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Board of Directors Board Minutes June 16, 2020

- Board Members** Scott Reynolds, Board Chair, Seana Barry, Vice-Chair, Directors Kathy Biles, Gwen Carr, Peggy Kinkade, Bob Moore and Carol Moorehead
- HDES D Staff** Paul Andrews, Superintendent; Sandy Bishop, Assistant Superintendent; Rochelle Friend, Chief Financial Officer; Jayel Hayden, Chief Human Resources Officer; Amy Joynt; Special Programs Executive Director; Angella La Fontaine, Business Analyst; Diane Tipton, Early Childhood Executive Director; Rachel Wenten-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant
- Call to Order** Board Chair Scott Reynolds called the June 16, 2020 meeting to order at 5:33 pm
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BUDGET HEARING

Open High Desert ESD Budget Hearing

The 2020-21 budget hearing opened at 5:33 pm.

Audience Participation Regarding Budget

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

Close High Desert ESD Budget Hearing

The 2020-21 budget hearing closed at 5:35 pm.

PRESENTATIONS and REPORTS

Oath of Office

Board Chair Scott Reynolds administered the oath of office to Peggy Kinkade who will continue to represent the Bend-La Pine Schools through 6-30-24. Then to Carol Moorehead who will continue to represent the Sisters School District through 6-30-24. He expressed his appreciation to them for their willingness to continue serving on the board.

Restraint and Seclusion Report

Superintendent Andrews reminded the board members that by statute and policy we must report on the number of restraints and seclusions during the school year. Amy reviewed the Restraint and Seclusion report for 2019-20 explaining to the board members that restraints and seclusions are always the last resort. They use Crisis Prevention Institute (CPI) methods emphasizing that the safety and welfare of our students and staff must come first.

This year's report is not easily comparable to past years because students were not at school from March to June. Historically, February is the month with the highest rate of incidents and this report goes through March. The report includes the NEST Behavior Program, Hope Academy a LTCT day treatment, Early Childhood Special Education and the Bridges Applied Behavior Analysis program. The number of incidents are down even considering the time school was in session. The board members asked Amy what she could attribute the significant decrease in incidents to. Amy noted there has been significant training for teachers and assistants, providing them with more strategies and tools to deescalate the situation before resorting to restraint and seclusion.

Fiscal Report

Rochelle reported we are slightly ahead of budgeted revenue YTD. This is primarily due to an increased beginning budget. Expenditures are under budget due to the current work environment and school closures. We have completed our furlough days at a savings of approximately \$50,000 a day.

We recently learned a portion of the Elementary and Secondary School Emergency Relief Fund (ESSER) funds will be passed on to ESDs. The State will be allocating between \$4.5-\$5.5M to ESDs, half of which will go to funding EI/ECSE and the other half will be for use at the ESD's discretion.

Healthy and Safe Schools Plan

Bob Martin is the person designated to administer and implement the Healthy and Safe Schools Plan. This plan covers all facilities owned or leased by High Desert ESD.

- **Bob Moore made a motion to ratify the Healthy and Safe Schools Plan as presented and Carol Moorehead seconded the motion. Motion carried 7-0.**

Insurance Committee Recommendation

Jayel reported the High Desert ESD Insurance Committee met and reviewed plan options for the 2020-21 year. The Committee agreed to offer all plan options for the 2020-21 benefit year. Bob Moore asked if we continue to be disappointed with OEGB. Jayel explained we are not pleased with the large increases in rates while the benefits are decreasing. We have no other option because MODA is the only plan available to OEGB members in Central Oregon.

- **Kathy Biles made a motion to approve the 2020-21 Insurance Committee Recommendation as presented. Gwen Carr seconded the motion. Motion carried 7-0.**

Resolution 65-20 – Authorizing Transfer of Appropriated Funds

- **Peggy Kinkade made a motion to approve Resolution 65-20 authorizing the transfer of appropriations within current 2019-20 approved appropriation levels for purposes described in the action item executive summary and resolution in the total amount of \$50,000 as presented by staff. Gwen Carr seconded the motion. Motion carried 7-0**

Resolution 66-20 – Adopting the 2020-21 Budget

The HDESD Budget Committee approved the 2020-21 budget on April 21, 2020 for \$61,674,106. Since that time there have been changes to our budget plan based on new information. The budget recommended for the Board to adopt is \$60,505 less than the approved budget. Superintendent Andrews will inform regional superintendents our 2020-21 budget has been adopted. He will also update them on the furlough and that we are not expecting a reduction in force at this time.

- **Carol Moorehead made a motion to approve Resolution 66-20 adopting the budget of \$61,613,601, making appropriations in the amount of \$60,776,806 and imposing and categorizing taxes at the rate of \$0.0964 per \$1,000 of assessed value for district operations for the 2020-21 tax year upon the assessed value of all taxable property within the district. Bob Moore seconded the motion. Motion carried 7-0.**

Consent Agenda

- **Bob Moore made a motion to approve the Consent Agenda as presented. Seana Barry seconded the motion. Motion carried 7-0.**
 - Personnel Changes – June 2020
 - Board Minutes – May 19, 2020

DISCUSSION ITEMS

Superintendent Report

- ✓ Furlough days were completed last week and it saved approximately \$50,000 a day. Kudos to Rochelle and Alea, Jayel and his staff for their hard work to get this right. Alea created a process to securely send our claims in at one time. Superintendent Andrews is proud of the way staff really stepped up to make this happen. The employment department is overtaxed, so it could be as late as August before employees see their unemployment benefits processed. The savings we have had from the furlough and savings in spending means we believe we will not need to have a RIF at this time. With the ESSER dollars and the Student Success Act (SSA) dollars we believe EI/ECSE will be OK.
- ✓ SSA Funds coming from the CAT tax are estimated to bring in \$1.2B.
- ✓ Driver's Education had to be cancelled for the summer. We hope to start the program up again in the Fall. PACE informed all school districts and ESDs that we will not have liability coverage for communicable diseases as of July 1. This information was a significant factor in needing to cancel Drivers Education.
- ✓ Increasing costs for PPE, additional custodial and sanitation costs are estimated to be over \$1M for an average sized school district. Employees will continue to telework for now. Governor Brown is issuing a new executive order within a week that should provide us guidance concerning when and how to open our buildings
- ✓ Executive Team retreat is being planned and regional superintendents have asked to continue meeting during the summer
- ✓ Ready Schools/Safe Learners – version 1.0.0 (ODE's guidance on re-opening schools in the fall) is mainly focused on K-12. ODE has asked OAESD for help in training all districts in the state on the guidance.
- ✓ Our partner districts are feeling the pressure to get their buildings open. They are planning how to handle a complete opening and what would they do with a complete outbreak. A hybrid model of some building time and online time is being considered by most.
- ✓ Facilities report included from Bob Martin. He is following increased cleaning protocols in all buildings.
- ✓ Katie Condit has accepted an amazing job offer allowing her to move closer to family in Washington State. Katie was such an asset. The Better Together position has been posted and Superintendent Andrews is pulling together an interview team. He would like to have a new Executive Director hired by the end of July.
- ✓ OSBA Annual Convention is cancelled and the OSBA Fall Regionals will look differently this year.
- ✓ Superintendent Andrews thanked Sandy again for helping him through the transition of the past year. She worked diligently on the Student Success Act implementation. Everyone appreciates all she did this year and wishes her the best in retirement.
- ✓ Superintendent Andrews and the board members thanked Kathy Biles and Seana Barry for their time and service on the Board. He is proud they took on leadership roles on the board and have both learned so much. We will truly miss them.

Board Chair Report

- ✓ The applications for the two open appointed board positions have been sent out to the board members for review. Shelley will work with Bob, Carol and Scott to set up interviews with the candidates.
- ✓ Looking forward to the board meetings, will we continue to do the meetings virtually? Should the board consider a hybrid model of some members attending in person while others join in virtually depending on their schedules? Discussed the pros/cons of getting together in the building vs virtually. There is a benefit to all meeting in the same format without traveling. They will wait to see what the Governor's next executive order says.

Executive Session

The Regular Session recessed to Executive Session under ORS 192.660(2)(i) – Evaluating the Top Executive at 6:50 pm. The Executive Session adjourned to Regular Session at 7:16 pm.

The board members discussed the five upcoming openings on the board in June 2021. Board members will reach out to interested individuals and cultivate candidates moving forward. Superintendent Andrews would like to increase the diversity of the Board.

Scott complimented Gwen, the Crook County Board and the district for all they have accomplished the past couple of years. Their increased communication efforts have paid off in community support. Gwen acknowledged they had to do the hard work ahead of time in order to gain the trust of the parents and the community.

Adjourn

The June 16, 2020, High Desert ESD Board of Directors Meeting adjourned at 7:33 pm.

Scott Reynolds, Board Chair

Shelley Knutz, Executive Assistant