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Board of Directors Board Minutes

February 21, 2023

Board Members Board Chair Peggy Kinkade, Directors Seana Barry, Anthony Georger, Edie Jones, Betsy Julian, Carlos Perez and Elizabeth Sanchez

HDES Staff Paul Andrews, Superintendent; Joe Devine, Student Services Administrator; Rochelle Friend, Chief Financial Officer; Anna Higgins, Assistant Superintendent; Kristen Johns, Human Resources Manager; Angella LaFontaine, Business Analyst; Shay Mikalson, Chief Student Success Officer; Lauri Powers, Autism Specialist; Gordon Price, Executive Director of Equity, Diversity and Inclusion; Rutila Galvan-Rodriguez, Executive Director Better Together and Shelley Knutz, Executive Assistant

Call to Order Board Chair Peggy Kinkade called the February 21, 2023 meeting to order at 5:33 pm

PRESENTATIONS and REPORTS

Autism Program/Learning Labs, a ThinkUp! Idea

Superintendent Andrews introduced Lauri Powers, Autism Specialist and Joe Divine, Student Services Administrator. He has had the privilege of working closely with both of them for more than 15 years. Joe explained the Autism (ASD) team consists of 10 specialists and consultants who provide evaluations, consultations and direct services across 9 counties and districts. They are currently serving 575 students.

Joe mentioned Lauri is a well-known and respected Autism Specialist throughout the region. Lauri is always looking for better ways to serve the students in the outlying areas she visits. She wanted to provide students and parents with resources they could use in between her visits. She began working with Anna and Diane Murray on a ThinkUp! idea prior to the pandemic. The High Desert ESD Learning Labs finally launched in March of 2022. The site contains a specially curated collection of high quality resources and videos to help better support our regional educators and students. Using the innovation process helped them to identify the problem, use design thinking to explore ideas and research, creating the solution that was needed. Lauri noted the High Desert Ray program has the most gifted practitioners. They worked closely with the innovation team to create the Learning Labs.

Lauri demonstrated the website and online videos for the board members. She mention that over the last year, the Learning Labs site had over 8,000 views. All our autism consultants list the link in their email signature to remind staff and colleagues to refer to the website. Peggy asked if there was a vetting process before new resources are added. Currently, Lauri is the person who reviews new resources. If approved, she sends it on to the website content manager. She said this is an exciting project with so much potential. Being able to help new staff who do not have the training or skills to handle regulation issues is a plus. Lauri said the success of this project has been the biggest joy of her career.

Renewal, Non-Renewal and Extension of Contracts

Anna reviewed the Recommendations for Contract Renewals, Extensions for Academic Year 2023-2024 with the board members. By statute we are required to bring the names of all Teacher Standards and Practices Commission (TSPC) licensed staff and administrators who are up for renewal to the board by March 15. 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. Our list also includes employees who are licensed through a licensing agency other than TSPC. Anna 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 consumed with budgets right now. The Finance Committee met earlier this month to review the budget assumptions for the year moving forward based on a \$9.9B State School Fund (SSF) revenue. This level of funding will result in a slight decrease in SSF revenue from what we will receive in the current year. There is continued advocacy to raise the SSF funding above the \$9.9B but we will be conservative and budget at the current level. One reason we are seeing a projected decline in revenue is due to the decreasing ADMw (weighted average daily membership) in our region. As our ADMw takes longer to bounce back from the impact of COVID, our overall proportionate share of the SSF pool decreases.

Collecting funds from the state for grants and contracts has improved greatly. Edie asked about the increase in our cash balance in January and Rochelle explained it was due to the grants and contracts coming in from the state.

DISCUSSION ITEMS

First Reading Board Policies

- BBBA – Board Member Qualifications – Proposed updates reflect current language & practice.
- DD – Funding Proposals and Applications – Proposed updates reflect current language and practice. Rochelle distributed a list of our current grant revenue which is up 48% from last year to over \$32M. Managing this increase has had a significant impact on the business office staff. Elizabeth asked if it were possible to see the grants that were applied for and not received. Superintendent Andrews will look into this. He also noted how many of those grants and contracts are from ODE and reminded the board members these dollars are over and above the SSF. Kathy McCollum has written most of our foundation grants. She has been very successful and enjoys the challenge. Her FTE has been adjusted to allow for this additional work.

Superintendent Report

- The Local Service Plan has been presented and approved by the Bend-LaPine, Crook County and Sisters School Boards. Superintendent Andrews will be presenting to the Redmond School Board tomorrow. He truly appreciates the board members who have joined him for the district presentations.
- The budget process begins with the districts on March 20. With the proposed flat funding, Superintendent Andrews is not sure how we will be fund the additional OTs as well as everything else the districts have asked for. There is concern about funding for the Ray program so they are looking for ways to increase. We are contracting with Mike Tiller and BBT Architects to help design the space at 2500 NE Twin Knolls. Over the summer of 2024 we will be creating two new classrooms at Manzanita.
- We are in year two of a three year collective bargaining agreement with a reopener for financials and two language changes. There has been no formal request for bargaining yet but we expect it to arrive soon. Elizabeth expressed her interest in shadowing Peggy through the bargaining process.
- Following all legislative updates closely.
 - ✓ SB819 that will not allow for abbreviated school days for students with IEPs is expected to pass.
 - ✓ Superintendent Andrews is leading a subcommittee on RIS funding which is \$195,000 less than this biennium.

Board Report

- Superintendent Evaluation committee met and talked about ways to make the evaluation process more meaningful to the superintendent.
- Finance Committee spent most of their time on the budget assumptions, budget calendar and budget committee vacancies.
- OAESD Chair Elect – Peggy referenced the information on Will Cahill who is currently running for the Chair Elect position.
- OAESD Spring Conference will be held in Sunriver May 10-12. Peggy asked Superintendent Andrews to review the sessions and recommend what he believes would be the most beneficial for the board members to attend.

ACTION ITEMS

Elect OAESD Chair-Elect

- **Carlos Perez made a motion to elect Will Cahill as OAESD Officer's Council Chair-Elect with a term beginning July 1, 2023. Seana Barry seconded the motion. Motion carried 7-0.**

Declare Vacancies on Budget Committee

- **Betsy Julian made a motion to declare vacancies on the Budget Committee as presented. Anthony Georger seconded the motion. Motion carried 7-0.**

Approve 2023-2024 Budget Calendar

- **Carlos Perez made a motion to approve the 2023-2024 Budget Calendar as presented. Elizabeth Sanchez seconded the motion. Motion carried 7-0.**

Consent Agenda

- ✓ Personnel Report – February 2023
- ✓ Renewal, Non-Renewal and Extension of Contracts
- ✓ Board Minutes – January 17, 2023
 - **Edie Jones made a motion to approve the Consent Agenda as presented. Carlos Perez seconded the motion. Motion carried 7-0.**

The February 21, 2023 Board of Director's meeting adjourned at 7:00 pm.

Peggy Kinkade, Board Chair

Shelley Knutz, Executive Assistant