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Board of Directors Board Minutes March 16, 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; Angella LaFontaine, Business Analyst; Shay Mikalson, Chief Student Success Officer; Rachel Wente-Chaney, Chief Information Officer and Shelley Knutz, Executive Assistant
- Call to Order** Board Chair Scott Reynolds called the March 16, 2021 meeting to order at 5:35 pm

PRESENTATIONS and REPORTS

Technology Update

The focus of the Technology team over the past few years has been Security, Access and Mobility. The technology department consists of three small teams: Network and Systems, Information Services and Technology Support. Rachel celebrated the accomplishments of their work during the past year. They have been working hard to close the digital divide or homework gap that has become even more evident with distance learning this year.

Security is becoming a greater risk all the time. It has been an even bigger concern in recent weeks. There has been a 20% increase in significant ransomware across the country. Structurally right now we are moving through a hostile landscape. Cybersecurity is becoming more crucial. Rachel continues identifying ways to prepare us for security threats. She is continuing to watch insurance coverage for cybersecurity rise. A security audit will be completed next school year. The increased costs are included in our new budget. Betsy asked if there are cost saving pools for K-12. Matt confirmed that pooling would drastically cut down on the costs if anyone were willing to offer a technology security pooling option. He thinks that is unlikely.

Board Metrics Update

Superintendent Andrews reminded the Board that they began working with staff on board goals 2.5 years ago. Then they chose metrics to determine if the goals were being met. Progress on the process was slowed because of COVID. Shay noted how the goals link nicely with our cultural agreements as an organization. Superintendent Andrews reviewed each goal and the corresponding metrics. There was a question about the student safety metric. Anna explained why it is so important to pull students in who are expressing anger or have safety concerns. When the natural impulse would be to distance yourself from them.

Anna has engaged Dialog in Action to walk managers and supervisors through a process that will help create alignment between individual program outcomes and board goals. We are also working on crafting a customer survey. Betsy asked which customers would be receiving the survey. Superintendent Andrews noted we have work to do to include more stakeholders in the survey. There will likely be variations of surveys based on the customers that specific programs serve.

Rachel shared the dashboard of the 2020 HDESD Board Goal responses. Matt is excited to see the work on goals and metrics starting up again and is very supportive of the process. Superintendent Andrews highlighted the work being done by the HR Equity group. We must be recruiting in a way that people will feel welcome and want to apply. He emphasized how nice it is to be focusing on strategic work and not just COVID.

Fiscal Report

Rochelle reported that the business office is very entrenched in the budget process right now. She thanked Angella for working with each program manager to answer their questions and help them with their 2021-22 budget.

To date, we have not seen our allocation of ESSER (Elementary and Secondary School Relief) funds. Rochelle is anticipating the ESSER funds in the round 3 stimulus will be significantly smaller than the first 2 rounds.

She had a team meet with perspective audit firms and believes she has a good recommendation for the Board.

DISCUSSION ITEMS

Superintendent Report

- COVID-19 Update
 - ✓ Numbers are trending in the right direction
 - ✓ We are officially in hybrid now
 - ✓ All who have wanted shots in the ESD have been offered
 - ✓ Cohorts can now be up to 100
 - ✓ All superintendents in the region have signed a letter to the governor and ODE encouraging them to reduce the distancing from 6ft to 3ft. That has not yet happened.
 - ✓ Shared the criteria for staff returning to work.
 - ✓ Most meetings are still taking place virtually
 - ✓ If you are fully vaccinated and exposed to COVID no quarantining is required. We are still under OSHA's guidelines of wearing masks etc.
 - ✓ Superintendent Andrews noted how ESD leadership has been so flexible and dependable during this time. We will need to have systems in place to help staff with their adjustment back to working in person.
- The State Economic Forecast is fine for the rest of this year.
- There is likely to be a personal and corporate kicker for 2021. The corporate kicker will go to K-12 education.
- Superintendent Andrews thanked Shay for leading the hiring of our Director of Behavioral and Mental Health. They had a very good candidate pool. Shay is pleased to announce that Jim Boen will be coming to HDESD as our Director of Behavioral and Mental Health. Jim currently is the Executive Director of Middle Schools and Counseling for the Bend-La Pine School District.
- Alyce Hatch Center Update – The Alyce Hatch Center (AHC) board would like to gift the land and the building to HDESD. Superintendent Andrews believes the positive relationship our staff has had with their board, primarily Diane, Amy and Bob, led them to this place. The AHC Board is asking the name remain Alyce Hatch Center and it would continue to be used for early childhood education. Their attorney is working with Lauren to create the necessary papers. The goal is to bring MOU to the next meeting to accept this gift.
- Facilities Team meetings focused on locations for EI/ECSE education.
- The recommendation is to use EI/ECSE dollars from the CAT tax to purchase a modular building at the Prineville Education Center.

Board Chair Report

- Bob Moore feels they've made some great progress but many bills are still uncertain.
- Carol reported the Equity Task Force is finalizing their position statement. The next step will be to present it at the OAESD Officers Council on March 18 followed by the Governance Council.
- Seana reported the Outreach Committee is currently working on a board member job description. This description will include an overview/background of the High Desert ESD. Superintendent Andrews thanked Seana for her great work on the description.
- Some board members have had a few outreach meetings with interested individuals.
- Matt spoke with Charan Cline to let him know he's would like to serve another term representing the Redmond SD. He plans to give an update to their board members every quarter.
- Crook County SD has voted to reappoint Gwen Carr for another term.

ACTION ITEMS

Resolution 71-21 – Transfer of Appropriations

Rochelle explained the need to approve the transfer of appropriations. It authorizes a transfer of existing appropriations and the 2020-21 budget does not change.

- **Bob Moore moved and Matt McGowan seconded a motion to approve the Transfer of Appropriations within current 2020-21 approved appropriation levels for purposes described in the action item executive summary and resolution. Motion carried 8-0**

Approval of Audit Services Firm

Rochelle reported the audit review committee reviewed the RFPs that were received. The committee is recommending appointing SGA Certified Public Accountants and Consultants as our Audit Services Firm for three years.

- **Betsy Julian moved and Seana Barry seconded a motion to approve SGA as the High Desert ESD's auditor of record beginning with the 2020-21 fiscal year and authorize the chief financial officer to enter into a contract with said firm on behalf of the HDES. Motion carried 8-0**

Approve New Budget Committee Members

Rochelle reviewed the four vacancies on the budget committee and the individuals being recommended to fill the vacancies.

- **Carol Moorehead moved and Bob Moore seconded a motion to approve the new budget committee members as presented. Motion carried 8-0**

Consent Agenda

- **Peggy Kinkade moved and Betsy Julian seconded a motion to approve the Consent Agenda as presented. Motion carried 8-0**
 - Personnel Report for March 2021
 - Board Minutes for February 10, 2021
 - Board Minutes for February 16, 2021

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

Scott Reynolds, Board Chair

Shelley Knutz, Executive Assistant