

**Minutes in Brief****SOUTHERN OREGON EDUCATION SERVICE DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING,  
WEDNESDAY, APRIL 19, 2017****Call to Order**

A regular meeting of the Southern Oregon Education Service District Board of Directors was held Wednesday, April 19, 2017, in the downstairs conference room of the ESD's Medford office located at 101 North Grape Street, Medford, Oregon. At 6:04 PM, Vice-Chair Norton-Cotts called the meeting to order at which time she led those present in the Pledge of Allegiance.

**Attendance**

Board members in attendance were Greg Applen, Lori Goodman-Vogel, Jim Harrington, Doug McKinley, and Christine Norton-Cotts. Jamie Jennings attended via IVC from Klamath Community College.

Board members Dave Jensen and DonnaJean Wendle were absent.

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

**Comments from the  
Associations**

No representatives were present from OSEA and SOESDEA.

**Requests to Address  
Agenda Items**

No one asked to speak to an agenda item.

**Consent Agenda**

It was moved by Member Harrington, seconded by Member Goodman-Vogel and unanimously carried to approve the consent agenda as presented. The consent agenda consisted of:

- A. Approval of Agenda
- B. Approval of Minutes from the regular meeting of March 15, 2017 of the SOESD Board of Directors
- C. Personnel Report
- D. Financial Report for the period ending March 31, 2017

**Communication****Superintendents Meeting Schedule**

Superintendent Beveridge noted the following activities in his schedule of meetings for April, May, and June:

April 4, 2017

Superintendent Beveridge met with the Klamath Falls leadership to discuss creating and staffing a sustainable College and Career for All position, as outlined in the 2017-2018 SOESD Local Services Plan.

April 5, 2017

Superintendent Beveridge facilitated a team of K-12 superintendents, business and industry partners, and higher education administrators in interviewing to fill the position of College and Career/STEM Program Manager. Daniella Bivens was selected unanimously by the interview team and, as noted in the consent agenda, has accepted the position.

April 7 and April 14, 2017

Superintendent Beveridge participated in planning meetings with Colt Gill, Oregon Education Innovation Officer, to prepare for Governor Brown's visit to Southern Oregon.

April 18 and April 19, 2017

Superintendent Beveridge joined Governor Brown as she visited schools in Southern Oregon. Mr. Beveridge participated in a round table discussion at Eagle Point High School on innovative ways districts are increasing attendance and graduation rates and how SOESD is supporting their work. The work of the Regional Achievement Collaborative was showcased during the Governor's visit to Orchard Hill Elementary where she saw the "Good Behavior Game" in action, and at McLoughlin Middle School where the "Bulldogs to Raiders" program was featured.

During the second day of the Governor's visit, Superintendent Beveridge participated in a Business Education Partnership meeting which showcased the region's College and Career for All initiative.

April 21, 2017

The Eighth Annual Ed Tech Summit will take place at Southern Oregon University. Mr. Beveridge commended the School Improvement Team, led by Coordinator Debbie Connolly, for their work in delivering this large conference which brings attendees from across the country.

Mr. Beveridge noted that his calendar included several meetings in May with the labor associations to negotiate Collective Bargaining Agreements. He also noted that interviews for the posted positions of Business Manager and Human Resources Manager would be postponed in an effort to expand the applicant pool.

## **Education**

### **STEM Innovation Grant: Math in Real Life**

Debbie Connolly, Technology, Media, and School Improvement Services Coordinator, provided a project overview and report on the \$250,000 STEM Innovation Grant: Math in Real Life. The project's goal is to increase student mathematics achievement, interest, and enthusiasm in math by providing opportunities to engage in interactive, student-centered, real-world problems based in applied mathematics. The grant provides opportunities for nine math teachers from middle schools and high schools in the six participating districts to design real-world mathematics courses in partnership with local business and industry. Through these professional development opportunities, the teachers will develop 6-8 applied math problems and lesson plans which are tied to local industries. The team's math problems will be posted on the state's website by the end of the summer.

## **Administration**

### **A. Criteria for Evaluation of the Superintendent**

#### **1. Evaluation Calendar**

It was moved by Member McKinley, seconded by Member Appen, and unanimously carried to approve the 2017 Superintendent Evaluation Calendar as presented.

#### **2. Evaluation Instruments for Evaluation of the Superintendent**

- 2017 Evaluation of the ESD Superintendent by Administrative Team
- 2017 Evaluation of the ESD Superintendent by the Board of Directors
- 2017 Evaluation of the ESD Superintendent by SOESD employees
- 2017 Evaluation of the ESD Superintendent by Superintendents of Component Districts

It was moved by Member Harrington to adopt the evaluation instruments as presented as the criteria for evaluating the Superintendent in June 2017. The motion was seconded by Member McKinley and unanimously approved by the board.

#### **3. Committee to Review Completed Electronic Evaluation Forms and Electronic Survey**

Members Harrington and Goodman-Vogel volunteered to serve on the committee to review the completed evaluation survey results. Member Jensen was suggested as the board's third appointment to the committee. As he was not in attendance, Member Jennings volunteered to serve as an alternate if Member Jensen was unavailable to serve on the committee. It was moved by

Member McKinley, seconded by Member Applen, and unanimously approved by the board of directors to appoint Members Harrington, Jensen, and Goodman-Vogel to the subcommittee to review completed electronic forms and electronic summaries.

B. 2017-2018 Chamber Memberships

Chamber memberships will be coming due for 2017-2018 in SOESD's three-county service area. Superintendent Beveridge expressed his belief in the benefits of chamber membership. It was moved by Member Applen to approve the renewal of chamber memberships for fiscal year 2017-2018. The motion was seconded by Member Goodman-Vogel and passed unanimously by the board.

C. SOESD Data Center Upgrade

As part of the 2017-18 Local Service Plan, SOESD is planning to expand the SOESD regional data center to consolidate districts' data centers at SOESD. The expansion project has been calculated to produce cost savings for districts by leveraging bulk purchasing discounts, economies of scale, and the removal of duplicate hardware, licensing, software, server room, support and other costs. Additionally, it is anticipated that district technology staff will be able to shift focus from managing data center hardware to other priorities for supporting instructional technology and increasing student achievement. CDW-G has been selected as the vendor under State of Oregon RFP DASPS-2143-15 and Price Agreement 5603.

It was moved by Member Harrington to authorize administration to pay CDW-G up to \$382,648 for purchases to expand SOESD's data center services. The motion was seconded by Member McKinley and passed unanimously.

D. OAESD Officer Council Election

The SOESD Board of Directors received its ballot to cast votes for appointments to the 2017 OAESD Officer Council. The bio information for each candidate was included in the board's packet for review prior to the meeting. It was moved by Member Harrington, seconded by Member McKinley, and unanimously approved to cast the board's vote for Paul Zastrow to serve as Chair and David Dunsdon to serve as Chair-Elect on the 2017 OAESD Officer Council.

E. SOESD Board Policy Review

Per Board Policy 1100, a portion of at least one regular Board meeting shall be designated for policy review/adoption. Prior to the meeting, board members were asked to review the policies and bring any questions, concerns, or suggestions for changes.

No policies were suggested for addition, review, or change by the Board during the meeting.

## **Business Affairs**

### **A. 2017-2018 Budget Committee Membership**

Business Manager George reported that there are three expired terms and six vacancies out of a possible 19 total seats on the SOESD Budget Committee.

On March 2, 2017, a memo was sent to superintendents requesting nominations from their boards of individuals to serve on the committee. The following individuals were nominated by their respective boards:

<u>Zone</u>	<u>Nominee</u>	<u>District</u>
Zone 5	Sam Alvord	Pinehurst School District
Zone 6	Brian Shumate	Medford School District
Zone 7	Jeff Thomas	Medford School District
Zone 9	Ray Williams	Prospect School District
At Large 1	Phil Long	Butte Falls School District

It was moved by Member Goodman-Vogel to appoint Sam Alvord, Brian Shumate, Jeff Thomas, Ray Williams, and Phil Long to the 2017-2018 Southern Oregon ESD Budget Committee. Member Applen seconded the motion which was approved unanimously by the board of directors.

Business Manager George explained that the quorum requirements for the Budget Committee are based on seated members. With these appointments, the number of seated members is fifteen (15); eight (8) budget committee members must be in attendance to meet the quorum requirement.

### **B. Preschool Promise Contract Change**

Business Manager George provided background on administration's request to the Board for approval to amend the Preschool Promise contract with Candida Sanchez (DBA Candy's Child Care). Candida Sanchez will serve an additional four (4) Preschool Promise children in her program during April, May, and June 2017 for a total of fifty-six (56) days. This will increase the contract amount from \$53,000 to \$59,000. It was moved by Member Jennings to approve the increase in the Preschool Promise contract with Candy's Child Care as presented. The motion was seconded by Member Goodman-Vogel and carried unanimously by the board.

C. Line of Credit with Bank of Cascades

Business Manager George reported that administration would like to establish a line of credit for potential use near the end of the fiscal year due to the timing of various grant and contract payments that may not be received by June 30, 2017. It's likely the ESD would not need to use the line of credit; if the funds are needed it would only be expected to be for a few weeks. After discussion, it was moved by Member Applen to authorize administration to set up a line of credit with Bank of the Cascades not to exceed \$500,000. The motion was seconded by Member Goodman-Vogel and passed unanimously by the board. Mr. George will report the interest rate and origination fee for the loan as a follow-up to the discussion.

D. Credit Cards with Bank of Cascades

Administration requested authority to move forward with setting up credit cards with Bank of the Cascades to replace the five cards currently issued through Bank of America. Business Manager George provided examples of how the cards are used by departments to facilitate the purchasing process, secure lodging, and make travel arrangements. It was moved by Member Harrington and seconded by Member Applen to authorize administration to put in place credit cards with Bank of the Cascades. The motion carried unanimously.

**Miscellaneous**

- A. SOESD Budget Committee Meeting – Wednesday, May 10, 2017, 6:00 PM, Upstairs Conference Room, SOESD Medford Office
- B. Regular Meeting – May 17, 2017, 6:00 PM, SOESD Medford Office
- C. OAESD Annual Spring Conference – May 18-20, 2017, Eagle Crest Resort, Redmond, Oregon. Board members were asked to let Jessica Bach know of their interest in attending so that lodging reservations can be made.

**Adjournment**

There being no further business, Vice-Chair Norton-Cotts adjourned meeting of the Southern Oregon ESD Board of Directors at 7:26 pm.



**DonnaJean Wendle, Chair**  
**Southern Oregon ESD Board of Directors**

**Scott Beveridge**  
**Superintendent**