

Minutes in Brief SOUTHERN OREGON EDUCATION SERVICE DISTRICT
BOARD OF DIRECTORS BUDGET HEARING
WEDNESDAY, JUNE 21, 2023

Call to Order A hearing on the Southern Oregon ESD’s approved budget for fiscal year 2023-2024 was held in the upstairs conference of the SOESD administration office and by video/audio conference on Wednesday, June 21, 2023. Chair Converse called the meeting to order at 6:10 PM.

Attendance Board members in attendance: Board members absent:
Rosie Converse Jessie Hecocta
Mary Middleton Ana Mannenbach
Robert Moore
Corbin Morell
Maud Powell
Annie Valtierra-Sanchez
Justin Wright

SOESD staff members and guests in attendance:
Jessica Bach Katie Kelley Susan Peck
Scott Beveridge Agnes Lee-Wolfe Bob Sprague
Shannon Bilboa Stephanie Love Susan Sprague
Barbara Griffin Patty Michiels Amy Szeliga
Susan Hermes Arthur O’Hare Angie Thompson
Andrée Johnson Diane O’Hare Daniel Weaver

Update on Approved Budget Chief Financial Officer Weaver shared a document titled “Summary of Recommended Changes from 2023-2024 Approved Budget to 2023-2024 Recommended Adopted Budget.” CFO Weaver explained the primary changes, noting an overall increase of \$1,091,452 in the recommended adopted budget. CFO Weaver explained that the recommended adopted budget was based on revised State School Fund (SSF) estimates, pending anticipated outcomes of the state legislative session. CFO Weaver explained that the Board would take formal action during the regular meeting to adopt, appropriate, and set the ESD tax rate for the 2023-2024 budget.

Comments from the Public There were no comments from the public regarding the 2023-2024 budget.

Adjournment Chair Converse adjourned the budget hearing at 6:13 PM.

Minutes in Brief SOUTHERN OREGON EDUCATION SERVICE DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
WEDNESDAY, JUNE 21, 2023

Call to Order A regular meeting of the Southern Oregon Education Service District Board of Directors was held on Wednesday, June 21, 2023, at the SOESD’s administration office in Medford, Oregon. Chair Converse called the meeting to order at 6:13 PM, read the SOESD land acknowledgement, and led those in attendance in the Pledge of Allegiance.

Attendance Board members in attendance: Board members absent:
Rosie Converse Jessie Hecocta
Mary Middleton Ana Mannenbach
Robert Moore
Corbin Morell
Maud Powell
Annie Valtierra-Sanchez
Justin Wright

SOESD staff members and guests in attendance:
Jessica Bach Katie Kelley Susan Peck
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Board’s Recognition of Retiring Employees The Board recognized SOESD employees who retired during the 2022-2023 academic year.

Comments from Representatives of the Associations Amy Szeliga, president of the licensed association, congratulated the evening’s retirees and commented on the district’s continued efforts to recruit and hire. Ms. Szeliga spoke regarding the Memorandum of Agreement presented for the Board’s approval that establishes a new payroll schedule for employees working 220-day calendars. She commented on the day-to-day operations at Gilbert Creek Early Childhood Services and support needed for staff there who are dealing with the death of a colleague, staffing challenges, and the resignation of the program’s coordinator. Ms. Szeliga concluded her comments by wishing a Happy Pride Month to educators and students who are members of the LGBTQ community.

Requests to Address Agenda Items *Angie Thompson, Request to Address Agenda Item 2.C – Personnel Report*
Ms. Thompson spoke regarding compliance issues and challenges faced by employees in the Early Childhood program.

Barbara Griffin, Request to Address Agenda Item 2.C – Personnel Report
Ms. Griffin spoke regarding Early Childhood Services and the impact of the Coordinator’s resignation.

Consent Agenda

The consent agenda consisted of the following items:

- A. Approval of Agenda
- B. Approval of Minutes:
 - May 10, 2023 Budget Committee Meeting
 - May 17, 2023 Regular Meeting
- C. Personnel Report
- D. Financial Report

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

Approve the consent agenda as presented.

MOTION CARRIED 7-0

Communications

SOESD Superintendent's Schedule of Meetings for June, July, and August 2023
Superintendent Beveridge reported on his meeting schedule for the three-month period. The superintendent noted several meetings with program administrators to plan for operations at Gilbert Creek Early Childhood Services. Susan Peck, Special Education Director, has been assigned to Gilbert Creek ECS, due to her familiarity with supporting the program previously, as recruitment continues to hire a Program Coordinator and new Program Manager.

Mr. Beveridge continues to participate in meetings to reach an insurance settlement for the SOESD Phoenix campus reconstruction project. His calendar also includes appointments, listening sessions, and planning meetings to develop and implement the SOESD Strategic Plan. A number of educational summits are scheduled in August, coordinated and facilitated by SOESD's School Improvement and Special Education teams. Superintendent Beveridge noted the SOESD Equity Summit, August 15-16, 2023; the SOESD New Teacher Launch, August 16-18, 2023; the SOESD Behavioral Health Summit and the Neurodiversity Equity Summit, August 17, 2023.

The SOESD's All Staff Inservice to launch the start of the 2023-2024 school year will be held on Friday, August 25, 2023 at Southern Oregon University. Board members are welcome and encouraged to attend if schedules permit.

Business Services

- A. 2022-2023 SOESD Resolution 13 – Appropriations Transfer
Resolution #13 was presented on-screen for the Board's review during the meeting. CFO Weaver explained that Resolution #13 is an appropriation transfer of funds to ensure that all remaining allocations for the special education choice and equity process and the general fund local service plan can be paid out as the fiscal year is closed.

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

Approve 2022-2023 SOESD Resolution 13 – Appropriations transfer.

MOTION CARRIED 7-0

- B. 2022-2023 SOESD Resolution 14 – Adopt, Appropriate, and Set Tax Rate
Resolution #14 adopts, appropriates, and sets the tax rate for the SOESD 2023-2024 budget, as required in statute. CFO Weaver noted that this step concludes the budget process. After approval, SOESD will file the formal budget document with the assessors' offices in the three counties prior to July 15, 2023.

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

Approve 2022-2023 SOESD Resolution #14.

MOTION CARRIED 7-0

- C. Line of Credit with First Interstate Bank
Administration requested authority to set up a line of credit with First Interstate Bank in an amount not to exceed \$500,000. This is a customary request at this time of year due to timing of various grant and contract payments that will not be received by June 30, 2023. Possible delays that arose during this legislative session that could interrupt cash flow further illustrated the importance of this practice.

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

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

MOTION CARRIED 7-0

- D. Bonds for Clerk and Deputy Clerk
Administration recommended that the bonds for the Clerk and Deputy Clerk be renewed in the amount of \$50,000 each for the 2023-2024 fiscal year.

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

Approve the bond amount for Clerk and Deputy Clerk at \$50,000 each for the 2023-2024 fiscal year.

MOTION CARRIED 7-0

Administration

- A. Oregon Association of ESDs (OAESD) Membership Dues for 2023-2024
Administration recommended continuing SOESD's membership in OAESD for 2023-2024 and requested authorization to pay the annual dues in the amount of \$38,852.00.

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

Approve 2023-2024 OAESD annual membership fees of \$38,852.00.

MOTION CARRIED 7-0

- B. OAESD Governance Council Representative
The Board of Directors annually appoints a member to represent SOESD on the OAESD Governance Council. Member Middleton served as the Board's primary representative for 2022-2023, with Member Valtierra-Sanchez serving as backup. A general description of the governance council, its duties, roles, and bylaws, was provided to board members in advance of the meeting.

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

Appoint Annie Valtierra-Sanchez to serve as SOESD's primary representative on the OAESD Governance Council for 2023-2024, with Mary Middleton serving as backup.

MOTION CARRIED 7-0

- C. Memorandum of Agreement Between SOESD and SOESD Employee Association

Agreement has been reached with the licensed association regarding the payroll schedule for Association members on a 220-day calendar.

Superintendent Beveridge and Chief HR Officer Patty Michiels provided background details and explained the current practice mechanics of payroll

payments for employees on 190-day and 220-day calendars. Currently, all licensed employees receive 12 equal payments, with the final three checks issued in June. The agreement reached with the licensed association provides that employees working a 220-day calendar will receive 12 equal payments, issued monthly over 12 months.

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

Approve the MOA with SOESD Education Association and Southern Oregon Bargaining Council.

MOTION CARRIED 7-0

D. Contracts for Furniture Purchases

Administration requested board authorization to execute purchase orders to Oregon Corrections Enterprises (OCE) and Meteor Education for the purchase of furniture for the SOESD's Phoenix campus. Superintendent Beveridge explained that furniture fairs had been held in early spring with staff providing input on their preferences. CFO Weaver reported that Meteor Education is the vendor selected to provide furniture for conference and meeting spaces; Oregon Corrections Enterprises is the vendor selected to provide office space furniture.

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

Authorize administration to execute purchase orders to Oregon Corrections Enterprises and Meteor Education for a total cost not to exceed \$1,300,000.00.

MOTION CARRIED: 7-0

E. Contracts for Services with Playworks Energized

Administration requested board authorization to enter into an additional agreement with Playworks Education Energized at an additional cost not to exceed \$261,000. Approval of this request allows SOESD to complete services for the current fiscal year and establish continuity of services into the 2023-2024 fiscal year. The scope of work within this additional agreement aligns with SOESD's Student Success Act (SSA) Comprehensive Support Plan approved by the SOESD Board of Directors as part of the 2022-2023 and 2023-2024 Local Service Plans. The agreement will cover continuation of digital services, *Playworks* and *Keep Playing*. In person workshops requested by constituent school districts (Butte Falls School District, Klamath Falls City Schools, Prospect School District, Rogue River School District) will be provided during the 2023-2024 school year.

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

Approve entering into an additional agreement with Playworks Education Energized at a cost not to exceed \$261,000.00.

MOTION CARRIED: 7-0

F. Contracts for Services with Scholastic, Inc.

Administration requested board authorization to enter into an additional agreement with Scholastic, Inc., at a cost not to exceed \$190,000.00. Approval of this request allows SOESD to complete services for the current fiscal year and establish continuity of services into the 2023-2024 fiscal year. The additional contract provides for eight Family Engagement Assessments conducted for Klamath County School District in the 2022-2023 school year

and workshops and supports for the 2023-2024 school year. The scope of work within this additional agreement aligns with SOESD's Student Success Act (SSA) Comprehensive Support Plan approved by the SOESD Board of Directors as part of the 2022-2023 and 2023-2024 Local Service Plans.

IT WAS MOVED BY MEMBER WRIGHT, SECONDED BY MEMBER POWELL TO: Approve entering into an additional agreement with Scholastic, Inc., at a cost not to exceed \$190,000.00.

MOTION CARRIED: 7-0

- G. Phoenix Campus Reconstruction Update
CFO Weaver and Superintendent Beveridge reported on the status of reconstruction of the SOESD's Phoenix Campus that was destroyed in the Alameda Wildfire on September 8, 2020. Early site work is progressing according to schedule. Negotiations continue with PACE Trust to reach a satisfactory insurance settlement and resolve disputes regarding the cost of rebuilding, escalation and design contingencies. Administration is working with a land attorney should the point be reached where an escalated response is required. Superintendent Beveridge expressed his desire that a settlement be reached without the need for mediation or arbitration.
- H. Strategic Planning Report
Superintendent Beveridge reported on the development of SOESD's Strategic Plan and provided a PowerPoint presentation on the activities completed to date and the remaining last steps to develop the plan. Mr. Beveridge will present the plan to the Board for adoption during the July 19, 2023 meeting.

Executive Session At 8:32 PM, Chair Converse announced the Board would meet in executive session pursuant to ORS 192.660(2)(i) to review and evaluate the performance of the SOESD superintendent. Chair Converse announced that formal action on the superintendent's goals would take place when the Board returned to Open Session.

Open Session At 9:20 PM, Chair Converse reconvened the Board into Open Session. Members Morell and Powell were no longer in attendance.
IT WAS MOVED BY MEMBER WRIGHT, SECONDED BY MEMBER VALTIERRA-SANCHEZ TO:
Accept the summary report on Superintendent Beveridge's 2022-2023 goals as having been successfully completed.
MOTION CARRIED 5-0

Miscellaneous

- A. SOESD Organizational Meeting: July 19, 2023, 6:00 PM, SOESD Administration Office in Medford
- B. OSBA Summer Board Conference, August 11-13, 2023, Salem Convention Center.

Adjournment Chair Converse adjourned the meeting of the Southern Oregon ESD Board of Directors at 9:25 PM.