

**Minutes in Brief** SOUTHERN OREGON EDUCATION SERVICE DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
WEDNESDAY, OCTOBER 18, 2023

**Call to Order** A regular 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, October 18, 2023. Vice-Chair Mannenbach called the meeting to order at 6:02 PM, read the SOESD land acknowledgement, and led those attending in the Pledge of Allegiance.

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

SOESD staff members in attendance:  
Mark Angle-Hobson Kylee Harrison Dawn Stephens  
Jessica Bach Patty Michiels Amy Szeliga  
Scott Beveridge Susan Peck Andrea Townsend  
Gabe Gilham Jack Schwartz Dan Weaver  
Barbara Griffin

**Comments from Representatives of the Association** Gabe Gilham, president of the classified association, greeted the board and commented on the school year ahead.

Amy Szeliga, president of the licensed association, commented on the district's response to issues raised by licensed staff in Early Childhood Services.

**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: Regular Meeting, September 20, 2023  
C. Personnel Report  
D. Financial Report

**IT WAS MOVED BY MEMBER CONVERSE, SECONDED BY MEMBER MOORE TO:**  
Approve the consent agenda.  
**MOTION CARRIED 5-0**

## Communication

### SOESD Superintendent's Report

Superintendent Beveridge noted with pride the accomplishments of two members of the Autism Services team this month. A research article by Nikki Donnelly, Autism Spectrum Disorders Consultant, is being published. And, Amy Szeliga, Autism Spectrum Disorder Consultant, has been nominated to become the lead/chair of the state level regional Autism PLT.

CIO Jack Schwartz has been managing project development of *Student Connect*, a special education records management and data reporting tool being developed by SOESD. This project is an outcome of the strategic plan initiative to develop and implement a clear data platform that provides service measures, tracking information, outcomes, and reporting capabilities. Superintendent Beveridge noted that the board may see support for this initiative be included in budget development.

Kylee Harrison has moved into the role of Student Services Director and has been working with Susan Peck through the transition of duties, freeing time for Coordinator Peck to provide management and support for Early Childhood Services (ECS). Shannon Bilboa is also providing administrative support to ECS as the Program Manager. Superintendent Beveridge and Director Harrison are conducting site visits to Gilbert Creek ECS, meeting with staff, and gathering information to best support the team there. Efforts are ongoing to fill open teaching assistant positions at Gilbert Creek ECS, with two candidates currently moving forward in the hiring process. A search for facilities to increase space is underway, and the board may see a property proposal presented for approval in the future.

Superintendent Beveridge reported on budget challenges in Early Childhood Services and in Regional Inclusive Services due to insufficient allocation of state funding by the legislature.

The superintendent concluded his update by reporting on the agency-wide focus on work culture and treating each other with care and kindness. Three action steps – Show Up, Speak Up, Lift Up – from the keynote presentation at the all-staff inservice are being messaged and reinforced in a variety of ways throughout SOESD. He invited the board to participate in the action steps.

## Board Education

### Migrant Education / English Learners / Indian Education / SOBAASS

Andrea Townsend, School Improvement Coordinator, provided a PowerPoint presentation and team report from the Migrant Education, English Learners, Indian Education, and Southern Oregon Black/African American Student Success programs. Coordinator Townsend shared about her own background and the composition of the team she supervises. A summary of the feedback received from parents during listening sessions conducted from May to July 2023 was presented. This feedback was gathered to inform priorities for SOESD's strategic plan. The board's support for many of these important proposals will be requested in the coming months. Ms. Townsend addressed the board's questions regarding continued collaboration previously facilitated with the region's

diversity, equity, and inclusion collaborative of school districts to develop leadership, policies, community support, and professional learning opportunities.

## Administration

### A. OSBA Annual Dues

Administration recommended paying annual dues of \$3,111.75 for continued membership in OSBA for the 2023-2024 fiscal year. This is the same amount as last fiscal year.

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

Approve 2023-2024 OSBA membership in the amount of \$3,111.75.

**MOTION CARRIED 5-0**

### B. SOESD Strategic Plan

Superintendent Beveridge and members of the superintendent's cabinet provided reports on SOESD's Strategic Plan, reviewing areas where progress and changes have been made, including the redesign of the Special Education department as the new Student Services department and expansion of Student Behavioral Health and Wellness services for districts.

Mark Angle-Hobson, Director of School Improvement Services, reported on new program hires, events for first-year and second-year teachers, and several professional development opportunities offered to further the initiatives defined under the Educator Workforce Development strategic plan driver.

Patty Michiels, Chief Human Resources Officer, shared hiring data and reported on HR hiring processes and continuous improvement plan targets for SOESD's HR department. Superintendent Beveridge noted achievements in filling many historically open positions, and that expanding recruiting and more outreach strategies will take additional support and budget allocations.

Jack Schwartz, Chief Information Officer, reported on the Data Tracking strategic driver and provided an update on the status of *Student Connect*, a special education records management and data reporting tool being developed by SOESD. CIO Schwartz also reported on the initiative to implement, monitor, and adjust expanded support for cybersecurity.

Kylee Harrison, Director of Student Services, reported on the initiative to coordinate crisis management services throughout the region. The work includes establishing flight teams and crisis response teams, providing training for school personnel, and planning for reunification, follow-up care, and counseling for students and staff members experiencing loss, grief, or trauma. Thirty-six participants are registered for the first crisis response team training.

### C. 2023-2024 SOESD Organizational Chart – Revised

The board was briefed in September on plans to restructure SOESD's Department of Special Education in line with the strategic plan initiative to assess, redesign, implement, monitor, and adjust special education services to best meet the needs of districts. Superintendent Beveridge reported that following the board's consensus at the last meeting to proceed, staffing

changes to the organizational structure had been made and the newly named Department of Student Services had launched. Superintendent Beveridge presented a revised organizational chart reflecting the changes.

- Business Services**      2024-2025 SOESD Budget Year Calendar  
CFO Weaver presented the proposed 2024-2025 budget year calendar and provided an overview of the proposed timeline. The board discussed scheduling an alternative date for the SOESD Budget Committee meeting so that board members and Superintendent Beveridge could be free to attend the OAESD Annual Spring Conference. CFO Weaver will redraft the 2024-2025 budget year calendar and present it to the board for approval during the November meeting.
- Miscellaneous**
- A. Next Regular Meeting: November 15, 2023, 6:00 PM, SOESD Administration Office in Medford.
  - B. OSBA Legislative Roadshow: October 30, 2023, 6:00 PM Dinner, 6:30 PM Business Meeting at Ashland Hills Hotel and Suites. *Superintendent Beveridge and Member Moore plan to attend.*
  - C. 2023 OSBA Annual Convention: Preconference, November 9, 2023, Main Conference, November 10-11, 2023, Portland Marriott Downtown Waterfront Hotel. *Superintendent Beveridge, Member Hecocta, and Member Wright plan to attend.*
- Adjournment**      The regular meeting of the SOESD Board of Directors adjourned at 7:48 PM.