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**Board of Directors Board Minutes
June 18, 2019**

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

HDESD Staff Paul Andrews, Superintendent, Dave Burke, Assistant Superintendent, Sara Ausman, Director of Behavioral Programs, Rachel Wenten-Chaney, Chief Information Officer, Anna Higgins, Director of Innovation, Greg Munn, Director of Financial Services and Shelley Knutz, Executive Assistant

Guest Peggy Kinkade, Incoming Board Member

Call to Order Board Chair, Kathy Biles, called the June 18, 2019 work session to order at 5:30 pm

BUDGET HEARING

Open High Desert ESD Budget Hearing

The 2019-20 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 2019-20 budget hearing was closed at 5:35 pm.

REPORTS

Fiscal Report

Greg explained the information regarding a fee for worker's compensation insurance in his report is inaccurate. We have been informed that there isn't a fee as we assumed. Superintendent Andrews asked for the board members thoughts on continuing with two different carriers, one for general liability and one for workers' compensation insurance. Bob remembers the Insurance Committee decided to switch the workers' compensation to Laporte to see if they could reduce costs but after three years. Scott would like to continue with the current carriers for a year and allow the new CFO decide how to move forward.

This will be Greg Munn's last meeting as our CFO. Moving forward, Shawna Bell will be serving as our interim CFO. Superintendent Andrews thanked Greg on behalf of the ESD for 13 years of great service. We all appreciate his leadership.

Facilities Report

- ✓ Work has begun on cleaning out the storage containers of excess inventory and items that need to be discarded.
- ✓ Structural engineer reported that Tamarack is structurally sound. The property manager is communicating with the owner but we have not heard back from them yet.
- ✓ We have started negotiations with the Forest Service for a new lease at Skyliner Lodge. This year, most of the revenue being collected is covering the costs. We are ahead in capital improvements offsetting the lease. It has been an incredible resource especially for the Children's Forest of Central Oregon.

Restraint and Seclusion Report

Superintendent Andrews introduced Sara Ausman, administrator of our Behavior Programs. Sara reviewed the Restraint and Seclusion report for 2018-19. The students on this report have significant behavioral challenges. She noted the number of seclusions came earlier in the year when everyone was getting used to the new program/staff. Sara shared some of the successes they have experienced so far this year including the implementation of yoga calm strategies.

Assistant Superintendent Dave Burke inquired about program numbers. Bridges has 8 students. Hope Academy has had 11 students. The NEST has 17 students and is a new program this year for Bend-La Pine Schools. Bob asked Sara how things were going compared to last year. Hope Academy staff has been consistent for 3 years. Sara believes the NEST will receive stable funding moving forward.

Superintendent Andrews thanked Sara for her great work in starting the Nest this year and helping manage Bridges as well. She has done a great job.

ACTION ITEMS

Board Goals

Superintendent Andrews reviewed all the Board has accomplished over the past year to get to this point of adopting new board goals.

- ✓ Goal 1: Improve the emotional, physical and mental well-being of students in our region as measured by improved attendance, safety and graduation rates.
- ✓ Goal 2: Be the most responsive, effective and sought-after provider of educational services in Central Oregon by combining professional excellence, innovation and drive.
- ✓ Goal 3: Recruit, support and retain an outstanding, engaged, professional and diverse workforce to provide excellent services that are innovative and responsive to those we serve.
- ✓ Goal 4: Be the P-20 regional collaborative leader in Central Oregon to bridge gaps and bring people together in support of improved student outcomes.
 - **Scott Reynolds moved and Gwen Carr seconded a motion to approve the new goals as presented. Motion carried 8-0.**

Superintendent Andrews thanked the board members for putting in the time and effort to create new goals. The Executive Team will work on metrics for these goals at their retreat in August.

Resolution 60-19 – Adopting Participation in Oregon ESD Support Network

Superintendent Andrews explained Oregon Association of Education Service Districts formed the Oregon ESD Support Network in order to ensure the equity of and access to, educational opportunity for all of Oregon's Children. Kimberly Strong has been hired through this process to work on Chronic Absenteeism. John asked for an explanation of the three ESDs who are not participating with OAESD. Superintendent Andrews noted those three ESDs are all participating in the Chronic Absenteeism initiative.

- **Carol Moorehead moved and Seana Barry seconded a motion to participate in the Oregon Education Service District Support Network for 2019-20 in accordance with the stated Core Principles, Operating Agreements and Operational Protocols. Motion carried 8-0.**

Resolution 61-19 – Authorizing Transfer of Appropriated Funds

Greg highlighted several budget changes that were not known at the time the budget was adopted in June 2018.

- Gwen Carr moved and Mike McGowan seconded the motion to approve the transfer of appropriations within current 2018-19 approved appropriation levels for purposes described in the action item executive summary and resolution in the total amount of \$1,862,782 as presented by staff. Motion carried 8-0

Resolution 62-19 – Adopting the 2019-20 Budget

- Mike McGowan moved and Gwen Carr seconded a motion to approve Resolution 62-19 adopting the budget of \$56,637,365, making appropriations in the amount of \$55,855,365 and imposing and categorizing taxes at the rate of \$0.0964 per \$1,000 of assessed value for district operations for the 2019-20 tax year upon the assessed value of all taxable property within the district. Motion carried 8-0.

Approve Superintendent Andrews' Evaluation

The board members reviewed the results from Superintendent Andrews' Superintendent Satisfaction Survey and noted common themes and priorities for the coming year. They shared comments about Superintendent Andrews' performance and goals for his third year as Superintendent of High Desert ESD. These were all noted in the Superintendent Evaluation Summary.

- Seana Barry moved Bob Moore second to approve the Superintendent Evaluation Summary as presented. Motion carried 8-0.

Consent Agenda

- Gwen Carr moved and Mike McGowan seconded the motion to approve the Consent Agenda as presented. Motion carried 8-0.
 - Personnel Changes – June 2019
 - Budget and Board Minutes – May 21, 2019

DISCUSSION ITEMS

Superintendent Report

- ✓ Legislative Update
 - HB5047 will provide funding at the State's definition of current service level for EI/ECSE, CORP and STEM hubs
 - SB155 updates the process for reporting sexual misconduct.
 - SSA has been referred to the ballot for a January 21, 2020 vote.
- ✓ Bargaining Update – Superintendent Andrews and Scott have met with High Desert Education Association (HDEA) leadership. They shared their opening proposal and we shared our budget numbers. The next meeting is scheduled for July 10.
- ✓ Amy Joynt from Willamette ESD has accepted our Special Programs Executive Director position.
- ✓ The CFO position closed last week. The team has met, reviewed applications and have decided to reopen the position through the OASBO Conference. Shawna will continue as the interim CFO with support from John Rexford.
- ✓ We had a reduction in force of one employee. There were no comparable jobs available so he didn't bump. He declined open positions at a lower pay rate. He has recall rights for 27 months.
- ✓ Prineville Education Center lease will be up in one year. Crook County School District has done a facilities study and will need more space for staff and training.
- ✓ Superintendent Andrews shared his vacation schedule with the Board.
- ✓ He also informed them he will be teaching a course in the fall with Lora Nordquist.
- ✓ Superintendent Andrews thanked Mike McGowan for his years of service on the Board.
- ✓ We will be hosting a Taking it Up training here on August 15-16.

- ✓ All ESD Inservice will be held at COCC on August 29th.
- ✓ Dave Burke thanked the Board for the opportunity to serve with the HDESD as he transitions back to RSD. He thanked Shelley for her commitment and dedication to the team here at HDESD. Because of her hard work, dedication and integrity she makes all of us better. She is someone we all rely on daily and I can't be more thankful for the opportunity to work with her.

Board Chair Report

- ✓ Bob will be transitioning to Chair of Oregon Association of ESDs.
- ✓ SB800 ESDs will be making a push on this in the next session.
- ✓ Distributed a list of board members including term expiration dates.
- ✓ Kathy mention board officers will be selected at the July meeting. Kathy would prefer to not serve as chair in 2019-20. Seana would be willing to continue serving as vice-chair if needed.

The June 18, 2019, High Desert ESD Board of Directors Meeting adjourned at 7:10 pm.

Kathy Biles, Board Chair

Shelley Knutz, Executive Assistant