

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 March 12, 2025 Harney ESD Board of Directors

Present: Doug Stott, Director
Dan Brown, Director, Board Chair
Charles Dunten, Director, Vice Chair
Sandy Volle, Director
Charles Schmidt, Director
Julie Weikel, Director
Shannon Criss, Secretary to the Board, Superintendent
Donna Schnitker, ECC Director
Brenda Engebretson, ECC Director
Corissa Wright, Business Manager
Janet Caldwell, HESD Program Director

Absent Excused: Katie Hill, Administrative Assistant/Board Clerk; Thomas Doman, Director

CALL TO ORDER

Chair Dan Brown called the March 12, 2025 meeting to order at 1:30 PM 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

Janice Dunten

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

ACTION ITEMS

Consent Agenda

- Approval of February 19, 2025 minutes

After review of the Consent Agenda Julie Weikel made a motion to approve as presented. Doug Stott seconded. No discussion. Motion carried unanimously.

NEW BUSINESS

- Cori discussed the creation of a salary schedule for HESD and for ECC. A proposed schedule was presented for discussion.

Doug Stott made a motion to approve the 2025-2026 HESD and ECC Salary Schedule as presented. Charles Dunten seconded. No discussion. Motion carried unanimously.

- Cori presented a proposal for a 2.5% COLA and insurance contribution increase of \$50 per month (would be \$1550 per month).

Sandy Volle made a motion to approve the COLA and insurance increase. Charlie Schmidt seconded. No discussion. Motion carried unanimously.

Julie Weikel made a motion to approve a 1.0 superintendent contract for Shannon Criss and a .3 contract for Donna Schnitker for July 1, 2025 through June 30, 2026. Charlie Schmidt seconded. No discussion. Motion carried unanimously.

- Superintendent evaluation was discussed. Shannon will get the 4 questions for the superintendent evaluation that was conducted last year out to all board members. These questions will be discussed at the next board meeting. Dan asked that additionally there be a couple of questions in regards to goals for the ESD.

OLD BUSINESS

- No old business to discuss.

PRESENTATIONS AND REPORTS

Financials

Business Manager, Cori Wright, presented the disbursements, general fund balances, and significant expenditures. Cori also gave an update on the audits and the fund balance and where we are based on audit numbers. She presented the fund balances for the fiscal year ending June 30, 2024 through the KDP Audit results. There are a couple of procedural changes in the audit report that were discussed. Recommendation that we change audit companies for next year. RFP was put out for audit services. Bids were received from Solutions out of John Day and KDP out of Medford. The Board requested to table approval of audit until April upon receipt of the corrective action letter.

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

Sandy Volle made a motion to approve contracting with Solutions out of John Day for the HESD audit. Charlie Schmidt seconded. No discussion. Julie Weikel abstained from voting. Motion carried unanimously.

Resolution to open an account at Umpqua Bank for credit cards was distributed and discussed. Request was made to switch from our current credit card accounts at US Bank to Umpqua Bank. Umpqua Bank does not require personal information from staff for credit card holders.

Julie Weikel made a motion to approve the Umpqua banking resolution for Harney ESD for the purpose of credit cards. Sandy Volle seconded. Discussion. Motion carried unanimously.

PROGRAM REPORTS

Donna Schnitker and Brenda Engebretson

Brenda Engebretson presented information about HeadStart and Preschool - There was a community assessment conducted with population decline projected. Enrollment data beginning in 2015-16 demonstrates a gradual decrease in enrollment. Donna discussed challenges with HeadStart on a national level. Brenda discussed the HeadStart 5-year grant application that is near its due date. She has a meeting this Friday to get additional information in regards to declining enrollment and not being able

to fill all 80 slots. New grant projections are for 70 slots. Donna presented information about OPEC and the recent board meeting. Visit next week from the OPEC parenting consortium virtually. Discussion on proposed new plan for reducing the number of students that are suspended or expelled from childcare and preschools. Donna was granted a \$10,000 planning grant to research this issue on a local and state level.

Julie Weikel made a motion to grant Dan Brown authorization to sign the HeadStart 5 year grant application with pending review of the final grant application with the grantees. Sandy Volle seconded. No discussion. Motion carried unanimously.

Superintendent Report

Shannon Criss shared the following:

- Legislative Update including the work that both Karen Patton and Gary Peterson representing OEC have done on our behalf.
- The Science Fair is at Frenchglen School tomorrow.
- Pine Creek students will be presenting at the next board meeting.

DISCUSSION ITEMS

- Dan Brown informed the board that he will not be seeking re-election. Discussion on an at-large position.

MEETING CLOSURE

With no further business, Chair Dan Brown adjourned the meeting at 2:53 PM.

Dan Brown, Board Chair