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Board of Directors Board Minutes February 18, 2020

Board Members Scott Reynolds, Board Chair, Seana Barry, Vice-Chair, Directors: Kathy Biles, Gwen Carr, John Lang, Peggy Kinkade, Matt McGowan and Bob Moore

HDESD Staff Paul Andrews, Superintendent, Sandy Bishop, Assistant Superintendent, Lori Colvin, Director of the Healthy Families of the High Desert, Rochelle Friend, Chief Financial Officer, Jayel Hayden, Chief Human Resources Officer, Anna Higgins, Executive Director of Innovation, Angella La Fontaine, Business Analyst, Diane Tipton, Executive Director of Early Childhood Programs, Rachel Wente-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant

Call to Order Scott Reynolds called the February 18, 2020 meeting to order at 5:30 pm

REPORTS

Healthy Families of the High Desert

Superintendent Andrews introduced Lori Colvin, Director of Healthy Families of the High Desert. Lori began her presentation sharing a story from a mom who relied on Healthy Families to teach her parenting skills after giving birth to her son at a young age. Healthy Families is a voluntary, federally accredited program that serves children from birth to three. The main goal of Healthy Families is to foster a healthy attachment between parents and their children. Parents often know the type of parent they do not want to be but they are not sure how to be the parent they want to be. Healthy Families is strength based and they help parents to determine what their strengths are, what their hopes are for their children and how do they want to be remembered as a parent.

Peggy asked if they are able to meet the demand for services in Central Oregon. Lori reported they are only able to serve 49% of the families that qualify and want to participate. Lori is hopeful there will be more funding from the SSA money. So far this year they have served 160 families, which consisted of 2,310 home visits.

Renewal, Non-Renewal and Extension of Contracts

Jayel reviewed the Renewal, Non-Renewal and Extension of Contracts document with the board members. He noted there were two probationary and two classified employees we negotiated resignations from during the year. He is recommending approval of the list as presented. This list will be approved through the Consent Agenda.

Board Metrics Dashboard

Rachel reviewed the dashboard graphs focusing on Goal 1 - How will the educational, physical and mental well-being of students in our region as measured by improved attendance, safety and graduation rates. Bob would like to see how poverty factors into the results too. Rachel shared a graph of graduation rates filtered by race/year. Peggy said she is more interested in closing the gaps between students of color than measuring an increase in percentage points.

Superintendent Andrews reviewed the Q-12 questions from the Gallup Poll Superintendent Andrews offered the board members additional time with Rachel to dive into these results even more if they are interested. There was discussion around engaging the interpreters and drivers education instructors. Matt suggested having two subsets of data, one for full time employees and then one for interpreters and drivers education instructors.

It is our intention to repeat this survey in the fall and spring of each year. John asked if there were thoughts on how to improve the participation rate. We will continue to work on this. Rachel will be sending an email to all board members with the information to access these metrics. She will be sharing the dashboard with each board member and the program. The board members will need to download the free program Tableau on their computers in order to access the program.

Fiscal Report

Rochelle reported that both revenues and expenditures are behind where we have been in previous years, as a percentage of budget. Most of this is due to delayed contracts through ODE. As previously mentioned, a number of our grants that were awarded in July or September had contracts delayed through December.

Rochelle reported the Business Office is in full budget mode right now. Budgets have gone out to the managers and programs today and expect to have those completed by the end of February or early March.

DISCUSSION ITEMS

First Reading Board Policies

Superintendent Andrews reviewed the policies and answered questions.

- ✓ BBF – Board Member Standards of Conduct – Update language regarding board member's personal opinions and social media.
- ✓ BDDG/BDDK – Minutes of Board Meetings – Update language on executive sessions and student's confidential records.
- ✓ DD – Funding Proposals and Applications – This policy needs to reflect best practices for HDESD. Bob asked for comparison with other ESDs in the State. Peggy said she would like to see a list of the grants at the board meetings, not because she believes the Board should approve each one, but because it is helpful for them to be aware of the funds coming in. Rochelle noted they already have this list in the business office and she will bring a list to the next meeting with all of the grants that were received this fiscal year. Superintendent Andrews said we will continue the conversation in March and not present this for a 2nd reading.
- ✓ ECACB – Unmanned Aircraft System aka Drone – Updated language approved by STEM/CTE.
- ✓ GBA – Equal Employment Opportunity – Updated language and legal references.
- ✓ GBEA – Workplace Harassment – Newly required policy as a result of SB479.

Superintendent Report

- ✓ SSA Update
 - Interviews were last week for the Director of Youth and Family Engagement.
 - There will need to be approximately 300 educators hired in the region this coming year. It will be a challenge to find the number of social workers, counselors and mental health workers to meet the need. Kathy Biles said OSU-Cascades has been working with ODE and TSPC to get more counseling educators licensed. She believes there will be people to hire.
 - The Regional Director of Mental/Behavioral Health will be posted in the next couple of weeks.
 - A Data Engineer position will be posted to begin on July 1.
 - Sandy continues working with districts to help them with their Student Initiative Access Applications.
 - Superintendent Andrews is continuing to meet with Sandy, Shay and Anna to plan our SSA budget & structure.
- ✓ Next year's School Calendar
 - Labor Day is as late as it can be next year, September 7.
 - Bend-La Pine and Redmond districts are starting students on September 8.
 - Our calendar for the fall:
 - ALT Retreat: Thursday, August 27th
 - New Employee Orientation: Monday, August 31st
 - All Staff Inservice: Thursday, Sept 3rd - Ridgeview
- ✓ Bargaining update
 - Superintendent Andrews noted the Labor Management team did not meet in February. They are scheduled to meet on March 2 and will look at the timing for bargaining.
 - Kathy has expressed possible interest in being part of the bargaining team. If anyone else is interested, Please let Paul know.
- ✓ Facilities
 - Have met with RSD regarding space in the Redmond Early Learning Center. We are able to keep the current classroom and they will add one more. Madras has offered two classrooms in their high school for ECSE.
 - Prineville Education Center – continuing the conversation tomorrow with Superintendent Johnson and Anna Logan at CCSD.
 - Facilities work group will start next Tuesday the 25th – John Rexford will facilitate this group to look at long term and short term facility issues and needs.

- ✓ Announcements
 - OAESD dues increased to help cover the cost of the approved by governance council
 - COSA will be raising their dues next year.
 - Met with Bend-La Pine board members in small groups to explain the LSP and the ESD. The process went very well on all fronts. This might be a model for new district board members.
 - LSP approved by 3 of 4 districts – RSD next week (Wed the 26th)
- ✓ The OAESD Spring Conference will be held on May 11-12 in Sunriver. Shelley will forward those details out to all board members.

Board Chair Report

- ✓ OAESD Legislative and Governance Committee Report
- ✓ Innovation Award application available.
- ✓ John Lang reported on the OSBA Finance Committee. One suggestion to help with the increase in work and depleting finances is to share some of the work with ESDs. Paul has visited with Jim Green about this a few months ago and he will reach out to Jim once again.
- ✓ Board Terms – the Board reviewed the 2020-21 Election Calendar and the positions that need to filled.
- ✓ Congratulations to Julie Lyche, Karina Smith, Rachel Wenthe-Chaney and Amy Yillik on their Bend Chamber nominations

ACTION ITEMS

Declare Vacancies on Budget Committee

Rochelle reviewed the list of vacancies on the Budget Committee.

- **Bob Moore made a motion to approve the 2020-21 Budget Committee vacancies as presented. John Lang seconded the motion. Motion carried 8-0.**

Approve 2020-21 Budget Calendar

Rochelle reviewed the 2020-21 Budget Calendar.

- **Kathy Biles made a motion to approve the 2020-2021 Budget Calendar as presented. Matt McGowan seconded the motion. Motion carried 8-0.**

Consent Agenda

Shelley noted a correction to the January 21, 2020 minutes. Carol Moorehead (not Carol Moore) made the motion to approve the Local Service Plan.

- **Gwen Carr moved to approve the Consent Agenda as corrected. Seana Barry seconded the motion. Motion carried 8-0.**
 - Personnel Changes – February 2020
 - Renewal, Non-Renewal and Extension of Contracts
 - Board Minutes – January 21, 2020

The February 18, 2020, High Desert ESD Board of Directors Meeting adjourned at 7:30 pm.

Scott Reynolds, Board Chair

Shelley Knutz, Executive Assistant