

LANE ESD BOARD OF DIRECTORS' MEETING  
Tuesday – September 28, 2004

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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, September 28, 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, Sue Mathisen, and Barbara McBurnett, recording secretary.</p> <p>Others attending were: Jackie Turle and Robin Hartshorne</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>Item 5-A-5, Approve Superintendent and Assistant Superintendent Contracts, was added to the consent 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 August 24, 2004<br/><b>BE IT RESOLVED</b> that the Board of Directors of Lane ESD approves the minutes of its meeting August 24, 2004, 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 September 22, 2004.</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 September 2004.</p> <p>(4) Adopt Policy EHA, Health Insurance Portability and Accountability Act<br/>This policy was submitted as a first reading at the August board meeting.<br/><b>BE IT RESOLVED</b> that the Board of Directors of Lane ESD adopts new policy EHA, Health Insurance Portability and Accountability Act.</p> <p>(5) Approve Superintendent and Assistant Superintendent Contracts<br/>A 1.75% salary increase for the superintendent and assistant superintendent for 2004-05 effective July 1, 2004, is recommended. This is the same cost-of-living increase approved for employee and management groups.<br/><b>BE IT RESOLVED</b> that the Board of Directors of Lane ESD approves contracts for the superintendent and assistant superintendent for 2004-05 with a 1.75% salary increase effective July 1, 2004.</p> <p><b>DIRECTOR KIMBALL MOVED: BE IT RESOLVED</b> that the Board of Directors of Lane ESD adopts the consent agenda group as presented. Director Duerst-Higgins seconded and <b>the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, HOLMAN, KIMBALL, MILLER, ROBE and SWANSON VOTING YES.</b><br/><b>(ESD Resolution # 04-008)</b></p> |

6. Discussion/  
Reports

- 5B Appoint Budget Committee Member  
The Lane ESD budget committee position held by Pat Neill of Pleasant Hill expired June 30, 2004. Superintendent Steve Waddell has recommended that he be reappointed to the budget committee.  
**DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD appoints Pat Neill to the Lane ESD Budget Committee for a three-year term beginning July 1, 2004. Director Kimball seconded and **the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, HOLMAN, KIMBALL, MILLER, ROBE and SWANSON VOTING YES. (ESD Resolution # 04-009)**
- 5C Set Date for Work Session, Board Goals  
After discussion, the board set Tuesday, October 5 for a work session for the purpose of setting 2004-05 goals for the board and superintendent.  
**DIRECTOR HOLMAN MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD sets October 5, 2004, as the date for a Board work session. Director Robe seconded and **the MOTION CARRIED WITH DIRECTORS BERNEY, DUERST-HIGGINS, HOLMAN, KIMBALL, MILLER, ROBE and SWANSON VOTING YES. (ESD Resolution # 04-010)**
- 5D Consider Resolution in Support of the National Forest Counties and Schools Coalition (NFCSC) Principles  
Lane County Commissioner Anna Morrison presented information at the September 21 Lane County superintendents' meeting regarding the Secure Rural Schools Legislation Reauthorization. NFCSC is requesting district board support of their efforts in gaining reauthorization and the refunding of this legislation. After reviewing the request, Board members asked for additional information to be presented at the October 26 Board meeting.
- 6A Lane Council of Governments  
Executive Director of LCOG George Kloeppel presented information regarding the agency's services for regional planning, coordination, program-development, and service-delivery. LCOG represents a coordinated effort for multi-jurisdictional planning and is organized into four operating divisions:
- local government services
  - senior and disabled services
  - regional technology services
  - administrative services
- The objective of the council of governments is to help the public sector to operate more efficiently and effectively. Twenty-six agencies are LCOG members including public agencies, school districts, and special districts. Lane ESD receives 12 hours of LCOG assistance with membership.
- 6B Legislative Update  
The superintendent recently provided testimony before the House Education Committee. Decisions will be made in the next legislative session for the 2005-06 year. The situation at Union-Baker ESD will undoubtedly have an impact on legislative decisions regarding ESD consolidation and accountability.
- 6C Westmoreland Update  
Board members received a tour of the Westmoreland facility. Special education director Sue Mathisen reviewed start-of-the-year activities and transitions to Westmoreland. The K-8 Lane School program, a Life Skills community classroom, school psychology staff, and the migrant education library are now housed at the facility. Requests for space rental from other agencies with similar programs are being considered.

7. Superintendent's Report	7A	Financial Report The financial report for August 2004 was provided to Board members.
	7B	2003-04 Annual Report Information for the 2003-04 annual report is being compiled. When completed, times will be scheduled with component districts to share the annual report with their boards. Board members are encouraged to accompany the superintendent to district board meetings when possible.
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 Jerry Miller reported that the LCOG Legal Counsel will be offering its biyearly training session for elected and appointed public officials in Lane County. The training is February 13. The free two-hour program will include discussion of officials' standards and practices, ethics requirements, and Oregon public meeting statutes. Chair Miller also commented that he has serviced on the LCOG board for eleven years.
10. Board Member Presentations and Comments	10A	Director Duerst-Higgins reported that she served on the OSBA Nominating Committee, which presented its slate of candidates to the OSBA Board at its Sept. 24-25 regular meeting. The new board will assume office after the election at the November 13 Annual Meeting held during convention.
11. Announcement/Correspondence	11A	OSBA Annual Convention The OSBA Annual Convention is November 12-14. Directors Berney, Duerst-Higgins, and Robe indicated they will attend.
	11B	High Engineering—Tech Prep for Girls This program at South Lane School District was recently featured by OSBA's Salute to Success.
12. Adjournment	12	The meeting was adjourned at 8:00 p.m.  The next meeting of the Lane ESD Board of Directors will be on Tuesday, October 26, 2004, beginning at 6:00 p.m., at the ESD Center Building.

Minutes approved:

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 Jerry Miller, Chairperson

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 (date) BJM

Attachments to official minutes:

- 1, Superintendent Report
2. Administrative Staff Report

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 Ron Hitchcock, Superintendent-Clerk