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## Board of Directors Board Minutes July 23, 2019

**Board Members** Kathy Biles, Board Chair, Directors: Gwen Carr, Peggy Kinkade, John Lang, Matt McGowan, Bob Moore, Carol Moorehead and Scott Reynolds

**HDESD Staff** Paul Andrews, Superintendent, Sandy Bishop, Assistant Superintendent, Shawna Bell, Interim Chief Financial Officer, Katie Chipko, Children's Forest Director, Amy Joynt, Director of Special Programs, Bob Martin, Facilities Director, Rachel Wentz-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant

**Call to Order** Kathy Biles called the July 23, 2019 meeting to order at 5:30 pm

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### Oath of Office

Board Chair Kathy Biles administered the oath of office to new board members Peggy Kinkade and Matt McGowan. Peggy will serve the remainder of Doug Nelson's term representing Bend-La Pine Schools. Matt will serve the remainder of Mike McGowan's term representing Redmond School District.

### Election of 2019-20 Officers

Kathy Biles opened nominations for the 2019-2020 officers.

- Carol Moorehead moved and John Lang seconded a motion to nominate Scott Reynolds as Chair for 2019-20. Motion carried 8-0
- Carol Moorehead moved and Gwen Carr seconded a motion to nominate Seana Barry as Vice-Chair for 2019-20. Motion carried 8-0

## REPORTS

### Children's Forest of Central Oregon

Superintendent Andrews introduced Katie Chipko who has been the Director for the Children's Forest of Central Oregon (CFCO) for seven years. Katie shared the mission of CFCO is: Uniting our community to inspire lifelong connections to nature for all kids. They work with over 25 partners and are one of the few 501c3 organizations within the High Desert ESD.

The time children spent in the outdoors is in steep decline. Youth average 7 hours/day of recreational screen time compared to 7 minutes/day of outdoor time. Trends show rising rates of obesity, asthma, type 2 diabetes, anxiety, attention deficit disorder and depression in youth. There are now over 30 outdoor education programs providing opportunities for teachers and their students to get outside.

Katie reviewed their Kids in Parks, Out of School Innovation, and family programs available in Central Oregon. They are working with their partners on equity and inclusion training. She shared the CFCO goals for 2018-19:

- Increase number of student days learning outdoors by 25% for the 8 lowest participating elementary schools in Central Oregon.
- Deliver training about developing culturally relevant, responsible and responsive outdoor education programs to 20 program providers in the Children's Forest network.
- Launch Kids in Parks Central Oregon Pilot in Prineville and Madras, establishing 5 new TRACK trails that are part of a national network of family friendly adventures.

### Facilities Report

Bob Martin gave an overview of the 15 facilities/programs managed by High Desert ESD, providing photos of each. He shared the current status and future plans for each location. Matt McGowan asked if High Desert ESD is insuring the Alyce Hatch Center since we are responsible for maintenance. Bob will confirm this.

Of note, a structural engineer has deemed settling as the cause of the cracking at Tamarack and it is safe for occupants. Bob is waiting to hear from the landlords for their plan to repair the cracks. Prineville Education Center is shared space between High Desert ESD and Crook County SD (CCSD). Crook County SD would like more space and are also interested in the benefits of owning the building. Their lease is up at the end of the year. We continue working with CCSD toward a resolution that will work for all parties.

### **Fiscal Report**

Shawna reported that it is a very busy time of year. They are working to close the books for 2018-19 by wrapping up expenditures and revenue, opening the 2019-20 accounts and preparing for the 2018-19 audit.

### **DISCUSSION ITEMS**

#### **Superintendent Report**

- ✓ Does not anticipate the need for an August meeting. The board members will address this as an action item.
- ✓ Legislative Summary – The ODE budget came in a little lower than our current service level, but we are able to adjust. Long Term Care and Treatment (LTCT) budget is much lower and they are looking at ways to adjust.
- ✓ Student Success Act tax doesn't appear to be going to the voters in January. They are planning to begin collecting that tax beginning on January 1. We are working with our districts to determine the best way to allocate it.
- ✓ Superintendent Andrews will be meeting with our local legislative representatives to get acquainted and discuss concerns.
- ✓ Superintendent Andrews thanked Scott for his time and expertise during the bargaining process. Trust was high within our bargaining unit from the previous interest based bargaining meetings. He reviewed a summary of the tentative agreement. Superintendent Andrews feels good about our agreement compared to where other districts have landed.
- ✓ The Chief Financial Officer position has been reopened. Shawna and John Rexford will be distributing flyers at OASBO. Superintendent Andrews will also stop by the OASBO conference to talk with any interested individuals.
- ✓ He attended the Innovate K-12 conference in Minneapolis focused on empowering teachers to be more innovative.
- ✓ The Executive Team retreat is scheduled for 8/8-11/19. The team will be drilling down on the metrics listed with each board goal.
- ✓ High Desert ESD will be hosting a Taking it Up training on 8/15-8/16/19
- ✓ The all staff in service is 8/29/19 and is being held at COCC this year in Wille Hall. The in service will run from 7:30-12:00 and board members are invited to attend if they'd like.

#### **Board Chair Report**

- ✓ Tomorrow is the OAESD Officers Council Summer Retreat. Bob Moore will be seated as the OAESD Chair at this meeting. Scott thanked Bob for serving the OAESD in this capacity.

#### **First Reading Board Policies**

- DGA – Authorized Signatures
- GBNA – Hazing, Harassment...Staff – Split
- GCDA/GDDA – Criminal Record Check/Fingerprinting – Peggy asked about conducting a background check on all new employees. We have accepted fingerprints from another Oregon school district but background checks are completed at the time of hire.
- JFCF – Hazing Harassment....Students - Split

## ACTION ITEMS

### Calendar Change

There was discussion about the need for an August meeting. Superintendent Andrews said there are no urgent items for the August agenda. They should be fine to move to the September meeting.

- **Gwen Carr moved and Kathy Biles seconded a motion to cancel the August meeting. Motion carried 8-0.**

### Resolution 63:19 Annual Procedural Business

Superintendent Andrews read through the annual procedural business noting #12 should be #11. Peggy asked how often we put out a request for proposal (RFP) for auditors. Shawna confirmed we do an RFP every 3-5 years. This was Pauly Rogers & Co second year as our auditors.

- **Bob Moore moved and Carol Moorehead seconded a motion to approve the Annual Procedural Business Resolution 63:19 as corrected. Motion carried 7-0. Matt McGowan abstained from voting due to a potential conflict of interest.**

### Insurance Committee Recommendation

The High Desert ESD Insurance Committee has met and reviewed plan options for the 2019-20 year. The Committee was in agreement to offer all medical, dental and vision options available in Central Oregon.

- **Carol Moorehead moved and Kathy Biles seconded a motion to approve the Insurance Committee Recommendation as presented. Motion carried 8-0.**

### Approve HDEA Bargaining Agreement

Superintendent Andrews distributed a summary of the bargaining agreement. Shelley had a copy of the Collective Bargaining Agreement (CBA) with all the changes highlighted. Bob confirmed these were the only changes in the CBA.

- **Bob Moore moved and Gwen Carr seconded a motion to approve the agreement between High Desert ESD and High Desert Education Association for financials approved on July 10, 2019 as presented. Motion Carried 8-0**

### Approve Superintendent Andrews' Contract

Kathy and Scott met with Greg Colvin to discuss Superintendent Andrews' contract. The proposed increase is equal to the average ESD employee increase. This three year contract was emailed to board members for their review last week.

- **Carol Moorehead moved and Matt McGowan seconded a motion to approve Superintendent Andrews' contract as presented. Motion carried 7-0. Peggy didn't receive the contract for review so she abstained from voting.**

### Consent Agenda

- **Carol Moorehead moved and Kathy Biles seconded a motion to approve the Consent Agenda as presented. Motion carried 8-0.**
  - Personnel Changes – July 2019
  - Board Minutes – June 18, 2019

The July 23, 2019, High Desert ESD Board of Directors Meeting adjourned at 8:00 pm.

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Scott Reynolds, Board Chair

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Shelley Knutz, Executive Assistant