

LANE ESD BOARD OF DIRECTORS' MEETING
Tuesday – December 7, 2004

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| 1. Regular Meeting
Call to Order | 1 | <p>Chairperson Jerry Miller called the regular board meeting to order at 6:00 p.m. Tuesday, December 7, 2004, 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, Joel Robe, and Jim Swanson. Administrative staff members present were Superintendent Ron Hitchcock, Carol Knobbe, Dave Standridge, Michelle Mantel, and Barbara McBurnett, recording secretary.</p> <p>There were no other attendees,</p> |
| 2. Recognition and
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>Items 5-A(5), 5-A(6), and 5-A(7), policy adoptions, and 6C, administrative rule revision, were removed from the agenda for additional review.</p> |
| 5. Action Items | 5A | <p>The following action items were included in the Consent Agenda approval:</p> <p>(1) Approve Board minutes of October 26, 2004
BE IT RESOLVED that the Board of Directors of Lane ESD approves the minutes of its meeting October 26, 2004, as submitted.</p> <p>(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 December 1, 2004.</p> <p>(3) Approve Grants/Contracts Awarded and Authorize Receipt of Funds ▶ Goal 5 ◀
BE IT RESOLVED that the Board of Directors of Lane ESD approves the Grants/Contracts Awarded report dated December 2004.</p> <p>(4) Adopt Superintendent/Board Goals
These goals were developed at the October 5 work session and reviewed and edited at the October 28 Board meeting.
BE IT RESOLVED that the Board of Directors of Lane ESD adopts Superintendent/Board Goals as submitted.</p> <p>(5) Adopt Policy Revision – AC, Nondiscrimination (removed)</p> <p>(6) Adopt Policy Revision – GBA, Equal Employment Opportunity (removed)</p> <p>(7) Adopt Policy Revision – JB, Equal Education Opportunity (removed)</p> <p>DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent agenda group as presented. Director Robe seconded and the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, HOLMAN, KIMBALL, MILLER, ROBE and SWANSON VOTING YES. (ESD Resolution # 04-014)</p> |
| | 5B | <p>Accept 2003-04 Financial Audit
The audit committee members (Joel Robe, Don Kimball, Dave Standridge and Ron Hitchcock) met with Jones & Roth representatives on Tuesday, November 30, to review the 2003-04 audit. The committee reported to the Board that it was a good audit with two findings and no recommendations by the auditors.</p> |

	<p>DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD acknowledges receipt of the Financial Statements and Supplementary Information for the year ended June 30, 2004. Director Kimball seconded and the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, HOLMAN, KIMBALL, MILLER, ROBE and SWANSON VOTING YES. (ESD Resolution # 04-015)</p>
6. Discussion/ Reports	<p>6A Advisory Board Member Report Board advisor Chuck Forster reported on Lane Workforce Partnership activities:</p> <ul style="list-style-type: none"> • Workforce Investment Act – The Federal WIA budget has been approved with flat funding. • Workforce Readiness Skills – A task force has been formed with representatives of local business to discuss challenges of work force readiness for employees to be ready to work. • United Way Needs Assessment – Two initiatives resulted: a healthcare summit in May regarding low cost strategies for healthcare for the working poor and development of a diverse economy with family wage jobs. <p>6B Climate Survey Lane ESD will be joining the Diversity and Human Rights Consortium (DHRC) in March, 2005. In the interim, the ESD has begun participating in the Interagency Diversity and Equity Coalition (IDEC). Last year the IDEC developed a Climate Survey on behalf of the DHRC. The survey is intended to provide an assessment of the climate of an organization relative to issues of diversity. This is a resource tool available to member organizations, not a requirement. For agencies participating this year, the U of O is assisting providing the compilation of the results at a nominal charge. The survey will be sent to Lane ESD employees in January.</p> <p>6C Administrative Rule Revision—AC-AR, Discrimination (removed) Additional changes will be made and resubmitted in January.</p> <p>6D Administrative Rule Revision—DFA-AR, Investment of Funds This administrative rule has been revised to reflect current statutory maximums for investment of funds to comply with new rules and guidelines.</p>
7. Superintendent's Report	<p>7A Financial Report Dave Standridge reviewed the October financial report. Interest revenue is higher than budgeted due to a larger than anticipated 2003-04 ending cash balance and an increase in interest rates.</p> <p>7B The 2005-06 resolutions will be submitted to the Board of Directors at the January meeting for authorization to submit to component districts. It is anticipated that the resolution descriptions will be unchanged from the 2004-05 resolutions, Superintendent Hitchcock has been visiting individual districts to receive input regarding resolution services. In the future, consideration will be given to a two-year resolution approval process.</p>
8. Information from Administrative Staff	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)
9. Information from Board Chair	9 Chair Miller reported that LCOG will meet Thursday, December 9 at Kalapuya High School in Bethel School District. This will be the LCOG organizational meeting for the 2005 year.

10. Board Member Presentations and Comments	10	<ul style="list-style-type: none"> Sherry Duerst-Higgins reported that she attended her last meeting as an OSBA Board member. Joel Robe reported that he attended the OSBA Annual Conference and, as a new Board member, found the information very helpful. Jim Swanson reported that Jeff Boiler resigned from the Lane Education Foundation.
11. Announcement/ Correspondence	11A	Letter from Eugene Community Partnership A letter was submitted from Kyda Dodson, Chair of Eugene Community Partnership, commending Kathryn Henderson.
	11B	Letter from Oakridge School District Letters were submitted from an Oakridge School District teacher and student about the Family and Students Together Program. School improvement specialists Mary Bork and Mary Jean Knoll provide the training for the FAST program.
12. Adjournment	12	The meeting was adjourned at 8:05 p.m. The next meeting of the Lane ESD Board of Directors will be on Tuesday, January 25, 2005, beginning at 6:00 p.m., at the ESD Center Building
13. Executive Session	13	Chair Miller called the Executive Session to order at 8:05 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. Board members present were Joe Berney, Sherry Duerst-Higgins, Michelle Holman, Don Kimball, Jerry Miller, Joel Robe, and Jim Swanson; administrative staff present were Superintendent Ron Hitchcock, Carol Knobbe, and Barbara McBurnett. The Executive Session was adjourned at 8:30 p.m.

Minutes approved:

 (date) BJM

 Jerry Miller, Chairperson

Attachments to official minutes:

- 1, 2003-04 Financial Audit
2. Superintendent Report
3. Administrative Staff Report

 Ron Hitchcock, Superintendent-Clerk