



2804 SW Sixth Street, Redmond, OR 97756 / P 541.693.5600 / F 541.638.9646 / www.hdesd.org

Board of Directors Board Minutes February 15, 2022

- Board Members** Board Chair Peggy Kinkade, Directors Seana Barry, Betsy Julian, Bob Moore, Carol Moorehead, Carlos Perez and Elizabeth Sanchez
- HDESD Staff** Paul Andrews, Superintendent; Rochelle Friend, Chief Financial Officer; Rutila Galvan-Rodriguez, Executive Director of Better Together; Jayel Hayden, Chief Human Resources Officer; Anna Higgins, Chief Strategy & Innovation Officer; Amy Joynt, Executive Director of Special Programs; Angella LaFontaine, Business Analyst; Shay Mikalson, Chief Student Success Officer, Rachel Wente-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant
- Call to Order** Board Chair Peggy Kinkade called the February 15, 2022 meeting to order at 5:34 pm

PRESENTATIONS

Better Together

Anna introduced Rutila Galvan-Rodriguez, Executive Director of Better Together. Better Together (BT) is one of four non-profits tucked within High Desert ESD. It was created by school districts in 2012 to increase the number of students graduating from high school and continuing their education and/or training. Rutila shared the Better Together and Early Learning Hub Outcomes roadmap and how they intend to be making an impact on children from cradle to career. Rutila explained their focus on priority populations. She also highlighted the many business and education community partners involved in the Better Together program.

Carlos asked for some examples of how BT is impacting the goals on the road map. He asked how students are referred for services. Shay shared the community has many reasons to embrace and support Better Together. Their motto continues to be: In the community, for the community and by the community. Rutila offered to send out the 2020 Better Together/Early Learning Hub annual report for their review.

Renewal, Non-Renewal and Extension of Contracts

Jayel reviewed the Renewal, Non-Renewal and Extension of Contracts document with the board members. Betsy asked if it included new hires. Jayel reported it does include anyone employed more than 139 days, and that it only includes licensed staff. If an employee's contract is not going to be renewed for the following year, we are required to notify the employee by March 15. Jayel also noted that 31 employees have left us since this time last year. He is recommending approval of the list as presented. This list will be voted on with the Consent Agenda tonight.

Financial Report

Rochelle reported the business office is knee deep in budget preparations right now. The latest state school fund estimates show regional ADMw to be down approximately 5%. This is largely due to decreasing enrollment in the Bend-La Pine Schools. This means our state school support is \$300,000 less than was budgeted at the beginning of the year. Rochelle has talked with all of our districts and we have a plan to make those adjustments this year.

Betsy asked Superintendent Andrews for an explanation of the most recent revenue forecast he sent out a few days earlier.

Rochelle announced Amy Joynt was awarded an OEA grant for \$30,000. The focus of this grant will be on employee wellbeing and interventions to prevent burnout for staff.

DISCUSSION ITEMS

Superintendent Report

- ✓ Superintendent Andrews noted that with Jayel's retirement at the end of the year, there will be some leadership shifts. He will be appointing Anna Higgins as the Assistant Superintendent for HR, Communications and Innovation. Kristen Johns will be moving into the role of HR Manager. Kristen will be doing the day to day work with the staff. There will be two new leadership positions paid for by the Student Success Act dollars: Executive Director of Equity, Diversity and Inclusion and Regional Director of School Improvement.
- ✓ Omicron appears to be diminishing. The Bend-La Pine Schools licensed substitute fill rate this month has been over 98%. Superintendent Andrews commended our HR team and especially Becca Scott for her work on communicating with the districts and filling the positions to the very best of our ability. Bend-La Pine Superintendent, Steve Cook, also recognized Jayel's team for their hard work during this time of unprecedented absences. Jayel complemented Becca for sending out the sub info to the districts that requested it every evening including Sunday.
- ✓ The OAESD Conference will be in Sunriver March 9-11.
- ✓ OAESD Legislative Committee is meeting weekly because the short legislative session is going very quickly.
- ✓ Local Service Plan presentations to the district school boards are going well.
- ✓ Superintendent Andrews and Rochelle have both participated in City of Bend Housing proposal meetings that could invoke property tax exemptions if approved.
- ✓ On March 31st, state mask mandates will be moving to local control. That will look different for the many positions at High Desert ESD. We are waiting to hear what the early learning division, local public health authorities and our districts decide to do.

Board Report

- ✓ Board Outreach Committee reported on their findings from the last few months.
 - Betsy Julian is retiring which will leave the Higher Education position open. We will want to talk with COCC and OSU Cascades about filling that position.
 - Carol Moorehead plans to step down as the Sisters SD Representative. Carol has talked with Superintendent Scholl and they are considering how to fill the position.
 - Bob Moore will be also stepping down the end of the school year. The committee is recommending the Board appoint Elizabeth to the Social Services Position.
 - This would open up the business position. They believe it would be beneficial to have someone in that role who has an interest in regional CTE work.
- ✓ Betsy reported the Finance Committee focused on the budget assumptions for 2022-23. She has high confidence in the budget process.

ACTION ITEMS

OAESD Ballot for Election of Chair Elect

- **Carol Moorehead made a motion to elect Miriam Cummins as OAESD Chair Elect. Carlos Perez seconded the motion. Motion was approved 7-0.**

Declare Vacancies on Budget Committee

- **Bob Moore made a motion to declare the vacancies on the Budget Committee as presented. Betsy Julian seconded the motion. Motion was approved 7-0.**

Approve 2022-23 Budget Calendar

- **Seana Barry made a motion to approve the 2022-23 Budget Calendar as presented. Carlos Perez seconded the motion. Motion was approved 7-0.**

Consent Agenda

- ✓ Personnel Report – February 2022
- ✓ Renewal, Non-Renewal and Extension of Contracts
- ✓ IGBI – Bilingual Education
- ✓ Board Minutes – January 18, 2022
- **Betsy Julian made a motion to approve the Consent Agenda as presented. Carol Moorehead seconded the motion. Motion was approved 7-0.**

The February 15, 2022 Board of Director’s meeting adjourned at 6:59 pm.

Peggy Kinkade, Board Chair

Shelley Knutz, Executive Assistant