

LANE ESD BOARD OF DIRECTORS' MEETING
Tuesday – January 23, 2007

Work Session

The Board work session was called to order at 5:55 p.m. for the purpose of discussing the 2007-08 Local Service Plan. Board members present were Tom Atkinson, Joe Berney, Sherry Duerst-Higgins, Michelle Holman, Tom Lininger (by telephone), Joel Robe, and Jim Swanson. Administrative staff members present were Superintendent Debbie Egan, Carol Knobbe, Dave Standridge, Michelle Mantel, Sue Mathisen, and Barbara McBurnett, recording secretary.

OAESD staff prepared a document outlining the components required in House Bill 3184 to be included in a Local Service Plan. The Lane ESD Local Service Plan was written to include those components, which are: special education, technology, school improvement, administrative support and truancy. Equity, cost-effectiveness, high-quality, and local responsiveness must also be considered. Performance measures are also required and must address improved student learning, enhanced quality of instruction, professional development provisions, equitable access to resources by component districts, state and federal mandate assistance, and maximized operational fiscal efficiencies.

Input from Lane County School Districts was sought through a process to review services, the “resolution analysis process”. Each of the resolutions was reviewed by the Resolution Analysis Process Committee, whose members were Lane County superintendents representing small, medium, and large districts. Through that process, the following recommendations were made regarding Lane ESD services: continue delivering services in the current model; increase in school improvement services; increase in instructional technology services; decrease in prevention services; increase in special educations services. Adjustments in current financial structure assure that most of the costs of additional or shift in services are within the Lane ESD budget.

A summary of the Local Service Plan information has been developed that details service delivery, budget, and goals for each program area. The summary was reviewed with the Board. Upon the Board’s authorization to submit the Local Service Plan to component district boards, Superintendent Egan and cabinet members will visit those board meetings to present the LSP and answer questions.

The work session was adjourned at 6:25 p.m.

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| 1. Regular Meeting
Call to Order | 1 | Chairperson Sherry Duerst-Higgins called the regular board meeting to order at 6:30 p.m. Tuesday, January 23, 2007, in accordance with the agenda and public notice of the meeting.

Board Members present were: Tom Atkinson, Joe Berney, Sherry Duerst-Higgins, Michelle Holman, Tom Lininger (by telephone), Joel Robe, and Jim Swanson. Administrative staff members present were Superintendent Debbie Egan, Carol Knobbe, Dave Standridge, Michelle Mantel, Sue Mathisen, and Barbara McBurnett, recording secretary.

There were no other attendees. |
| 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 December 5, 2006
BE IT RESOLVED that the Board of Directors of Lane ESD approves the minutes of its meeting December 5, 2006, 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 January 18, 2007.
- (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 January 2007, and authorizes receipt of funds.
- DIRECTOR HOLMAN 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 ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, LININGER, ROBE and SWANSON VOTING YES. (ESD Resolution # 06-015)**
- 5B Authorize Submission of Local Service Plan to Local District Boards
 Local service plans are submitted to local school boards for their formal approval by March 1, and must be approved by two-thirds of component school districts, representing at least 51% of the students in the county. The Lane ESD Local Service Plan has been reviewed with Lane County school district superintendents who have given their support to the document. The Lane ESD superintendent or a cabinet member is scheduled to attend component district board meetings in January and February.
- DIRECTOR ATKINSON MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD approves the Local Service Plan, as presented, and authorizes submission of the Plan to Lane County School Boards for review and action. . Director Berney seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, LININGER, ROBE and SWANSON VOTING YES. (ESD Resolution # 06-016)**
- (Director Berney left the meeting.)
6. Discussion/ Reports
- 6A Advisory Board Member Report
 Board advisor Chuck Forster will report on activities of Lane Workforce Partnership.
- 6B Natives Program Update
 Assistant superintendent Carol Knobbe has been working with Eugene School District staff to determine whether it is allowable with this federal grant for Lane ESD to apply for the Indian Education grant on behalf of all Lane County school districts. There seem to be restrictions on the ability of education service districts to qualify as an LEA and apply for the grant. We are continuing to seek additional information about the options available to assist component districts in obtaining this valuable resource. The Board will continue to receive status updates.
- 6C Westmoreland Analysis/Feasibility Study
 Due to the age and needed repair work of the Westmoreland facility, Lane ESD proposes to initiate a project to analyze the status of the property and feasibility of remaining at the site or finding an alternative site for Lane School. The proposal for the project was submitted to the Board for review.
- 6D First Reading, Policy Revision BBFA—Board Member Ethics and Conflicts of Interest Revisions to Policy BBFA are recommended by OSBA and brings policy language to be in alignment with OSBA's sample policy.

- 6E First Reading, Policy Revision BBF—Board Member Standards of Conduct
Revisions to Policy BBF are recommended by OSBA and brings policy language to be in alignment with OSBA’s sample policy.
- 6F First Reading, Policy Revision BDD—Board Meeting Procedures
Revisions to Policy BDD are recommended by OSBA and brings policy language to be in alignment with OSBA’s sample policy.
- 7. Superintendent’s Report
 - 7A Financial Report
The financial report for December 2006 was reviewed by Dave Standridge, Director of business support services. Both interest rates and fund balances have exceeded projections.
 - 7B May 15 Election Information
Information from Lane County Elections was provided to the Board regarding filing for special district positions has been received. Lane ESD Board position terms expiring June 30, 2007, are zone 2 (Joe Berney), zone 4 (Michelle Holman), zone 5 (Sherry Duerst-Higgins), and zone 7, at-large (Jim Swanson). The filing period is February 5 through March 15. Form SEL 190 should to be completed and submitted Lane County Elections to file for candidacy for a Board position.
 - 7C Superintendent Evaluation Update
At last month’s discussion of the superintendent evaluation process, Board members requested a copy of the Oregon School Boards Association ESD Superintendent Evaluation Standards. The document for ESD superintendent evaluation standards was recently developed by OSBA and was provided to the Board. The Board will evaluate Superintendent Egan in June, and begin a regular evaluation schedule for 2007-08.
- 8. Information from Administrative Staff
 - 8 Superintendent Debbie Egan, 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)

Director Sue Mathisen reported that the special education extended assessment web streaming training begins tomorrow. An update on the process will be provided next month.

Director Michelle Mantel reported that the Oregon Department of Education will be monitoring the Migrant Education program next week.
- 9. Board Member Presentations and Comments
 - 9 Director Robe would like to serve on the ODE/OAESD Data Quality Committee. The Board supported this activity. Joel is also participating in the OSBA Leadership Academy.
- 10. Announcement/ Correspondence
 - 10A The OSBA Spring Regional Meeting will be at Lane ESD on Thursday, March 15.
 - 10B Board members are invited to participate as mock interviewers in the Lane County Youth Career Fair on February 13.

11. Adjournment 11 The meeting was adjourned at 7:40 p.m.

The next meeting of the Lane ESD Board of Directors will be on Tuesday, February 27, 2007, beginning at 6:00 p.m., at the ESD Center Building.

Minutes approved:

(date) BJM

Attachments to official minutes:

1. Superintendent's Report
2. Administrative Reports
3. Local Service Plan
4. Local Service Plan Summary

Sherry Duerst-Higgins, Chairperson

Debbie Egan, Superintendent-Clerk