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## Board of Directors Board Minutes June 20, 2023

**Board Members** Peggy Kinkade, Board Chair; Matt McGowan, Vice-Chair; Directors Seana Barry, Gwen Carr, Anthony Georger, Edie Jones, Carlos Perez and Elizabeth Sanchez

**HDES Staff** Paul Andrews, Superintendent; Sara Ausman, Special Programs Administrator; Jim Boen, Regional Director of Mental and Behavioral Health; Anna Higgins, Assistant Superintendent; Kristen Johns, Human Resources Manager; Angella La Fontaine, Assistant Director of Fiscal Services; Amy McCormack, Director of EI/ECSE; Rachel Went-Chaney, Chief Information Officer; Rochelle Williams, Regional Director of School Improvement and Shelley Knutz, Executive Assistant

**Call to Order** Peggy Kinkade called the June 20, 2023 board meeting to order at 5:35 pm.

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Peggy announced that Betsy Julian has resigned from her Higher Education Representative position. Betsy has accepted a position at Mt. Hood Community College and has moved out of Central Oregon. We appreciate Betsy's dedication and service on the High Desert ESD Board and wish her the very best in her new role.

### PRESENTATIONS

#### Restraint and Seclusion

Superintendent Andrews introduced Sara Ausman who has been working with our behavior programs since 2002. Sara is presenting the 2022-23 Restraint and Seclusion data pursuant to OAR 581-021-0556(1) which requires Restraint and Seclusion data be shared with the Board and with ODE annually. Superintendent Andrews appreciates that Sara and her team are always looking for ways to reduce restraints and seclusions. He also appreciates their incredible work with the three programs we support.

Sara reviewed the definition of restraint as the restriction of a student's actions or movements by holding the student, using pressure or other means to restrict them. Seclusion is defined as involuntary confinement of a student alone in a room from which the student is physically prevented from leaving.

- The Bridges program serves Bend-La Pine students K-3 highly impacted by autism. They reported two restraints and zero seclusions.
- The Sagebrush program serves students experiencing intense social/emotional and behavioral issues. There were no incidents to report.
- The Nest (Nurturing, Empathy, Safety and Trust) program serves Bend-La Pine students K-5 with intense behavioral and social skills challenges. There was one restraint and zero seclusion incidents to report.
- The Early Childhood Special Education program had one restraint to report this year.

Sara answered questions from the board members regarding the restraint and seclusion process and training. Superintendent Andrews thanked Sara for her great work over the years and congratulated Sara on her upcoming retirement.

## **Financial Report**

Angella reported that revenue and expenses are tracking normally for this time of year. Her team has been working with grant managers to help them spend down their grant funds before the end of the fiscal year. Angella noted some employees will receive three payroll checks on June 15 and will not receive another one until September 15. This means the payroll expenditure in June shows up much higher than any other month.

## **Board Goals and Metrics Report**

Superintendent Andrews invited Anna and Shay to assist in his presentation. Six years ago the board members and superintendent began the process of setting board goals and assigning metrics. Superintendent Andrews highlighted the 2022-23 board goals and metrics answering the board member's questions along the way. Anna and Shay detailed the progress being made on each metric.

### **Goal One**

Improve the educational, physical and mental well-being of students in our region.

Goal One Metrics:

1. Graduation rates trend up and gaps close.
2. Improve student outcomes as reported in the HDESD Annual Program outcomes.
3. Increase academic, mental and behavioral supports to students as measured by SSA Progress Marker Framework.

### **Goal Two**

Recruit and support and retain an outstanding, engaged, professional and diverse workforce.

Goal Two Metrics:

1. Staff engagement improves as measured by the bi-annual Gallup Q12 survey.
2. The HDESD Administrative Leadership Team more closely reflects the population we serve.
3. Exit surveys demonstrate that staff feel supported and that when they leave they do so for reasons outside of HDESD control.

### **Goal Three**

Be the most effective and sought-after P-20 facilitator of educational services in Central Oregon by bridging gaps and bringing people together and providing excellent services that are innovative and responsive to those we serve.

Goal Three Metrics:

1. Our partners report that they can count on HDESD to provide sought-after services and/or collaboration that meets their needs.
2. HDESD programs and services will bridge gaps and bring people together as reported in the HDESD's Annual Program outcomes.
3. Annual Customer Survey demonstrates that HDESD programs and services are excellent, innovative, responsive and effective.

## **DISCUSSION ITEMS**

### **Superintendent Report**

- ✓ Innovation Highlight – Anna reported that on June 3, almost 30 HDESD Educational Assistants (EA) attended a professional development event that was highly relevant to their roles. They received training on trauma informed strategies, confidentiality, nurturing trusting relationships with kids and the power of play. In addition, each participant received great educational tools, books and resources. It was a very successful event. The data and insights from this event will be used to plan relevant and engaging future trainings for this group of employees.
- ✓ Superintendent Andrews noted it has been an incredibly frustrating legislative session for our programs. Originally, there was concern regarding the Regional Inclusive Services budget, but that turned out just fine.

However, everyone was taken by surprise at the Early Childhood Special Education shortfall. There has been a lot of confusion around the current service level budget and accurate enrollment numbers. We are facing potential cuts in days and staffing to the equivalent of 11 teachers or 28 days. He has spoken with other ESDs to find out how they are planning to deal with these shortfalls.

- ✓ Bargaining was put on hold until the State's budget passed, there may be a need for an August meeting to address bargaining issues or proposals.

### **Board Reports**

- ✓ With the Higher Education Representative position recently vacated by Betsy, the Board asked that Shelley put the application packet together and post it online right away. The deadline for applicants will be July 13.
- ✓ The Board Outreach team surveyed the board members to ascertain their interest in a board leadership role. During the process, they became aware that four individuals will not be running for another term.
- ✓ Peggy mentioned the superintendent evaluation process and referenced the evaluation criteria the board members used last year. She requested that Shelley send out the evaluation survey to the board members, the executive team and the administrative leadership team to gather their feedback. They deadline to return the survey is July 7 so Shelley can gather the information for discussion at the executive session in July.
- ✓ Edie announced that Together for Children is in the process of rebuilding their staff after losing them during the pandemic. They are looking to hire an Executive Director. She asked that the board members share this information with anyone who might be interested in a position with Together for Children.

### **Insurance Committee Recommendation**

The High Desert ESD Insurance Committee met and reviewed plan options for the 2023-2024 year. The Committee was in agreement to offer all of the plan options for the 2023-2024 benefit year. This is what they have done the past several years.

- **Gwen Carr moved to approve the 2023-24 Insurance Committee Recommendation as presented. Matt McGowan seconded the motion. The motion passed 8-0.**

### **Consent Agenda**

- **Matt McGowan moved to approve the Consent Agenda as presented. Anthony Georger seconded the motion. The motion passed 8-0.**
  - ✓ Personnel Report – June 2023
  - ✓ Budget and Board Minutes – May 16, 2023

### **Adjourn**

The June 20, 2023, High Desert ESD Board of Directors Meeting adjourned at 7:40 pm.

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Peggy Kinkade, Board Chair

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Shelley Knutz, Executive Assistant