

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
Kirk Davies, Director
Charles Dunten, Director
Pat Sharp, Director
Doug Stott, Vice Chair
Sandy Volle, Director
Julie Weikel, Board Chair

Monthly Board Meeting June 10th, 2020

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

CALL TO ORDER

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

OPEN 2020-2021 BUDGET HEARING

Board Vice Chair opened HESD 2020-2021 Budget Hearing

PLEDGE OF ALLEGIANCE

VISITORS/STAFF

Staff: Donna Shnitker, Early Childhood Center/Special Ed
Brenda Engebretsen – ECC Assistant Director
Janet Caldwell – Instructional Support

Visitors:

PUBLIC COMMENT

There was no public comment

ACTION ITEMS

Designation of 2020-2021 Fiscals 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
- 19-20 Resolutions
- Declare Surplus Items – Including Dodge Nitro
- Approve Insurance Opt-out incentive for 2020-2021 coverage year.

HARNEY ESD BOARD OF DIRECTORS MONTHLY BOARD MEETING

June 10th, 2020

Pat Sharp motioned to nominate Doug Stott as the Board Chair and Sandy Volle as Vice Chair for the 2020-2021 Fiscal Year. Kirk Davies seconded, motion carried.

Charles Dunten motioned to approve the Chief Administrative Officer and Budget Officer, Business Manager, Custodial of Funds, Financial Auditors, Fidelity bond amounts, Depository of funds and dates, time and place of regular board meetings as presented. Sandy Volle seconded, motion carried.

Sandy Volle motioned to authorize use of facsimile signatures for District Checks. Dan Brown seconded, motion carried.

It was asked to move the Appropriation Resolution to the end of the meeting.

After discussion of 19-20 Resolutions it was concluded that it is obsolete and needs no motion.

After discussion of declaring Surplus items, Pat Sharp made a motion to declare Surplus on the items discussed. Sandy Volle seconded, motion carried.

Insurance opt-out incentive for the 2020-2021 coverage year was discussed. Pat Sharp motioned to approve the insurance opt-out incentive for the 2020-2021 coverage year as presented. Charles Dunten seconded, motion carried.

Consent Agenda

- Approval of May 2020 Minutes
- Approval of May 2020 Budget Board Minutes

After review of the May 2020 Regular Board and Budget Board Minutes, Dan Brown motioned to approve the minutes after one typo in the regular board minutes is fixed. Sandy Volle seconded, motion carried.

PRESENTATIONS AND REPORTS

Audit

Financials

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

Charles Dunten moved to approve the financial report as presented. Sandy Volle 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.

Donna Shnitker said the Head Start is closed for the summer as of June 5th. Donna praised her staff with how amazing they did throughout the pandemic. She talked about what they were able to do for the children regarding graduation and said it all turned out wonderful and the parents and children

HARNEY ESD BOARD OF DIRECTORS MONTHLY BOARD MEETING

June 10th, 2020

really enjoyed it.

Donna said they have everything in place to provide summer school for 30 students. This will allow for three classes of 10 students. These classes will be Mondays and Wednesdays from 9-12. Donna said they will be following all rules and requirements regarding cleaning and sanitization given by the state. She said one thing that will be new is the state is requiring the children to have their temperatures taken before they enter the building.

The Early Learning Division has postponed awarding any of the grants for our programs until the Division can be certain of the dollars available to fund them. Donna said they have delayed this until July 1st.

EI/ECSE is currently at 44 children with more referrals coming in. Donna said they have more evaluations scheduled in the coming week.

Donna said Head Start ended with a very cute graduation and was very happy with all her staff.

Donna said the Frontier Hub is in a holding pattern while funding for coordinated enrollment is being figured out.

Superintendent Report

SSA Comprehensive Support Plan

Superintendent Criss discussed the SIA Funds and said they are currently predicting a 40% reduction of funds. They are hoping to get final numbers in July. Superintendent Criss talked about the SIA Administrator position and said we can't post the position until we know the position is secure,

Safety Report

There were no incidents reported. Discussion was had regarding updates on COVID 19. Superintendent Criss told the board that she received a new 47-page guidance document for re-opening schools in the Fall called Ready Schools, Safe Learners. Superintendent Criss highlighted areas of the 47-page document, discussion followed.

Late Additions

Superintendent Criss told the board that the Bond Measure that School District #3 is going for will be up for voting in November and said she had discussed with Superintendent Quick that Harney ESD would be supporting them in this.

Close 2020-2021 Budget Hearing

Board Vice Chair Doug Stott closed the 2020-2021 Budget Hearing at 2:23 p.m.

Adopt the Budget

- Resolution to Adopt the Budget
- Resolution to Impose and Categorize Taxes
- Appropriation Resolution

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

June 10th, 2020

Pat Sharp motioned to approve the resolution to adopt the budget, resolution to impose and categorize taxes and the appropriation resolution as presented. Sandy Volle seconded, motion carried.

MEETING CLOSURE

With no further business, Doug Stott adjourned the meeting at 2:30 p.m.

Doug Stott, Vice Board Chair