

Minutes in Brief SOUTHERN OREGON EDUCATION SERVICE DISTRICT
BOARD OF DIRECTORS ORGANIZATIONAL MEETING
WEDNESDAY, JULY 20, 2022

Call to Order The annual organizational meeting of the Southern Oregon Education Service District Board of Directors was held in the downstairs conference room of the SOESD administration office in Medford and by video/audio conference on Wednesday, July 20, 2022. Chair Converse called the meeting to order at 6:07 PM. Chair Converse read an excerpt from the SOESD’s Land Acknowledgement statement and led those attending in the Pledge of Allegiance.

Attendance Board members in attendance: Board members absent:
Rosie Converse Maud Powel
Jessie Hecocta (by video conference)
Ana Mannenbach (by video conference)
Mary Middleton (by video conference)
Robert Moore (by video conference)
Corbin Morell (by video conference)
Annie Valtierra-Sanchez (by video conference)
Justin Wright

SOESD staff members and guests in attendance:
Mark Angle-Hobson Karla Clark Julissa Taitano
Jessica Bach Gabe Gilham Daniel Weaver
Scott Beveridge Patty Michiels Mindy Welsh
Jordyn Robson

Comments from Representatives of the Association Gabe Gilham, president of the classified association, commented regarding progress in ongoing meetings to negotiate a successor Collective Bargaining Agreement.

No representatives from the licensed association were in attendance.

Requests to Address Agenda Items There were no requests to address agenda items.

Consent Agenda The consent agenda consisted of the following items:
A. Approval of Agenda
B. Approval of Minutes:
• June 15, 2022 Work Session
• June 15, 2022 Budget Hearing
• June 15, 2022 Regular Meeting
• June 27, 2022 Special Meeting
C. Personnel Report
D. Financial Report

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

Approve all items on the consent agenda.

MOTION CARRIED 8-0

Communication

- A. SOESD Superintendent’s Schedule of Meetings for July, August, and September 2022
Superintendent Beveridge reviewed his schedule of meetings for the three-month period, highlighting the following:
- Mr. Beveridge attended the House Education Committee’s Higher Education Task Force listening session that morning. At that meeting, the superintendent met Julissa Taitano, president of SOU’s Aspiring Educators, the student chapter of the Oregon Education Association (OEA). Superintendent Beveridge welcomed Ms. Taitano and members of the chapter who were in attendance during the board meeting.
 - A number of meetings have taken place and will continue over the summer to negotiate the collective bargaining agreements with the classified and the licensed associations.
 - Meetings continue with the architects and project managers regarding the Phoenix Campus Reconstruction Project.
 - Superintendent Beveridge met on July 26, 2022 with Tim Sweeney, Grants Pass School District’s new superintendent. Mr. Beveridge also plans to meet with the new presidents of Rogue Community College and Southern Oregon University.
 - The Administrative Team Retreat is scheduled for August 8, 2022.
 - On July 14, 2022, Superintendent Beveridge met with Dr. Karen Perez-Da Silva, of Education Northwest, to learn about the strategic planning facilitation services they provide.
 - The Southern Oregon Equity Summit, will be held August 16-17, 2022. The summit is presented annually by SOESD’s School Improvement Services team. Board members are welcome and encouraged to attend.
 - SOESD’s All Staff Inservice will take place in person this year on Friday, August 26, 2022 at Southern Oregon University. Board members are encouraged to attend.
 - Superintendent Beveridge, together with members of his Cabinet, will be scheduling time to visit SOESD-operated classrooms and attend program staff meetings and special events throughout the 2022-2023 school year.
- B. OAESD Governance Council Representative
In June the Board appointed Member Valtierra-Sanchez and/or Member Middleton to serve on the OAESD Governance Council. The Board requested that Superintendent Beveridge follow-up by asking OAESD if two board members can share the position of representative on the council. Mr. Beveridge reported that one member may serve as the primary, the other may serve as the back-up representative. Member Middleton volunteered to serve as the primary; Member Valtierra-Sanchez volunteered to serve as backup.

Administration

- A. SOESD Organizational Structure for 2022-2023
Superintendent Beveridge reviewed the 2022-2023 organizational chart and list of administrative staff presented for board approval.
IT WAS MOVED BY MEMBER WRIGHT, SECONDED BY MEMBER MANNENBACH TO:
Approve SOESD's organizational structure and approve the new organizational chart presented for the 2022-2023 year.
MOTION CARRIED 8-0
- B. Organizational Items for 2022-2023
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 2022-2023 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 2022-2023.
 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.

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

Accept administration’s recommendations as presented for organizational items 1 through 16.

MOTION CARRIED 8-0

- C. Award of Contract Amendment #2 for Design Services for the Phoenix Campus Reconstruction Project
Based on Jackson County’s response to SOESD’s initial planning submission, a Type 3 planning application is required. Administration requested board authorization to award a contract amendment to arkitek: design&architecture in the amount of \$45,200 for the Phoenix Campus Reconstruction Project. The amendment to the contract is requested to proceed with preparation and coordination of the SOESD Type 3 planning application.

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

Award a contract amendment for design services from arkitek in the amount of \$45,200 for a total contract sum not to exceed \$1,653,830.00.

MOTION CARRIED 8-0

- D. Contract for Services with Journalistic Learning Initiative
SOESD has been asked by the Oregon Department of Education to lead a statewide effort to produce materials related to Career Connected Learning for use statewide. A contract with ODE provides revenue for three major projects to accomplish the contract goals. To accomplish one of the major projects, administration requested board approval to enter into an agreement with Journalistic Learning Initiative to produce a series of 20 career exploration videos, lesson plans, handouts, and other related videos and materials. Karla Clark, SOESD Program Manager, and Mark Angle-Hobson, Director of School Improvement Services, provided additional information and answered the Board’s questions about the project.

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

Approve entering into an agreement with Journalistic Learning Initiative not to exceed \$210,000.00

MOTION CARRIED 8-0

- E. Contract for Services with Scholastic, Inc.
Administration requested board approval to enter into an agreement with Scholastic, Inc., to provide Family Engagement training and support services to educators throughout the region. These services continue to be requested by component districts and were included as a tier one service in

the SOESD Student Success Act Comprehensive Support Plan as part of the 2022-2-23 Local Service Plan.

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

Approve entering into agreement with Scholastic at a cost not to exceed \$148,574.00.

MOTION CARRIED 8-0

F. Contract for Services with Sound Discipline

Administration requested board approval to enter into agreements with Sound Discipline not to exceed \$475,480.00 for multiple workshop series, district partnerships, coaching, and consultation provided to educators throughout the region during the 2022-2023 school year. Provision of these services were again ranked by component school districts as priority tier one services and included in the SOESD Student Success Act Comprehensive Support Plan as part of the 2022-23 Local Service Plan. Director Mark Angle-Hobson provided additional information and answered questions about these services.

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

Approve entering into agreements with Sound Discipline at a cost not to exceed \$475,480.00.

MOTION CARRIED 8-0

G. Contracts for Staffing Services

Administration requested the Board’s approval to enter into agreements for the 2022-2023 school year for staffing services 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	\$235,000.00
Presence Learning	Speech Language Pathologist	2.0 FTE	\$275,000.00
ProCare/ Blazerworks	Sign Language Interpreter	5.0 FTE	\$2,000,000.00
	Teacher of Deaf and Hard of Hearing	2.0 FTE	
	Teacher of Visually Impaired	4.0 FTE	
	School Psychologist	4.0 FTE	
	Autism Consultant	0.6 FTE	
Therapy Travelers	Occupational Therapist	1.0 FTE	\$300,000.00
	School Psychologist	1.0 FTE	
Tyler York	Teacher of Visually Impaired (with extended school-year services)	1.0 FTE	\$173,200.00

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

Approve entering into agreements for staffing services not to exceed the amounts presented.

MOTION CARRIED 8-0

- H. First Reading of Proposed SOESD Board Policies
The policies listed below were presented for first reading after having been reviewed by board members during the June 15, 2022 work session. There were no follow up questions or comments regarding the proposed policies.

- DB ESD Budget
- DBC Budget Calendar
- DBEA Budget Committee
- DBK Budget Transfer Authority
- DD Grant Funding Proposals and Applications
- DDA Local Service Plan
- DFA Investment of Funds
- DGA Authorized Signatures
- DID Property Inventories
- DLC Expense Reimbursements
- DN Disposal of ESD Property

Business Services

- A. 2022-2023 SOESD Resolution 1, 2, 3, and 4
Chief Financial Officer Daniel Weaver explained these resolutions are presented annually and provide operational authority in the business areas.
IT WAS MOVED BY MEMBER MANNENBACH, SECONDED BY MEMBER HECOCTA TO:
Adopt 2022-2023 SOESD Resolutions 1, 2, 3, and 4.
MOTION CARRIED 8-0
- B. Authorization for Staff to Sign Checks
Administration recommended Scott Beveridge, Daniel Weaver, and Jessica Bach be designated as authorized staff to sign checks during fiscal year 2022-2023. 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.
IT WAS MOVED BY MEMBER WRIGHT, SECONDED BY MEMBER VALTIERRA-SANCHEZ TO:
Approve the recommendations of administration regarding persons authorized to sign checks during fiscal year 2022-2023.
MOTION CARRIED 8-0
- C. Filing Budget Documents
SOESD’s 2022-2023 budget document has been filed with each of the assessors and clerks’ offices in Jackson, Josephine, and Klamath Counties.

Executive Session

At 7:12 PM, Chair Converse announced the Board would meet in executive session, pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Open Session

At 7:58 PM, Chair Converse reconvened the board into open session.

Miscellaneous

- A. All SOESD Staff Inservice, August 26, 2022, Southern Oregon University, 8:30 – 11:00 AM.
- B. SOESD Board of Directors Regular Meeting, September 21, 2022, 6:00 PM, SOESD Administration Office
- C. 2022 OSBA Annual Convention, November 11-13, 2022, Portland Marriott Downtown Waterfront.

Mindy Welsh, of SOU’s Aspiring Educators, expressed interest in establishing a liaison relationship with SOESD between education programs at SOU and the local districts as a bridge to encourage new teachers to apply for positions in the region’s public schools.

Adjournment

The organizational meeting of the SOESD Board of Directors adjourned at 8:02 PM.