

AGENDA

Southern Oregon Education Service District BOARD OF DIRECTORS ORGANIZATIONAL MEETING

6:00 PM – Wednesday, July 21, 2021

*Join by computer: <https://soesd.zoom.us/j/97762491735>

Join by phone: +1 669 900 6833

Meeting ID: 977 6249 1735



1. Preliminary

- A. Call to Order/Roll Call
- B. Pledge of Allegiance
- C. Oath of Office
- D. Election of Chair and Vice-Chair
- E. Comments from Representatives of the Associations
- F. Recognition of Guests
- G. **Requests to Address Agenda Items

*This meeting of the Southern Oregon ESD Board of Directors will be conducted online.

**Members of the community will have opportunity to provide public comment regarding a specific agenda topic during the preliminary portion of the meeting. If you wish to speak to a specific agenda item, complete the request form provided at this link by 12:00 noon on Wednesday, July 21, 2021: <https://forms.gle/2CEjD4mF67Zm3EWCA>

2. Consent Agenda

- A. Approval of Agenda
- B. Approval of Minutes
- C. Personnel Report

3. Communications

SOESD Superintendent's Schedule of Meetings – July, August, and September 2021

4. Administration

- A. Contract for Architectural Design Services
- B. SOESD Organizational Structure for 2021-2022
- C. Organizational Items for 2021-2022
- D. Oregon School Boards Association (OSBA) Annual Dues
- E. Oregon Association of ESDs (OAESD) Membership Dues for 2021-2022
- F. OAESD Governance Council Representative
- G. Memorandum of Agreement (MOA) with SOESD Employee Association and SOBC - Leave Related to COVID-19
- H. Contracts for Staffing Services
- I. Relocating STEPS Plus and Transition Classrooms

5. Business Affairs

- A. 2021-2022 SOESD Resolutions 1, 2, 3 and 4
- B. Authorization for Staff to Sign Checks
- C. Filing Budget Documents

6. Miscellaneous

- A. OSBA Virtual Summer Conferences: July 23 and July 24, 2021
- B. Tentative: All SOESD Staff Inservice, August 27, 2021, Location to be determined
- C. Next Regular Meeting: September 15, 2021, 6:00 PM
- D. 2021 OSBA Annual Convention, November 11-13, 2021, Salem Convention Center and The Grand Hotel

7. Adjournment

ANNOTATED AGENDA
Southern Oregon Education Service District
Board of Directors Organizational Meeting
6:00 PM – Wednesday, July 21, 2021

1. Preliminary

- A. Call to Order/Roll Call
- B. Pledge of Allegiance
- C. Oath of Office
Superintendent Beveridge will administer the oath of office for elected board members:
 - Mary Middleton - Zone 1 ([Page 6](#))
 - Justin Wright - Zone 2 ([Page 7](#))
 - Jessie Hecocta - Zone 4 ([Page 8](#))
 - Rosie Converse - Zone 5 ([Page 9](#))
 - Corbin Morell - Zone 6 ([Page 10](#))
 - Maud Powell - Zone 7 ([Page 11](#))
 - Annie Valtierra-Sanchez - Zone 8 ([Page 12](#))
- D. Election of Chair and Vice-Chair
Acting-Chair Valtierra-Sanchez will open nominations for members to serve as Chair and Vice-Chair for the 2021-2022 and 2022-2023 fiscal years.
- E. Comments from Representatives of the Associations
- F. Requests to Address Agenda Items

2. Consent Agenda

- A. Approval of Agenda
- B. Approval of Minutes:
 - Budget Hearing, June 16, 2021 ([Page 13](#))
 - Regular Meeting, June 16, 2021 ([Pages 14-17](#))
 - Special Meeting, June 29, 2021 ([Pages 18-19](#))
- C. Personnel Report
There are no personnel items to report at this time.

Proposed Action: Move to approve all items on the consent agenda.

3. Communications

SOESD Superintendent's Schedule of Meetings – July, August, and September 2021
Superintendent Beveridge will review his three-month schedule with the Board. ([Pages 20-22](#))

4. Administration

- A. Contract for Architectural Design Services
Based upon a comprehensive design services selection process for the Phoenix Campus building fire restoration project, administration recommends awarding a contract to *arkitek: design & architecture* in an amount not to exceed \$1,345,630.00. ([Page 23](#))
Proposed Action: Move to award a contract for architectural design services to Arkitek not to exceed \$1,345,630.00.
- B. SOESD Organizational Structure for 2021-2022
Superintendent Beveridge will share the proposed organizational chart and list of administrative staff for your review and action. ([Page 24](#))

Proposed Action: Move to approve SOESD's organizational structure and approve the new organizational chart presented for 2021-2022.

Roll call vote will be conducted.

C. Organizational Items for 2021-2022 – The superintendent and CFO will address the items listed below:

1. District Clerk and Deputy Clerk – The superintendent is charged by law to be named as clerk. We recommend that the Chief Financial Officer be named as deputy clerk.
2. Safety Officer – We recommend that the Board appoint the Chief Financial Officer to serve as safety officer.
3. Budget Officer – The superintendent-clerk should be designated as the district's budget officer.
4. Newspaper of Record – We recommend that the Mail Tribune be named the newspaper of record.
5. Mileage Reimbursement Rate for Staff and Board – It has been Board practice to pay the IRS-approved rate. We recommend continuation of this practice.
6. Authorization to Submit Grant and Contract Proposals – It is necessary to respond quickly to grant and contract opportunities. We request that the Board continue to authorize the superintendent and the CFO, in the superintendent's absence, to submit proposals for grants and contracts as well as accept awards during the 2021-2022 fiscal year.
7. Authorization to Request Contract Funds – We recommend that the Board continue its practice of authorizing the signatures of the superintendent or CFO to request payments from funding sources.
8. Coordination of Americans with Disabilities Act – We recommend that the Chief Human Resources Officer be named Section 504 / ADA coordinator.
9. Attendance Officer – State law requires ESDs to name an attendance officer. We recommend the appointment of the superintendent to serve in that role.
10. Board Attorney – Attorneys in the law firm of Garrett Hemann Robertson, P.C., have served as your legal counsel and we recommend they continue in that capacity. It is requested that you authorize the superintendent to seek specialized legal counsel, when deemed necessary, from Garrett Hemann Robertson law firm.
11. Auditor – Per existing contract, we recommend that Isler Medford LLC serves as the district's auditor for 2021-2022.
12. Title IX Coordinator – We recommend that the Chief Human Resources Officer be designated as the Title IX Coordinator.
13. Authorized Depositories of Funds – We recommend two depositories of funds: First Interstate Bank for general operation, and State of Oregon Local Government Investment Pool.
14. Local Contract Review – It is recommended that the Southern Oregon ESD Board of Directors act as the district's Local Contract Review Board.
15. Identifying Purchasing Practices – It is recommended that Southern Oregon ESD continue its practice of following the Attorney General's Model Public Contract Rules and ORS 279 pertaining to public contracting.
16. Insurance Agent of Record – SOESD's Insurance Agent of Record is Lloyd Williamson, Protectors Insurance.

Proposed Action: Move to accept administration's recommendations as presented for organizational items 1 through 16.

Roll call vote will be conducted.

- D. Oregon School Boards Association (OSBA) 2021-2022 Annual Dues
The annual dues amount for OSBA 2021-2022 membership is \$3,111.75. This is the same amount as last fiscal year. Administration recommends continuing SOESD's membership for 2021-2022.
Proposed Action: Move to approve 2021-2022 OSBA membership in the amount of \$3,111.75.
- E. Oregon Association of ESDs (OAESD) Membership Dues for 2021-2022
The OAESD annual membership dues for fiscal year 2021-2022 is \$16,819, including AESA annual dues. SOESD's assessed portion of 2021-2022 funding for program administration is \$15,137. Administration recommends continuing SOESD's membership in OAESD for 2021-2022 for a total annual fee of \$31,956.00.
PROPOSED ACTION: Move to approve 2021-2022 OAESD annual membership fees of \$31,956.
- F. OAESD Governance Council Representative
The Board of Directors annually appoints a member to represent SOESD on the OAESD Governance Council. A general description of the governance council, its duties, roles, and bylaws, is provided in this packet. Please let the board secretary know in advance of the meeting if you are interested in serving on the OAESD Governance Council.
([Page 25](#))
Proposed Action: Move to appoint _____ to serve as SOESD's representative on the OAESD Governance Council.
- G. Memorandum of Agreement (MOA) with SOESD Employee Association and Southern Oregon Bargaining Council Regarding Leave Associated with COVID 19
Agreement has been reached with the licensed association regarding leave associated with COVID-19. The MOA is included in this packet for your review and approval.
([Page 26](#))
PROPOSED ACTION: Move to approve the MOA with the SOESD Employee Association and SOBC regarding leave related to COVID-19.
- H. Contracts for Staffing Services
Administration requests the Board's approval to enter into agreements for the 2021-2022 school year with staffing agencies as detailed in the table below. All efforts to advertise and fill these positions through the employment process have been unsuccessful.

E-Therapy	Speech-Language Pathologist	2.0 FTE	\$250,000.00
Presence Learning	Speech Language Pathologist	1.9 FTE	\$285,000.00
ProCare Therapy	Teacher of Deaf and Hard of Hearing	2.0 FTE	\$815,000.00
	Teacher of Visually Impaired	1.5 FTE	
	School Psychologist/Autism Consultant	2.6 FTE	
Therapy Travelers	Occupational Therapist	1.0 FTE	\$270,000.00
	School Psychologist	1.0 FTE	

PROPOSED ACTION: Move to approve entering into agreements with staffing agencies not to exceed the amounts presented.

- I. Relocating STEPS Plus and Transition Classrooms
Superintendent Beveridge and CFO Weaver will provide an update on relocation of the STEPS Plus and Transition classrooms.

5. Business Affairs

A. 2021-2022 SOESD Resolutions 1, 2, 3 and 4

These resolutions are attached and will be reviewed with you during the meeting.

[\(Pages 27-30\)](#)

Proposed Action: Move to adopt 2021-2022 SOESD Resolutions 1, 2, 3 and 4.

Roll call vote will be conducted.

B. Authorization for Staff to Sign Checks

We recommend that you approve the following individuals to sign checks during fiscal year 2021-2022: Scott Beveridge, Daniel Weaver, and Jessica Bach. As a reminder, the ESD continues to use a facsimile signature for its accounts payable and payroll check runs. Superintendent Beveridge's signature will appear on that facsimile.

Proposed Action: Move to approve the recommendations of administration regarding persons authorized to sign checks during fiscal year 2021-2022.

Roll call vote will be conducted.

C. Filing Budget Documents

We filed SOESD's 2021-2022 budget document with the assessors and clerks' offices on Tuesday, July 13, 2021.

6. Miscellaneous

A. OSBA Virtual Summer Conferences:

- Friday, July 23, 2021, 8:00 AM – 1:00 PM: Board Leadership and Administrative Professionals Workshop
- Saturday, July 24, 2021, 8:00 AM – 4:00 PM: Raising the Equity Question

Please let the board secretary know if you are interested in attending one of the summer sessions so that conference registration can be made for you.

B. Tentative: All SOESD Staff Inservice, August 27, 2021, Location and time to be determined

C. Next Regular Meeting: September 15, 2021, 6:00 PM

D. OSBA Fall Regional Meeting, Thursday, October 28, 2021, 6:00 PM, Location to be announced.

E. 2021 OSBA Annual Convention, November 11-13, 2021, Salem Convention Center and The Grand Hotel

Please let the board secretary know if you are interested in attending so that lodging arrangements can be made as soon as the reservation window opens.

7. Adjournment

OATH OF OFFICE

STATE OF OREGON }
 }
County of Jackson }

I, Mary Middleton, do solemnly affirm that I will support the constitutions and the laws of the United States and the State of Oregon. I will support Southern Oregon ESD board and boundary board policies, regulations, and procedures, and will faithfully and honorably perform the duty of board member of the Southern Oregon Education Service District to which I have been elected.

Position: **Board Member**
Zone: **1**
Term: **July 1, 2021 through June 30, 2025**

Signature

Signed and sworn before me this twenty-first day of July, 2021, by Mary Middleton.

Scott Beveridge
Superintendent, Southern Oregon ESD

OATH OF OFFICE

STATE OF OREGON }
 }
County of Jackson }

I, Justin Wright, do solemnly affirm that I will support the constitutions and the laws of the United States and the State of Oregon. I will support Southern Oregon ESD board and boundary board policies, regulations, and procedures, and will faithfully and honorably perform the duty of board member of the Southern Oregon Education Service District to which I have been elected.

Position: **Board Member**
Zone: **2**
Term: **July 1, 2021 through June 30, 2025**

Signature

Signed and sworn before me this twenty-first day of July, 2021, by Justin Wright.

Scott Beveridge
Superintendent, Southern Oregon ESD

OATH OF OFFICE

STATE OF OREGON }
 }
County of Jackson }

I, Jessie Hecocta, do solemnly affirm that I will support the constitutions and the laws of the United States and the State of Oregon. I will support Southern Oregon ESD board and boundary board policies, regulations, and procedures, and will faithfully and honorably perform the duty of board member of the Southern Oregon Education Service District to which I have been elected.

Position: **Board Member**
Zone: **4**
Term: **July 1, 2021 through June 30, 2023**

Signature

Signed and sworn before me this twenty-first day of July, 2021, by Jessie Hecocta.

Scott Beveridge
Superintendent, Southern Oregon ESD

OATH OF OFFICE

STATE OF OREGON }
 }
County of Jackson }

I, Rosie Converse Soriano, do solemnly affirm that I will support the constitutions and the laws of the United States and the State of Oregon. I will support Southern Oregon ESD board and boundary board policies, regulations, and procedures, and will faithfully and honorably perform the duty of board member of the Southern Oregon Education Service District to which I have been elected.

Position: **Board Member**
Zone: **5**
Term: **July 1, 2021 through June 30, 2025**

Signature

Signed and sworn before me this twenty-first day of July, 2021, by Rosie Converse Soriano.

Scott Beveridge
Superintendent, Southern Oregon ESD

OATH OF OFFICE

STATE OF OREGON }
 }
County of Jackson }

I, Corbin Morell, do solemnly affirm that I will support the constitutions and the laws of the United States and the State of Oregon. I will support Southern Oregon ESD board and boundary board policies, regulations, and procedures, and will faithfully and honorably perform the duty of board member of the Southern Oregon Education Service District to which I have been elected.

Position: **Board Member**
Zone: **6**
Term: **July 1, 2021 through June 30, 2025**

Signature

Signed and sworn before me this twenty-first day of July, 2021, by Corbin Morell.

Scott Beveridge
Superintendent, Southern Oregon ESD

OATH OF OFFICE

STATE OF OREGON }
 }
County of Jackson }

I, Maud Macrory Powell, do solemnly affirm that I will support the constitutions and the laws of the United States and the State of Oregon. I will support Southern Oregon ESD board and boundary board policies, regulations, and procedures, and will faithfully and honorably perform the duty of board member of the Southern Oregon Education Service District to which I have been elected.

Position: **Board Member**
Zone: **7**
Term: **July 1, 2021 through June 30, 2025**

Signature

Signed and sworn before me this twenty-first day of July, 2021, by Maud Macrory Powell.

Scott Beveridge
Superintendent, Southern Oregon ESD

OATH OF OFFICE

STATE OF OREGON }
 }
County of Jackson }

I, Annie Valtierra-Sanchez, do solemnly affirm that I will support the constitutions and the laws of the United States and the State of Oregon. I will support Southern Oregon ESD board and boundary board policies, regulations, and procedures, and will faithfully and honorably perform the duty of board member of the Southern Oregon Education Service District to which I have been elected.

Position: **Board Member**
Zone: **8**
Term: **July 1, 2021 through June 30, 2025**

Signature

Signed and sworn before me this twenty-first day of July, 2021, by Annie Valtierra-Sanchez.

Scott Beveridge
Superintendent, Southern Oregon ESD

Minutes in Brief	SOUTHERN OREGON EDUCATION SERVICE DISTRICT BOARD OF DIRECTORS BUDGET HEARING, WEDNESDAY, JUNE 16, 2021	
Call to Order	A hearing on the Southern Oregon ESD's approved budget for fiscal year 2021-2022 was held via video/audio conference on Wednesday, June 16, 2021. Chair Valtierra-Sanchez called the meeting to order at 6:05 PM.	
Attendance	Board members in attendance: Jessie Hecocta Ana Mannenbach Mary Middleton Bob Moore Christine Norton-Cotts Maud Powell Justin Wright Annie Valtierra-Sanchez	Board members absent: Rosie Converse
	SOESD staff members and guests in attendance: Jessica Bach David McKay Dale Balme Patty Michiels Scott Beveridge Susan Peck Gabe Gilham Dan Weaver Chris McKay	
Update on Approved Budget	Chief Financial Officer Weaver shared a document titled "Summary of Recommended Changes from 2021-2022 Approved Budget to 2021-2022 Recommended Adopted Budget." Mr. Weaver noted an increase of \$50,000 in the recommended adopted budget for potential principal and interest payments in the event SOESD purchases a building. Mr. Weaver explained that the Board would take formal action during the regular meeting to adopt, appropriate, and set the ESD tax rate for the 2021-2022 budget.	
Comments from the Public	There were no comments from the public regarding the 2021-2022 budget.	
Adjournment	Chair Valtierra-Sanchez adjourned the budget hearing at 6:16 PM.	

Annie Valtierra-Sanchez, Chair
Southern Oregon ESD Board of Directors

Scott Beveridge, Budget Officer

Minutes in Brief	SOUTHERN OREGON EDUCATION SERVICE DISTRICT BOARD OF DIRECTORS REGULAR MEETING, WEDNESDAY, JUNE 16, 2021	
Call to Order	A regular meeting of the Southern Oregon Education Service District Board of Directors was held via video/audio conference on Wednesday, June 16, 2021. Chair Valtierra-Sanchez called the meeting to order at 6:16 PM, immediately following the Budget Hearing.	
Attendance	Board members in attendance: Rosie Converse Jessie Hecocta Ana Mannenbach Mary Middleton Bob Moore Christine Norton-Cotts Maud Powell Justin Wright Annie Valtierra-Sanchez SOESD staff members and guests in attendance: Jessica Bach Dale Balme Scott Beveridge Gabe Gilham Coree Kelly	Board members absent: No board members were absent Chris McKay David McKay Patty Michiels Susan Peck Dan Weaver
Board Member Recognition	Christine Norton-Cotts was recognized for her dedication and twenty years of service representing Zone 5 as a member of the SOESD Board of Directors.	
Comments from the Associations	Amy Szeliga, president of the licensed association spoke regarding reopening of schools in the fall, agreement reached on language regarding leave related to COVID-19, and collaborating with the district on retention and recruitment efforts to obtain best outcomes for students and staff. Gabe Gilham, president of the classified association, commented on progress in negotiating a new Collective Bargaining Agreement.	
Requests to Address Agenda Items	There were no statements from the audience or requests to address agenda items.	
Consent Agenda	IT WAS MOVED BY MEMBER WRIGHT, SECONDED BY MEMBER MANNENBACH TO: Move item 5D (Phoenix Campus Update) to 4A on tonight’s agenda. MOTION CARRIED: 8-0 (Member Converse was absent at the time of the vote.) The consent agenda consisted of the following items: A. Approval of Agenda	

- B. Approval of Minutes:
 - May 12, 2021 Budget Committee Meeting
 - May 19, 2021 Regular Meeting
- C. Personnel Report
- D. Financial Report

IT WAS MOVED BY MEMBER WRIGHT, SECONDED BY MEMBER MANNENBACH TO:
 Approve the consent agenda as amended.

MOTION CARRIED: 8-0 (Member Converse was absent at the time of the vote.)

Communications SOESD Superintendent's Schedule of Meetings for June, July, and August 2021
 Superintendent Beveridge reviewed his schedule of meetings for the three-month period, highlighting the following activities:

- Negotiations with representatives of the classified association, OSEA Chapter #104, have concluded and a tentative agreement has been reached on a successor contract to the 2017-2020 Collective Bargaining Agreement.
- Statewide and local meetings regarding COVID-19 are scheduled throughout the summer to plan for next school year. Mr. Beveridge anticipates ODE and OHA will continue some requirements for schools.
- Superintendent Beveridge's schedule includes meetings and onsite visits to review possible locations for housing the STEPS Plus and Transition classrooms.
- Superintendent Beveridge will join the SOESD Board of Directors on June 23, 2021 at 5:00 PM in a virtual recognition of SOESD employees who have retired during the 2020-2021 school year.

**Business
 Services**

- A. Phoenix Campus Update
 David McKay, of HMK Company construction management services, provided an update on the process of rebuilding from the loss of the SOESD Phoenix Campus that was destroyed in the Almeda fire on September 8, 2020. Mr. McKay reported that a committee of SOESD employees reviewed architecture design proposals and interviewed two local firms. After time and consideration, the committee recommended entering into fee negotiation with *arkitek: design & architecture*. Mr. McKay reiterated that state procurement statute specifies a qualification-based selection process be used to choose an architecture firm; during the selection process cost may not be considered. After choosing the firm that is the best fit the next step is to enter into fee negotiation. If the parties are unable to reach agreement on fees, an impasse would be declared and negotiation would begin with the alternative architecture firm. Mr. McKay reported that he had begun fee negotiations with *arkitek's* principal architect that morning and expects to have a finalized recommendation to present to the board for approval in a few weeks.
- B. 2020-2021 SOESD Resolution #10 – Adopt, Appropriate, and Set Tax Rate
 CFO Weaver explained that Resolution #10 adopts the budget, appropriates, and sets the tax rate for the SOESD 2021-2022 budget.

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

Adopt 2020-2021 SOESD Resolution #10.

MOTION CARRIED: 9-0

- C. Line of Credit with First Interstate Bank
 CFO Weaver requested approval to establish a line of credit for potential use near the

end of the fiscal year due to the timing of various ODE grant and contract payments that may not be received by June 30, 2021. It's likely the ESD will not need to use the line of credit. The origination fee for the line of credit is expected to be approximately \$700.00.

IT WAS MOVED BY MEMBER WRIGHT, SECONDED BY MEMBER POWELL TO:

Authorize administration to set up a line of credit with First Interstate Bank not to exceed \$500,000.

MOTION CARRIED: 9-0

D. Bonds for Clerk and Deputy Clerk

CFO Weaver reported that the annual renewal of bonds for the Clerk and Deputy Clerk is approaching. Mr. Weaver requested the Board determine the bond amount at \$50,000 for each, the same amount as last year.

IT WAS MOVED BY MEMBER WRIGHT, SECONDED BY MEMBER MANNENBACH TO:

Approve the bond amount for Clerk and Deputy Clerk at \$50,000 each for the 2021-2022 fiscal year.

MOTION CARRIED: 9-0

Administration

A. Contract for Service with 321 Insight

Administration recommended entering into a contract in the amount of \$128,631 for a three-year renewal of the Parasharp and Trauma-informed series training available to local school districts as a top priority included in the SOESD's Student Success Act (SSA) Comprehensive Support Plan. The training is being provided in alignment with the micro-credentialing program SOESD collaborates with SOU. It is intended to increase the number of skills trainers and mental health professionals in local districts.

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

Renew a three-year contract with 321 Insight in the amount of \$128,631.00.

MOTION CARRIED: 9-0

B. Contract for Services with Research for Better Teaching

Administration requested board approval to enter into an agreement with Research for Better Teaching not to exceed \$150,000 to provide professional development training in the 2021-2022 school year. This training aligns with SOESD's Student Success Act (SSA) Comprehensive Support Plan.

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

Approve entering into an agreement with Research for Better Teacher for services not to exceed \$150,000.

MOTION CARRIED: 9-0

C. Contract for Services with Sound Discipline

Administration requested board approval to enter into an agreement with Sound Discipline not to exceed \$135,000 for a series of classroom workshops, district partnerships, and coaching provided to educators throughout the region during the 2021-2022 school year. Provision of the workshop series was ranked as a priority by component school districts and included as a tier one service in the SOESD Student Success Act (SSA) Comprehensive Support Plan.

IT WAS MOVED BY MEMBER MANNENBACH, SECONDED BY MEMBER WRIGHT TO:

Approve entering into an agreement with Sound Discipline at a cost not to exceed \$135,000.

MOTION CARRIED: 9-0

Executive Session	<p>At 7:03 PM, Chair Valtierra-Sanchez announced the Board would meet in executive session pursuant to:</p> <ul style="list-style-type: none"> • ORS 192.660 (2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations; • ORS 192.660 (2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions; • ORS 192.660 (2)(i) to review and evaluate the performance of the SOESD Superintendent.
Open Session	<p>At 8:25 PM, Chair Valtierra-Sanchez reconvened the Board into open session.</p> <p>A. Board Action: Real Property Transactions IT WAS MOVED BY MEMBER MIDDLETON, SECONDED BY MEMBER POWELL TO: Authorize administration to proceed with the purchase of 648 South Ivy Street in Medford, Oregon. MOTION CARRIED: 8-0 (Member Mannenbach was absent at the time of the vote.)</p> <p>B. Board Action: Superintendent's Evaluation IT WAS MOVED BY MEMBER WRIGHT, SECONDED BY MEMBER POWELL TO: Approve the superintendent evaluation for the 2020-2021 school year as presented. MOTION CARRIED: 8-0 (Member Mannenbach was absent at the time of the vote.)</p>
Miscellaneous	<p>A. SOESD Board Recognition of Retiring Employees: June 23, 2021, 5:00 PM</p> <p>B. SOESD Organizational Meeting: July 21, 2021, 6:00 PM by video conference</p> <p>C. OSBA Virtual Summer Conferences</p> <ul style="list-style-type: none"> • Friday, July 9, 2021: School Board Essentials, 8:00 AM – 4:00 PM • Saturday, July 10, 2021: Empowering Youth Voices, 9:00 AM – 4:30 PM • Friday, July 23, 2021: Board Leadership and Administrative Professionals Workshop, 8:00 AM – 1:00 PM • Saturday, July 24, 2021: Raising the Equity Questions, 8:00 AM – 4:00 PM
Adjournment	<p>Chair Valtierra-Sanchez adjourned the meeting of the Southern Oregon ESD Board of Directors at 8:33 PM.</p>

Minutes in Brief	SOUTHERN OREGON EDUCATION SERVICE DISTRICT BOARD OF DIRECTORS SPECIAL MEETING, TUESDAY, JUNE 29, 2021	
Call to Order	A special meeting of the Southern Oregon Education Service District Board of Directors was held by video/audio conference on Tuesday, June 29, 2021. Chair Valtierra-Sanchez called the meeting to order at 9:04 AM.	
Attendance	Board members in attendance: Rosie Converse Jessie Hecocta Ana Mannenbach Robert Moore Maud Powell Annie Valtierra-Sanchez Justin Wright	Board members absent: Mary Middleton Christine Norton-Cotts
	SOESD staff members in attendance: Jessica Bach Scott Beveridge Coree Kelly Patty Michiels Susan Peck Daniel Weaver	
Requests to Address Agenda Items	There were no requests to address agenda items.	
Personnel Report	A written report of new licensed hires and resignations was presented. IT WAS MOVED BY MEMBER MANNENBACH, SECONDED BY MEMBER CONVERSE TO: Approve the employment contracts as presented in the Personnel Report. MOTION CARRIED: 7-0	
Business Affairs	2020-2021 SOESD Resolution #11 – Appropriations Transfer CFO Weaver explained that this resolution finalizes appropriation authority and authorizes transfer of funds to ensure that all remaining allocations for the special education choice and equity process, federal funds, and the general fund local service plan can be paid out as the fiscal year is closed. IT WAS MOVED BY MEMBER MOORE, SECONDED BY MEMBER CONVERSE TO: Approve 2020-2021 SOESD Resolution #11, Appropriations Transfer. MOTION CARRIED: 7-0	
Administration	A. Contract for Services with Tyler York Administration requested the Board’s approval to enter into an independent contracting agreement with Tyler York to provide remote services beginning this summer supporting the new online release of the OR Project and providing consultation to teachers and students served by the Program for	

Visually Impaired. Services will be invoiced monthly at a projected total annualized cost not to exceed \$151,750.00.

Superintendent Beveridge explained that Mr. York resigned from his teaching position with SOESD to move out-of-state. Legal counsel has advised that individuals who provide 100% remote services from another state are considered employees of the state in which they reside. Counsel has advised against being a multi-state employer due to a number of complexities. SOESD needs the services of licensed vision teachers and has had a position posted for quite some time without being filled, mirroring the challenge nation-wide in recruiting specialists. The criteria to analyze the service requests of districts as well as the remote or in person service needs of students and, after efforts to hire through the regular employment process, determine rates and enter into an independent contract arrangement was explained. The district will continue efforts to recruit and hire specialists before entering into agreement with independent contractors or staffing agencies.

IT WAS MOVED BY MEMBER MANNENBACH, SECONDED BY MEMBER WRIGHT TO:

Approve entering into an agreement with Tyler York to provide vision services during the 2021-2022 school year at a cost not to exceed \$151,750.00

MOTION CARRIED: 7-0

- B. 2020-2022 Collective Bargaining Agreement between Southern Oregon ESD and Oregon School Employees Association (OSEA) Chapter #104
Board members received copies of the tentative agreement reached with the classified association to settle a successor to the 2017-2019 Collective Bargaining Agreement. Patty Michiels, Chief Human Resources Officer, briefed the board on the terms of the agreement and noted that she had received confirmation earlier that day from the association that its members had ratified the tentative agreement.

IT WAS MOVED BY MEMBER MANNENBACH, SECONDED BY MEMBER MOORE TO:

Approve the 2020-2022 Collective Bargaining Agreement between Southern Oregon ESD and OSEA Chapter 104.

MOTION CARRIED: 7-0

Adjournment

There being no further business, Chair Valtierra-Sanchez adjourned the special meeting of the Southern Oregon ESD Board of Directors at 9:43 AM.

SOESD Superintendent's Meeting Schedule
July, August, and September 2021

July 2021

- 1 Siskiyou Field Institute Meeting Regarding Inclusion of Typically Underserved Students
Meeting with Jackson County Superintendents and Jackson County Public Health
Program Planning with René Brandon, Southern Oregon Early Learning Services (SOELS)
Superintendent Samuel Bogdanove, Ashland School District
- 6 Cabinet Meeting
Program Planning with Coree Kelly, Chief Information Officer
- 8 Program Planning with Daniel Weaver, Chief Financial Officer
Andrée Johnson, Special Education Coordinator, Regarding STEPS Plus Classroom Relocation
- 9 OSBA Virtual Summer Conference: School Board Essentials
Andrée Johnson, Special Education Coordinator, Regarding STEPS Plus Classroom Relocation
- 12 Program Planning and Site Review with STEPS Plus / Transition Teachers and Andrée Johnson,
Special Education Coordinator
Diversity, Equity, and Inclusion Planning with Charlie Bauer, Migrant Ed/ELL/Indian Education
Coordinator and Patty Michiels, Chief Human Resources Officer
Tanya Frisendahl, Reopening Advisor, Regarding Ready Schools, Safe Learners Resiliency
Framework for the 2021-22 School Year
- 13 Program Planning with Peter Buckley, Southern Oregon Success (SORS) Program Manager
Program Planning with Coree Kelly, Chief Information Officer
- 14 Daniel Weaver, Chief Financial Officer, Regarding Architectural Design Firm Selection
Daniel Weaver, Chief Financial Officer, Regarding STEPS Plus and Transition Classroom Relocation
- 15 Program Planning with Daniel Weaver, Chief Financial Officer
Program Planning with Patty Michiels, Chief Human Resources Officer
Program Planning with Mark Angle-Hobson, School Improvement Services Director
David McKay, HMK Company, and Daniel Weaver, Chief Financial Officer re Architectural Contract
- 16 Rogue Workforce Partnership Board Meeting
Regional Inclusive Services (RIS) Contract Holder Meeting with Oregon Department of Education
Regarding RIS Contracts and Funding Amounts
- 20 Cabinet Meeting
Program Planning with Coree Kelly, Chief Information Officer
Southern Oregon Connect Oregon Community Network Advisory Board
(Unite Us: Coordinated Care)
Program Planning with Coree Kelly, Chief Information Officer
Southern Oregon Early Learning Services (SOELS) Governance Council Meeting
- 21 SOESD Board of Directors Organizational Meeting
- 22 Program Planning with Daniel Weaver, Chief Financial Officer
Program Planning with Patty Michiels, Chief Human Resources Officer
Program Planning with Mark Angle-Hobson, School Improvement Services Director
Southern Oregon Early Learning Services (SOELS) Executive Committee
- 23 OSBA Virtual Summer Conference: Board Leadership and Administrative Professionals Workshops
Southern Oregon Superintendents Meeting Regarding Planning for Fall School Reopening
- 24 OSBA Virtual Summer Conference: Raising the Equity Question
- 26 Program Planning with Susan Peck, Special Education Director
Special Meeting of OASE Executive Committee
- 27 Program Planning with Peter Buckley, Southern Oregon Success (SORS) Program Manager
Program Planning with Coree Kelly, Chief Information Officer

- 28 Southern Oregon Superintendents Meeting Regarding Planning for Fall School Reopening
- 29 Meeting with Jackson County Superintendents and Jackson County Public Health

August 2021

- 2 Program Planning with Susan Peck, Special Education Director
- 3 Cabinet Meeting
Program Planning with Coree Kelly, Chief Information Officer
- 5 OAESD Superintendents Council
Program Planning with René Brandon, Southern Oregon Early Learning Services
- 9 Program Planning with Susan Peck, Special Education Director
Diversity, Equity, and Inclusion Planning with Charlie Bauer, Migrant Ed/ELL/Indian Education Coordinator and Patty Michiels, Chief Human Resources Officer
OR Solutions Project: Butte Falls Community Forest Project Planning Team
- 10 Program Planning with Peter Buckley, Southern Oregon Success (SORS) Program Manager
Program Planning with Coree Kelly, Chief Information Officer
Oregon Association of School Executives (OASE) Statewide Superintendents Meeting with Oregon Department of Education Director Colt Gill Regarding 2021-22 School Year
- 11 Administrative Team Meeting (Tentative)
Preschool/K12 Summit Part 1
- 12 Program Planning with Daniel Weaver, Chief Financial Officer
Program Planning with Patty Michiels, Chief Human Resources Officer
Program Planning with Mark Angle-Hobson, School Improvement Services Director
Meeting with Jackson County Superintendents and Jackson County Public Health
Preschool/K12 Summit Part 2
- 16-20 Southern Oregon Equity Summit
- 16 Southern Oregon Superintendents Meeting
Continuum of Care Board Meeting (Regarding Housing / Homelessness)
- 17 Cabinet Meeting
Program Planning with Coree Kelly, Chief Information Officer
Southern Oregon Early Learning Services (SOELS) Governance Council Meeting
- 18 OAESD/ODE Program Cabinet Meeting
- 19 Program Planning with Daniel Weaver, Chief Financial Officer
Program Planning with Patty Michiels, Chief Human Resources Officer
Program Planning with Mark Angle-Hobson, School Improvement Services Director
- 20 Oregon Association of School Executives (OASE) Committee Meeting
- 23 Program Planning with Susan Peck, Special Education Director
- 24 Program Planning with Peter Buckley, Southern Oregon Success (SORS) Program Manager
Program Planning with Coree Kelly, Chief Information Officer
- 26 Southern Oregon Early Learning Services (SOELS) Executive Committee
- 27 SOESD All Staff Inservice (Tentative)

September 2021

- 1 SOESD Education Association Labor-Management Meeting
- 2 Program Planning with René Brandon, Southern Oregon Early Learning Services
- 7 Cabinet Meeting
Program Planning with Coree Kelly, Chief Information Officer
- 8 Administrative Team Meeting
- 9 Program Planning with Daniel Weaver, Chief Financial Officer
Program Planning with Patty Michiels, Chief Human Resources Officer

- Program Planning with Mark Angle-Hobson, School Improvement Services Director
Meeting with Jackson County Superintendents and Jackson County Public Health
- 13 Program Planning with Susan Peck, Special Education Director
Diversity, Equity, and Inclusion Planning with Charlie Bauer, Migrant Ed/ELL/Indian Education
Coordinator and Patty Michiels, Chief Human Resources Officer
- 14 Program Planning with Peter Buckley, Southern Oregon Success (SORS) Program Manager
Program Planning with Coree Kelly, Chief Information Officer
Oregon Association of School Executives (OASE) Statewide Superintendents Meeting with
Oregon Department of Education Director Colt Gill Regarding 2021-22 School Year
- 15 SOESD Board of Directors Regular Meeting
- 16 Program Planning with Daniel Weaver, Chief Financial Officer
Program Planning with Patty Michiels, Chief Human Resources Officer
Program Planning with Mark Angle-Hobson, School Improvement Services Director
- 20 Southern Oregon Superintendents Meeting
- 21 Cabinet Meeting
Program Planning with Coree Kelly, Chief Information Officer
Southern Oregon Early Learning Services (SOELS) Governance Council Meeting
- 23 Meeting with Jackson County Superintendents and Jackson County Public Health
Southern Oregon Early Learning Services (SOELS) Executive Committee
- 27 Program Planning with Susan Peck, Special Education Director
- 28 Program Planning with Peter Buckley, Southern Oregon Success (SORS) Program Manager
Program Planning with Coree Kelly, Chief Information Officer



July 21, 2021

Dan Weaver, CFO
Southern Oregon Education Service District
101 N Grape Street
Medford, Oregon 97501

Re: Recommendation for Award of Contract for Design Services

Dear Dan,

After careful review and consideration, the District Design Services Scoring Committee and HMK Company recommend the School Board take action to award Contracts for Design Services at the Phoenix Building Fire Restoration Project.

This recommendation is based upon a comprehensive Design Services selection process for the projects. A Request for Proposals was issued on April 21, 2021 and closed on May 12, 2021.

- 2 firms submitted qualifications arkitek:design&architecture, ORW Architecture
- Both firms were extended interviews, which took place on May 27, 2021.

The interview committee recommended **arkitek:design&architecture**. HMK Company finalized the fee negotiations and is recommending award in the amount of **\$1,345,630.00**.

The firms represented above are all of good reputation and have committed the necessary resources to accomplish the district project goals.

Sincerely,

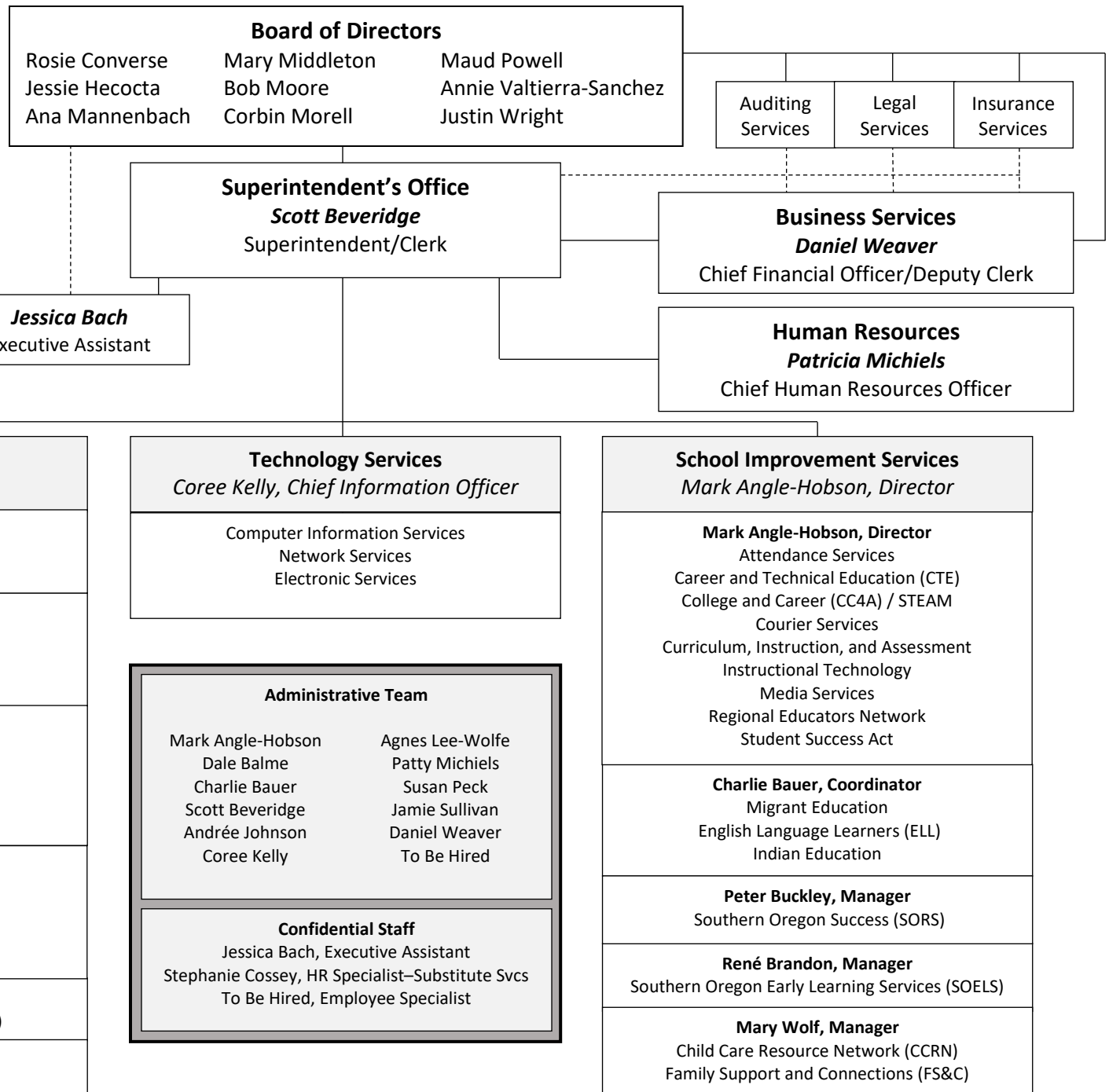

David McKay,
Principal in Charge
HMK Company

46 N Front Street, Suite 201, Medford, OR 97501 | 541.210.9845 | www.hmkco.org



Southern Oregon ESD
2021-2022

"Serving Jackson, Josephine,



OAESD Governance Council – Duties and Role

General Description: The Governance Council is the governance arm of the Oregon Association of Education Service Districts (OAESD). The Council consists of the Superintendent and a Board representative from each member ESD. The Governance Council meets 5 times per year, with electronic meetings* in September, February and April. There are two “live” meetings, one in November in advance of the Summit in Salem and a second one in advance of the Annual Conference in March. Agendas are published in advance of each meeting and each ESD gets a single vote on any matters requiring action. Occasionally, there may be surveys of the Governance Council on time-sensitive matters to be addressed by the Association. Attendance by specific individuals participating in Governance Council meetings is not generally recorded, although a roll call of participating ESDs is conducted determine if a quorum of member ESDs is present. In some ESDs, the Board representative to the Governance Council provides regular reports on OAESD activities to the rest of the board.

*The electronic meetings generally last two to three hours. For these meetings, it is requested that when feasible, each ESD limit their participation to a single internet or video connection. In other words, the Superintendent and Board representative should make every effort to be at the same location.

Bylaw Language Pertaining to the Governance Council: The Council is the governance arm of OAESD. The specific responsibilities of the OAESD Governance Council include, but are not limited to:

- 1) Provide policies and operating principles which define the scope of work for OAESD.
- 2) Review, amend and support the Constitution and Bylaws of OAESD.
- 3) Adopt the annual calendar and budget for OAESD.
- 4) Provide legislative advocacy in support of the adopted OAESD legislative platform, including appointment of the legislative committee.

**Memorandum of Agreement
Between
Southern Oregon Education Service District
and
Southern Oregon Bargaining Council**

The following Memorandum of Agreement is hereby entered into by the Southern Oregon Education Service District (SOESD), and the SOESD Employee Association and Southern Oregon Bargaining Council (Association) regarding leave associated with COVID-19.

The SOESD and Association agree:

From March 3, 2021 until August 15, 2021, an SOESD EA bargaining unit member can use up to ten (10) days of additional paid leave beyond the benefits of the collective bargaining agreement if they are unable to perform the essential functions of their position both in-person and remotely, due to illness or required quarantine from COVID-19 as confirmed by the local public health authority or as directed by the SOESD COVID officer.

AGREEMENT

This Memorandum of Agreement shall become effective upon the signature of the parties and shall expire August 15, 2021. The parties agree that this Memorandum does not establish past practice and shall not be used as evidence of past practice. It does not establish the status quo beyond August 15, 2021 and shall not be used as setting a precedent in the future.

Agreed to this _____ day of _____, 2021.


For SOESD:

SOESD Board Chair Date

SOESD Superintendent Date

For the Association:

 6-15-2021
Southern Oregon Bargaining Council Date

 6-15-2021
SOESD EA Representative Date

**2021-2022 Southern Oregon ESD
RESOLUTION #1**

July 21, 2021

Recitals:

1. Southern Oregon Education Service District, being a body corporate, is charged to perform all duties required by law, and
2. It is empowered to enter into contracts to fulfill such duties, including, but not limited to, the following:
 - a) Conduct of audits
 - b) Employment of personnel and contracting for services
 - c) Purchase or lease of land, buildings, and facilities
 - d) Purchase or lease of personal property and relocatable structures
3. It is determined by the Board of Directors that to facilitate operation, it is desirable to delegate to the superintendent-clerk and the business manager-deputy clerk the authority to enter into contracts on behalf of the district, subject to the limitations hereafter set out.

It is resolved as follows:

That for the period July 1, 2021, to and including June 30, 2022, unless amended or revoked by the Board, the superintendent-clerk and the business manager-deputy clerk are empowered and authorized to award bids and to enter into public contracts as defined by ORS 279 on behalf of the district without prior Board approval provided:

- a) The total contracted amount does not exceed \$100,000.00. (This limitation is not applicable to cooperative purchasing agreements and intergovernmental agreements.)
- b) All applicable requirements of Chapter 279, Oregon Revised Statutes, relating to public contracts and purchasing, and all Board policy requirements are fulfilled.
- c) The items purchased or services contracted are identified or identifiable and authorized by the adopted district budget.
- d) The bonds required to be furnished by the superintendent-clerk and business manager-deputy clerk are in full force and effect.

Chair, Southern Oregon ESD Board of Directors

Scott Beveridge, Superintendent-Clerk

**2021-2022 Southern Oregon ESD
RESOLUTION #2**

July 21, 2021

BE IT RESOLVED by the Board of Directors of the Southern Oregon Education Service District that for the 2021-2022 fiscal year the office of the treasurer in each of the following counties: Jackson, Josephine, and Klamath, be designated the depository of funds and be authorized to transfer monies to the Local Government Investment Pool. The limitation of these investments shall be those imposed by the Oregon Revised Statutes.

Chair, Southern Oregon ESD Board of Directors

Scott Beveridge, Superintendent-Clerk

**2021-2022 Southern Oregon ESD
RESOLUTION #3**

July 21, 2021

BE IT RESOLVED by the Board of Directors of the Southern Oregon Education Service District that the clerk and-or deputy clerk are hereby authorized to make payments in a timely manner of all obligations entered into by the district, in accordance with the budget as adopted and approved by the Board of Directors for the 2021-2022 fiscal year.

Chair, Southern Oregon ESD Board of Directors

Scott Beveridge, Superintendent-Clerk

**2021-2022 Southern Oregon ESD
RESOLUTION #4**

July 21, 2021

BE IT RESOLVED by the Board of Directors of the Southern Oregon Education Service District that interfund loans are hereby authorized and approved, pursuant to ORS 294.460 for the 2021-2022 fiscal year.

Purpose: Due to the timing of receipts, many grants will not disburse remaining funds until final reports are processed. This timing problem creates the need to allow interfund loans in order to fully expend the grant.

Intent of Repayment: Interfund loans of this type will be repaid within the current year once the district receives the balance of grant funds.

Chair, Southern Oregon ESD Board of Directors

Scott Beveridge, Superintendent-Clerk