

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: Pat Sharp, Director
Doug Stott, Vice Chari
Sandy Volle, Director
Julie Weikel, Board Chair

Monthly Board Meeting March 17th, 2020

Also Present: Shannon Criss, Superintendent
Hollie Held, Board Secretary

CALL TO ORDER

Board Chair Julie Weikel called the March meeting to order at 1:30 PM at the Harney ESD Regional Services Center located at 25 Fairview Heights Loop

PLEDGE OF ALLEGIANCE

VISITORS/STAFF

Staff: Janet Caldwell – Instructional Support
Brenda Engebretsen – ECC Assistant Director

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

- Hire SIA Grant Administrator

AGENDA ADJUSTMENTS

No Agenda Adjustments

CONSENT AGENDA

- Approval of February 2020 Minutes
- Certified Employee Contract Recommendation
- COLA Increase
- Policy AC – Nondiscrimination - **Required**
- Policy AC-AR – Discrimination Complaint Procedure – **Required (Board Adoption Required)**
- Policy ECACB – Unmanned Aircraft System (UAS) a.k.a. Drone – **Required**

The SIA Grant Administrator position was posted on School Springs, COSA, the local newspaper and with the Oregon Employment Office. Applications were reviewed and the position discussed. Doug Stott made a motion to approve the recommendations made by the Superintendent and to allow her to offer the SIA Grant Administrator position to a qualified applicant. Pat Sharp seconded, motion carried.

After review and discussion of the February 2020 minutes, the Certified Employee Contract recommendations (Shannon, Donna, Brenda and Cori), the COLA increase of 3% and policies AC, AC-AR and ECACB. Doug Stott motioned to approve the Consent Agenda as presented. Pat Sharp seconded, motioned carried.

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PRESENTATIONS AND REPORTS

Financials

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

Sandy Volle moved to approve the bills as presented. Doug Stott seconded, and the motion carried.

Presentation

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 Schnitker reported that Head Start is fully enrolled with 13 on the waiting list.

Donna said the Early Learning Division has held a couple of webinars regarding the Coronavirus and have opted to stay open at this point while giving parents the option to either bring their children or keep them home. Donna said the entire ECC staff is taking extra precaution in hand washing, sanitizing and asking parents to keep children home if they show any sign of sickness.

The application deadline for Preschool Promise and Oregon Head Start enhancements have been moved out a month because of the response to COVID-19.

There was discussion on how the mandatory resting time and how long each class takes for rest time.

EI/ECSE has 44 children and 4 children in referral.

Great Start is fully enrolled.

Donna said the Frontier Hub will have a virtual meeting with OCF on Thursday to see how the Parenting Hub is doing.

Donna reported they have completed the Triple P training and said they had good attendance from some key community partners. She said they now have people from Child Welfare, Symmetry Care, Health Department and the Harney District Hospital who have had the training.

Superintendent Report

Superintendent Evaluation Timeline

Hollie gave a Superintendent Evaluation 360 packet to each board member along with information to a webinar for superintendent evaluations. Pat Sharp asked Superintendent Criss to do a self-evaluation and have it back to the board by April's Board Meeting.

Student Investment Account Application Update

Superintendent Criss gave an update on the Student Investment Application. Shannon said she has been working closely with Andi Kemp (grant writer) and Janet Caldwell preparing the Student Investment Application Grant.

March 6th Workshop (Backwards Bicycle)

Harney ESD held a Trauma Informed workshop on March 6th and said it went very well and had 24

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attendees. Sandy Volle said she attended the workshop and said it was one of the best trainings she has been to. Harney ESD will host another Trauma informed training in August. Following discussion of the March 6th workshop, Superintendent Criss played a video called the Backwards Bicycle.

Safety Report

There were no incidents reported. There was discussion on the possible need for a new sump pump. Hollie will get a hold of Great Basin Plumbing and Eastern Oregon Building Maintenance.

- **Coronavirus update and Emergency Procedures per Policy EBC**

Superintendent Criss has been working on an Emergency call tree list and shared that with the board members. There was discussion on the Coronavirus and overview of Policy EBC – Emergency Procedures. It was discussed to keep Harney ESD open to the public unless new orders by the state governor are given, and to not have any meetings schedule with 25 or more people. Superintendent Criss reminded everyone that new guidelines are constantly changing and will keep everyone up to date through email. Recent handouts for Coronavirus were handed out to each attendee.

MEETING CLOSURE

With no further business, Julie Weikel adjourned the meeting at 3:06 p.m.

Julie Weikel, Board Chair