

LANE ESD BOARD OF DIRECTORS' MEETING
Tuesday – May 22, 2007

Executive Session

Chair Duerst-Higgins called the Executive Session to order at 5:00 p.m., under ORS 192.660(1)(l) to review and evaluate the superintendent. Board Members present were: Tom Atkinson, Joe Berney, Sherry Duerst-Higgins, Michelle Holman, Joel Robe, and Jim Swanson. Superintendent Debbie Egan was in attendance. The Executive Session was adjourned at 6:05 p.m.

- | | | |
|-------------------------------------|----|---|
| 1. Regular Meeting
Call to Order | 1 | <p>Chairperson Sherry Duerst-Higgins called the regular board meeting to order at 6:15 p.m. Tuesday, May 22, 2007, in accordance with the agenda and public notice of the meeting.</p> <p>Board Members present were: Tom Atkinson, Joe Berney, Sherry Duerst-Higgins, Michelle Holman, Tom Lininger, 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.</p> <p>Others in attendance: Steve Jonas, Carol Horne</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 added:</p> <ul style="list-style-type: none">• 6F—Administrative Titles• 6G—Memorandum of Understanding |
| 5. Action Items | 5A | <p>The following action items were included in the Consent Agenda approval:</p> <p>(1) Approve Board Minutes of April 24, 2007
BE IT RESOLVED that the Board of Directors of Lane ESD approves the minutes of its meeting April 24, 2007, 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 May 15, 2007.</p> <p>(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 May 2007, and authorizes receipt of funds.</p> <p>DIRECTOR ROBE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent agenda group as presented. Director Lininger seconded and the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, LININGER, ROBE and SWANSON VOTING YES.
(ESD Resolution # 06-026)</p> |

6. Discussion/
Reports

- 6A Advisory Board Member Report
Board advisor Chuck Forster was not present.
- 6B Program Report – Extended Assessment
In July of 2006, Oregon's State-wide Extended Assessment for students with disabilities was found to not be in compliance with No Child Left Behind requirements. A new Extended Assessment that aligned with grade level standards had to be developed in time for Spring 2007 implementation.
- The Oregon Department of Education contracted with Dr. Gerry Tindal from the University of Oregon to develop such an Assessment. Lane ESD's Life Skills Education Program Specialist, Steve Jonas, had the opportunity to assist Dr. Tindal in the development and piloting of this new Statewide Extended Assessment. Steve provided an overview of Assessment. (*official attachment*)
- 6C July Board Meeting Date
The proposed date for the July Board meeting is Tuesday, July 10, 2007. This will appear on the June Board meeting agenda as an approval item.
- 6D Election Results
Lane ESD had four Board positions in the May 15 special election. Two positions, with incumbents filing, were uncontested:
- Zone 2: Joe Berney was re-elected;
 - Zone 5: Sherry Duerst-Higgins was re-elected.
- Two positions were contested:
- Zone 4: Michelle Holman was re-elected.
 - Zone 7: Currently held by Jim Swanson who did not run. Two candidates filed—Chuck Forster and Carol Horne. Carol Horne was declared the winner. Ms. Horne was in attendance and was introduced.
- 6E Charter School Information
As requested by Board Chair Duerst-Higgins, Superintendent Debbie Egan provided information on Oregon charter school laws. Some key points of charter school laws include:
- ESD's cannot charter schools—only school districts.
 - There are criteria that proposals must address that are submitted to school districts.
 - Funding—80% of ADM goes to charter school
- 6F Administrative Titles
In the recent posting of the "School Improvement Manager" position, it became apparent that Lane ESD management position titles are not consistent with educational position titles. This has created difficulty in recruiting for this position, and we expect, could present the same issue in future postings. The superintendent proposed that management staff titles be changed to reflect the educational standard. This would not change salaries or salary schedules. Titles would be changed on the organizational chart and submitted to the Board for information.
- The Board agreed with the concept and gave consent to proceed with the management position title changes.
- 6G Memorandum of Understanding (*official attachment*)
A "Memorandum of Understanding" was presented to the Board, which has also been reviewed and accepted by the Lane County Education Association.
- Four school improvement program assistant position job descriptions were rewritten, since they failed to accurately describe aspects of the position duties and requirements. The "position review committee" reviewed job descriptions, which resulted in a classification change from Range D to Range C for three of the positions.

The MOU provides that the incumbents in these positions will be “grandfathered” at the current salary range until the positions are vacated by current incumbents.

DIRECTOR ATKINSON MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts the Memorandum of Understanding as presented. Director Berney seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, LININGER, ROBE and SWANSON VOTING YES. (ESD Resolution # 06-027)**

7. Superintendent's Report

- 7A Financial Report
Dave Standridge, director of business support services, reviewed the financial report for April 2007. Variances include increased interest revenue and increased revenue due to workers compensation refund.
- 7B Teaching Learning Connection
Lane ESD hosted the Teaching Learning Connection (TLC) training on May 14, 15, and 16. One day of the training focused on “Data-Driven Decision Making”; two days, participants received training on “Making Standards Work”. There were approximately 60 participants in each day of the training with eight Lane County districts sending staff, as well as nine out-of-county participants. Lane ESD will be hosting certification trainings for each of the two TLC areas. Director Berney asked for information about the program budget and external evaluation.
- 7C Professional Development Funding
The latest information from the Legislature is that \$260M will be allocated for school improvement. Of this, it is anticipated that \$181/ADMw will be allocated to school districts and \$8/ADMw to ESD's. Lane ESD should receive approximately \$440,000 to be dedicated to school improvement programs. At last week's superintendents' meeting, there was a preliminary discussion about potential projects. When the revenue received, it will be tracked as a separate fund.

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)
- Michelle Mantel informed the Board of a plan for custodial coverage at the Westmoreland Campus. Currently, a 12-month, 1.0 FTE, custodian is employed at the Westmoreland Campus. This does not provide adequate coverage for the facility. The plan is to reduce the current custodian to .75 FTE and hire a .5 FTE, 10-month, custodian which would provide expanded coverage and support for the facility to better meet the needs of Lane School. There would be a one-hour overlap in the schedules of the two custodians. The .75 custodian would continue to clean the building in the evening.

9. Board Member Presentations and Comments

- 9 Directors Duerst-Higgins, Berney, Robe, and Atkinson attended the OAESD Annual Conference at Eagle Crest, who felt it was a valuable and informative conference. Sherry Duerst-Higgins was elected to the OAESD Board as Zone B representative; and Superintendent Egan was elected as Zone B superintendent representative.
- Director Berney requested that as much information as possible be sent to Board members in advance.

10. Announcement/ Correspondence

- 10A Parent Letter Recognizing Employee
A letter from the parent of a Life Skills student commending Riverbend Elementary teacher Laveta Gilmore-Jones was reviewed.

- | | | |
|-----------------|----|--|
| 11. Adjournment | 11 | The meeting was adjourned at 8:10 p.m.

The next meeting of the Lane ESD Board of Directors will be on Tuesday, June 26, 2007, beginning at 6:00 p.m., at the ESD Center Building. |
|-----------------|----|--|

Minutes approved:

Sherry Duerst-Higgins, Chairperson

(date) BJM

Attachments to official minutes:

Debbie Egan, Superintendent-Clerk

1. Alternate Assessment Presentation
2. Memorandum of Understanding
3. Superintendent Report
4. Administrative Reports