

Minutes in Brief

**SOUTHERN OREGON EDUCATION SERVICE DISTRICT
BOARD OF DIRECTORS REGULAR MEETING, WEDNESDAY,
MARCH 15, 2017**

Call to Order

A regular meeting of the Southern Oregon Education Service District Board of Directors was held Wednesday, March 15, 2017 in the downstairs conference room of the ESD's Medford office located at 101 North Grape Street, Medford, Oregon. At 6:06 p.m. Chair Wendle called the meeting to order at which time she led the Pledge of Allegiance.

Chair Wendle called for a minute of silence in remembrance of fellow board member, Paul Yates, who passed away in February 2017.

Attendance

Board members in attendance were Jim Harrington, Dave Jensen, Doug McKinley, Christine Norton-Cotts, and DonnaJean Wendle. Jamie Jennings attended via IVC from Klamath Community College.

Board members Greg Applen and Lorelei Goodman-Vogel were absent.

Also in attendance from the SOESD staff were Jessica Bach, Melia Biedscheid, Howard George, Kim Hosford, Andree Johnson, Susan Peck, and Scott Beveridge, superintendent/clerk.

Dean Wendle, Rogue Community College Board Member, was a guest in attendance.

Comments from the Associations

Kim Hosford, President of the SOESD Licensed Association, noted that bargaining would begin on Monday and stated that she was looking forward to a collaborative experience.

Requests to Address Agenda Items

No one asked to speak to an agenda item.

Consent Agenda

It was moved by Member Jensen, seconded by Member McKinley, and approved unanimously to amend the agenda to include an executive session per ORS 192.660 Section (2)(d).

It was then moved by Member Jensen to approve the consent agenda as amended. The motion was seconded by Member Harrington and approved unanimously. The consent agenda consisted of the following items:

- A. Approval of Agenda
- B. Approval of Minutes from the February 15, 2017 regular meeting of the SOESD Board of Directors
- C. Personnel Report
- D. Financial Report

Communications

Superintendent's Schedule for March, April, and May 2017 – Superintendent Beveridge reviewed his three-month schedule. The following activities were noted:

- March 7, 2017 – Superintendent Beveridge participated in a College and Career for All staff planning meeting with partners from Klamath Falls.
- March 7 and 8, 2017 – Superintendent Beveridge and Jessica Bach learned management and workflow strategies while attending Breakthrough Coach training.
- Bi-monthly phone calls continue on Thursday mornings with the region's superintendents and legislators.
- March 13, 2017 – Area superintendents and board members met with legislators in Salem during OSBA/COSA Legislative Day.

Education

Andree Johnson, Special Programs Coordinator, provided an overview of the STEPS CARE classrooms. CARE is an acronym for “Comfort, Attention, Response to..., Emergencies.” The program's purpose is to educate students with multiple/severe disabilities and medically involved conditions in an environment that supports their independence in daily living, social, and motor activities. Ms. Johnson invited board members to contact her if they would like to visit any of the CARE classrooms.

Administration

A. Legislative and Budget Review

Superintendent Beveridge reported that messages from the area's superintendents to state legislators are focused on the significant cuts that would result if the initial 2017-2019 education budget presented by the Co-Chairs of the Ways and Means Committee is funded at \$7.8 billion. The region's legislators are well aware of the negative impact to schools as they wrestle with the deficit in Oregon's budget.

B. 2017-2018 Local Service Plan/Resolution Programs

Superintendent Beveridge reported that approval has been received from greater than two-thirds of the component districts, with greater than 50 percent of the students, voting in favor of the 2017/2018 Local Service Plan. He noted there will be much work ahead as SOESD service models continue to be reviewed and evaluated.

C. Evaluation of the Superintendent – Survey Questions

The survey questions from last year's evaluation of the superintendent were provided for the Board's reference. The Board would like this year's survey to include a question addressing the superintendent's management of the budget. The superintendent's progress toward his goals will be considered by the Board when completing his annual evaluation. Strategies for increasing the number of responses received from SOESD employees were discussed and it was decided that weekly reminders will be sent to staff during the survey open window. Employees will also be

assured that the survey is completely confidential. The criteria for evaluating the superintendent will be approved during the regular meeting of the Board in April.

D. Authority to Layoff/Reduce in Force

Authority to layoff/reduce in force for fiscal year 2017/2018 was requested by administration to address changes in the choice/equity delivery of special education services, possible reductions within ESD resolution programs, upcoming labor negotiations with all labor groups, and funding shortfalls, should they occur. It was moved by Member Harrington, seconded by Member McKinley and passed unanimously to authorize administration to layoff/reduce in force for fiscal year 2017/2018.

E. SOESD Board Policy Review

Board members were requested to review the existing board policies and bring any questions or suggestions for revisions to the April 19, 2017 board meeting.

F. *The OR Project* Presentation in Dublin, Ireland

Mark Moskowitz, Special Programs Coordinator, has been invited to provide a presentation on *The OR Project* at the 16th International Mobility Conference to be held on June 26-30, 2017 in Dublin, Ireland. Travel for ESD business outside of the continental United States requires prior approval from the SOESD Board of Directors. It was moved by Member Harrington, seconded by Member Norton-Cotts, and approved unanimously to authorize Mark Moskowitz' travel to Dublin, Ireland to present at the International Mobility Conference.

G. Non-Licensed Administrative Salary Schedule

Superintendent Beveridge presented proposed column additions to the Non-Licensed Administrative Salary Schedule. It was moved by Member Jensen to approve the revised Non-Licensed Administrative Salary Schedule as presented. The motion was seconded by Member Jennings and approved unanimously.

H. New and Updated Non-Licensed Administrative Job Descriptions

The following new and updated job descriptions were presented for approval:

- Business Manager (updated)
- Human Resources Manager (new)
- Program Manager (new)

Superintendent Beveridge noted a correction to the Business Manager job description as presented. The length of position should read "As Designated by Superintendent."

It was moved by Member Harrington and seconded by Member McKinley to approve the non-licensed administrative job descriptions with corrections as noted. The motion passed unanimously.

I. Amendments to Early Learning Hub Subcontracts

The Board approved the subcontracts listed below during the February 17, 2016 Board of Directors Meeting. The early learning

subcontractors end their program year on June 30, 2017. SOELS staff have been working closely with each program to ensure the programs are on track to meet projected outcomes and to identify any needed technical assistance or other supports.

During these site visits, it was determined there were some hub-funded programs that would not be able to spend out their awarded amounts during the program year and that there were other programs with an unmet need which would benefit from some additional hub funds to enhance the program’s ability to serve the children receiving services. Shifting the unused funds to the subcontractors who can use them will allow more children to be served, increases the support of the school readiness goal, and expands partnerships in the regional early learning system.

Roots and Wings Community Preschool	Preschool Promise	Original Contract Award: \$63,626 Contract Modification: \$ 8,190 New Contract Total \$71,816
Kid Time Children’s Museum	Kindergarten Partnership and Innovation (KPI)	Original Contract Award: \$50,000 Contract Modification: \$18,500 New Contract Total: \$68,500
*Douglas ESD – Child Development Services	Kindergarten Partnership and Innovation (KPI)	Original Contract Award: \$50,000 Contract Modification: \$40,000 New Contract Total: \$90,000
*Southern Oregon ESD – Early Childhood Services	School Readiness	Original Contract Award: \$50,000 Contract Modification: \$25,000 New Contract Total: \$75,000
*For information		

In addition, administration has learned that increases in insurance coverage are required by Oregon Department of Administrative Services (DAS). The cost of insurance increases for Preschool Promise subcontracts total \$14,335.60.

It was moved by Member Harrington to approve amendments to Early Learning Hub sub-contracts in the amounts presented and to authorize administration to increase Early Learning Hub Preschool Promise sub-contracts by a total of \$14,335.60 to address increases in insurance costs to be in compliance with DAS insurance requirements. The motion was seconded by Member McKinley and approved unanimously.

Business Affairs

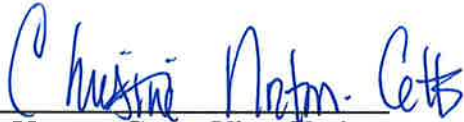
There were no business items to discuss.

Executive Session At 7:33 p.m., Chair Wendle called the Board into executive session to conduct deliberations with persons designated by the governing body to carry on labor negotiations, ORS 192.660(2)(d)

Open Session At 8:23 p.m., Chair Wendle reconvened the Board into open session at which time it was moved by Member Harrington and seconded by Member McKinley to authorize the board's attorney to adjust the language in the superintendent's 2016-2017 employment contract making it retroactive to 2015. The motion carried by unanimous approval.

- Miscellaneous**
- A. Next Regular Meeting, Wednesday, April 19, 2017, 6:00 p.m., Southern Oregon ESD, Medford Office
 - B. Jackson County Elections Candidate Filing Deadline, March 16, 2017
 - C. SOESD Budget Committee Meeting, May 10, 2017, 6:00 p.m. in the Upstairs Conference Room, SOESD Medford Office
 - D. OAESD Annual Spring Conference, May 18-20, 2017, Eagle Crest Resort, Redmond, Oregon

Adjournment There being no further business, Chair Wendle adjourned this meeting of the Southern Oregon ESD Board of Directors at 8:27 p.m.



Christine Norton-Cotts, Vice-Chair
Southern Oregon ESD Board of Directors

Scott Beveridge
Superintendent