

LANE ESD BOARD OF DIRECTORS' MEETING
Tuesday – August 24, 2004

Special Meeting	<p>Chairperson Jerry Miller opened the special meeting at 5:30 p.m. for the purpose of interviewing applicants for Board Position 1, Zone 1. Board members attending were: Joe Berney, Sherry Duerst-Higgins, Don Kimball, Jerry Miller and Jim Swanson. Others attending were superintendent Ron Hitchcock and Barbara McBurnett.</p> <p>Board members interviewed three applicants for the vacant position: Janet O'Bryant, Joel Robe, and Margaret Wofford. According to the adopted procedure (Board Policy BBE), when there are three or more candidates, Board members each vote for two candidates until two candidates have a greater number of votes than any other.</p> <p>On the first ballot, applicant Janet O'Bryant received two votes, applicant Joel Robe received five votes, and applicant Margaret Wofford received three votes.</p> <p>Board member votes were counted as follows:</p> <p>Director Duerst-Higgins voted for Joel Robe and Margaret Wofford. Director Kimball voted for Joel Robe and Margaret Wofford. Director Miller voted for Joel Robe and Margaret Wofford. Director Swanson voted for Janet O'Bryant and Joel Robe. Director Berney voted for Janet O'Bryant and Joel Robe.</p> <p>The Board members then selected the new member by majority vote of each Board member, again in accordance within adopted policy.</p> <p>In the final ballot, Directors Duerst-Higgins, Kimball, Miller, and Swanson voted for Joel Robe. Director Berney voted Margaret Wofford.</p>
1. Regular Meeting Call to Order	<p>1 Chairperson Jerry Miller called the regular board meeting to order at 6:50 p.m. Tuesday, August 24, 2004, in accordance with the agenda and public notice of the meeting.</p> <p>Board Members present were: Joe Berney, Sherry Duerst-Higgins, Don Kimball, Jerry Miller and Jim Swanson. Administrative staff members present were Superintendent Ron Hitchcock, Carol Knobbe, Dave Standridge, Michelle Mantel, Sue Mathisen, and Barbara McBurnett, recording secretary.</p> <p>Others attending were: Jackie Turle</p>
2. Recognition and Introductions	<p>2 There was no staff or public recognition.</p>
3. Public Participation	<p>3 School improvement manager Jackie Turle reviewed the staff development inservice provided to licensed staff at Fern Ridge School District. Fern Ridge superintendent Ivan Hernandez requested that the Lane ESD school improvement team provide the inservice for the Fern Ridge licensed staff. The goal of the inservice was to provide best practice sessions on a variety of topics with the ultimate goal of student improvement. There was 100% participation of Fern Ridge licensed staff. This will be a year-long project, with follow-up trainings provided throughout the year.</p>
4. Agenda Review	<p>4 There were no changes to the agenda.</p>

5. Action Items

5A The following action items were included in the Consent Agenda approval:

(1) Approve Board minutes of July 13, 2004

BE IT RESOLVED that the Board of Directors of Lane ESD approves the minutes of its meeting July 13, 2004, as submitted.

(2) Accept monthly Human Resources Report and approve personnel recommendations

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Monthly Human Resources Report dated August 18, 2004.

(3) Approve Grants/Contracts Awarded and Authorize Receipt of Funds

BE IT RESOLVED that the Board of Directors of Lane ESD approves the Grants/Contracts awarded report dated August 2004, and authorizes receipt of funds.

(4) Adopt Budget Committee Calendar (official attachment)

The 2004-05 budget committee calendar was submitted for Board adoption.

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the 2004-05 budget committee calendar as submitted.

DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent agenda group as presented. Director Swanson seconded and **the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, KIMBALL, MILLER, and SWANSON VOTING YES. (ESD Resolution # 04-004)**

5B Approve Renewal of Health Insurance Contracts (*official attachment*)

The Lane ESD Benefits Committee, working with Delmer Johnson of Willis, review quotations for medical, vision, and dental insurance. The committee recommends that HealthNet continue as Lane ESD's medical insurance provider, Vision Service Plan for vision insurance, and Oregon Dental Service for dental insurance.

DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD authorizes the superintendent to enter into a contract with Health Net of Oregon for medical insurance as recommended by the Benefits Committee.

BE IT FURTHER RESOLVED that the Board of Directors of Lane ESD authorizes the superintendent to enter into a contract with Vision Service Plan for vision insurance as recommended by the Benefits Committee.

BE IT FURTHER RESOLVED that the Board of Directors of Lane ESD authorizes the superintendent to enter into a contract with Oregon Dental Service for dental insurance as recommended by the Benefits Committee. Director Swanson seconded and **the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, KIMBALL, MILLER, and SWANSON VOTING YES. (ESD Resolution # 04-005)**

5C Zone 1 Board Position Appointment

Interviews and voting to fill the vacant Zone 1 Board position occurred prior to the regular meeting.

DIRECTOR SWANSON MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD has canvassed the Board's votes to fill the vacant Board position #1 and declares Joel Robe as duly appointed to that position. Director Duerst-Higgins seconded and **the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, KIMBALL, MILLER, and SWANSON VOTING YES. (ESD Resolution # 04-006)**

5D Appoint Budget Committee Members

Three budget committee positions expired June 30, 2004. These are Position 4 (Alan Laisure, Bethel), Position 6 (Pat Neill, Pleasant Hill), and Position 7 (Wayne Watkins, Bethel). Superintendent Steve Hull at Bethel School District has recommended Bethel Board members Keith Anderson and Greg Nelson to fill two of the positions.

	<p>BE IT RESOLVED that the Board of Directors of Lane ESD appoints: Keith Anderson to Position 4 of the Lane ESD Budget Committee for a three-year term beginning July 1, 2004; and Greg Nelson to Position 7 of the Lane ESD Budget Committee for a three-year term begin July 1, 2004. Director Duerst-Higgins seconded and the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, KIMBALL, MILLER, ROBE and SWANSON VOTING YES. (ESD Resolution # 04-007)</p>
6. Discussion/ Reports	<p>6A Management Structure As requested at the July Board meeting, a report of current management and confidential staff was prepared for Board review. Also included was a summary of management staff that was created in 2002 and a summary of management positions at other Oregon ESD's. Michelle Mantel will be leading an internal review of the organizational structure.</p> <p>6B Report on Staff Memberships and Affiliations In response to a discussion at the July Board meeting, a report with memberships and affiliations of management staff was provided. Many of the specialist and teaching staff are members of professional and community organizations, as well as some who hold offices.</p> <p>6C First Reading – New Policy EHA, Health Insurance Portability and Accountability Act Policy EHA is recommended by OSBA. Language around network compliance has been clarified since the first submission in May.</p> <p>6D Schedule of Reports to the Board At the September 28 meeting, the Board will hear a report from George Kloeppel, Executive Director of Lane Council of Governments. At each Board meeting, Lane ESD staff will present a report on a relevant topic. Board member requests are welcome!</p> <p>6E OAESD Legislative Platform OAESD developed the priority issues for the Legislative Committee. This information was presented at the OAESD Conference in June, and the report was provided to Board members for their information.</p>
7. Superintendent's Report	<p>7 Financial Report Business services director Dave Standridge reviewed the financial report for June 2004.</p>
8. Information from Administrative Staff	<p>8A Superintendent Hitchcock commented that it is time for the Board to meet to establish goals. Board members requested that a date be set at the next Board meeting. The superintendent will e-mail current goals to Board members.</p> <p>8B Assistant superintendent Carol Knobbe and directors Dave Standridge, Sue Mathisen, and Michelle Mantel submitted reports to the board on activities in their services areas. (official attachment)</p>
9. Information from Board Chair	<p>9 Chair Jerry Miller requested that a future Board meeting be held at Westmoreland Elementary.</p>
10. Board Member Presentations and Comments	<p>10A Sherry Duerst-Higgins reported that Cottage Grove recently celebrated its designation as an All-American City.</p>

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| 11. Announcement/
Correspondence | 11 The following information was provided to the Board:

11A Bethel Teen Court Letter of Appreciation and Certificate
11B Migrant Summer School—Springfield News and Register Guard Articles
11C Student Transfers—West Lane News Article |
| 12. Adjournment | 12 The meeting was adjourned at 8:30 p.m.

The next meeting of the Lane ESD Board of Directors will be on Tuesday,
September 28, 2004, beginning at 6:00 p.m., at the Lane ESD
Westmoreland Campus. |

Minutes approved:

Jerry Miller, Chairperson

(date) BJM

Attachments to official minutes:

Ron Hitchcock, Superintendent-Clerk

1. Benefits Committee Recommendation
2. Budget Committee Calendar
3. Superintendent Report
4. Administrative Staff Report