

IMESD 2015-17 Board Goals

IMESD will advance Blue Mountain Early Learning Hub goals to ensure all students are ready for kindergarten and meeting 3rd grade reading proficiency.

IMESD will improve teacher quality to increase student achievement.

IMESD will increase CTE and Workforce Development opportunities for high school students.

IMESD will promote/support training for mobile learning to increase student achievement.

INTERMOUNTAIN EDUCATION SERVICE DISTRICT BOARD OF DIRECTORS

July 25, 2016

4:30 PM Regular Board Meeting – Joseph Building, La Grande, Oregon

MINUTES

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 4:30 PM by Board Chair, Kathy Neal.

Present:

Steve Muller
Joe McElligott
Kelly Bissinger, Vice Chair
Dale Bingham
Merle Comfort
Kathy Neal, Board Chair
Verneda Wagner

IMESD Staff:

Mark Mulvihill, Superintendent
Mary Apple, Assistant Superintendent
Beth O'Hanlon, Chief Financial Officer
Marla Royal, Board Secretary

RECOGNITION OF VISITORS

There were no visitors.

PRESENTATIONS AND RECOGNITION

Superintendent Mark Mulvihill presented Kathy Neal a plaque with a gavel, in thanks for her service to IMESD as the board chair this past year.

ADJUSTMENTS TO AGENDA

There were none.

CONSENT AGENDA

- A. Minutes of the June 15, 2016 Board Meeting
- B. Staff Development Report (June 2016)
- C. HR Report
 - New Hires:
 - Rebecca Saitz – School Psychologist
 - Retiree:
 - Jackie Bartron – Dual Credit/Articulation Specialist
 - Resignation:
 - Rachel Kennedy – EI/ECSE Teacher

BE IT RESOLVED, upon motion by Merle Comfort, seconded by Kelly Bissinger, which carried unanimously, that the items listed above are hereby approved under the consent agenda.

FISCAL OVERVIEW

Financial Summary and Cash Flow

Beth O'Hanlon presented the report, which is attached to these minutes. Joe McElligott asked what the budgeted ending fund balance was, and Beth reported it was 3.2 million dollars.

OLD BUSINESS

Second Reading IMESD Policies:

- EFA – Local Wellness Program
- EFAA-AR – Reimbursable Meals
- GCBDD/GDBDD – Sick Time
- GCDA/GDDA – Criminal Records Check/Fingerprinting
- IKF – Graduation Requirements

BE IT RESOLVED, upon motion by Joe McElligott, seconded by Verneda Wagner, which carried unanimously, that the IMESD policies listed above are adopted as presented.

NEW BUSINESS

BE IT RESOLVED, upon motion by Kelly Bissinger, seconded by Merle Comfort, which carried unanimously, that the items listed below; Annual Designations for 2016-2017, Authorization for Interfund Loans, Authorization for Umatilla, Morrow, Union, Baker, and Malheur County Investments, and Local Contract Review Board, be approved as presented.

Annual Designations for 2016-2017

1. Superintendent/Clerk and Executive Officer
Mark Mulvihill is designated Superintendent/Clerk and Executive Officer of the InterMountain Education Service District for the 2016-2017 year.
2. Chief Financial Officer/Business Manager
Beth O'Hanlon is designated Chief Financial Officer/Business Manager of the InterMountain Education Service District for the 2016-2017 year.
3. Custodian of Funds
For the 2016-2017 year, Mark Mulvihill is designated Custodian of Funds.
4. Authorized Signatures for the District's Checks
Mark Mulvihill and Beth O'Hanlon are the authorized signatures for the District's checks.

5. Facsimile Signature
A facsimile signature of the Superintendent is authorized for use for the InterMountain Education Service District.
6. Short-Term Borrowing Limit for the Custodian of Funds
The short-term borrowing limit is set at \$500,000.00 for the InterMountain Education Service District for the 2016-2017 year.
7. Fidelity Bond/Crime Coverage
The fidelity bond amounts, or an equivalent crime coverage under an insurance policy, shall be set at \$100,000.00 for Mark Mulvihill and \$100,000.00 for Beth O'Hanlon.
8. Budget Officer
Mark Mulvihill is designated Budget Officer for the InterMountain Education Service District for the 2016-2017 year.
9. Official Auditor
The auditing firm of Dickey and Tremper, LLP is designated the Official Auditor for the InterMountain Education Service District for the 2016-2017 year.
10. Legal Counsel
The firm of Corey, Byler, Rew, Lorenzen & Hojem is designated the Legal Counsel of the InterMountain Education Service District for the 2016-2017 year.
11. Depositories for Funds
For the 2016-2017 year, Columbia State Bank, the Bank of Eastern Oregon, U.S. Bank, and Umpqua Bank are designated the depositories for funds, and the InterMountain Education Service District is authorized to participate in the Local Government Investment Pool.
12. Insurance Agent of Record
Wheatland Insurance is the designated the Insurance Agency of Record for the InterMountain Education Service District for the 2016-2017 year.
13. Official Newspaper
The *East Oregonian* is designated the Official Newspaper for the InterMountain Education Service District for the 2016-2017 year.
14. Per Diem
Employees of the InterMountain Education Service District will receive the posted IRS rate for in-state mileage, lodging at the single party rate, and reimbursement for meals at \$46.00 per day for the 2016-2017 year for qualified travel.

15. Designated Confidential Employees

The following employees of the InterMountain Education Service District are designated Confidential Employees for the 2016-2017 year: Marla Royal, Executive Assistant, Mary Apple, Assistant Superintendent, and Jerry Copeland, Human Resource Director.

16. Substitute Teacher Rates

For the 2016-17 year that the substitute teacher rate is set at \$175.44 per day or \$21.93 per hour for the first 10 days, and for a substitute employed for more than 10 consecutive days in any one assignment, a minimum of \$202.96 per day or \$25.38 per hour.

Authorization for Interfund Loans

For the 2016-2017 year, the board of Directors of the InterMountain Education Service District may authorize short-term, non-interest loans between funds when necessary due to timing of receipts and expenditures.

Authorization for Umatilla, Morrow, Union, Baker, and Malheur County Investments

For the 2016-2017 year, authorization is granted by the Board of Directors of the InterMountain Education Service District for the investment of any money held by the Finance Officer of Umatilla County and the County Treasurers of Morrow, Union, and Baker, and Malheur Counties.

Local Contract Review Board

For the 2016-2017 year, the Board of Directors of the InterMountain Education Service District is designated as the Local Contract Review Board.

Election of Chair of Board of Directors for 2016-2017

BE IT RESOLVED, upon motion by Joe McElligott, seconded by Merle Comfort, that Kelly Bissinger is hereby appointed Chair of the InterMountain ESD Board of Directors for the 2016 - 2017 year, and that a unanimous ballot is cast.

Election of Vice-Chair of Board of Directors for 2016-2017

BE IT RESOLVED, upon motion by Kelly Bissinger, seconded by Merle Comfort, that Joe McElligott is hereby appointed Vice-Chair of the InterMountain ESD Board of Directors for the 2016-2017 year, and that a unanimous ballot is cast.

Approval of the Sale of Pleasant View

BE IT RESOLVED, upon motion by Kelly Bissinger, seconded by Verneda Wagner, which carried unanimously, that the Board of the InterMountain Education Service District approves the sale price and terms of sale of the Pleasant View property located at 52274 Pleasant View Road, Milton-Freewater, Oregon 97862 for \$200,000 to Stanley J. Barrett. Furthermore, Mark Mulvihill, Ed.D, as Superintendent of the InterMountain Education Service District, has authority to sign all title, escrow documents and deed(s) pertaining to the sale of said property.

1st Reading IMESD Policies:

- IGDF– Student Fund-Raising Activities
- IGDF/AR – Student Fund-Raising Activity Request and Verification
- JHCDA – Prescription Medication
- JHCD-JHCDA/AR – Prescription/Nonprescription Medication

Mary Apple detailed the new policies for 1st Reading.

FOR THE GOOD OF THE ORDER

ANNOUNCEMENTS

Upcoming Meetings and Conferences

- 2016-17 IMESD Board Meeting Schedule
- IMESD In-Service August 18, 2016 – Pendleton Convention Center, 8:00 AM (7:30 AM Breakfast)
- IMESD Board Meeting – August 18, 2016, 10:45 AM, IMESD (Juniper)

ADJOURN

There being no further business before the board, the meeting was adjourned at 4:48 PM.

Respectfully submitted,

Kathy Neal, Board Chair

Marla Royal, Board Secretary