

LANE ESD BOARD OF DIRECTORS' MEETING  
Tuesday – April 26, 2005

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| 1. Regular Meeting<br>Call to Order | 1  | <p>Chairperson Jerry Miller called the regular board meeting to order at 6:00 p.m. Tuesday, April 26, 2005, in accordance with the agenda and public notice of the meeting.</p> <p>Board Members present were: Joe Berney, Sherry Duerst-Higgins, Michelle Holman, Don Kimball, Jerry Miller, and Joel Robe. Administrative staff members present were Superintendent Ron Hitchcock, Carol Knobbe, Dave Standridge, Michelle Mantel, Sue Mathisen, and Barbara McBurnett, recording secretary.</p> <p>There were no other attendees.</p>  |
| 2. Recognition and<br>Introductions | 2  | <p>There was no staff or public recognition.</p>  |
| 3. Public Participation             | 3  | <p>There was no public participation.</p>   |
| 4. Agenda Review                    | 4  | <p>There were no changes to the agenda.</p>   |
| 5. Action Items                     | 5A | <p>The following action items were included in the Consent Agenda approval:</p> <p>(1) Approve Board Minutes of March 15, 2005<br/><b>BE IT RESOLVED</b> that the Board of Directors of Lane ESD approves the minutes of its meeting March 15, 2005, as submitted.</p> <p>(2) Accept Monthly Human Resources Report and Approve Personnel Recommendations<br/><b>BE IT RESOLVED</b> that the Board of Directors of Lane ESD accepts the Monthly Human Resources Report dated April 20, 2005.</p> <p>(3) Approve Grants/Contracts Awarded and Authorize Receipt of Funds<br/><b>BE IT RESOLVED</b> that the Board of Directors of Lane ESD approves the grants/contracts awarded report dated April 2005, and authorizes receipt of funds.</p> <p><b>DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED</b> that the Board of Directors of Lane ESD adopts the consent agenda group as presented. Director Miller seconded and <b>the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, HOLMAN, KIMBALL, MILLER, and ROBE VOTING YES. (ESD Resolution # 04-020)</b></p> |
| 6. Discussion/<br>Reports           | 6A | <p>Advisory Board Member Report</p> <p>Board advisor Chuck Forster of Lane Workforce Partnership reported:</p> <ul style="list-style-type: none"><li>• LWP has created a Two-Year Compliance Plan which is the first step in the development of a comprehensive Strategic Plan. The current Five-Year Strategic Plan expires June 30, 2005. The full compliance plan is on the LWP website: <a href="http://laneworkforce.org">laneworkforce.org</a></li><li>• A teen employment brochure developed by DHS and LWP was distributed.</li><li>• A \$25,000 scholarship fund has been established to assist low-income youth in accessing professional/technical training.</li></ul>   |

	<p>6B Budget Meeting Preparation Dave Standridge and staff are busily working on preparation of the 2005-06 budget document. It is anticipated that the document will be mailed on Wednesday, April 23 for the budget committee meeting on May 3. An orientation for new budget committee members, or any member who may want to attend, will begin at 5:00 p.m. prior to the 6:00 p.m. budget committee meeting.</p> <p>6C Climate Survey Review The executive summary of the Lane ESD Climate Survey was reviewed by assistant superintendent Carol Knobbe. There was a 39% employee response rate with respondents reporting very high rates of enjoyment of their jobs and co-workers, and 88% of employees reported Lane ESD to be an excellent place to work. The survey will be distributed to all Lane ESD staff. The subcommittee of the Interagency Diversity and Equity Consortium will review data across the five participating agencies and identify training needs.</p> <p>Joe Berney asked for and ethnic breakdown by county and country, now and five years ago, by the next board meeting.</p>
7. Superintendent's Report	<p>7A Financial Report The financial report for March 2005 was reviewed by Dave Standridge, director of business support services. There is a notable increase in the interest earned since interest rates have increased 113% since April 2004. A general fund summary with projections will be presented at the next Board meeting.</p>
8. Information from Administrative Staff	<p>8 Superintendent Ron Hitchcock, assistant superintendent Carol Knobbe and directors Dave Standridge, Sue Mathisen, and Michelle Mantel submitted reports to the board on activities in their service areas. (official attachment)</p> <p>Also:</p> <ul style="list-style-type: none"> <li>• Carol Knobbe reported that the Lane Workforce Partnership Soft Skills Assessment for education assistant positions is proceeding. The assessment purpose is to improve hiring practices for those positions.</li> <li>• Sue Mathisen reported that the first annual "Fun Day" for Life Skills students will be May 19 at Willamette High School. Everyone is welcome to volunteer or attend.</li> <li>• Michelle Mantel reported that the Lane ESD website has a new feature, "The Latest", which highlights current activities and is updated regularly. Staff members Gary Ross and Kristin Gunson recently received awards from professional organizations: <ul style="list-style-type: none"> <li>- Gary Ross received the President's Award from the Northwest Council for Computer Education—a national award that goes to an individual who has done the most to help promote successful practices or provided special service to NCCE.</li> <li>- Kristin Gunson was named Outstanding Career and Technical Educator at the Oregon Association for Career and Technical Education's Spring Conference—this award recognizes an educator who has made the highest meritorious contributions to the improvement, promotion, development and progress of career and technical education.</li> </ul> </li> </ul>
9. Information from Board Chair	<p>9 Chair Miller reported that the LCOG meeting this Thursday will be held at the Emerald People's Utility District office. Preparation will begin for the evaluation of the executive director.</p>

10. Board Member Presentations and Comments	10A	<ul style="list-style-type: none"> <li>Director Duerst-Higgins reported that the OSBA Legislative Committee will meet next week—she will report at the next Board meeting.</li> <li>Director Kimball reported that he attended the April 21 Lane Education Foundation meeting.</li> <li>Director Robe reported that he attended the recent Legislative breakfast and found it interesting. He encourages Board members to attend this type of event.</li> </ul>
11. Announcement/ Correspondence	11A	Lane Education Foundation The LEF meeting was Thursday, April 21. Meeting minutes will be sent to Board members as soon as they are available.
	11B	Note of Congratulations from Mayor Piercy Lane ESD received a congratulatory note from Mayor Kitty Piercy for the “Let’s Just Play” grant award.
12. Adjournment	12	The meeting was adjourned at 7:05 p.m.  The next meeting of the Lane ESD Board of Directors will be on Tuesday, May 24, 2005, beginning at 6:00 p.m., at the ESD Center Building.
13. Executive Session	13	An Executive session was called to order at 7:15 p.m. under provisions of ORS 192.660 (1)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations; and ORS 192.660(1)(i) to review and evaluate the employment-related performance of the superintendent. Board members present were Joe Berney, Sherry Duerst-Higgins, Michelle Holman, Don Kimball, Jerry Miller, Joe Robe, and Jim Swanson. Administrative staff members present were Superintendent Ron Hitchcock, Carol Knobbe, and Barbara McBurnett, recording secretary. Board members gave Superintendent Ron Hitchcock a positive performance evaluation. The superintendent was rated very good to outstanding in the six goals developed by the board. The Executive Session was adjourned at 8:30 p.m.
Reconvene Regular Meeting		<p>The regular meeting was immediately reconvened after the Executive Session.</p> <p><b>DIRECTOR BERNEY MOVED: BE IT RESOLVED</b> that the Board of Directors of Lane ESD extends the contract for Superintendent Ron Hitchcock and approves a 2005-06 compensation package of \$110,000. Director Duerst-Higgins seconded and the <b>MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, HOLMAN, KIMBALL, MILLER, and ROBE VOTING YES.</b> <b>(ESD Resolution # 04-021)</b></p>

Minutes approved:

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 (date) BJM

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 Jerry Miller, Chairperson

Attachments to official minutes:

- 1, Superintendent Report
2. Administrative Staff Report

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 Ron Hitchcock, Superintendent-Clerk