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Board of Directors Board Minutes January 19, 2021

- Board Members** Board Chair Scott Reynolds, Vice Chair Peggy Kinkade, Directors Seana Barry, Betsy Julian, John Lang, Matt McGowan, Bob Moore and Carol Moorehead
- HDESD Staff** Paul Andrews, Superintendent; Rochelle Friend, Chief Financial Officer; Jayel Hayden, Chief Human Resources Officer; Anna Higgins, Chief Strategy & Innovation Officer; Amy McCormick, EI/ECSE Administrator; Shay Mikalson, Chief Student Success Officer; Diane Tipton, Executive Director EI/ECSE; Rachel Wente-Chaney, Chief Information Officer; Jennie Willis, Autism Consultant and Shelley Knutz, Executive Assistant
- Guests** Michael Aloï, Senior Compliance Manager, Leann Hertel, Associate Auditor, from Pauly, Rogers and Co
- Call to Order** Board Chair Scott Reynolds called the January 19, 2021 meeting to order at 5:30 pm

PRESENTATIONS and REPORTS

Board Appreciation

Superintendent Andrews expressed his appreciation to the nine board members on behalf of all the High Desert ESD staff. The time they devote and their dedication to the students is commendable and we are all so grateful. This year School Board Appreciation has been a bit challenging with the pandemic. The students and teachers made a video of their daily activities at the Nest. They also sent a big card. The students at Bridges sent a poster card and the students from Larson Learning Center made a card as well. The students in the Vision program made and translated cards in Braille for each board member. The ESD purchased small baskets filled with Central Oregon items. Shelley will make arrangements to deliver them.

Early Intervention/Early Childhood Special Education (EI/ECSE)

Diane Tipton introduced the EI/ECSE program. Early Intervention serves children from birth to 3 years old who qualify for special education services. Early Childhood Special Education serves children 3-5 years old who qualify for special education services. In 2019-20 they averaged 690 students. In January 2021 they were serving 671 students. Staff had one week after spring break to prepare for comprehensive distance learning. She is so proud of how everyone made it work. All evaluations have been done virtually and most therapy sessions have been virtual as well. Parent engagement has increased because they are working so closely with their children during therapy sessions. Diane shared the outcome measures and outcome data for 2019-20. She uses this data to see where improvements can be made. Their outcomes were the highest percent in the state.

Diane shared that staffing has increased across all disciplines. She was happy to report staff are working a 189 day calendar for the first time in over 9 years. They have contracted with a mental health specialist and have been able to combine education and medical eligibilities for autism. There is a regional virtual bilingual speech group. Purchased PAWsitiv choices curriculum and staff development. Jennie Willis and Lorna Hickerson are implementing Project imPACT.

Jennie and Lorna were instrumental in bringing Project ImPACT to the HDESD. They have 3 cohorts in Bend, Crook County and Redmond. Jennie introduced Project ImPACT which is designed to Improve Parents as Communication Teachers by focusing on:

- Parent Mediated Intervention
- Social Interactions within family routines
- Consists of Parent Training Series
- Individual Coaching Sessions
- Focused on coaching parents

Diane shared her staff's appreciation for the board members and their service to the HDESD. She announced she will be retiring at the end of the year. Superintendent Andrews noted he has worked with Diane closely for more than 20 years. He said her leadership is the reason our EI/ECSE has experienced such success. He congratulated Diane and wished her the best of luck in retirement.

Board Outreach

Linda Quon reminded the board members that they should consider themselves as ambassadors for the HDESD. Last time she met with the Board they shared their reason for serving on the board. Their homework was to write an elevator pitch. She asked each member to share their pitches with the group and then send them on to Shelley so she can share them with the others.

Each board member shared their insightful responses and pitches.

- HDESD fosters educational opportunities from birth to career.
- Provide quality education and services for all children – Bridging the Gaps.
- State leader in providing educational opportunities.
- Partners with the community to provide services to children and families.
- Combines know how, commitment and problem solving to support K12 education. Feature state funding and modify message to adapt to your audiences.

Peggy really appreciates hearing everyone's responses. Telling our story is very important. Our board members and employees are the greatest ambassadors for the ESD and for helping leverage community resources. These activities are helping us understand why we are on the board.

Audit Report to the Board

Leann Hertle and Micheal Aloï from Pauly, Rogers and Co. reviewed the audit letter with the Board. Michael noted Rochelle and her team are doing a great job. The result of the audit was a clean opinion with no reservations. There were no exceptions or issues requiring comment on the State minimum standards. ESD best practices show no significant deficiencies. A separate management letter was not issued which means there were no findings. They did recommend the ESD consider its liability insurance limits yearly.

Fiscal Report

Rochelle has issued a request for proposal (RFP) for audit services. She is confident we will receive a good response. Rochelle plans to have a recommendation to bring to the board members in March. There will also be an insurance RFP issued next month. Scott thanked Rochelle for her leadership through the audit process and with the RFP.

Rochelle mentioned spending down grants is more challenging with everyone working remotely. The business office is finding that the agencies and the state are being more flexible with their spending deadlines.

DISCUSSION ITEMS

2021-2022 Local Service Plan Presentation

Superintendent Andrews reminded the Board of the statutory requirement to approve the Local Service Plan (LSP) in January. In February, Superintendent Andrews will present it to the school boards in our four component districts. He reviewed the LSP and the changes that are being proposed. In collaboration with component school districts and their superintendents, the HDESD has developed the 2021-22 Local Service Plan. The HDESD Local Service Plan includes the following Core Services: administrative services, children with special needs, school improvement services and technology services.

Matt commented on how impressive it is to see all of the services we provide listed in one place. Unless you see them all together like this, you wouldn't realize the extent of the work HDESD accomplishes. Scott said he has always appreciated offering the menu of services for districts to select from. Matt asked if we accept any district (outside of our LSP region) who requests to buy services. Superintendent Andrews said that is often determined by state contracts and program mission. However, some services are based on history such as Legal Services.

Superintendent Report

- ✓ All three of our counties are still in the red and considered high risk.
- ✓ Updated *Ready Schools, Safe Learners* came out today and we reviewed what is required compared to what is recommended. Follow the requirements and districts should have immunity under the liability legislation that Legislature passed in December's Special Session. Blueprint must be up to date and published on our website.
- ✓ Our union has asked us to bargain return to work conditions which will be discussed in Executive Session
- ✓ Metrics have been changed as well showing we are in the red in all three counties. Shay shared the link with the board members. Metrics are now advisory rather than mandatory.
- ✓ Vaccines – Deschutes Public Health is working with St. Charles to get all educators vaccinated in order for children to be back in School. We have already submitted 150 names of our staff who work directly with students for the 1a group .
- ✓ They are hoping all educators in Deschutes County will be eligible for vaccines by Monday. Substitutes will have to wait until there are more vaccines available (though we hope we will be able to add them this weekend).
- ✓ Continuing Fireside Chats weekly because of all that is going on.
- ✓ There was a great turnout and meaningful discussion at the HDESD Legislative Forum in January. HDESD had the highest representation and Superintendent Andrews appreciated that.
- ✓ OAESD trainings coming up since they cannot attend conferences. Gary will be leading one on the history of ESDs.
- ✓ John Rexford will lead a facilities team meeting on 2/4. The focus is on EI/ECSE facilities.

Board Chair Report

- Carol reported the Equity task force has met three times. Moving forward and the next meeting is in February. She says the meetings are going well and are very organized.

ACTION ITEMS

Approve 2021-22 Local Service Plan

- **Peggy Kinkade moved and Carol Moorehead seconded a motion to approve the 2021-22 Local Service Plan as presented. Motion carried 8-0**

Consent Agenda

- **Bob Moore moved and Matt McGowan seconded a motion to approve the Consent Agenda as presented. Motion carried 8-0**
 - Personnel Report for January
 - Policy JB – Equal Educational Opportunity
 - Board Minutes for December 15, 2020

EXECUTIVE SESSION

Executive Session

The Regular Session recessed to Executive Session under ORS 192.660(2)(d) – Labor Negotiator Consultation at 7:50 pm.

The Executive Session adjourned to Regular Session at 8:34 pm.

Adjourn

The January 19, 2021, High Desert ESD Board of Directors Meeting adjourned at 8:35 pm.

Scott Reynolds, Board Chair

Shelley Knutz, Executive Assistant