LANE EDUCATION SERVICE DISTRICT
1200 Highway 99N
Eugene, Oregon 97402

Office of the Superintendent
Tuesday • January 22, 2008
Minutes

LANE ESD BOARD OF DIRECTORS' MEETING
Tuesday – January 22, 2008

Executive Session
An Executive Session was called to order at 5:30 p.m. under provisions of ORS 192.660(2)(b) teacher evaluation and ORS 192.660(2)(d) negotiations. Board Members present were Tom Atkinson, Joe Berney, Sherry Duerst-Higgins, Carol Horne Dennis, and Joel Robe. Administrative staff members present were Debbie Egan, Carol Knobbe, Andy Bracco, and Barbara McBurnett. The Executive Session was adjourned at 6:00 p.m.

1. Regular Meeting Call to Order	1	Chairperson Joel Robe called the regular board meeting to order at 6:05 p.m. Tuesday, January 22, 2008, in accordance with the agenda and public notice of the meeting. Board Members present were: Tom Atkinson, Joe Berney, Sherry Duerst-Higgins, Carol Horne Dennis, Tom Lininger, and Joel Robe. Administrative staff members present were Superintendent Debbie Egan, Carol Knobbe, Dave Standridge, Michelle Mantel, Sue Mathisen, and Barbara McBurnett, recording secretary. Others attending were: Trace Mansfield
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 4, 2007 **BE IT RESOLVED** that the Board of Directors of Lane ESD approves the minutes of its meeting December 4, 2007, 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 16, 2008. (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 2008, and authorizes receipt of funds. (4) Adopt New Policy GBDA—Motherly Friendly Workplace Second Reading **BE IT RESOLVED** that the Board of Directors of Lane ESD adopts new Policy GBDA—Mother Friendly Workplace (5) Adopt Revision to Policy AC—Nondiscrimination Second Reading **BE IT RESOLVED** that the Board of Directors of Lane ESD adopts revision to Policy AC--Nondiscrimination

(6) Adopt Revision to Policy CBC/CBD—Superintendent's Contract/ Superintendent's Compensation and Benefits
Second Reading
BE IT RESOLVED that the Board of Directors of Lane ESD adopts
Revision to Policy CBC/CBD—Superintendent's Contract/ Superintendent's Compensation and Benefits
(7) Adopt Revision to Policy GBA—Equal Employment Opportunity—Second Reading
BE IT RESOLVED that the Board of Directors of Lane ESD adopts
Revision to Policy GBA—Equal Employment Opportunity
(8) Adopt Revision to Policy GBNA/JFCF—Hazing/Harassment/ Intimidation/Bullying/Menacing—Second Reading
BE IT RESOLVED that the Board of Directors of Lane ESD adopts
Revision to Policy GBNA/JFCF—Hazing/Harassment/Intimidation/ Bullying/Menacing
(9) Adopt Revision to Policy KBA—Public Records
Second Reading
BE IT RESOLVED that the Board of Directors of Lane ESD adopts Revision to Policy KBA—Public Records
(10) Adopt Revision to Policy JB—Equal Education Opportunity—Second Reading
BE IT RESOLVED that the Board of Directors of Lane ESD adopts
Revision to Policy JB—Equal Education Opportunity

DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent agenda group as presented. Director Atkinson seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-019)**

5B Adopt 2007-08 Budget Calendar *(official attachment)*
DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves the 2007-08 Budget Calendar as presented. Director Berney seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-020)**

5C Appoint Budget Committee Members
Four Lane ESD Budget Committee appointments have expired or were vacated. The new district appointees are:

- Zone 4, Position 4-Sherry Cunningham, Bethel, expires June 30, 2010
- At-large, Position 6- Rob DeHarpport, Oakridge, expires June 30, 2010
- At-large, Position 7- Wayne Watkins, Bethel, expires June 30, 2010

Springfield School District has not yet appointed someone to fill the Zone 3 position, but is expected to do so soon.
DIRECTOR ATKINSON MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves appointment of Sherry Cunningham, Rob DeHarpport, and Wayne Watkins to the Lane ESD Budget Committee for three-year terms beginning 2007-08. Director Lininger seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-021)**

5D Authorize Submission of Local Service Plan to 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 four-year Lane ESD 2007-11 Local Service Plan was approved in 2007 and will be "reauthorized" by component district Boards in January and February. Each district has been provided a "Summary of Services" reviewing Local Service Plan services provided to their individual district. The Lane ESD superintendent or a cabinet member is scheduled to attend component district Board meetings. The LSP Summary document is enclosed for your information. The following resolution is recommended.

DIRECTOR BERNEY MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves the Local Service Plan and authorizes submission of the Plan to Lane County School Boards for review and action. Director Horne-Dennis seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HORNE DENNIS, LININGER, and ROBE VOTING YES.**
(ESD Resolution # 07-022)

5E OSBA Legislative Policy Committee Nomination
Director Carol Horne Dennis expressed interest in running for the OSBA's Legislative Policy Committee. In order to run for committee positions, candidates must be nominated by the Lane ESD Board of Directors. Director Joe Berney also expressed an interest in running for the committee.
DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD nominates Director Carol Horne Dennis and Director Joe Berney as candidates for the OSBA Legislative Policy Committee for Region 6. Director Atkinson seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-023)**

6. Discussion/ Reports

6A Advisory Board Member Report
Board advisor Chuck Forster was not present to report on activities of Lane Workforce Partnership.

6B Pilot Governance
At the January 10 OAESD and Zone B meetings, the ESD pilot governance issue was discussed. Willamette ESD, NWESD, and High Desert ESD reported that all three boards are talking about process. These Boards will send a survey at the end of January to all board members in their component districts. The surveys will be used to discuss pros, cons and recommendations.

The OAESD group suggested that each ESD could add the pilot governance project to the local OSBA regional meetings. ESD's would need to facilitate this discussion separate from the regional meeting. The Lane ESD Board of Directors would like for a discussion to occur at the Lane County Superintendents' meeting, so that component district superintendents could relay the information to their Boards. This could also be an agenda item at the March 18 Board work session to which legislators have been invited, and at which there will be a review of Lane ESD services provided to component districts.

Willamette ESD Superintendent Maureen Casey will attend the February 25 Lane ESD Board meeting to talk about WESD's experience with the pilot governance project.

6C Good to Great Work and Board Goals
At the August 2007 staff inservice, Lane ESD staff were asked for input regarding the agency's core purpose, core values and goals. The Array Committee (this term comes from the hedgehog concept from the book Good to Great) has been working on assimilating this information and formulated statements for core purpose, core values and goals

Based on this employee participation, the core purpose, "Shaping the future—supporting excellence in education" was developed. Core values developed were: equity, commitment, leadership, collaboration, and integrity.

There is momentum going towards all staff engaging in conversation around our organization. The goal is to encompass Board involvement, staff enthusiasm, and Local Service Plan requirements in developing goals for a shared Lane County commitment.

6D February 15 All-Staff Inservice
Lane ESD will hold its second all-staff inservice of the year on Friday, February 15, 8:00 to 11:30 a.m., at the Lane Community College Center for Meeting and Learning. Employees will return to their regular work schedule for the afternoon. Board members are welcome to attend.

6E First Reading—Revision to Policy JHCDA, Administering Injectable Medicines to Students
These revisions are requirements based on the last Legislative session and are submitted for a first reading.

6F Update on Superintendent Evaluation Process
Chair Joel Robe and Superintendent Debbie Egan have met with Greg McKenzie from OSBA. Greg recommended the following process for superintendent evaluation:

- February 26: Board training on superintendent evaluation—public session
- February 26: Report of 360 surveys and Superintendent self-evaluation materials—Executive Session
- March 18: Board discussion of evaluations/individual board members evaluation—Executive Session
- April 22: Board goal setting session including superintendent goals

Greg is scheduled to attend the February 26 Board meeting.

7. Superintendent's Report

7A Financial Report
Dave Standridge, director of business support services reviewed the financial report for December 2007. Falling interest rates continue to have an impact on revenue. There has been a recommendation to increase the agency's liability insurance; Dave will follow-up with additional information.

7B OAESD Meeting
Board members were provided minutes of the January 10 OAESD meeting. Highlights include: continued efforts to have joint superintendent/board member Zone meetings; EESC communication plan will be tied to ESD superintendent regional meetings. Mickey Garrison reported on statewide school improvement efforts.

7C Zone B Meeting
Board members were provided minutes from Zone B ESD meeting also held on

7D Lane County Superintendents' Meeting Report
Board members previously received notes from our January 15 superintendent meeting. Board members appreciate have the meeting and notes and would like to continue to receive them.

8. Information from Administrative Staff

8 Superintendent Debbie Egan, assistant superintendent Carol Knobbe and executive directors Dave Standridge, Sue Mathisen, and Michelle Mantel submitted reports to the board on activities in their service areas. (official attachment)

9. Board Member Presentations and Comments

9 Carole Horne Dennis commented that her workplace now receives a monthly delivery from the Happy Friends Baking Company.

10. Announcement/ Correspondence

10A
- Lane ESD now has a monthly newsletter (official attachment).
- KEZI News recently featured the Happy Friends Baking Company, a program teaching work skills to students in the Life Skills Education Program. The video was shown to Board members.

11. Adjournment	11	The meeting was adjourned at 7:30 p.m. The next meeting of the Lane ESD Board of Directors will be on Tuesday, February 26, 2008, beginning at 6:00 p.m., at the ESD Center Building

Minutes approved:

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(date) BJM

Attachments to official minutes:

1. Budget Committee Calendar
2. Superintendent Report
3. Administrative Report
4. Lane ESD Newsletter

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Joel Robe, Chairperson

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Debbie Egan, Superintendent-Clerk