

LANE ESD BOARD OF DIRECTORS' MEETING
Tuesday – July 8, 2008

1. Regular Meeting
Call to Order

1 Chairperson Joel Robe called the regular board meeting to order at 6:00 p.m. Tuesday, July 8, 2008, 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, and Joel Robe. 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.

Organization of the Board for 2008-09 includes election of officers.

Election of Chair:

Chair Robe opened the floor for nominations for Board Chair for 2008-09.

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 2008-09. **(ESD Resolution #07-001)**

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 2008-09. **(ESD Resolution #08-002)**

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) Adopt Revised Policy BG, Board-Staff Communications

BE IT RESOLVED that the Board of Directors of Lane ESD adopts revised Policy BG, Board-Staff Communications, as submitted.

(2) Adopt Revised Policy CCB, Line and Staff Communications

BE IT RESOLVED that the Board of Directors of Lane ESD adopts revised Policy CCB, Line and Staff Communications.

(3) 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 2008-09 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 2008-09, 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 2008-09.

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 2008-09 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 2008-09 year, as presented.

(6) Approve 2008-09 Board Meeting Dates

BE IT RESOLVED that the Board of Directors of Lane ESD approves the 2008-09 meeting time as 6:00 p.m. on the following dates: August 26, September 23, October 28, December 9, January 27, February 24, March 17, April 28, May 19, and June 9. 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, and ROBE VOTING YES. (ESD Resolution # 08-003)**

6. Discussion/ Reports	<p>6A Review Board Committee Assignments Current Board committee assignments are:</p> <ul style="list-style-type: none"> • 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 <p>Those assignments will remain the same for 2008-09. Board members agreed to submit other organizational affiliations in which they participate.</p> <p>6B Employee Evaluation Report Carol Knobbe provided a report on the Lane ESD employee evaluation process. The evaluation process includes separate evaluations for Administrative Employees, Licensed Staff, and Classified Staff. Each evaluation has provisions for probationary (newly hired) employees.</p> <p>6C 2008-09 Board Member Conference Attendance At the June meeting, Board members received information about available 2008-09 conferences. The conference schedule was reviewed and planning for conference attendance by Board members was begun.</p> <p>Revision to Administrative Rules GCBDA/GDBDA-AR, FMLA/OFLA and OFLA Leave Sample Letters HB 2460 amended Oregon Family Leave act to prohibit employers from running OFLA leave concurrently with a leave for a workers' compensation injury or illness. The following sentence will be added to employee sample letters for FMLA and OFLA leave.</p> <p>"Leaves of absence that qualify for family and medical leave under state law (OFLA) can run concurrently with other types of leave such as sick leave, vacation leave, short-term disability leave but cannot run concurrently with leave for workers' compensatory injury or illness."</p>
7. Superintendent's Report	<p>7A Superintendent Egan shared a letter from McKenzie School District superintendent Sally Storm expressing her appreciation of the services received from Lane ESD. (official attachment)</p>
8. Information from Administrative Staff	<p>8 There were no reports submitted for the during July meeting.</p>
9. Board Member Presentations and Comments	<p>9 There were no Board comments.</p>
10. Announcement/ Correspondence	<p>10A There were no announcements or correspondence for review.</p>
11. Adjournment	<p>11 The meeting was recessed at 6:55 p.m.</p> <p>The next meeting of the Lane ESD Board of Directors will be on Tuesday, August 26, 2008, beginning at 6:00 p.m. – location to be determined.</p>

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| 12. Executive Session | 12 The Executive Session was called to order at 6:55 p.m. under provisions of ORS 192.660(2)(d) negotiations. Board Members present were: Tom Atkinson, Joe Berney, Sherry Duerst-Higgins, Michelle Holman, Carol Horne Dennis, and Joel Robe. Administrative staff members present were Superintendent Debbie Egan, Carol Knobbe, Dave Standridge, Michelle Mantel, Sue Mathisen and Barbara McBurnett, recording secretary. The Executive Session was adjourned at 7:15 p.m. |
| 13. Reconvene Regular Meeting | 13 The regular meeting was reconvened at 7:16 p.m. Action as a result of the Executive Session:

Adopt 2008-09 Management Agreement
DIRECTOR ATKINSON MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves the 2008-09 Management Agreement effective July 1, 2008 to June 30, 2009, as submitted. Director Horne Dennis seconded and the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, HORNE DENNIS, and ROBE VOTING YES. (ESD Resolution # 08-004)

Adopt Superintendent Salary and Insurance Cap
DIRECTOR ATKINSON MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves a 2008-09 salary increase of 3.00% for Superintendent Debbie Egan, and an insurance cap increase to \$775. BE IT FURTHER RESOLVED that all other provisions of the contract remain as is. Director Horne Dennis seconded and the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, HORNE DENNIS, and ROBE VOTING YES. (ESD Resolution # 08-005)

Adopt Assistant Superintendent Salary and Insurance Cap
DIRECTOR ATKINSON MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves a 2008-09 salary increase of 3.00% for Assistant Superintendent Carol Knobbe and an insurance cap increase to \$775. BE IT FURTHER RESOLVED that all other provisions of the contract remain as is. Director Horne Dennis seconded and the MOTION CARRIED WITH DIRECTORS ATKINSON, BERNEY, DUERST-HIGGINS, HOLMAN, HORNE DENNIS, and ROBE VOTING YES. (ESD Resolution # 08-006)

The meeting was adjourned at 7:30 p.m. |

Minutes approved:

Joel Robe, Chairperson

(date) BJM

Attachments to official minutes:

1. Letter from McKenzie School District

Debbie Egan, Superintendent-Clerk