

# 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

## Monthly Board Meeting September 10, 2025 Harney ESD Board of Directors

Present: Doug Stott, Director, Chair  
Dan Brown, Director  
Charles Dunten, Director  
Thomas Doman, Director  
Sandy Volle, Director, Vice Chair  
Kurt Van Batavia, Director  
Shannon Criss, Secretary to the Board, Superintendent  
Donna Schnitker, EI/ECSE Director  
Brenda Engebretson, Head Start Director  
Corissa Wright, Business Manager

Absent Excused:

### WORK SESSION CALL TO ORDER

Chair Doug Stott called the September 17, 2025 work session to order at 12:30 p.m. Pledge of Allegiance was led by the Chair. Discussion followed on the superintendent search. We will hold a second work session on Wednesday, October at 12:30 p.m. Shannon and Cori will have a posting and job description for a full time position created and ready to share with the board. The goal is to have the position posted by November 1, 2025.

Chair Doug Stott closed the work session at 1:23 p.m.

### CALL TO ORDER

Chair Doug Stott called the September 17, 2025 meeting to order at 1:30 p.m. 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 Doug Stott.

**VISITORS** Janice Dunten

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

### ACTION ITEMS

#### Consent Agenda

- Amended Agenda to include ECC Grant and Director Position 1
- Approval of August 13, 2025 minutes

**After review of the Consent Agenda Dan Brown made a motion to approve as presented. Sandy Volle seconded. No discussion. Motion carried unanimously.**

## **NEW BUSINESS**

- Head Start Supplemental Grant Application. Brenda shared with the board the purpose of the grant (healthy nutrition and music). **Dan Brown made a motion to approve the HeadStart Supplemental Grant application as presented. Sandy Volle seconded. No discussion. Motion carried unanimously.**
- Shannon presented the HESD 2024-2025 Annual Transparency Report. The full revenue and expenditure document will be emailed to all board members. **Sandy Volle made a motion to approve the Annual Transparency Report as presented. Charles Dunten seconded. No discussion. Motion carried unanimously.**
- Discussion was held to elect Governance Council and Legislative Representative to the OAESD Board. **Dan Brown made a motion to appoint Chair Doug Stott to both the Governance Council Position and to serve as the Legislative Representative. Sandy Volle seconded. No discussion. Motion carried unanimously.**
- Shannon shared Brenda Engebretson's resignation letter as the Director of HeadStart and Preschool Promise. She shared plans for replacing this position. The board shared their gratitude for the years of service that Brenda has provided. **Sandy Volle made a motion to accept Brenda Engebretson's resignation. Tom Doman seconded. No discussion. Motion carried unanimously.**
- The following policies were handed out as a FIRST READING:
  - GCBD/GDBD - Sick Leave-Personal Illness and Injury Leave, Optional
  - GCBDE/GDBDE - Military Leave of Absence, Optional
  - IGBAB/JO-AR - Education Records/Records of Students with Disabilities, Required
  - JO/IGBAB-AR - Education Records/Records of Students with Disabilities, Required
  - JOA - Directory Information, Required
- The Zone 1 Director position was discussed. Malia Skunkcap has expressed interest in filling this vacant position. Cori will reach out to her and ask her to submit a letter of interest and to invite her to the October board meeting.
- Charles Dunten requested that all ESD staff members be invited to the October board meeting to be introduced. Shannon will invite them to the lunch preceding the board meeting.

## **OLD BUSINESS**

- No old business

## **PRESENTATIONS AND REPORTS**

### **Financials**

Business Manager, Cori Wright, presented the disbursements, general fund balances, and significant expenditures.

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

### **PROGRAM REPORTS**

#### **Donna Schnitker/Brenda Engebretson**

- Donna and Brenda updated the board on happenings at the Early Childhood Center (report attached).

### **Superintendent Report**

Shannon Criss shared the following:

- Gratitude to our staff that do so much for our schools. They are making a difference.

- Recognition and gratitude for the community organizations that provide resources for our students - this includes the Health Department that is going out to all of our schools to provide health screenings. Thank you to Janet for organizing this.
- Update on the support being provided to individual districts.
- Shared information on the first LSP meeting which was held at 10:00 a.m. to accommodate a request from Crane. Frenchglen requested meetings be held after school hours. The second meeting will be held at 4:00 p.m. We will set up that meeting after ODE releases final budget allocations.

### **DISCUSSION ITEMS**

- Doug shared a story about gardening (making salsa with his fresh produce) with Diamond students.

### **MEETING CLOSURE**

With no further business, Chair Doug Stott adjourned the meeting at 2:40 PM.

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Doug Stott, Board Chair