



# Columbia Gorge

EDUCATION SERVICE DISTRICT

400 EAST SCENIC DRIVE, SUITE 207  
THE DALLES, OR 97058

Board Meeting  
April 21, 2021 - 7:00 p.m.  
Via Zoom  
**MINUTES**

These are the Official Minutes. They were approved  
at the May 19, 2021 Meeting of the Board.

**Members Present:** Paul Zastrow  
Susan Gabay  
Ian Stromquist  
Stephanie Ritchie  
Suze Nigl  
Tammarra Ferguson

**Staff/Guests Present:** Pat Sublette, Superintendent  
Penny Grotting, Assistant Superintendent  
Kim Domenighini, Director of Fiscal Services  
Bob Dais, Director of Human Resources  
Antonia Sanchez, Migrant Education Administrative Assistant  
Christa Rude, Early Learning Hub Director  
Christy Christopher, STEM Hub Director  
Gabrielle DeLeone, Regional Educator Network Director  
Jonathan Fost, Migrant Education Director  
Lori Burkart, EI/ECSE Assessment Specialist  
Maggie Lowe, Early Learning Director  
Mauree Donahue-Revier, Regional Educator Network TOSA  
Patti Timmer, Instructional Assistant/Records Specialist  
Scott Whitbeck, Director of School Improvement  
Stacy Holeman, CGESD Zone 2 Board Candidate  
Stan Felderman, Administrative Assistant/Assistant Bookkeeper  
Susan Vallie, Executive Assistant

**An Executive Session was held prior to the Regular Meeting, starting at 6:30pm.**  
EXECUTIVE SESSION pursuant to ORS 192.660(2)(i) - To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.

### **Call to Order and Flag Salute**

Chairman Zastrow called the meeting to order at 7:03pm.  
Assistant Superintendent Grotting led the Pledge of Allegiance.

### **Introductions**

Introductions were not necessary.

### **Comments from the Audience about Non-Agenda Items**

Audience members had no comments.

## **Presentations/Reports**

### *Legislative Update*

Chairman Zastrow gave a brief overview of the current legislative session status. He felt things will really start to move along after financial projections are released next month.

### *Superintendent's Message*

Superintendent Sublette opened her message with kind words of admiration for two staff members who will be retiring at the end of the year: Penny Grotting and Patti Timmer.

The Superintendent spoke of Penny's extraordinary dedication to the ESD and exemplary leadership at both the Columbia Gorge ESD and North Central ESD. It was noted how Penny has announced her retirement but is also requesting she be able to continue to support the ESDs, in her current role, by working back after she retires.

The Superintendent then spoke of another leader, one who for 30 years led by example; Patti Timmer. Patti who bills Medicaid for the ESD, was also acknowledged for her masterful interactions with preschool students in our program, which she said will be greatly missed.

Other highlights from this past month included how work on preparing the budget for next year has been taking place, the training of all administrators on the new TalentEd hiring process, along with the freshening up of the facilities. In addition, the assessment of processes has been happening with the goal of putting into place increased efficiency, clarity, and best practices.

### *Assistant Superintendent's Report*

Assistant Superintendent Grotting, who shared how she is not ready to stop working yet, has been busy with budgeting and identifying new funding streams to help strengthen programs. In addition she has been actively assisting with training for the administration of state testing.

### *Personnel Report*

Bob Dais, Director of Human Resources, reported how preparations are underway for Summer School and the posting of positions, due to retirement. In addition, he has been preparing for upcoming negotiations with the association as a formal letter to start bargaining has been submitted.

### *Financial Report*

Kim Domenighini, Director of Fiscal Services, has been very busy preparing the budget for this next year.

Regarding a question which was brought up at the last meeting, about what appeared to be negative balances showing on the financial statements in several areas, she explained/confirmed, those balances will be in the positive at the close of the year. The reason for this being that for many grants, reimbursement comes after spending has taken place.

## **Department Reports**

### *Migrant Education*

Program Director Jonathan Fost spoke of how Native American Home School Liaison Lucille Begay has been providing education on culture and positive ways to honor native brothers and sisters. Mental health workshops have been taking place, with a focus on suicide awareness and a Mariachi Outreach Program will be starting next week.

Plans for Migrant Summer School, in collaboration with the D21 Summer School Program are taking place.

#### *Four Rivers Early Learning Hub*

Program Director Christa Rude expressed her appreciation for the temporary help of Adriana Flores Garcia. Her assistance has helped support the many activities of the hub, including coordinated enrollment, the Bridges to Kindergarten program and the play and learn program.

#### *Early Learning*

Program Director Maggie Lowe has a work group focused on the exploration of added space for Early Learning programs, enhancements, and planning for the future.

Students have returned on site at the Sunshine Kids Preschool and the program has been actively utilizing the new translation service, most recently for their family night.

#### *Columbia Gorge STEM Hub*

Program Director Christy Christopher has been busy supporting students with materials, across all grade levels, and networking in the area. She has also been applying for, and receiving, many grants for programs to support youth in our area.

#### *Regional Educator Network*

Program Director Gabrielle DeLeone spoke of the support her program has been providing educators which will help to set them up for success in the future.

Director of School Improvement, Scott Whitbeck, has been actively working on Summer School plans, in coordination with Migrant Education Director Fost. The D21 Summer Program will focus on students who have experienced the greatest education loss, as identified through assessments, and will offer paid internships to older High School Students. He has also been working on a High School Credit Recovery Program which will take place in June.

Mauree Donahue-Revier, and Sue Winnett have been actively assisting with the Columbia Gorge Community College's "Grow your Own" teacher program.

Stacy Holeman, CGESD Zone 2 Board Candidate, has been being getting up to speed with the activities of the ESD and looks forward to having the opportunity to be part of the group.

### **Consent Agenda**

*Prior to the vote, information regarding a contract for an Employee Records Program, a complement piece to the TalentEd Hire program currently being utilized by the ESD, was presented for consideration.*

- a. Approve Meeting Minutes from March 17, 2021
- b. Ratify Financial Reports for March 2021
- c. Approve CGESD Budget Committee Members
- d. Approval of Contracts/Agreements
  1. Purchase of Pediatric Vision Screener for EI/ECSE
  2. Oregon Tail Mini Storage for EI/ECSE
  3. Purchase of a Mainstream Preschool Navigator 2000 Play Loft for EI/ECSE
  4. Brentage, LLC for Communication, Design and Project Assistance
  5. PowerSchool for Talent Records

Motion to approve the Consent Agenda was made by Director Nigl. Director Stromquist seconded the motion and it passed unanimously.

It was clarified the storage space for the EI/ECSE Program was being leased on a month-to-month basis, until additional space is secured.

### **Discussion/Action Items**

#### **Approve Budget Resolutions as Presented**

Motion to approve the Budget Resolutions was made by Director Ritchie. Director Gabay seconded the motion and it passed unanimously.

The Resolutions, which totaled \$219,975.50 in unexpected revenue, needed to be officially accepted by the board, prior to their expenditure.

#### **Actions, if any, to be taken regarding the Executive Session held at 6:30pm.**

The Executive Session was held for the purpose of the Annual Review of the Superintendent. Director Nigl moved to extend the Superintendent's Contract, which was seconded by Director Stromquist and the motion passed unanimously.

### **Informational Items**

(General information Items, not requiring Board Approval.)

- a. An update on the additional space search for the EI/ECSE Program was already addressed during the meeting.
- b. The OAESD Task Force on Equity and Racial Justice Position Statement was shared.
- c. Copies of the resignation letters from Penny Grotting and Patti Timmer were provided.
- d. A reminder to submit any desired agenda Items for the Next Regular Meeting of the board, scheduled for May 19th, via Zoom was made.
- e. A reminder of the first CGESD Budget Committee Meeting on Wednesday, May 5th, starting at 7pm, via Zoom was given. A second Budget committee Meeting (if needed) is scheduled for Monday, May 10th, starting at 7pm, via Zoom.
- f. A reminder of the upcoming Special District Elections on May 18, 2021 was given.
- g. Information regarding the upcoming OSBA Virtual Summer Conferences, which will be held July 9<sup>th</sup> and 10<sup>th</sup>, 23<sup>rd</sup> and 24<sup>th</sup> was provided.
- h. A copy of the Columbia Gorge ESD Education Association's Notice to Bargain a Successor Agreement was provided to Directors.

### **Adjourn**

Chairman Zastrow adjourned the meeting at 8:15pm.