

HARNEY EDUCATION SERVICE DISTRICT

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Oregon 97720

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

Monthly Board Meeting June 14, 2023 Harney ESD Board of Directors

Present: Doug Stott, Director
Dan Brown, Director, Board Chair
Charles Dunten, Director
Sandy Volle, Director
Charles Schmidt, Director, Vice Chair (By Phone)
Julie Weikel, Director
Shannon Criss, Secretary to the Board, Superintendent
Donna Schnitker, ECC Director
Corissa Wright, Business Manager
Brenda Engebretson, ECC Director
Janet Caldwell, HESD Program Director
Katie Hill, Administrative Assistant/Board Clerk

Absent Excused: Tom Doman, Director

CALL TO ORDER

Chair Dan Brown called the June 14, 2023 meeting to order at 1:30PM at the Harney ESD Regional Services Center located at 25 Fairview Heights Loop. This meeting was also available to attend virtually.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Dan Brown.

VISITORS

Kaitlyn Patterson - Athletic Trainer
Janice Dunten

Executive Hearing as per ORS 192.660(2) (i) - No Executive Session needed.

Dan Brown opened the Public Hearing for the 2023-2024 Budget at 1:36PM.

ACTION ITEMS

- Designation of 2023-2024 Fiscal Year Designations (effective July 1):
 - Board Chair - Charlie Schmidt
 - Board Vice Chair - Dan Brown
 - Chief Administrative Officer and Budget Officer (Shannon Criss)
 - Business Manager (Corissa Wright)
 - Custodian of Funds (HESD Board of Directors and Shannon Criss)
 - Financial Auditors (Pauly, Rogers, and Co., PC)

- Fidelity bond amounts
 - Shannon Criss, Corissa Wright, Janet Caldwell, and Sallie Peila
- Depository of Funds (Local Government Pool and First Community Bank)
- Establish dates, time, and place of regular board meetings
 - 2nd Wednesday of each month (no July meeting scheduled) at 1:30 p.m. at HESD

Doug Stott made a motion to nominate Charlie Schmidt as Harney ESD Board Chair. Sandy Volle seconded. No discussion. Motion carried unanimously.

Charles Dunten made a motion to nominate Dan Brown for Harney ESD Vice Chair. Doug Stott seconded. No discussion. Motion carried unanimously.

Charles Dunten made a motion to accept Shannon Criss as Chief Administrative and Budget Officer, and Custodian of Funds along with HESD Board. Shannon Criss, Cori Wright, Janet Caldwell, and Sallie Peila will be in charge of Fidelity bond amounts. Cori Wright as Business Manager. Pauly, Rogers, and Co., PC will be the Financial Auditors, and Local Government Pool & First Community Bank will be the Depository of Funds. Regular Board meetings will take place on 2nd Wednesday of each month, no July meeting to take place, at 1:30 p.m. at HESD. Sandy Volle seconded. No discussion. Motion carried unanimously.

Consent Agenda

- Consent Agenda was split and motions were made individually, see below.

Approval of May 8, 2023 regular meeting minutes
Approval of May 8, 2023 budget meeting minutes

After review of the regular May 2023 meeting minutes Sandy Volle made a motion to approve as presented. Julie Weikel seconded. No discussion. Motion carried unanimously.

After review of the May 2023 budget meeting minutes Sandy Volle made a motion to approve as presented. Doug Stott seconded. No discussion. Motion carried unanimously.

NEW BUSINESS

- Dan Brown introduced Athletic Trainer, Kaitlyn Patterson, to the Board members and gave thanks for all that she's been doing out at our rural schools. She explained the outreach that she's been offering to the rurals. She has been enjoying her time out at rural schools. Kaitlyn would like to see about adding a nutritionist, Tori Gardner, into some of the sessions that she will be doing. She gave her thanks for HESD getting this program up and running.

OLD BUSINESS

- **Policy Updates/New Policies:**

AC - AR - Discrimination Complaint Procedure

EHB - Cybersecurity (New)

IGBHD - Program Exemptions

JFCF - AR - Harassment, Intimidation, Bullying, Cyberbullying, or Teen

Dating Violence Reporting Procedures - Student

JGE - Expulsion

- **Doug Stott made a motion to approve the above referenced policies as presented. Charles Dunten seconded. No further discussion. Motion carried unanimously.**

PRESENTATIONS AND REPORTS

Financials

Business Manager, Cori Wright, presented the Financial Narrative highlighting disbursements, balances and significant expenditures. Please find attached Financial Narrative. Cori discussed the disbursements in better detail, and exactly what some of them are. Some are tuition reimbursements, and a Dallas trip for the teachers taking place at the end of this month. The audit situation has not changed, and Cori has sent off some preliminary information to Cara from Oster's to look over. Cori has checked with several other companies and they don't have the staffing to be able to take HESD on. As of right now Pauly Rogers will remain our auditor.

Sandy Volle made a motion to approve the expenditures/disbursements as presented. Doug Stott seconded. No discussion. Motion carried unanimously.

PROGRAM REPORTS

ECC Report attached

Brenda Engebretson

- The school year at ECC has ended and the enrollment remained consistent throughout the year. Preschool Promise is already almost full for the next school year. They had several fun events to close out the end of this school year.
- Only 8 children in the EI/ECSE will transition to kindergarten next year. COVID put a lot of children behind. HUB has finished the regional assessment and they are still waiting to hear back about it.
- There is still an ongoing search to find a director for the daycare facility, and they are at a stand still at the moment. They are still waiting to hear back about the \$100,000 grant.

Superintendent Report/Safety Report/COVID-19 updates

Shannon Criss shared the following:

- Shannon applied for a health grant for staff health and wellness. On Tuesday staff participated in one of the events. Connie Robbins came and taught a painting class for HESD/ECC staff.
- Shannon met with the hospital CEO to see about recruiting an SLP. The hospital would hire the person and the ESD would contract for a portion of those services.
- Shannon has been working with Raime on Emergency Operation Plans and the final version has been completed and will be shared with other agencies. This is a County-wide plan. There is discussion about doing some community outreach training for some of the rural districts.
- We are required to have a Suicide Prevention and Intervention plan on the website. Shannon presented a Policy Guide that is directing the work. Cheyenne Fowler is working with other counselors in the County and regionally in creation of a county wide safety plan which would include suicide prevention and intervention plans. Shannon is working with regional experts on completion of the document and requirements for posting to the website. She has presented the policy guide to the rural school boards.

- Shannon is 15 days over her contract, so she would like the Boards approval for her to spend the first two weeks of July to compensate for her work overage.

DISCUSSION ITEMS

- Sandy enjoyed the presentations that the HESD staff presented during the Sunriver Conference. It allowed other districts to see through the lens of high quality education and opportunities in Harney County. It painted a better picture of frontier one room schools. Doug enjoyed seeing the passion that the people have about what they are doing.

Dan Brown closed the Public Hearing for the 2023-2024 Budget at 2:25 PM.

Charles Dunten made a motion to Adopt the 2023-2024 Budget and Make Appropriations as presented. Doug Stott seconded. No discussion. Motion passed unanimously.

Sandy Volle made a motion to accept the Resolution to Impose and Categorize Taxes as presented. Julie Weikel seconded. No discussion. Motion passed unanimously.

MEETING CLOSURE

With no further business, Chair Dan Brown adjourned the meeting at 2:28 PM.

Dan Brown, Board Chair