

Minutes in Brief

**SOUTHERN OREGON EDUCATION SERVICE DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
WEDNESDAY, MAY 15, 2019**

Call to Order

A regular meeting of the Southern Oregon Education Service District Board of Directors was held on Wednesday, May 15, 2019, in the downstairs conference room of the ESD’s Medford office located at 101 North Grape Street, Medford, Oregon. At 6:09 p.m., Chair McKinley called the meeting to order at which time he led attendees in the Pledge of Allegiance.

Attendance

Board members in attendance:

- Rosie Converse
- Dave Jensen
- Jamie Jennings (via video conference)
- Doug McKinley
- Mary Middleton
- Christine Norton-Cotts
- Maud Powell
- Annie Valtierra-Sanchez

Board members absent:

None

SOESD staff members in attendance:

- Jessica Bach
- Scott Beveridge
- Melia Biedscheid
- Aaron Cooke
- Patty Michiels
- Susan Peck
- Daniel Weaver

Guests in attendance:

- Amy Hoffmeister

Comments from the Association

Melia Biedscheid, President of the SOESD Education Association, spoke regarding the passage of the Student Success Act and the progress of meetings to negotiate the Collective Bargaining Agreement.

No representatives were in attendance from the Classified Association, OSEA Chapter 104.

Statements from the Audience

There were no statements from the audience.

Requests to Address Agenda Items

There were no requests to address agenda items.

Consent Agenda

The consent agenda consisted of:

- A. Approval of Agenda
- B. Approval of Minutes: April 17, 2019 Regular Meeting
- C. Personnel Report
- D. Financial Report for the period ending April 30, 2019.

IT WAS MOVED BY MEMBER JENSEN, SECONDED BY MEMBER MIDDLETON TO:

Approve the consent agenda as presented.

MOTION CARRIED: 7-0

Member Norton-Cotts had not arrived at the time of the vote.

Communication

- A. Superintendent's Schedule of Meetings for May, June, and July 2019
Superintendent Beveridge briefly reviewed his calendar of meetings and activities. He noted his calendar included a significant amount of time preparing for the budget committee meeting and continued conversations with legislators to discuss proposed bills impacting educational services. Also noted were the following:
- Mr. Beveridge plans to participate in interviews to fill the EI/ECSE Coordinator position.
 - Meetings are scheduled in May and June with the licensed association to continue negotiating a successor Collective Bargaining Agreement.
 - On May 13, 2019, Superintendent Beveridge reviewed and signed SOESD's Diversity, Equity, and Inclusion (DEI) continuation grant application.
- B. Diversity, Equity, and Inclusion (DEI) District Collaborative Workgroups
Superintendent Beveridge provided background information and an update on the formation of SOESD's DEI committee and regional collaborative. Charlie Bauer, Migrant Education, ELL, and Indian Education Coordinator, wrote a grant application to the Meyer Memorial Trust to fund a collaborative DEI project in the region. The project goal is to improve HR systems, advance education equity through systems and policy-level change, and grow strategies to increase and retain educator workforce diversity. In forming SOESD's DEI workgroup, Superintendent Beveridge was mindful of racial and other equity and education disparity in the region's student population. Mr. Beveridge shared a framework to consider SOESD's DEI committee structure and representation from board members, parents, and SOESD employee groups.

Administration

- A. Proposed 2019-2020 Board of Directors Meeting Schedule
IT WAS MOVED BY MEMBER MIDDLETON, SECONDED BY MEMBER CONVERSE TO:
Hold the organizational meeting on July 17, 2019 instead of July 10, 2019.
MOTION CARRIED: 8-0

IT WAS THEN MOVED BY MEMBER JENSEN, SECONDED BY MEMBER VALTIERRA-SANCHEZ TO:

Accept the 2019-2020 SOESD Board of Directors meeting schedule as amended.

MOTION CARRIED: 8-0

- B. Legislative Update
Superintendent Beveridge and Member Powell provided an update on legislative activity impacting the state education budget for the next biennium.

C. Strategic Planning Reports

○ *Strategic Driver #2: Financially Stable Model*

Initiative: Enhance and improve user-friendly financial performance metrics/measures.

Daniel Weaver, Business Manager, provided a status report and PowerPoint presentation on targets of Strategic Driver #2: Financially Stable Model. He explained that a goal of this initiative is to centralize the contracting process. Mr. Weaver shared an overview of the process, standardized contract templates, forms, checklists, and internal reviews that have been developed to streamline the contracting process. Administrators and administrative assistants are scheduled to receive training in the new process.

○ *Strategic Driver #3: High Value Programs and Services*

Initiative: Internal Evaluation of Systems Effectiveness and Clarity of Staff Needs

Patty Michiels, Human Resources Manager, provided an update on work that is both completed and nearly completed on the initiative under Strategic Driver #3.

- Management of the hiring process has been centralized. Revisions to the system will allow for data tracking next fiscal year giving us the ability to evaluate whether there have been improvements in posting and filling open positions.
- The process to employ individuals through Personal Services Agreements has also been revamped and a checklist for administrators has been developed.
- Employee portal tools in the Infinite Visions data system have been activated. Shifts within Infinite Visions to a “position point of view” after July 1, 2019 will allow administrators to see open positions and provide them with greater tools for managing their program budgets.

○ *Strategic Driver #3: High Value Programs and Services*

Initiative: Internal Evaluation of Systems Effectiveness and Clarity of Staff Needs

Susan Peck, Director of Special Education Services, reported on the initiative to improve communication with SOESD’s partners through a regular check-in process. Ms. Peck shared a contact list of individuals in component districts, higher education, and community partners throughout the region that have been identified as part of the outreach effort. Administrators have developed program pocket cards and rack brochures that will be used as presentation materials when meeting with SOESD’s stakeholders. The materials will be used as a tool of the outreach effort to help answer the question “What is the ESD and what do you do?”

Business Services

Healthy and Safe Schools Plan

Business Manager Weaver noted that copies of the SOESD’s Healthy and Safe Schools Plan (HASS) had been provided in advance of the meeting to board members via email. In 2017, the Oregon State Legislature passed SB 1062, which

requires that every school district, ESD, and public charter school develop and submit a Healthy and Safe Schools Plan (HASS) to the Oregon Department of Education by July 1, 2019. Mr. Weaver stated that water testing in ESD buildings will be conducted; he expects the Oregon Department of Education will reimburse the cost of testing.

IT WAS MOVED BY MEMBER JENSEN, SECONDED BY MEMBER CONVERSE TO:
Adopt the SOESD's Healthy and Safe Schools Plan as presented.

MOTION CARRIED: 8-0

Miscellaneous

- A. OAESD Spring Conference, May 15-17, 2019, Sunriver, Oregon
Member Norton-Cotts, Member Valtierra-Sanchez, Coordinator Mark Angle-Hobson, and Superintendent Beveridge plan to attend.
- B. SOESD Budget Hearing and Regular Meeting, Wednesday, June 19, 2019, 6:00 PM in the Upstairs Conference Room, Medford office.
- C. OSBA Summer Board Conference, July 19-21, 2019, Riverhouse Convention Center in Bend.
Member Middleton plans to attend. Board members are asked to let Jessica Bach know of their interest in attending so that registration and lodging reservations can be made.

Adjournment

There being no further business, Chair McKinley adjourned the meeting of the Southern Oregon ESD Board of Directors at 7:30 p.m.



Doug McKinley, Chair

Scott Beveridge, Superintendent