

**Minutes in Brief** SOUTHERN OREGON EDUCATION SERVICE DISTRICT  
BOARD OF DIRECTORS BUDGET HEARING  
TUESDAY, JUNE 18, 2024

**Call to Order** A hearing on the Southern Oregon ESD’s approved budget for fiscal year 2024-2025 was held in the downstairs conference of the SOESD administration office and by video/audio conference on Tuesday, June 18, 2024. Chair Wright called the meeting to order at 6:03 PM.

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

SOESD staff members and guests in attendance:  
Jessica Bach  
Scott Beveridge  
Kylee Harrison  
Daniel Weaver

**Update on Approved Budget** Chief Financial Officer Daniel Weaver shared a document titled “Summary of Recommended Changes from 2024-2025 Approved Budget to 2024-2025 Recommended Adopted Budget.” CFO Weaver explained the primary changes, noting changes in the recommended adopted budget due to requests received from local districts in Choice and Equity special education services menu selections and authority for debt servicing the real estate purchase of 711 and 715 SW Ramsey Avenue in Grants Pass, Oregon. 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 2024-2025 budget.

**Comments from the Public** There were no comments from the public regarding the 2024-2025 budget.

**Adjournment** Chair Wright adjourned the budget hearing at 6:06 PM.

**Minutes in Brief** SOUTHERN OREGON EDUCATION SERVICE DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
TUESDAY, JUNE 18, 2024

**Call to Order** A regular meeting of the Southern Oregon Education Service District Board of Directors was held on Tuesday, June 18, 2024, at the SOESD’s administration office in Medford, Oregon. Chair Wright called the meeting to order at 6:06 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 Ana Mannenbach  
Jessie Hecocta Mary Middleton  
Bob Moore Maud Powell  
Corbin Morell  
Annie Valtierra-Sanchez  
Justin Wright

SOESD staff members in attendance:  
Jessica Bach  
Scott Beveridge  
Kylee Harrison  
Amy Szeliga  
Daniel Weaver

**Comments from Representatives of the Associations** Amy Szeliga, president of the licensed association, thanked administration for communication throughout the year and for the time spent together working through member issues. Ms. Szeliga wished a Happy Pride month to students, educators, and allies of the LGBTQ community.

**Requests to Address Agenda Items** There were no requests to address an agenda item from members of the audience.

**Consent Agenda** The consent agenda consisted of the following items:  
A. Approval of Agenda  
B. Approval of Minutes:  
• May 15, 2024 Budget Committee Meeting  
• May 22, 2024 Regular Meeting  
C. Personnel Report  
D. Financial Report

**IT WAS MOVED BY MEMBER VALTIERRA-SANCHEZ, SECONDED BY MEMBER HECOCTA TO:**  
Approve the consent agenda as presented.  
**MOTION CARRIED 6-0**

## Communications

### SOESD Superintendent's Report

Superintendent Beveridge expressed his gratitude for the entire SOESD team in supporting students across the finish line as the school year ended. He noted the conclusion of the 2023-2024 school year was a busy time, with several end-of-year activities such as the Klamath Promise Graduation Sensation, wrapping up cabinet meetings with the local districts, and conducting a climate survey of staff and a survey of component school districts to assess satisfaction with SOESD services.

Mr. Beveridge reported that administration has been working with officers of the classified association to schedule informal meetings to settle a successor to the 2022-2024 Collective Bargaining Agreement. He noted that the board would receive more information on contract negotiations later in the meeting during the executive session.

In addition, he noted several unique challenges and opportunities at this time that the board would address later in the agenda. Superintendent Beveridge thanked CFO Weaver, Director Harrison, Manager Bilbao and others for their tremendous work in completing due diligence to purchase the property for ECS Services in Grants Pass. He also noted expansion of various programs with leases for temporary office space continuing to be required while working with PACE insurance on costs for rebuilding the SOESD Phoenix campus.

Planning is underway for the SOESD's All Staff Inservice to launch the start of the 2024-2025 school year. The gathering will be held on Friday, August 23, 2024 at Southern Oregon University. Board members are welcome and encouraged to attend if schedules permit.

## Business Services

### A. 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 \$1.0 million. 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, 2024. Possible delays that arose during this legislative session that could interrupt cash flow further illustrate the importance of this practice.

**IT WAS MOVED BY MEMBER CONVERSE, SECONDED BY MEMBER MOORE  
TO:**

Authorize administration to set up a line of credit with First Interstate Bank not to exceed \$1.0 million.

**MOTION CARRIED 6-0**

### B. 2023-2024 SOESD Resolution #9 – Adopt, Appropriate, and Set Tax Rate

Resolution #9 adopts, appropriates, and sets the tax rate for the SOESD 2024-2025 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, 2024.

**IT WAS MOVED BY MEMBER MOORE, SECONDED BY MEMBER CONVERSE  
TO:**

Adopt the 2023-2024 SOESD Resolution #9 to adopt, appropriate, and set the tax rate.

**MOTION CARRIED 6-0**

- C. 2023-2024 SOESD Resolution 10 – Appropriations Transfer

CFO Weaver explained that Resolution #10 reallocates spending authority through a transfer of appropriations to purchase real estate property at 711 and 715 SW Ramsey Avenue in Grants Pass, Oregon, for the EI/ECSE program. The purchase was authorized by the SOESD Board of Directors on April 5, 2024.

**IT WAS MOVED BY MEMBER MOORE, SECONDED BY MEMBER CONVERSE TO:**

Adopt 2023-2024 SOESD Resolution #10, appropriations transfer.

**MOTION CARRIED 6-0**

- D. 2023-2024 SOESD Resolution #11 – Financing Agreement

Resolution #11 authorizes the execution and delivery of a full faith and credit financing agreement to purchase the property at 711 and 715 SW Ramsey Avenue in Grants Pass, Oregon.

**IT WAS MOVED BY MEMBER MOORE, SECONDED BY MEMBER CONVERSE TO:**

Approve the 2023-2024 SOESD Resolution #11, financing agreement, as presented.

**MOTION CARRIED 6-0**

- E. Lease Agreement – 3132 State Street #210, Medford OR 97504

CFO Weaver explained the administration's request for authorization to enter into a 24-month agreement to lease office space at 3132 State Street #210 in Medford in an amount not to exceed \$196,040.00. SOESD finds itself in need of more office space as the number of staff in Child Care Resource Network (CCRN), School Improvement Services, and School Behavioral Health and Wellness programs have outgrown the space available at the 502 W. Main St. and 101 N. Grape St. offices. CCRN staff will move to the State Street location, freeing up space at the Main Street office to accommodate staff from the other two programs.

**IT WAS MOVED BY MEMBER MOORE, SECONDED BY MEMBER CONVERSE TO:**

Authorize administration to enter into a 24-month lease agreement for 3132 State Street #210, Medford OR 97504 with Griff, LLC, not to exceed \$196,040.00.

**MOTION CARRIED 6-0**

- F. Extension of Lease Agreement – 502 W Main St, Medford OR 97501

Administration requested authority to enter into an 18-month agreement to extend the lease of the office building at 502 West Main Street in Medford in an amount not-to-exceed \$177,502.00.

**IT WAS MOVED BY MEMBER HECTOCTA, SECONDED BY MEMBER MOORE TO:**

Authorize administration to enter into an 18-month lease extension agreement with ABH Properties, LLC, not to exceed \$177,502.00.

**MOTION CARRIED 6-0**

- G. SOESD Phoenix Campus Reconstruction Update  
 Superintendent Beveridge and CFO Weaver provided an update on the process with PACE regarding insurance settlement and reconstruction of the SOESD Phoenix Campus that was destroyed in the Alameda Wildfire on September 8, 2020. A meeting is being scheduled with both parties and their attorneys to discuss each party's interests and reach an insurance settlement. That meeting will likely be held on July 10, 2024 or July 12, 2024. CFO Weaver continues to work with HMK Company and Adroit Construction Company to prepare responses to PACE's inquiries and assist with the meeting.

The district has been waiting for quite some time for PACE to bring clarity on settlement. Construction and other costs for temporary office space are increasing. At this point it will be a challenge to finish by next summer. SOESD needs to proceed even though the issues with PACE are not resolved. Adroit will launch a bid process for subcontractors. CFO Weaver explained the bid process, timing, and awarding of contracts. Data received through the bid process may help clarify costs. HMK Company is preparing a revised budget with costs updated based on the current market. First Interstate Bank will serve as the loan underwriter. The board will receive information in the future regarding the cost to service the loan and other related costs such as timing of facility leases.

**Administration**

- A. End of Year Feedback  
 Superintendent Beveridge provided a PowerPoint presentation reviewing the end-of-year feedback process. Mr. Beveridge reported the survey results of the annual staff survey and the component districts services satisfaction survey.
- B. Oregon Association of ESDs (OAESD) Membership Dues for 2024-2025  
 Administration recommended continuing SOESD's membership in OAESD for 2024-2025 and requested authorization to pay the annual dues in the amount of \$40,795.00.  
**IT WAS MOVED BY MEMBER HECOCTA, SECONDED BY MEMBER VALTIERRA-SANCHEZ TO:**  
 Approve 2024-2025 OAESD annual membership fees of \$40,795.00.  
**MOTION CARRIED 6-0**
- C. Date for the SOESD Superintendent's Evaluation  
 The date for conducting the board's 2024-2025 evaluation of the superintendent was established.  
**IT WAS MOVED BY MEMBER VALTIERRA-SANCHEZ, SECONDED BY MEMBER CONVERSE TO:**  
 Conduct the board's evaluation of the SOESD Superintendent on July 17, 2024.  
**MOTION CARRIED 6-0**

**Executive Session**

At 7:14 PM, Chair Wright 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 7:42 PM, Chair Wright reconvened the Board into Open Session.

**Miscellaneous**

- A. SOESD Organizational Meeting: July 17, 2024, 6:00 PM, SOESD Administration Office in Medford
- B. OSBA Summer Board Conference, August 9-11, 2023, Salem Convention Center.

**Adjournment**

Chair Wright adjourned the meeting of the Southern Oregon ESD Board of Directors at 7:42 PM.