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## Board of Directors Board Minutes February 16, 2021

- Board Members** Board Chair Scott Reynolds, Vice Chair Peggy Kinkade, Directors Seana Barry, Gwen Carr, Betsy Julian, John Lang, Matt McGowan, Bob Moore and Carol Moorehead
- HDESD Staff** Paul Andrews, Superintendent; Sara Ausman, Special Programs Administrator; Rochelle Friend, Chief Financial Officer; Jayel Hayden, Chief Human Resources Officer; Lorrie Harnden, Behavior Teacher; Anna Higgins, Chief Strategy & Innovation Officer; Amy Joynt, Executive Director of Special Programs; Angella LaFontaine, Business Analyst; Rachel Wente-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant
- Call to Order** Board Chair Scott Reynolds called the February 16, 2021 meeting to order at 5:30 pm
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### PRESENTATIONS and REPORTS

#### 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. Jayel also noted that 31 employees have left us since this time last year. Those resignations were all initiated by the employee. He is recommending approval of the list as presented. This list will be voted on with the Consent Agenda tonight.

#### Long Term Care and Treatment

Amy Joynt introduced Sara Ausman, Special Programs Administrator. Sara is the director for the Long Term Care and Treatment (LTCT) program. Sara explained that for the past 5 years, Lutheran Family Services was the provider who carried the contract the regional day treatment program (LTCT). Just this year, Trillium Family Services has assumed the contract. Sara noted they are experts in their field and have several locations. She explained the short term program lasts 8 weeks. During this time, mental health and medical professionals work with the students K-8. They are hopeful to be serving high school students next year.

Since November, 3 students have completed the program and are returning to their districts. Currently there are 3 students participating from Hope Academy (what the program was called last year). These Hope Academy students were not able to complete their treatment last year. The program ended early due to COVID. Right now there are 3 students on the waiting list with several inquiries about the program coming in daily.

Sara introduced Lorrie Harnden, Behavioral Teacher. Lorrie teaches students in the LTCT program. She shared some excellent examples of the writing projects being completed by the students. One student was not interested in writing until she encouraged him to write a recipe. This student loves to cook so writing a recipe was an easy way to start writing. Another student completed a research project on bees and extinction. Lorrie shared a report on the book

*The Alchemist*. She is always looking for ways to present writing to the students in a way that does not overwhelm them. With another student who was not interested in writing, Lorrie applied the Chris Biffle method of teaching. She shared a graphic organizer the student completed which created an entire paragraph. Many of the programs during the day are supporting computer literacy.

Peggy asked about a typical day for their students. The students have a morning block and a couple of afternoon blocks. Those blocks include as much academic rigor as the student can handle at that moment. They begin their day with their treatment team before moving into the classroom. Amy Joynt noted these students are some of the most acute mental health humans we get to work with. The goal of the program isn't meant to cure their mental health issues but to teach them how to cope in an educational setting. The student wait list is managed by Trillium and their professionals.

### **Board Outreach**

Linda Quon thanked the board members for participating and sending in their elevator statements. She appreciated how each board member approached their statements from very differing angles. Next, she would like the board members to work on General Ambassadorship. She asked board members to think of a couple of ways they act as ambassadors for the High Desert Education Service District (HDESD) outside of the board meeting.

The board members gave examples of the way they are ambassadors.

- Scott's business requires many meetings and provides chances to visit with employees, clients and friends. Of course COVID has been a challenge but it is very easy topic of conversation. One on one conversations about the HDESD with someone you know is one of the most effective ways to explain the HDESD.
- Seana has HDESD board meetings on her calendar. Her coworkers are curious about HDESD so she has a chance to have conversations about all we do.
- Betsy said that since she has been learning more about all the HDESD has to offer she has shared with the COCC CTE program and early childhood programs. She is using her higher education position as a connection.
- Matt McGowan mentioned he is a board member for a group of business professionals and no one even knew he was on the HDESD Board. This made him realize he should share that information more often. Matt is trying to be more cognizant of his role as a board member when he introduces himself.
- Bob has been a member for several years and he tends to share the efforts we are focused on at the time.
- Carol has a wide group of friends and contacts and she tries to share the ESD with them. She has been in contact with the Latino community in Sisters. Carol is finding it challenging when she cannot be face to face.

Linda shared a list of HDESD Board Communication Activities. She asked each board member to find two ways of outreach they could do by the end of the year. Board members were asked to send their ideas in to Shelley. They were encouraged to follow the ESD on FB, Instagram, and Twitter if possible. She also suggested board members to become familiar with the HDESD website.

### **Fiscal Report**

Rochelle reported the business office is knee deep in budget right now.

- The Finance Committee met to review the budget assumptions.
- Tonight the Board will be voting on the budget calendar and the budget committee vacancies.
- Starting January 2022, a 1% tax on wages will be collected for FMLA.
- HDESD unemployment rate has gone from .1% to 2.3%. This is primarily from our substitutes so those increases will be forwarded to the districts.
- With the latest stimulus package there is CARES Act 2. ESDs are not specifically called out but we are advocating for state set-aside funds; if so, the funds will be significant and we will have until 2023 to spend the money.
- Audit RFPs are due February 19. A recommendation will be brought to the Board in March.

## DISCUSSION ITEMS

### Superintendent Report

- COVID numbers are trending in the right direction. We are officially in hybrid now. Everyone who wanted a shot in the ESD has had the opportunity, including substitutes. Most staff members already have their 2<sup>nd</sup> shot. Some will be getting 2<sup>nd</sup> shots this weekend.
- We may participate in an antigen testing pilot program.
- Superintendent Andrews thanked everyone who participated in bargaining. They met six times before coming to a tentative agreement on Friday, February 5. He thanked the board members for attending the special board meeting on the February 10 to approve the MOA.
- Budget Priorities for OASED include: Increases in Regional Inclusive Services by \$10M, ESD SSA funds by \$5M, EI/ECSE at the current service level and stabilize long term care and treatment funding.
- The Regional Director for Mental/Behavioral Health position has closed. There was a deep pool of candidates. The hiring team interviewed 6 candidates and two of them will move on to the next level of the interview process.
- Superintendent Andrews said that with Diane Tipton's retirement, there will be a change in EI/ECSE leadership. Amy McCormack will take over as Executive Director for EI/ECSE next year. Amy has worked for the ESD for many years. She moved to EI/ECSE 8 years ago and completed her administrative license 5 years ago. He is pleased that we have such a well-planned, successful transition plan in place.
- John Rexford convened the Facilities Committee on February 4. The focus was primarily on ECSE classrooms for next year. In Prineville there may be a possibility of placing a modular classroom on the sub-divided parcel west of the PEC. We are exploring this as we have a waiver to use some ECSE funds for capital expenditures. In Bend we are talking with Bend-La Pine Schools and COCC to find out what options we may have for space. In Madras, the current lease is ending and the district is looking for a space in the middle school.
- Announcements
  - ✓ Continuing fireside chats about every other week – next one is tomorrow
  - ✓ Meeting with each program to address questions as they come up
  - ✓ Met with 3 of 4 district boards – all approved LSP – have Redmond next week
  - ✓ Still meeting with Lora, Curt, Sara & Charan monthly – Steve Cook soon
  - ✓ The facilities report is at end of the packet

### Board Chair Report

- Bob discussed the OAESD legislative priorities. Superintendent Andrews took them through the process of selecting their priorities. They tried to be strategic in picking a few they could really get behind.
- Carol reported the Equity Task Force is meeting on Friday to create their position statement.
- Board Committees
  - ✓ Legislative Committee (Bob and Seana) – Workers Comp and Long Term Care and Treatment
  - ✓ Bargaining Committee (Peggy) – Could use another board member before bargaining begins again.
  - ✓ Finance Committee (Betsy, Matt and Scott) – Met to review budget assumptions.
  - ✓ Outreach Committee (Bob, Matt, Peggy and Seana) – Seana is working on a board member job description. Peggy really appreciates how everyone is working through the board outreach exercises with Linda.

## ACTION ITEMS

### OAESD Officer Election

Superintendent Andrews explained the leadership roles at OAESD and that Linda Brown has been nominated to be the OAESD Officer's Council, Chair Elect.

- **Bob Moore moved and Seana Barry seconded a motion to elect Linda Brown to the OAESD Officer's Council as Chair Elect. Motion carried 9-0**

### **Declare Vacancies on Budget Committee**

Rochelle shared an updated version of the 2021-2022 Budget Committee with the vacancies highlighted.

- **Carol Moorehead moved and Betsy Julian seconded a motion to accept the 2021-2022 Budget Committee vacancies as presented by Rochelle. Motion carried 9-0**

### **Approve 2021-22 Budget Calendar**

- **Peggy Kinkade moved and Gwen Carr seconded a motion to adopt the 2021-22 Budget Calendar as presented. Motion carried 9-0**

### **Consent Agenda**

- **Carol Moorehead moved and Seana Barry seconded a motion to approve the Consent Agenda as presented. Motion carried 9-0**
  - Personnel Report for February
  - Renewal, Non-Renewal and Extension of Contract
  - Board Minutes for January 19, 2021

The February 16, 2021 Board of Director's meeting adjourned at 7:25 pm.

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Scott Reynolds, Board Chair

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Shelley Knutz, Executive Assistant