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

Office of the Superintendent
Tuesday • July 10, 2007
Minutes

LANE ESD BOARD OF DIRECTORS' MEETING
Tuesday – July 10, 2007

1. Regular Meeting Call to Order	1	Chairperson Sherry Duerst-Higgins called the regular board meeting to order at 6:15 p.m. Tuesday, July 10, 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, Carol Horne Dennis, Tom Lininger, and Joel Robe. Administrative staff members present were Superintendent Debbie Egan, Carol Knobbe, Sue Mathisen, Ludean Henderson, Andy Bracco, Brian Brands, and Barbara McBurnett, recording secretary. Others attending were: Joe Richards and John Bishop. <u>Oath of Office</u> Four Board members were elected in the May 15, 2007 election. Joe Berney, Michelle Holman, and Carol Horne Dennis were administered the Oath of Office by Chair Sherry Duerst-Higgins. Sherry Duerst-Higgins was administered the Oath of Office by Vice Chair Joe Berney. The regular Board meeting was recessed at 6:20 p.m. to move to Executive Session.
Executive Session		Chair Duerst-Higgins called the Executive Session was called to order at 6:20 p.m. under provisions of ORS 192.660 (2)(b) to consider the dismissal of an employee. The Executive Session was adjourned at 11:05 p.m.
		The regular Board meeting was reconvened at 11:06 p.m. **Action as a Result of Executive Session** **DIRECTOR ATKINSON MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD accepts the recommendation for dismissal of the teacher. Director Duerst-Higgins seconded and **the MOTION <u>FAILED</u> WITH DIRECTORS ATKINSON AND DUERST-HIGGINS VOTING YES; DIRECTORS BERNEY, HOLMAN, HORNE DENNIS, LININGER, and ROBE VOTING NO. (ESD Resolution # 07-001)** **DIRECTOR HORNE DENNIS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD rejects the recommendation for dismissal and the teacher is reinstated as a teacher for Lane ESD. Director Holman seconded and **the MOTION <u>PASSED</u> WITH DIRECTORS BERNEY, HOLMAN, HORNE DENNIS, LININGER, and ROBE VOTING YES; DIRECTORS ATKINSON AND DUERST-HIGGINS VOTING NO.** **(ESD Resolution # 07-002)**
	1A	Organization of the Board for 2007-08 includes election of officers. <u>Election of Chair:</u> Chair Duerst-Higgins opened the floor for nominations for Board Chair for 2006-07. Director Atkinson nominated Joe Robe. Director Lininger moved that nominations be closed. There being no other nominations, a unanimous ballot was cast to elect Joel Robe Chair of the Lane ESD Board for 2007-08. **(ESD Resolution #07-003)**

Election of Vice-Chair:
Director Duerst-Higgins nominated Tom Lininger as Vice-Chair. Director Holman moved that nominations be closed. There being no other nominations, a unanimous ballot was cast to elect Tom Lininger. Tom Lininger was declared elected Vice-Chair of the Lane ESD Board for 2007-08. **(ESD Resolution #07-004)**

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 A revised agenda was provided to the Board and public prior to the beginning of the meeting *(official attachment).*

5. Action Items

5A The following action items were included in the Consent Agenda approval:

(1) Approve Board Minutes of June 26, 2007
BE IT RESOLVED that the Board of Directors of Lane ESD approves the minutes of its meeting, June 27, 2006.

(2) Accept Human Resources Report
BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Human Resources Report dated July 5, 2007.

(3) Adopt New Policy JGAB, Use of Restraint and Seclusion (Second Reading)
New Policy JGAB was submitted as a second reading. The bracketed phrase, [or volunteer] has been removed. The training program utilized by Lane ESD is the Oregon Intervention System (OIS).
BE IT RESOLVED that the Board of Directors of Lane ESD adopts New Policy JGAB, Use of Restraint and Seclusion.

(4) Approve Routine Fiscal Designations
BE IT RESOLVED that the Board of Directors of Lane ESD hereby designates Debbie Egan as Clerk of the District and Custodian of Funds for the Fiscal Year 2007-08 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 2007-08, in accordance with ORS 294.331.
BE IT RESOLVED that the Board of Directors of Lane ESD designates Debbie Egan as Chief Executive Officer of the Lane Education Service District. As such, she 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 Debbie Egan and David Standridge as signatory for all district financial accounts for Fiscal Year 2007-08.
BE IT RESOLVED that the Board of Directors of Lane ESD authorizes Clerk's Bonds for Debbie J. Egan 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 2007-08 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 $30 million (primary account in the Local Government Pool).

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes Superintendent Debbie Egan 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:
Debbie Egan, 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; and The Hungerford Law Firm
- 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 2007-08 year, as presented.

(6) Approve 2007-08 Board Meeting Dates
BE IT RESOLVED that the Board of Directors of Lane ESD approves the 2007-08 meeting time as 6:00 p.m. on the following dates: August 28, September 25, October 23, December 4, January 22, February 26, March 18, April 22, May 27, and June 24. Unless otherwise designated, meetings will be held at the Lane ESD Main Building, 1200 Hwy 99N.

DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent agenda group as presented. Director Berney seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-005)**

5B Approve Assistant Superintendent Salary for 2007-08
A salary increase of 2.75% is proposed for assistant superintendent Carol Knobbe. This increase will put the salary for assistant superintendent in similar size districts at the lower end of the range (not the 50th percentile). It is also proposed that the TSA for the assistant superintendent be increased to $4,500. The TSA has not been increased since Carol's appointment to the position July 1, 2001.

DIRECTOR ATKINSON MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves the 2007-08 annual salary of $103,780 for Assistant Superintendent Carol Knobbe. **BE IT FURTHER RESOLVED** that the TSA be increased to $4,500 and all other provisions on the contract remain as is. Director Lininger seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-006)**

5C Approve Superintendent Salary for 2007-08
A salary increase of 2.75% is proposed for Superintendent Debbie Egan. This increase will rank the superintendent's salary package 8th out of 12 of the larger ESD's.

DIRECTOR HORNE DENNIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves the 2007-08 annual salary of $113,025 for Superintendent Debbie Egan. **BE IT FURTHER RESOLVED** that the all other provisions of the contract remain as is. Director Atkinson seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-007)**

6. Discussion/ Reports	6A	Review Board Committee Assignments Current Board committee assignments are: • LCOG – Sherry Duerst-Higgins • Committee to Review Superintendent's Salary & Contract – Chair and Vice Chair • OAESD, Zone B Board Representative – Sherry Duerst-Higgins • Lane Education Foundation – Tom Lininger, Joel Robe Those assignments will remain the same for 2007-08.
	6B	Revision to CC-AR, Administrative Organization At the May 22 Board meeting, the Board received a request to change some administrative titles to be consistent with the educational standard. The change will be to titles only and will not change salaries or salary schedules. The Board agreed with the concept and gave consent to proceed. The Board was provided a revised organizational chart which reflects those changes.
7. Superintendent's Report	7A	Senate Bill 318 – School Improvement Funding Initiative Lane ESD in the final stage of decision making regarding SB 318 (school improvement funding). At the May superintendent meeting, all 16 districts brainstormed ideas. Those ideas were compiled and superintendents voted for their top three choices. From the top choices selected, the school improvement plan was developed. The plan is now being voted on via email since there is not have a superintendents' meeting until August. Currently, there are ten votes of approval.
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)
9. Board Member Presentations and Comments	9	There were no Board comments.
10.Announcement/ Correspondence	10A	There were no announcements or correspondence for review.
11. Adjournment	11	The meeting was adjourned at 11:25 p.m. The next meeting of the Lane ESD Board of Directors will be on Tuesday, August 28, 2007, beginning at 6:00 p.m., at the ESD Center Building

Minutes approved:

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(date) BJM

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Joel Robe, Chairperson

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Debbie Egan, Superintendent-Clerk

Attachments to official minutes:
1. Revised Meeting Agenda
2. Findings of Fact Rejecting Teacher Dismissal
3. Superintendent Report to the Board
4. Administrative Staff Reports to the Board