



Columbia Gorge Education Service District
Dedicated to Enhancing Educational Opportunities

Minutes of the Regular Meeting of the Board held on December 21, 2021

Starting at 7:00pm ~ This Meeting was held Virtually, via Zoom
These are unofficial minutes. The Board has not approved them.

Members Present:

- Suze Nigl, Chair
- Paul Zastrow, Vice Chair
- Ian Stromquist
- Stacey Holeman
- Stephanie Ritchie
- Doug Nelson

Staff/Guests Present:

- Pat Sublette, Superintendent
- Penny Fender, Assistant Superintendent
- Jamie Campos, Financial Controller
- Bob Dais, Director of Human Resources
- Alison Donnelly, Director of Health Services
- Christa Rude, Four Rivers Early Learning and Parenting Hubs Director
- Claire Ranit, School Safety & Prevention Specialist
- Dan Patton, SSA Design Administrator
- Gabrielle DeLeone, Regional Educator Network Director
- Jonathan Fost, Migrant and Native American Education Director
- Maggie Lowe, Early Learning Director
- Robert Salazar, Graduation Specialist
- Scott Whitbeck, Director of School Improvement
- Shira Skybinskyy, Four Rivers Early Learning and Parenting Hubs Assistant Director
- Stan Felderman, Director of Technology
- Susan Vallie, Executive Assistant
- Toña Sanchez, Migrant Education Coordinator

Call to Order and Flag Salute

At 7:04pm, in the absence of the Chair and Vice Chair who had been delayed, Director Ritchie opened the meeting and led the Pledge of Allegiance.

Introductions

Introductions were not necessary.

Comments from Audience about Non-Agenda Items

Audience members had no comments.

Presentations/Reports

2020-2021 CGESD Audit Report

This presentation was postponed until the January Meeting

Superintendent's Message

Superintendent Sublette spoke of the second all staff in-service day which had recently been held. The in-service focused on caring for each other, and ourselves, with a presentation led by Claire Ranit and Elizabeth Murphy. In addition, the in-service was an opportunity to collect feedback from staff on the seven priorities generated by the design team.

The Design team met this last week. They have started to generate ideas regarding the creation of structures, and process, which will allow the CGESD to support the recently experienced growth and implement priorities which were identified through the design process. It was noted the concept of having one central location/office could assist with implementing some of the priorities, however, as the Superintendent explained, with the lack of a capital improvement budget, better utilization of the current space the ESD has is the focus, for now.

Assistant Superintendent's Report

Assistant Superintendent Fender continues to facilitate weekly meetings regarding the "Test to Stay Program" in the area.

The Oregon Department of Education (ODE) is in the process of integrating six programs, and ESD's have been asked to assist with the process. The integration will streamline reporting for the districts, something which the Assistant Superintendent is looking forward to helping our local districts set up.

Personnel Report

Bob Dais, the Director of Human Resources, reviewed his submitted Personnel Report which continues to include a number of vacancies.

Financial Report

Jamie Campos, the Columbia Gorge ESD Financial Controller, will be working on the implementation of new processes for Accounts Payables (AP) and Medicaid billing over the Winter Break. Some of the AP changes are in response to recommendations made by the auditors.

The Fiscal Department is in the process of finalizing the audit for this part year, end of year financial reports, and the claiming of grant funds.

Health Services

A School Nurse Assistant has been hired, per Director Allison Donnelly. This position, which will start after the first of the year, will support the School Nurses currently assigned to Hood River.

She was also pleased to share the Dufur School District has applied for a School Based Health Services Grant, and how the process of rolling out electronic charting is going well. Her department will also be participating in upcoming "Stop the Bleed" trainings and continues to work on implementing the Bridges to Health program.

Four Rivers Early Learning and Parenting Hubs

Director Christa Rude is conducting a data review, with area childcare partners, and is working on a waiver to provide the opportunity for families, who are currenting over the financial cut off level, to enroll their children in the preschool promise program.

She also took the opportunity to acknowledge Shira Skybinskyy, Assistant Director of the Hub, for her work with the Parent Education program.

School Safety and Prevention

Claire Ranit, School Safety and Prevention Specialist for the ESD, introduced Sammy Sasquatch, a fictional character who has been helping with the explanation of lock down/emergency drills for younger students using trauma informed practices.

“Stop the Bleed” trainings are being coordinated in the area and she has been working with the North Wasco County School District in implementing the “Handle with Care Program”. She hopes to expand the program, which supports children exposed to trauma and violence in collaboration with law enforcement, schools, and mental health providers.

Regional Educator Network

In addition to the REN’s continued work with supporting educators in our area, Director Gabrielle DeLeone is gearing up for January when several trainings, the REN is coordinating, kick off. Her program is also in the process of hiring additional staff; a Data and Community Engagement Specialist and administrative assistant, to help with their work.

Migrant and Native American Education Program

Director Jonathan Fost, spoke of how proud he was of his staff. He then shared some of the student/parent outreach taking place, ranging from, and not limited to, creating at homework packets for students to coordination of the Juntos program which assists families with pursuing postsecondary education.

Early Learning

Program Director Maggie Lowe shared how well the “wobblers” group, which promotes the socialization of children under three, is doing. She also spoke of the onsite coaching for the preschool staff taking place and how, due to the shortage of staffing, they have combined two classrooms to one.

School Improvement

Recruiting staff for the After School Academy program has been a major focus for Scott Whitbeck, Director of School Improvement. The program will start after the winter break. Currently staffing is in place for the program to run at Chenoweth Elementary, with plans to expand to other elementary schools in The Dalles as additional staffing is secured.

Starting in March, the piloting of curriculum will start to take place, as part of the English Language Arts (ELA) curriculum adoption D21 is undertaking.

Technology

Per Director Stan Felderman, during the holiday break, the Technology Department will be replacing hardware, and necessary updates/upgrades while staff are not in the buildings. Enhanced network connectivity and web filtering is being deployed for better accessibility and security controls. In addition, a new phone system for the ESD is in the works.

Inventory availability continues to be an issue with being able to acquire technology for new staff. Inventory availability has also hampered the overhaul of the camera system for D21.

Consent Agenda

- a. Approve Minutes from the Regular Meeting of the Board, held on November 17, 2021
- b. Ratify Financial Reports for November, 2021
- c. Acceptance of Awarded Grant Funds
 - i. Four Rivers Early Learning and Parenting Hubs
Additional OPEC funding for Parent Education Classes
- d. Approval of Contracts/Agreements
 - i. REN for Networked Improvement Learning and Support Platform
- e. Approval of Resolutions regarding Unanticipated Revenue
 - i. Resolution 2021-2022-10 - ESSER II FUNDING
 - ii. Resolution 2021-2022-11 - REN Capacity Fund Grant
- f. Approve Out of State Travel Requests
 - i. Director Johnathan Fost – National Migrant Education Conference in San Antonio, Texas for a total of 10 Migrant staff and 2 parents.
 - ii. Director Maggie Lowe - Women in ESA Leadership Annual Conference in Charleston, SC April 28-29, 2022.
- g. Approve the hire of Brittany Watkins,
21st Century Afterschool Program Site Coordinator (Chenowith).

It was moved by Director Zastrow to adopt the consent agenda.
Director Stromquist seconded the motion and it passed unanimously.

Discussion/Action Items

Non-routine items which require discussion/action individually.

- a. Second Reading, and adoption of, OSBA Recommended Policy Updates and Revisions for Columbia Gorge ESD Policies in Section E – Support Services

It was moved by Director Zastrow to approve the policy revisions.
Director Holeman seconded the motion and it passed unanimously.

- b. Acceptance of the 2020-2021 Audit Report
This was postponed until the January Meeting.

- c. Election of Regional Representative for the OSBA Board of Directors
It was moved by Director Nelson the board nominate Emily Smith.
Director Ritchie seconded the motion and it passed 5-1, with Director Nigl voting nay.

- d. CGESD Board of Directors Meetings
When should the meetings resume taking place in person? – A discussion Item
Though the benefits of holding meetings in person again was taken into taking into consideration, given the time of year, COVID/omicron variant surge, the board was reluctant to start conducting their meetings in person, at this time. They will revisit the subject in the Spring.

Additional Item:

General information for the Board and items not requiring Board approval
OSBA Recommended Policy Updates and Revisions for ESD Policies in Section F – Facilities - were presented to the board for a first reading.

Zone 3 Vacancy – Since the last meeting, there have been no applications received.

Pending Zone 6 Vacancy – After the first of the year, Ian Stromquist will be moving outside the boundaries of his zone. When he does move, Ian will need to submit his resignation representing Zone 6 in Hood River County (voting precincts 1, 2, and 5). The term for this position ends June 2023.

Members of the board were asked to “Save the Date” of Monday, April 11, 2022 for the OSBA Regional Listening Session in The Dalles. This year, OSBA Listening Sessions are being held in lieu of the traditional Fall Regional Meetings. The focus of these Listening Sessions; to discuss what are the region’s needs from OSBA.

Board Members who were interesting in attending the OAESD Spring Conference this year, in Sunriver, were asked to let Susan Vallie know so arrangements can be made. The Conference is scheduled for March 9-11th.

OAESD Officer Council - Nominations 2022-2023

Each year the Columbia Gorge ESD Board may nominate a candidate for the position of Chair-Elect for the OAESD Board. In addition, the Superintendent may nominate a candidate for the position of President-Elect of the OAESD Superintendents' Council. Directors were asked to let Chair Nigl, or Superintendent Sublette know if you they would like to recommend a candidate for nomination. Action on any recommendations will be taken at the January Meeting of the Board.

Adjourn

Chairman Nigl adjourned the meeting at 8:22pm.