

# HARNEY EDUCATION SERVICE DISTRICT

PO Box 460 | 25 Fairview Heights | Burns,  
Oregon 97720

Fillmore Building 541.573.2426 | Regional Service Center 541.573.2122 | Early Childhood  
Center 541.573.6461

## Harney ESD Board of Directors

Present: Dan Brown, Director (IN-PERSON)  
Kirk Davies, Director (IN-PERSON)  
Charles Dunten, Director (IN-PERSON)  
Pat Sharp, Director (IN-PERSON)  
Sandy Volle, Vice Chair (IN-PERSON)  
Julie Weikel, Director (IN-PERSON)

## Monthly Board Meeting February 10th, 2021

Also Present: Shannon Criss, Superintendent  
Cori Wright, Business Manager  
Hollie Held, Board Secretary

## CALL TO ORDER

Board Vice Chair Sandy Volle called the February meeting to order at 1:32 PM at the Harney ESD Regional Services Center located at 25 Fairview Heights Loop. Due to the COVID-19 Pandemic this board meeting was held VIRTUALLY and IN PERSON.

## PLEDGE OF ALLEGIANCE

### VISITORS/STAFF

Staff: Janet Caldwell – Professional Development  
Brenda Engebretson – Assistant ECC Director  
Donna Shnitker – ECC Director

Visitors: Matt Hawley – Crane/SRCS  
Cara Wilber – Osters Professional

## AGENDA ADJUSTMENTS

Presentation for Matt Hawley about Charter schools was moved to the top of the agenda and Approval of Special Education Service Delivery Program was moved to discussion items under ECC program reports.

**CHARTER SCHOOL PRESENTATION** – Matt Hawley presented the board with a background and information regarding Silvie's Charter Schools and Oregon Family Schools. Mr. Hawley gave an overview on what Crane High School gets for revenue as the sponsoring district and how Crane is able to use those funds and sponsorship benefits to support and advance students within the Crane school districts. Dan Brown asked how Teacher Evaluations are done in a charter school. Mr. Hawley responded the same way you would in a brick and mortar building. They can evaluate the teachers through watching them teach online or they can attend and observe their in-class sessions. Mr. Hawley discussed the board meetings process for Crane High School and Silvie's River Charter Schools.

## PUBLIC COMMENT

There was no public comment

## ACTION ITEMS

- There were no action Items

## Consent Agenda

- Approval of January 2021 Minutes
- Budget Calendar
- Budget Committee

## **HARNEY ESD BOARD OF DIRECTORS MONTHLY BOARD MEETING**

February 10<sup>th</sup>, 2021

- GCBDA/GDBDA-AR(1) – Federal Family and Medical Leave/State Family Medical Leave – **CONDITIONALLY REQUIRED**
- GCBDA/GDBDA-AR(2) – Request for Family and Medical Leave – **CONDITIONALLY REQUIRED**
- GCBDA/GDBDA-AR(4) Sample Designation Letter to Employee – FMLA/OFLA Leave – **CONDITIONALLY REQUIRED**
- GCBDA/GDBDA-AR(1) - COVID-19 Related Leave – **DELETE**
- GCBDA/GDBDA-AR(2) – COVID -19 Related Leave – **DELETE**
- GCBDA/GCBDA – COVID-19 Related Leave – **DELETE**
- GCPC/GDPC – Retirement of Staff - **OPTIONAL**

After review of the Consent Agenda Charles Dunten motioned to approve the January 2021 Board Minutes. Julie Weikel seconded, motion carried. After review of the Budget Calendar, Budget Committee and the seven policies presented, Julie Weikel made a motion to approve the Budget Calendar and Budget Committee as modified to reflect correct dates and the seven policies as presented. Pat Sharp seconded, motion carried.

### **PRESENTATIONS AND REPORTS**

#### **Audit**

Cara Wilber from Oster Professional Group presented HESD's 2019-2020 Financial Audit. Cara presented the Comprehensive Annual Financial Report for the district. Mrs. Wilber said they concluded that the audit evidence they have obtained is sufficient and appropriate for rendering an unmodified opinion on the business-type activities, each major fund and the aggregate remaining fund information qualified audit opinion on the governmental activities. They issued a qualified opinion on the governmental activities due to the fact that the district did not adopt GASB statement No. 75. Cara recommended reading pages 4-9: Management Discussion and Analysis, which provides a good summary of the District of Public Financial Statements and how they are presented.

Cara Wilber stated Oster's performed their audit on time and there were no issues with ethics, they didn't encounter any difficulties during the audit and that there were no significant findings during the audit.

#### **Financials**

Business Manager Cori Wright submitted a Financial Narrative to the board highlighting January's disbursements, balances and significant expenditures. Please find attached Financial Narrative. A full Financial report can be found in the board packet.

Cori stated that we are in the beginning stages of budget season, and will be starting to work with all departments to get their needs/requests in by the first part of March. Discussion was had on resurfacing the parking lot, purchasing two new vehicles, replacing the windows in the front of the building and in the library, possibly getting a new HVAC system for better air quality in the building and a fireproof room in the warehouse.

Pat Sharp moved to approve the financial report as presented. Kirk Davies seconded, motion carried.

### **PROGRAM REPORTS**

Donna Schnitker submitted the program reports for **Early Childhood and Special Education** to the Board which can be found in the board packet.

**HARNEY ESD BOARD OF DIRECTORS  
MONTHLY BOARD MEETING**

February 10<sup>th</sup>, 2021

Head Start classes are going well and have 74 children currently enrolled with 83% attendance.

EI/ESCE has 38 children currently enrolled with six children in referral and evaluation.

Preschool Promise is fully enrolled.

Donna Reported for CCR&R and said it is proving to be more complex than they thought and have a consultant to help navigate those complexities.

The OPEC Parenting Hub will be offering a parenting class for parents of middle schoolers in April.

Donna Shnitker discussed the Special Education Service Delivery Program.

**Superintendent Report**

**Safety Report/COVID-19 updates**

There were no incidents reported. Discussion was had regarding updates on COVID 19, vaccines and new school metrics.

**Discussion**

Superintendent Criss said Carlee Stutz is working hard in the SIA position helping teachers get field tips and other activities organized. Her goal is to have one event per month. Mrs. Criss said she is really doing a great job so far.

Mrs. Criss discussed how her and Gayle Mackey have been working within the Crisis Response in not only intervention, but prevention.

Superintendent Criss discussed gathering more information on how Harney ESD can provide Special Education Services to Silvie's River Charter School and Oregon Families School and asked for the boards blessing to look into this and get back to them in a few months.

Building 24 sold and the proceedings from that transaction are planned to be used towards some of the projects Cori had mentioned in her report.

**Late Additions**

Dan Brown asked that there be a section for old and new business on the agendas.

**MEETING CLOSURE**

With no further business, Sandy Volle adjourned the meeting at 3:00 p.m.

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Sandy Volle, Vice Board Chair