

LANE ESD BOARD OF DIRECTORS' MEETING
Tuesday – July 13, 2004

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| 1. Regular Meeting
Call to Order | 1 Chairperson Jerry Miller called the regular board meeting to order at 6:00 p.m. Tuesday, July 13, 2004, at McKenzie School District, 51187 Blue River Drive, Finn Rock, in accordance with the agenda and public notice of the meeting.

Board Members present were: Joe Berney, Sherry Duerst-Higgins, Michelle Holman, Don Kimball, Jerry Miller and Jim Swanson. Administrative staff members present were Superintendent Ron Hitchcock and Barbara McBurnett, recording secretary.

1A Organization of the Board for 2004-05 includes election of officers.

Election of Chair
Chair Jerry Miller opened the floor for nominations for Board Chair for 2004-05.

Director Holman nominated Jerry Miller. Director Swanson moved that nominations be closed. There being no other nominations, a unanimous ballot was cast to elect Jerry Miller Chair of the Lane ESD Board for 2004-05. Jerry Miller was declared elected as Chair of the Lane ESD Board for 2004-05. (ESD Resolution #04-001)

Election of Vice-Chair
Director Berney nominated Sherry Duerst-Higgins as Vice-Chair. Director Swanson moved that nominations be closed. There being no other nominations, a unanimous ballot was cast to elect Sherry Duerst-Higgins. Sherry Duerst-Higgins was declared elected Vice-Chair of the Lane ESD Board for 2004-05.
(ESD Resolution #04-002) |
| 2. Recognition and Introductions | 2 There was no staff or public recognition. |
| 3. Public Participation | 3 There was no public participation. |
| 4. Agenda Review | 4 There were no changes to the agenda. |
| 5. Action Items | 5A The following action items were included in the Consent Agenda approval:

(1) Approve Board Minutes of June 15, 2004
BE IT RESOLVED that the Board of Directors of Lane ESD approves the minutes of its meeting, June 15, 2004.

(2) Accept Human Resources Report
BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Human Resources Report dated July 7, 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 July 2004, and authorizes receipt of funds. |

(4) Approve Routine Fiscal Designations

BE IT RESOLVED that the Board of Directors of Lane ESD hereby designates Ron Hitchcock as Clerk of the District and Custodian of Funds for the Fiscal Year 2004-05 in accordance with ORS 334.225.

BE IT RESOLVED that the Board of Directors of Lane ESD appoints David Standridge as Budget Officer for the District for Fiscal Year 2004-05, in accordance with ORS 294.331.

BE IT RESOLVED that the Board of Directors of Lane ESD designates Ron Hitchcock as Chief Executive Officer of the Lane Education Service District. As such, he is authorized to bind the Lane ESD for Internal Revenue Service purposes and to designate employees authorized to receive and return information pertaining to the Lane Education Service District (#93-6010866) with respect to all tax forms and for all tax periods.

BE IT RESOLVED that the Board of Directors of Lane ESD designates Ron Hitchcock, and David Standridge as signatory for all district financial accounts for Fiscal Year 2004-05.

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes Clerk's Bonds for Ron Hitchcock for the face amount of \$100,000; and for David Standridge for the face amount of \$100,000.

BE IT RESOLVED that the Board of Directors of Lane ESD designates the following financial institution as official depositories for District funds during the 2004-05 Fiscal Year: United States National Bank, Local Government Investment Pool. In accordance with requirements of Oregon Revised Statute 294.810, the Board authorizes the Superintendent to invest up to \$10 million (primary account in the Local Government Pool).

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes Superintendent Ron Hitchcock to act on the Board's behalf as District election authority. In that capacity, the Superintendent may canvass the abstract of votes cast in elections and certify the results of such elections to the Lane County Elections officer. The board shall subsequently affirm the canvass so certified.

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes the following individuals to transfer funds to the Local Government Pool:

Ron Hitchcock, David Standridge, and David Lanza.

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes the use of a facsimile signature for the superintendent.

BE IT RESOLVED that the Board of Directors of Lane ESD will act as the local public contract review board for Lane Education Service District in accordance with Oregon Revised Statute 279.055(2).

(5) Approve Official Designations

- Legal Counsel — Joe Richards of Luvaas Cobb
- Auditors — Jones and Roth, P.C.
- Newspaper — Register Guard

BE IT RESOLVED that the Board of Directors of Lane ESD approves the official designations for the 2004-05 year, as presented.

(6) Approve 2004-05 Board Meeting Dates

BE IT RESOLVED that the Board of Directors of Lane ESD approves the 2004-05 Board meeting dates as submitted:

- August 24, September 28, October 26, December 7, January 25, February 22, March 15, April 26, May 24, June 28

	<p>DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent agenda group as presented. Director Miller seconded and the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, HOLMAN, KIMBALL, MILLER, and SWANSON VOTING YES. (ESD Resolution # 04-003)</p>
6. Discussion/ Reports	<p>6A Review Board Committee Assignments Board committee assignments for 2004-05 are:</p> <ul style="list-style-type: none"> • LCOG – Jerry Miller • Committee to Review Superintendent's Salary & Contract: Jerry Miller and Sherry Duerst-Higgins • OSBA Board – Sherry Duerst-Higgins • Lane Education Foundation – Jim Swanson and Joe Berney • Negotiations – Don Kimball and Sherry Duerst-Higgins • Management/Confidential Committee – This group will be consulted to get their input regarding need to meet with a board member. <p>The superintendent will collect information from management team regarding memberships, committees and professional affiliations to present to the Board at the August 24 meeting.</p>
7. Superintendent's Report	<p>7A Superintendent Ron Hitchcock has been invited to serve on the national membership services committee for the Association of Education Service Agencies. Committee service would require attendance at two meetings per year at various locations in the United States. Time away from the ESD would be about three days for each meeting. After discussion, board member consensus was for Superintendent Hitchcock to accept the committee appointment.</p>
8. Information from Administrative Staff	<p>8 Assistant superintendent Carol Knobbe and directors Dave Standridge, Sue Mathisen, and Michelle Mantel submitted report to the board on Activities in their service areas. (official attachment)</p>
9. Information from Board Chair	<p>9 Chair Miller reported that LCOG will have a planning session on July 22.</p>
10. Board Member Presentations and Comments	<p>10 Board members requested a report on management staff positions at the August Board meeting.</p>
11. Announcement/ Correspondence	<p>11 The following communications were shared with the Board:</p> <ul style="list-style-type: none"> • Letter from Courageous Kids commending Joy Shain • Letter from Willamette High School commending Kristin Gunson • Letter from UO International Cultural Service Program commending Bob Curtis • Letter from Lane County Juvenile Justice Center thanking Lane ESD for support of the Martin Luther King Education Center graduation • E-Mail from Creswell High School principal commending Lane ESD staff
12. Adjournment	<p>12 The meeting was adjourned at 6:30 p.m.</p> <p>The next meeting of the Lane ESD Board of Directors will be on Tuesday, August 24, 2004, beginning at 6:00 p.m., at the ESD Center Building.</p>

Minutes approved:

(date) BJM

Jerry Miller, Chairperson

Attachments to official minutes:

1. Superintendent Report
2. Administrative Staff Report

Ron Hitchcock, Superintendent-Clerk