

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, Board Chair
Charles Dunten, Director
Pat Sharp, Director
Doug Stott, Director
Sandy Volle, Director

Monthly Board Meeting June 12th, 2019

Also Present: Charles Beck, Superintendent
Cori Wright, Business Manager
Hollie Held, Board Secretary

CALL TO ORDER

Board Chair Dan Brown called the June meeting to order at 1:31 PM at the Harney ESD Regional Services Center located at 25 Fairview Heights Loop

OPEN 2018-2019 BUDGET HEARING

Board Chair opened HESD 2018-2019 Budget Hearing

PLEDGE OF ALLEGIANCE

VISITORS/STAFF

Staff: Eric Nichols, Instructional Support/Tech
Donna Shnitker, Early Childhood Center/Special Ed

Visitors:
New Superintendent: Shannon Criss
SD #3 Superintendent: Steve Quick
Tech Director SD #3: Andy Whitehead

PUBLIC COMMENT

Superintendent of School District #3 Steve Quick commented on getting an extension for a tech contract. After discussion there was no action taken as it was not an agenda item.

ACTION ITEMS

Designation of 2019-20 Fiscal Year Designations

- Board Chair and Vice Chair
- Chief Administrative Officer & Budget Officer (Shannon Criss)
- Business Manager (Corissa Wright)
- Custodians of Funds (HESD Board of Directors, Shannon Criss, & Donna Schnitker)
- Financial Auditors (Osters)
- Fidelity bond amounts
 - Shannon Criss, Corissa Wright, Janet Caldwell, Hollie Held & Sallie Peila
- Depository of Funds (Local Government Pool & Umpqua Bank)
- Establish dates, time and place of regular board meetings - 2nd Wednesday each month @1:30 RSC
- Authorize use of facsimile signatures for District checks
- Appropriation Resolution
- 18-19 Resolutions
- Declare Surplus Items
- Close out EOT bank account

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

June 12th, 2019

Pat Sharp motioned to approve the designations of the 2019-2020 Fiscals Year Designations as presented. Charles Dunten seconded, and the motion passed unanimously.

Pat Sharp motioned to approve the Appropriation Resolution as presented. Charles Dunten seconded, and the motion passed unanimously.

After discussion of declaring Surplus items, Sandy Volle made a motion to declare Surplus on the items discussed. Doug Stott seconded, and the motion passed unanimously. Please see attachment for items surplus.

Business Manager Cori Wright discussed closing the EOT bank account. After discussion Pat Sharp motioned to approve the closing of the EOT bank account. Doug Stott seconded and the motion carried.

Consent Agenda

- Approval of May Minutes
- Budget appropriation Healthy Start
- Policy BBAA – Individual Board Member’s Authority and Responsibilities- Optional
- Policy ECACB – Unmanned Aircraft System (UAS) a.k.a. Drone – Conditionally Required
- Policy GBEBA – Staff- HIV, AIDS, and HBV – Highly Recommended

After review of the May 2019 Board Minutes, the Budget Appropriation Healthy Start and the three policies presented, Doug Stott moved to approve the consent agenda. Sandy Volle seconded and the motion passed unanimously.

PRESENTATIONS AND REPORTS

Audit

Financials

Cori Wright presented the fund balance report as of June 12th, 2019. The All Funds balance was \$1,936,631.74 and the General Fund balance was \$931,417.01

Disbursements

Monthly disbursements for May, 2019 were reported as follows:

May 1, 2019 thru May 3, 2019 – \$122,526.12

Significant Expenditures:

- | | | |
|----------------------------|----------|---------------------------------|
| General Fund 100 | | |
| • CRISS, SHANNON | \$613.09 | SUPER TRAVEL |
| Fund 285 | | |
| • T&T COLLISION & GLASS | \$250.00 | WINDSHIELD REPLACEMENT |
| Head Start Fund 235 | | |
| • SUSAN HERRINGSHAW | \$27.00 | CLASSROOM SUPPLIES (GRADUATION) |

HARNEY ESD BOARD OF DIRECTORS MONTHLY BOARD MEETING

June 12th, 2019

Board Chair Dan Brown suggested getting a shorter condensed report of the financials along with the ones that Cori the business manager usually presents. It was suggested for Cori to get with the new Superintendent Shannon to discuss options.

Charles Dunten moved to approve the bills as presented. Doug Stott seconded, and the motion carried.

PROGRAM REPORTS

Eric Nichols gave an overview for **Instructional Support and Technology**.

Mr. Nichols talked about data security for Harney ESD and some of the details that entails. Mr. Nichols presented a slide show of the many conferences, mentoring, classes and trainings that Harney ESD has put on and been a part of for the last couple years along with the student dashboard and some of the acquisitions they have gotten through the 1.3 million dollars in grant money written through Harney ESD.

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

Donna Schnitker said the Head Start program is finished for the year and is already fully enrolled for the 2019/2020 school year. She said that has never happened this early in the 27 years she has been here. She expects there to be a large wait list for next year. Donna said they have just hired six new employees for next year this week and are looking to get one more position filled. She said she believes they have a great candidate for that position and think they might get a couple more applicants.

EI/ECSE is currently serving 46 children, which is the most in their history and they continue to receive referrals each month. Donna said they are losing 8 kids to kindergarten, but said she is sure they get more children eligible over the summer months and during next year's screenings.

Great Start is fully enrolled for the 2019/2020 school year as well.

Donna said the Frontier Hub is working with the Advisory Board on new goals for the program. She also mentioned the legislature will be voting on a bill that will give the hubs the task of community planning as a priority.

Superintendent Report

Legislative Update

Superintendent Beck told the board that himself along with Shannon attended the OAESD conference and Mr. Beck gave a legislative update that he learned about while at the conference.

Safety Report

There were no incidents reported.

Late Additions

There were no late additions

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

June 12th, 2019

Close 2018-19 Budget Hearing

Board Chair Dan Brown closed the 2018-19 Budget Hearing at 3:00 p.m.

MEETING CLOSURE

With no further business, Dan Brown adjourned the meeting at 3:04 p.m.

Dan Brown, Board Chair