Redmond School District, Shay Mikalson, Bend-La Pine Schools, Kathy Steinert, Redmond School District and Sherry Joseph, Sisters School District

HDESD Staff Paul Andrews, Superintendent, Shawna Bell, Business Analyst, Kendra Coates P-3 Director, Misty Groom, Student Threat Assessment Coordinator, Greg Munn, Financial Services Director, Rachel Wente-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant

Call to Order Board Chair Kathy Biles called the meeting to order with a quorum of 14 at 5:30 pm and asked for introductions.

Election of Budget Committee Officers

- Scott Reynolds moved and Kathy Steinert seconded a motion to nominate Brad Henry as Chair of the HDESD Budget Committee for 2019-20. Motion carried 14-0.
- Doug Nelson moved and Julie Craig seconded a motion to nominate Scott Reynolds as Vice-Chair of the HDESD Budget Committee for 2019-20. Motion carried 14-0.

Budget Message

Superintendent Paul Andrews presented his Budget Message. Our mission is to provide efficiency, equity and excellence. Our guiding purpose is to provide added value to the great work our districts and partners do by providing economies of scale, focused excellence and a commitment to equity.

Our core values were adopted earlier this year: We put Children/Students First, We put Relationships at the center of all we do, We invest in lifelong learning, We innovate to grow, We are nimble, flexible and data-driven. Everything we do is aligned to these core values and mission.

The 2019-20 budget has been developed based on the best information available at the time of this writing. Our general fund budget is based on the Governor's Recommended Budget. We have worked with each of our four constituent school districts to develop a budget for the local service plan within the general fund that meets their needs to the greatest extent possible. While the general fund is central to our work, it represents less than a third of our overall budget. As we are expanding, we have kept our focus on efficiency, equity and excellence.

We will work hard to ensure that the interesting times in which we live will truly be a blessing and not a curse.

Program Highlights

Student Information System

Rachel Went-Chaney shared background information on the student information systems they have managed since 2009. Shared student information services began from a need to share costs for a project manager/database administrator. We continue to receive requests to help smaller districts transfer to a new system. In the past three years, we have added support for Harney County school districts and Crook County School District and next year we will add Grant County districts.

P-3rd Initiative

Kendra Coates explained that P-3rd is an initiative to work with children prenatal through 3rd grade. The P-3rd approach is a comprehensive strategy for connecting, integrating and aligning birth to PreK programs/experiences with the K-12 system. The purpose is to create seamless high-quality educational services across the birth to third grade continuum to improve child outcomes, focus on learning development, prevent and close the access, opportunity, and achievement gaps.

The 4 goals are to build a growth mindset early learning culture, implement a P-3rd approach in targeted elementary catchment areas, focus on the whole child and whole educator, and increase school readiness across the P-3 continuum. Kendra works primarily with Deschutes and Crook County as well as Warm Springs.

Student Threat Assessment System

Misty Groom has been doing threat assessments for the past 11 years, but started working for HDESD last year. She is serving 4 counties, six districts and 70 schools which make up a very diverse region. She explained that the primary purpose of a threat assessment is to prevent targeted violence. The program started with the safe school alliance, performing risk assessments and safe school assessments. When it came to creating our system, Misty used the Salem Keizer School District program as a template. She stressed that student safety is a community issue not just a school issue.

Presentation of Budget Document

Greg Munn reviewed the 2019-20 proposed budget.

- Total revenue for 2019-20 is \$57,013,523. This represents an 8% increase over 2018-19.
- Budget assumptions. This is the last year of a 3 year agreement.
- Expenses by fund and category – wages, services and transfers
- ESD Revenue Snapshot and Revenue Categories Year to Year
- State School Fund Formula and ODE Estimates
- Enrollment ADMw and State School Fund Rate per ADMw
- Grant, Services and Other Revenue

Greg Munn offered to answer any questions regarding the budget document. The Budget Committee is welcome to review the document and schedule a follow up meeting unless they felt comfortable with the information they have received to approve the budget.

Mike McGowan complimented Greg on the proposed budget and preliminary audit work.

Chair Henry summarized the budget presentation and asked how the members would like to proceed. They all agreed they felt comfortable with the information they reviewed.

Opportunity for Citizen Participation

There was no citizen participation.

Resolution 59-19 Approving the 2019-20 Budget

- Doug Nelson moved and Kathy Biles seconded a motion that the High Desert ESD Budget Committee approve the 2019-20 fiscal year budget as presented in the amount of \$57,013,523 and property taxes at the rate of \$0.0964 per \$1,000 of assessed value for operating purposes.
Motion carried 14-0

Superintendent Andrews thanked the budget committee members on behalf of the High Desert ESD for taking their time to participate in the budget process. It is an essential task and their participation is appreciated.

Adjourn

The April 16, 2019 meeting of the High Desert ESD Budget Committee adjourned at 6:30 pm.

Brad Henry, HDESD Budget Committee Chair

Shelley Knutz, Executive Assistant



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Board of Directors Board Minutes April 16, 2019

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

HDESD Staff Paul Andrews, Superintendent, Dave Burke, Assistant Superintendent, Shawna Bell, Business Analyst, Greg Munn, Director of Fiscal Services, Rachel Wenten-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant

Call to Order Kathy Biles called the April 16, 2019 meeting to order at 6:35 pm

REPORTS

Fiscal Report

Greg reviewed the PERS Update from the April 1, 2019 PERS Board Meeting. Doug mentioned that the budget meeting was completed with minimal questions and the clean audit results speak to the great work Greg and his team do. It also speaks to the trust the board members and budget committee member place on them.

DISCUSSION ITEMS

Superintendent Report

- ✓ Superintendent Andrews reviewed information from the COSA Legislative information call.
- ✓ All of our districts have taken snow days this year. They have added 1-4 days back. Our staff will do exactly what their districts do. We have agreed to add one day for staff who work in more than one district.
- ✓ OEA is pushing for a May 8th walkout. Superintendent Andrews met with HDEA President, Kitty Peterson to discuss this. While we all agree with the funding concerns, the proposed walk out isn't what is best for kids. Shared some of the options being considered at districts. Trying to get ahead of this right away and there will be a contingency plan in place. Doug believes working with the association is a great idea. Carol believes that we can honor what they are trying to communicate but not at the detriment of our students.
- ✓ Anna Higgins received the Bend Chamber of Commerce Community Hero award.
- ✓ Brian Malone received the Judith Rowe Outstanding Therapist Award.
- ✓ OAESD Innovation Award will be given to the HDESD Business Office and Shawna Bell for her work in creating a collaborative budget process. Superintendent Andrews noted Shawna does an excellent job.
- ✓ Received an intent to bargain notice from HDEA. Superintendent Andrews proposes using the same bargaining process they used two years ago.
- ✓ May 15-17 OAESD Conference is in Sunriver.

Board Chair Report

- ✓ Bob Moore said there will be a proposal for changing the OAESD governance structure. OAESD is receiving requests on what legislative measures they are open to supporting. John said it has to be necessary to find a proposal that everyone can agree on.
- ✓ Seana reported the Superintendent Evaluation responses will be compiled in time to create an evaluation summary.

- ✓ Kathy mentioned the closing comments after the last board meeting. Superintendent Andrews said we will add additional program presentations at future meetings to include challenges and concerns for discussion. John believes a heartfelt discussion is more effective than comments. Scott said a closing comments section would provide an opportunity for board members to let staff know what they would like to discuss at a future meeting.
- ✓ John said we should be actively recruiting board members for the two open positions. Shelley will put an application packet together to mail out to the board members to distribute.
- ✓ Legislative Committee we will continue to monitor their progress around the school investment fund and insert our influence as needed.

Interim Assistant Superintendent Contract

Paul distributed an updated Org chart for 2019-20. He reviewed the details of Sandy Bishop's contract.

- **Scott Reynolds moved and John Lang seconded the motion approve the Interim Assistant Superintendent Contract as presented. Motion carried 8-0**

Nomination of OAESD Chair-Elect

Bob Moore mentioned Rose Wilde is very engaged with OSBA Statewide. She is running for the Board Chair Elect position.

- **Bob Moore moved and Seana Barry seconded the motion to nominate Rose Wilde as the OAESD Officer's Council Board Chair Elect as presented. Motion carried 7-1 with Doug Nelson voting no.**

Board Resignation

Superintendent Andrews thanked Doug for his service and support. He also thanked Mike for remaining on the board during the superintendent transition.

- **Carol Moorehead moved and Seana Barry seconded the motion to accept the resignations of Doug Nelson and Mike McGowan as presented. Motion carried 8-0.**

Consent Agenda

- **Scott Reynolds moved and Carol Moorehead seconded the motion to approve the Consent Agenda as presented. Motion carried 8-0.**
 - Personnel Changes – April 2019
 - Revised 2019-20 Board Meeting Calendar
 - IAAA/GCCB/GDCB – Equity Policy
 - GBC – Staff Ethics
 - GBN/JBA – Sexual Harassment
 - GCBDC/GDBDC – Harassment/Sexual Assault Leave
 - IICC – Volunteers
 - KBA – Public Records
 - Board Minutes – March 19, 2019

Closing Comments

Scott asked that we check with the attorneys on the term dates for board members.

The March 19, 2019, High Desert ESD Board of Directors Meeting adjourned at 8:10 pm.

Kathy Biles, Board Chair

Shelley Knutz, Executive Assistant