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Board of Directors Board Minutes November 17, 2020

- Board Members** Board Chair Scott Reynolds, Vice Chair Peggy Kinkade, Directors Seana Barry, Gwen Carr, Betsy Julian, John Lang, Matt McGowan, Bob Moore and Carol Moorehead
- HDESD Staff** Paul Andrews, Superintendent; Jenny Faircloth EI/ECSE Administrator; Rochelle Friend, Chief Financial Officer; Anna Higgins, Chief Strategy & Innovation Officer; Jayel Hayden, Chief Human Resources Officer; Kristen Johns, Human Resource Specialist, Shay Mikalson, Chief Student Success Officer; Becca Scott, AESOP System Operator, Diane Tipton, Director of EI/ECSE, Rachel Wenten-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant
- Guests** Linda Quon, Quon Communications
- Call to Order** Board Chair Scott Reynolds called the November 17, 2020 meeting to order at 5:31 pm
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PRESENTATIONS and REPORTS

Substitute Program Update

Jayel introduced Becca Scott, AESOP System Operator, and Kristen Johns, Human Resources Specialist. He is very proud of the work they do with the substitute program. High Desert ESD provides substitutes for all the districts in Crook and Deschutes counties, plus Culver, several charter schools and ESD programs. There has been a significant decrease in the number of jobs available and filled in 2020 compared to 2019. In 2019-20 they filled over 19,400 licensed jobs with a 99.1% fill rate.

There are currently 820 active substitutes. During a regular school year we like to have 1,000. We have not been able to run substitute trainings because of the COVID restrictions. However, Kristen has been registering substitutes as districts request. Becca has been working with Bend-La Pine to get all of their teacher preference lists updated.

Kristen noted that one entire school year out of a student's K-12 school career is taught by a substitute. This highlights how very important it is to provide high quality substitutes for our districts. Superintendent Andrews said this is a service all of our districts did on their own until about 20 years ago when they asked the ESD to take it on. It is a great example of what we do well while providing a valuable service with economies of scale. He thanked Jayel, Kristen and Becca for the great work they do.

Board Outreach

Superintendent Andrews noted that it is important for board members and staff to communicate with others about HDESD. He introduced Linda Quon with Quon Communications. Linda has been helping HDESD with our communication needs for 14 years. The board outreach task force invited Linda tonight and again in January and February. Board members have a great opportunity to be ambassadors for the ESD by just being intentional about what we say and to whom we say it.

Linda asked why the board members are devoting their time to the HDESD when there are many other opportunities to volunteer their time. She also asked them to share one specific example of the HDESD's impact that particularly inspired them.

- Peggy remembers watching Superintendent Andrews and the staff interact with students in the EI/ECSE program and see the children's response. It was very touching and she feels proud to represent this work.
- Matt noted there are many touch points that make HDESD a multi-dimensional organization. He appreciates the interaction with the region instead of a single district.
- Scott saw the impact HDESD was making on early childhood in the area. This was when it was becoming very clear the importance of early intervention and early childhood education. He appreciates the depth of care and compassion to the children and their families. It is very inspiring.
- Gwen also noted the importance of early childhood education work that the ESD does.
- Seana wanted to give back to the community and her interest has always been on education. She spoke of the adaptive equipment presentation and how inspiring it was to see equipment that is made specifically for each child with special needs.
- John came to the HDESD after serving on the Crook County School Board. He wanted to increase and improve our visibility and reputation in the community. He continues promoting education and strongly believes in the benefits of the innovation process.
- Bob's social service background and his membership on the HDESD Board provide more ways to connect with many of the programs he already works with. One example is his work with FAN. He is on the steering committee and sees how many families in crisis are helped by FAN daily.
- Betsy was looking for opportunities to build connections between the ESD and higher education. She has attended some of the monthly Regional Education Leadership meetings and is impressed how the HDESD brings districts together in a very collaborative way instead of being competitive. She has found it very inspirational.

Linda thanked everyone for sharing. She hopes that those stories are being told to others when they talk about HDESD. There will be a follow up email with some documents for the board members to work on when she returns in January. Superintendent Andrews also thanked the board members for sharing their stories.

Fiscal Report

Rochelle reported our portion of the audit is finished and we are waiting for auditors. Their presentation will be a month or two later this year due to COVID. We are in a good place financially right now, much better than we had hoped for. She has been reviewing the way our spending focus has changed this year due to COVID and distance learning. Not surprisingly, we are spending quite a bit more on technology. We believe it is important that our employees have what they need to work from home effectively.

Our revenue is where we have been historically. Property taxes are due this month so our revenue will increase. Appropriations are within normal limits so there will be no need at this time for a supplemental budget.

DISCUSSION ITEMS

Goals and Outcomes 2019-20

Anna reminded the board members that these goals/outcomes are a way to tell our story. This was an exceptional year with a great pause but also an opportunity to recalibrate our programs. It was easier for some programs to adapt to the changes than others. The Culture of Care team was able to pivot quickly to other ways to make their program work. Healthy Beginnings moved to a virtual screening process and could do enough of those to meet their goals. Chronic Absenteeism was a program that was going full speed ahead and then funding was pulled. Tony Summers fought diligently to get the Driver Education program up and get kids in cars. He ultimately became an advocate for all Driver Education programs in the state. High Desert ESD has maintained our reputation of providing great service to the region. We are often the best at what we do and are good at sharing our knowledge.

Moving forward Anna would like to use this as a tool and opportunity to improve what we do through the culture of innovation. We want to continue to look at the outcomes and the impact with a focus on excellence, equity and efficiency. She is asking some programs to continue their same goals each year to track their progress over time. We will also be looking for a way to connect our professional goals with program goals and board goals. Scott thanked Anna for the information. He has found this to be a beneficial presentation over the years. Superintendent Andrews mentioned 33 goals out of 60 were met. We have always hoped to meet 60-70% of the goals to encourage programs to stretch. It is important to have their efforts matter and not to select a goal they can easily meet.

Superintendent Report

- ✓ Steep increase in COVID cases right after the governor adjusted the metrics to make it easier to get kids in schools.
- ✓ Several of our programs are offering limited in person instruction. We want to be with kids but we need to make sure we are safe. We have had to shut programs down for a time due to staff testing positive for COVID.
- ✓ Case numbers are going in the wrong direction. People are being asked to not travel outside of the state and if they do, they need to quarantine for 14 days. They will be able to work virtually during the quarantine time.
- ✓ There is a possible antigen testing pilot program with IMESD. We are working with Deschutes County, ODE and OHA to get this pilot started.
- ✓ Building safety has been a big focus for staff. Anna reported there is coordination and alignment between our safety response team. Bob Martin and Joe Hallums are going out to the buildings to evaluate building safety.
- ✓ The metrics continue to shift. The map of Oregon is mostly red and orange. Deschutes County is Orange and Jefferson County is in the red after yesterday's data report. Schools will open when they hit the metrics that allow them to start. Shay said across the region collectively, all districts and boards want to have the students in schools.
- ✓ Working hard to have limited in person instruction (LIPI) in place but it is a struggle to reach all students.
- ✓ The Regional K-12 Legislative Forum is scheduled for December 17th between 4:30-6:00. We are inviting our local legislators, superintendents, district administrators and board members. We hope to learn their priorities as we go into the legislative session and to share our priorities and concerns with them.
- ✓ Facilities Report is in the packet.
- ✓ Superintendent Andrews will be teaching two EDAD courses on bargaining and practicum.
- ✓ He thanked Carol for serving on the OAESD equity task force.

Board Chair Report

- ✓ Peggy said it was great to hear everyone's reason why they chose to help the HDES in a positive way. She appreciated everyone's participation in the activities and the board members who are serving on the Board Outreach committee. She referenced the board election timeline that is included in the packet.
- ✓ Scott noted the three special committees are Finance, Labor Negotiation and Legislative. Scott and Matt are currently on the Finance committee. Peggy suggested board members submit their first two committee choices to Scott.
- ✓ OAESD Equity and Racial Justice Task Force is focused on drafting a position statement on equity and racial justice and to provide concrete recommendations for the association that will go back to the governance council. The hope is there will be an ongoing task force to help with the implementation of this.

ACTION ITEMS

OSBA Election and Resolution

Patti Norris is the candidate running for reelection to position #3. Scott noted that Patti has represented our region well during her term. There is also the annual resolution to adopt the OSBA 2021-22 Legislative Priorities and Principals as recommended by the Legislative Policy Committee.

- **Bob Moore moved Gwen Carr seconded a motion to nominate Patti Norris to the OSBA Board of Directors position #3 and to adopt the OSBA 2021-22 Legislative Priorities and Principals as presented. Motion carried 9-0**

Consent Agenda

Superintendent Andrews reviewed the few minor changes to Policy GBN/JBA that was approved in October.

➤ **Peggy Kinkade moved and Gwen Carr seconded the motion to approve the Consent Agenda as presented.**

Motion carried 9-0

- Personnel Report for November
- Policy GBN/JBA – Title IX – Sexual Harassment
- Board Minutes for October

Matt asked Rachel how it is going to have almost everyone working remotely. Rachel acknowledged there have been some stresses on the system and EI/ECSE students have been impacted by the supply chain. Supply and demand continues to be a stressor. She admits to bragging on our administration daily because we are ahead of many districts with our technology changes. Rachel is so thankful to be so far ahead of many districts that she is able to support them as they face the same changes. Our stance from the beginning is that people need to have the tools to do their job. It has looked different for different people and programs but we have figured out how to get equipment out to our staff.

Adjourn

The November 17, 2020, High Desert ESD Board of Directors Meeting adjourned at 7:20 pm.

Scott Reynolds, Board Chair

Shelley Knutz, Executive Assistant