

LANE ESD BOARD OF DIRECTORS' MEETING  
Tuesday – January 28, 2014

1. Work Session Call  
to Order

1 The Work session was called to order at 5:05 p.m.

Board Members present were: Carol Dennis, Sherry Duerst-Higgins, Rose Wilde, Vanessa Truett, Chris Culver, Anselmo Villanueva, Joel Robe; and board advisors Emilio Hernandez and Joel Bradford. Administrative staff members present were Superintendent Larry Sullivan, Carol Knobbe, Dave Standridge, Sue Mathisen, and Julie Simmonds, recording secretary.

2014-17 Local Service Plan

Superintendent Sullivan reviewed recent history of the Local Service Plan development, acknowledging the districts' optimism and superintendents' hard work. The Superintendents' Council has decided to move forward with a three-year plan framework. The superintendents voted 15-0 in favor of the 2014-17 Local Service Plan Year One. A three-year plan framework allows Lane ESD and component districts to plan for the future.

Assistant Superintendent Carol Knobbe reviewed the changes made in the Local Service Plan since the last Work Session (January 14). The Board discussed the changes in the core services, the language describing core services and the potential for value for all districts being achieved over time.

There has been a significant change in the Life Skills Cost Pool. The superintendents were supportive of utilizing flex funds to fund the Cost Pool. Instead, they have decided that any State School Funds (SSF) that exceeds the estimates for 2013-14 and 2014-15, up to \$200,000, would be set aside to fund the Life Skills Cost Pool.

Assistant Superintendent Carol Knobbe reviewed other changes to the Local Service Plan, including: 1) the Local Service Plan now includes a description of the Life Skills consortium and a description of who is included in the consortia and how districts will work together; 2) the Technology description has changed to include the language that supports a cooperative model with services available to all districts; 3) the Core Services dollar amount is lower due to Eugene School District 4J opting out; 4) the Local Service Plan now includes a section on SB 529 – Withdrawal From Lane ESD.

The Board discussed the change from a one-year to a three-year plan. The Superintendents' Office message in the opening of the document has been changed to reflect the three-year plan. The superintendents would like to move to a two-year plan in the future to align with the funding biennium.

Superintendent Sullivan explained that he has requested advice from OAESD, OSBA and ODE on how to proceed with Eugene School District 4J voting on the Local Service Plan. He has not received a definitive response at this time. He has reviewed the plan with Eugene School District 4J superintendent Shelley Berman, and Dr. Berman has expressed support of the relationship between Eugene School District 4J and Lane ESD component districts as described in the Local Service Plan.

Superintendent Bradford provided comments on how the Superintendents' Council is seeking ways to collaborate with each other and with Eugene School District 4J. One example is unified professional development dates for next year. Superintendent Bradford credits Superintendent Sullivan for getting the Superintendents' Council and the Curriculum Leaders to identify common interests. Superintendent Bradford explained to the Board that working with legislators is a challenge for local superintendents, given constraints of needing to be in district and attending legislative sessions or meeting with legislators. The superintendents rely on Superintendent Sullivan to represent the

component districts' interests with legislators.

The Board discussed the past practice of Lane ESD hosting a legislative breakfast, inviting superintendents, school board members and legislators. Superintendent Sullivan explained that the new model for meeting with legislators is the local "Town Hall Meeting". Director Dennis suggested that Lane ESD look into hosting a Legislative Breakfast when legislators are not in session.

Superintendents discussed how, because of the change in the funding formula, some of the component districts have experienced a large cut in ESD funds. However, Lane County districts still strongly support collaborative efforts and the development a three-year plan.

Lane Regional Program Update

Special Education Director Sue Mathisen reported on the discussion of potentially moving the Lane Regional Program subcontract for serving students with vision impairments and deaf/hard of hearing from Eugene School District 4J to Lane ESD. The goal is to maintain efficiencies, quality of programming, and continuity of services by having the Lane Regional Program housed under one agency. Lane ESD continues to meet with the Eugene School District 4J Special Education Director, examining enrollment across the county and discussing how to organize programs. Lane ESD will make a decision by the end of February. The Special Education Directors will discuss the proposed Lane Regional Program transition before any decision is made.

Assistant Superintendent Carol Knobbe explained how SB 643 might impact the Lane Regional Program transition. SB 643 directs how the transfer of staff is handled when programs are shifted between agencies. The current interpretation is that the law does not apply when a subcontract is ended, but only to wholesale "taking over a program". Lane ESD has completed program cost comparisons for providing the services and believes that any transition of staff can be accomplished smoothly.

Chair Robe closed the Work Session end at 5:58 p.m.

2. Regular Meeting  
Call to Order

2 Chair Robe called the regular board meeting to order at 6:06 p.m. Tuesday, January 28, 2014, in accordance with the agenda and public notice of the meeting.

Board Members present were Carol Dennis, Sherry Duerst-Higgins, Vanessa Truett, Rose Wilde, Chris Culver, Joel Robe and Anselmo Villanueva; and board advisor Emilio Hernandez, Jr. and Joel Bradford. Administrative staff members present were Superintendent Larry Sullivan, Carol Knobbe, Dave Standridge, Sue Mathisen, and Julie Simmonds, recording secretary.

Superintendent Sullivan read the Proclamation of Board Recognition aloud and announced the gifts of bouquets and cookies provided by Life Skills students.

3. Recognition and  
Introductions

3 Kim Condon, LCEA, was introduced.

4. Public Participation

4 There was no public participation.

5. Agenda Review

5 No changes to agenda.

6. Action Items

6A The following items were included in the Consent Agenda approval.

(1) 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 22, 2014.

The December Board meeting was canceled due to inclement weather. November Board Meeting minutes will be reviewed in February.

**DIRECTOR WILDE MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD adopts the consent agenda as presented. Director Villanueva seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, DENNIS, CULVER, WILDE, TRUETT, ROBE AND VILLANUEVA VOTING YES. (ESD Resolution # 13-029)**

6B Approve Financial Report

The financial report for December, 2013 was reviewed by the Board. Business Services Director provided information on the Ending Fund Balance (EFB).

**DIRECTOR WILDE MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD approve the financial report as presented. Director Culver seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, DENNIS, CULVER, WILDE, TRUETT, ROBE AND VILLANUEVA VOTING YES. (ESD Resolution # 13-030)**

6C Approve Board Member Attendance at the Eugene/Springfield Freedom Fund Dinner

The Board discussed attendance at the Freedom Fund Dinner. The board consensus was to send two Lane ESD representatives to attend the Freedom Fund Dinner. Superintendent Sullivan will attend with Director Truett. Director Villanueva will purchase his own ticket if he decides to attend.

6D Approve Board Member Attendance at Blacks In Government 4th Annual Black History Month Banquet

The Board discussed attendance at the Blacks in Government 4<sup>th</sup> Annual Black History Month Banquet. The Board consensus was to send Directors Culver and Wilde to the Blacks In Government 4<sup>th</sup> Annual Black History Month Banquet.

6E Approve Board Member Attendance at the OSBA 2014 Labor and Employment Regional Workshop

The Board discussed attendance at the OSBA 2014 Labor and Employment Workshop, to be held at Lane ESD on February 12. The Board consensus was that Directors Duerst-Higgins, Villanueva, Culver, and Dennis will attend.

6F Appoint Budget Committee Membership from Component Districts

Three component district Budget Committee positions expired in June, 2013. Ginger Poage, Bethel School District, and Kathleen Shelley, McKenzie School District, have both volunteered for another 3-year term. Andrea Larson, Fern Ridge School District, has volunteered to replace Twinkle Morton.

The Board discussed the Budget Committee positions currently held by Eugene School District 4J Board members and the value of having Committee members that have a stake in the ESD's budget. Oregon Budget Law prescribes how budget committees are formed, and Lane ESD policy outlines the membership requirements for Lane ESD's Budget Committee. Membership requirements currently include two appointments from Eugene School District 4J. The Board agreed that there is value in having the Eugene Board understand Lane ESD's budget.

**DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD appoints Ginger Poage, Bethel School District Board member, Kathleen Shelley, McKenzie School District Board member, and Andrea Larson, Fern Ridge School District Board member, to the 2014-15 Budget Committee. Director Culver seconded and

the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, DENNIS, CULVER, WILDE, TRUETT, ROBE AND VILLANUEVA VOTING YES. (ESD Resolution # 13-031)**

- 6G Approve Property Line Adjustment – Westmoreland/Stellar Apartments  
Assistant Superintendent Carol Knobbe reviewed the history and how Lane ESD arrived at doing a property line adjustment. The Board discussed St. Vincent de Paul's development of a shared garden space with our Westmoreland Campus programs. St. Vincent de Paul and Lane ESD have negotiated a property line adjustment to move a portion of the shared garden space into the St. Vincent de Paul parcel.
- The Board voted to table this item until the February board meeting.
- 6H Approve Administrative Rule for Board Advisors and Liaison Positions  
The Board of Directors of Lane ESD reviewed and discussed the DRAFT administrative rule at the January 14 Board Work Session.
- BE IT RESOLVED** that the Board of Directors of Lane ESD approves the Administrative Rule for Board Advisors and Liaison positions.
- DIRECTOR CULVER MOVED: BE IT RESOLVED** that the Board of Directors of Lane approves the administrative rule for board member advisors and liaisons. Director Duerst-Higgins seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, DENNIS, CULVER, WILDE, TRUETT, ROBE AND VILLANUEVA VOTING YES. (ESD Resolution # 13-032)**
- 6I Appoint Board Member Liaison from Component District Board, Springfield Board Liaison  
Springfield Public Schools Board member Garry Weber has volunteered to participate as a Board Member Liaison. The Board discussed how to account for expenses related to advisor and liaison participation. The Board acknowledged that district representatives would seek reimbursement for expenses from their home district. A medium size district and a small size district board member liaison will be named in the Fall.
- DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD appoints Springfield Public Schools Board member Garry Weber as a Board Member Liaison from Component District Board. Director Dennis seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, DENNIS, CULVER, WILDE, TRUETT, ROBE AND VILLANUEVA VOTING YES. (ESD Resolution #13-033)**
- 6J Approve and Authorize Submission of 2014-17 Local Service Plan to Component Districts  
As dictated by law, the ESD Board must annually approve the Local Service Plan as agreed to by component Lane County school district superintendents and authorize submission to component district boards.
- DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD approves the Local Service Plan for 2014-17 and authorizes submission of the plan to Lane County School Boards for review and action. Director Culver seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, DENNIS, CULVER, WILDE, TRUETT, ROBE AND VILLANUEVA VOTING YES. (ESD Resolution #13-034)**
- 6K Accept 2012-13 Financial Audit  
The Lane ESD Audit Committee, comprised of Directors Dennis and Culver,

Dave Standridge and Superintendent Sullivan, met with Roy Rogers and Lanae Phelps of Pauly Rogers and Co. on December 19, 2013, to review the 2012-13 Financial Audit. The Audit Committee provided a report to the full Board. A recommendation from the auditors is to have the Board ask the superintendent in open session to any knowledge of fraud, on a quarterly basis. The Board commended Dave Standridge on an exceptional job with Lane ESD's business services.

The Board discussed the Lane Education Foundation adding its Audit Report to Lane ESD's Audit Report, combining financial statements.

**DIRECTOR CULVER MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD accepts the 2012-13 Financial Audit. Director Wilde seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, DENNIS, CULVER, WILDE, TRUETT, ROBE AND VILLANUEVA VOTING YES. (ESD Resolution #13-035)**

7. Discussion/Reports

7A Work Session Report Out  
There was no work session report out.

7B Program Assignments  
The Board discussed program assignments. The Board reviewed expectations for serving as program liaisons to programs from the Board. Board members will reach out to program contacts directly. Board members asked to be included in emails announcing events. Assignments are:

Lifeskills – Rose Wilde  
Transition Program – Rose Wilde  
Lane School – Vanessa Truett and Rose Wilde  
MLK – Sherry Duerst-Higgins, Vanessa Truett  
Title – Anselmo Villanueva and Joel Robe  
CTE – Joel Robe and Chris Culver  
Technology – Carol Dennis  
Administration – Chris Culver  
School Improvement – Carol Dennis

Julie Simmonds will send out assignments and contact information for the programs.

7C Board member discussion and report on component school district Board meeting visits.

Superintendent Sullivan has extended an offer to component districts to attend their Board meetings to discuss the Local Service Plan.

Director Culver and Superintendent Sullivan attended the December Fern Ridge School District Board Meeting.

Chair Robe and Superintendent Sullivan attended the Junction City School District Board meeting last night. The Junction City School District classified bargaining members and supporters filled the room and parking lot. The Junction City School Board highlighted the district's \$495,000 CTE grant award. Junction City School District will be using part of the award to purchase CNC machines and 3-D printers. Junction City School Board is discussing making up six snow days.

Director Wilde attended the Lowell School District Board meeting in October. Director Wilde also attended the Lowell Community Visioning, facilitated by

Superintendent Hanline, this month.

Director Duerst-Higgins shared that South Lane School District does not need to make up snow days. South Lane School District is experiencing a lot of change with a Finance Director and two elementary teachers retiring. The district will be hiring a dean of students and an assistant principal for the high school.

Superintendent Sullivan attended the Crow-Applegate-Lorane School District Board meeting in January. Students provided presentations on their work in Science and Technology at the meeting. The Crow-Applegate-Lorane School District Board volunteered to have their students provide the same presentations at a Lane ESD Board meeting. Superintendent Sullivan will schedule student presentations for the February Board meeting.

The Board requested a list of component district board meetings, including times and locations.

8. Superintendent's Report

8A Superintendent Sullivan provided an update on the Superintendents' Council and Curriculum Leaders.

The Superintendents' Council has decided to fund two math specialists with Innovation Funds.

The Curriculum Leaders will discuss report cards, grading practices, and the Connected Lane County's Bridge Collaboratives at their February meeting. The Curriculum Leaders and Superintendents' Council are planning a joint meeting in March.

The Superintendents' Council discussed the 2014-17 Local Service Plan, strategies to fund the Life Skills Cost Pool, coordinating county-wide inservice days, and bringing focal point topics into conversations at future meetings. Superintendent Sullivan provided an update on the Oregon Leadership Network (OLN). Bethel and Springfield Districts are members of the Oregon Leadership Network (OLN).

Dr. Hertica Martin expressed concern in the Superintendents' Council about the hate material displayed at the Springfield Martin Luther King Jr. Day March. The superintendents discussed the most appropriate way to respond. The superintendents decided to respond by developing a letter/op-ed to be published in the Register Guard.

Superintendent Sullivan and Gino Grimaldi, Manager at City of Springfield, serve as co-chairs to the Equity Community Consortium (ECC). Superintendent Sullivan and met with the Education Community Consortium support staff last week to develop a response to the hate material from the Equity Community Consortium leaders. Director Truett reported that Ted Taylor from the Eugene Weekly is doing an article on this topic.

The Superintendents' Council discussed the Lane County Gang Task Force's School Survey. The Gang Task Force is trying to gather information on gang involvement and contact with middle and high school students in Lane County. Board Advisor Emilio Hernandez has volunteered to be part of Gang Task Force Steering Committee.

The Superintendents' Council has invited COSA's Craig Hawkins and Chuck Bennett to attend the February Superintendents' Council meeting to provide a

legislative update.

Superintendent Sullivan provided comments on the State's new Poverty Calculation. This new funding formula will mean changes in funding for local districts. With the recalculated formula, approximately 80 districts across the state gained and 100 districts lost funding.

Superintendent Sullivan will attend a state-level Technology Steering Committee meeting January 28. Superintendent Sullivan is also meeting with Mike Dugas, formerly of Intel Corporation, and Yvonne Curtis, Superintendent at Forest Grove School District, to discuss strategic planning efforts that have worked in the Forest Grove School District.

Two STEM Hub proposals were submitted by the University of Oregon and partners. Lane ESD is a partner in both proposals and Lane ESD FTE is included in each of the proposals. The Closing Achievement Grant for African American Students received reduced funding. This will require the steering committee to focus their efforts over the 15-month grant.

Kristin Gunson, Lane ESD specialist, will present to the Board on the Healthcare Pathways Revitalization Grant in the next several months.

The Lane ESD is submitting a STEAMon! tomorrow. Since ESDs are not allowed to lead a grant proposal, we submitted the grant in collaboration with the Lane Education Foundation and 14 districts. This grant connects our CTE programs (health services, construction engineering, and technology), the Lane Arts Council, and students grades 8-12. Superintendent Sullivan remarked on the outstanding job grant writer Ross Anderson and specialists Kristin Gunson and Bob Curtis did writing this grant.

Connected Lane County will be submitting an Eastern Promise Expansion Grant proposal. The grant's focus will be providing students access to college credit while attending high school.

8B Work Session Planning

Director Dennis asks that the Board consider discussing the appointed board governance structure at a future work session.

9 Administrative Reports

Special Education Director Sue Mathisen provided an update on the Life Skills Consortia. The Consortia is currently working to identify price points for services for 2014-15. The Consortia used Lane ESD's price point for 2013-14. The Consortia is challenged to determine price points, as districts do not have a way of disaggregating costs as Lane ESD does.

The Special Education Directors will consider expanding the Consortia to mid-level program needs in districts, serving students with support needs that don't qualify for Life Skills.

Business Services Director Dave Standridge explained that Lane ESD currently provides Business Services for three component school districts: Lowell, Crow-Applegate-Lorane, and Blachly. Lane ESD has been asked to provide business services for Marcola School District in 2014-15.

Assistant Superintendent Carol Knobbe discussed the Revitalization Grant, awarded officially this month. Lane ESD will be hiring part time staff and

9. Information from  
Administrative Staff

preparing to run new related programs beginning in the Fall.

There is potential for significant change in the Indian Education Program due to enrollment changes. The program's federal contact has communicated that the organization of the Bethel Consortium for Indian Education may not meet program requirements. The new Indian Education Program coordinator, Kelly LaChance, is doing a great job.

The Migrant Education Program has begun its planning process for Summer School. Dates have been selected and staff that have worked previously have been invited back. Staff has begun to identify students and is preparing to hire.

10. Board Member  
Presentations and  
Comments

10 Sherry Duerst-Higgins: Betsy Miller-Jones would like to attend one of our Board meetings. An OSBA Board meeting was held on January 24-25. An OSBA Policy Committee meeting was held on January 25-26.

Rose Wilde: Director Wilde would like to invite colleagues from 90x30 to speak to the Lane ESD Board. Director Wilde received a tour of the Life Skills program classrooms at Creslane Elementary, Creswell Middle School and Thurston Elementary. Director Wilde reported that there are issues with disruptions in placements.

Carol Dennis: The Lane Education Foundation (LEF) Board met on January 23. The LEF Board elected Chris Culver to its Board. The LEF Board now includes Michelle Hollman, Francisca Leyva-Johnson, Carol Dennis and Chris Culver. The LEF would like to develop relevance in the community.

Director Dennis attended the Closing the Achievement Gap for African American Students Grant steering committee meeting on January 24.

Vanessa Truett: Director Truett recently received a press release announcing Emilio Hernandez' appointment to the League of United Latin American Citizens Committee on Education.

Chris Culver: Director Culver attended the Fern Ridge School District Board meeting on December 12, and the Lane Education Foundation board meeting on January 23. Director Culver attended Phil Barnhardt and Lee Byer's visit at Lane Community College. Director Culver commented that the Mt. Pisgah Arboretum has hired a new education director.

Anselmo Villanueva: Director Villanueva commented on participating in the annual Martin Luther King Jr. Day March and rally. Director Villanueva recognized several school staff and schools represented with school banners. Director Villanueva encourages all to attend in the future. Director Villanueva handed out Asian Celebration event flyers (handout). The Chinese American Benevolent Association will host a celebration this Saturday at Lane Community College.

Emilio Hernandez: Advisor Hernandez commented on the inception of the Latin American Committee on Education.

Joel Bradford: Advisor Bradford is transitioning out of his superintendency at Marcola School District at the end of the school year.

Joel Robe: Representative Nancy Nathanson will be at Cal's Donuts on River

Road tomorrow afternoon. ODE held an all staff meeting today. Rob Saxton provided a State of the ODE address. Jada Ripley and Iris Bell spoke on helping students have hope for the future. An African American sophomore student from Jefferson high school presented on his school experience, what his ambitions are, and his recommendations for after school programs.

11. Announcement/  
Correspondence

10A Superintendent Sullivan extended kudos to Tony Scurto, Pleasant Hill superintendent, and Todd Hamilton, Creswell superintendent, for their attendance at the Lee Byer and Phil Barnhardt meeting at Lane Community College. Both superintendents provided comments about the supports that Lane ESD provides their districts and asked for reforms in education funding.

12. Adjournment

11 The meeting was adjourned at 8:27 p.m.

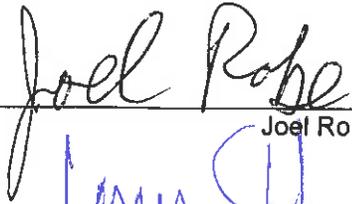
The next meeting of the Lane ESD Board of Directors will be on Tuesday, February 25, 2014, beginning at 6:00 p.m. at the Lane ESD Main Campus, 1200 Hwy 99N, Eugene.

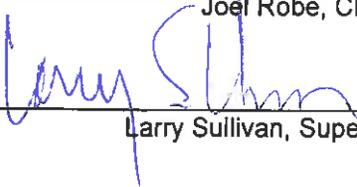
Minutes Approved:

3/4/14  
(date)jrs

Attachments to official minutes:

1. Asian Celebration Flyer
- 2.

  
\_\_\_\_\_  
Joel Robe, Chairperson

  
\_\_\_\_\_  
Larry Sullivan, Superintendent