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Board of Directors Board Minutes May 17, 2022

- Board Members** Board Chair Peggy Kinkade, Vice-Chair Matt McGowan, Directors Seana Barry, Edie Jones, Betsy Julian, Bob Moore, Carlos Perez (attended virtually) and Elizabeth Sanchez
- HDESD Staff** Paul Andrews, Superintendent; Rochelle Friend, Chief Financial Officer; Anna Higgins, Chief Strategy & Innovation Officer; Angella LaFontaine, Business Analyst; Julie Lyche, Director of FAN; Amy McCormack, Director of EI/ECSE; Rachel Wentte-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant
- Call to Order** Board Chair Peggy Kinkade called the May 17, 2022 meeting to order at 5:34 pm

OATH OF OFFICE

Superintendent Andrews introduced Edie Jones. Edie was selected by the Sisters School Board to be their representative on the HDESD Board of Directors. Peggy Kinkade administered the oath of office to Edie and welcomed her to the HDESD Board.

PRESENTATIONS

McKinney-Vento Homeless Assistance Act

Superintendent Andrews welcomed Julie Lyche, Director of Family Access Network and the McKinney-Vento (MV) Homeless Assistance Act. The board members had inquired how we work with homeless youth in the region so he invited Julie to share that information. She explained the McKinney-Vento Act began in 1997 to ensure students facing homelessness did not face roadblocks when enrolling in school. In 2010 High Desert ESD received a regional grant which included Deschutes, Jefferson, Crook and Harney Counties. The grant requires every school to have a MV liaison. The liaison is an employee of the school district and often a FAN advocate.

Children who lack a fixed, regular nighttime residence are considered homeless. Julie mentioned other living situations that classify as homeless as well as unaccompanied youth. Students who are homeless are supposed to be enrolled without delay and the school will try to get the appropriate paperwork after the fact. Homeless students are provided free breakfast, lunch and expedited access to special services.

Julie said that the MV Act requires each district to provide transportation to/from school. Much of a liaison's time is spent arranging for transportation. It is difficult if they are not near a bus route. They must be transported to the same school district they last attended to maintain consistency. The transportation department has the complexity of figuring out transportation based on what is best for the child.

Elizabeth asked if there is a process to notify the school or the MV liaison when a student becomes homeless. Bob mentioned it is often the social service partners who become aware of the need and then notify the liaison. Julie noted the MV liaisons do all they can to hold unhoused students with dignity, respect and confidentiality. They are a protected class so a teacher isn't always aware of the student's situation. It is hard to know how to provide the educators with the details they need, while protecting the student's privacy.

Financial Report

Rochelle reported the auditors were onsite today beginning their work on the 2021-22 audit. She let the board members know the auditors may contact them. Referring to the finance report in the agenda packet, she mentioned the budget to actual by fund numbers in red are being addressed in the supplemental budget being presented tonight.

We continue to experience delays with the contracts from ODE. The contracts are trickling in with only a month left in the school year. Currently, ODE owes the High Desert ESD approximately \$3.8M and nearly \$1M is more than six months past due.

Rachel Wente-Chaney provided an update on cybersecurity.

DISCUSSION ITEMS

Superintendent Report

- ✓ COVID/masks Update – We are keeping an eye on the county levels – Deschutes has moved to yellow. If we do move into red, we will consider requiring masks for those working with our most vulnerable students.
- ✓ Summer learning is being coordinated by OAESD through community-based organizations. Insurance has been a big obstacle and we are still not sure what resolution will be.
- ✓ Staff leadership changes
 - Hired Gordon Price as Executive Director of Equity, Diversity, and Inclusions
 - Hired Rochelle Williams as Regional Director of School Improvement
 - Karina Smith (Migrant Ed Director) took a job as Director of EDI for McMinnville
 - Tony Summers (Driver Ed Director) will be the new Principal of Madras HS
- ✓ June/July Calendar
 - Paul will be in NY and NH June 17-25. Will participate in June meeting virtually from NH
 - June 25 – July 10 I will be in Europe - Anna will be the point during Paul's absence
- ✓ HB 4030 provides funds for recruitment and retention. Anna and Rochelle are working on the application. There have been regional discussions about potential ideas and pressures to use the money
 - New employee orientation (4/27) followed by Taking It Up Equity training 4/28-29 went very well
 - Paul met with Edie on 5/3 to orient her and answer questions
 - Substitutes are still a major concern – especially in BLS – critical in Jan and May
 - Paul is teaching EDAD 601 this summer with Lora Nordquist for the Lewis and Clark College Administration program
 - See facilities report in your packet
 - June 1 equity gathering at the ESD
 - June 2 ice cream delivery to all of our sites

Board Report

- ✓ Peggy noted that Superintendent Andrews will be reporting outcome data at the June meeting. After that meeting, Shelley will send out the Superintendent Evaluation survey. The board will review the survey responses at the July meeting.
- ✓ Bob reported there are two weeks until the Business Representative position closes. The application packet is available on line and they are due by June 3.
- ✓ OAESD Officers Council Chair-Elect Nominations and Process. Superintendent Andrews explained the process and that both candidates have been nominated by their boards

ACTION ITEMS

OAESD Officers Council Chair-Elect

- **Matt McGowan made a motion to elect Jill Conant. Bob Moore seconded the motion. Motion was approved 7-1 (Elizabeth voting in opposition).**

Resolution 79-22 – Supplemental Budget for 2021-22 Budget

- **General Fund:**
Safety improvements were necessary at the Tamarack facility, a district leased and operated building. Specifically, the changes needed were the addition of a vestibule at the front entry for student and staff safety. This supplemental budget asks for an appropriation of \$50,000 to complete that work.
- **Special Revenue Fund:**
As programs returned to in-person instruction this year, we found travel costs were greater than originally anticipated. This \$20,000 increase in appropriations for Community Services provides adequate spending authority to reimburse partners and employees for their travel-related costs in serving our community.
- **Debt Service Fund:**
During the adoption of the 20-21 budget, the June debt service payment was accidentally excluded. The increased appropriations of \$25,000 allow us to have sufficient spending authority to make our debt payments.
 - **Betsy Julian made a motion to approve Resolution 79-22 – Supplemental Budget as presented. Seana Barry seconded the motion. Motion was approved 8-0.**

Approve 2022-23 Board Meeting Calendar

- **Seana Barry made a motion to approve the 2022-23 Board Meeting Calendar cancelling August meeting. Matt McGowan seconded the motion. Motion was approved 8-0.**

Consent Agenda

- ✓ Personnel Report – May 2022
- ✓ DH – Loss Coverage
- ✓ GBL – Personnel Records
- ✓ Budget-Board Minutes – April 19, 2022
 - **Bob Moore made a motion to approve the Consent Agenda as presented. Betsy Julian seconded the motion. Motion was approved 8-0.**

The May 17, 2022 Board of Director's meeting adjourned at 7:15 pm.

Peggy Kinkade, Board Chair

Shelley Knutz, Executive Assistant