

Board Meeting
August 19, 2020 - 7:00 p.m.
Via Zoom

MINUTES

These are the official minutes. The Board approved them on September 16, 2020.

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

Members Absent: None

Staff/Guests Present: Patricia Sublette, Superintendent
Mary Bowen, Executive Secretary
Penny Grotting, Assistant Superintendent
Cody Harmon, Technology Director
Magdalyn Lowe, Early Learning
Lori Burkart, Early Intervention
Stan Felderman, Assistant Bookkeeper

Call to Order and Flag Salute

Chair Zastrow called the meeting to order at 7:03 p.m. and Director Ritchie led the Pledge of Allegiance.

Introductions

Individuals introduced themselves.

Comments from the Audience about Non-Agenda Items

Paul Zastrow read a letter from OEC recognizing the work Pat Sublette has done as part of the leadership committee for OEC, Zone Directory for ESD and Colleges. Paul Zastrow thanked Pat for her service and commitment to the committee and leadership team, and for work for ESD and Colleges.

Presentations/Reports

CGESD Superintendent

Superintendent Sublette reviewed her superintendent report. The legislature met earlier in August and was able to protect funding for the schools at the 9-billion-dollar level, along with Early Learning and SIA funding. Not 100% certain what this will have on the SIA funding for ESD's though. Unfortunately, the 2nd year of funding for Chronic Absenteeism is going away, as well as a 17% reduction in funding of the SSA.

She hired Heather Anderson as a new Assessment Specialist to help Lori Burkart in these duties. Aaron Bowman was hired to be the Home School Liaison/Family Engagement Specialist and brings helpful connections to families in the area. She is also recommending the hiring of Magdalyn Lowe for the new Early Learning Director position. Ms. Lowe has been putting in a lot of time this summer in helping districts prepare the COVID Response and other areas.

She discussed the new revamping of the ESD website, which will allow for immediate contact with staff in a way that our current program cannot do. This will be very helpful in the current situation and allow us to better handle immediate/emergency situations. Superintendent Sublette also informed of the 64,000+ masks that was donated by FEMA, which will be allocated to districts based upon their student levels. The masks are currently being stored at North Wasco County School District. A big thank you to them as the college could not accommodate the truck and forklift necessary for the delivery. The ESD will receive a portion of the masks, and is helping with the distribution.

She has been working with Assistant Superintendent Grotting and Director Lowe to help districts create the blueprints for reopening.

Assistant Superintendent

Assistant Superintendent Grotting has been doing the same work as Superintendent Sublette at North Central ESD. They also will receive masks and are waiting to see where the greatest need for the masks are prior to distribution.

She has been working to help schools in her district to open, many are going to be live, in session classes.

She is working on Federal Programs for North Wasco, Dufur, and South Wasco Title Programs. Closing out and claiming all funds for House Bill 3499.

She hosts the Small School superintendent's weekly meeting, which allows the smaller districts to compare what each is doing and if they are all on the same page.

An exciting item that Assistant Superintendent Grotting is working on is a contact tracing app to be used by staff on their smart phones. It allows staff to scan a QR code, which is linked to a Google Form. It allows for staff to have not contact when going to different places in the district and automatically fills in the form. This information will then be kept for 4-weeks to allow for tracing if necessary. She is working on one for CGESD.

Other Presentations/Reports

Technology Director Harmon briefed us on what the technology department is doing. They are working to get disadvantaged families either better or new internet connectivity, and working to ensure continuity of services for those that do not have connectivity.

He has been working on new servers for North Central ESD and their associated school districts. This has been a lot of work as the network and servers have been pretty much built from scratch. Assistant Superintendent Grotting is very thankful for the work Director Harmon has been doing and knows that they will be in a much better place when all done.

Magdalyn Lowe introduced herself during the introductions piece and talked about her desire to grow the program with future opportunities. Where we are and where she would like to take the program. Aaron Bowman and Heather Anderson were moved to new Home School Liaison/Family Engagement and Assessment Specialist positions. She is very happy to step into this new role and help supervise the Early Learning program.

Ms. Lowe is supporting districts by assisting with new opening guidelines being established by ODE. ODE has been listening to districts, has been very responsive and she is appreciative of their work.

She has been working with Assistant Superintendent Grotting and Superintendent Sublette on the school blueprints for reopening. Districts will be start with distance learning. The Preschool program might be able to have up to 20 students onsite, but will probably start with 10 students. Head Start classrooms will start with 10 students. She will provide updates to the health department and is getting feedback from parents regarding their needs.

Consent Agenda

- a) Approve Board Meeting Minutes from July 15, 2020**
- b) Approval of Contracts/Agreements**
 - 1) Apptegy for Website Development
 - 2) Willamette ESD for Data Analyst Services
 - 3) Hood River County School District for REN Design Coach Services
- c) Hire Estefania Leon-Alvarado as EI/ECSE Preschool Teacher**
- d) Resignation of Deputy Clerk**
- e) Resignation of Preschool Teacher**

Motion by Director Nigl to approve Consent Agenda items a through e as presented. Directory Ritchie seconded the motion and it passed unanimously.

Estefania Leon-Alvarado has been involved with the Migrant Education Program and is hired to replace Heather Anderson. Superintendent Sublette expressed her appreciation of the work by Mary Bowen and the long notice to find her replacement. Superintendent Sublette read an email from Sheree LaDouceur explaining the reasons for her resignation. Superintendent Sublette needs stability in that classroom so she is looking to hire a replacement teacher

Discussion/Action Items

a) First Reading of Policy Revisions

Board members accepted for first reading revisions to IGBAH AR: Special Education-Evaluation and Eligibility Procedures.

b) Second Reading/Adoption of Policy Revisions

c) Rainy Day Expenditure

d) Hire Magdalyn Lowe as Early Learning Director

e) Rainy Day Expenditure 2

Motion by Vice-Chair Gabay to approve Discussion/Action Items b, c, d, and e as presented. Directory Nigl seconded the motion and it passed unanimously.

Approval of the above-stated motion results in the board adopting the following policies and administrative regulations:

GBN/JBA: Sexual Harassment

GBN/JBA AR: Sexual Harassment Complaint Procedure

Informational Items

Board members are invited to attend the all-staff in-service on August 28. The next board meeting will be held on September 16 via Zoom.

The Operational Blueprint will be posted to the website.

Superintendent Sublette also discussed Communicable Diseases and will present this to the board soon.

Board Member Ritchie asked about filling vacant board seats. Superintendent Sublette said that she has been in contact with Superintendent Henderson from Dufur and Superintendent Peters from North Wasco. One name that has been put forth is Adriana Flores, who lives on the West side, has school age children, and is involved in the health care industry.

Vice Chairwoman Gabay asked about a status update on the School Based Health Care. Superintendent Sublette is reaching out to Teri Thalhofer for assistance on the next stage of development. Superintendent Sublette stated that we are right in step with other districts in regards to where we are in this process and will update the board at the next meeting.

Adjourn

Chairman Zastrow adjourned the meeting at 7:46 p.m.