LANE ESD BOARD OF DIRECTORS' MEETING
Tuesday – December 4, 2007

1. Regular Meeting Call to Order	1	Chairperson Joel Robe called the regular board meeting to order at 6:00 p.m. Tuesday, December 4, 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; board advisor Chuck Forster. Administrative staff members present were Superintendent Debbie Egan, Carol Knobbe, Dave Standridge, Michelle Mantel, Sue Mathisen, and Barbara McBurnett, recording secretary. Others attending were: Brian Brands, Tamara Duvall. Brad Passenger, Robin Hartshorne, and Carla Bivens
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 October 23, 2007 **BE IT RESOLVED** that the Board of Directors of Lane ESD approves the minutes of its meeting October 23, 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 November 28, 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 December 2007, and authorizes receipt of funds. **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, HOLMAN, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-015)**
	5B	Accept 2006-07 Financial Audit The Audit Committee (Tom Atkinson, Carol Horne Dennis, Dave Standridge and Debbie Egan) met on Thursday, November 29, with Jones and Roth representatives. The 2006-07 financial audit was reviewed. Committee members reported to the full Board at the meeting. Lane ESD was in compliance with all requirements, and there were no findings. Board members commented that the audit is testimony to the outstanding work of the Lane ESD accounting staff **DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD acknowledges receipt of the Financial Statements and Supplementary Information for the year ended June 30, 2007. Director Atkinson seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-016)**

5C Adopt New Policy GCBDD/GDBDD – Domestic Violence/Sexual Assault/ Stalking Leave

Senate Bill 946 requires districts to allow leave for these purposes, and create a process and procedures. This policy is recommended by OSBA. The Board was asked to adopt this new policy at the first reading since requirements of the law are now in effect.

DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts new Policy GCBDD/GDBDD – Domestic Violence/Sexual Assault/Stalking Leave, as submitted. Director Horne Dennis seconded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-017)**

5D Adopt Revised Policy JHFE – Reporting of Suspected Child Abuse

Senate Bill 379 requires implementation of specific trainings for employees in prevention and identification of child abuse and on obligations of school employees to report child abuse, as well as making separate trainings available to parents and legal guardians of students. The revisions in this policy are recommended by OSBA. The Board is being asked to adopt this revised policy at the first reading since new training programs are required to be in place by the beginning of the 2006-07 school year. Lane ESD is in compliance with the training components of the law.

DIRECTOR HOLMAN MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts Revised Policy JHFE – Reporting of Suspected Child Abuse, as submitted. Director Duerst-Higgins **s**econded and **the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, HORNE DENNIS, LININGER, and ROBE VOTING YES. (ESD Resolution # 07-018)**

6. Discussion/ Reports

6A Advisory Board Member Report

Board advisor Chuck Forster reported on activities of Lane Workforce Partnership.

- The Business Education Task Force has been formed and meeting regularly. The group consists of Chuck, Debbie, five high school principals, and business representatives. There are currently nine business seeking high school students for internships.
- Chuck distributed information on Lane County's Financial Stability Partnership, which assists families in creating pathways to greater financial independence and improved quality of life. Services include tax preparation and asset building, youth financial education strategies, employer strategies, and alignment of resources.

6B Program Report – Learn and Serve Grant

Special education supervisor Brian Brands, Life Skills/Transition specialist Tamara Duvall, and educational assistant Carla Bliven provided information about the Learn and Service Grant program. The Happy Friends Bakng Company began 2½ years ago with a grant from the Tommy Hilfiger Foundation. Last year, Lane ESD received $46,000 over three years for the Learn and Serve Grant from the Oregon Department of Education. With the additional funding, the program—which initially involved three Transitions classrooms and 12 students—increased production and now involves 45 students. Students are engaged in various aspects of the production for making cookies to sell, including shopping, baking, wrapping, and delivery. Students also make breakfast bars to donate to Food for Lane County. Lane Community College Downtown Center donates use of the facility kitchen.

6C Board Member Attendance at the National School Boards Association Annual Conference

Board member Carol Horne Dennis has inquired about attending the National School Boards Annual Conference in Orlando March 29-April 1, 2008. Registration for the conference is $820. Total expenses are estimated to be In the range of $2,000 to $2,500. The Board discussed the benefits of having a Board member attend the NSBA Conference. As stated in Board Policy BHB—Board Member Development, attendance must be approved by formal action of the Board.

Board members believe the NSBA Conference is not as applicable to the work of ESD's as AESA and instate organizations; and therefore, chose not to approve Director Horne Dennis' attendance at the NSBA Conference. Board members asked to have a review of annual conferences prepared for the July Board meeting.

These following policy updates reflect action in the last legislative session and are recommended by Oregon School Boards Association. Please contact Carol Knobbe (461-8264) is you have questions regarding any of these policies.

6D First Reading, New Policy GBDA – Mother Friendly Workplace
House Bill 2372 requires ESD's to have this policy.

6E First Reading, Revised Policy AC – Nondiscrimination
These revisions reflect requirements in Senate Bill 2.

6F First Reading, Revised Policy CBC/CBD – Superintendent's Contract/ Superintendent's Compensation and Benefits Senate Bill 384 requires these revisions.

6G First Reading, Revised Policy GBA – Equal Employment Opportunity
These revisions reflect requirements in Senate Bill 2.

6H First Reading, Revised Policy GBNA/JFCF – Hazing/Harassment/ Intimidation/Bullying/Menacing
These revisions reflect requirements of House Bill 2637.

6I First Reading, Revised Policy KBA – Public Records
These revisions reflect requirements in Senate Bill 554.

6J First Reading, Revised Policy JB – Equal Education Opportunity
These revisions reflect requirements in Senate Bill 2.

6K Revised Administrative Rule GCDA/GDDA-AR – Criminal Records Checks/Fingerprinting
House Bill 2047 reorganizes ODE and TSPC requirements into separate statues and deletes language no longer needed for the license renewal process.

7. Superintendent's Report

7A Financial Report
Dave Standridge, executive director of business support services reviewed the financial report for October 2007. Dave noted that the interest rate reduction and a lower indirect rate has reduced revenue.

7B 2006-07 Annual Report
The final draft of the Lane ESD 2006-07 Annual Report was provided to the Board. An expanded version of the Annual Report with additional details of services has been developed for Lane County Superintendents. The report will also be sent to Lane County legislators.

7C Zone B Update
The superintendent updated the Board on Zone B ESD activities. The notes from the October 26 Zone B meeting were provided. OAESD will meet January 17 at Willamette ESD, and a Zone B meeting will occur immediately following. Board members are welcome to attend.

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	Director Horne Dennis commented that she attended the last Zone B superintendent meeting and found it to be very informative. Director Duerst-Higgins comented that the OSBA Annual Convention as a good one and found the sessions specifically for ESD's particularly helpful.
10.Announcement/ Correspondence	10A	Siuslaw News Article The Siuslaw News article described the collaboration between the Siuslaw Pioneer Museum, Siuslaw Middle School teachers, and Lane ESD on a "Teaching American History" project .
	10B	Springfield High School Life Skills Commentary The commentary by local news anchor Rick Dancer refered to a Springfield High School Life Skills student.
11. Adjournment	11	The meeting was adjourned at 8:20 p.m. The next meeting of the Lane ESD Board of Directors will be on Tuesday, January 22, 2008, beginning at 6:00 p.m., at the ESD Center Building
12. Executive Session		

Minutes approved:

(date) BJM

Attachments to official minutes:

1. Superintendent Reports
2. Administrative Reports

Joel Robe, Chairperson

Debbie Egan, Superintendent-Clerk