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IED BOARD MINUTES  
1973-1977

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LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
June 30, 1977

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, June 21, 1977

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was called to order at 8:00 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Lee Huff, Jeanne Armstrong, Cynthia Wooten, Nile Williams, and Superintendent Melvin Mead. Also attending were Gene Farthing, Bob Dusenberry, David Butler and Sallie Rainville of the IED office, Lisle Waechter; Pearl Buck Center, Jim Howard; Advisory Council for Handicapped Children, Jim Boyd; Eugene Register-Guard and Randy Lewis, KASH.

2. Minutes Approved  
MOTION

2. Director Billings moved that the June 7 Board minutes be approved as distributed.

Director Armstrong seconded and the motion carried unanimously.

3. Statements--Board

3. Director Armstrong requested that an action item be added to the agenda regarding summer school proposal from the Handicapped Advisory Council.

Director Armstrong asked if the Board should take any action on proposed legislation that affects IEDs.

Superintendent Mead replied that he was not aware of any new issues at this time.

4. Communications

4. The Superintendent presented correspondence from:

- a. Milt Baum, SDE, regarding a Cooperative Services survey taken by the State Department;
- b. Awbrey Park Primary teachers thanking Doug Nichols for his work with the McGowan Creek field trips; and
- c. Larry A. Nelson applying for the Zone 1 Board position.

5. Board Vacancy Form

5. Director Armstrong suggested that the Item #4 on the revised form (date of birth) be eliminated, since it might be considered prejudicial. Director Billings suggested that in order to eliminate confusion, Item #5 might be revised to read "Please indicate your education and experiences."

6. Approval of Bid Recommendations:  
OTIS Forms; Replacement Bursters; Replacement Tape Drives

MOTION

7. Approval of Agreement Between Eugene Register-Guard and Lane IED: Newschool MOTION

8. Recommended Additional Change in Guidelines-- Lane IED Advisory Council for Handicapped Children

MOTION

9. Proposal for Summer School for TMR Students at Pearl Buck Center

6. Superintendent Mead presented information on the OTIS tape drives which had not been mailed with the Board packet. (Information on forms bids and burster equipment had been included.) Bob Dusenberry explained that the procedures followed on all three bids were according to the new Administrative Rules of the Public Contract Review Board.

Director Huff moved to accept the OTIS Bid recommendations as presented.

Director Williams seconded and the motion carried unanimously.

7. Director Armstrong moved that the agreement between the Lane Intermediate Education District and the Eugene Register-Guard be approved as presented.

Director Wooten seconded and the motion carried unanimously.

The Board members expressed commendations for the project and for Marilyn Olson's presentation at the June 7 meeting.

8. Director Armstrong explained that the additional change was being recommended because, while the committee wishes parent members to be rotated in in order to obtain more involvement and participation, agencies involved frequently feel that a certain member of their organization is the only logical representative to the Council. Parents are in the majority on the Council.

Director Armstrong moved that the following change in the guidelines be accepted. "It will be general policy to have members serve not more than two consecutive terms. Exceptions for agency appointees will be determined by the council."

Director Huff seconded and the motion carried unanimously.

9. Director Armstrong told the Board that Mrs. Lisle Waechter, Director of Pearl Buck Center; and Jim Howard, a member of the Advisory Council for Handicapped Children, had been asked by the Advisory Council to appear before the Board to explain PBC's summer school proposal. Director Armstrong explained that a decision would need to be made at this meeting because of the timeline for the summer school. She presented a copy of a memo from Mrs. Waechter outlining the summer school proposal and a copy of PBC's letter to parents regarding the school. She then asked the visitors to present the proposal to the Board.

9. Proposal for Summer  
School for TMR Students  
at Pearl Buck Center

9. (continued)

Dr. Howard explained that in visiting Lane County TMR programs at the request of the Advisory Council, he had become aware of the planned summer program at PBC. He said he realized that the IED Budget was already firm, but he expressed the hope that there might be extra money in some account or that contingency funds might be available for this excellent program. He said the school is receiving contributions from March of Dimes, USDA Summer Food Services program, and CETA. The Advisory Council wished to request another \$3,000 from the IED Board to purchase additional needed services. In response to questions from the Board, Dr. Howard said that summer school had not been considered the highest priority during the original budgeting process; however, the decision to eliminate it from the budget request was made by a one-vote margin at the Council meeting. The present summer program proposal was developed months after the budget process, when it became apparent that various outside funds would be available. Dr. Howard urged the Board to consider the proposal and to help if they could.

Mrs. Waechter explained to the Board the importance of summer school for trainable children. She said that progress tests show that a great deal of learning is lost over the summer months. She also said that recreational opportunities are generally not available to the trainable population and this summer school would provide these opportunities. The \$3,000 requested from IED would mean 30 additional students could participate in the program, Mrs. Waechter explained.

Superintendent Mead said that at the outset of the budget year, the only way this amount could be made available would be from contingency funds. He said the law is very explicit on what these funds can be used for (must be an emergency not anticipated at the time of budget process).

The Board members expressed their appreciation to the Pearl Buck Center staff for putting an excellent program together and their understanding of the needs and desires of the Advisory Council. While they realize the great need for such a session, Chairman Peniston and Directors Billing and Williams said they were convinced this would not be an appropriate use of contingency funds.

Director Williams moved to allocate \$3,000 for a summer program for TMR children at PBC.

MOTION

9. Proposal for Summer School for TMR Students at Pearl Buck Center

9. (continued)

Director Billings seconded.

Director Wooten voted "yes." Directors Williams, Armstrong, Huff, Billings and Chairman Peniston voted "no."

The motion failed.

10. Grant Proposals, Career Education Department

- A. Extension of Grant for Disadvantaged/Handicapped Specialist

MOTION

- B. Regional Survey on Multiple District Sharing for Vocational Programs

10. Gene Farthing explained that funds are being requested to extend Camille Hukari-Morgan's contract from June 30 to October 1. The State Department of Education has assured him that the funds are available. Dr. Farthing said this program has been very satisfactory in providing career education to disadvantaged and handicapped youngsters

Director Armstrong moved that application be made for extension of the Disadvantaged/Handicapped Career Education Grant.

Director Billings seconded and the motion carried unanimously.

Dr. Farthing explained that the State Department of Education has made \$1,000 available to each Career Education Regional Coordinator as a result of the new Vocational Education Act which allows for multi-district sharing of vocational materials. Ron Munkres would like to apply for Lane IED's \$1,000 to use to survey Lane County districts to see if they need the Career Education Department to purchase vocational education materials to be shared among districts. Information from the survey would be used in preparing the Career Education Department budget. He further explained that comparable kinds of programs are functioning well in other IEDs.

Several Board members expressed dissatisfaction with this project. It was felt that \$1,700 was a great deal to spend and that the project could be accomplished more simply, perhaps by having someone already on staff do the work, rather than hiring an outside consultant.

Superintendent Mead said he feels there is a problem with the Career Education section at the State

10. Grant Proposals  
Career Education  
Department

B. Regional Survey on  
Multiple District  
Sharing for  
Vocational Programs

MOTION

MOTION

C. Articulation  
Project

10. (continued)

Department in that they continually identify proposals after the fact without lead time for consideration by IED staff and administration.

Gene Farthing stated that Ron Munkres' schedule would not permit him to accomplish the survey this summer, and that the outside consultant had the qualifications to get the information and put it into usable form.

Director Billings moved that the IED apply for the \$1,000 to conduct the survey.

Director Wooten seconded.

Directors Billings, Huff, Wooten and Williams voted "yes." Director Armstrong and Chairman Peniston voted "no." The motion carried.

Director Williams stated he would like to qualify his "yes" vote with a statement that hiring of outside consultants should be very carefully examined in the future.

Chairman Peniston said he felt an important part of the problem was with the State and suggested the IED Board should take action to make their dissatisfaction known to the SDE.

Director Huff moved that the Board ask Superintendent Mead to write to the State Department of Education expressing the Board's feelings of dissatisfaction with the procedures of the Career Education section.

Chairman Peniston seconded and the motion carried unanimously.

This project had been presented by Ron Munkres at the May 24 Board meeting. The Career Education Department is requesting \$7,039 from the SDE to continue work on articulation; the application must have the approval of the Board and Superintendent.

Director Armstrong expressed a concern with the objectives stated in the report. She felt there was too much reviewing, surveying and analyzing and not enough action that would be of benefit to Lane County students.

The Board members expressed general dissatisfaction with the complexity of the project as presented.

10. Grant Proposals  
Career Education  
Department

C. Articulation  
Project

MOTION

11. Request to Extend  
Meeting Past Deadline  
MOTION

12. Request for Concurrence  
in Lincoln County School  
District Reorganization

MOTION

10. (continued)

Director Armstrong did not feel that any clear benefit was shown to have been obtained by students from previous articulation efforts. Gene Farthing said he felt contacts between teachers in the participating districts (4J and LCC) had justified the first part of the project and said he would recommend approval of the proposal. Superintendent Mead said he had recommended approval of all three projects with some misgivings.

Chairman Peniston and Director Billings also said they felt the project failed to show direct benefit to students. Chairman Peniston felt the Board would have no assurance that there would be real, tangible benefits to students if the proposal were approved.

Director Williams reported that personnel in the Business Education Department at LCC felt the first part of the program was successful for career guidance and orientation to the community college.

After further discussion, Director Huff moved that the application for funds for the articulation project be approved.

Director Williams seconded.

Director Huff, Williams and Armstrong voted "yes."

Directors Billings, Wooten and Chairman Peniston voted "no." The motion failed.

11. Director Billings moved to extend the regular meeting past the 10:00 p.m. deadline.

Director Wooten seconded. The motion carried unanimously.

12. Superintendent Mead said the Lane IED has been assured that any Lane County residents attending Lincoln County schools would not be adversely affected by the reorganization.

Director Billings moved that Lane IED concur with such reorganization plans as might be developed in Lincoln County and approved by the voters and by the State Board of Education.

Director Huff seconded. The motion carried unanimously.

13. Reports and Announcements

OAICSD Meeting, Bowman's

13. Directors Huff and Armstrong reported that the meeting was worthwhile and had surfaced several possible areas for the Board's concern at future meetings.

Work Session

Superintendent Mead recommended that the tentatively scheduled work session on June 28 be postponed. He said that the COSA meeting he and the IED Division Directors had just attended had made him aware of some new considerations that need to be covered at the session and more time is needed to plan for the meeting.

14. Next Meeting

14. The next regular meeting of the IED Board will be held July 26 at 7:30 p.m. at Lane IED.

15. Executive Session

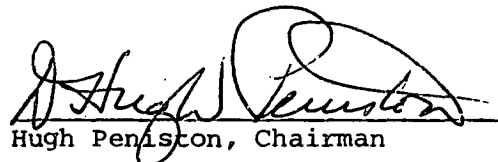
15. Chairman Peniston declared the regular session recessed and called an executive session to order under provisions of ORS 1975 Chapter 664 and ORS 1975 Chapter 192.660(1)(a) to discuss negotiations.

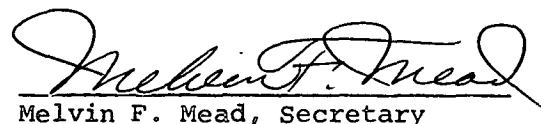
The meeting was reconvened in regular session.

MOTION

Director Billings moved that an interim pay increase of 6.4% be granted staff members who are bargained for by LIEDEA or are classified as confidential effective July 1, with adjustment upward or downward to be made when a contract is finalized and settlement is reached in the Bethel District. The motion was seconded by Director Wooten and carried unanimously.

Director Huff moved that the meeting be adjourned. The motion was seconded by Director Armstrong and carried unanimously. The meeting was adjourned.

  
Hugh Peniston, Chairman

  
Melvin F. Mead, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
June 13, 1977

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, June 7, 1977

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was called to order at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Jeanne Armstrong, Nile Williams, and Superintendent Melvin Mead. Also attending were Willson Maynard, Gene Farthing, Bob Dusenberry, Wanda Vinson, David Butler, and Evelyn McKenzie of the IED office; and Attorney William Frye (8:45 p.m.)

2. Minutes Approved  
MOTION

2. Following clarification of #25 (page 8) Ad Hoc committee to develop salary adjustment proposals, Director Huff moved that the May 24 Board minutes be approved as distributed.

Director Armstrong seconded and the motion carried unanimously.

3. Statements--Board  
(TMR Visitation)

3. Director Armstrong presented a report from Jim Howard on his visitations to the TMR classes at Ellis Parker Elementary, Pearl Buck, Guy Lee, and Jefferson Jr. High. The report was originally presented to the Lane IED Advisory Council for Handicapped Children (of which Dr. Howard is a member). A copy is filed with the official minutes.

4. Communications

4. The Superintendent presented correspondence from:
  - A. Larry A. Nelson withdrawing his candidacy for the at-large board position;
  - B. Daneta Daniel Chiesa, Ed.D., applying for the at-large board position;
  - C. Creslane staff, expressing appreciation to Kim Kimerling for his assistance in their art classes; and
  - D. Patrick Kilby, applying for the at-large board position.

Memoranda included were:

- A. Director's Report, OTIS, May 1977; and
- B. The Attorney General's Opinion (AGO) Manual on the open meetings law.

5. Business Affairs

5. The Superintendent presented the financial reports and invoice registers for April, 1977. The invoice registers indicate payments as follows:

IED \$136,714.50

OTIS 68,267.32

The April 30 balance of \$911,000 reflects a sound and healthy financial picture.

6. At-large Board Appointment

6. The Superintendent presented At-large Board Member applications from James E. Britton, Daneta D. Chiesa, Samuel Frear, Hilary Hutchinson, Mads Ledet, and present Zone I Board member Nile Williams. Letters of interest or inquiries were also received from Glen Boettcher, Patrick Kilby, and Roy Willis.

Resignation

Director Williams presented the following letter of resignation:

"I resign my position as IED Board representative from Zone I. I am in the process of moving from Zone I and I understand I can no longer serve as the board member from that zone."

Application

Director Williams submitted the following letter of application:

"I submit my application for the vacant Board position as an At-large Member. My abilities and credentials are well known to the Board and I ask that you act on them objectively in relation to the other candidates."

MOTION

Director Huff moved to accept Director Nile Williams' resignation from Zone I.

Director Billings seconded and the motion carried unanimously.

MOTION

Director Billings moved to appoint Nile Williams to the At-large Board position.

Director Armstrong seconded and the motion carried unanimously.

A letter expressing appreciation for their interest in applying and explaining the Board's reasons for its action will be drafted by the chairman and sent to all applicants.

7. Zone I Vacancy

MOTION

7. Urgency in filling the Zone I Board vacancy was stressed.

Director Billings moved to set July 1 as the deadline for applications for the Zone I position.

Director Armstrong seconded and the motion carried unanimously.

Articles will be sent for publication in each western Lane County newspaper outlining the procedure to be used in filling the vacancy and inviting applicants to respond prior to the July 1 deadline.

8. Resolutions Adopting  
Budget, Levying Taxes,  
and Making Appropriations  
RESOLUTION  
MOTION

8. Director Armstrong moved the following resolution:

RESOLUTIONS ADOPTING BUDGET, LEVYING TAXES, AND  
MAKING APPROPRIATIONS

1. BE IT RESOLVED that the Board of Directors hereby adopts the budget for 1977-78 in the office of the Superintendent of the Lane Intermediate Education District.
2. BE IT RESOLVED that the Board of Directors levies the taxes provided for in the budget adopted in paragraph 1 of this resolution in the aggregate amount of \$6,402,588 and that these taxes are hereby levied upon all taxable property within Lane Intermediate Education District as of 1 a.m., January 1, 1977.
3. BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 1977, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Instruction	\$ 493,016
Supporting Services	2,499,185
Community Services	150
Interagency/Fund	10
Debt Service	1,000
Operating Contingencies	170,000
Total General Fund Appropriations	\$3,163,361

SPECIAL EDUCATION FUND

Instruction	22,302
Supporting Services	2,259
Contingency	1,000
Total Special Education Fund Appropriations	25,561

8. Resolutions Adopting  
Budget, Levying Taxes,  
and Making Appropriations  
RESOLUTION  
MOTION

8. (continued)

CLEARING ACCOUNT FUND

Supporting Services (Joint Purchasing) 385,000

OTIS FUND

Data Processing	1,716,266
Operating Contingencies	200,000
Total Data Processing Fund Appropriations	1,916,266

EQUALIZATION FUND

Total Equalization 3,638,847

Director Billings seconded and the motion carried  
unanimously.

9. Election of Clerk and  
Designation of Budget  
Officer for 1977-78  
Fiscal Year  
RESOLUTION  
MOTION

9. Director Billings moved the following resolution:

BE IT RESOLVED that the Board elect Melvin F. Mead  
Clerk of the Board and Budget Officer for the 1977-  
78 fiscal year.

Director Huff seconded and the motion carried  
unanimously.

10. Authorization of Clerk's  
Bond  
RESOLUTION  
MOTION

10. Director Billings moved the following resolution:

BE IT RESOLVED that the Board authorize the Clerk's  
Bond for \$50,000 for Melvin F. Mead for the fiscal  
year, 1977-78.

Director Armstrong seconded and the motion carried  
unanimously.

11. Authorization of Signa-  
tories for Checks  
RESOLUTION  
MOTION

11. Director Billings moved the following resolution:

BE IT RESOLVED that the Board authorize Melvin F.  
Mead, Willson T. Maynard, and Wanda Vinson as  
signators of IED checks for the 1977-78 fiscal  
year.

Director Huff seconded and the motion carried  
unanimously.

12. Authorization to  
Invest OTIS Funds

12. The Superintendent reported that verbal discussions  
in the past had led to the assumption of authoriza-  
tion for investing unencumbered OTIS funds in short-  
term investments. No such authorization was enacted,  
however, and no investments have been made. It is  
recommended that such authorization now be enacted.

12. Authorization to  
Invest OTIS Funds  
RESOLUTION  
MOTION

12. (continued)

Director Armstrong moved the following resolution:

BE IT RESOLVED that the Board authorize the Internal Auditor to invest unencumbered funds of Project OTIS in such short-term investments as are judged most effective.

Director Billings seconded and the motion carried unanimously.

13. Fern Ridge/IED Board  
Meeting

13. The June 21 (6:00 p.m. to 8:00 p.m.) joint Fern Ridge/IED Board meeting was briefly discussed. Dinner will be served to the group at the IED. Data regarding Fern Ridge utilization of IED programs and services will be provided to the Board prior to the meeting.

14. Legislation Update

14. The Superintendent presented an update on the following legislation:

A. HB 2744. An amendment tacked onto this special district legislation reportedly places the IED Board election annually on the first Tuesday in April rather than at the time of local district Board elections. The bill has passed both the House and Senate and is awaiting the Governor's signature. It is believed such action will increase IED election costs and reduce voter turn-out and the interest carry-over from local district elections. A copy of the bill as engrossed has been requested.

B. HJR 68. The House version of the Governor's School Finance Program was amended to place an expenditure limitation, with no growth factor, on the local district budget. The Governor's program also removes IED equalization and substitutes a substantial increase in State Basic School Support equalization. IED's would face the prospect of losing the equalization portion of present tax bases and the imposition of a 6% limitation on operating budget increases. HJR 68 is the constitutional amendment companion piece enabling HB 3209, and would be placed on the November ballot. Both bills are now in the Senate Revenue and School Finance Committee.

15. OAICSD Conference  
(Bowman's) Arrangements

15. The Superintendent informed the Board that the OAICSD Conference at Bowman's will start at 2:00 p.m., Sunday, June 12, and adjourn 2:00 p.m., on Tuesday, June 14. Travel arrangements were made.

16. Future Agenda Items  
OTIS Bids

16. The Superintendent presented the following item for consideration at the June 21 meeting.

- A. Awarding of bids for OTIS hardware upgrade (tape drives), data processing forms and burster replacement.
- B. Possible award of bid for back-up teleprocessing controls that were approved by the OTIS Advisory Council.

17. Date, Time, and Place  
of Next Meeting(s)

17. The Superintendent presented the following schedule of meetings:

- A. Joint Fern Ridge/IED Board meeting (6:00 p.m.); regular IED Board meeting at 8:00 p.m.; June 21, 1977;
- B. Rescheduled special meeting on Board policies--June 28;
- C. Tentative meeting to interview and select Zone I Board Director--July 12, 1977.
- D. Summer meeting schedule:
  - (1) July 26, 1977
  - (2) August 16, 1977
  - (3) Spetember 13, 1977.

18. Executive Session

18. Chairman Peniston declared the regular session recessed and called an executive session to order under provisions of ORS 1975, Chapter 664 and ORS 1975 Chapter 192.660 (1) (a) and to consider the employment of a staff member.

19. Regular Session  
Reconvened

19. Chairman Peniston declared the meeting reconvened and the following action was taken:

MOTION

Director Billings moved to continue the meeting beyond 10:00 p.m.

Director Armstrong seconded and the motion carried unanimously.

20. Resignations: Christine Hogan and Barbara DeSpain  
MOTION

20. Director Billings moved to accept the resignations of Christine Hogan, TMR Traveling Resource Teacher, and of Barbara DeSpain, Speech Therapist.

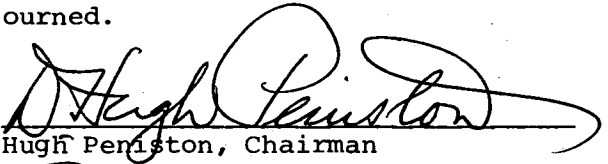
Director Armstrong seconded and the motion carried unanimously.


21. Adjournment  
MOTION

21. Director Billings moved to adjourn.

Director Armstrong seconded and the motion carried  
unanimously.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
Melvin F. Mead, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
June 3, 1977

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, May 24, 1977

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was called to order at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jeanne Armstrong, Nile Williams, Leland Huff, and Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Wanda Vinson, David Butler, Ron Munkres, Marilyn Olson, and Evelyn McKenzie of the IED office.

2. Minutes Approved  
MOTION

2. Director Huff moved that the May 10 Board minutes be approved as distributed.

Director Armstrong seconded and the motion carried unanimously.

3. Statements from:  
Board

3. Director Williams asked for clarification on whether the Career Education Personnel Development Center (CEPD) would continue to be housed at the IED.

Superintendent Mead responded that Walt Lawrance had inquired about continued availability of their space. If the Center chooses to select another location, the IED has use for the space and would not be averse to that decision. However, space will continue to be provided if the Center wishes to remain.

4. Communications

4. The Superintendent presented correspondence from:

- A. Larry A. Nelson regarding the at-large director vacancy;
- B. Hilary Hutchinson regarding the at-large director vacancy;
- C. Ron Johnson, Lowell Superintendent, requesting the IED to provide printing services to small districts;

(A committee of local district superintendents, administrators, and Ernie Ediger are presently studying the financial and political ramifications of the issue of IED printing services.)

- D. C. R. Thomson, Fern Ridge Superintendent, to Ray Mullen, OTIS Advisory Committee Chairman,

4. Communications

4. (continued)

and Superintendent Mead regarding data processing services under OTIS resolution--and their responses to Mr. Thomson.

Memorandums were presented from:

- A. Tom Rigby, OSBA, regarding the new board member workshop to be held in Portland, July 16 and 17; and
- B. James McGoffin, Director of Oregon Public Employees Retirement System, regarding future employer contribution rates.

5. Bid Award

5. Willson Maynard reported that bid items have been screened and tested by the Cooperative Purchasing Advisory Committees. A copy of bid tabulations and award recommendations is filed with the official minutes.

The Superintendent recommended approval of the cooperative purchasing as recommended, in the amount of \$290,314.77.

Director Armstrong moved:

BE IT RESOLVED that the Board of Directors of Lane IED, with appropriate purchasing policy in mind, approve the 1977-78 Bid Award as presented for \$164,053 (plus cut paper bid award of \$126,261.77 for a grand total for 1977-78 of \$290,314.77).

Director Williams seconded and the motion carried unanimously.

RESOLUTION

6. Appointments to the Advisory Council for Handicapped Children

6. Communication from Sue Lewis, Public Relations Secretary of the Lane IED Advisory Council for Handicapped Children, expressed deep gratitude and admiration for Director Armstrong's commitment to the Council and to quality programs for handicapped children. The IED Board was strongly urged to reappoint Director Armstrong to the Council for an additional two-year term.

Director Williams moved the following resolution:

BE IT RESOLVED that the Board of Directors of the Lane IED appoint the following to the Advisory Council for Handicapped Children:

RESOLUTION

6. Appointments to the  
Advisory Council for  
Handicapped Children  
RESOLUTION

6. (continued)

Jeanne Armstrong (IED Board)  
Mike Johnson (LARC)  
Carol John (PBC parent)  
Linda Peetz (U. of O parent)  
Jim Howard (public school parent)  
Wanda Randall (Voc. Rehab.)

Director Huff seconded and the motion carried  
unanimously.

7. Advisory Council for  
Handicapped Children:  
Guidelines Revision  
RESOLUTION

7. Director Huff moved the following resolution:

BE IT RESOLVED that the Board of Directors of Lane  
IED adopt the following revision to the Guidelines  
for the Advisory Council for Handicapped Children  
(addition):

- 1) Terms of office for Advisory Council  
members will be for two years, beginning  
June 1 and ending May 31.
- 2) Election of executive committee officers  
will take place annually, in May. Terms  
of office will be from June 1 to May 31.

Director Williams seconded and the motion carried  
unanimously.

8. Approval of Requests for  
Certificates of  
Accomplishment  
MOTION

8. Director Armstrong moved that the Lane IED request  
Certificates of Accomplishment from the Teacher  
Standards and Practices Commission for the follow-  
ing individuals who currently teach in the TMR  
Programs at Pearl Buck Center and in the public  
schools:

Linda Baker, PBC  
Molly Cole, PBC  
Christine Friberg, PBC  
Marianne Griffe, PBC  
Ronald Herman, PBC  
Laura Lee Krenk, PBC  
Mickey Waggoner, PBC  
Timothy Wilmarth, IED

This motion is made with the understanding that  
each of these individuals is uniquely qualified by  
education and experience to merit this certificate  
and that all are actively pursuing regular certifica-  
tion through continued training.

- |   |     |  |
|---|-----|--|
| <p>8. Approval of Requests for Certificates of Accomplishment<br/>MOTION</p>        | 8.  | <p>(continued)</p> <p>Director Williams seconded and the <u>motion carried unanimously.</u></p>  |
| <p>9. Support of Ron Munkres' NAB appointment--Youth Director</p> <p>RESOLUTION</p> | 9.  | <p>The Superintendent endorsed the Eugene-Springfield National Alliance of Businessmen's appointment of Ron Munkres to again serve as Youth Director and recommended IED Board authorization for Mr. Munkres to serve in this capacity.</p> <p>Director Armstrong moved the following resolution:</p> <p>BE IT RESOLVED that the Board of Directors of Lane IED approved the appointment of Ron Munkres by the Eugene-Springfield National Alliance of Businessmen to serve an additional year as Youth Director for NAB.</p> <p>Director Huff seconded and the <u>motion carried unanimously.</u></p> |
| <p>10. Board Chirman Election 1977-79<br/>NOMINATION</p> <p>MOTION</p>              | 10. | <p>Director Armstrong nominated Director Huff to serve as chairman of the IED Board for the 1977-79 biennium.</p> <p>Director Williams moved that nominations be closed and an elective ballot be cast for Director Huff to serve as Chairman for the 1977-79 biennium.</p> <p>Director Armstrong seconded and the <u>motion carried unanimously.</u></p>  |
| <p>11. Board Vice-Chairman Election 1977-79<br/>NOMINATION</p> <p>MOTION</p>        | 11. | <p>Director Williams nominated Director Jack Billings to serve as Vice-chairman of the IED Board for the 1977-79 biennium.</p> <p>Director Huff moved that nominations be closed and an elective ballot be cast for Director Billings to serve as Vice-chairman for the 1977-79 biennium.</p> <p>Director Armstrong seconded and the <u>motion carried unanimously.</u></p>  |
| <p>12. Meeting Schedule 1977-79<br/>RESOLUTION</p>                                  | 12. | <p>Director Williams moved the following resolution:</p> <p>BE IT RESOLVED that the Board of Directors of Lane IED set the second (2nd) and fourth (4th) Tuesday of each month as the regular meeting date of the IED Board for the July, 1977, to July, 1979, biennium.</p>   |

12. Meeting Schedule 1977-79  
RESOLUTION

12. (continued)

Director Huff seconded and the motion carried unanimously.

13. Director to Serve as  
Alternate Representative  
on Negotiations

13. Chairman Peniston reported there is a need for an IED Board Director to serve as an alternate representative on the negotiations committee.

MOTION

Director Armstrong moved that Director Williams be appointed as alternate representative to back Board representative Director Billings.

Director Lee Huff seconded and the motion carried unanimously.

14. Deferred Compensation  
Authorization

14. The Superintendent recommended Board approval of the proposed savings and loan deferred compensation plan as an addition to the present tax-sheltered annuities authorization. He noted that in a tax sheltered annuity, the employer at the employee's request is buying an insurance policy which will at retirement provide an annuity payable to the employee. In the proposed compensation plan, the employer at the employee's request establishes a savings account(s) which will at retirement provide income for the employee. The plan has been carefully checked by the Board's attorney and judged both legal and sound.

MOTION

Director Huff moved to authorize savings through savings and loan or credit union deferred compensation plan(s) as an additional alternative to present authorized tax-sheltered annuities programs.

Director Armstrong seconded and the motion carried unanimously.

15. IED Board Vacancy  
Information Form  
(Revision)

15. The Superintendent presented a modification of the IED Board Vacancy Information Form, designed for any vacancy which might transpire. (Copy attached to official minutes.)

Consensus of the Board was that item 5 on the form should ask for work experience and/or training background (rather than formal education only). Remainder of the form was approved as presented.

16. OTIS Advisory Committee  
Report

16. Bob Dusenberry reported that the OTIS Advisory Committee meeting in Bend on May 20 had been very productive. He commended the committee for the

16. OTIS Advisory Committee Report

16. (continued)

interest and seriousness shown. Items discussed were:

- 1) Upgrading the 360/50 hardware system by replacing tape drive units to increase speed from the present 8 bytes to 16 bytes per second. This will provide compatibility with county equipment where some of the microfiche and microfilming is done. Bids for tape drive replacements will be presented for approval at a later meeting. (The Advisory Committee has reversed its earlier direction regarding planning toward system replacement.)
- 2) It was recommended that the OTIS Administrative package be segmented to a greater degree to allow users to choose parts of the package. (The present administrative package is divided into two segments. Business services and student services. The student services package also has a variety with no segmentation of the program provided.)
- 3) A committee of five user district Advisory members were appointed to develop a program detailing OTIS capabilities for presentation to administrators statewide.

Other OTIS services under consideration are a contract proposed with the State Department of Education for analyzing text books; reading levels; and a contract proposed by Northwest Regional Educational Laboratory to test minimum competency requirements and graduation requirements throughout the country.

Concluding the OTIS concerns report to the Board, Mr. Dusenberry listed steps being taken to provide back-up capabilities should another breakdown similar to the recent teleprocessing failure ever develop. There presently are dual processing controls but only one is fully capable of handling teleprocessing.

17. Newschool Project Proposal

17. Marilyn Olson presented a report on a proposed instructional project titled, "Newschool," which would be jointly sponsored by the IED and the Eugene Register-Guard. Activities would focus

17. Newschool Project  
Proposal

17. (continued)

on drill and practice in basic skills through use of the newspaper and would be a daily feature of the Guard. Marilyn and Jim McComb of the Register-Guard are proposed as project coordinators. The IED's rights of authorship as well as the Guard's rights as publisher would be adequately protected, and no dollar costs would extend to either party from the other. A copy of the proposed Agreement is on file with the official minutes.

Director Williams suggested that adequate publicity and information prior to beginning would be essential to allay any misperceptions and concerns about public costs for the newspaper space.

Marilyn Olson was commended on her fine report and asked to present reports as the project proposal develops.

The agreement will be on a future agenda for Board consideration.

18. Articulation Project  
Expansion Plan Charette  
Proposal

18. Ron Munkres prefaced his report on the upcoming Articulation Project Expansion Plan Charette with an update on the present program leading to the expansion plan.

The proposed charette is being funded by the State Department of Education for the Lane Community College and Lane IED to develop a fact-finding, brainstorming session to first evaluate present articulation efforts and delineate major issues. The primary objective is development of a master plan for the next and ensuing years. Other community colleges will be involved in some stages next year also.

A copy of the General Plan providing rationale for the preparation phase and delineating how the Main Charette Workshop and the Broad Charette Workshop will be conducted is enclosed with the official minutes.

19. 28J/IED Board Meeting

19. Chairman Peniston reported that the joint 28J/IED Board meeting will be held Tuesday, June 21, at 6:00 p.m. The joint meeting will precede regular IED Board meeting and will explore areas of mutual concern. Chairman Peniston indicated to Walt Barker, 28J Board chairman, that it would be helpful if the

- |   |   |
|---|---|
| 19. 28J/IED Board Meeting   | 19. (continued)<br><br>IED Board knew for which areas of service additional information was desired; he invited their response so they may be answered in a satisfactory manner.<br><br>Superintendent Mead and staff were asked to provide informational data to better update the Board on present programs and services.   |
| 20. Recognition Committee   | 20. Chairman Peniston appointed Superintendent Mead, Director Armstrong, Evelyn McKenzie, David Butler, and Chairman Peniston to the Recognition Committee to plan the recognition program for retiring Superintendent William Jones and Director Joyce Benjamin. He asked that a meeting be held in the near future to discuss the occasion. A meeting was set for June 21 prior to the special meeting with the District 28J Board. |
| 21. Policy Revision Meeting   | 21. The Policy revision meeting (cancelled May 17) was rescheduled to meet on June 28, at 7:30 p.m. at the IED building.  |
| 22. Disposition of Terminating Employee Questionnaires                | 22. By consensus, the IED Board agreed to distribute the form, completed by employees terminating IED employment, to Board members only with one copy to go into a confidential file in order that the Board might once again have access to it for any needed future reference.  |
| 23. Executive Session   | 23. Chairman Peniston declared the regular session adjourned and called an executive session to order under provisions of ORS 1975, Chapter 664 and ORS 1975 Chapter 192.660 (2) (a), to discuss negotiations.  |
| 24. Regular Session Reconvened Past Deadline<br>MOTION                | 24. Chairman Peniston declared the meeting back in open session and the following action was taken:<br><br>Director Armstrong moved to reconvene the Board in open session and to extend the meeting beyond the 10:00 p.m. deadline.<br><br>Director Huff seconded and the <u>motion carried unanimously</u> .  |
| 25. Ad Hoc Committee to Develop Salary Adjustment Proposals<br>MOTION | 25. Director Jeanne Armstrong moved to appoint the Board's representatives on the negotiation team as an ad hoc committee to develop proposals as to possible merit or incentive salary adjustment plans and other alternatives.  |

25. Ad Hoc Committee to  
Develop Salary Adjust-  
ment Proposals  
MOTION

26. Next Meeting

25. (continued)

The motion was seconded by Director Leland Huff  
and carried unanimously.

26. The next regular meeting(s) of the IED Board will  
be held in the Lane IED Board Room, 1200 Highway  
99 North, Eugene on:

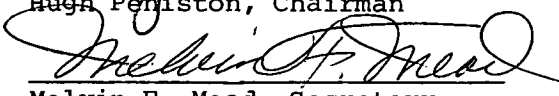
June 7, 1977 (7:30 p.m.)

June 21, 1977 (6:00 p.m.) - 28J/IED Board

June 28, 1977 (7:30 p.m.) - Rescheduled policy  
revision meeting

The meeting was declared adjourned.

  
Hugh Peniston, Chairman

  
Melvin F. Mead, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
May 18, 1977

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, May 10, 1977

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was called to order at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Jeanne Armstrong, Leland Huff, Nile Williams, and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, David Butler, and Jim Swanson of the IED office; William C. Jones; and Salka Janssen of Radio Station KASH.

2. Minutes Approved  
MOTION

2. Director Billings moved that the April 12 Boundary Board be approved as distributed.

Director Armstrong seconded and the motion carried unanimously.

MOTION

Director Huff moved that the April 12 Board minutes be approved as distributed.

Director Billings seconded and the motion carried unanimously.

3. Statements from:  
Audience

3. Jim Swanson, LIEDEA chairperson, urged Board consideration and support of Ballot Measure #1. He also expressed himself as favoring a search in selecting the new superintendent.

Superintendent

Superintendent Mead stated that, because of the noon adjournment of the June 12-14 OAICSD meeting at Bowman's and the long drive home, the Board may wish to reschedule the regular Board meeting to June 7.

Board

Director Williams stated he will be residing in Eugene by June and is considering resigning from Zone I and applying for the vacated at-large position so that he might continue to serve at least through the remainder of the term.

4. Board Director  
Selection

4. Director Billings moved to adopt June 7 at 5:00 p.m. as final date to receive applications of interest for the vacated IED Board position and at that meeting to discuss further procedure for selection.

MOTION

Director Armstrong seconded and the motion carried with Directors Peniston, Billings, Huff, and Armstrong voting "yes" and Director Williams abstaining.

4. Board Director Selection

4. (continued)

Applicants will be interviewed (educational background, community involvement, degree of interest) prior to selection.

5. Communications

5. The Superintendent presented correspondence from:

- A. Representative Jim Weaver regarding O and C receipts distribution;
- B. Tom Jenkinson, Executive Director of L-COG, regarding preliminary FY 1978 L-COG budget and local agency dues (\$50 increase for the IED);
- C. Samuel T. Frear, applying for the vacated at-large Board position; and
- D. Tom Rigby, OSBA executive director, regarding the OSBA/COSA workshop on Policy Development, June 4, 1977, at the Sheraton Hotel, Lloyd Center, Portland.

6. Business Affairs

6. The Superintendent presented the condensed and simplified financial statement format for March, 1977, stating that the financial picture is good.

The March, 1977, invoice register was presented as follows:

IED	\$118,035.87
OTIS	36,704.24

7. Canvass of April 19 Election

RESOLUTION

7. Director Williams moved the following resolution:

BE IT RESOLVED to canvass and approve, as certified by the County Clerk, the April 19, 1977 election of IED Board members to full four-year terms as follows:

Zone at-large--Lane	Jack Billings	yes--11,422
--Linn		<u>2</u>
Zone III	Jeanne Armstrong	yes-- 2,031
Zone IV	Hugh Peniston	yes-- 1,694
Zone V	Cynthia Wooten	yes-- 4,340
--Lane		<u>1</u>
--Linn		

Terms of each board member elected: July, 1977 - July, 1981.

Director Armstrong seconded and the motion carried unanimously.

8. Lane County Fair  
Booth Contract  
Approval

RESOLUTION

9. Selection of  
Superintendent  
Process

8. The Superintendent stated the contract for a booth at the Lane County Fair has been signed, meeting the deadline, contingent upon the Board's decision of whether to continue participating as in the past. The public good will and response to the displays were discussed as well as the cost and staff time involvement.

Director Armstrong moved the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED approve the Commercial Building booth contract for \$300 for participation in the 1977 Lane County Fair.

Director Billings seconded and the motion carried unanimously.

9. Chairman Peniston presented a statement summarizing the Board's thinking to date as follows:

"The Board has been considering for many months now questions connected with the retirement of Dr. Jones and the selection of a new superintendent. Discussion has taken place sometimes in regular board meetings and sometimes in executive sessions, when this seemed appropriate and consistent with the provisions of the open meeting law. On April 19th we had a work session, to which members of the media were invited, and the most thorough discussion to date.

"At that meeting two main subjects were discussed 1) the advantages and disadvantages of the search process and 2) an evaluation of the work of Mel Mead as acting superintendent during this 8 months period.

"It has been clearly stated at the time of Mel's appointment that he was not to be excluded from consideration for the position of superintendent. It should be stated at the outset that the Board has been well satisfied with Mel's services during this period and he was obviously considered a very strong candidate. Nevertheless, there still remained the question, would not both staff and public feel that a thorough search was the Board's responsibility?

"At the same time, we had to deal with the question, what should be the policy of the IED in regard to promoting people from within the organization? It is better for the chief executive officer to come up from within the ranks or be recruited from outside? What is the effect on staff morale if the most capable people in the organization are excluded from consideration? Or does the position of

9. Selection of  
Superintendent  
Process

9. (continued)

superintendent require experience which is not to be found in our organization? Our feeling was that we were in favor of giving consideration to any person in the organization who is qualified.

"In regard to the search, we realize that by the time all of the questions were settled which had to be cleared away before a search could begin, we had arrived at the worst time of year for such a process. The new superintendent should begin work on July 1st. Most strong candidates would have signed contracts before that. We were informed by a number of persons interested in the job that they did not want to be considered if the position was to open up at another time of year. At the present time therefore we would have to conduct a very brief and hasty search, or one that would result in selecting someone to begin service on July 1, 1978.

"Some of us on the Board investigated this matter at the National School Boards Association meeting, and participated in a workshop there on the subject. We are convinced that it is not possible to conduct a responsible search in the time available, for a 1977 appointment. We are not in favor of a hasty and superficial process. If we are going through a search process it should be done right.

"There are serious disadvantages in the longer process. 1) The IED has already experienced many months of uncertainty in regard to leadership. There is important work to be done which ought not to be contemplated until a new superintendent is chosen. We should be getting on with the job as soon as possible. We are hesitant about extending the period of uncertainty until mid-1978. 2) A search process is expensive and would take hundreds of hours of time. The figures we were given indicated a minimum expense of \$2500. 3) Members of the Board had question about the reliability of the search process in finding the right person. Most of us have been on search committees before and know how easy it is to be "snowed" by an articulate person who is good at selling himself, and how easy it is to pass over the person who is a less showy personality, yet well qualified. 4) While undoubtedly many, many people would apply for this position, we were informed that really good candidates, with the qualities which seem to us necessary for the job, are not plentiful. We are hesitant about our abilities in carrying out this sifting process.

9. Selection of  
Superintendent  
Process

9. (continued)

"In regard to Mel's the Board is more than satisfied. We have appreciated his thoroughness in following up on any suggestions we have given to him, and his ability to anticipate our needs. We have sensed, from direct input, and in many other ways, improvements in staff morale under his leadership. We have heard from superintendents of the districts we serve and other staff persons, and the comments have all been enthusiastic. We are pleased with his work with the school boards, and we have heard from members of these boards. We have been repeatedly told that we would do very well indeed should we appoint Mel to this post.

"We have explored with Mel his feelings about future directions for the IED and we feel in agreement with his philosophy. We feel that what we are seeking now is improvement in our present services and a strengthening of the organization, rather than a dramatic expansion of activities.

"We have been highly pleased with the handling of difficult and sensitive problems on Mel's part, and have appreciated his handling of particular tasks, such as the budget process, more than we can say. It would be impractical to list all of the things we feel he has done extremely well.

"I think this summarizes the thinking we have done so far. At this point we are ready for further discussion, and action, if action seems appropriate to the Board."

MOTION

Director Billings moved to appoint Melvin Mead superintendent of the IED district effective July 1, 1977.

Director Williams seconded. Prior to voting, the Board noted that all discussions have been held in public; that local district administrative and Board (as well as staff) responses have been favorable. It is believed that staff should have an opportunity for upward mobility and the long search procedure does not necessarily provide a more appropriate person to serve. It was noted that Superintendent Mead had proven to be most effective and has demonstrated his capability. Directors Dusenberry, Farthing, and Maynard added their support of Superintendent Mead.

The motion carried unanimously.

Superintendent Mead expressed appreciation for the Board's vote of confidence and support and that he looked forward to the challenges ahead.

10. Superintendent  
Administrative,  
and Confidential  
Staff Salary  
Consideration

10. In discussing the need to establish the superintendent's salary prior to July 1, it was noted that administrative and confidential staff not represented by the association had met. A committee was selected to meet with Chariman Peniston and, ultimately, the Board, to obtain a better understanding of the Board's expectations and to determine if better ways of developing salary agreements for these positions can be developed than those used in the past.

Director Armstrong suggested that a report be presented on May 24 if sufficient progress has been made by that time.

11. OAICSD Annual  
Conference

11. Chairman Peniston noted that the IED Board section of the OAICSD annual conference is obviously lacking in strength and leadership. The program was developed by a couple in one area with no contact for input from regional committee members. I.e., Director Billings appointed to the committee eight months ago has never been contacted. Those attending the conference were urged to voice these concerns.

12. Legislation Report

12. The Superintendent reported that HB 2469 (providing that the IED Board must place equalization levy upon the ballot upon resolution approval of 2/3rds of the local district boards and has the option of placing the levy to a vote upon its own vote) has passed the House, is now out of the Senate Education Committee and will be presented to the Senate next week with a "do pass" recommendation.

MOTION

Following discussion of the Safety Net Ballot Measure I, Director Billings moved that the IED Board adopt a resolution in favor of the measure.

Director Armstrong seconded the motion. Discussion noted that, while it is not a panacea for school finance problems, there is a great need to assure that schools do not close, that elections be limited, and that teachers have security. It was also noted that passage of this measure would not preclude defeat of the Governor's school finance plan but would in fact be compatible.

The motion carried unanimously.

13. OTIS Advisory  
Committee Report

13. Director Bob Dusenberry prefaced the OTIS Advisory Committee report by indicating that the OTIS teleprocessing system has not been functional for the past five days. It is believed the problem has been traced to two malfunctioning units and replacements are on the way. Hopefully, the problem will be corrected by

13. OTIS Advisory  
Committee Report

13. (continued)

Wednesday. Continuous service will be provided until all schools are caught up from the backlog created by the breakdown. It was suggested that user districts be contacted and apprised of the progress to date.

Mr. Dusenberry stated that the April 26 OTIS Advisory Committee meeting minutes (filed with the official IED Board minutes) reflects a change of interests from expanding services and obtaining more sophisticated equipment to a "hold the line" program. A major concern of users is that there be no loss of users. OTIS costs are divided among user districts and loss of users would necessitate a higher per pupil cost among the remaining user districts.

The upcoming May 21 OTIS Advisory Committee meeting will continue to consider the question.

14. Joint Board  
Meeting (28J and  
IED)

14. It was felt that the upcoming 28J and IED Board meeting should be held as soon as a convenient calendar for both boards can be determined. Chairman Peniston, with Director Williams' help, was directed to finalize arrangements.

15. Insurance Coverage  
for Retiring  
Superintendent

15. Acting Superintendent Mead stated that it has been determined that provisions of the Blue Cross insurance contract provide that continued coverage for up to six months may be provided for those who have received disability status. Retiring Superintendent William Jones has received approval of his disability claim for income protection effective March 17, 1977--upon exhaustion of his sick leave entitlement. PERS provided the option of taking disability on November 1, 1976--after 30 days' sick leave--or at the first of the month following exhaustion of his sick leave entitlement (April 1, 1977). Upon termination of insurance coverage provided by the IED, Dr. Jones has the option of converting to the PERS medical insurance program.

Consensus of the Board was that provision of extended insurance coverage to Superintendent Jones would not set a precedent because of the extenuating circumstances.

MOTION

Director Billings moved to extend insurance coverage for William Jones for six months commencing on date established with Blue Cross.

Director Huff seconded and the motion carried  
unanimously.

16. Future Agenda  
Items

16. The following items were presented for future agenda consideration:

- A. Adopt budget, levy taxes and make appropriations.
- B. Organization of Board--elect chairman and vice chairman and set meeting dates.
- C. Appoint clerk and budget officer; authorize check signators and Clerk's Bond.
- D. OSBA/COSA Workshop on Policy Development--June 4, 1977.
- E. Administrative/confidential employees committee report.

17. Meetings Schedule

17. The following meeting schedule was established:

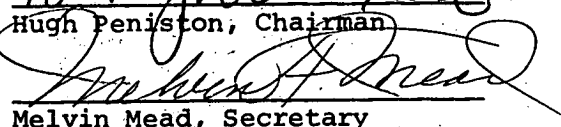
- A. Special meeting to consider policy changes--May 17, 1977.
- B. Regular IED Board meeting--May 24, 1977.
- C. Regular IED Board meeting of June 14 rescheduled--June 7, 1977.
- D. Regular IED Board meeting--June 28, 1977.

18. Meeting Adjourned

18. The next regular meeting of the IED Board will be held Tuesday, May 24 in the IED Board Room, 1200 Highway 99 North, Eugene, at 7:30 p.m.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
Melvin Mead, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, OR 97402

Office of the Superintendent  
April 25, 1977

LANE IED BOUNDARY BOARD HEARING  
Tuesday, April 12, 1977

Minutes in brief

1. Attendance

1. The Lane IED Board, acting as the Lane County District Boundary Board, was called to order at 7:30 p.m. by Vice chairman Jack Billings. Those attending were Vice chairman Jack Billings, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Leland Huff, Nile Williams, and Acting Superintendent Melvin Mead. Also present were petitioners Edward and Gayle Krupka, Louis and Michelle Fuller; Marcola School Superintendent Lucille Dickey; Springfield School District Assistant Superintendent Don Kimball; Irene Walters; Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, David Butler, Mary Simpson, Kermit Horn, Jim Swanson of the IED office; Jonathan Bates, Guy Dittorice of Radio Station KASH; and Don Mack of the Eugene Register-Guard.

2. Fuller and Krupka  
Petitions to Transfer from District 19  
to District 79

2. The Superintendent presented background information on the Fuller and Krupka boundary petitions to transfer property from Springfield District 19 to Marcola District 79. It was noted that while both pieces of property are contiguous with Marcola #79, the Fuller property is contiguous only at one corner. There are approximately 7.6 acres in the Krupka property and 6 acres in the Fuller property.

Presenting testimony under oath in favor of the transfer were Edward and Gayle Krupka; Louis and Michelle Fuller; and Marcola School District Superintendent Lucille Dickey. A taped recording of the proceedings is on file.

Salient points were:

Children in both families have attended Marcola school since grade 1 (four years) and are currently enrolled there. Parents were never informed they were legally residents of the Springfield School District. They are involved in PTA and other community affairs and the children do not wish to be transferred to a new school.

Petitioners further stated the smaller school has more to offer the individual child and there is an excellent teaching staff and educational program at Marcola.

2. Fuller and Krupka 2. (continued)

Petitions to Transfer from District 19 to District 79

Marcola is much closer than Springfield.

The transfer is not for financial reasons--the tax rate in Springfield is \$17.28/M TCV and is \$22.50/M in Marcola.

Speaking against the transfer was Donovan Kimball, Assistant Superintendent of the Springfield School District 19. Mr. Kimball stated the lines should be studied and straightened rather than creating further irregularities. Straightening the boundary lines would eliminate patron confusion and improve public relations.

It was noted that the property had been previously transferred from Marcola to Springfield (Eymann petition), thus compounding boundary irregularities.

Superintendent Mead recited ORS 330.090 requirements for boundary change considerations.

MOTION

Director Armstrong noted that none of the requirements of ORS were violated and moved to approve the Krupka petition.

Director Wooten seconded and the motion carried with Directors Billings, Williams, Wooten, Huff, and Armstrong voting yes.

Director Benjamin voted no.

MOTION

Director Wooten moved to approve the Fuller petition. Director Armstrong seconded and the motion carried with Directors Billings, Williams, Wooten, Huff, and Armstrong voting yes.

Director Benjamin voted no.

The approved boundary transfers will be effective May 31, 1978.

3. Meeting Adjourned  
MOTION

3. There being no further business for the Lane County District Boundary Board, Director Benjamin moved to adjourn.

Director Armstrong seconded and the motion carried unanimously.

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Jack Billings, Vice-chairman

---

Melvin Mead, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
April 25, 1977

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, April 12, 1977

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was called to order at 9:00 p.m., with the following members present: Vice chairman Jack Billings, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Leland Huff, Nile Williams, and Acting Superintendent Melvin Mead. Also present were Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, David Butler, Mary Simpson, Kermit Horn, and Jim Swanson of the IED office; Jonathan Bates; Guy Dittorice of Radio Station KASH; and Don Mack of the Eugene Register-Guard and Jack Gossard (10 p.m.).

2. Minutes Approved  
MOTION

2. Director Wooten moved to approve the minutes of March 22, 1977.

Director Huff seconded and the motion carried unanimously.

3. Statements  
Ruth Gould Dedication  
Program

3. The Superintendent expressed pleasure with the early evening's program dedicating the Ruth Gould Inservice Suite and thanked Director Armstrong, Board Representative, for her remarks. The staff committee was commended for its efforts in coordinating the event.

Director Armstrong read into the minutes the International Reading Association (IRA) award tribute and asked that an appropriate abbreviation of the tribute be framed for display with the plaque. It reads as follows:

RUTH GOULD AWARD FOR OUTSTANDING CONTRIBUTION  
for the  
IMPROVEMENT OF READING INSTRUCTION

Ruth Gould was a long-time member of the Emerald Empire Council of IRA until her untimely death in August of 1973 at the age of fifty-four. (Ruth Gould acted as an ex officio board member for several years by her attendance at most of the Council's monthly meetings which were held at the Lane IED. Her active interest and enthusiasm to promote the improvement of reading instruction was apparent in all that she did for the Emerald Empire Council.

3. Statements  
Ruth Gould Dedication  
Program

Joint 28J and IED  
Board Meeting

4. Communications

3. (continued)

It was resolved that a suitable memorial be made in her honor. Thus, the Ruth Gould Award was designated as an annual award to be given to a person who has made an outstanding contribution to reading instruction in Lane County and who is a member of the Emerald Empire Council.

The person so designated can be male or female, teacher or administrator, or some other worthy person. The Emerald Empire Council Board has the final authority for the person selected. The award chosen for this person is to be a plaque with the person's name so inscribed and a letter of commendation. The award should be presented to the person at some suitable occasion commensurate with the significance.

Publicity should also be made of the award. A permanent scroll of those selected for the award should also be made for the Council records.

Marvin W. Wilkerson, President  
Emerald Empire Council 1973-1974

Director Williams requested that the staff provide information prior to the joint 28J and IED Board meeting regarding the various OTIS services and costs and the possibility (or inability) to break out portions of those services. A recent comment from Fern Ridge Superintendent C. R. Thomson suggests that perhaps that district might more economically provide certain data processing needs in district thus freeing OTIS to provide those services elsewhere for a fee.

4. The Superintendent presented correspondence from:

- A. Don Ware, Vocational Rehabilitation Division, requesting reappointment of Wanda Randall to the Lane County Advisory Committee for Education of Handicapped Children. Mrs. Randall is a member of the State Advisory Committee for Handicapped Children.
- B. Jonathan Bates expressing appreciation for IED support of the Oregon School Finance Forums and,

4. Communications

MOTION  
(Lane Co. Advisory Com. for  
Handicapped Children Appoint-  
ment)

5. Board Appointment  
Procedure

6. Program Evaluation  
Report

7. Resolution of  
Recognition  
MOTION

8. NSBA Conference

9. Oregon School Finance  
Forum

4. (continued)

- C. House of Representatives news release of Representative Dick Magruder's proposal to use 95% of IED tax base for equalization purposes and 5% for IED operating expenses.

Director Armstrong moved to reappoint Wanda Randall to the Lane County Advisory Committee for Handicapped Children.

Director Benjamin seconded and the motion carried unanimously.

5. Director Benjamin was commended for her many years of contribution on the IED Board and responded it had been her pleasure to work with both Board and staff. By consensus, it was agreed to utilize the same procedure used when Director Billings was selected and publicly invite applications prior to the next meeting of the Board.

6. The Superintendent indicated that he had recently heard an informal progress report on the program evaluation efforts being developed by the Field Training and Services Bureau of the University of Oregon. The required bi-monthly reports to the Board should be ready to commence shortly.

Director Benjamin asked to remain on the mailing list to receive information on the evaluations.

7. Director Benjamin moved to ask the Chairman and Superintendent to appoint a committee of board and staff members to prepare suitable plans to recognize Dr. William C. Jones' contribution to education.

Director Armstrong seconded and the motion carried unanimously.

8. Directors Billings and Armstrong reported briefly on NSBA conference clinic sessions. Director Armstrong stated she is preparing a written report for presentation to the Board. She commented she had enjoyed speeches by Alex Haley, Fred Heckinger, and Harmon Ziegler.

9. Jonathan Bates, David Butler, and Mary Simpson presented a wrap-up report on the Oregon School Finance Forum. A description was given of the mechanics necessary to cooperatively organize and carry out the forum on a non-partisan basis in

9. Oregon School Finance  
Forum

MOTION

10. Meeting Extended

MOTION

11. OTIS Advisory Committee  
Report

9. (continued)

bringing this important issue to the public. The program was conducted in Cottage Grove and Roseburg as originally planned. The last segment of the program, scheduled for La Grande, was twice cancelled because of poor flying weather. The La Grande forum was finally conducted via video tape exchanges. Estimated cost of the forum is \$585 plus staff time invested.

Director Benjamin moved to express the appreciation of the Board to those involved for the tremendous job in carrying the forum to completion.

Director Wooten seconded and the motion carried unanimously.

10. Vice chairman Billings noted the meeting had reached 10 p.m. and could not be extended without Board action.

Director Armstrong moved to extend the Board meeting no later than 10:30 p.m.

Director Wooten seconded and the motion carried unanimously.

(Director Benjamin left at this time.)

11. Bob Dusenberry presented, for Board consideration, the following recommendations of the OTIS Advisory Committee:

- A. A new contracting district's annual payment for Administrative Services must not be less than the "out of pocket" expenses incurred in coming on the system.
- B. New hardware acquisitions will be assessed against all users on a per student basis. (This would apply to the recommended purchase of the 370/148 computer in July, 1978.)
- C. All users will be assessed the same per student charges for hardware, personnel and operating costs of the then-defined administrative package (currently \$8.75 per student). User charges for special service requests will be levied to cover increased operational costs.

11. OTIS Advisory Committee  
Report

MOTION

11. (continued)

The above recommendations provide a compromise for those districts wishing basic services only and yet provides for those districts wishing additional services.

Director Huff moved to approve the recommendations of the OTIS Advisory Committee as presented.

Director Armstrong seconded and the motion carried unanimously.

12. Earth Week Activities

12. Kermit Horn presented a report on "Earth Week Activities." The Lane County program, developed by a task force of district representatives and IED personnel, is an outgrowth of the state program developed last year by the Land Conservation and Development Commission and the State Department of Education.

The IED serves as a coordinating agency between community resource people, agencies, and the schools. The program covers field trips, school visits, and teacher-led activities in the areas of energy, land use planning, transportation, recycling, leisure time, soil resources, water resources, forest resources, air, wildlife, and others. 520 different activities are listed in the Earth Week booklet, including 60 resource people in the community. To date, 145 of the activities have been booked for approximately 3,500 students.

13. Agenda Items

Board Policies

Special Work  
Session

14. Executive Session

MOTION

13. The following meetings and agenda items were noted:

A. IED Board policies--special meeting scheduled May 17.

B. Special work session--April 19, 6:30 p.m., Eugene Hotel.

14. Vice Chairman Billings stated that Jack Gossard was present to provide negotiation progress information. However, since the notice of an executive session had been overlooked, there would need to be Board action with 2/3rds of the Board concurring before an executive session could legally be held.

Director Williams moved to hold an executive session for the purpose of hearing Jack Gossard's report.

14. Executive Session

Meeting Recessed

Meeting  
Reconvened

15. Next Meeting

14. (continued)

Director Armstrong seconded and the motion carried unanimously.

Vice chairman Billings recessed the general meeting and called the Board into executive session under provisions of ORS 192.660 (2) (a) to discuss negotiations.

Vice chairman Billings reconvened the general meeting. No further action was taken.

15. The next regular meeting of the IED Board will be held Tuesday, May 10, 1977, at 7:30 p.m., in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Jack Billings, Vice President

  
Melvin Mead, Secretary

LANE IED BUDGET COMMITTEE MEETING  
Tuesday, January 18, 1977

Minutes in brief

1. Attendance

1. The IED Budget Committee met on Tuesday, January 18, 1977 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams and Acting Superintendent Melvin Mead; Budget Committee Chairman Al Dotson, Mary Ellen Ehinger, Sam Frear, Ellene McWhorter, and Bernetta Harry. Also present were Willson Maynard, Gene Farthing, Evelyn McKenzie, Wanda Vinson, David Butler, Mary Simmons, and Ben Jones of the IED office; Sue Lewis and (4) representatives of the Lane IED Advisory Council for Handicapped Children; Guy Dittorice of Radio station KASH; and Don Mack of the Eugene Register-Guard.

2. Minutes Approved

2. Budget committee member Mary Ellen Ehinger moved to approve the Budget Committee minutes of January 11, 1977 as mailed. Director Wooten seconded and the motion carried unanimously.

3. Budget Presentation

3. The Superintendent reviewed the remainder of the budget not presented on January 11, commencing on page 25 with:

Requirements - General Fund - Instructional Services and Curriculum

89 TMR

1222 - Program for TMR - #111 and #112 salary increase provides staffing for a much needed new 7th classroom plus one additional aide. #121 (substitute salary) was underbudgeted this year and has been increased to a more realistic figure. #311 (instruction services) reimburses Pearl Buck Center for services and some increase was necessary. #324 (rental) represents \$2,000/per classroom provided by the Division of Mental Health for use of public school facilities - (exception: 97J provides education for TMR students within its own district only; therefore, no classroom rental is provided).

2129 - Other guidance services - essentially the same as the current budget, this group of objects provides the services of the Parent Trainer.

2213 - Inst.-staff Training Services - This will provide some travel and supplies for instructional programs. (\$1,000)

The Superintendent stated that the Lane IED Advisory Council for Handicapped Children has requested additional budget considerations and asked Sue Lewis, spokesperson for the Council, to make those requests known to the Budget Committee.

3. Budget Presentation 3. (continued)

Sue Lewis stated that after much study, the Council had trimmed its requests for summer school, additional personnel, etc. to three, which they believe are essential to maintaining the program at its present level. Those three requests are:

- (a) Additional hours for present aides (to an 8-hour day) at a projected cost of \$20,000;
- (b) Provision of two part-time aides for the profoundly retarded - projected cost of \$6,000; and
- (c) One additional support person - projected cost of \$12,700.

Ms. Lewis concluded that the three items collectively requested would total \$38,700.

The Superintendent stated that those amounts would be added in the appropriate object and function numbers within the existing budget if approved by the budget committee making the total TMR budget \$575,261 rather than the \$536,561 proposed on page 27. (The Advisory Council request is for approximately \$276/per TMR child above the proposed budget cost.)

92 - Hearing and Speech - Increase in #310 reflects rising costs of services of the Eugene Hearing and Speech Center.

Instructional Media Center

30 - IMC Administration

2212 - Improvement of Instruc. Services - More students are being used in the evaluation program, hence the slight increase. The reduction in object #414 reflects the need to print only a supplemental rather than general catalog in the coming school year.

2213 - Inservice Training - An increase of \$500 is proposed to alleviate under-budgeting encountered in the current budget.

2221 - Service Area Direction - essentially, the same as current year. (slightly less)

2223 - Audiovisual Services - Object #112 has been divided into #112 and #113 to better categorize the program cost. #542 (equipment replacement) has been transferred to another object elsewhere in the budget. There is some reduction in this function.

2544 - Care and Upkeep of Equipment - The increase reflects rising cost of services.

3. Budget Presentation 3. (continued)

2545 - Vehicle Servicing - #552 is a transfer from function 2223 hence, is not actually an increase.

31 - Media Library - The slight increase in object #541 will complete the program for transition to a new type of packaging and handling of media. This was budgeted and partially completed in last year's budget, but not enough funds were available to complete the task.

32 - Media Production - #542 (capital outlay) is to replace the worn and obsolete slide duplicating and film strip production unit. Overall, there is a major reduction in this function.

33 - Teaching Resource Center - A slight reduction in this function is proposed.

34 - Electronics Maintenance - Again, a slight reduction is reflected. This function is partially self funding through contract and piecework repair of equipment with the school districts.

200 - Special Revenue Fund - Contracted Speech Program

This is a self-funding budget and provides programs for the physically handicapped through contractual agreements with three school districts (four district contracts are anticipated in the coming year). There is a slight increase in the proposed budget but a cash carry-over will reduce the district cost.

300 - Intergovernmental - Joint Purchasing - Again, this is a self-funding budget. Charges to the schools are based on the goods purchased and distributed to them.

200 - OTIS - This special fund represents the projected budget for the total operation of OTIS.

The Superintendent stated that completed the budget review and called on Budget Committee Chairman Al Dotson to proceed with consideration of the budget as proposed.

4. Budget Approval

B. & A.

MOTION

4. Chairman Dotson called for Board action on the budget as follows:

100 - General Fund - Business and Administration  
10 - Board of Education

Director Benjamin moved to accept the total of \$45,300 for Board of Education requirements proposal.

Committeeman Mary Ellen Ehinger seconded and the motion carried unanimously.

4. Budget Approval

4. (continued)

MOTION

11 - Office of the Superintendent - Director Armstrong moved to approve Office of the Superintendent requirements proposal in the amount of \$272,116.

Committee member Sam Frear seconded and the motion carried unanimously.

MOTION

12 - Business Support Services - Director Peniston moved to approve the Business Support Services requirements proposal in the amount of \$204,189.

Committee member Ellene McWhorter seconded and the motion carried unanimously.

MOTION

13 - Fiscal - Committee member Mary Ellen Ehinger moved to approve the fiscal requirements proposal of \$44,948.

Committee member Ellene McWhorter seconded and the motion carried unanimously.

MOTION

14 - Building - Grounds - Equipment - Director Peniston moved to approve the building, grounds, and equipment requirements proposal of \$78,277.

Committee member Frear seconded and the motion carried unanimously.

MOTION

15 - Data Processing - Director Armstrong moved to approve the data processing requirements proposal of \$640,000.

Committee member Ellene McWhorter seconded and the motion carried unanimously.

The total Business and Administration budget of \$1,284,830 was approved (above).

ISAC  
MOTION

100 - General Fund - Instructional Services and Curriculum  
80 ISAC Administration - Director Armstrong moved to approve the ISAC administration requirements proposal of \$48,354.

Committee member Ellene McWhorter seconded and the motion carried unanimously.

MOTION

81 - Arts Education - Committee member Ellene McWhorter moved to approve the Arts Education requirements proposal of \$29,204.

Director Benjamin seconded and the motion carried unanimously.

4. Budget Approval

4. (continued)

(The Superintendent stated that the Arts Education budget and others were substantially cut at the staff level in an attempt to present a "hold-the-line" budget. Over-all, upwards of \$175,000 in program requests were trimmed by directors prior to budget presentation. The proposed programs had merit but it was believed this is not the year to include program expansion.)

MOTION

82 - Career Education - Committee member Frear moved to approve the Career Education requirements proposal of \$120,440.

MOTION

Director Armstrong seconded and the motion carried unanimously.  
83 - Environmental Education - Director Wooten moved to approve the environmental education requirements proposal of \$56,250.

Committee member Mary Ellen Ehinger seconded and the motion carried unanimously.

84 - Instructional Computing - It was noted that function 2212, object #111 should be corrected to \$16,059 to provide a full year funding (this year the specialist started late, resulting in a 10-month budget) and #200 corrected to \$3,915 - making a total program budget proposal of \$26,169.

MOTION

Chairman Armstrong moved that the instructional computing requirements proposal of \$26,169 be approved.

Committee member Ellene McWhorter seconded and the motion carried unanimously.

MOTION

85 - Mathematics - Director Wooten moved to approve the mathematics requirements proposal of \$44,686.

Committee member Ellene McWhorter seconded and the motion carried unanimously.

MOTION

86 - Measurement and Research - Committee member Ellene McWhorter moved to approve the measurement and research requirements proposal of \$35,303.

Committee member Bernetta Harry seconded and the motion carried unanimously.

(ISAC Director Farthing pointed out this is another area of a budget cut at staff level. A half-time GATB specialist had been requested. It is possible that this need will be expressed again next year when districts are involved more deeply in developing goals, etc.)

4. Budget Approval

4. (continued)

MOTION

87 - Physical Therapist - Director Wooten moved to approve the physical therapist requirements proposal of \$7,718.

Committee member Mary Ellen Ehinger seconded and the motion carried unanimously.

MOTION

88 - Science/Planetarium - Director Benjamin moved to approve the science/planetarium requirements proposal of \$103,305.

Committee member Frear seconded and the motion carried unanimously.

MOTION

89 - TMR - Director Wooten moved to amend the TMR budget proposal of \$536,561 to include the Lane IED Advisory Council for Handicapped Children's request for \$38,700 additional funding, for a total TMR requirements proposal of \$575,261.

Director Armstrong seconded and the motion carried unanimously.

MOTION

90 - EMR - Director Wooten moved to approve the EMR requirements proposal of \$9,180.

Committee member Bernetta Harry seconded and the motion carried unanimously.

MOTION

91 - Special Education - Director Peniston moved to approve the special education requirements proposal of \$21,845.

Director Armstrong seconded and the motion carried unanimously.

MOTION

92 - Hearing and Speech - Committee member Frear moved to approve the hearing and speech requirements resolution of \$44,783.

Committee member Bernetta Harry seconded and the motion carried unanimously.

100 - General Fund - Instructional Media Center

MOTION

Director Peniston moved approval of the total instructional Media Center requirements proposal of \$756,033.

Committee member Frear seconded and the motion carried unanimously.

Total 100 General Fund budget approved - \$3,163,361.

MOTION

200 - Special Revenue Fund - contracted speech services  
Director Benjamin moved to approve the total speech contract services requirements proposal of \$25,561.

Committee member Mary Ellen Ehinger seconded and the motion carried unanimously.

4. Budget Approval

MOTION

MOTION

4. (continued)

300 - Joint Purchasing Fund

Committee member Frear moved to approve the total joint purchasing requirements proposal of \$385,000.

Committee member Ellene McWhorter seconded and the motion carried unanimously.

200 - OTIS

Director Peniston moved to approve the total OTIS requirements proposal of \$1,916,266.

Committee member Frear seconded and the motion carried unanimously.

The summary approved is as follows:

<u>Fund</u>	<u>Est.Expend.</u>	<u>Est.Rec'ts</u>	<u>Levy</u>
General	\$3,163,361	\$673,504	\$2,489,857
Speech Services	25,561	25,561	-0-
Joint Purchasing	385,000	385,000	-0-
OTIS	1,916,266	1,916,266	-0-
TOTAL	\$5,490,188	\$3,000,331	\$2,489,857
Estimated Tax not to be received			273.884
IED equalization levy			28,528,896
Total IED Board Budget levy and offset			31,292,637
IED Tax Levy - within 6% Tax Base			6,402,555
IED Tax Levy - outside 6% Tax Base			24,890,082

5. Budget Publication and Hearing Date

MOTION

5. Director Peniston moved that the budget as approved by the Budget Committee be published in the Eugene Register-Guard on February 18 and 25 as required by law; and the hearing date be March 8 at 7:30 p.m. The meeting will be held in the IED Board Room, 1200 Highway 99 North, Eugene.

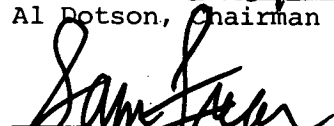
Committee member Frear seconded and the motion carried unanimously.

6. Appreciation Expressed

6. Budget Committee Chairman Dotson and the Superintendent jointly expressed appreciation to the Budget Committee for their time and services in approving the 1977-78 IED Budget.

The meeting adjourned.

  
Al Dotson, Chairman

  
Sam Frear, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
April 4, 1977

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, March 22, 1977

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was called to order at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, and David Butler of the IED office; Guy Dittorice of Radio Station KASH; and Don Mack of the Eugene Register-Guard.

2. Minutes Approved

2. Director Armstrong moved to approve the minutes of March 8, 1977.

MOTION

Director Wooten seconded and the motion carried unanimously.

MOTION

Director Billings moved to approve the minutes of the Boundary Board Hearing of March 8, 1977.

Director Wooten seconded and the motion carried unanimously.

3. Statements  
Legislation

3. The Superintendent reported that HB 2469 on IED equalization is still in committee and may possibly stay there.

Among other school finance bills under consideration is one, HB 3168, which combines several IED concerns into one package. The provisions of HB 2469 are included in HB 3168, which does not contain an emergency clause.

Agenda Item

Director Armstrong stated that Director Williams and she had recently met with Fern Ridge District Superintendent Chuck Thomson and Board Chairman Walt Barker and asked for discussion at the appropriate point on the agenda.

4. Communications

4. The Superintendent presented correspondence from:

- A. The Superintendent to Ed Cooper, Crow-Applegate Superintendent, (copy) clarifying the IED position regarding HB 2469;
- B. Tom Rigby, executive director of OSBA, regarding (attached) article Murder in Academe: The

4. Communications

4. (continued)

Demise of Education, by Fred M. Hechinger;

- C. Dee Surprenant, United Way nominating committee chairman, thanking Willson Maynard for accepting nomination to the Board of Directors for a two-year period;
- D. C. Girard Davidson, Chairman of the Oregon Educational Coordinating Commission, appointing Mel Mead to the Telecommunications Coordinating Advisory Committee from March, 1977, through June, 1978;
- E. Tom Rigby, regarding Mediation - Factfinding Workshop to be held at the Cosmo Motor Hotel, Portland, on April 2;
- F. Inez Hostick, regarding proposal to consolidate Bethel District 52 and Eugene 4J and suggesting that the two districts conduct a study of the matter with possible IED assistance.

General consensus was that a response to Ms. Hostick should include a copy of the reorganization law and IED policies which state that there be no involvement unless or until requested by the two districts.

5. Business Affairs

- 5. The Superintendent presented a somewhat simplified and less voluminous business affairs report. He indicated the format is being studied for further simplification. The accounts are in fine shape and not in arrears as would be indicated by the summary page. Transferring of funds from the investment pool is handled at the discretion of the county finance officer, who determines when such a transfer is actually needed.

Accounts payable for February, 1977, were:

IED \$95,795.79

OTIS 59,212.52

6. Approval of Working Relationship Position Paper

- 6. The Superintendent reported that the OTIS Advisory Committee and IED attorney Bill Frye have recommended two amendments to the OTIS-IED-ADVISORY COMMITTEE-USERS working relationships position paper. The amendments to assure that there will be no conflict between this agreement and the staff contract, are:

IVb. Establish personnel practices and procedures to best meet the requirements of the OTIS operation, so long as such practices and procedures are in accord with the requirements of any regulatory

6. Approval of Working  
Relationship Position Paper

RESOLUTION

7. Extension of Superintendent's Contract

MOTION

MOTION

8. Joint Board Dinner  
Meeting

6. (continued)

agencies, the provisions of the current IED Board-staff contract, and the provisions of the tenant relationship agreement between the IED and OTIS.

IVh. Have the authority to employ, assign, reassign, place on probation or discharge any OTIS employee (except contractual and administrative employees), so long as such actions are not in violation of federal or state statutes or regulations, IED and OTIS policies and regulations, or the provisions of the current IED Board-staff contract.

Director Armstrong moved the following resolution:  
BE IT RESOLVED that the Board of Directors of Lane IED approve the OTIS-IED-ADVISORY COMMITTEE-USERS working relationships position paper as amended.

Director Benjamin seconded and the motion carried unanimously.

7. Chairman Peniston referred to wording of the March 8 Board action on extension of Superintendent William Jones' contract (made to comply with the legal notice deadline and to provide additional time for final action when more Board members are present). He recommended that the Board now reconsider that action and extend the contract from July 1, 1977, through August 31, 1977, or until such time there is a determination made on his disability status.

Director Armstrong moved to reconsider the March 8 motion.

Director Billings seconded and the motion carried unanimously.

Director Benjamin moved to amend the previous motion by extending the contract of Superintendent William Jones from July 1, 1977, to August 31, 1977, contingent upon the approval of the IED attorney.

Director Billings seconded and the motion carried with Directors Peniston, Williams, Billings, Benjamin, and Armstrong voting yes. Director Wooten voted no.

8. Director Williams reported he believed some misunderstandings had been cleared through the recent meeting he, Director Armstrong, Fern Ridge Superintendent, C. R. Thomson and Fern Ridge board chairman Walt Barker held to discuss what the local district sees

8. Joint Board Dinner Meeting

8. (continued)

its needs to be and what problems it feels exist with current IED services. He suggested a joint meeting with the Fern Ridge board and, subsequently, other districts boards to discuss equalization and other concerns.

General consensus was that a joint meeting be held with Chairman Peniston extending the invitation to Fern Ridge Chairman Barker and to solicit from Chairman Barker the key issues to be addressed. Prior to the meeting, the IED Board plans to hold a work session to become familiar with those issues.

Following the meeting, consideration will be given the merits of establishing other such meetings with local district boards.

9. NSBA Convention Plans

9. The superintendent reported that arrangements for the National School Boards Association meeting in Houston, Texas, are complete. Flight tickets, room reservations, and packets of program information were distributed to Directors Peniston, Billings, Williams, and Armstrong.

10. Future Agenda Items

10. The following items were submitted for future agenda considerations:
- A. OTIS Advisory Committee meeting report--April 12;
  - B. Oregon School Finance Forum report--April 12;
  - C. Boundary Board Hearing--April 12;
  - D. Ruth Gould In-Service Suite dedication program--April 12; 6:30 to 7:30 p.m. (jointly planned by the IED and the International Reading Association);
  - E. Consideration of an appropriate procedure to follow in selection of a new superintendent following the retirement of Superintendent Jones. Also, planning of appropriate recognition for Superintendent Jones' service over the years;
  - F. Update report on program evaluation; and
  - G. Earth week activities report

11. Next Meeting

11. The next regular meeting of the IED Board will be held Tuesday, April 12, 1977, immediately following the 7:30 p.m., Boundary Board Hearing in the IED Board Room, 1200 Highway 99 North, Eugene.

11. Next Meeting

MOTION

11. (continued)

Director Wooten moved to adjourn.

Director Armstrong seconded and the motion carried  
unanimously.

Meeting adjourned.

x *Hugh A. Peniston*, Acting Chairman  
Hugh Peniston, Chairman

*Melvin F. Mead*  
Melvin Mead, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
March 15, 1977

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, March 8, 1977

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was called to order at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jeanne Armstrong, Cynthia Wooten, Jack Billings (left at 10 p.m.), Nile Williams (arrived at 10 p.m.), and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Evelyn McKenzie, Wanda Vinson, David Butler, Ben Jones, Mary Simmons, Mary Simpson, Ernie Ediger, and Jim Swanson of the IED office; Dr. Kenneth Carver, Superintendent of the Oakridge School District; Don Rees, Superintendent of the Creswell School District; 13 University of Oregon journalism class students; Guy Dittorice of Radio Station KASH; and Kathy Kucera of the Eugene Register-Guard. Jack Gossard, IED negotiator, joined the meeting at 10 p.m.

2. Minutes Approved  
MOTION

2. Director Armstrong moved to approve the minutes of February 8, 1977.

Director Billings seconded and the motion carried unanimously.

Director Wooten moved to approve the budget committee meeting minutes of January 18, 1977.

Director Armstrong seconded and the motion carried unanimously.

3. Equalization Levy  
Contingency  
Consideration

3. The Superintendent stated that House Bill 2469, presently under consideration in the legislature, provides that IEDs may determine to put the equalization levy to a vote of the people and must put the levy to a vote upon the resolution of 2/3rds of the local district boards. The bill contains an emergency clause making it effective upon signing--therefore the Board should consider its probable action should the bill be approved prior to the March 14 deadline for certification of ballot measures for the April 19 election. The bill is now in the Senate Education Committee and is not on the committee's hearing docket before March 14.

The question of legality of action upon a contingency plan prior to bill passage was posed. It was suggested a legal opinion be requested of the Board's attorney.

3. Equalization Levy  
Contingency  
Consideration

3. (continued)

Speaking against Board consideration of placing the equalization levy on the ballot, regardless of the outcome of HB 2469, Dr. Ken Carver stated he spoke representing Oakridge, Crow-Applegate, McKenzie, Bethel, Mapleton, Siuslaw, and Triangle Lake school districts. Dr. Carver stated that the position of the seven districts is that the IED submitted resolutions to the local district boards and eight of the Lane County district boards voted against placing the equalization levy on the ballot for this year. For the IED to place equalization to a vote after asking such an expression would be a breach of faith and ethically wrong. Secondly, the timing is bad. Most of the 16 Lane County districts have prepared budgets and set hearings for presenting a budget for a vote of the people. Budget committees and constituents have been led to believe there will not be an IED equalization levy and the IED could place district boards in a serious position with their voters. He added he did not believe it would be the IED Board's intent to create a serious disturbance of the confidence of eight school districts concerning the function of the IED.

Dr. Carver stated that the seven contributing districts enroll 41% of the student population in Lane County. (This percentage was questioned by Don Rees.)

Director Wooten expressed a strong support of the equalization concept to provide equal educational opportunities. Dr. Carver stated that, while he favored equalization and an opportunity for all students, he believed it should not be effected at the county level but on a statewide basis. There is, in his opinion, no way of convincing local tax payers that tax monies should be raised by patrons of one district to provide funding for other districts. This causes a lack of community support for other IED functions and programs.

It was noted by the Chairman that whether the IED Board chose to place the matter on the ballot or not, eight districts will be upset and disturbed by the decision. It was also noted that while Board action to vote the levy might be construed as an unwise decision, it could not be considered a "breach of faith" to comply with provisions of a newly enacted law.

Dr. Carver concluded that equalization on a county level is very divisive and districts are constantly making comparisons on costs, salaries, etc.

3. Equalization Levy  
Contingency  
Consideration

MOTION

MOTION

4. Budget Hearing

3. (continued)

Don Rees spoke in favor of Board support of the equalization levy. He stated that any new legislative action negates action taken previously, and hoped the IED Board will take the position that something in equalization at the county level is better than nothing at the state level. He referred to a research report on per pupil expenditures prepared by the State Department of Education. (Dr. Carver stated that some are in error and Mr. Rees requested the Superintendent get corrections from the SDE in order for the IED Board to consider them in a better light.)

Mr. Rees stated he had served in the McKenzie District more than 20 years prior to his move to Creswell, and had always supported equalization at the county level--both at McKenzie and in Creswell. Indicating that he would always speak for the children in the county when he had an opportunity, he asked the Board to consider where its responsibility to the 16 school districts lies--to superintendents who show up at meetings or to the children of the county.

Dr. Ken Carver and Mr. Rees were thanked for appearing and testifying.

Director Wooten moved that the Lane IED Board direct the superintendent to discuss with the IED's attorney the legal ramifications of taking action on pending legislation prior to its passage; and, should such legislation pass, that the IED Board hold a special meeting to make a decision regarding placing the IED equalization levy on the ballot for 1977-78.

Director Billings seconded and the motion carried unanimously.

Director Wooten moved that the Lane IED Board direct the Chairman and Superintendent to indicate to the Lane county legislative delegation an urgency in getting HB 2469 out of committee and on the floor.

Director Billings seconded and the motion carried unanimously.

4. The Superintendent presented the IED Operating Budget as approved by the Budget Committee, and the Equalization Levy within the 6% limitation. Notice of the budget was published, as required by law, in two issues of the Eugene Register-Guard.

4. Budget Hearing

4. (continued)

	<u>Estimated Expenditures</u>	<u>Estimated Receipts</u>	<u>Levy</u>
General Fund	3,163,361	673,504	2,489,857
Special Revenue			
Special Education	25,561	25,561	-0-
Intergovernmental Clearing - joint purchase	385,000	385,000	-0-
OTIS	<u>1,916,266</u>	<u>1,916,266</u>	<u>-0-</u>
	\$5,490,188	\$3,000,331	\$2,489,857
Estimate of tax not to be collected			273,884
Equalization offset within the 6% limitation			<u>3,638,814</u>
			\$6,402,555

MOTION

Director Wooten moved approval of the estimated expenditures of \$5,490,188; estimated receipts of \$3,000,331 (requiring a levy of \$2,489,857); estimated tax not to be collected of \$273,884; and equalization funding within the 6% limitation of \$3,638,814 for a total levy of \$6,402,555; secondly, approval of \$24,890,082 outside the six percent limitation for equalization--the latter to be dropped in the event no action is taken on the pending legislation by the legislature or the IED Board decides against placing it on the ballot.

Director Billings seconded and the motion carried unanimously.

5. Statements Board

5. Director Armstrong reported that Wanda Randall, a member of the Lane IED's Advisory Council on Handicapped Children, has been appointed to the State Advisory Council on Handicapped Children.

6. Communications

6. The Superintendent presented correspondence from:
- Chairman Hugh Peniston to Rev. Douglas Huneke (copy) regarding the open meeting law;
  - Barrie Hartman, managing editor of the Eugene Register-Guard to Rev. Huneke (copy);
  - Jim Gilroy, legislative chairman of South Lane Interested Citizens for Effective Schools regarding school closures;

6. Communications

6. (continued)

- d. Edward Cooper, Crow-Applegate District 66 Superintendent; regarding the equalization resolution is issue and HB 2469;
- e. Tom Jenkinson, executive director of L-COG, regarding partial reimbursement to L-COG chairman for income lost while representing the agency; and
- f. Ken Erickson, executive secretary of the Oregon School Study Council, regarding the OSCC visitation to Eugene and Junction City schools, Thursday, April 7.

7. Business Affairs

7. The Superintendent presented the financial statements and invoice registers for January, 1977. He stated the financial picture is sound over-all with those accounts underbudgeted becoming more apparent--i.e., the telephone account will have a deficit of approximately \$5,000 for the year.

Accounts payable for January, 1977 were:

IED                    \$117,651.39

OTIS                   90,917.67

8. Cut Paper Bid Award  
(joint purchasing)

8. Tabulation of bids received for the 1977-78 cooperative purchasing order for cut paper was presented, with recommendations for awards.

RESOLUTION

Director Billings moved the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED approves bids on cut paper in the amount of \$126,261.77, of which \$124,888.94 is awarded to Zellerbach Paper Co., and \$1,372.83 is awarded to Fraser Paper Co. (The complete bid recap is filed with the official minutes.)

Director Wooten seconded and the motion carried unanimously.

9. Revised Board Policies  
Review-Revision  
Schedule

9. Director Billings referred to February 8 Board action approving the basic draft of the Board policies, the philosophy statement, and the review-revision schedule. He questioned whether action on the two-page revisions to make the policies more consistent with the philosophy statement, postponed to the March 8 meeting, should be taken without full Board participation. Those present noted the need for adhering fairly closely to the review-revision schedule of 1/3rd of the document by April, another 1/3rd in May, and completing the review in June.

9. Revised Board Policies  
Review-Revision  
Schedule

MOTION

9. (continued)

Director Wooten moved that the Board reaffirm its February action and adopt the policy revision presented. She further moved that a special meeting be scheduled to consider revisions.

Director Billings seconded and the motion carried unanimously.

10. Building Use Policy  
Modification

10. The Superintendent reported that problems and potential problems have arisen out of the use of the building during evening and weekend hours. A policy change proposal by the administrative team recommends that no night or weekend meetings be scheduled unless an IED staff member is present to supervise the use of the building. The four-point modification of the building use policy was presented for Board consideration.

Director Armstrong suggested the following revisions (added material underlined):

"No night or weekend meetings be scheduled unless a qualified staff member is present to supervise the use of the building. Any question of qualification shall be decided by the Superintendent.

1. If the activity is IED sponsored, the staff member who scheduled it will be expected to assume supervisory responsibility.
2. If the activity involves an outside organization, a charge will be made for the use of the facility. A portion of that charge will be used to pay an IED staff member to supervise use of the building during the activity. The remainder of the charge will be used for partial reimbursement of custodial costs, utilities, and general building operating expense.
3. A set of guidelines will be made available to staff members supervising either IED sponsored or outside activities, which clearly spells out the nature of their responsibilities.
4. A key will be made available through the Room Scheduling Coordinator. A supervising staff member will be expected to

10. Building Use Policy  
Modification

MOTION

10. (continued)

secure the front entrance after the last participant has left, and to return the key at 8:00 a.m. on the next work day. Or, as an alternative, the supervisor will be required to locate the custodian after the last participant has left and to ascertain that the custodian secures the doors at that time.

Director Billings moved to approve the modified building use policy as recommended by the Superintendent and amended.

Director Armstrong seconded and the motion carried unanimously.

11. Board Election  
Procedures

11. Directors indicated petitions for reelection to the IED Board have been filed or are being circulated for the following positions:

Zone 3 - Jeanne Armstrong

Zone 4 - Hugh Peniston

Zone 5 - Cynthia Wooten

Zone at-large - Jack Billings

12. NSBA Convention  
Arrangements

12. The Superintendent reported that airline reservations have been made for those attending the NSBA meeting in Houston, Texas, and that room reservations have been confirmed. These will be distributed at the next Board meeting prior to the convention.

13. Status Report on the  
Implementation of the  
Recommendations for  
the TMR Evaluation

13. Mary Simmons reported on action taken on the recommendations of the IED Evaluation Team for the TMR program. A complete report is on file with the official minutes.

Of the ten recommendations, an administrative policy handbook and guidelines for reevaluation have been completed;

Formal and regular monthly meetings are being held; Inservices have been held for the TMR staff;

The TMR Advisory Council was reorganized to the Lane IED Advisory Council for Handicapped Children to meet legislative requirements of SB 157; and

Other recommendations are in the process of implementation, means of accomplishing them have been established, or a decision not to implement has been duly reached.

14. OTIS Advisory Committee Report
- a. Working Relationship Proposal

- b. Remote Job Entry

- c. Personnel

- d. Basic Services Package for new federal funding requirements

- e. Print-out Printer

Working Relationship Proposal

MOTION

MOTION  
WITHDRAWN

14. Ben Jones presented a report on the OTIS Advisory Committee meeting of February 18. The agenda included (a) further consideration of a position paper on the working relationships of the Lane IED, Board, OTIS, and OTIS users. The current draft, with minor amendments, received tentative agreement of the Advisory Committee.

(b) Beaverton has once again given a firm commitment to participate in a pilot program for RJE (remote job entry) and feels assured funding will remain in the budget this year;

(c) Positions were approved for a business services staff person (included in the 1976-77 budget) and a technician for the remote job entry program (replacement for a position vacated earlier);

(d) It is anticipated that OTIS will probably be providing in the basic services package, service for those schools receiving federal funding for their lunch programs, in accordance with new federal accounting regulations; and

(e) Concluding his report, Mr. Jones stated that the effect of the change in printer equipment, because of the use of slightly smaller print, is a potential 25% increase in data per page. A resultant savings in paper is expected.

The Superintendent stated that the draft of the working relationship position paper mentioned had been reviewed by the IED's attorney, who found it to contain no legal pitfalls. (A copy of the position paper is on file with the official minutes.)

Director Armstrong moved to endorse the working relationship proposal as presented.

Director Billings seconded the motion.

Concern was expressed regarding sections which imply separate personnel policies and practices for OTIS personnel. Added assurance was requested that such procedures and provisions would not conflict with the Board's contract with the staff association. The Superintendent stated he could press the issues more specifically with the attorney.

The motion was withdrawn for action at a later meeting.

- |                                  |  |
|----------------------------------|--|
| 15. Oregon School Finance Forum  | 15. David Butler reported the Oregon School Finance Forum is scheduled to begin in Cottage Grove, Saturday, March 12, at 10:00 a.m. Board members were invited to attend. The Forum will also visit Roseburg and La Grande on the 12th.  |
| 16. L-COG Chairman Reimbursement | 16. The Superintendent requested Board opinion of the L-COG proposed policy to provide partial reimbursement (\$750 maximum) to the L-COG chairman for income lost while representing the agency.<br><br>By general consensus, the Board agreed that the request is reasonable.  |
| 16. Recess and Reconvening       | 16. Chairman Peniston declared a 5-minute recess. Following the recess, the Chairman reconvened the regular meeting. He stated that an executive session still remained on the agenda but that it had been noted during the recess that the newly adopted policies regulate a 10:00 p.m. meeting closure unless four members vote to extend the meeting beyond that time.  |
| 17. Meeting Extended<br>MOTION   | 17. Director Wooten moved to extend the regular Board meeting beyond 10:00 p.m.<br><br>Director Armstrong seconded and the <u>motion carried unanimously</u> .   |
| 18. Executive Session            | 18. Chairman Peniston recessed the regular meeting and called the Board into executive session under provisions of ORS 1975, chapter 664, and ORS 1975, chapter 192.660(1) (a); 192.660(2)(a) to consider the employment of staff members and to discuss negotiations.   |
| 19. Meeting Reconvened           | 19. Chairman Peniston called the regular meeting back into session and the following action was taken:<br><br>The Superintendent recommended reelection of the following contractual staff:  |
| Contractual Staff<br>Reelected   | Clarence Johnson, Assistant Director, IMC<br>Elizabeth J. Gibson, Media/Library Specialist<br>Ernie J. Ediger, Production Department Head, IMC<br>James G. Maxwell, Media/Library Specialist<br>Cory L. Stout, Teacher, TMR<br>Marilyn I. Keck, Teacher, TMR<br>Frosty Jan Price, Teacher, TMR<br>Kathleen Jungjohann, Teacher, TMR<br>Linda Hall, Teacher, TMR<br>Georgia Layton, Teacher, TMR--contingent upon Title I funding<br>Judy Newman, Teacher, TMR--contingent upon Title I funding |

19. Contractual Staff  
Reelected

19. (continued)

Camilla Mitchell, Teacher, TMR--contingent upon Title I funding

Timothy Wilmarth, Teacher, Adaptive Physical Education

Mary Simon, Language-Speech Specialist/Trainer

Susan Wickizer, Parent Trainer--contingent upon Title I funding

Christine Hogan, Traveling Resource Teacher

Mary Simmons--position title to be determined

Marvin Wilkerson, Supervisor of Special Education, Reading & Language Arts

Ronald Munkres, Regional Coordinator-Career Education

Marilyn Olson, Career Education Specialist

Mary Simpson, Community Resources Specialist

Kermit F. Horn, Environmental Education Specialist

Douglas R. Nichols, Environmental Education Field Instructor

Richard D. Ricketts, C.A.I. Specialist

Kim Kimerling, Arts Specialist

James Swanson, Measurement & Research Specialist

William Suggs, Planetarium Director/Science Specialist

Mary Ann Debrick, Specialist, Lane County Math Lab Project

Francis E. Farthing, Director, Instructional Services & Curriculum

Willson T. Maynard, Director, Business and Administration

Melvin F. Mead, Director, IMC

MOTION

It was moved by Director Armstrong that the Board approve the recommendations presented by the superintendent and reelect the contractual staff members so recommended for the 1977-78 year.

The motion was seconded by Director Williams and carried unanimously.

MOTION

It was moved by Director Wooten that sick leave with pay be extended for Dr. William C. Jones from March 11 through such time as a determination is made on his disability status with the Public Employee Retirement System and the IED's carrier for income protection insurance.

The motion was seconded by Director Armstrong and carried unanimously.

MOTION

It was moved by Director Wooten that Dr. Jones not be reelected for 1977-78, and that consideration and election for the period from July 1 to or beyond his 60th birthday be deferred until the remainder of the Board was in attendance.

The motion was seconded by Director Williams and carried unanimously.

19. Contractual Staff  
Reelected

MOTION

MOTION

20. Next Meeting

19. (continued)

It was moved by Director Wooten that the appointment of Mel Mead as Acting Superintendent be extended until such time as a determination is made regarding Dr. Jones' disability status.

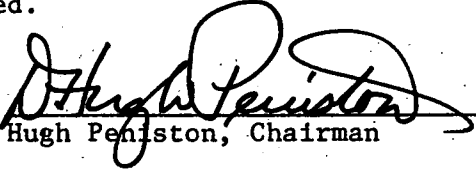
The motion was seconded by Director Armstrong and carried unanimously.

It was moved by Director Wooten that the meeting be adjourned. (The time was 1:20 a.m.)

Director Armstrong seconded and the motion carried unanimously.

20. The next regular meeting of the IED Board will be held Tuesday, March 22, 1977, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
Melvin Mead, Secretary

LANE IED BOUNDARY BOARD HEARING  
Tuesday, March 8, 1977

Minutes in brief

1. Attendance

1. The Lane IED Board, acting as the Lane County District Boundary Board, was called to order at 7:00 p.m. by Chairman Hugh Peniston. Those attending were Chairman Hugh Peniston, Jeanne Armstrong, Cynthia Wooten, Jack Billings, and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Evelyn McKenzie, Wanda Vinson, David Butler, Ben Jones, Mary Simmons, Mary Simpson, Ernie Ediger, and Jim Swanson of the IED office; Dr. Kenneth Carver, Oakridge District 76 Superintendent; Don Rees, Creswell District 40 Superintendent; 13 University of Oregon journalism class students; Guy Dittorice of Radio Station KASH; and Kathy Kucera of the Eugene Register-Guard.

2. Isitt Petition

2. The Superintendent presented background information on the Isitt boundary petition. The property, approximately 25 acres, lies within the Linn County Districts 42 and U5J but is contiguous with the Marcola School District. The petition has first been presented to the Linn County Board and subsequently approved by that board. All school districts involved are in agreement with granting the petition.

MOTION

There being no-one present to give testimony pro or con, Director Armstrong moved to concur with action of the Linn County District Boundary Board and approve the transfer as requested.

Director Wooten seconded and the motion carried unanimously.

A taped recording of the hearing is on file.

3. Krupka and Fuller  
Petitions (Springfield  
#19 to Marcola #79)

3. The Superintendent presented petitions from Mr. and Mrs. Edward F. Krupka and Mr. and Mrs. Louis Fuller requesting a boundary transfer from Springfield District #19 to Marcola District #79. As in the Isitt situation, both families are presently sending their children to the Marcola District. Both petitions represent 100% petitions and are represented to be contiguous with the Marcola District boundary.

Concern has been expressed that it may be too late to advertise, hold the hearing, and certify (if granted) the

3. Krupka and Fuller  
Petitions (Springfield  
#19 to Marcola #79)

MOTION

4. Next Meeting

3. (continued)

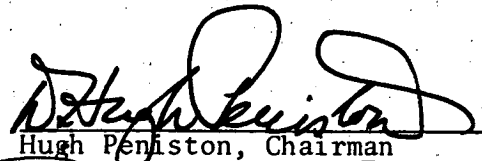
change prior to the March 30 deadline (earliest possible date is March 29). It is considered probable, however, if transfers should be granted following the March 30 deadline and certified effective in 1978-79, the two districts could work out arrangements for the coming year with no adverse consequence to the students.

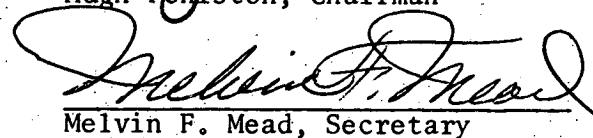
Director Armstrong moved that the hearing date for the Krupka and Fuller petitions be set for Tuesday, April 12, 1977, and properly advertised.

Director Wooten seconded and the motion carried unanimously.

4. The next meeting of the Lane IED Boundary Board will be held on Tuesday, April 12, in the Lane IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
Melvin F. Mead, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
February 21, 1977

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, February 8, 1977

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was called to order at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Jeanne Armstrong, and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, David Butler and Jim Swanson of the IED staff; and Nancy Lashnits of the Eugene Register-Guard.

2. Minutes Approved

2. Director Huff moved to approve the minutes of January 25.

MOTION

Director Billings seconded and the motion carried unanimously.

3. Statements  
Sound System

3. The Superintendent stated that the sound equipment, presently on trial, is being considered for permanent installation to provide better recording and for those instances where more amplification is desired.

Staff  
Resignation

The Superintendent reported that Doug Madsen, Education Information Specialist, has resigned to accept the position of Business Manager of the Lakeview School District. The position carries a variety of responsibilities and, while sorry to lose Doug, the administrators and staff have extended congratulations to him.

Director Armstrong expressed the appreciation of the Board for Mr. Madsen's services over the past three years.

4. Communications

4. The Superintendent presented a letter from Dr. Tom Payzant, Superintendent of Eugene School District #4J, (to Oscar Schaaf) regarding question of whether 4J will continue to contribute a full-time position to the Math Project.

5. Business Affairs

5. The Superintendent presented the December 1976 financial statements and invoice registers. He noted the financial picture is very good but alerted the Board to the probable need of transferring from contingency to the insurance and telephone accounts prior to the end of the year. Insurance bids have been much higher than anticipated. There may be

5. Business Affairs

5. (continued)

some off-setting wherein some accounts do not expend the amount budgeted to partially make up the difference.

Accounts payable for December, 1976, were:

IED	\$162,676.33
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OTIS	55,102.96
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The Superintendent recommended and the Board concurred that financial statements be presented in a condensed form hereafter.

6. Approval of Audit Claim Against IED NYC Program

6. The Superintendent stated that the federal audit claim against the Lane IED Grant No. S-0002, State Department of Labor NYC program, has been investigated by the attorney and staff at considerable length. It is recommended that payment be approved.

RESOLUTION

Director Billings moved to approve the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED authorize payment of \$13,606 from the 1975-76 contingency funds of the audit claim against the Lane IED Grant No. S-0002, State Department of Labor.

Director Armstrong seconded and the motion carried unanimously.

7. Ballot Title Resolution Approval  
RESOLUTION

7. Director Armstrong moved to approve the letter of directors April 19, 1977, election intent and subsequent budget levy election resolution as follows:

BUDGET LEVY EXCEEDING SIX PERCENT LIMITATION

Shall the Intermediate Education District be authorized to exceed the 6% limitation by \$24,890,082 to provide tax offset funds for apportionment to and to equalize the tax levy among all school districts (16) within Lane County, Oregon?

If approved, the Lane IED operating and equalization levy for 1977-78 will be \$25,252,491 higher than the operating and equalization budget financed within the 6% limitation by local taxes for the preceding year.

You are voting on the equalization levy (approximately 50% of the operating expense of the 16

7. Ballot Title  
Resolution Approval  
RESOLUTION

7. (continued)

school districts), not the operating levy for the IED; that portion of the IED budget which provides educational/administrative services for the school districts is within the 6% limitation.

The entire equalization fund is distributed to school districts according to student enrollment; none is used for administration.

Director Billings seconded and the motion carried unanimously. (It was noted the levy to exceed the 6% limitation is contingent upon approval by local district boards of the equalization resolution.)

8. Approval of  
Mathematics  
Problem-Solving  
Title IV C  
Proposal

8. Dr. Oscar Schaaf presented a revised application for the Mathematics Problem-Solving Title IV C project. Major goal of the project is to prepare grade level (or course) kits to be used by teachers who are interested in emphasizing problem-solving in mathematics. With the exception of those for the junior high low-achiever classes, each kit will contain both pupil and teacher materials which have been developed and revised based upon the input of classroom teachers in pilot and nonpilot schools. Ultimately, the kits would be available for state-wide use. 14 Lane County schools have made a three-year commitment to participate in the pilot program to develop the kits.

Many of the problem-solving materials to be used were compiled at the University of Oregon Math Research Lab and have been made available, in order that the materials might be tested in some seven or eight Lane County schools during this current school year.

Directors expressed concern over the 4J communication indicating a possible cut in personnel funding for the project and the failure of the Math Lab resolution funding for this year.

Dr. Schaaf indicated that 4J is discussing all curriculum areas for possible budget cuts with no apparent criticism of the program involved. The latter speaks instead to possible shifts in priorities.

The Superintendent stated that there was some concern during the first application that districts had not conclusively evidenced support of the project but that he felt there is evidence of more

8. Approval of  
Mathematics  
Problem-Solving  
Title IV C  
Proposal

MOTION

9. OSBA Inservice  
Programs

- 10 Ruth Gould  
Memorial

MOTION

11. Indian Education  
Act Title IV A  
Program Coordina-  
tion

8. (continued)

support and interest now. He indicated that the proposal has been refined and polished according to state recommendations. Since the IED Board endorsed the first application, he believed the reapplication should also be endorsed and recommended approval of the application.

Director Billings moved the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED approve the revised application, Mathematics Problem-Solving, Title IV C as presented.

Director Huff seconded and the motion carried unanimously.

9. The Superintendent stated that the Oregon School Boards Association has indicated an interest in establishing a program (similar to OSBA programs elsewhere in the state) providing negotiation and legislative information to local board members on a regular basis. OSBA is requesting that the IED and/or the Lane County School Boards Association sponsor the program.

Board consensus favored the program concept and the Superintendent indicated he would obtain additional reaction from the LCSBA executive board.

10. David Butler presented a staff proposal to designate classrooms 3, 4, 5 and 6 as the Ruth Gould Inservice Suite and to hold the formal ceremony on Thursday, March 17, 1977.

Director Billings moved that the Board establish classrooms 3, 4, 5 and 6 as the Ruth Gould Inservice Suite, with the formal dedication ceremony to be held March 17, 1977; and that the Board further direct the staff ad hoc committee to organize such a ceremony to include installation of a plaque, the reading of appropriate memoranda and invitation to appropriate educators.

Director Armstrong seconded and the motion carried unanimously.

11. Jim Swanson reported that the IED has been asked to coordinate an Indian Education Act Title IV A planning proposal. The proposal would help in identifying the number of American Indians enrolled in Lane County schools, and would assist those districts with a minimum of 10 Indian students with a coordinated application for funding under the

11. Indian Education  
Act Title IV A  
Program Coordination

11. (continued)

Indian Education Act (Title IV A) to provide Indian cultural programs.

While it is too late to comply with the requirements prior to the February 14 deadline, the request is being brought to the Board's attention in hopes of securing funds from other sources-CETA and/or Indian Manpower, etc.-to make an individual available to assist the individual districts in identifying the American Indian student population. Past studies prove that teachers and administrators do not correctly identify Indian students and to date, only 380 of a potential 1174 to 1761 Indian students in Lane county have been identified. Mr. Swanson concluded he would like to work with such an effort but realized that the IED could not assume full responsibility.

Board interest was expressed providing there are well-defined needs identified and those needs carefully adhered to--noting that in some instances programs have been initiated simply because funds were available, without adequate need or direction.

Concern was expressed regarding the availability of IED time, in light of present IED program demands on Mr. Swanson's time. Another concern expressed was the need for an effective assessment of the accomplishments of whatever programs are developed and not a "cosmetic" assessment.

12. Approval of Board  
Policy Revisions

12. Director Billings presented for Board consideration:

- a. Basic draft of the Board policies
- b. Philosophy statement
- c. Two pages (2) of possible revisions for the basic draft (a). These revisions are designed to make the Board policies somewhat more consistent with the philosophy statement, expressing a more assertive attitude rather than the somewhat passive attitude that currently-proposed wording suggests.

MOTION

Director Billings moved to adopt the Board policies document, upon consideration at the next meeting of the proposed changes presented by the subcommittee this evening and any other changes which individual Board members may want to present. He further moved that the policy review-revision schedule proposed be adopted.

12. Approval of Board  
Policy Revisions

MOTION

13. Executive Session

14. Regular Meeting  
Reconvened

15. Sabbatical Leave  
Converted to Sick  
Leave  
MOTION

16. Next Meeting

12. (continued)

Director Armstrong seconded and the motion carried  
unanimously.

13. Chairman Peniston declared a five-minute recess and called the Board into executive session under provisions of ORS 192.660 (1) (b) to discuss personnel matters and under provisions of ORS 192.660 (2) (a) to discuss negotiations.

14. Chairman Peniston called the regular meeting back into session and the following action was taken: (#15.)


15. Director Armstrong moved to convert the sabbatical leave granted Superintendent William Jones on September 13, 1976, to sick leave, effective September 13, 1976.

Director Huff seconded and the motion carried  
unanimously.

16. The next regular meeting of the IED Board will be held Tuesday, March 8, 1977, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene. (This will be the Budget Hearing.)

The meeting adjourned.

  
Hugh Peniston, Chairman

  
Melvin F. Mead, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, January 25, 1977

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was called to order at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Jeanne Armstrong, Cynthia Wooten, Nile Williams, Joyce Benjamin (9:15 p.m.) and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Evelyn McKenzie, Wanda Vinson, Jim Swanson, David Butler, Oscar Schaaf, Mary Simpson, Ben Jones, and Ron Munkres of the IED staff; Ray Klappenbach, chairman of the IED Evaluation Committee; and Dennis Solin, Auditor.

2. Minutes Approved  
MOTION

2. Director Williams moved to approve the minutes of January 11. Director Armstrong seconded and the motion carried unanimously.

MOTION

Director Wooten moved to approve the minutes of January 18.

Director Huff seconded and the motion carried unanimously.

3. Status of Truancy  
Cases

3. Willson Maynard reported that formal complaints will be filed on two truancy cases within the next few days. A comprehensive report will be presented to the Board in the near future.

4. Correspondence  
(none)

4. The Superintendent stated there was no correspondence needing Board attention.

5. Business Affairs

5. The Superintendent presented the November 1976 financial statements and invoice registers. Again, there is nothing needing special Board attention and the final picture is good.

Accounts payable for November, 1976 were:

IED	\$131,691.13
OTIS	46,401.88

6. Audit Report.

6. Auditor Dennis Solin presented an overview of the Audit Report for the 1976 year. Total revenues for the year were \$27,497,131 and total expenditures were \$28,185,800. Mr. Solin noted:
- (a) General operating fund had a beginning balance of \$413,234 and a cash carry-over of \$432,252 on June 30, 1976:
- (b) There is an OTIS accrual income statement accompanying the the budgetary audit procedure - differing by listing expenses and income as they occur and depreciating the equipment. This lists a profit of \$116,000 a year ago and a net loss of \$93,603 in 1976 (loss on sale of computer equipment). This points up the need to make a profit consistently in order to replace equipment as it wears out or becomes obsolete.

6. Audit Report

6. (continued)

- (c) Statement of Insurance and Fidelity Bonds in Force (exhibit D), while no longer required to be audited, have been included for Board information.
- (d) The financial records are in good condition and can be relied upon. Some aspects of joint purchasing procedures have been changed to facilitate and expedite the flow of transactions and records. Mr. Solin concluded that, following two major moves, there is need for a complete update of inventory of equipment and supplies. The Superintendent stated that an inventory of all equipment and location is in process at the present time.

The Audit Report is on file with the official minutes.

7. IED Evaluation  
Committee Report

7. Ray Klappenbach, Chairman of the IED Program Evaluation Committee, presented the committee's first report and recommendations. A complete copy of the report and recommendation is on file with the official minutes.

Mr. Klappenbach stated the committee had acquainted itself with the present IED programs and services. The recommended order in which the programs should be evaluated has been determined with the help of the Field Training and Service Bureau of the University of Oregon, and the committee is recommending a contract to employ the Bureau to carry out the detailed survey and evaluation under committee supervision.

Primary emphasis will be placed on user satisfaction - keeping in mind the need to verify the legitimacy of user concerns. Secondary emphasis will be placed on recommending new or additional services or modifications in existing services.

Mr. Klappenbach outlined the evaluation procedure:

Phase A (January through June, 1977). Evaluation of (1) student services portion of the administrative services package of OTIS; (2) Instructional Media Center; (3) organization of evaluation of existing Special Education requirements, with a reporting date deferred until sometime in Phase B (to include user satisfaction and analysis of pending legislative results); and (4) an updated summary of services of the IEDs throughout the State of Oregon.

Phase B (July 1977 through February 1978). Evaluation of (1) ISAC services - to include arts education, career education, environmental education, instructional computing, math lab, measurement and research, and science-planetarium; (2) incorporate 1977 legislative actions in evaluating Special Education, with emphasis on services recommended by the constituency as well as user satisfaction of existing services.

7. IED Evaluation  
Committee Report

7. (continued)

Phase C (March through June 1978). Evaluation of (1) areas of the OTIS administrative services package other than student services; (2) instructional services under OTIS - including computer-related instruction, career information (vocational counseling), and automated library system; (3) Query capacity under OTIS; and (4) cooperative purchasing under the Business and Administration department.

Maximum costs of the three phases proposed are \$7,230, \$5,820, and \$4,650.

The contract stipulates that the Field Training and Service Bureau will develop the evaluation instruments, conduct the surveys and interviews, analyze the evaluation data, report progress to the Evaluation Committee, and at the conclusion of the study, provide 40 printed copies of the study. In the event the actual cost of a phase is less than the quoted figure, the lower figure will prevail but in no case will charges exceed the maximums quoted.

While Phase A cost is within the budgeted amount, Phases B and C exceed budgeted funds by approximately \$2,400. The Evaluation Committee recommended evaluation of the programs as outlined; however, it asked IED Board direction regarding alternatives if the amount budgeted could not be altered.

By general consensus, the Board agreed to proceed on the evaluation program as outlined.

MOTION

Director Williams moved to enter into a contract with the Field Training and Service Bureau to conduct the IED program evaluation as outlined.

Director Billings seconded and the motion carried unanimously.

Mr. Klappenbach concluded by stating that the committee is enthusiastic and has expressed the hope that the two-year study will prove useful in guiding present and future IED services and programs. Progress reports will be made to the Board throughout the study.

8. Approval of  
Education Agreement  
with Bureau of Land  
Management

8. The Superintendent presented a proposed agreement between the IED and the Bureau of Land Management for use of the McGowan Creek site for environmental education. He stated the attorney has indicated the agreement is adequate and approval of the agreement is recommended. The agreement would be continuing for an indefinite period of time unless cancelled by either party.

RESOLUTION

Director Williams moved the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED approve the Education Agreement wherein the U. S. Department of the

8. Approval of  
Education Agreement  
with Bureau of Land  
Management

9. Approval of Grant  
Application to Career  
and Vocational Educa-  
tion Section, SDE

RESOLUTION

10. Proposed Board  
Policy Revision  
(postponed)

MOTION

11. Proposed re-submission  
of Title IV C grant appli-  
cation (Math Project)

8. (continued)

Interior, Bureau of Land Management, Eugene District, and the Lane Intermediate Education District agree to terms governing the temporary use of United States land administered by BLM in Sec. 19, T. 16 S, R. 2W, Will. Mer., for educational purposes.

Director Billings seconded and the motion carried unanimously.

9. Mary Simpson presented a project application which is proposed to the State Department of Education. The project goal is to develop, field test, revise, and disseminate a guide for utilizing parent and community resources in the elementary school to enhance career awareness activities in rural, urban, and suburban settings. Following final revision of the guide, it will be made available statewide.

The grant application requests \$2,500 state funding and entails \$2,348 IED in-kind commitment (Mary Simpson, coordinator, and the secretarial and graphic design services). Time line of the project is January 1977 to July 1977. The Superintendent stated the grant funding is assured and recommended Board approval of the project.

Director Billings moved the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED approve the grant application to Career and Vocational Education Section, State Department of Education, for development of the proposed guide.

Director Armstrong seconded and the motion carried unanimously.

10. Director Billings moved to postpone considerations of the policies revision to the next agenda.

Director Wooten seconded and the motion carried unanimously.

Dr. Oscar Schaaf presented a proposal for re-application for a project in mathematics problem solving under ESEA Title IV C. The first application was not approved because guidelines not been properly followed. In addition, it contained four areas of problem solving and would have been difficult to administer and complete. The new application pinpoints and provides 10 problem solving kits for grades 4 - 9.

Basic guidelines for the problem solving materials will come from materials developed at the University of Oregon Mathematics Resource Center. The Mathematics Resource Center materials were developed under a National Science Foundation grant and are not available to schools elsewhere.

Dr. Schaaf concluded that the project is pinpointed to one area of problem solving and it is hoped in two years to have the materials available for all schools statewide. The project must be submitted by February 14 and Board action will be taken at the February 8 meeting.

- |                                     |   |
|-------------------------------------|---|
| 12. LCSBA Dinner Meeting            | 12. The Board was reminded of the Lane County School Boards Association dinner meeting to be held Thursday, January 27, 6:30 p.m. at the Oaklea Middle School, Junction City. Dr. T. K. Olson, executive director of the Education Coordinating Commission, will be the guest speaker.  |
| 13. Additional TMR Budget Placement | 13. The Superintendent asked Board consideration of where to appropriately place the additional \$38,700 requested by the Lane IED Advisory Council for Handicapped Children and subsequently approved by the Budget Committee. While the Budget Committee's action places the amount within the administrative budget, the IED Board could direct otherwise. The total \$536,000 TMR budget is covered with funding from four sources - (a) the resolution based on the per-pupil cost (\$1555.90) of general education in the county; (b) Mental Health Division funding of \$1292.91/student; (c) Basic School Support Fund flat grant amounts from the resident districts; and (4) a segment covered by the IED administrative budget. The \$38,700 amounts to approximately \$309.60/student and would make administrative budget funding approximate \$92,269.<br><br>After extended discussion, consensus favored covering the added cost in the administrative budget. The Superintendent was requested to poll affected districts to determine their willingness to cover the added cost contractually, however. |
| 14. Future Agenda Items             | 14. The following future agenda items were presented:<br><br>(a) Legislative items having an effect on IEDs.<br><br>(b) Consideration of the feasibility of contracting for 3 to 5-year periods with auditing firms, insurance agencies, legal counsel, and other agencies providing like services, with the idea of distributing the business with other local firms rather than staying with one firm forever, once started.<br><br>(c) Executive session at the February 8 meeting to discuss negotiations.<br><br>(d) A review by Gene Farthing and/or Mary Simmons of the TMR evaluation document of 1975-76 to inform the IED Board regarding recommendations which have been implemented.<br><br>(e) Five to 10-minute progress reports regarding what is happening in the various programs.   |
| 15. Executive Session               | 15. Chairman Peniston declared a five-minute recess and called the Board into executive session under provisions of ORS 192.660 (1) (b) to discuss personnel matters.   |
| 16. Regular Meeting Reconvened      | 16. Chairman Peniston called the regular meeting back into session.   |

16 Regular Meeting  
Reconvened  
MOTION

16. (continued)

It was moved by Director Benjamin that the Chairman issue a statement to IED staff members regarding Superintendent Wm. C. Jones' impending retirement.

Director Armstrong seconded and the motion carried unanimously.


Director Armstrong requested that the next Board agenda include a discussion of the period following Superintendent Jones' return to duty and until his retirement.

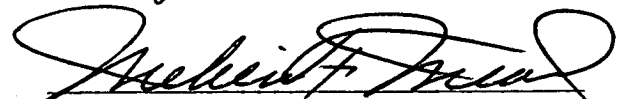
17. Next Meeting

17. The next regular meeting of the IED Board will be held Tuesday, February 8, 1977 at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

MOTION

The meeting adjourned upon the motion of Director Billings and the second of Director Huff. The motion carried unanimously.

  
Hugh Periston, Chairman

  
Melvin F. Mead, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, January 18, 1977

Minutes in brief

1. Attendance

1. An executive session of the Lane IED Board was called to order at 9:30 p.m. under provisions of ORS 192.660 (1) (b) to discuss personnel matters. Those present were Chairman Hugh Peniston, Jack Billings, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, Acting Superintendent Melvin Mead, and Superintendent William Jones. Also present were David Butler of the IED staff; Guy Dittorice of Radio Station KASH; and Don Mack of the Eugene Register Guard.

2. Meeting Reconvened

2. Chairman Peniston called the meeting into regular session at the conclusion of the executive session. No action was taken.

3. Next Meeting


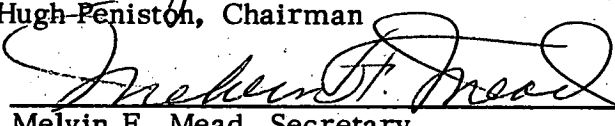
3. The next regular meeting of the IED Board will be held Tuesday, January 25 at 7:30 p.m. in the IED Board Room, 1200 Highway 99 N, Eugene.

MOTION

Director Benjamin moved to adjourn.

Director Billings seconded and the motion carried unanimously.

The meeting adjourned.

  
\_\_\_\_\_  
Hugh Peniston, Chairman  
  
\_\_\_\_\_  
Melvin F. Mead, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, January 11, 1977

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was called to order at 5:00 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Jeanne Armstrong, Nile Williams, and Acting Superintendent Melvin Mead. Also present were Advisory Council for Handicapped Children members Sue Lewis, Jim Howard, Adrienne DeFrank, Wanda Randall, Nancy Hall, and Linda Peetz; Willson Maynard, Gene Farthing, Evelyn McKenzie, Mary Simmons, and David Butler of the IED staff; Guy Dittorice of Radio Station KASH; and Nancy Lashnits of the Eugene Register-Guard.

2. Minutes Approved

2. Director Armstrong moved that the minutes of December 14 be approved.

Director Williams seconded and the motion carried unanimously.

3. Correspondence

3. The Superintendent presented correspondence from:
  - a. William F. Frye, Attorney, regarding status of Superintendent William Jones' leave;
  - b. Elisabeth Waechter, Director of Pearl Buck Center, regarding her response to the Lane IED Evaluation Report of May, 1976;
  - c. Hugh Peniston (to Wm. Jones) regarding correspondence item "a" and subsequent report to the Board.

4. Lane IED Advisory  
Council for Handicapped  
Children Forum Report

4. Sue Lewis, Parent member of the Lane IED Advisory Council for Handicapped Children, presented the Council's report on the Forum to discuss the Lane County TMR Program held November 16 (the full report is filed with the official minutes).

Purpose of the forum was to invite interested groups to express their views concerning their present level of commitment to the existing public school/center program and at the same time identify and refine a program, not only adequate, but of excellence and quality.

Addressing the November 16th forum were representatives of school principals; parents of children in public school, Pearl Buck Center, and Clinical Services at the University; Margaret Nichols (representing 4J); Mel Mead (representing Lane County superintendents); and the Lane County TMR Educators committee.

4. Lane IED Advisory  
Council for Handicapped  
Children Forum Report

4. (continued)

On December 7th, the president of the Central Lane League of Women Voters, and Dr. Wooten, Coordinator of Adaptive P.E. at the University of Oregon, expressed their views at an open meeting.

Sue Lewis stated that a careful study of all reports indicated to the Advisory Council there is continued support for the maintenance of a combined public school/center program. Also indicated in the reports is the need for additional support personnel and classroom aide time, expanded transportation services and development of a summer school program.

Sue Lewis concluded her report urging the IED Board to further assist the Advisory Council for Handicapped Children in pioneering a program for trainable mentally retarded children which has every potential of becoming "a paragon of special education in this state and beyond."

Director Armstrong further emphasized the report, stating that the Advisory Council is concerned with not only seeking adequacy in a program but providing one of excellence and quality. She reminded the IED Board of its charge to the original study committee, which was to seek a way of providing a model program on a state-wide basis, and commended the Advisory Council for following through on that charge.

5. Budget Recommendations  
from Advisory Council for  
Handicapped Children

5. Jim Howard presented the 1977-78 Budget recommendations from the Lane IED Advisory Council for Handicapped Children (copy of complete presentation on file with the official minutes) as follows:

- a. All six-hour aides in the TMR Program be increased in hours worked to eight hours. This will cost \$20,000. In addition, allocate \$6,000 for two half-time aides to work with profoundly and severely retarded youngsters. Total cost for the two-part proposal is \$26,000.
- b. One support personnel position be added for 1977-78 to keep pace with the current proportion of support personnel to numbers of TMR students. This will cost \$12,700.

The two recommendations, totaling \$38,700, is considered by the Council to be a minimum proposal.

Mr. Howard concluded the report stating that the Advisory Council had wanted many items, like teacher aide inservice and extended school years (summer school), included in the budget recommendations but realizing budget problems existing in school districts had pared the request to those recommended above.

5. Budget Recommendations  
from Advisory Council for  
Handicapped Children

5. (continued)

Discussion of the budget recommendations centered on:

- (1) Why additional teacher aide time received a higher priority than summer school. It was noted that summer school, while high on many priorities, would cost a great deal more, and in every instance priority for additional aide time was #1, #2, or #3. The aides are involved in teaching educational concepts in many instances and need to be involved in selecting as well as handling materials. They work individually with the children in both regular and emergency situations and it is believed the additional time will better prepare them to maintain the program at the present level. It is hoped to add summer school in future budget considerations.
- (2) How the additional \$38,700 requested for the TMR program (if approved by the budget committee) would be obtained--through the IED budget (resolution and/or administrative) or through additional assessment against the individual districts, noting the philosophical aspects of equalizing the costs county-wide and the political overtones of what could happen to the entire program by placing an added assessment in addition to the present resolution.
- (3) Commitment to provide a model program on "patchwork" methods of financing. Director Armstrong noted that the IED Board had pledged support personnel for the TMR public school classroom and, additionally, in view of funding concerns, the Advisory Council is discussing involvement in a state-wide lobbying effort to obtain better financing through legislation.

Discussion concluded with Chairman Peniston commending the Advisory Council on their splendid work, noting the issue today is how to best serve the children and has been removed from the controversial overtones of a year ago.

It was suggested a spokesman for the Advisory Council attend the budget committee meeting when the proposal is presented (probably Tuesday, January 18).

6. Meeting Recessed

6. Chairman Peniston declared the regular meeting recessed (6:15 p.m.), stating it would reconvene immediately following the Budget Committee meeting to consider the remainder of the agenda.

7. Meeting Reconvened

7. Chairman Peniston reconvened the regular IED Board meeting at 9:30 p.m. following the Budget Committee meeting.

8. Status of Truancy Cases

9. NSBA Convention  
March 26-29

10. Executive Session

11. Meeting Reconvened  
(Exec. Session Called)  
MOTION

12. Meeting Adjourned  
MOTION

13. Next Meeting

8. Willson Maynard informed the Board of two truancy cases which have been investigated and which may be prosecuted by the district attorney's office.

9. Members of the Board were polled regarding attendance at the National School Boards Association convention, Houston, Texas, March 26-29, 1977, in order that reservations could be made with the Oregon delegation.

10. Chairman Peniston recessed the regular session and called the Board into executive session under provisions of ORS 192.660 (1) (b) to discuss personnel matters.

11. Chairman Peniston called the meeting back into regular session. Director Benjamin moved that the Board meet in executive session under provisions of ORS 192.660 (1) (b) to discuss personnel following the next Budget Committee meeting, January 18, and that the chairman write a letter to Dr. William C. Jones requesting him to attend.

Director Armstrong seconded and the motion carried unanimously.


12. Director Billings moved to adjourn.

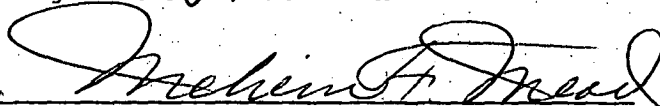
Director Benjamin seconded and the motion carried unanimously.

13. The next meeting of the IED Board will be an executive session immediately following the Budget Committee meeting, January 18, 1977 and will be held in the IED Board Room, 1200 Highway 99 N, Eugene.

The next regular meeting of the IED Board will be held Tuesday, January 25 (time to be determined later) in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
\_\_\_\_\_  
Hugh Peniston, Chairman

  
\_\_\_\_\_  
Melvin F. Mead, Secretary

LANE IED BUDGET COMMITTEE MEETING  
Tuesday, January 11, 1977

Minutes in brief

1. Attendance

1. The IED Budget Committee met on Tuesday, January 11, 1977 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Nile Williams, Cynthia Wooten and Acting Superintendent Melvin Mead; Budget Committee Chairman Al Dotson, Mary Ellen Ehinger, Sam Frear, Ellene McWhorter, and Lois Prinzing; and District Representative Dee Anderson. Also present were Willson Maynard, Gene Farthing, David Butler, Wanda Vinson, Ben Jones, Ron Munkres, Jim Swanson, and Evelyn McKenzie of the IED; Guy Dittorice of Radio Station KASH; and Nancy Lashnits of the Eugene Register-Guard.

2. Minutes  
MOTION

2. Director Armstrong moved that the minutes of December 14 be approved.

Director McWhorter seconded and the motion carried unanimously.

3. Budget Message  
Presentation

3. The Superintendent presented the budget message (pages i and ii of the budget document), stating that the fiscal policy remains the same as in the past and there have been no "salient" changes in appropriation and revenue items from the previous year. Now into the second year under procedures of the U. S. Office of Education's "Budgeting and Accounting Handbook II Revised", the budget to be presented provides more practical costing and cost-effectiveness evaluation of particular programs than was previously available. There are no new programs proposed and very little enhancement of existing programs - it is a "hold-the-line" budget proposal.

4. Budget  
Presentation

4. The Superintendent referred to the Budget Information manual accompanying the Budget Document and presented examples of how account numbers identify the object, function, and activity by divisions and programs for which a purchase will be made. The manual (color-coded the same as the Budget Document) provides further explanation of programs by account number and page number.

Further explanation of the Budget Document noted that locations of the liability insurance and postage accounts in the current budget have been transferred throughout the document to provide (1) decentralization of the liability insurance from only one account to more appropriate areas of responsibility and (2) to centralize postage expense into one account in each division rather than through the various programs. In some instances there has been a reallocation to more appropriate function and object numbers.

4. Budget  
Presentation

4. (continued)

Items referred to in the budget document were:

Resources - General Fund

1910 - Rentals (OTIS, Career Ed.) - This is reduced because it was overbudgeted in the current year.

3123 - EMR Program (State handicapped children's program) - This is reduced sharply as a result of attorney general's opinion that, while apparently there was insufficient money to fund the program for the biennium, the State must provide full funding the first year, leaving about 8% funding for the next.

Remaining resources are quite comparable to the present budget.

Requirement - General Fund - Business and Administration

10 - Board of Education

10-2310-651 (Board of Education Services) Liability Insurance-- The increase reflects shifting of a portion to this area of responsibility from 14-2542-651, 10-2314-310 Election Services - This will allow funds to cover the 1978 equalization levy (if approved on resolution) and director election expenses if the proposed change in law is legislated placing IEDs under regular school district election regulations (yearly) rather than the special district category (biennial).

It was noted that funds for the April 1977 director election were mistakenly eliminated from the current budget; therefore, the expense will have to be paid from the contingency fund.

2317-318 (Audit Services ) Board of Ed. Services - The present budget is not adequate. The increase is considered minimal to provide the services required by law.

2323-318 (Staff Relations & Negot. Services) - The retainer fee for the negotiator's services has increased; thus an increase of \$1,000 is reflected here.

2323-640 Dues and Fees - This provides for continued participation in the Central Lane Project (transferred from another area of the budget).

2623-310 and 315 Evaluation Services) - This provides for the program evaluation. The shift from 310 to 315 reflects a more appropriate object classification (dollar amount the same).

11 - Office of the Superintendent

2321 (Office of the Supt. Services) - Differences reflected are:

4. Budget  
Presentation

4. (continued)

2321-112 Salaries, noncertificated--A portion was transferred to another area (2630-112)

2321-132 Salaries, overtime--This fund is new and will provide payment for overtime for recording minutes, etc.

2321-353 Postage--Transferred to 2510.

2321-640 Dues and Fees--The increase will provide for membership in the new national organization for Regional Educational Service Centers (if it "gets off the ground" and the Board elects to belong to the group).

2630 Information Services - This is a new function and object classification. It represents a transfer of the school-community relations specialist salary from the preceding 2321 and, in addition, funds for 3/4s of a secretarial salary.

Also funded (#390) is \$1,500 for fair booth expenses for the Lane County Fair (transfer from another area).

12 - Business Support Services

2510-112 and 122 Salaries, noncertificated and temporary - The increase will alleviate present understaffing by adding 1 1/2 secretarial and clerical positions plus temporary help for substituting, etc.

2510-541 Equipment Purchase - The increase (\$1335), with credit for lease payments, provides for purchase of the dictating equipment for the word processing system.  
(#651 Insurance again shows the shifting of insurance accounts. Total of the insurance accounts throughout the budget will be in excess of \$20,000. Costs for insurance are escalating rapidly.

2532 - Land Acquisition and Development - The \$22,500 under #530 is necessary to cover the projected improvement program for Highway 99 N. The IED has 700' frontage on 99N and will be assessed approximately the amount budgeted.

2535--Total Building Acquisition, Construction--Payments on the building are now complete, resulting in the reduction to a minimal maintenance program.

2536 - Furnishing (#541) The \$8,300 increase will provide, among other things, shelving and pallet racks for better utilization of warehouse space.

2545 - Vehicle Purchase, Service, Maintenance (#411) - This shows a centralization of motor pool expenses into one part of the budget. A study is being made to determine whether to continue the motor pool in the future and the Board will need to consider this matter at some point in the future. However, in any event, it is necessary to replace one vehicle (#552).

4. Budget  
Presentation

4. (continued)

2690 - Other Support Services - Telephone (#351) - The \$9,500 increase reflects increased costs for telephone service. WATS lines services does not seem feasible at this time because of the ratio between in-state and out-of-state long distance calls.

13 - Fiscal

2520 - Fiscal Services (#112, 113, 114) - Salaries in #113 and #114 have been shifted to #112. 1/4 of one secretarial salary has been added; this would involve a shared position.

5000 - Debt Services (#610) - The decrease (\$17,000) reflects payment of the building loan and elimination of that interest payment.

14 - Building - Grounds - Equipment

2542-120 Salaries, temporary - This provides for substitute custodial help. Slight increases reflect anticipated increases in electricity, fuel, water - sewage services (#325, 326 and 327).

2544 - Care and Upkeep of Equipment (#322) - The maintenance contracts for air conditioning and other equipment are presently underbudgeted. The increased proposal (add'l \$3,800) provides a more realistic budget.

15 - Data Processing - no change.

The overall total of the Business and Administration portion of the General Fund is approximately \$40,000 less than the current budget.

Requirements - General Fund - Instructional Services and Curriculum

80 - ISAC Administration - The significant increase in #312 Instructional Program Improvement Services would provide inservice activities for curriculum areas not covered by an IED staff specialist--i.e., social studies, physical education, etc. Curriculum coordinators throughout the County have asked the IED to be involved in this inservice activity.

2211-341 Travel in District - Major portion transferred to another account.

2211-353 Postage - Again, reflects transfer to one account in each division.

2213 - Instructional Staff Training Services (#'s 312 and 390) This program improvement item provides inservice activities for ISAC staff members.

81 - Art Education - There is basically no change.

4. Budget  
Presentation

4. (continued)

82 - Career Education - While there are a few additional function accounts, there is only a slight change overall.

83 - Environmental Education - The total for #2212 and #2213 are slightly under the present budget for this program.

84 - Instructional Computing - #2212-324 Rental - This account shows the only appreciable increase for the instructional computing program and provides rental for a terminal for the program (\$1,578).

85 - Mathematics - Again, essentially the same (\$1,976 increase).

86 - Measurement and Research - The budget is approximately the same as the current year - one exception being the rental (#2622-324) of Scantron equipment interface unit. Many schools in the county have Scantron equipment and would utilize this equipment for added flexibility and capability.


87 - Physical Therapist - Here again, object numbers have been shifted to a more appropriate area (#'s 112 and 200 to #319). This resolution program, operated in cooperation with the Crippled Children's Division of the Health Services Center at the University of Oregon, provides a physical therapist to work with physically handicapped children throughout the county who are not presently receiving adequate assistance. The amount budgeted remains the same and will be provided if approved on resolution.

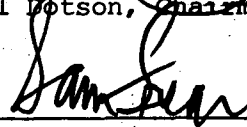
88 - Science/Planetarium - The program remains basically the same. What appears to be a large increase in #2229-541 Initial Equipment is caused by having to carry over the \$38,000 budgeted in the current year to finish paying for the basic planetarium equipment (projector, dome, etc.). The building will not be completed until spring of 1978; therefore, payment on that equipment will not be made until it is delivered and properly installed. The remaining amount budgeted will provide for purchase of the portable projector now being used in schools throughout the county and for auxiliary equipment for the large planetarium.

5. Next Meeting

5. The next meeting of the Budget Committee will be held on Tuesday, January 18, 1977 at 7:30 p.m. in the IED Board Room, 1200 High 99 North, Eugene.

The meeting adjourned.

  
Al Dotson, Chairman

  
Sam Frear, Secretary

LANE IED BOARD OF EDUCATION MEETING BUDGET COMMITTEE  
Tuesday, December 14, 1976

Minutes in brief

1. Attendance

1. The Budget Committee organizational meeting was held in conjunction with the presentation of the IED educational services plan for 1977-78 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Nile Williams; Budget Committee members Al Dotson, Lois Prinzing, Sam Frear, Bernetta Harry, and Acting Superintendent Melvin Mead. Also present were Don Kimball, Assistant Superintendent of Springfield District 19; C. R. Thomson, Superintendent of Fern Ridge District 28J; Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, David Butler, Marilyn Olson, Kim Kimerling, Kermit Horn, and Jim Maxwell of the IED office; and Guy Dittorice of Radio Station KASH.

2. Welcome

2. Chairman Peniston welcomed and introduced Budget Committee members and briefly outlined the Budget Committee's role and function.

3. IED Educational  
Services for 1977-78  
Presentation

3. Superintendent Mead prefaced his presentation of the proposed IED services program for 1977-78 by stating that no new or expanded programs are being considered. Therefore, the presentation centered on the present programs and the operating budget necessary to support those programs. Color slides depicted the Instructional Services and Curriculum (ISAC) program for Trainable Mentally Retarded (TMR), physically handicapped, environmental education, mathematics, reading, career education, speech therapy, astronomy and science; OTIS services for administrative, fiscal, and student programs; Instructional Media Center services for teachers and classrooms, courier service, etc.; and Business and Administration services in cooperative purchasing, certification, truancy, etc. Graphs for each general area outlined the projected costs to provide a "hold the line" program. (A transcript of the presentation is on file with the official minutes.)

Questions following the presentation pointed out that the OTIS budget is primarily a "revolving" fund with approximately 30% being provided on resolution through the IED administrative budget for services for the 16 local school districts in Lane County; the remaining 70% coming from those districts outside Lane County utilizing the services and from special services charges. Cost for OTIS services are projected for \$8.75/per student for the basic administrative services package and \$3.25/hour for instructional services.

A concern regarding the math lab program was expressed. Superintendent Mead stated that, while the math lab will not be on resolution, a limited program through the IED administrative budget will provide a

3. IED Educational  
Services for 1977-78  
Presentation

3. (continued)  
limited program (half-time director and a specialist) to those schools still entitled to receive assistance. Help will be available also in text-book selection and in metric leadership.

4. Budget Committee  
Organization Meeting

4. Chairman Peniston called the Budget Committee organization meeting to order for the purpose of electing a budget committee chairman, vice chairman, and secretary; to approve the budget committee calendar; and to set the date for the next meeting. Nominations were declared in order.

Chairman  
Nomination

Director Armstrong nominated Al Dotson as chairperson of the Budget Committee.

MOTION

Director Benjamin moved that the nominations be closed and the secretary be instructed to cast an elective ballot for Al Dotson to serve as chairperson of the Budget Committee.

Director Armstrong seconded and the motion carried unanimously.

Budget Committee Chairman Al Dotson chaired the remainder of the Budget Committee organization meeting, first declaring the nomination of vice chairman in order.

Vice chairman  
Nomination

Director Benjamin nominated Lois Prinzing as vice chairperson of the Budget Committee.

MOTION

Director Armstrong moved that the nominations be closed and the secretary be instructed to cast an elective ballot for Lois Prinzing to serve as vice chairperson of the Budget Committee.

Director Benjamin seconded and the motion carried unanimously.

Secretary  
Nomination

Director Benjamin nominated Sam Frear to serve as secretary to the Budget Committee.

MOTION

Director Armstrong moved that nominations be closed and the secretary be instructed to cast an elective ballot for Sam Frear to serve as secretary of the Budget Committee.

Director Benjamin seconded and the motion carried unanimously.

Budget Committee  
Calendar  
MOTION

Director Williams moved to adopt the Budget Committee calendar as presented.

Director Prinzing seconded and the motion carried unanimously.

5. Next Meeting

5. The next meeting of the Budget Committee will be held on January 11 for the presentation of the budget message and to receive the budget document. The meeting will be held at the IED Board Room, 1200 Hwy. 99 North, Eugene, at 7:30 p.m.

Following an expression of appreciation to those attending for their willingness to serve on the budget committee, the meeting adjourned.

  
Al Dotson, Chairman

  
Sam Frear, Secretary

10. IED Levy and  
Election Legislation

10. The IED Board went on record opposing the proposed bill (LC 265) limiting the amount that the tax levy of an IED for operating expenses can increase over such levy for the prior year to 6%, unless approved by the voters at a levy election. The provisions, as drafted, would affect the IED administrative budget and resolution services as well. A paper with supporting evidence outlining the rationale for opposing it will be circulated to the IED Board and then submitted to Chris Dudley, legislative and field consultant for the Oregon School Boards Association.

The IED Board also went on record opposing recently initiated legislation whereby all IED Board positions expire June of 1977 with subsequent biennial elections being conducted, stating it could be chaotic. A paper outlining the rationale will be forwarded to the OSBA office.

11. Future Agenda Items

TMR Advisory  
Council Recommendations

11. The following items were submitted for future agenda considerations

- a. The report and recommendations of the TMR Advisory Council will be presented at the January 11 meeting (prior to the Budget presentation).
- b. A working draft of the policies and rules and regulations will be ready for Board consideration in the near future.

Policies; Rules  
and Regulations

12. Next Meeting

12. The next (dinner) meeting of the Lane IED Board will be held on Tuesday, January 11 to hear the TMR Advisory Council recommendations (Place to be determined.)

The Budget Committee will meet for presentation of the budget message and document on Tuesday, January 11, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

13. Meeting Reconvened

13. At the request of Director Williams, Chairman Peniston reconvened the Board, with all members previously present except Billings.

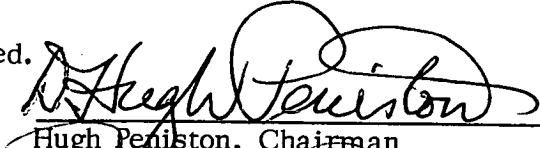
MOTION

Director Benjamin moved to reconsider earlier action (item #6) regarding the Superintendent's salary during the period of the leave of absence and that it be placed on the agenda of the next Board meeting.

Director Huff seconded and the motion carried unanimously.

Further information regarding the status of the leave was requested, with the specific issue of statutory requirements regarding sick leave to be clarified.

The meeting was again adjourned.

  
Hugh Peniston, Chairman

  
Melvin F. Mead, Secretary

8. OTIS Advisory  
Committee Report  
(Charges for '1977-78)

OTIS Purchases  
MOTION

8. (continued)

Director Billings seconded and the motion carried unanimously.

Director Huff moved to authorize purchase in the 1977-78 budget year of instructional services hardware upgrade for the OTIS-owned Hewlett-Packard computers of:

New hardware upgrade	\$48,000
Additional disk storage	25,000

Director Williams seconded and the motion carried unanimously.

Bob Dusenberry reported that the Advisory Board has deferred, for further clarification and study, the decision to purchase an IBM 370/148 computer. Originally scheduled over a four-year period starting July, 1977, a tentative installation date of July, 1978 has been established.

9. School Finance  
Forum

9. David Butler presented a plan for a proposed school finance forum which would focus on school finance imperatives and alternatives. The forum was suggested by Jonathon Bates, a Eugene stock broker who is very concerned over school finance problems and the need to reach, hear, and respond to voters prior to the January 11 election. Mr. Bates has asked if the Lane IED would be interested in co-sponsoring the one-day forum on either January 4 or 6. Main thrust of the program would come from five school finance experts chosen from federal, state, university, and county levels. These experts would fly to Cottage Grove for an 8:00 a.m. to 10:00 a.m. meeting to talk and listen to South Lane constituents. Following that meeting, the team would fly to Jackson County for a 1:00 to 3:00 p.m. meeting; and from there to Union County for the final 6:00 to 8:00 p.m. session. In each instance a local moderator would provide the follow-up format for continuing the meeting after departure of panel members. Support of the program was proposed, as well as names of prominent legislators and educators to involve on the team. It was noted there should be a balance, if possible, of the two political parties. Another concern is that it not be a Lane IED project but a multiple-sponsored forum with assistance from the Jackson County and Union County IEDs and from other organizations. (People will need to be involved in solving their own district problems and not led to think the IEDs are going to solve them for them.)

MOTION

Director Huff moved that the Lane IED Board co-sponsor the school finance forum, supporting it both financially (estimated at \$750 total cost) and in principle.

Director Billings seconded and the motion carried unanimously.

The Superintendent was asked to recommend a source of funding for the project at the next Board meeting.

4. Business Affairs

4. (continued)

Invoice Registers of accounts payable for October, 1976 were presented as follows:

IED	\$131,691.13
OTIS	46,401.88

5. Budget Committee  
Appointment - MOTION

5. Director Armstrong moved that Bernetta Harry, Mapleton Board member, be appointed to the Budget Committee from Zone I to complete the unexpired term of Vernon VanCurler (to 1977).

Director Benjamin seconded and the motion carried unanimously.

6. Superintendent's  
Salary Established

6. A statement discussed in executive session on December 7 establishing the Superintendent's salary during his leave of absence was presented for Board action (copy filed with official minutes).

MOTION

Director Benjamin moved that the Superintendent's salary be set according to the proposed document.

Director Huff seconded and the motion carried with Directors Peniston, Armstrong, Billings, Huff, and Benjamin voting "yes" and Director Williams voting "no." (The motion was later reconsidered.)

7. Lane IED Advisory  
Council for Handicapped  
Children Guideline  
Revision

7. Director Armstrong stated she had informed the Lane IED Advisory Council for Handicapped Children that the Lane IED Board, upon her recommendation, had deleted the Council's proposed revised guidelines statement that "a representative of the IED Board shall serve as either chairman or vice-chairman of the Council." The Council expressed a need for continued IED Board leadership and opposed the deletion. A compromise amendment of the guidelines was proposed by the Council to read, "the IED Board member appointee shall serve on the executive committee of the Advisory Council for Handicapped Children."

MOTION

Director Benjamin moved that the amendment to the guidelines of the Advisory Council for Handicapped Children be approved as presented.

Director Billings seconded and the motion carried unanimously.

8. OTIS Advisory  
Committee Report  
OTIS Service  
Charges '77-'78  
MOTION

8. Bob Dusenberry presented the report and recommendations of the OTIS Advisory Committee (copy filed with official minutes). Action was taken on the following:

Director Armstrong moved that charges for OTIS services for 1977-78 remain the same as the current year:

Administrative services	- \$8.75 per student enrolled
Instructional services	- 3.25 per terminal hour of connection

(Teleprocessing terminal, line and connection charges to remain the same unless utility rates change.)

Lane IED Board of Education Meeting  
Tuesday, December 14, 1976

Minutes in brief

1. Attendance and  
Approval of the Minutes

1. The regular meeting of the Lane IED Board was called to order at 8:45 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Nile Williams, and Acting Superintendent Melvin Mead; also present were Willson Maynard, Gene Farthing, Bob Dusenberry, David Butler, and Evelyn McKenzie of the IED office.

Minutes Approved  
MOTION

Director Billings moved to approve the minutes of November 23, 1976.

Director Huff seconded and the motion carried unanimously.

2. Statements from Board  
IED Educational  
Services Presenta-  
tion

2. Chairman Peniston and Board members expressed appreciation for the fine presentation by Superintendent Mead of the IED Educational Services Plan for 1977-78 to the Budget Committee. (It was noted that the program resulted from the combined efforts of the administrative team.)

Congratulations  
to Staff

Congratulations were extended to Gene Farthing for receiving his doctoral degree on December 3.

Director Picture  
Completion

IED Board members were reminded to make appointments with Dickover Studio for pictures.

3. Communications

3. The Superintendent presented correspondence from:

- a. Sam Huston, Tromp & McKinley Insurance, regarding sale of his interest in the insurance company as of January 1, 1977;
- b. Thomas Rigby, OSBA, regarding simulated bargaining workshop in mid-January;
- c. Jerry Leadham, Specialist, Cooperative Work Experience, State Department of Education, expressing appreciation to Ron Munkres for his assistance at the recent Work Experience Congress; and
- d. Chris Dudley, Oregon School Boards Association, regarding legislative issues (considered under item # 10, page 4).

4. Business Affairs

4. The Superintendent presented the financial statement of October, 1976 and stated that a substantial portion of the current year's tax turnover has been received and is invested in the local government investment pool.

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, November 23, 1976

Minutes in brief

1. Attendance and  
Approval of Minutes

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, November 23, 1976 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Jeanne Armstrong, Cynthia Wooten, Joyce Benjamin (9:00 p.m.), and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, Marvin Wilkerson, David Butler, and Jim Swanson of the IED office; and Don Lutes, architect.

The following minutes correction was noted: page 1, item 2, paragraph 3--changed to "November 23 agenda."

By general consensus, the minutes of November 9, 1976 were approved as corrected.

2. Statements from  
Board

2. Appreciation for the art work from the various school districts displayed in the hall was noted.

Art Displays

3. Communications

3. The Superintendent presented correspondence from:
  - a. Don Kipp, State Department of Education, expressing appreciation for the Superintendent's participation on the Douglas IED evaluation team;
  - b. John Halgren, Bill Mitchell, and Tom Putman (to Ernie Ediger) expressing appreciation for help in making the fall conference of the Oregon Elementary School Principals Association a success;
  - c. Harold V. Webb, National School Board Association (NSBA), and Paul Salmon, American Association of School Administrators (AASA), inviting board members and administrators to six regional seminars relating to career education;
  - d. Marv Wilkerson (to district superintendents) regarding the Eugene Hearing and Speech Center - monthly report.
  - e. C. R. Thomson, Superintendent of Fern Ridge School District, regarding two concerns--administrative practices and OTIS, and
  - f. Bill Jones, thanking the Board for cards, plants, and calls during his convalescence.

4. Action Items

A. Travel and Moving  
Reimbursement Policy

4. Director Billings presented the policy subcommittee's recommendation for a policy outlining reimbursement (or non-reimbursement of travel and moving expenses for IED applicants.

4. Action Items

A. Travel and Moving  
Reimbursement Policy  
MOTION

4. (continued)

Director Armstrong moved to approve the following policy as drafted and recommended by the policy subcommittee:

"Ordinarily, applicants for positions at the Lane IED will not receive reimbursement for travel expenses. Finalists for the position of Superintendent may be reimbursed up to \$300, from a fund of \$500 set aside from the General Fund, the amount to be recommended to the Board by the Superintendent and the selection committee. The Board will direct the administration to make the reimbursement. No successful candidate for a position at the Lane IED will receive moving expenses."

Director Huff seconded and the motion carried unanimously.

B. Collating Equipment  
Bid Award

The Superintendent presented bids from Dicks Duplicating Products, General Binding Sales Corp., and Finzer Business Machines Corp. for collating equipment (filed with official minutes) and recommended awarding the bid to Finzer Business Machines Corp. as it is the only bid fully complying with the bid specifications.

MOTION

Director Armstrong moved the following resolution:

BE IT RESOLVED to approve the recommendation to award the collating equipment bid to Finzer Business Machines Corporation for the Standard Bourg A 22-P-2 collator for \$11,546.30.

Director Billings seconded and the motion carried unanimously.

5. Reports

A. Planetarium Site  
Plan

5. Don Lutes, architect for the Science Museum Planetarium, presented a report and showed drawings illustrating the site plan recently adopted by the Alton Baker Parks Commission. Mr. Lutes described the locations and settings of the three museums projected for the site-- the Science Museum/Planetarium, the Pioneer Museum, and the Museum of Natural History. He further described the basic plan of the Science Museum/Planetarium, indicated in general terms its projected planning and construction schedule, and apprised the Board of the EDA grant application currently pending which could, if funded, result in the Pioneer Museum actually going to construction sooner than the Science Museum/Planetarium. A completion date in the spring of 1978 is projected for the Science Museum/Planetarium.

B. Working Relationship  
of IED and Eugene  
Speech and Hearing  
Center

Marvin Wilkerson reported that, while he has no current problems with the speech and hearing program, he had again contacted Ned Risbrough, director of the Eugene Speech and Hearing Center, regarding any problems the Center might have encountered and there apparently are no problem areas.

5. Reports

5. (continued)

B. Working Relationship  
of IED and Eugene  
Speech and Hearing  
Center

The new system of all initial referrals being routed first to district special ed. coordinators and then to the Center has alleviated many of the problems previously encountered. There have been many contacts with Hearing and Speech Center staff members Jane McDonald and Wes Seaman (who process the referrals at the Center), and it is felt that any problems that might arise will become readily apparent.

C. Advisory Council  
for Handicapped  
Children

Director Jeanne Armstrong presented a revised set of guidelines, developed by the subcommittee of the Advisory Council for Handicapped Children to conform to the requirement of ORS 343.293, "Local advisory council on special education."

Covered in the revised guidelines are:

1. Purpose
2. Items of concern
3. Membership
4. Term of Service
5. Officers and Committees
6. Meetings
7. Relationship to the Lane IED Board

It was suggested that #5--Officers and Committees--be amended by deleting the sentence, "A representative from the IED Board shall serve as either chairman or vice-chairman."

MOTION

Director Billings moved to approve the guidelines as amended (copy filed with official minutes).

Director Benjamin seconded and the motion carried unanimously

6. Discussion Items

A. Review of fiscal  
procedures and  
guidelines

6. The Superintendent stated that the fiscal procedures and guidelines (distributed with the financial statements) represents the development of an outline for budget development and budget management with an emphasis on the role of the administrator of each program in developing and managing that program. Both processes are sequentially outlined--budgeting, requisitioning, ordering, and subsequent payment. Two inservices have been held to acquaint staff with the processes.

It was suggested and agreed that, upon completion of Board policies revisions, the "administrative rules and regulations" be revised to conform with the Board policies and include the fiscal procedures and guidelines.

6. Discussion Items

B. OSBA convention

7. Future Meetings  
Agenda Items

OTIS Advisory Board  
report and  
OTIS statement

Policies revision

8. Next Meeting

6. (continued)

Director Armstrong reported that Director Billings had been elected Director from OSBA District #4 to replace her on the IED section of the OSBA executive committee.

Director Benjamin was commended for her participation in the convention program. Chairman Peniston stated he was impressed with the fine presentations of Mr. Harry Wong and Portland news analyst, Floyd McKay. Bob Dusenberry stated he will have a written report on the OTIS Advisory Board meeting held following the OSBA meeting to present at the next IED Board meeting.

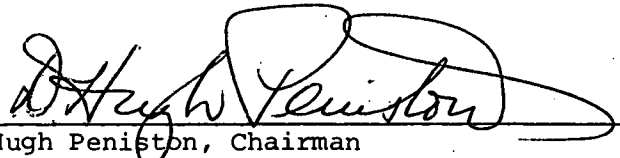
7. A recommended statement of IED and OTIS interrelationships and prerogatives, and of the role of the OTIS Advisory Board in relationship to both, will be developed by the Superintendent, the Director of OTIS, and OTIS Advisory Board chairman Ray Mullen. The statement will be presented to the Board when ready.


Policy revisions will be presented in the near future for Board consideration.

8. An executive session under provisions of ORS 1975, chapter 664 and ORS 1975, chapter 190.660(a) will be held on Tuesday, December 7, 1976 at 6:30 p.m. (place to be determined).

The budget committee organizational meeting will be held on Tuesday, December 14, 1976 at 7:30 p.m. (place to be determined). A regular meeting of the IED Board will follow the budget committee meeting.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
Melvin Mead, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, November 9, 1976

Minutes in brief

1. Attendance and  
Approval of minutes

MOTION

2. Statements  
United Way

TMR Advisory  
Council Nominee

Policies revision--  
travel and moving  
expense reimburse-  
ment

3. Communications

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, November 9, 1976 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Nile Williams, and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, David Butler, Jim Swanson, Tom Straugh, and Tom Williams of the IED office; and visitors Jean and Gregg Scholz.

Chairman Peniston noted the following correction to the minutes: page 3, item 6 B, paragraph 5--"...multi-ethics"...

Director Billings moved that the minutes of October 26, 1976 be approved as corrected.

Director Huff seconded and the motion carried unanimously.

2. The Superintendent stated that the IED, for the second straight year, has surpassed the United Way goal. He noted the goal was 50% higher than a year ago and commended David Butler and the committee for their fine work.

Director Armstrong requested addition of "5-C (Action Items)" to present a nomination to the Lane IED Advisory Council for Handicapped Children.

Director Billings requested that the November 26 agenda consider the policies revision subcommittee's recommendation (postponed from October 19) relating to the reimbursement of travel and moving expenses for IED personnel.

The revision will be presented at the next meeting.

3. The Superintendent presented correspondence from:
  - a. Gerald Newton, Superintendent of the Harrisburg Public Schools, regarding possibility of using Lane IED films;
  - b. Marv Wilkerson (to district superintendents) regarding the Eugene Hearing and Speech Center - monthly report;
  - c. Verne Duncan, State Superintendent of Public Instruction, regarding Marv Wilkerson's participation in the Plan to Read statement;
  - d. Russell Donnelly - (1) to Hugh Peniston regarding IED representative on CSMC for four-year term and (2) to Robert Wood, County Commissioner, regarding appointment of representatives from Lane County, IED, and SWOMSI; and

3. Communications

3. (continued)

- e. (Copy) Adoption of OARs 581-24-006 through 581-24-105-- Standards for Intermediate Education Districts.

Discussion of correspondence items noted:

- a. While there appears to be no problems, a report on present IED relationships with the Eugene Hearing and Speech Center was requested.
- b. IED Board recommendation to the County Commissioners of an appointee to the Cooperative Science Museum Commission was necessary.

MOTION

Director Benjamin moved that the IED Board recommend to the County Commissioners the reappointment of Paul Ehinger.

Director Armstrong seconded and the motion carried unanimously

- c. The Superintendent stated that past requests from districts bordering Lane County for IMC services have had less than favorable reaction from their home county IED and have been rejected by Lane IED.

It was suggested that the feasibility of an interchange program of unusual or specialized items between adjoining IEDs be studied (similar to inter-agency library exchange programs). The present turn-down rate on media items indicates this is not practical for the entire catalog; however, the item will be discussed on a future agenda.

4. Business Affairs  
A. Financial Report

- 4. The Superintendent presented the financial reports and invoice registers for the IED and OTIS for July through September, 1976. The reports, in a new format, show that borrowing funds prior to the tax turnover was not necessary this year. The tax turnover is now coming in and should quickly counteract the current depletion of funds.

Accounts payable for July - September, 1976 were presented as follows:

IED - 254,927.14  
OTIS - 185,042.77

Also presented was the Lane IED fiscal procedures and responsibilities paper outlining development and administration of the budget following step by step procedures. The procedure is aimed at standardizing financial practices and familiarizing the staff with the new budgeting system. Staff inservices have been held covering the procedures.

4. Business Affairs  
B. Fiscal Procedures

4. (continued)

It was recommended that the administrative guidelines be revised upon completion of the policies revision and include the fiscal procedures. Also, it was suggested that further discussion of the procedures be considered at a future board meeting.

C. Approval of MICR  
Printer Purchase

Bob Dusenberry presented the recommendation of the OTIS Advisory Board to purchase a Data Card Model 30M MICR printer for the printing of approximately 30,000 checks monthly for OTIS users. He stated it was not believed that a printer with maintenance provisions would be available and, therefore, the item has not been budgeted and would need to be taken from the contingency fund.

Bids were received from Addressograph-Multigraph Corporation and Troy Company (only Troy provided the maintenance provision in the bid specification).

MOTION

Director Benjamin moved the following resolution:

BE IT RESOLVED to approve the bid of the Troy Company for \$29,500 (plus \$236 monthly maintenance) for the purchase of the Data Card Model 30M MICR printer for fiscal and payroll checks, and to authorize transfer of funds from contingency for the transaction.

Director Armstrong seconded and the motion carried unanimously.

5. Action Items  
A. Approval of  
Amended Intergovern-  
mental Agreement

5. Director Benjamin presented the revised intergovernmental agreement (approved by the County Commissioners) for the Lane Cooperative Museum Commission, stating that the agreement is written in the same language as the original and reflects the following changes:

1. Provides for authority to establish and maintain other museum facilities in addition to the science museum facility. (The Pioneer Museum will very likely become part of the complex.)
2. Deleted the ORS numbers and left the language more general because there is other more general statutory authority for this type of intergovernmental commission.
3. Throughout, the name was changed from Cooperative Science Museum Commission to Lane Cooperative Museum Commission.
4. Provides that "Commission shall not accept gifts of scientific, natural or historic specimens on behalf of a museum without the prior consent of that museum."

5. Action Items

A. Approval of  
Amended Intergovern-  
mental Agreement

MOTION

Alton Baker Site Plan

B. Budget Calendar  
Approval

5. (continued)

5. Clarifies the establishment of rules relating to the operation of facilities administered under the authority of this agreement--leaving administrative services and admission charges referred to in the original to the appropriate agency.

Director Williams questioned item #10 granting authority to the Lane County Commissioners to terminate appointment of individual Commission members, stating that when other agencies cooperatively fund the programs, this seemed like excessive authority. It was noted that the language has not changed and all members must be recommended for nomination by the cooperating agencies prior to appointment (item #3).

One additional revision was suggested, changing #16 to "The parties agree that the COMMISSION may establish advisory committees of its own."

Director Benjamin moved the following resolution:

BE IT RESOLVED to approve the amended intergovernmental agreement of the Lane Cooperative Museum Commission as presented.

Director Armstrong seconded and the motion carried unanimously

Director Benjamin reported that after endless meetings of architects and county committees, the Alton Baker Park committee today approved the site plan for the complex at Alton Baker Park. Architects Lutes and Masarie would like to present the plan to the IED Board at a later meeting. She commended them for the outstanding job that has been accomplished.

The Superintendent presented a suggested budget calendar for 1976-77 (copy filed with official minutes).

Director Williams asked if it might be helpful to hold budget meetings in outlying districts to better inform the administrative and board members of resolution programs.

The Superintendent responded that the IED administrative team plans to meet with administrators of all districts to thoroughly explain what the resolution programs contain. This will provide district administrators an opportunity to ask questions, voice opinions, and/or ask for any additional information they wish so that when they present the IED budget resolutions to their board, they will have had ample opportunity to thoroughly understand and support it. The meeting with district administrators will be on an individual-appointment basis and will have taken place prior to December 14 so that district responses and/or concerns can be relayed to the budget committee.

5. Action Items  
B. Budget Calendar  
Approval

5. (continued)

Chairman Peniston stated that the number of budget meetings last year provided an opportunity to discuss the same questions week after week and proposed eliminating one meeting.

By general consensus, the following calendar was adopted:

December 14, 1976--Presentation of the IED services plan and budget overview for 1977-78:

- a. Orientation meeting for new budget committee members and district delegates preceding the budget committee organizational meeting.
- b. Dinner will be provided.
- c. Local district superintendents will be invited as well as budget committee and district board delegates.
- d. Organizational meeting - to elect chairman and secretary of the budget committee.

January 11, 1976--regular IED Board meeting only.

January 18, 1976--budget committee meeting: Presentation of the budget message.

January 25, 1976--budget committee meeting.

February 1, 1976--budget committee meeting - final approval (if not approved on January 25)

March 8 - budget hearing and adoption of budget by the IED Board.

Director Armstrong noted that Nancy Hall's TMR child has been transferred from the University program to a public school class. This changes the public school member balance on the TMR Advisory Council. The Council is recommending the nomination of Linda Peetz for Council membership. Mrs. Peetz' child is at the University of Oregon pre-school program and is multiply handicapped--having cerebral palsy in addition to being TMR. The council believes, in view of the restructuring of the Council, it will be well to have the parent of a child handicapped other than TMR on the Council.

Director Billings moved to approve the appointment of Linda Peetz to serve on the Lane IED Advisory Council for Handicapped Children.

Director Huff seconded and the motion carried unanimously.

C. TMR Advisory  
Council Nominee

MOTION

6. Discussion Items  
A. IED Services to  
Other Governmental  
Agencies

6. The Superintendent presented three letters outlining the legal response to questions from the IED regarding provision of services to agencies, public and private, other than Lane County school districts.

The law specifically states that IEDs get limited direction and authority through ORS 334 to serve local school districts and only such other agencies that may be contracted with to provide educational services. These services are available to other non-school governmental agencies through ORS 190 providing there is a formal intergovernmental agreement between the IED and the agency. In the past, the IED has dealt with 20 non-school agencies (primarily in the area of instructional media and joint purchasing). Of these, eight are not governmental agencies and would, therefore, be ineligible for service.

One question is whether the IED should be providing these services to nominal users without a fee as has been the practice in the past. The development of a policy statement covering such occasions was suggested, a motion made and seconded and then withdrawn following additional input regarding policing and in view of current practices. (The Superintendent stated that, in the media area, the IMC administration looks at the specific program for which a request is made and services have been extended to only those whose use includes a definite educational component.

The Superintendent will contact all prior participants regarding the IED position and will negotiate intergovernmental agreements where appropriate prior to resuming services.

B. South Lane 45J  
Status

Ways in which the IED might be of help in the South Lane 45J school closure situation were discussed. It was noted that many community projects are being implemented as stop-gap measures.

EMR-TMR

Of much concern to Chairman Peniston is what can be done for the MR program. Gene Farthing responded that there will be no services for the EMR housed at Cottage Grove. However, six of the nine TMR students will continue to be transported to Eugene but there will be no services for the three TMR housed in the rural model at South Lane. Questions of whether basic school support dollars will be generated for those attending classes in Eugene and/or Pearl Buck during the school closure period are as yet unanswered.

Director Armstrong asked what could be done to assist parents to provide a continuing program of some kind to minimize the loss of instruction. The Superintendent responded that the IED can do almost nothing in the way of providing educational services except to support

6. Discussion Items

EMR-TMR

6. (continued)

whatever they attempt to do for themselves. In such cases, the IED can comply with school district requests for materials to be used in helping the program. Other districts have indicated they cannot accommodate additional students who would, in all likelihood, be transferring back within a couple of months.

Visitor Jean Scholz stated it upset her to hear that the IED can do virtually nothing. She believed the IED's job is to promote educational opportunities within the county and it should be doing a better public relations job.

Director Benjamin responded that the IED attempts to promote public relations but is restricted through law in the way services may be provided. Services are provided through resolution approval of at least 2/3rds of the districts with over 50% of the student population; through contracts; and some specific services are provided through the administration budget.

Chairman Peniston concluded that people must become more aware of what services are available, how they should be requested, and how they can be obtained. The problem of school closure becomes more acute each year and avenues of help (without circumventing district responsibilities) must become known.

7. Reports  
A. OTIS Advisory  
Report

7. Chairman Peniston stated that he, Superintendent Mead, Bob Dusenberry, and OTIS Advisory Board Chairman Ray Mullen had met and discussed the Advisory Board request to better define the relationship of OTIS to the IED. Two definitions of OTIS are recorded: (a) In November, 1974, the OTIS Advisory Committee stated "OTIS is a consortium of school districts joining together to provide data processing services with equal rights for all full service users. The Lane IED is the legal body and has final authority and provides for user input through recommendations from the OTIS Advisory Committee." This statement was referred to the IED Board, which subsequently on December 31, 1974, approved the following statement: (2) "OTIS is a division of the Lane IED providing data processing services for a fee to school districts within Oregon. All full service users are entitled to equal services and a voice in decision making regarding the OTIS services. The Lane IED is the legal body which has final authority and provides for user input through recommendation from the OTIS Advisory Committee."

7. Reports  
A. OTIS Advisory  
Report

7. (continued)

Some of the OTIS difficulty stems from being classified a division of the IED--similar to other divisions, governed in the same way, reporting to the Board in like manner, and being administered in the same way; yet fulfilling a state-wide program. Chairman Peniston stated that Lane IED Board members who attended the OTIS advisory board meeting had noted they did not perceive OTIS being a division similar to other divisions but an organization providing data processing services, related to the IED; and that any policy must spell out where OTIS should have the authority to proceed under supervision of the Advisory Board without referral back to the IED Board and where matters require IED Board action.

Those IED Board members attending the Advisory Board meeting would like to provide a better language which will address the needs expressed. The IED Board was asked to respond to the idea of asking Bob Dusenberry and Superintendent Mead to develop a policy statement outlining an appropriate relationship of OTIS and the IED Board. The proposed statement should resolve whether OTIS is a state operation or an IED division and outline the specific areas of authority and responsibility.

Director Williams expressed concern over (1) having two "chiefs" in one house and (2) whether the Advisory Board wants to make decisions and then have them rubber stamped by the IED Board. He stated he would support any sound recommendation the Advisory Committee presented to the IED Board and did not recall that any advisory committee recommendation had ever been refused positive action.

Director Armstrong expressed confidence in the OTIS administration making administrative decisions but questioned whether the Advisory Board should advise or have decision making power.

Chairman Peniston stated that the IED Board has in the past encouraged the Advisory Committee to define data processing needs and that that Board (newly restructured) is asking the IED Board for a clear directive relating to their authority. (Had not the OTIS Advisory Committee been given a great deal more latitude than other advisory committees, considerable more time would have been spent in IED Board meetings to direct the OTIS program.) Of concern has been the authority of IED administration to direct OTIS operation. Superintendent Mead stated he could not imagine making an arbitrary decision that countered a recommendation of the Advisory Board. Another concern has been the fear of coercion or pressure from constituent school districts within the county to determine directions of OTIS as long as OTIS is a part of the Lane IED.

7. Reports

A. OTIS Advisory  
Report

B. Facilitating  
Identification

7. (continued)

General consensus of the Board was to have Bob Dusenberry and Superintendent Mead prepare a statement of policy as suggested to clarify the relationship between OTIS and the IED, and the role of the OTIS Advisory Board. The policy statement will be presented to the IED Board for further consideration.

Jim Swanson and Tom Straugh presented the final report of the Facilitating Identification of Goals project. Funding for the project was \$4,200 of contract funds and \$1,651 of local funds.

Mr. Swanson presented a handbook of workshop materials to Board members along with a sample testing exercise to follow through the presentation.

The handbook outlines a one-hour and an eight-hour workshop to enable school districts to better identify and write program goals to comply with the new Oregon Minimum Standards.

Tom Straugh presented a slide-tape show which featured art work of junior high student, Brett Acheson, and graphically depicted the hierarchy of state goals, district goals, program goals, course goals, and instructional goals.

In addition to the slide-tape presentation, Mr. Swanson demonstrated overhead transparencies which accompany the workshop material and further support the concept of goal identification to the proper level of goal statements. Cost for a complete workshop materials set will slightly exceed \$30.

The program goal workshop has been field tested at Oakridge High School. As a result, Oakridge now has a revised set of district goals and a new set of program goals for all program areas which meet the requirement of the new State Minimum Standards.

Mr. Swanson and Mr. Straugh were commended for the excellent presentation.

8. Suggested Agenda  
Items

TMR Advisory Committee  
Budget Recommendations  
January 11, 1977

8. Director Armstrong requested an opportunity to present the Advisory Council for Handicapped Children's summary report (following the November 16 meeting) prior to budget considerations.

January 11, 1977 was selected as the appropriate time to discuss the recommendations of the Council.

9. Executive Session  
Postponed to  
December 7, 1976

10. Next Meeting

9. Due to lateness of the hour, the executive session was postponed until December 7, 1976. On that date an executive session will be called under provisions of ORS 1975, chapter 664, and ORS 1975, chapter 190.660(a), to discuss the employment of staff members.

10. The next regular meeting of the Lane IED Board will be held on Tuesday, November 23, 1976 in the Lane IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
Melvin Mead, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, October 26, 1976

Minutes in brief

1. Attendance and  
Approval of Minutes

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, October 26, 1976 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Jeanne Armstrong, Leland Huff, Cynthia Wooten, and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, David Butler, Jim Swanson, and Tom Williams of the IED; and Debby Norman of the Eugene Register-Guard.

MOTION

Director Armstrong moved that the minutes of October 19, 1976 be approved as mailed.

Director Huff seconded and the motion carried unanimously.

2. Statements  
Policies Revision  
Subcommittee  
Report

2. Willson Maynard reported that the policies revision subcommittee had met, reviewed the policies revision draft, and is submitting it to the staff for further input and/or editing. The final draft will be ready for presentation to the Board within 30 days. Accompanying the final draft will be a general statement of philosophy, prepared by Director Billings, to be considered by the Board for inclusion in the policies handbook.

3. Communications

3. The Superintendent presented correspondence from:

a. Lee Brunquist, Superintendent of Junction City District 69, expressing appreciation for IED staff assistance and inviting the Board to the dedication of the Oaklea Middle School on Thursday, October 28 (Director Huff will attend as the IED representative.);

b. Stanley Wonderly, Curriculum Coordinator of Lake County IED, expressing appreciation for Marilyn Olson's assistance in planning and presenting an excellent inservice session for teachers on October 8; and

c. Teresa C. Carp (to Chairman Peniston) urging reassessment of the ruling which prohibits use of IED films at the Public Library.

Superintendent Mead stated that the suspension of services to the Library is probably temporary and is a result of the findings of IED attorney Bill Frye and the State Department of Education (in conjunction with the attorney general's office) regarding whom the IED can serve and under what circumstances. Chapter 334 of the law specifically states that IEDs may provide services to grades K-12 in the local school districts within the county. Chapter 190 states that governmental agencies may provide services to other governmental agencies through a formal intergovernmental agreement approved by the governing board of each agency. The IED will be contacting the library and others previously using IED services to see if they wish to implement an intergovernmental agreement.

3. Communications

3. (continued)

Director Wooten expressed concern that legislation be implemented whereby IEDs might be able to provide film services, etc. to public bodies and non-profit organizations.

4. Action Items

4. Superintendent Mead reported that board members from three local districts have expressed a willingness to serve on the IED budget committee.

A. Budget Committee Appointments

MOTION

Director Armstrong moved approval of the following resolution:

BE IT RESOLVED that Lois Prinzing, Springfield District board member, be appointed to the budget committee from zone 3 for a term of three years.

Director Wooten seconded and the motion carried unanimously.

MOTION

Director Huff moved approval of the following resolution:

BE IT RESOLVED that Al Dotson, Pleasant Hill District board member, be appointed to the budget committee from zone 4 for a three-year term.

Director Armstrong seconded and the motion carried unanimously.

B. OTIS Hardware Purchase (deferred)

Bob Dusenberry requested that no action be taken on the purchase of OTIS hardware (MICR printer) and that the item be placed on the agenda later after compliance with a legal technicality in the bidding process.

C. Nomination for Appointment to State Advisory Council for Handicapped Children

MOTION

Director Armstrong reported that the Lane IED Advisory Council for Handicapped Children has been informed that they may place two nominations (one parent and one non-parent) for appointment to the State Advisory Council for Handicapped Children. Director Armstrong moved the following resolution:

BE IT RESOLVED that Sue Lewis be nominated for appointment to the State Advisory Council for Handicapped Children.

Director Wooten seconded and the motion carried unanimously.

D. Appointment to Lane IED Advisory Council for Handicapped Children

MOTION

Director Armstrong reported that one additional parent appointment is needed to meet the guidelines of the Lane IED Advisory Council for Handicapped Children. It was requested that the IED Board approve selection of that parent by the executive committee of the Advisory Council so that the appointee may attend an important meeting of the council which meets prior to the time the IED Board will convene again.

Director Huff moved that the executive committee of the Lane IED Advisory Council for Handicapped Children be authorized to appoint a parent of a handicapped child to the Advisory Council as requested.

Director Wooten seconded and the motion carried unanimously

5. Discussion Items  
A. OSBA Convention Plans

5. Superintendent Mead reminded Board members of the OSBA convention to be held in Portland November 16-19. A tour of the Washington IED will be held Wednesday evening. There will be a breakfast meeting for IED Board members on Friday, November 19, as well as an IED section meeting later Friday morning.

B. OSBA Bylaws Changes

Proposed OSBA bylaws changes were presented for Board review. Action on the proposed changes will be taken at the annual business session.

6. Reports  
A. Program Evaluation

6. Superintendent Mead reported the program evaluation committee had met and would soon have a proposal to present to the Board.

B. Commissioner's Conference on Citizenship Education

Chairman Peniston reported on the Commissioner's Conference on Citizenship Education held in Kansas City in September and reported it was the most outstanding conference he had ever been privileged to attend. The conference, sponsored by the joint Council of Chief State School Officers and the U. S. Office of Education, was attended by about 500 highly qualified individuals from six sectors of American society (schools, churches, homes, government, labor, and business). Among those in Chairman Peniston's group were the president of the Danforth Foundation and a university professor who is doing research in values education.

Purpose of the conference was to discuss ways of promoting citizenship education to better prepare young people to make intelligent decisions on domestic and global problems. Mr. David Mathews, head of Health, Education and Welfare (HEW), stated this education should reflect the input of all groups in the American society in outlining and carrying out the task and not be a program instituted and imposed on schools by the federal government. The conference will be followed up with regional conferences over the next two years in which more input will take place.

One concern of the conference was that in subsequent conferences an effort be made to more equally represent the six sectors (about 50% of those attending were from the school sector). In addition, it was suggested that an additional sector--voluntary organizations (such as the League of Women Voters, environmental groups, etc.)--be involved. These groups are actively involved in citizenship education and very articulate about it.

Among the many gifted speakers were Mr. Mathews, William F. Buckley, Jr., Michael Scribbin and Jesse Jackson. Highlighting the conference activities were special activities groups which met and discussed family-related education, economic education, law-related education, multi-ethnic education, education in politics, global-perspective education, and ethics education.

Chairman Peniston, reporting on the multi-ethnic education special activity group session, stated this is a subject of long interest with him and he believes the IEDs will be playing an important role in this area in the future.

Chairman Peniston concluded that, while the meeting was most exhausting (7:15 a.m. to 10:30 p.m. with no more than 15-minute breaks), enthusiasm of the five Oregon delegates was extremely high.

6. Reports

B. Commissioner's  
Conference on  
Citizenship  
Education

C. OTIS Advisory  
Committee Report

6. (continued)

Chairman Peniston presented his copy of a Gallup organization survey of public attitudes toward public education--showing that 70% of the people in the U.S. feel the public schools should take a responsibility for education in moral values. This is a decided shift in public opinion and schools are going to be expected to do more in this area than in the past. It is quite likely that the IEDs may be asked to play an important role in developing this emphasis. (The survey is being routed to Board members for additional information.)

Prior to his report, Bob Dusenberry introduced a new OTIS staff member, Dr. Tom Williams. Dr. Williams, former assistant superintendent at Springfield and Superintendent of Crook County, will be assisting district administrators to better understand the capabilities of the OTIS system to do their administrative work.

Mr. Dusenberry stated this was the first OTIS Advisory Committee meeting he recalled in which differences of opinion weren't reconciled prior to the end of the meeting. The meeting was held primarily to discuss OTIS recommendations (requested last spring) for the potential of increasing hardware capability. While the cost of approximately \$1,500,000 would provide greater capability for the money than anticipated, it met with very negative expressions. Beaverton, the second largest district on the system, stated it could not stand any increased cost and had cut the \$50,000 from the budget originally budgeted for the remote-job-entry (RJE) program. Coos Bay indicated that any additional cost might force them to withdraw and go on their own, and Eugene 4J is still uncommitted. Calls to other user superintendents indicated similar opinions. Therefore, further action was tabled until the next meeting to be held Friday, November 19, 1:30 p.m. following the regular OSBA session. Minutes of the last Advisory meeting and agenda for the November 19 meeting will be mailed to Board and advisory committee members next week.

All OTIS users are invited to the meeting and will be asked to participate in the discussion.

Action was taken to approve purchasing a replacement MICR check printer to handle the 30,000 checks imprinted monthly. When the present equipment does not work satisfactorily, the banks have a great deal of difficulty.

A proposal to be presented by Ray Mullen, OTIS Advisory Chairman, at the next IED Board meeting is the possibility of forming a committee composed of members of the IED and OTIS Advisory Boards to discuss the political structure of OTIS--what OTIS is, how it operates, legal authority, etc. The item was tabled at the OTIS Advisory Committee meeting with the understanding that Ray Mullen will meet to discuss the item further with the IED Board.

6. Reports

C. OTIS Advisory  
Committee Report

6. (continued)

Thoughts expressed by the Board and Mr. Dusenberry included:

(1) It is good that differences of opinion are brought out in the open, discussed, and dealt with.

(2) Consideration of what happens if the OTIS Advisory Committee recommends purchase of additional OTIS hardware and then within a few years one of the larger districts withdraws, leaving OTIS with fewer users and less money to pay for the equipment already contracted through the IED. (It was noted that under the present structure, loss of any of the larger districts would leave OTIS with capability of handling everything with the present equipment.)

(3) It was noted that the potential for acquiring new users is small compared to what it was when the service was started. Many districts over the state are starting their own data processing systems or working through their IED or county unit. In many instances this is a political as well as a budgetary consideration.

Mr. Dusenberry concluded he had reluctantly made his recommendation regarding new hardware for two reasons--(1) IBM would not make a firm commitment for installation of the equipment until November 18. It does not seem wise to install equipment except during the summer months when it can be thoroughly tested. (2) District 4J is still uncommitted as to their future program with OTIS. These two factors are of vital concern.

The question will be discussed at the November 19 meeting.

7. Future Meeting  
Agenda Items

7. Future meeting agenda items include:

a. OTIS Advisory Committee report by Ray Mullen regarding the IED and OTIS Advisory Board joint committee; and

b. Final report by Jim Swanson on the "Facilitating Identification of Goals" project.

RECESS

Chairman Peniston declared a five-minute recess.

8. Executive Session

8. Chairman Peniston adjourned the regular session and called for an executive session under provisions of ORS 1975, chapter 664, and ORS 1975, chapter 190.660(a) to discuss the employment of staff members.

9. Regular Session

9. Chairman Peniston called the general meeting back into session and the following action was taken:

Salary Settlements  
Confidential staff

Director Armstrong moved to extend the 8.23% increase to confidential staff members.

Director Huff seconded and the motion carried unanimously.

9. Regular Session

Supervisory and  
Administrative

MOTION

Superintendent

MOTION

Acting Supt.

MOTION

10. Next Meeting

9. (continued)

Director Armstrong moved to extend the 8.23% increase to administrative and supervisory staff with the understanding that the process of determining such increases in the future for administrative and supervisory staff include examination of the philosophy of administrative raises and the processes including evaluation.

Director Huff seconded and the motion carried unanimously.

Director Armstrong moved to consider the superintendent's salary at a later date and until that time to discontinue the interim 9% increase effective at the end of October, 1976.

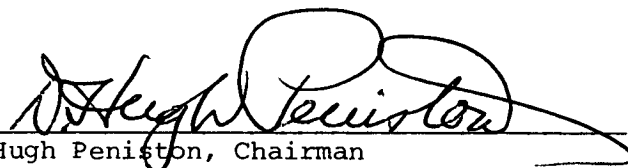
Director Huff seconded and the motion carried unanimously.


Director Armstrong moved to extend the 8.23% increase to the Acting Superintendent's salary, including the \$400 monthly adjustment for extra responsibility.

Director Huff seconded and the motion carried unanimously.

10. The next regular meeting of the Lane IED Board will be held Tuesday, November 9, at 7:30 p.m. in the Lane IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
Melvin Mead, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, October 19, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, October 19, 1976 at 8:30 p.m. with the following members present: Chairman Hugh Peniston, Jack Billings, Jeanne Armstrong, Leland Huff, and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, Betty Gibson, David Butler, and Wanda Vinson of the IED office; Guy Dittorice of radio station KASH; and Jack Gossard, negotiator.

2. Minutes Approved  
MOTION

2. Director Armstrong moved that the minutes of September 28, 1976 be approved as mailed.

Director Billings seconded and the motion carried unanimously.

3. Statements

From Directors:  
(OTIS Equipment)

Bob Dusenberry requested that the October 26 agenda include the recommendation of the OTIS Advisory Committee relative to the acquisition of additional hardware.

From Board members:  
(Policy Revisions)

Director Billings reported that the policy subcommittee has formulated a position from which to respond relative to the reimbursement of travel and moving expenses for those interviewed for IED positions and would like to have the item placed on an agenda in the near future for Board consideration.

Further discussion on the policies revision indicated:

- a. There has been a production problem due to other priorities on the word processing center;
- b. A section on the OTIS program will be included (following some recommendations from Bob Dusenberry); and
- c. A general statement of philosophy is being studied.

Superintendent Mead stated the IED philosophy is implied within the five broad goals adopted by the Board several years ago and a review of those goals would provide the basis for a general statement of philosophy. Chairman Peniston stated that the general statement of philosophy as expressed in goals would be quite relevant to the search process and would be of help in prioritizing the kind of person needed to implement those goals and purposes.

4. Communications

4. The Superintendent presented correspondence from:

- a. Governor Bob Straub on Ballot Measure 12 urging defeat of the measure;

4. Communications

4. (continued)

- b. OSBA regarding the annual business meeting and second Continuing Legal Education Seminar, November 18, 1976 (also, a notice of the Washington County IED visitation Wednesday, November 19, 1976;
- c. Oregon School Study Council, announcing the Fall Visitation at Beaverton School District on Wednesday, October 27, 1976;
- d. Dave Templeman, Teaching Research, regarding evaluation of the Title VI program at Pearl Buck Center;
- e. Ken Carver, Superintendent at Oakridge District 76, suggesting that the IED Board support legislation providing districts with a guaranteed budget of the previous year plus six percent rather than changing Senate Bill 90;
- f. Michael Palanuk, Pleasant Hill Superintendent, asking the IED to consider printing as one of the IED services to local districts; and
- g. Verne Duncan, State Superintendent of Public Instruction, regarding procedures for election of all IED Board members on April 19, 1976.

5. Action Items:

A. Approval of  
Right to Read Contract  
MOTION

5. Director Armstrong moved the following resolution:

BE IT RESOLVED that the board of directors of Lane IED approve a contract for the 1976-77 school year (October 19, 1976 - June 30, 1977) between the Lane IED and the State Department of Education. Lane IED agrees in the contract to provide for specified services received: (a) a training session for local Right to Read Directors using as the instructor a Department trained regional director; (b) monitor local Right to Read programs; (c) provide technical assistance to Right to Read schools; send regional director to monthly Department seminars; (d) maintain records of agendas, attendance, on-site visitations and trainees' progress in attaining training objectives for a contracted budget of \$28,000.

Director Billings seconded and the motion carried unanimously

B. Budget Committee  
Appointments  
POSTPONED

Several board members were suggested for appointment to the Budget committee from zones 3 and 4. The Superintendent was asked to check on their availability and willingness and/or seek other nominees and report back to the Board for formal appointment to the committee.

C. Nomination to  
OSBA Board  
NO ACTION TAKEN

Director Armstrong stated that termination of all IED Board member terms in April of 1977 make it quite awkward to nominate anyone for the OSBA Board and, therefore, no action was taken.

5. Action Items:  
(continued)

D. Approval of  
Membership of Lane  
Advisory Council  
for Handicapped  
Children

MOTION

5. (continued)

Director Billings moved approval of the voting and ex-officio members of the Lane IED Advisory Council for Handicapped Children as presented by Director Armstrong as follows:

Voting Members:

Jeanne Armstrong, Chairman  
Lane IED Board  
1619 Hayden Bridge Road  
Springfield, OR 97477  
H 746-2337  
O 747-4501

Adrienne De Frank  
Parent (Public School)  
3110 Dapple Way  
Eugene, OR 97401  
H 485-8490  
O 687-3253

Nancy Hall  
Parent (U of O)  
820 E. 43rd St.  
Eugene, OR 97405  
344-2939

Jim Howard  
Parent (Public School)  
81868 Lost Valley Lane  
Dexter, OR 97431  
937-3408

Mrs. Robert John  
Parent (Pearl Buck)  
197 W. 31st Ave.  
Eugene, OR 97405  
343-6011

Mike Johnson  
LARC  
1520 Monterey  
Eugene, OR 97401  
345-5073

Ex-officio, without vote, members for remainder of 1976-77 school year:

Barbara Bailey  
Malabon Elementary  
District 52  
998-2588

Sue Lewis  
Parent (Public Schol)  
1320 Debrick  
Eugene, OR 97401  
344-3765

Kristi Olson  
Lane County Mental Health  
901 E. 18th Ave.  
Eugene, OR 97403  
686-3585

Wanda Randall  
Vocational Rehabilitation  
1901 W. 8th  
Eugene, OR 97402  
686-7733

Herm Schwartzrock  
Principal  
Condon Elementary  
District 4J  
687-3282

Betty Lou Snyder  
Parent (Pearl Buck)  
P. O. Box 49  
Alvadore, OR 97409  
688-0722

Sue Wickizer  
Developmental Disabilities  
1815 Garden Ave.  
Eugene, OR 97403  
686-7877

Dr. Michael Dunn  
Eugene Hospital & Clinic  
1162 Willamette St.  
Eugene, OR 97401  
687-6061

5. Action Items  
(continued)

5. (continued)

Dr. Richard Littman  
3625 Glen Oak Drive  
Eugene, OR 97405  
343-7664

Marion Wilson  
860 W. 38th Ave.  
Eugene, OR 97405  
686-0369

TMR WORKING COMMITTEE: (Ex-officio, without vote)

Mary Simmons, Chairman  
Lane I.E.D.  
1200 Highway 99 North  
Eugene, OR 97402  
689-6500, Ext. 64

Cory Stout  
30 W. 23rd  
Eugene, OR 97405  
686-0061

Laurel Glassco  
1136 Barstow Ave.  
Eugene, OR 97404  
689-6068

Florence Mallery  
School District 4J  
Administration Building  
687-3350

Mike Helm  
2367 Fairmount  
Eugene, OR 97402  
345-4872

Dick Metzler  
School District #19  
Administration Building  
726-3250

Jeff Hicks  
1901 Garden Ave.  
Eugene, OR 97403  
687-4279

Bob Schwarz  
2382 Malabar  
Eugene, OR 97403  
O 686-3575  
H 345-4159

Shirley Newell  
4510 Donald St.  
Eugene, OR 97405  
686-9870

Mick Waggoner  
Pearl Buck Center  
5100 W. Amazon  
Eugene, OR 97405  
345-8506

Becky Venice  
138 North H  
Cottage Grove, OR 97424  
942-4269

Lisl Waechter  
5100 W. Amazon  
Eugene, OR 97405  
345-8506

Director Huff seconded and the motion carried unanimously.

6. Discussion Items

A. OSBA Convention  
November 16-19

6. Planning to attend the OSBA convention on November 16-19 in Portland are Directors Armstrong (entire session) and Billings (last two days). The Superintendent stated he will contact those board members not present prior to making the appropriate reservations.

B. IED Budget  
"Educational Plan"  
Meeting

The Superintendent reported that the administrative team has been discussing the "educational plan" meeting format held in the past and asking for Board response to a couple of concerns regarding the effectiveness of it. Specifically, much of the information needed is not available at the beginning of the budgeting process. Therefore, the program tends to acquaint budget committee members with the present program providing only tentative plans rather than specifics

6. Discussion Items  
(continued)

C. TRC Auction

7. Reports  
A. Word Processing

6. (continued)

for the upcoming budget. Also, it was noted, the degree of district support for proposed programs is not available at this time. He asked if the Board believed it would be more feasible to conduct the "educational plan" meeting later and deal in more specific terms.

Another problem noted is the lack of local district involvement. The Superintendent suggested that, in addition to board representation, administrators from each district be involved to gain better communication.

Directors Armstrong and Huff indicated that, while it has been most helpful to hold an early "educational plan" meeting to inform budget committee members of the current program, it would also be helpful to have more specific information relating to program changes, cost, rationale, etc.

It was suggested that budget committee members be given a conducted tour of the IED for an update on present programs and general budget information similar to the early "educational plan" meeting format. Then, when more specific information is available, the combined board and budget committee will discuss the upcoming budget.

A revised budget calendar will be presented at the next meeting.

The Superintendent presented a letter from C. R. Thomson, Fern Ridge Superintendent, expressing concern over the proposed auction of Teaching Resource Center materials to school districts within the IED. Directors Billings and Huff stated that the procedure for withdrawing the examination collection materials from the TRC in the method suggested by the TRC Advisory Board and outlined in the Superintendent's response to Mr. Thomson was most appropriate.

7. Willson Maynard presented a recap of the production record of the Word Processing Center for August ( $\frac{1}{2}$  month); September and October ( $\frac{1}{2}$  month) and a User's Manual. Inservice sessions have been conducted to instruct users. While there have been some problems, the program is progressing well. Staff members indicate they are getting a great amount of typing done and would not want to be without that service. One concern is with prioritizing work and, in some instances, it not being returned as soon as it is wanted. One option is to recommend placement of a part-time employee to work a partial evening shift, thus extending the use of the mag card equipment.

At this time it is anticipated that recommendations to the budget committee will be to continue leasing the mag card and to purchase the dictating equipment.

7. Reports

B. Lane IED Advisory  
Council for  
Handicapped Children

7. (continued)

Director Armstrong reported that the Lane IED Advisory Council for Handicapped Children is meeting Wednesday, October 20. The agenda includes (1) a report from Mason McQuiston concerning legislation relating to the education of TMR persons, and (2) a report from Gene Farthing on budgeting information. (The TMR Advisory Council has been accumulating a lot of input which should be helpful to the budget committee in formulating the budget.)

C. Program Evaluation

The Superintendent reported the Program Evaluation Committee is now complete and will be meeting October 20 to begin actual planning of procedures and how to move ahead.

D. OSBA Collective  
Bargaining Workshop

Director Armstrong presented a written report on the OSBA Collective Bargaining Workshop (copy filed with official minutes). Ms. Armstrong was commended on the fine report.

E. Commissioner's  
Conference on  
Citizenship Education  
POSTPONED

Chairman Peniston stated he preferred to present his conference report when all of the board is present.

F. Physical Therapist  
Service

Gene Farthing reported that Joan Cross has been hired as physical therapist and is starting immediately to provide services to schools in Lane County having children with severe physical problems. A list of students to receive assistance as the program starts has been submitted to superintendents and principals.

Ms. Cross is being housed at the Clinical Services Building on the University of Oregon campus. The program is partially funded through resolution funds.

8. Agenda Items for  
Future Meetings

8. Bob Dusenberry stated that minutes of the OTIS Advisory Committee will be sent to the Board prior to the report at the November 9 meeting.

A. OTIS Advisory  
Committee Report

Mr. Dusenberry indicated that the meeting was the most difficult one experienced by the Advisory Committee in terms of functioning well. Director Armstrong stated that Chairman Peniston, Director Huff, and she had attended the session. Her observation was that a strong political view was issued by several as opposed to Bob Dusenberry's philosophical view which seemed to make the most sense to her. Chairman Peniston added that the IED Board has been relying upon the Advisory Committee making technical decisions and they indicated they were to make political decisions rather than technical. Mr. Dusenberry pointed out that technical assistance is provided through work sessions attended by coordinators and managers.

B. OTIS Hardware  
Purchases

Recommendation of the OTIS Advisory Committee relative to the acquisition of additional hardware.

7, Lane IED Board of Education Meeting of October 19, 1976

8. Agenda Items for  
Future Meetings

C. Revised TMR  
Council Guidelines

RECESS

9. Executive Session

10. Regular Session

11. Next Meeting

8. (continued)

Director Armstrong requested that the revised guidelines for the TMR Advisory Council be reviewed at the next meeting.

Chairman Peniston declared a five-minute recess.

9. Chairman Peniston adjourned the regular session and called for an executive session under provisions of ORS 1975, chapter 664, and ORS 1975, chapter 190.660(a) to discuss the employment of staff members.

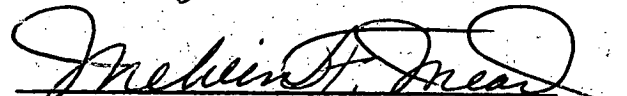
10. Chairman Peniston called the general meeting back into session.

No action was taken.

The next regular meeting of the Lane IED Board will be held Tuesday, October 26, at 7:30 p.m. in the Lane IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
Melvin Mead, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
October 11, 1976

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, September 28, 1976

Minutes in brief

1. Attendance
  1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, September 28, 1976, at 8:00 p.m. (following a 6:00 p.m. work session at the Black Angus Restaurant) with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Cynthia Wooten, Nile Williams, and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, Bill Suggs, Dick Ricketts, Jim Swanson, Ron Munkres, David Butler, and Oscar Schaaf of the IED office; and Cheryl Glass of the Eugene Register Guard.
2. Minutes Approved  
MOTION
  2. Director Wooten moved that the minutes of September 14 be approved as mailed.  
  
Director Benjamin seconded and the motion carried unanimously.
3. Policies Handbook  
Revision
  3. Ron Munkres, Grievance Committee Chairman, referred to October, 1975 correspondence to Chairman Peniston and Superintendent Jones offering the assistance of the committee in a staff inservice following completion of the revised policy handbook.  
  
Mr. Munkres stated that, as the policies are now nearing completion, the committee once again is offering to become completely knowledgeable of the policies and then assist in a staff workshop to help others to better understand them.  
  
Willson Maynard reported that the policies are now in the process of being put into a more functional format. Consultation with George Martin, State Department of Education, has pointed out the need to include and cite additional ORS statutes and references to the priorities of new IED standards in such areas as auditing, budgeting, and program planning. Also to be included are some procedural matters regarding the Board (chapter I) which have been incomplete to date.  
  
The revision should be complete in the very near future.
4. Word Processing  
Report
  4. Willson Maynard reported that the word processing secretary has been hired and trained, the telephone dictating-transcribing system and the magnetic-storage typewriter equipment is now operable; directors have adopted a procedure manual; and a total staff inservice will be held on Thursday. A more detailed written report will be presented to the Board next month.

5. Staff Inservice Participation
  6. Introduction (Dr. William Suggs)
  7. Dinner Meetings (Combined Boards)
  8. Communications
  9. Business Affairs
  10. Pearl Buck Center Contract
  11. Title IV-C Math Grant Application
5. Director Armstrong stated she had served as Board representative at the IED staff inservice answering questions on Board activities posed by the staff in short small-group sessions.
  6. Gene Farthing, ISAC Director, introduced Dr. Bill Suggs who was recently hired to coordinate the planetarium program.
  7. Director Wooten suggested that the Chairman and Superintendent pursue holding joint IED, Eugene, Bethel, and Springfield district board(s) dinner meeting(s) at the appropriate time(s).
  8. The Superintendent presented correspondence from:
    - a. Tom Rigby, OSBA, concerning the annual OSBA convention, November 17-19, and nomination of OSBA Board candidates; and the
    - b. Lane County School Board's Association meeting schedule for 1976-77 (October and January dates and places have been confirmed).
  9. The Superintendent presented the June 30 financial statement and the June invoice register. The statement reflects the IED financial status as of the end of the fiscal year. Accounts payable transactions for June, 1976, were presented as follows:

IED	461,306.69
OTIS	137,192.03
  10. The Superintendent reported that all participating districts but one have met and approved requested additional funding for Pearl Buck Center. It is anticipated that district will also approve requested funding. It was recommended that the contract for services for 1976-77 be approved rather than wait for the one district's action.

MOTION

Director Benjamin moved the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED approve a contract for the 1976-77 school year between Lane IED and Pearl Buck Center. Lane IED agrees in the contract to provide, for specified services received, (a) continuing review of fiscal records and transactions; (b) monitoring for compliance with the rules of Mental Health Division; (c) monitoring curriculum; (d) monitoring performance of record maintenance secretary; (e) the sum of \$154,998 for 54 students, including transportation.

Director Williams seconded and the motion carried unanimously.
  11. Oscar Schaaf presented a Title IV-C FY 78 proposal application for \$60,700 to fund a "problem solving in mathematics" program and asked for Board approval.

11. Title IV-C  
Math Grant Application

11. (continued)

Dr. Schaaf outlined the suggested project budget for 1977-78 with possible sources of funding as follows:

	<u>BASIC</u>	<u>POSSIBLE ADD'L</u>	<u>TOTAL</u>
Lane IED	\$45,500	29,200	74,700
Eugene 4J	24,350	14,000	38,450
Title IV-C	60,700		

Funds needed for salaries and inservice from January, 1977 to June 30, 1977 would total \$8,000.

A detailed written report of the project's purpose and a time plan for various approaches to problem solving were referred to as well as an outline of district involvement. Participating districts will be required to make a curriculum effort for three years. The project will be conducted on a year-to-year basis with the IED needing to resubmit an application each year to continue the program.

Proposals must be filed by October 4. Those projects being considered will know by November with final decisions and negotiations to be concluded by January, 1977.

Gene Farthing and Superintendent Mead recommended approval of the proposal based on indication of district interest to date and the belief the project would be beneficial.

The degree of district interest in this and other programs and the fact that the portion of funding for the Lane County Math Project on resolution was not approved for 1976-77 was discussed at length. (A lack of understanding, communication, and at times, "overselling" were cited as possible reasons for the resolution defeat.)

It was suggested that if the math program application is approved, that one of the first assignments of the IED Program Evaluation Committee be to have the math program evaluated so that future of the program will directly reflect district interest and progress of the students.

Director Wooten moved that the Lane IED Board forward as a recommendation to the Budget Committee that the IED include in its budget \$45,500 expenditures commitment to the problem solving in math project for fiscal year '77-'78 and \$29,200 be placed on resolution.

(The motion was declared out of order prior to approval of the application.)

Director Billings moved the following resolution:

BE IT RESOLVED that the Lane IED Board of Directors authorizes the Lane IED administration to apply for a Title IV-C grant, mathematics, for the sum of \$60,700.

Director Benjamin seconded and the motion carried unanimously.

MOTION  
(out of order)

MOTION

11. Title IV-C  
Math Grant Application

11. (continued)

Chairman Peniston recognized that, while the Board supports the recommendation to apply for the program grant; at the same time it expresses concerns for evaluating the program and more clearly identifying local district support at all levels in the event it is one of those funded. It was suggested that the Superintendent report the extent of district support of the program to the Board prior to the budgeting process to determine the Board's recommendation for placing on IED budget and/or on resolution.

12. Executive Director  
Appointment to  
Cooperative Science  
Museum Commission  
MOTION

12. Director Williams moved the following resolution:

BE IT RESOLVED that Dr. William Suggs is authorized to serve as requested as Executive Director of the Cooperative Science Museum Commission for a period of six (6) months, with any request for extension to be reviewed at that time.

BE IT FURTHER RESOLVED that relief from this commitment may be sought at any time during the six-month period if the press of IED-related responsibilities becomes so great as to necessitate.

Director Billings seconded and the motion carried unanimously.

13. Ballot Measure #12  
Position

13. Prior to putting the IED Board position on record regarding Ballot Measure #12, Director Wooten suggested deletion from the proposed wording, the following: ".....and which authorize regional land-use planning in the Portland metropolitan area." and "4. Passage of the measure would put an end to such agencies as the Lane Council of Governments and the Lane Regional Air Pollution Authority." (Deleted as not specifically related to IED concerns regarding services.)

MOTION

Director Wooten moved to adopt the following resolution as amended:

BE IT RESOLVED by the Lane Intermediate Education District Board of Directors as follows:

Passage of Ballot Measure #12, repealing statutes which authorize governments of the state to cooperate and to enter into agreements with each other is hazardous to the effectiveness and economy of local governments in Lane County. The Lane IED Board of Directors, therefore, urges voters to oppose the measure based on the following:

1. If passed, the measure's effects are impossible to determine without litigation.
2. Intergovernmental agreements such as the joint parks agreements with school districts, which avoid duplication and lower costs to taxpayers, could be in jeopardy.
3. Interagency fee-for-service contracts such as data processing may be threatened by passage of the measure.
4. Governmental agencies need to be interdependent if they are to be more economical and efficient.

13. Ballot Measure #12  
Position

14. Reorganization of  
TMR Advisory Committee

MOTION

15. Nominee Recommen-  
dation to State Advisory  
Council for Handicapped  
Children

MOTION

13. (continued)

In light of the above, the Lane IED Board of Directors urges voters to oppose Ballot Measure #12 on November 2.

Director Billings seconded and the motion carried unanimously

14. Director Armstrong presented the recommendation of the TMR Advisory Committee regarding reorganization of the Committee.

Director Benjamin moved to approve the recommendation as follows

The TMR Advisory Committee recommends that the following changes for reorganization of the advisory committee be adopted by the IED Board of Directors:

With reference to Senate Bill 157 Section 13 ORS 343.525 and the TMR evaluation report, we propose that the advisory committee be expanded to cover other areas of special education but maintain a definite emphasis on TMR policies and concerns at the present time.

The title of the committee would be changed to the Lane IED Advisory Council for Handicapped Children. The number of voting members would be reduced from 19 to 13, "consisting primarily of parents of children being served in special education programs"\* (7 parents, 6 professionals). Some members of the present TMR Advisory Committee and all members of the TMR Working Committee would serve as ex-officio members. Since the Lane IED primarily is concerned with programs for TMR students, the advisory council will focus mainly on those concerns.

A member of this advisory council will be recommended for appointment to the State Advisory Council for Handicapped Children.

Revised membership lists and committee guidelines will be submitted to the IED Board of Directors for approval.

\*language from SB 157

Director Wooten seconded and the motion carried unanimously.

15. Director Armstrong presented the nomination of Wanda Randall for a position on the State Advisory Council for Handicapped Children as recommended by the TMR Advisory Committee. The nomination must be submitted prior to October 1, 1976 to the Superintendent of Public Instruction, who selects the members from nominees submitted from over the state.

Director Billings moved to nominate Wanda Randall for a position on the Council as recommended.

Director Benjamin seconded and the motion carried unanimously.

16. IED Board Position 16.  
Re the Reorganized  
Committee

MOTION

Director Armstrong presented a proposed letter to go over the Chairman's signature expressing the present primary concern of the IED Board in the area of TMR programs.

Director Armstrong moved that the letter be approved and mailed as follows:

"September 30, 1976

"To Whom It May Concern:

"The Lane Intermediate Education District Board of Directors, at a regular meeting on September 28, 1976, took action to reorganize its Trainable Mentally Retarded (TMR) Advisory Committee to conform to the structure recommended in Oregon Legislative Senate Bill #157, Section 14, ORS 343.525. The committee henceforth will be called the Lane IED Advisory Council for Handicapped Children. As required by this bill, the committee will consist primarily of parents of children being served in special education programs. We have interpreted this to mean that more than fifty percent of the members shall be parents. All other requirements of the bill will be included in the revision of the committee guidelines and operations.

"Following the approval of this reorganization, the board selected Wanda Randall as its nominee for a position on the State Advisory Council for Handicapped Children, to be appointed by the Superintendent of Public Instruction. Wanda represents the Vocational Rehabilitation Division and presently is a member of the Lane IED Advisory Council for Handicapped Children, serving as secretary and member of the executive committee.

"Because the Lane IED primarily is responsible for supervising programs for TMR students, the focus of the reorganized committee will be on those programs. When the TMR program is well established and operating smoothly, the work of the committee will be extended to include other special education groups. Members of the committee already include representatives from Vocational Rehabilitation, Developmental Disabilities, and the Mental Health Division, as well as the IED, LARC, Clinical Services (UO TMR preschool) and Lane County school principals. One parent on the committee is the mother of a child with cerebral palsy and one is the mother of an EMR child. Five parents have TMR children. Since Lane County serves a significant percentage of the state's handicapped children, we feel that our committee should be represented on the State Advisory Council.

Sincerely yours,

/s/ D. Hugh Peniston  
Hugh Peniston, Chairman  
Lane IED Board"

Director Benjamin seconded and the motion carried unanimously.

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|--|---|
| 17. Search Procedure<br>Recommendations                | 17. Some concern was expressed on moving the time line on A.2. and A.3. on the Recommendations for a Search Procedure (copy filed with official minutes) up one month. General consensus was to wait until the next meeting to set any recommended or modified dates.                           |
| 18. Board Calendar<br>1976-77                          | 18. The Superintendent presented a suggested Board calendar for 1976-77. A Superintendent commitment conflict on October 12 was noted and that Board meeting was rescheduled for October 19.  |
| 19. Budget Committee<br>Appointments (Postponed)       | 19. The Superintendent presented a roster of Lane County school board members and noted that two budget committee members must be selected by the next Board meeting date. (Zone 3--Springfield, Marcola, and McKenzie; and Zone 4--Creswell, Lowell, Oakridge, Pleasant Hill, and South Lane). |
| 20. Right to Read--<br>NIE Project Contract            | 20. The Superintendent presented a proposed contract for the Right to Read--NIE Project outlining provisions for expansion of the program and training of directors. The contract will be discussed further and action taken at the October 19, 1976 Board meeting.                             |
| 21. Revised TMR<br>Guidelines and Member-<br>ship List | 21. Director Armstrong stated she will be presenting a revised TMR guidelines and membership list at the October 26, 1976 Board meeting.  |
| 22. IED Program<br>Evaluation Committee<br>Progress    | 22. The Superintendent presented the revised statement of the IED charge to the Program Evaluation Committee. (copy filed with official minutes.)   |

Director Benjamin reported that Committee Chairman Ray Klappenbach, the Superintendent, and she had met and discussed various facets of the study. It is expected that Mr. Klappenbach will be meeting soon with the Board to set priorities and proceed with the evaluation effort. Of the original appointees, only one had declined. It is also anticipated that Mr. Klappenbach will be requesting the help of a doctoral student at the University to provide part-time staff assistance.

Director Benjamin stated that Mr. Klappenbach sees the committee's responsibilities as providing overall guidance of the evaluation procedure with others doing most of the actual evaluation.

It was suggested that a list of those serving on the committee and a copy of the charge to the committee be forwarded to all district superintendents.

- |                                     |  |
|-------------------------------------|--|
| 23. OSBA Negotiations<br>Conference | 23. Chairman Peniston, Director Armstrong, and the Superintendent reported on the OSBA Negotiations Workshop held in Portland on <u>September 24-25</u> . The conference featured topnotch speakers with helpful, down-to-earth factual information. Director Armstrong stated she intends to prepare a written report from her notes for Board information. |
|-------------------------------------|--|

24. Citizenship  
Conference

24. Chairman Peniston reported that the conference on citizenship in Kansas City was an extremely high level meeting involving schools, churches, homes, business, government, and others. He stated he believes the IEDs will be playing a role in developing and implementing a new program in citizenship.

Chairman Peniston asked for time on the next agenda to report further on the conference.

25. OSBA Board  
Nomination

25. Chairman Peniston noted that the OSBA correspondence asked for nominees to the OSBA Board.

Nomination of a Lane IED Board member to the OSBA Board will be placed on the next agenda.

26. Handicapped  
Child Census

26. The Superintendent reported that a meeting was held today to outline the Lane IED's role in conducting part of the state-wide census of handicapped children.

Gene Farthing elaborated further that the census is being taken to prepare for implementation of Public Law 94-142, signed in 1975, and effective 1978 which provides funding for all handicapped children.

Mr. Farthing will coordinate the census for 12 districts and has placed an ad in the local paper to help accomplish this. There will be some funding from the State Department of Education for secretarial time, duplication of materials, advertising, etc. Eugene, Springfield, Bethel, and South Lane districts will conduct their own census.

27. Next Meeting

27. The next regular meeting of the Lane Intermediate Education District Board will be held Tuesday, October 19, at 7:30 p.m. in the Lane IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
\_\_\_\_\_  
Hugh Peniston, Chairman

  
\_\_\_\_\_  
Melvin F. Mead, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
September 23, 1976

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, September 14, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, September 14, 1976, at 7:30 p.m. in the IED Center Board Room, 1200 Highway 99 North, Eugene with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Cynthia Wooten, Nile Williams, and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, Jim Swanson, Jim Maxwell, Richard Ricketts, David Butler, and Oscar Schaaf of the IED office; Jack Gossard, negotiator; and Guy Ditorrice of Radio Station KASH.

2. Minutes Approved  
MOTION

2. Director Huff moved that the minutes of August 17 be approved as mailed.

Director Williams seconded and the motion carried unanimously.

3. Policy Revision  
Report Postponed

3. The Superintendent reported that the staff-board policy revision committee requests approximately one additional month to complete the revision study; therefore, the item is not on the evening's agenda as originally scheduled.

4. Communications

4. The Superintendent presented correspondence from:
  - a. Chris Dudley, OSBA, concerning the OSBA legislative program;
  - b. Chuck Thomson, Fern Ridge 28J Superintendent, regarding the TMR resolution and Fern Ridge financial problems;
  - c. John Davies, Principal, Laurel Elementary at Junction City, commending Jim Swanson and Marvin Wilkerson for their assistance;
  - d. Marilyn Carson, director of the Regional Educational Center for Automated Processing in San Jose, thanking Jim Ekstrom for his hospitality in giving a tour of OTIS;
  - e. Thomas Tennent, Secretary of TMR Teachers' Committee, expressing appreciation for the inservice session and for provision of two half-time aides for the profoundly retarded students at Guy Lee and Parker schools; and
  - f. Russell Donnelly expressing appreciation of the Cooperative Science Museum Commission (CSMC) to the IED Board and staff (and specifically Joyce Benjamin and Bill Jones) for assistance on the Planetarium/Museum project.

It was noted that OSBA should be asked to sponsor a legislative program to reform Senate Bill 90, to allow IEDs to levy equalization funding over the 6% limitation without 2/3rds of district boards with 50% of student population having to approve a resolution to submit the levy to the voters.

5. Leave of Absence  
(Kathleen Allison)

MOTION

6. Staff Contract  
Approval

MOTION

7. OSBA Collective  
Bargaining Workshop

8. Measure to repeal  
ORS 190.003 - 190.110

ACTION

5. The Superintendent recommended that Kathleen Allison be given a six-month leave of absence to provide recuperative time following major surgery.

Director Williams moved the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED approve a six-month leave of absence for Kathleen Allison, starting October 1, 1976, concluding March 31, 1977.

Director Wooten seconded and the motion carried unanimously.

6. The Superintendent recommended approval of contracts for IED staff as presented.

Director Armstrong moved the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED approve contracts for Kathleen Jungjohann, TMR teacher at Guy Lee Elementary, (B.A.+45, Step 2; \$11,188); Georgia Layton, pre-school TMR teacher at the University of Oregon (B.A.+45, Step 1; \$10,744); Elizabeth Ann Murphy, facilitator, NIE Reading Project (\$19,572); and Richard D. Ricketts, instructional computing specialist (\$13,382--10-month position).

Director Billings seconded and the motion carried unanimously.

7. It was noted that Chairman Peniston, Director Armstrong, Superintendent Mead, and Willson Maynard, Director of Business & Administration, will attend the OSBA Collective Bargaining workshop at the Portland Cosmopolitan Airtel on September 24-25 (Director Billings indicated a conflict prevents his attendance.)
8. The Superintendent presented the November 2 election Measure 12, Ballot Title "Repeals Intergovernmental Cooperation, Planning District Statutes"--ORS 190.003 - 190.110, which authorizes local governments, and the state, to enter into agreements with each other or to cooperate in performances of their functions and activities. Implications on passage of this measure are that many problems could ensue and inter-agency cooperation would be hampered. For the IED, specifically, the intergovernmental agreements facilitating the IED building and the Cooperative Science Museum Commission would be voided. It did not appear that joint purchasing within the IED would be eliminated but contracting of purchases through the state might be. For the county and state, the L-COG programs and the Columbia Region Association of Governments' programs are jeopardized. Director Benjamin noted that counties having Home Rule power will fare better than Cities under the old style charter and those programs under contract have some legislative protection, but there would be many legal entanglements.

Director Benjamin, David Butler and/or other IED staff were directed to prepare a resolution draft outlining the Lane IED Board position on Measure 12 to be presented at the September 28 meeting.

9. Program Evaluation  
Committee Appointments

9. The Superintendent reported that letters of appointment over Bethel Superintendent Ray Klappenbach's signature went to:

Marvin Brenneman, Principal, Pleasant Hill High School  
Margaret Estenson, Principal, McKenzie River Elementary School  
Jule Crume, Director Instructional Program for South Lane 45J  
Frank Walch, Elementary Curriculum Director for Springfield 19  
Judd Browne, Principal, Siuslaw Junior High School  
Glenn Ellen Brun, teacher, Washington Elementary School,  
Eugene 4J  
Phyllis Dentel, librarian, Oakridge elementary schools

Four respondents to date have accepted the appointment.

Ex officio members of the committee are Director Benjamin, the Superintendent, and Jim Swanson.

The Superintendent referred to packet material suggesting a substitution for item 4 of the program evaluation committee charge as requested by the Board.

Director Benjamin stated that the staff should have the opportunity to present strengths and weaknesses of their particular program (original charge) and moved to insert that one line and amend the original charge to read as follows:

4. The committee may choose such method or methods for evaluating each program as the committee deems appropriate. The staff of each program should be involved in assisting the committee to identify appropriate methods, and in other suitable phases. The staff of the program should be offered an opportunity to contribute staff insight into the strengths and weaknesses of the particular program under scrutiny. The committee should arrange to staff each evaluation, drawing upon the resources of the IED itself, the State Department of Education, the Northwest Regional Educational Laboratory, the University of Oregon, and various state educational associations. Where it finds appropriate, the committee should request IED Board approval of consultant fees for national or regional authorities' participation.

Director Armstrong seconded and the motion carried unanimously.

10. Superintendent

10. The Superintendent referred to packet material outlining consideration for adopting a search procedure for the Lane IED superintendency, stating that the position must necessarily be geared to the purpose and goals of the IED.

Director Williams stated that there should first be something from William Jones stating he definitely plans to retire and, secondly, that program evaluation can and should provide input where strength is needed in the organization.

It was indicated that a prospectus could be changed as evaluation information is received but that a timetable should be presented to provide ample time to develop and implement the search.

10. Superintendent  
Search Procedure  
(continued)

It was noted that the next director election will reelect or replace the present IED Board and the new Board undoubtedly will make the final selection but the search should be narrowed to 4-5 candidates by that time.

The need was stressed for participation by the local districts served, perhaps as a joint IED Board-local district superintendent screening committee.

Director Billings asked the Superintendent to provide a document outlining appropriate scheduling, development of a prospectus and job description as a starting point for Board consideration. He then proposed a 6:00 p.m. dinner board meeting on September 28 to further discuss the search procedure.

11. Media Center Survey 11.  
Report

Jim Maxwell, media library specialist, presented a preliminary report of data gathered through a survey instrument developed by the IMC supervisory staff and forwarded to Lane County educators for their evaluation of instructional media services.

Purpose of the survey was to obtain (1) opinions on the quality of the services offered, (2) identify services that should be discontinued, and (3) to identify those that should be improved or expanded. Responses on the eight services (audiovisual equipment and supplies; electronics maintenance and repair service; courier service; media library service; education information service; teaching resource center; production department; and field services) reflect that services obtained through personal interaction are extremely well received and that the quality of the media collection is recognized--but there are areas of some dissatisfaction. Availability and number of some media in the collection (particularly 16 mm films) is seen as a problem but the scheduling of purchasing duplicate films has been stepped up as a result of the survey. Lack of information on some services is reflected in some responses but the tentative conclusion of the report is there appears to be no areas that indicate a service be discontinued or abandoned (4-5%).

The full report is not yet available but the typical response seems to have been identified as reported.

12. Open Meeting/execu- 12.  
tive session  
notification

The Superintendent reported that interpretation of the open meetings law by Chris Dudley, OSBA, coincide with those of Directors Benjamin and Billings--i.e., it is necessary to cite specifically the sections, subsections, and paragraphs germane to that particular meeting.

13. Fair Booth Report 13.

David Butler presented the Fair Booth Committee report (packet material). He specifically commended Alan Livingston for designing, painting, and constructing the very successful exhibit. Approximately 1% of the Lane County population participated in the booth with 2,400 biorhythm charts given away and 1,800 McGuffey reprints distributed. Eighteen contestants correctly identified the school in the picture and will receive small

13. Fair Booth Report  
(continued)

reprints. Direct cost of the booth was approximately \$700. Comments for improving the display were noted and recommendations for future fair booths were presented: (1) budgeting, (2) that it become part of the total community relations program and be available at other festivals throughout the county, and (3) that a core group be formed to oversee the booth throughout the year.

Director Armstrong commended the Fair Committee as a whole and specifically Alan Livingston and David Butler for their contribution to the fair booth exhibit.

14. TMR Advisory Committee Report

14. Director Armstrong reported she will be bringing a couple of recommendations from the TMR Advisory Committee to the September 28 IED Board meeting and asking for Board response regarding:

- (1) Possible restructuring of the committee to meet requirements of Senate Bill 157. Senate Bill 157 necessitates broadening and changing the committee structure and permits a nomination to the State Advisory Committee for Handicapped. Nominations are due to the State Committee by October 1 and the IED Board will be asked to approve the nomination at the September 28 meeting.
- (2) A review of national and state legislation relating to handicapped persons, which will be held at the October meeting. Functions of the working committee and the advisory committee will be studied. Funding for the coming year will be discussed as well as responsibilities of the districts, the IED, and agencies.
- (3) At the November meeting, the TMR Advisory Committee will look at the TMR program in Lane County over the past two years and anticipate what might be desired over the next couple of years. The committee will present its thinking to the Board so that a stand can be taken before getting into problems on programming or funding. The committee is considering asking representatives from the principals, teachers, some coordinators and administrators, IED staff, and representative parents to present their ideas of what they believe should be happening in TMR education in Lane County, thus providing direction to the committee.

TMR Advisory Committee recommendations will be placed on the September 28 agenda.

15. Planetarium Committee Report

15. Director Benjamin reported that the Cooperative Science Museum Planning Commission has approved the site concept and the Alton Baker Park Committee is presently studying the concept. Dr. William Suggs, planetarium director, was hired by the IED as of September 1 and has met with the Commission regarding the planetarium program. At this point, with the Superintendent's

15. Planetarium Committee Report

approval, the Commission would like to name Dr. Suggs as temporary executive director until the permanent executive director is on hand. Dr. Suggs has indicated a willingness to serve in that capacity. The Superintendent stated it was suggested that the appointment be on a six-month basis with review at that time so there is a graceful "out" when the press of IED responsibilities grows. He recommended official board action be taken to authorize Dr. Suggs to act in that capacity under those conditions.

Action was postponed to the September 28 meeting when Dr. William Suggs will be introduced to the Board.

16. Pearl Buck Center Contract

16. The Superintendent stated no formal action should be taken until responses from Bethel and Springfield Board relating to the Pearl Buck funding are obtained. These will be known before the next Board meeting, and it is possible a contract can be approved at that time.

17. OSBA Convention

17. Chairman Peniston announced the OSBA convention will be held November 16-19. Members were asked to consider reserving those dates for conference attendance.

18. Title IV-C Proposal

18. The Superintendent stated that the prospectus (packet material) for a Title IV-C grant is actually a proposal for a proposal. The proposal may be submitted for Board consideration on September 28.

Oscar Schaaf presented background information, stating that the State Department of Education has been authorized to make grants for LEAs for innovative projects which make a substantial contribution to the solution of critical and persistent educational problems in Oregon. This proposal is for "Problem Solving in Mathematics"--both planning and development. Goal setting assessments and needs identification are part of the program. There has been favorable response from some districts for the program but not all districts have had an opportunity to respond. A meeting is scheduled on September 21 with local district representatives to get their feelings and reactions to what they want in the proposal--deadline for filing the proposal is October 4. Dr. Schaaf stated his main concern is to familiarize the Board with what is in the proposal for approximately \$60,000. The state will have a third-party evaluator assigned to the program and if funded, the program could be ongoing for up to 4-5 years with a new proposal submitted each year.

Three general areas are considered in granting awards--(1) willingness of the agency to commit some resources to it; (2) direct effect it has upon instruction here and now for students in the classroom, and (3) whether or not it includes provisions whereby the program can be packaged and transferred to another district.

The proposal will be submitted at the September 28 Board meeting and if approved, will be submitted to the State Department of Education by October 4.

19. Budget Committee

RECESS

EXECUTIVE  
SESSION

MEETING  
RECONVENED

20. Salary Settlement  
MOTION

MOTION

21. Bargaining Unit  
Change  
MOTION

22. Next Meeting

19. The Superintendent alerted the Board to be considering budget committee replacements for Zone 3 (Springfield, Marcola, and McKenzie) and Zone 4 (Pleasant Hill, Oakridge, Lowell, Creswell, and South Lane).

Chairman Peniston declared a five-minute recess.

Following the general meeting recess. Chairman Peniston declared an executive session under provisions of ORS 192.660, Section 1, paragraph (a) and ORS 192.660, section 2, to discuss personnel and personnel negotiations.

Chairman Peniston reconvened the general meeting and the following action was taken:

20. Director Benjamin moved to grant an 8.23 percent salary increment to the bargaining unit, retroactive to July 1, 1976.

Director Armstrong seconded and the motion carried unanimously.

Director Billings moved to increase the salary of James Maxwell by \$1,000.00 per annum retroactive to July 1, 1976, with the adjustment for 1976-77 to be applied to the new figure.

Director Armstrong seconded and the motion carried unanimously.

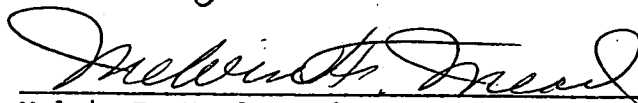
21. Director Billings moved that James Maxwell, because of his function as a member of the IMC administrative team and because of his supervisory responsibilities involving the evaluation, hiring, and termination of employees, be removed from the bargaining unit.

Director Armstrong seconded and the motion carried unanimously.

22. The next regular meeting of the Lane IED Board will be held on Tuesday, September 28, 1976 at 7:30 p.m. in the Lane IED board room, 1200 Highway 99 North, Eugene, Oregon.

The meeting adjourned.

  
\_\_\_\_\_  
Hugh Peniston, Chairman

  
\_\_\_\_\_  
Melvin F. Mead, Acting Superintendent

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
August 27, 1976

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, August 17, 1976

Minutes in brief

1. Attendance

1. The regular meeting and work session of the Lane Intermediate Education District Board was held Tuesday, August 17, 1976, at 7:30 p.m. at the Valley River Inn, Eugene, with the following members present: Chairman Hugh Peniston, Jack Billings, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Nile Williams, and Acting Superintendent Melvin Mead. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, David Butler, and Jim Swanson of the IED office; Linda Hall, teacher of the TMR students; and two news media visitors.

2. Minutes Approved

2. Director Benjamin noted the following corrections to the August 3 minutes:

(page 1, item 4, paragraph 1, line 4) delete "Science Planning Commission" and insert "Cooperative Science Museum Commission."

(page 3, item 11, paragraph 1, lines 5 and 6) delete "\$30,000" (in City tax funds) and insert "\$75,000 in two \$30,000 payments and one of \$15,000"; delete "\$75,000" (from the County) and insert "\$70,000"; delete "\$7,000" (sale of SWOMSI building) and insert "\$70,000."

Chairman Peniston noted that specifics of the open meeting law should be checked for legal notification and reporting.

Director Benjamin moved to approve the August 3 minutes as amended. Director Williams seconded and the motion carried unanimously.

MOTION

3. Comments from  
Board - Policy Sub-  
committee Report

3. Director Billings presented the policy subcommittee recommendations for (1) travel and moving expense for future IED staff members and (2) a proposal for implementation following the September 14 board meeting of a revised IED Board Policies and Regulations handbook. The two recommendations were distributed for study prior to the September 14 board meeting.

4. Communications

4. The Superintendent presented correspondence from:
  - a. Elisabeth Waechter, Director of Pearl Buck Center, expressing appreciation for IED support in seeking a solution to PBC's financial problems;
  - b. Raymond N. Lowe, expressing appreciation for assistance from Betty Gibson in obtaining much needed materials; and

4. Communications  
(Continued)

5. Check Signing  
Authorization

MOTION

6. Personnel  
Selection

MOTION

4. (Continued)

- c. Gerald Lang, Jackson County, Michigan, regarding the national survey visitation to Lane IED.

5. Director Benjamin moved to adopt the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED name Melvin F. Mead, Wanda J. Vinson, and Willson T. Maynard as signers to all IED accounts.

Director Armstrong seconded and the motion carried unanimously.

6. Gene Farthing reported that interviews have been held for five positions and presented the following for Board action:

- a. Camilla Louise Mitchell--teacher of the TMR pre-school class in Florence--placement on teacher salary schedule at MS, Step 0, \$10,774;
- b. Timothy Keith Wilmarth--adaptive physical education teacher--placement on teacher salary schedule at BS Step 3, \$11,188;
- c. Marilyn Irene Keck--teacher of the TMR high school class--placement on teacher salary schedule at MA Step 5, \$13,109;
- d. Mary Ellen Simon, language-speech therapist for the TMR--placement at M.S., Step 3, \$12,124; and
- e. Barbara E. McAlpine--speech therapist for the contracted program--4/5ths position--placement on teacher salary schedule at MA, Step 1, \$8,950.

The Superintendent recommended board approval of the five as presented.

Director Benjamin moved to adopt the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED accept the staff recommendations and hire Barbara McAlpine, Timothy Wilmarth, Mary Ellen Simon, Marilyn Keck, and Camilla Mitchell at the salaries and positions recommended.

Director Billings seconded and the motion carried unanimously.

The Superintendent reported that interviews had not yet been held for the teacher of the TMR at Guy Lee Elementary, the primary TMR teacher for the University of Oregon, the facilitator of research and development, and the instructional computing specialist. These positions were not advertised until contracts assuring funding for programs and definite needs were established. He requested Board authorization to interview and hire so that teachers will be on hand when the children are--conditional on Board approval at the September 14 Board meeting.

6. (Continued)

MOTION

7. Speech Therapy  
Contract Approval

MOTION

8. Certificate of  
Achievement  
(approval)  
(Christina Friberg)

MOTION

9. Budget Officer

MOTION

10. Conference on  
Education and  
Citizenship

MOTION

11. TMR Funding

6. (Continued)

Director Benjamin moved to authorize the Superintendent to select and hire for the positions as requested with final authorization to be given at the September 14 Board meeting.

Director Huff seconded and the motion carried unanimously.

7. The Superintendent presented and recommended approval of speech therapy contracts with McKenzie District 68, Crow-Applegate District 66, and Mapleton District 32.

Director Armstrong moved to adopt the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED approve speech therapy contracts with McKenzie District 68, Crow-Applegate District 66, and Mapleton District 32.

Director Williams seconded and the motion carried unanimously.

8. The Superintendent recommended that the Board of Directors approve and support the application of Christina Friberg for a Teaching Certificate of Achievement. Ms. Friberg, teacher of the TMR at Pearl Buck Center, has recently completed a master's program but will need the Certificate of Achievement certificate for one additional year.

Director Williams moved to adopt the following resolution:

BE IT RESOLVED that the Board of Directors approve application for a Certificate of Achievement for Christina Friberg.

Director Armstrong seconded and the motion carried unanimously.

9. Director Benjamin moved to adopt the following resolution:

BE IT RESOLVED that the Board of Directors of Lane IED name Melvin F. Mead as Budget Officer for 1976-77.

Director Billings seconded and the motion carried unanimously.

10. Chairman Peniston reported he had received an invitation from E. H. Bell, U. S. Commissioner of Education, to attend a conference on education and citizenship responsibilities of common good to be held September 20-23. Speakers include Carl Bell and Senator Buckley. Approximately 450 people will be involved in the first conference--with regional conferences in the planning stage for the future.

Director Billings moved to authorize Chairman Peniston to attend the conference as described.

Director Benjamin seconded and the motion carried unanimously.

11. The Superintendent reported that the financial crisis for the TMR program seems to be over for this year. Additional funding (\$14,858) from Mental Health plus favorable responses to date for additional funding from districts should reduce the need for \$15,000 authorized from IED contingency to between \$10,000 and \$11,000.

11. (Continued)

11. (Continued)

Directors indicated that a letter of appreciation written by the Superintendent and signed by Chairman Peniston should be sent to districts thanking them for their cooperation and assistance immediately following their Board meeting giving approval of the request.

12. Board Photographs

12. David Butler and the Superintendent recommended that a new procedure of obtaining board photographs be implemented to solve some of the difficulties experienced in the past. (Recent requests for Director Benjamin's photograph following her appointment to the State Board of Education and passport picture experiences were cited.) It was suggested that a picture file be established with Don Dickover at a cost of \$8.50 each for an 8 x 10 mounted picture.

By general consensus, the Board agreed to follow the outlined procedure. Each member will make his/her own appointment after being informed of the necessary steps to be taken.

13. OSBA Collective Bargaining Workshop

13. The Superintendent reported that the OSBA Collective Bargaining Workshop will be conducted September 24-25 at the Portland Cosmopolitan Airtel. Directors Billings and Armstrong indicated they are tentatively planning to attend.

14. IED Standards Workshop

14. The Superintendent reported he had attended the IED standards workshop on August 16. The standards were adopted on June 23, 1976. Six IEDs have been selected for pilot standardization visits between October 8 and January 27. Visitation teams will be looking at evidence of services that are required by the standards and probably interacting with constituents and IEDs--first of all, to determine whether they are doing the kind of things they are supposed to do and, secondly, to be helpful in suggesting ways that they might improve. The standards give the State Board the authority to merge a substandard IED with an adjacent one that is "moving."

15. Work Session Introduction

15. Chairman Peniston stated that the purpose of the work session is to discuss informally Board expectations of Mel Mead, acting superintendent, in the months ahead; and, in return, his expectations of the Board.

Board expectations and suggestions included:

The Board expects Superintendent Mead to be an administrator for six months and not just a caretaker and will be ready to support him when he presents significant proposals (with appropriate staff input) to the Board.

The Board wants to be kept informed and not discover problems through staff and/or the newspaper.

15. (Continued)

Superintendent Response

Board expectations and suggestions (continued)

Superintendent response

Board expectations and suggestions (continued)

15. (Continued)

Superintendent Mead indicated he was rather excited with the challenge. His two concerns had been answered in that he is expected to administrate and that there was no division of the Board on his selection to conduct the IED program in the interim period.

Bob Dusenberry expressed the support of the directors to Superintendent Mead regarding any policy changes.

The Board indicated a willingness to make themselves more available to the Superintendent than they otherwise have--through work sessions or other means. (Directors Armstrong and Benjamin indicated a desire to thoroughly discuss the TMR and the science museum programs to provide more background for the Superintendent.)

The Board asked that Superintendent Mead present a superintendent search process for adoption in September. Time was stressed for two reasons--budget time does not allow for other business and terms of all seven board positions expire in June, 1977 (leaving only a few months prior to Bill Jones' retirement).

Concern was expressed over double-duty of Mel Mead--IMC director and superintendent. It was noted that the four certificated IMC personnel will be assuming some extra duties and, with the assistance of outside consultants where appropriate, the IMC should operate functionally. However, if it appears more help is needed, it will be requested.

The Board requested that the superintendent present a budget that has a recapitulation that is easily understandable by the lay person and indicated it had not been understandable this past year.

Superintendent Mead stated he believed the new budgeting process is going to be a very functional system and as the Board works and becomes familiar with it, they will undoubtedly find it really makes sense. There is considerably more record-keeping and detail but if it accomplishes what it is supposed to, it is well worth it (State Department of Education requires districts to budget in this manner).

The Board requested that the Superintendent involve himself in the process of evaluation of personnel and programs. He was asked to study staff recommendations and bring a recommendation to the Board at budget time concerning continued use of the Gossard-Pyron program. (It is not anticipated that any change will be made in the negotiations aspect of the program.)

15. (Continued)

Superintendent  
expectations

Board expectations and  
suggestions (continued)

Superintendent response

Board expectations and  
suggestions (continued)

15. (Continued)

Superintendent Mead stated that his perception of an ideal Board-superintendent relationship is one of "leveling" with one another--the Board available and ready to set policy and determine direction and then to stand out of the way and let administration effect that policy. At those times the Board may feel that something is not being attended to, to indicate it and, on the other side of the coin, having no problems with the Superintendent being "straight out" in letting the Board understand his recommendations and thoughts.

The Board indicated frustration in assigning a directive to the staff that is not carried out and expressed a desire to be informed if, for time or some other reason, the task cannot be completed. Requests can be monitored as the minutes are evaluated. One suggestion was to bring a list of requests and a timeline for completion. It was noted that the Board should be realistic in terms of its requests--time and personnel-wise. It was noted that direct communication will be most helpful in this area.

The superintendent noted that the Board's charge to the evaluation committee was of some concern because he did not believe that one group of people or one person could understand what needs evaluation about a variety of programs and do an adequate job--he believed it has to be the right people for each facet of the program. He was directed to bring a revised evaluation committee charge to the September meeting.

The superintendent alerted the Board that he poses leading questions that may or may not reflect his thinking in order to get feedback and feelings of others on every aspect of a question--no conclusions about his thoughts should be made based on his questions.

The Board suggested that evaluation of TMR personnel be coordinated with the evaluation of the program. TMR program problems were noted:

- a. A five-year plan for the TMR program (as outlined) seems unreasonable. However, it was noted that planning must be done in order to circumvent the problems of the past two years--budgeting and administering the program. Budgeting for the TMR program will be approached differently and it should be much easier to determine the cost for each agency and district. A decision will then need to be made whether to place the cost on resolution, on a pro-rata tuition basis, or on a combination of these.
- b. Concern over whether Eugene 4J will choose to conduct its own TMR program or continue the program with all children placed in 4J classrooms under the direction of the IED. It was indicated that the quality of the

15. (Continued)

15. (Continued)

program will be monitored by Margaret Nichols, 4J, and that a vital program with the proper leadership will assure that the IED will continue to run the program. Outcome of administering the 4J program will undoubtedly reflect on the remainder of the county program.

- c. The Board indicated at some time they must take a firm stand on "mainstreaming" and "normalization" and state that stand. The TMR Advisory Committee is studying the evaluation instrument position that all TMR children should be in the public school setting and should perhaps be asked to report to the IED Board.
- d. Pearl Buck Center's present and future role in the total TMR program should be determined (at present, a contracting agency--not part of public school program)--it was noted there is some uneasiness on the part of some IED Board members in working with another board (PBC) where the director of the program is also a board member--this seems to be a somewhat irregular organizational procedure in view of the funding problems, etc.

The Board referred to Ron Munkres' report of a few months ago stating the vocational ed program is growing by leaps and bounds and asking Board direction on future of the program. Need for an administrative recommendation and plan of action for the future of the program was indicated.

Comments  
Directors and  
Superintendent

Directors reaffirmed their support of Superintendent Mel Mead's administrative leadership and direction.

The superintendent expressed appreciation for the work session and the support expressed by the directors and the Board and indicated he felt less reluctant in moving ahead in areas that have been in the talking stage for some time.

16. Salary  
Adjustment  
MOTION

16. Following discussion, Director Billings moved to increase Mel Mead's salary to \$2,682 per month for the seven month's period in which he serves in the capacity of Acting Superintendent. Director Williams seconded and the motion carried unanimously.

17. Next Meeting

17. The next regular meeting of the Lane IED Board will be held Tuesday, September 14, 1976 at 7:30 p.m. in the Lane IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
Melvin F. Mead, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, August 3, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, August 3, 1976, at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, Evelyn McKenzie, David Butler, Jim Swanson, Mary Simmons, and Susan Keggan of the IED office; Linda Hall, Linda Baker, and Chris Friberg, teachers of the TMR; Jack Gossard, negotiator; and Guy Ditoris of radio station KASH.

2. Minutes Approved

2. Director Armstrong noted the following corrections to the July 13 minutes:

(page 3, item 8, paragraph 2) delete "a couple of years ago" and insert "as a part of the report of the TMR study committee to the Board in 1975." Following "Spectrum" replaces "continuum" so..... delete the remainder of that sentence and insert "to clarify that a child may be placed at any point...."

(page 4, item 12, paragraph 4) following "It was noted" insert "by the Superintendent."

MOTION

Director Wooten moved to approve the minutes of July 13 as amended.

Director Huff seconded and the motion carried unanimously.

3. OTIS Meeting Noted

3. Bob Dusenberry notified the Board that a meeting of the Superintendents from the 60 OTIS user districts will be held Thursday, August 5, at Bowman's to discuss possible reorganization of the Advisory Committee. Consideration will be given to planning an annual meeting of all district user superintendents plus holding monthly meetings of a smaller executive group.

4. EDA Grant Award

4. Director Wooten noted the news report regarding the EDA (Economic Development Act) and commended Director Benjamin on her part in obtaining the grant. Director Benjamin responded that the grant was awarded to Lane County through the ~~Science Planning~~ Commission from EDA and was a cooperative effort of Lane County, IED, University of Oregon, Lane Community College, and SWOMSI. (News reports incorrectly credited SWOMSI as the grant recipient.)

*Cooperative Science Museum*

(Additional information on the EDA grant--item # 11.)

5. Communications

5. The Superintendent presented correspondence from:

- a. Oregon Mathematics Education Council informing the IED of the \$4,000 grant award in support of the Lane County Math Project;
- b. Roberta F. Josephson, Manpower Planning Division, Governor's Office (to Attorney Bill Frye) regarding the IED contract S-002;
- c. Northwest Natural Gas Company--copy of service agreement between IED and NNG (copy); and
- d. (copy) William J. Attea, superintendent of Glenview Public Schools, Glenview, Illinois--remarks delivered at the NSBA conference in San Francisco.

6. Resignations  
MOTION

6. Director Armstrong moved to accept with regret the resignations of Ginny Dobson, Karen Manternach, and Christina Friberg.

Director Benjamin seconded and the motion carried unanimously.

7. Science/Planetarium

7. The Superintendent and Gene Farthing reported that the screening committee unanimously recommends Dr. William Suggs, Salisbury, N.C., for the science/planetarium position following screening of 98 applicants to four interviewees (two declined interviews).

MOTION

Director Benjamin moved to offer a contract to Dr. William W. Suggs for \$20,000 to serve as the science/planetarium specialist starting September 1, 1976 through August 31, 1977.

Director Armstrong seconded and the motion carried unanimously (motion rescinded in item # 23).

8. Travel Reimbursement  
MOTION

8. Director Benjamin moved to pay actual travel expenses for the science/planetarium interviewees, Keith Goering and William Suggs.

Director Armstrong seconded and the motion carried unanimously.

Following consideration to reimburse some moving expense for Dr. Suggs, the policy subcommittee (Jack Billings, chairman) was asked to draft a policy covering reimbursement of travel and moving expenses to apply to Dr. Suggs and to future prospective staff moves and report at the September 14 Board meeting.

9. Evaluation Committee  
Appointments

9. The Superintendent reported that Ray Klappenbach, Superintendent of Bethel School District 52, has agreed to chair the evaluation committee but appointments of the two teachers (one from large district and one from a small district), two principals, Eugene 4J representative, and a North West Lab representative had not been finalized to date.

9. Evaluation Committee  
Appointments MOTION

9. Director Benjamin moved to accept the appointment of Ray Klappenbach to chair the evaluation committee and direct Mr. Klappenbach to work with Chairman Peniston, Director Benjamin, and Jim Swanson in studying appointee suggestions and make the appropriate appointments to the committee. (The committee could then start working immediately.)

Director Huff seconded and the motion carried unanimously.

10. TMR Finances

10. The Superintendent reported that no feedback has been received as yet from district superintendents to his memo asking for \$19,000 (\$358.49 per district TMR student) to help finance the TMR program deficit. Many boards have not met since the memo was mailed. It was suggested that the IED contact the superintendents by phone to indicate the critical nature of the request being submitted to the local boards at the earliest possible date.

The Superintendent stated that David Isom, State Mental Health Division, had indicated there is not much hope of obtaining Emergency Board funding. However, there remains some unexpended funds over the state from this year's budget (1975-76) and he would check into the possibility of reallocating some. Mr. Isom will be attending a meeting in Eugene, Wednesday, August 4 to discuss this avenue of funding.

11. EDA Grant  
(Economic Development  
Administration)

11. Director Benjamin reported that Senator Hatfield had notified the County of the EDA \$410,800 grant award to be met with \$337,200 matching local funds for the new science museum/planetarium building at Alton Baker Park. Building of the complex is becoming a reality through the EDA grant plus two allocations of ~~\$30,000~~ <sup>75,888</sup> in City tax funds, ~~\$75,000~~ <sup>70,888</sup> from the county; IED resolution funding, and ~~\$7,000~~ <sup>70,000</sup> anticipated receipts from the sale of the SWOMSI building.

The science commission, architects Lutes, Masarie, & Sahetel, and others vitally interested in the best utilization of the 10,300 square foot structure have been meeting and planning throughout the summer. Receipt of the EDA grant means that construction could start as early as next spring.

12. Zero-based Budgeting

12. The Superintendent introduced Dr. Robert Burns, Assistant Superintendent of Administrative Services, Clackamas IED. Dr. Burns presented his views and definition of zero-based budgeting, stating it calls for:

- a. Budgeting on the basis of need rather than historical data.
- b. Budgeting with a basic conviction that growth is not inevitable.
- c. The budgeting must be accountable to the public it serves-- therefore, the public must have a say in developing goals and priorities.

12. Zero-based Budgeting

12. (continued)

d. The budgeting process must be responsive to changing needs.

e. The budgeting process must establish priorities.

Budgeting is only one part of the total management process.

Dr. Burns briefly outlined the historical transition from managerial control (line and staff organization hierarchy) through the human relations era, the behavioral science era, and now into the systems approach to management. The systems approach to management is being implemented by business and some governmental agencies. The State Department of Education, through PPBS (program planning budgeting systems) uses a systems approach which calls for setting of goals, identification of needs, establishing priorities, plan of implementing, assessment, and recycle. Therefore, it relates to zero-base budgeting by developing a need, being accountable, being responsive, and setting priorities. This will become even more evident as the state's newly adopted standards for elementary and secondary schools are implemented. These standards require each district to adopt district level, program level, and course level goals in the instructional program. This standard, again, calls for identifying needs, program implementation, and program assessment.

Dr. Burns stated that as the USOE Handbook II Revised budgeting system becomes operational statewide, the last piece of PPBS will be in place and the concept of zero-base budgeting will have been implemented.

Dr. Burns concluded that zero-base budgeting does not imply throwing away all data and starting from scratch each year but taking the data available, refining it based on the present needs for services and striking a balance--not simply taking a percentage of last year's budget and disregarding the activities that are going on.

13. TMR Teacher  
Concerns

13. Gene Farthing reported he had met with the TMR Working Committee regarding the concerns expressed by the TMR teachers in their memo of June 21, 1976. An attempt was made to analyze and respond to each of the 11 concerns relating to student-teacher ratio, staffing procedures, curriculum, evaluation, placement of students, program supervision, reduction of present 8-hour aide status, etc. (A copy of Mr. Farthing's report and response is filed with the official minutes.)

Stating that the proposed reduction of present 8-hour aide status can be solved administratively, Mr. Farthing indicated that, staying within individual district pay scale for aides, the following would be possible:

Blachly--\$2.76/hr/8 hr--increase of 26¢/hr

McKenzie--\$2.76/hr/8 hr--increase of 54¢/hr

13. TMR Teacher  
Concerns

13. (continued)

Siuslaw--\$2.79/hr/7hr--increase of 13¢/hr  
Oakridge--\$3.16/hr/7hr--increase of 6¢/hr  
South Lane--\$3.16/hr/7 hr--decrease of 15¢/hr

In addition, Eugene and Springfield are funding \$2,000 per classroom for administration and might choose to use a portion of those funds to increase aide time.

A meeting of the TMR Working Committee and the teachers is planned to examine the concerns and responses point by point. Mr. Farthing concluded that he believed this will be most helpful in planning in-service involving all staff members for the TMR program.

Directors Armstrong and Wooten noted the urgency of the TMR program and funding situation and noted it might be necessary to meet following responses from the various district superintendents and boards.

14. Fair Booth Report

14. David Butler presented an update on progress of the fair booth. A set of slides depicting schools of yesteryear were shown and will be featured throughout the fair week.

Board members were invited to participate in staffing the booth.

15. Course of Action  
for Recall Election

15. Discussion of an appropriate course of action in the event that the August 10 recall election leaves Eugene District 4J without a quorum centered on the same general procedure followed in Fern Ridge District 28J. It was felt that selection of former board members who would choose not to run for election will provide leadership and, at the same time, allow the electors to choose their own board.

MOTION

Director Benjamin moved to adopt the procedure whereby preference would be given to select former board members who would not run for election and to follow the same general timeline as used in Fern Ridge.

Director Wooten seconded and the motion carried unanimously.

16. Boundary Change  
Proposal

16. The Superintendent reported that Ted Brown had been in to seek a boundary change of approximately 20 acres from Crow-Applegate to Eugene 4J (this would straighten out the present boundary). He has two children who would be attending Twin Oaks, Eugene 4J, if the transaction is completed. Ed Cooper, Superintendent of Crow-Applegate 66, has indicated he is in favor of the move and anticipates no objections from his board.

17. Policy Subcommittee  
Report

17. Willson Maynard stated that the Policies Revision Subcommittee had been meeting and had outlined a timetable for completion of the policy revisions for possible adoption by the Board in November.

17. Policy Subcommittee  
Report

17. (continued)

Administrators have almost completed recommendations for revisions. These will be studied by the IED staff for acceptance of further recommendations by August 27. The remainder of the schedule is:

Administration will review recommendations: September 3

Superintendent will review developments: September 8-10

Preliminary report to the Board: September 14 (hopefully).

Director Williams noted that it would be helpful to develop the Rules and Regulations simultaneously and the time schedule might not allow for that. He believed that Administrative Rules and Regulations should be quite specific whereby Board policy might be more general in nature.

18. Executive Session

18. Chairman Peniston declared the general meeting recessed and called for an executive session under provisions of ORS 1975, chapter 664 and ORS 192.610 to 192.690 to discuss personnel.

Meeting  
Reconvened

Chairman Peniston reconvened the general meeting and the following action was taken:

19. Sabbatical Leave

19. The Superintendent requested a six-month leave of absence from September 13, 1976 through March 11, 1977 at full pay--to return to his present position in March.

MOTION

Director Benjamin moved to grant Superintendent William Jones a six-month sabbatical leave from September 11, 1976 to March 11, 1977 at full pay and stipulated that he return to his present position in March, 1977.

Director Huff seconded and the motion carried unanimously.

20. Commission and  
Association Responsi-  
bilities MOTION

Director Wooten moved that Superintendent William Jones continue participation on the Teachers Standards and Practices Commission and Rural Ed Committee of the AASA with the IED financing his attendance at the Rural Ed meeting in New York and the AASA convention in Las Vegas.

Director Williams seconded and the motion carried unanimously.

21. Acting Superin-  
tendent and Clerk  
Appointment MOTION

21. Director Williams moved to appoint Mel Mead as acting superintendent and clerk for the interim period.

Director Armstrong seconded and the motion carried unanimously.

MOTION

Director Benjamin moved that this appointment not preclude Mel Mead's opportunity to eventually apply for the position of superintendent when that position becomes open.

Director Armstrong seconded and the motion carried unanimously.

22. Science/Planetarium  
Specialist Position  
(rescinded) MOTION

23. Associate Direc-  
tor Appointment  
MOTION

24. Negotiations  
MOTION

25. Next Meeting

22. Director Armstrong moved to rescind action taken earlier offering William Suggs a contract as Science/Planetarium Specialist

Director Benjamin seconded and the motion carried unanimously.

23. Director Benjamin moved to employ William Suggs as associate director of ISAC with the understanding his position will include duties as director of the planetarium and assisting local districts in improving their science curriculum.

Director Huff seconded and the motion carried unanimously.

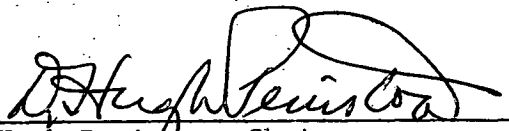
24. Director Wooten moved to accept the recommendations of the association and the board negotiation team regarding negotiations for a photographer and graphic artist (no change in salary) and courier drivers (\$25 a month raise, effective July 1, to be applied before the nine percent interim raise).

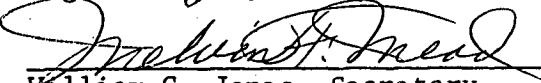
Director Armstrong seconded and the motion carried unanimously.

25. A work session of the IED Board will be held at 6:30 p.m., Tuesday, August 17, at the Valley River Inn.

The next regular meeting of the IED Board will be held on Tuesday, September 14, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, July 13, 1976

Minutes in brief

- |   |   |
|---|---|
| 1. Attendance   | 1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, July 13, 1976, at 7:30 p.m. with the following members present: Vice-chairman Jack Billings, Leland Huff, Jeanne Armstrong, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, Mary Simmons, Ron Munkres, Jim Swanson, and Ben Jones of the IED; Jan Gallenstein of Crippled Children's Division; five teachers of the TMR; and Debby Norman of the Eugene Register-Guard.  |
| 2. Minutes Approved<br>MOTION                                       | 2. Director Williams moved that the minutes of June 29 be approved as mailed.<br><br>Director Huff seconded and the <u>motion carried unanimously.</u>  |
| 3. Correspondence   | 3. The Superintendent presented correspondence from:<br><br>a. Hugh Peniston concerning communication from TMR teachers and support people; and<br><br>b. "Center", publication of the Center for Educational Policy and Management, containing an article about Superintendent William Jones' participation in the executive-in-residence program at the University Center.  |
| 4. Career Education<br>In-service Project<br>Proposal<br><br>MOTION | 4. The Superintendent recommended Board approval to submit the application (copy filed with official minutes) for \$692 in State Department of Education funds to support a career awareness workshop later this summer. If funded, the workshop would bring together ten teachers, five administrators, and five consultants to discuss increasing career awareness programs between the junior and senior high school level. (Local contributions would amount to \$679.)<br><br>Director Huff moved to approve submitting the application for funding the career education awareness workshop proposal.<br><br>Director Wooten seconded and the <u>motion carried unanimously.</u> |
| 5. Physical Therapist<br>Program                                    | 5. The Superintendent recommended Board approval for contracting with the Crippled Children's Division for part-time physical therapist services for multiply handicapped students from September, 1976 to June, 1977. A copy of the proposed contract developed by Attorney Bill Frye and the job description outlining responsibilities and employment qualifications is filed with the official minutes.<br><br>Under provisions of the contract, CCD will hire the physical therapist and supervise the program. In addition, CCD will  |

5. (Continued)

MOTION

6. IED Program  
Evaluation

MOTION

Vote Changed

7. Northwest Regional  
Lab--National Ins-  
titute of Education  
Proposal Approval

5. (Continued)

provide office space and transportation. The IED, in turn, will fund the program for \$7,000 + as budgeted to provide salary and fringe benefits (to be negotiated).

Director Williams moved to approve contracting with CCD for a part-time physical therapist from September, 1976 to June, 1977 as recommended by the Superintendent.

Director Wooten seconded and the motion carried unanimously.

The Superintendent presented a procedural plan developed by Director Benjamin and the Superintendent to direct a committee in evaluating IED programs. A copy of the report is filed with the official minutes. It was recommended the report be accepted.

Approval of the report provides for utilization of outside agencies and consultants, i.e., Northwest Regional Lab, local district personnel, State Department of Education personnel, etc.

The evaluation committee, to be selected, is charged to complete the evaluation process by July 1, 1978, and to report to the Board every two months.

It was questioned whether two years might be an excessive time span to complete the project and whether acceptance of the report should be delayed until all Board members were present.

Director Wooten moved to table acceptance of the report to the next meeting when all Board members would be present.

Director Huff seconded the motion. Directors Billings, Huff, and Wooten voted "yes." Director Williams voted "no" stating that program evaluation has been discussed for two years. Motion lost.

Director Williams reconsidered and directed the Secretary to record his vote changed to the affirmative, thus providing a quorum to table acceptance of the report to the next meeting. Motion passed unanimously.

7. The Superintendent reported that the IED proposal to Northwest Regional Lab and National Institute of Education for \$4,200 to prepare workshop packages for writing program goals for competency-based programs at the district level has been approved. A memo from Jim Swanson regarding implementation of the project -- budget and timeline -- is filed with the official minutes.

Gene Farthing, ISAC Director, stated that if the project is as successful as anticipated, it will be used throughout the

7. (Continued)

7. (Continued)

state. At the moment, there are very few process packages that will enable people to conduct workshops in their own district for training their staff. It is hoped this project will fulfill this need.

8. Normalization  
Spectrum for  
TMR Students

8. The Superintendent presented the recommendation of the TMR Advisory Committee for the normalization spectrum for TMR students. A copy of the recommendation is filed with the official minutes. (Director Armstrong entered the meeting at this point.)

Director Armstrong reported that the TMR Advisory Committee's recommendation does not change the intent or meaning of the original normalization concept developed a couple of years ago but did clarify and make it clearer. The title of "Spectrum" replaces "continuum" so there will be no misunderstanding regarding the ultimate placement of all TMR children step by step (#1 through #9) and ultimate "mainstreaming" into the public school class. A child may be placed at any point in the spectrum and moved in either direction as needs change. A child who moves to a more integrated position of the spectrum may, but will not necessarily, continue movement in the same direction.

MOTION

Director Armstrong moved that the TMR Advisory Committee recommendation for the Normalization Spectrum for TMR Students be approved.

Director Wooten seconded and the motion carried unanimously.

9. Disadvantaged/  
Handicapped  
Project

9. The Superintendent reported that the proposal for the 1976-1977 program for the disadvantaged/handicapped had been re-submitted to the State Department of Education and has been fully funded (\$10,000 for the Disadvantaged and \$7,026 for the Handicapped). A copy of the grant announcement and the budget is filed with the official minutes.

10. Planetarium  
Director Applicant  
Screening

10. The Superintendent reported that 98 candidates have been considered by the Screening Committee (Hayden Hodges, Herman Fitz, Ray Hanson, Joyce Benjamin, Russell Donnelly, Gene Farthing, and Bill Jones). Three or four applicants have been selected to be interviewed.

11. Fair Booth  
Report

11. Ben Jones presented a progress report on plans for the IED fair booth (August 17-22) and presented a model of the planned exhibit. This year's exhibit will feature the nostalgic and the new -- from historic programs to the computer age.

Director Wooten expressed pleasure in working at the booth last year and stated she would like to be involved one evening again this year.

12. Future Agenda  
Items

PBC Budget  
Concerns

TMR Teachers  
and Support  
Personnel Recom-  
mendations

12. A progress report on Pearl Buck Center budget concerns was requested.

The Superintendent reported that he, Chairman Peniston, and Director Armstrong had met and approved the pro rata amounts to be requested per child from each local district; how much to ask Pearl Buck Center to further reduce its budget; and how much to request from the State Emergency Board.

A meeting with local district superintendents indicated that they believe that the IED budget deficit (\$13,195) should come from the IED contingency and are in agreement that PBC should further reduce its budget. However, no decision has yet been made by local districts on the additional funding per student.

(It was noted that the \$10,000 for a covered walkway at PBC reported in the Register-Guard might be better utilized programmatically.)

Director Armstrong referred to the recommendations of the TMR teachers and support personnel presented to the Board on June 29 (and subsequently postponed to the July 13 meeting). She asked that consideration be given to their concerns.

Director Huff stated that, while the Board is in sympathy with those concerns, many of the requests seemed to indicate a need for additional funding which must necessarily come from individual district approval. This may be difficult to obtain in view of budgetary concerns. Gene Farthing, ISAC Director, indicated that he would welcome the opportunity of dealing with the recommendations administratively (as referred to in Chairman Peniston's remarks). He asked that clear lines of responsibility be established and adhered to in carrying out programs and recommendations.

Director Armstrong stated that the study committee had recommended that a subcommittee be appointed from the TMR Advisory Committee for the purpose of making recommendations concerning curriculum, planning program, and solving problems. It seems appropriate that this committee, in cooperation with ISAC Director Gene Farthing, study the recommendations point by point and respond to the Board. (It was pointed out that the Working Committee may make a recommendation but that doesn't necessarily mean that local districts will carry them out. Since it is local district money, they have the final say and have already indicated "no" to some of the requests.)

12. (Continued)

MOTION

12. (Continued)

Director Armstrong moved that the recommendations of the TMR teachers and support personnel be referred to Gene Farthing and the TMR Working Committee and that Gene Farthing, working closely with Mary Simmons, study to see what can be accomplished administratively with a point by point response at the next meeting.

Director Huff seconded and the motion carried unanimously.

13. Public Address  
System

13. Director Williams noted that a microphone system and/or seating arrangement whereby everyone can be heard at Board meetings is much needed.

Mel Mead, IMC Director, stated that he is checking into equipment to remedy the situation. (The only system which could have been used in the interim burned in the Marcola school fire.)

14. Executive  
Session

14. Vice chairman Billings declared the general meeting recessed and called for an executive session under provisions of ORS 1975, chapter 664 and ORS 192.610 to 192.690 to discuss personnel.

15. Meeting Re-  
convened

15. Vice chairman Billings reconvened the general meeting. No action was taken.

16. Next Meeting

16. The next regular meeting of the IED Board will be held on Tuesday, August 3, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

Jack A. Billings  
Jack Billings, Vice-Chairman

William C. Jones, Secy.  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, June 29, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, June 29, 1976 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, Jack Billings, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, David Butler, Mary Simmons, and Susan Keggan of the IED office; Lisl Waechter, Director of Pearl Buck Center; Jeff Hicks, Lane Mental Health Division; and 18 teachers of the trainable mentally retarded.

2. Minutes Approved  
MOTION

2. Director Benjamin moved that the minutes of June 8 be approved as mailed.

Director Billings seconded and the motion carried unanimously.

3. Correspondence

3. The Superintendent presented correspondence from:

a. City of Eugene (memo to businessmen and property owners on Highway 99 North) regarding proposed improvements along Highway 99 N;

b. Chairman Peniston (to Carmen Yokum, president, LIEDEA) regarding TMR funding;

c. (Mrs.) Laurel Glassco, parent of TMR child, regarding budget decisions concerning Pearl Buck Center;

d. Tim Hanley, commending Willson Maynard for successfully handling an office problem;

e. Joe Jones, Northwest Regional Educational Lab, indicating that the IED application for NIE funds had been forwarded to NIE;

f. Jim Gordon, Career Ed. Workshop Chairman for Creswell District # 40, expressing appreciation to Ron Munkres and Marilyn Olson for a job well done;

g. Career Ed. Personnel Development Center agreement for rental of office space and furniture for 1976-77;

\* h. Sam Huston, Tromp & McKinley Insurance, regarding IED insurance coverage for 1976-77;

i. Jeanne Armstrong, memo regarding TMR Advisory Committee;

### 3. Correspondence

3. (continued)

j. Chairman Peniston--copy of remarks to the Joint TMR Committee, Wednesday, June 23;

k. Lane County TMR program teachers and support personnel, regarding the quality of the TMR program (copy of memo to Mary Simmons and IED Board);

l. Peggy Gabrielson, TMR teacher in University of Oregon pre-school program, resignation;

m. Executive Department, Manpower Planning Division, regarding audit report of 1974 CETA summer program;

n. Lois Roth, Washington Department of Education, regarding Lane IED Reading Project;

\* o. Charles O. Porter, regarding Viewlex, Spitz controversy (June-July, 1975); and

p. Lucille Dickey, Marcola District 79 Superintendent, supporting "mainstreaming" concept.

\* The Superintendent will contact Attorney Bill Frye regarding the legalities governing insurance contracting as outlined by Sam Huston and also whether there could be any legal problems stemming from the Charles Porter communication on the Viewlex-Spitz controversy. A report will be given at the next board meeting.

### 4. Resolution Adopting Budget, Levying Taxes, and Making Appropriations

4. The Superintendent presented a resolution adopting the budget, levying taxes, and making appropriations for Board approval and recommended it become part of the official minutes.

#### MOTION

Director Benjamin moved adoption of the resolution as presented.

Director Billings seconded and the motion carried unanimously.

#### RESOLUTIONS ADOPTING BUDGET, LEVYING TAXES, AND MAKING APPROPRIATIONS

1. BE IT RESOLVED that the Board of Directors hereby adopts the budget for 1976-77 in the office of the Superintendent of the Lane Intermediate Education District.

2. BE IT RESOLVED that the Board of Directors levies the taxes provided for in the budget adopted in paragraph 1 of this resolution in the aggregate amount of \$6,040,146 and that these taxes are hereby levied

4. Resolution Adopting  
Budget, Levying Taxes,  
and Making Appropriations

4. (continued)

upon all taxable property within Lane Intermediate Education District  
as of 1 a.m., January, 1976.

3. BE IT RESOLVED that the amounts for the fiscal year beginning  
July 1, 1976, and for the purposes shown below are hereby appropriated  
as follows:

<u>GENERAL FUND</u>	
Instruction	\$ 418,985
Supporting Services	2,594,200
Community Services	150
Interagency/Fund	10
Debt Service	18,000
Operating Contingencies	50,000
Total General Fund Appropriations	\$3,081,345

<u>SPECIAL EDUCATION FUND</u>	
Instruction	19,411
Supporting Services	2,988
Contingency	1,000
Total Special Education Fund Appropriations	\$23,339

<u>CLEARING ACCOUNT FUND</u>	
Supporting Services (Joint Purchasing)	385,000
	\$385,000

<u>OTIS FUND</u>	
Data Processing	1,702,400
Operating Contingencies	200,000
Total Data Processing Fund Appropriations	\$1,902,400

<u>EQUALIZATION FUND</u>	<u>\$3,332,839</u>
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TOTAL \$6,040,146

5. Meeting Date Schedule  
MOTION

5. Director Benjamin moved that the Board set the second and fourth  
Tuesday of each month as the regular meeting date of the IED Board for  
1976-77.

Director Armstrong seconded and the motion carried unanimously.

6. Clerk Election  
MOTION

6. Director Wooten moved that Superintendent William Jones be elected  
Clerk of the Board for 1976-77.

Director Armstrong seconded and the motion carried unanimously.

7. Clerk's Bond Authoriza-  
tion MOTION

7. Director Benjamin moved to authorize the Clerk's Bond for Superintendent William Jones.

Director Armstrong seconded and the motion carried unanimously.

8. Check Signing Author-  
ization MOTION

8. Director Benjamin moved to authorize Superintendent William Jones, Willson Maynard, and Wanda Vinson to sign IED checks.

Director Armstrong seconded and the motion carried unanimously.

9. Budget Officer  
MOTION

9. Director Benjamin moved that Superintendent William Jones be designated Budget Officer for 1976-77.

Director Billings seconded and the motion carried unanimously.

10. Teacher Resignation  
(Peggy Gabrielson)

MOTION

10. The Superintendent recommended acceptance of the resignation of Peggy Gabrielson, TMR teacher, University of Oregon Pre-school. Ms. Gabrielson has been accepted in the doctoral program at the University.

Director Williams moved to accept Peggy Gabrielson's resignation as recommended by the Superintendent.

Director Huff seconded and the motion carried unanimously.

11. Word Processing  
Equipment Lease

MOTION

11. The Superintendent recommended final authorization of the IBM lease agreement for the Mag Card II equipment (\$173/mo. for 1st - 18th month; \$140/mo. for 19th - 30th month--65% of the lease applies to purchase).

Director Benjamin moved approval of the IBM lease agreement as presented by the Superintendent.

Director Williams seconded and the motion carried unanimously.

12. Crippled Children's  
Division Contract for  
1/2 Time Physical  
Therapist

12. The Superintendent presented an update on the status of contracting with Crippled Children's Division (CCD) for a physical therapist for 1976-77. When originally budgeted, funding for a full-time therapist was to be on a 50-50 matching basis of IED with CCD. CCD now finds it cannot provide funding but wishes to conduct the program and feels it will be well worthwhile on a half-time basis. CCD will provide housing for the therapist, secretarial help, and half-time transportation. Careful screening for the pilot project has identified 120 students as needing help during the coming year (1976-77).

(A sample contract between Douglas IED and CCD was provided for information on how contracting was accomplished there. It was questioned whether that contract was specific enough in outlining responsibilities.)

12. Crippled Children's  
Division Contract for 1/2  
time Physical Therapist  
MOTION

12. (continued)  
Director Benjamin moved to authorize the Superintendent and ISAC Director Gene Farthing to work with CCD and Attorney Bill Frye to draw up a suitable contract, complete with job description, and a program plan to be presented at the July 13 Board meeting for further consideration.

Director Armstrong seconded and the motion carried unanimously.

13. Certificates of  
Accomplishment

13. The Superintendent recommended Board approval to petition the Teachers Standards and Practices Commission to grant Certificates of Accomplishment to teachers of the trainable mentally retarded at Pearl Buck Center.

MOTION

Director Armstrong moved to petition the Teachers Standards and Practices Commission to grant Certificates of Accomplishment to the following teachers of the trainable mentally retarded:

Linda Baker  
Marianne Griffe  
Ronald L. Herman  
Laura Lee Krenk  
Thomas J. Tennent  
Mickey W. Waggoner  
Elaine H. Dalton  
Timothy K. Walmarth  
Molly Cole

This will enable the IED to continue to contract with Pearl Buck Center for the education of TMR pupils without fear of losing Basic School Support funds. This motion is made with the understanding that each of these individuals is uniquely qualified by education and experience to merit this certificate.

Director Wooten seconded and the motion carried unanimously.

14. OTIS Stock Form  
Bids

14. The Superintendent presented for Board consideration the bids for OTIS stock forms. He stated that in all cases low bid had been selected and recommended they be accepted.

MOTION

Director Williams moved approval of the OTIS forms as follows:

<u>Stock paper</u>	<u>Amount</u>	<u>Company</u>
1-part 14 7/8 x 11	2060M	
2-part 14 7/8 x 11	850M	
3-part 14 7/8 x 11	250M	
4-part 14 7/8 x 11	275M	
2-part 13 5/8 x 11	20M	
2-part 10 5/8 x 11	450M	
2-part 10 5/8 x 11	60M	
		Moore--\$40,766.90

14. OTIS Stock Form  
Bids

14. (continued)		
<u>Miscellaneous forms</u>	<u>Amount</u>	<u>Company</u>
Locator Cards--specs 8 & 10	650M @ 11.53	Uarco Co.
Attendance Data Collection sheets	150M @ 11.88	I. B. F. Co.
Permanent Class Lists	90M @ 14.41	Kraft Co.
Verification of Enrollment (S-9)	150M @ 5.76	Kraft Co.
Snap-out Enrollment forms (S-8)	40M @ 13.20	I. B. F. Co.
80 col. DP cards	2000M @ 1.78	Globe Co.
8 1/2 x 3 1/3 continuous card stock	300M @ 3.97	Moore Co.
Pupil Personnel Accounting report	10M @ 45.05	I. B. F. Co.
Transcript labels	300M @ 7.23	Uarco Co.
10 5/8 x 3 2/3 report of grades 3-ply (new)	200M @ 8.64	Kraft Co.

Director Armstrong seconded and the motion carried unanimously.

15. Business Affairs  
May, 1976

15. The Superintendent presented the financial statements and accounts payable for May, 1976. He reported the financial picture is sound.

Accounts payable were presented as follows:

IED	\$268,956.74
OTIS	70,737.37

Board members expressed a desire to better understand zero-base budgeting as compared with the 6% limitation budgeting process. The superintendent stated he would invite someone from the State Department of Education to the August Board meeting to provide this information.

16. Leave of Absence  
(Leona Cunningham)

16. The Superintendent recommended that the request of Leona Cunningham, OTIS employee, for up to one year's leave of absence because of illness (back surgery complications) be granted. Bob Dusenberry, OTIS director, stated he also recommended the leave. Mrs. Cunningham's request stated she would return at an earlier date if physically able.

MOTION

Director Billings moved to approve a year's leave of absence for Leona Cunningham as recommended.

Director Williams seconded and the motion carried unanimously.

17. TMR Funding

17. Chairman Peniston referred to his remarks at the joint meeting of the Pearl Buck Board, Lane IED, and District 4J representatives last Wednesday, June 23 (copy enclosed with agenda materials) and reported that there seems to be a better understanding by all concerned in working together to solve the various problems of TMR programming and budgeting.

Prior to discussion of the funding concerns, Lisl Waechter, Director of PBC, distributed a revised PBC budget for 54 students (down from 65)

## 17. TMR Funding

## 17. (continued)

with an anticipated income of \$135,093 and anticipated expenditures of \$176,839 (deficit of \$41,800).

Budgetary concerns in order of priority preferences of the TMR program as outlined by Coordinator Mary Simmons are:

a. IED Budget deficit of \$13,195 - - part of salary at U of O	1,279
secretarial help	6,612
substitute salary	1,000
administrative overhead	2,804
office rent for parent	1,500
trainer	
	<hr/>
	TOTAL \$ 13,195

b. PBC budget deficit of \$41,800;

c. Eight-hour/day aides (recommended by teachers and parent group) at an additional cost of \$21,277 (Mental Health Division allows for 6-hour aides);

d. Class size of 10 students (recommended by teachers and parent group) at an additional cost of \$30,250; and

e. Two additional aides for two profoundly mentally retarded students in the public schools (recommended by teachers and parent group) at an additional cost of \$10,000.

Concern was expressed over not having the necessary budget information in January to avoid the deficits. However, the amount to be negotiated with Mental Health was unknown at that time and it turned out to be considerably less than the budgeted program.

Director Armstrong presented a proposal developed by Chairman Peniston, Lisl Waechter, Superintendent Jones, and Director Armstrong to cope with the budgetary and program concerns as follows:

a. Request a five-year plan for the education of TMR students in Lane County from the IED special ed (MR) staff;

b. Request that PBC reduce its budget in the amount of \_\_\_\_\_ for the 1976-77 academic year;

c. Request that Lane County school districts provide an additional \_\_\_\_\_ per TMR school age child, pro rata within each district;

d. Provide from IED general fund contingency \_\_\_\_\_; and

e. Request the Mental Health Division to petition the Emergency (E) Board for aid in solving the budget deficit for TMR programs in Lane County.

## 17. TMR Funding

## 17. (continued)

Discussion of the various aspects of the TMR problem and the proposed resolution pointed out that:

- a. Requests to the E Board must be received 20 days in advance of the meeting; therefore, to be considered at the August 6 meeting, a request would need to be directed to David Isom and/or Dr. Bray, Mental Health Division, by July 5;
- b. An attempt be made to provide additional funding to make up the PBC deficit in the budget through IED contingency, additional district funding, and E Board for this year only;
- c. An attempt be made to shave the deficit of the IED by locating rent-free office space for the parent trainer (approximately \$1500).
- d. An attempt be made to further shave the PBC deficit through private resources and/or attempt to secure additional funding through United Way; and
- e. An attempt be made to arrive at a definite cost of all the budget variables.

## RECESS

Chairman Peniston declared a ten-minute recess.

MEETING  
RECONVENED

Chairman Peniston called the meeting back into regular session and discussion of TMR Funding continued.

Additional funding for TMR program costs were determined as follows:

a. IED deficit	\$13,195	
b. PBC deficit	41,800	
c. 8-hr/day aides (rather than 6-hr)	21,277	
(sub-total)		\$76,272
d. Class size of 10 students	30,250	
e. Two aides for profoundly MR	10,000	
Total		\$116,522

It was agreed that items d and e are desirable for a top TMR program but unrealistic in light of the budgeting concerns. Therefore, an attempt will be made to provide items a-b- and c at a total cost of \$76,272. It was suggested that approximately 30,000 be requested from the E Board; \$16,000 from IED contingency; and approximately \$250/per resident TMR child from each district to secure the necessary funding.

## MOTION

Director Williams moved to approve the resolution of five recommendations as presented by Director Armstrong.

17. TMR Funding

MOTION

17. (continued)

Director Benjamin seconded and the motion carried unanimously.

Director Benjamin moved that a committee composed of Chairman Peniston, Director Armstrong, and Superintendent William Jones determine the amounts to be requested of the E Board and local school districts and that the IED Board authorize an amount not to exceed \$16,000 from the contingency fund.

Director Armstrong seconded and the motion carried unanimously.

By general consensus, it was agreed to authorize Chairman Peniston to write to local boards (if it seems appropriate following Superintendent Jones' meeting with the local district superintendents) regarding additional local funding per TMR student membership.

Elisabeth Waechter, PBC Director, requested an IED Board letter in support of the PBC request for additional fund allocation from United Way and was assured support.

18. Career Exploration In-service Program Proposal

18. The Superintendent reported that this item was placed on the agenda prior to the time it was accepted. (No action.)

19. OAICSD Sunriver Conference

19. Chairman Peniston reported that several Board and staff members attended and participated in the OAICSD conference at Sunriver.

20. COSA Seaside Conference

20. The Superintendent reported that three staff members attended and participated in the COSA conference at Seaside.


21. Next Meeting--  
Agenda Items and Calendar

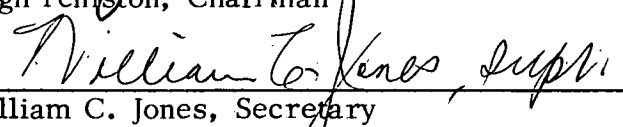
21. It was requested that the next regular meeting of the IED Board consider:

- a. Recommendations of teachers and parents for the TMR program;
- b. Update on salary and negotiations comparison of districts 4J, 19, and 52; and
- c. IED program evaluations (report).

The next regular meeting of the Lane IED Board will be held Tuesday, July 13, 1976 at 7:30 p.m. in the Lane IED Board Room, 1200 Highway 99N, Eugene. (Remainder of the summer schedule is August 3, September 14 and 28.)

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, June 8, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, June 8, 1976 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Nile Williams, Jack Billings, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, David Butler, Mary Simmons, and Jim Swanson of the IED office; Don Trumbull of Oregon Mental Health Division; Elisabeth Waechter, Director of Pearl Buck Center; Debby Norman of the Eugene Register Guard; and approximately 85 visitors.

2. Minutes Approved  
MOTION

2. Director Benjamin moved that the minutes of May 25 be approved as mailed.

Director Billings seconded and the motion carried unanimously.

3. TMR Evaluation Hearing

3. Don Trumbull, Director of the State Mental Health Division, presented an overview of the TMR evaluation study conducted from March 1 to March 9 at the request of the Lane IED Board and Superintendent. The evaluation team, consisting of specialists in special education throughout the state and Dr. Lou Brown of Wisconsin, was charged with reviewing existing educational services for the Lane County TMR population (ages 3-21) with regard to administration, supervision, and program operation. The report indicates those areas where the IED is providing service beyond what is normally provided other like educational programs and makes recommendations for improving existing services for the pre-school and TMR children served by the IED. Suggested procedures or guidelines for implementing the recommendations accompany the report.

The study covered the five TMR classes at Pearl Buck Center (subcontracted by the Lane IED), the four classes in public schools, and the rural model programs in McKenzie, Oakridge, Cottage Grove, and Florence, as well as the two pre-school programs at the Center for Human Development and the one in Florence.

The committee commended the Lane Intermediate Education District's program for the trainable for:

1. Employing highly effective instructional staff;

3. TMR Evaluation Hearing

3. (continued)

2. Providing systematic individualized programming for the trainable students;
3. Implementing a zero-reject model to service all identified mentally retarded/developmentally disabled school age, post-age (18-21) and pre-school children in the county;
4. Moving trainable mentally retarded children from a private educational environment in public schools;
5. The interest, support and acceptance of the administration and staff of the integrated public schools; and for
6. Using the adaptive physical education instructors and language specialist in a manner to maximize the childrens' educational growth.

The committee recommended that:

1. A written administrative policy be developed by the Lane IED relative to the placement of students into a special instructional program for the trainable mentally retarded and MR/DD preschool programs;
2. A systematic procedure for the re-evaluation of all trainable children be established;
3. A systematic and/or uniform record-keeping system be established by the Lane IED, containing all confidential and behavioral data for each student;
4. When the IED subcontracts with another agency for the delivery of educational services, the responsibilities of all parties should be clearly understood and followed and that all laws and state Administrative Rules be followed;
5. The teachers at Pearl Buck Center be certified;
6. A formal and regular monthly staff meeting be established by the Coordinator of MR programs for Lane IED for the administrative support staff and all instructional staff for the Lane TMR and pre-school programs;

## 3. TMR Evaluation Hearing

## 3. (continued)

7. Lane County IED develop an in-service training program for all TMR and pre-school instructional and support services staff;
8. Trainable mentally retarded children be educated in a public school in their resident district;
9. Current TMR advisory board and working committee be reorganized to concur with the structure of Oregon Legislative Senate Bill #157, which encourages school districts operating a special education program to establish local advisory councils for handicapped students; and
10. An onsite evaluation of the EMR programs in the county be made by the Department of Education's Special Education Section.

(A copy of the full report is filed with the official minutes.)

Mary Simmons reported that some of the recommendations are being implemented regarding certification of PBC staff, inservice, record keeping, etc.

No formal action was taken on the report. Questions were posed by members of the Board and parents of TMR children. Many of the parent concerns had to do with the report's potential impact on the future of Pearl Buck Center. (All discussion was taped and is on file.)

## 4. TMR Advisory Committee Recommendations

4. Herman Schwartzrock, Vice-chairman of the TMR Advisory Committee, reported that two proposals from the Lane County TMR Staff Committee concerning reinstating the eight hour instructional assistant and guidelines on grouping and class size for TMR students had been presented to the TMR Advisory Committee on May 26th. Another proposal concerning class size was submitted to the Advisory Committee by the TMR Parent Committee (also on May 26th).

The Advisory Committee unanimously recommended that (1) the eight hour instructional assistant time be reinstated and that (2) the proposal on grouping and class size be adopted as a means of reducing the gross discrepancies noted in the proposal among handicapped EMR and TMR classes. (A copy of the memo outlining the proposals from the Lane County TMR Staff Committee and the TMR Parents Committee

4. TMR Advisory Committee  
Recommendations

5. TMR Joint Meeting  
Report

RECESS

MEETING  
RECONVENED

6. Correspondence

7. Amendment of 1975  
Budget Appropriations

4. (continued)

as well as the recommendations of the TMR Advisory Committee are on file with the official minutes.)

5. Chairman Peniston reported that representatives from the IED and Eugene District 4J have been meeting with the Pearl Buck Board concerning the possibility of integrating the Pearl Buck program into the 4J school system. Discussion of the comparable costs of educating TMRs in the two districts have been held and, since there is some disagreement regarding the figures, another meeting will be held to present more decisive information. The committee will then present a recommendation.

Mr. Ben Smith, Chairman of the Pearl Buck Board, reported that PB Board is attempting to develop various options for the school age children but costs must be determined before options can be discussed. He concluded that all agencies are working together on the program to come up with some solutions.

Chairman Peniston concurred with Chairman Smith that the agencies are working together cooperatively to obtain the best possible program for the children. He thanked those present for their interest in attending.

Chairman Peniston declared a 10-minute recess.

Chairman Peniston called the meeting back to order and proceeded with the regular agenda.

6. The Superintendent presented correspondence from:

- a. Wally Thorp, Extern program secretary, thanking the IED for the use of excellent facilities;
- b. Tom Rigby, OSBA, inviting new board members to new board member workshop July 17-18 and
- c. Carmen Yokum, President of LIEDEA, expressing concern over budgetary problems of the EMR-TMR programs (distributed to the Board).

7. The Superintendent stated that the auditor has indicated that the best procedure for transferring funds is to amend the resolution adopting budget, levying taxes, and making appropriations. Therefore, the Superintendent recommended the June 19, 1975 resolution be amended as follows:

7. Amendment of 1975  
Budget Appropriations

7. (continued)

<u>General Fund</u>	<u>June, 1975</u>	<u>Amended June, 1976</u>
Personnel Services	980,480	1,069,526
Materials and Services	615,672	1,043,975
Capitol Outlay	349,122	550,000
Other Requirements	804,182	85,955
(Same Total)	<u>\$2,749,456</u>	<u>\$2,749,456</u>
 <u>OTIS Fund</u>		
Personnel Services	498,936	522,986
Materials and Services	880,650	880,650
Capital Outlay	48,300	48,300
Other Requirements	150,000	125,950
(Same Total)	<u>\$1,577,886</u>	<u>\$1,577,886</u>

Special Education Fund, Clearing Account Fund, and Equalization remain unchanged.

MOTION

Director Billings moved to adopt the amended resolution as presented.

Director Huff seconded and the motion carried unanimously.

8. Affirmative Action  
Policy Revision

8. The Superintendent presented and recommended the following revision of the Affirmative Action Policy:

LANE INTERMEDIATE EDUCATION DISTRICT  
AFFIRMATIVE ACTION PROGRAM

Policy

It shall be the policy of the Intermediate Education District to seek out and hire persons without regard to race, religion, sex, age, or national origin for all levels and types of positions. In order to further this policy the Lane Intermediate Education District shall commit its full support to an affirmative action program in accordance with the provisions of the Civil Rights Act of 1964, the Equal Employment Opportunity Act of 1972, the Executive Orders 11246 and 11395 pertaining to agencies under federal contract, and supplements to the previously stated acts in 1967, 1973, and 1974.

It shall be the duty and obligation of all employees to support and aid in all appropriate ways the implementation of the affirmative action plan.

8. Affirmative Action  
Policy Revision

8. (continued)

Goals

Affirmative action program goals of the IED shall be:

1. To improve employment opportunities for women and minority group persons.
2. To provide increased career advancement opportunities for women and minority group persons.
3. To heighten employee recognition and understanding of institutional biases and through employee education, training, and practice to eradicate them.
4. To expand communications with women and minority group persons in the community regarding employment, qualifications, and training opportunities for positions in the Lane Intermediate Education District.

Administrative Responsibility

The IED Board is responsible for the development of the Equal Opportunity Policy and Affirmative Action plan. Specific authority is delegated as follows:

1. The Superintendent will have the basic responsibility for implementing equal opportunity and affirmative action. The Superintendent will designate an affirmative action officer to coordinate the affirmative action program for the IED. In implementing this policy and in defining and meeting the objectives of the plan, the coordinating officer may be advised and assisted by other staff members or outside consultant.
2. All individuals responsible for selection and promotion of personnel are responsible for performing their functions without regard to age, handicap, religion, national origin, race, or sex, and primary responsibility for accomplishing the district objectives rests with them. However, all district employees must assist in the accomplishment of equal opportunity objectives.
3. The affirmative action officer is responsible for the periodic review of the plan to insure that it is being implemented throughout the IED and that the objectives are being met. The action officer will prepare reports for the Superintendent and the IED Board recommending any additional steps needed to achieve the goals of the plan.

Dissemination of Policy

The affirmative action policy will be implemented throughout the IED. Policy will be communicated to relevant individuals and organizations as follows:

1. The policy will be included in the personnel policies and will be a continuing and essential component of personnel policies and procedures.
2. The policy will be publicized through the IED newsletters and other media.
3. This IED policy will be given to each employee and to all persons engaged in hiring, placement, training and in-service education of employees.

## 8. Affirmative Action Policy Revision

## 8. (continued)

4. Notices required by the Equal Employment Opportunity Commission, the Office of Federal Contract Compliance, the Civil Rights Division, Oregon Bureau of Labor, and any state's human rights agency will be displayed in working areas.

5. Written notification of this policy will be sent to all subcontractors, vendors, and suppliers.

### Specific Goals

1. To increase the opportunity for minority representation on the staff, especially in the administrative, supervisory, and professional categories.

2. To periodically review all job descriptions and to update the requirements where necessary.

3. To assume responsibility and become more active in communicating information concerning IED activities to all segments of the community, including minority groups.

4. To insure that announcements of vacancies are communicated to minority groups.

5. To notify the IED staff of each staff position opening prior to a public announcement.

### Proposed Objectives and Timetables

1. Staffing. Place two minorities in staff positions, at least one in the administrative, supervisory, or professional category. Target date for this goal will be two years from the adoption of this policy.

2. Job Selection Procedures. Review all job descriptions annually. Review each job description as the position becomes vacant to insure it has been updated and is relevant. Mail notice of each job opening to at least five minority organizations within the state. Mail notice of affirmative action to Oregon College and University Placement Offices and regular area employment services.

3. In-Service. Provide for staff attendance at special institutes or in-service programs concerned with minority problems in employment.

### Evaluation of Program

To assure the attainment of the Lane IED affirmative action program, the following records will be maintained and reviewed periodically by the affirmative action officer and Superintendent:

1. New employees by job classification, race, sex, and age.

2. Retention for twelve months from position announcement of names of applicants and interview questions.

3. Promotion by job classification, race, sex, and age.

4. Turnover by job classification, race, sex, age, and the reasons for turnover.

5. Employee participation in staff training programs.

6. Changes in the composition of the IED staff by job classification and management level as needs relate to the affirmative action program goals.

8. Affirmative Action  
Policy Revision  
MOTION

8. (continued)  
Director Huff moved to approve the Affirmative Action Policy revision as recommended by the Superintendent.

Director Billings seconded and the motion carried unanimously.

9. Lane IED Program  
Evaluation Recommendation

9. Director Benjamin reported that she, the Superintendent, and David Butler had studied the proposed evaluation of the IED programs and recommended the following:

a. An evaluation committee be appointed to recommend to the IED Board the priority of program evaluations and what areas of the programs to emphasize. It was suggested the committee be comprised of Jim Swanson, IED; Ray Klappenbach, district superintendent; two teachers (one from larger district, i.e., Eugene; and one from a smaller district); a school principal and perhaps someone from Northwest Regional Lab. (Other suggestions for appointment were Larry Barber, Eugene 4J research assistant; and one IED director. Dr. Bob Hammond, University of Oregon, was suggested as one who might serve on the evaluation team.)

b. Perhaps make inquiries of districts regarding their preference on priority of program evaluations.

c. Establish a timetable (approximately one year).

d. The committee would be charged with overseeing the evaluation.

ACTION

By consensus, it was agreed to approve in principle the selection and charge of the evaluation study committee and ask Director Benjamin to give the final presentation at the June 29 meeting.

10. Organization of Board  
for 1976-77

10. The office of IED Chairman was declared open for nomination.

NOMINATION

Director Benjamin nominated Hugh Peniston.

MOTION

Director Huff moved that the nominations be closed and the secretary be instructed to cast an elective ballot.

Director Billings seconded and the motion carried unanimously.

The office of IED Vice-chairman was declared open for nomination.

10. Organization of Board  
for 1976-77

## NOMINATION

## 10. (continued)

Director Huff nominated Jack Billings for vice-chairman.

## MOTION

Director Benjamin moved that the nominations be closed and the secretary be instructed to cast an elective ballot.

Director Huff seconded and the motion carried unanimously.

MEETING DATES  
MOTION

Director Benjamin moved that the Board set the second and fourth Tuesday of each month as the regular meeting date of the IED Board for 1976-77.

Director Huff seconded and the motion carried unanimously.

SUMMER  
SCHEDULE

Director Williams moved to approve the summer, 1976 schedule as presented by the Superintendent as follows:

June 8	Regular board meeting
June 22	No meeting
June 29	Board meeting (in place of 22nd)
July 13	Regular board meeting
August 3	Regular board meeting
August 24	No meeting
September 14	Regular Board meeting
September 28	Regular Board meeting

Director Benjamin seconded and the motion carried unanimously.

## 11. Sunriver Conference

11. Final arrangements were made for transportation to the Sunriver Conference, June 13-15.

## 12. TMR Funding Options

12. Various options which might be pursued regarding funding the TMR budget deficit were discussed briefly. No action was taken and the Board was alerted to consider the problem further at a later meeting.

13. OTIS District User  
Meeting

13. Chairman Peniston presented a letter from Ray Mullen, South Lane Superintendent and Chairman of the OTIS Advisory Committee, regarding reorganization of the OTIS Advisory Board and the meeting of user district representatives at Bowman's on August 5, 1976. Implementation of regular meetings of the user district representatives is planned in order to cope with the problems confronting the OTIS administration and to make recommendations to the IED Board. Mr. Mullen stated he would keep the IED Board informed of reorganization progress.

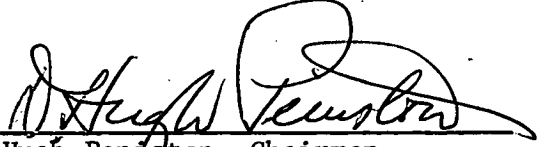
14. Vacation Plans  
Announced

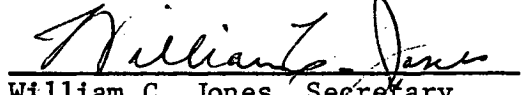
14. Chairman Peniston announced that the Superintendent has scheduled his vacation from August 6th or 10th to September 3rd. There was no opposition from the Board members.

15. Next Meeting

15. The next regular meeting of the Lane IED Board will be held Tuesday, June 29, 1976 at 7:30 p.m. in the Lane IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
(Alton Baker Park Planetarium Site Review and Joint Meeting with the  
Cooperative Science Museum Commissioners)

Tuesday, May 25, 1976

Cooperative Science Museum Commission/

Lane IED Board Joint Meeting

Minutes in brief

1. Attendance

1. Following a tour of the museum site in Alton Baker Park (4:30 p. m. ), the joint meeting of the Cooperative Science Museum Commission and the Lane IED Board was called to order at the Valley River Inn, Siuslaw Room, at 8:00 p. m. with the following commission members present: Russell Donnelly, Joyce Benjamin, Lew Case, John McDonald, and executive secretary John Lofgren; planning committee members Charles Schrader, Jeffry Gottfried, and Dolph Jaynes; Fred Masarie, architect; Ron Cameron, landscape architect; Lane IED Board Chairman Hugh Peniston, Joyce Benjamin, Nile Williams, and Superintendent William Jones. Also present were IED staff members Bill Hawthorne and Evelyn McKenzie; and Debby Norman of the Eugene Register Guard.

2. Funding

Economic Development  
Administration

2. Dr. Russell Donnelly reported that the grant application of \$412,000 to the Seattle office of the Economic Development Administration of the Commerce Department has now cleared all hurdles and is ready for forwarding to Washington, D. C. with the E. D. A. agency's recommendation. If approved for the 1976 fiscal year, funding might be forthcoming as early as July, 1976; however, it may be later in the fall before funding is available. Total cost of the project is now three-quarters of a million dollars, including the planetarium. EDA will match local funds obligated on a 60-40 basis. The grant application is to provide for construction of the 10,000 square foot planetarium museum. Additional units later may house the Museum of Natural History, the Historical Museum, and possibly the community auditorium--providing a cultural center for the area.

State of Oregon

A second application for building funding was submitted to the State of Oregon for \$50,000 of state development funds. The funding was not approved.

Demonstration  
Project

Further along in the development plans is consideration by the Commission in planning to seek a grant to develop energy for the planetarium museum. This would involve transportation of methane gas from the former land fill area to the complex and would serve as a demonstration project as well as provide the energy for the building.

## 3. Architect's Report

3. Fred Masarie, architect, presented a map showing the conceptual master plan for development of the eight acre Alton Baker Park site. Mr. Masarie stated that a series of planning sessions are in progress to explore the functions of the four buildings (planetarium, SWOMSI, Pioneer Museum, and Natural History Museum) and to outline the facilities that might be desirable to serve any and all of these functions. An additional meeting will be devoted to the site development as it ties into the overall conceptual plan of the park and circulation patterns. Input from teachers and/or others regarding the facilities should go to the planning committee for consideration.

While scheduling will necessarily be dependent upon the availability of funding, early receipt of aid will provide for a tentative bid opening date of April 1, 1977, with a twelve-month construction schedule.

## 4. Portable Planetarium Report

4. Bill Hawthorne, IED science coordinator, stated that the IED small planetarium with the 10' dome is being demonstrated in the various school districts to allow teachers to examine some of the 16 pre-recorded programs and to give them an idea of the type of programs which can be conducted with the planetarium. They, in turn, can determine the curriculum and time for the planetarium to visit their school during the coming year. This is the only fully portable planetarium in the U.S. and can be operated in either a manual or automatic mode. Some interest is being shown by teachers in developing their own slides and making their own narrations through the IED or during summer sessions. Enthusiasm for the programs and program possibilities indicates there probably will be full time utilization of the planetarium and that it will need to be booked on a first-come first-served basis.

## 5. Joint Meeting Adjourned

5. Russell Donnelly thanked John Lofgren for his valuable services to the Commission and wished him well in his new position in Minneapolis, Minnesota.

## MOTION

Following Russell Donnelly's and Hugh Peniston's expression of appreciation for the opportunity of meeting together, Joyce Benjamin moved to adjourn the joint board session.

The motion was seconded and carried unanimously.

(Those involved with only the planetarium project left at this point.)

Regular IED Board Meeting Convened

## 1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was called to order by Chairman Hugh Peniston. Present, in addition to those attending the joint board session, were

## 1. Attendance

## 1. (continued)

Directors Leland Huff and Jack Billings. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, Wanda Vinson, David Butler, Marvin Wilkerson, Mary Simmons, Susan Keggan, and Cory Stout of the IED office.

2. Minutes Approved  
MOTION

2. Director Benjamin moved that the minutes of May 11, 1976 be approved.

Director Williams seconded and the motion carried unanimously.

3. Board Comments  
Congratulation to  
Director Benjamin  
upon appointment

3. Director Billings proposed a resolution congratulating Director Benjamin upon her appointment by Governor Straub to the State Board of Education. Director Benjamin was commended for her contribution to the IED Board and her willingness to continue providing leadership in education throughout Oregon.

## 4. Correspondence

4. The Superintendent presented correspondence from:

- a. John Lofgren regarding the site visitation and joint commission/board meeting;
- b. George Annala, secretary-manager of Oregon Tax Research, thanking the IED for budget information and commending IED for one of the best budgets reviewed;
- c. Gene Farthing (copy of memo to Superintendent Jones) regarding Pearl Buck Center;
- d. Chairman Peniston
  - (1) to IED staff members, (copy)
  - (2) to Jack Gossard, and (copy)
  - (3) Opening remarks for meeting with staff on May 18;and
- e. Monty Multanen, State Department of Education, regarding non-funding of the cooperative work-experience project.

5. Board Policies Sub-committee  
Appointments

5. Following a discussion of the make-up of the board policies committee, the Superintendent recommended that Directors Benjamin, Williams, and Billings serve on the policies revision subcommittee and that two staff members (Willson Maynard and David Butler) also serve on the committee. By general consensus, the subcommittee was appointed and Director Billings agreed to chair the committee.

6. Planetarium Coordinator  
Screening Committee

6. The Superintendent recommended that the committee who screened last year's applicants be reappointed.

6. Planetarium Coordinator  
Screening Committee  
MOTION

6. (continued)

Director Benjamin moved that last year's Planetarium Coordinator Screening Committee be reappointed as follows:

Gene Farthing, ISAC Director  
William Jones, ex officio  
Joyce Benjamin, IED Board  
Dr. Franklin Fitz, McKenzie science teacher  
Ray Hansen, South Lane science teacher  
Hayden Hodges, Lane Community College  
Russell Donnelly, University of Oregon

Director Billings seconded and the motion carried unanimously.

7. Planetarium Coordinator  
Interview Committee  
MOTION

7. Director Benjamin moved that last year's Planetarium Coordinator Interview Committee (most of the screening committee plus Gary Steziak, Portland OMSI planetarium director, and Bob Anderson, Mt. Hood Community College planetarium director, and Director Nile Williams) be reappointed.

Director Huff seconded and the motion carried unanimously.

(The Superintendent was authorized to select other appointees in the event someone cannot serve.)

8. Adoption of IED Goals  
and Objectives

8. The Superintendent stated that he and the Directors had reviewed again the deadlines proposed in the Goals and Objectives study and determined that they are realistic and can be met (copy filed with official minutes).

MOTION

Director Benjamin moved to approve the goals, objectives, activities test check and timeline as presented.

Director Huff seconded and the motion carried unanimously.

9. Financial Report  
April 30, 1976

9. The Superintendent reported that the financial picture of the IED is sound and there is money in the bank. Accounts payable for April 30, 1976 are:

IED	\$179,841.29
OTIS	86,539.15

The Superintendent stated that some transfers will be necessary but the information is not yet complete.

10. Insurance Report and  
Dental Coverage Approval

10. Dr. Marvin Wilkerson presented the insurance committee report and recommendations. The report (copy filed with official minutes) lists the various insurance benefits, major features, exceptions, cost to the IED, cost to the employee, and names

10. Insurance Report and  
Dental Coverage Approval

MOTION

10. (continued)

the companies providing the health, income protection, accidental death and dismemberment, cancer, and recommended dental coverage.

Insurance committee recommendation is that the dental insurance policy be carried with Blue Cross. The policy provides no-deductible 70%, 80%, 90%, and 100% in the fourth year on all dental maintenance; 50% level benefit on all prosthetics; and 50% level benefit on all orthodontia.

Director Huff moved to accept the committee recommendation for dental insurance.

Director Benjamin seconded and the motion carried unanimously.

The Superintendent expressed appreciation not only for all the work done by the insurance committee but for keeping him informed of all proceedings.

11. Evaluation of IED Programs

11. Director Benjamin reported that she, the Superintendent, and David Butler will be meeting and a report will be given at the second meeting in June.

12. Continuing Competency  
Based Program (Proposal)

12. The Northwest Regional Educational Laboratory's Oregon Competency Based Education Program has committed about \$70,000 to develop materials and procedures to assist school districts in meeting requirements in the revised Minimum Standards for Public Schools. The IED proposal, presented by Jim Swanson, would be to develop competency based educational materials and resources (copy filed with official minutes) and would provide (1) contracted art work, materials, and 44 work days to develop a multi-media package to assist educators in understanding differences between the types of goals and to develop a package to assist districts with the development and/or selection of Program Goals; and (2) equipment and materials to develop a scanning procedure using either 3M or Scan-Tron Scanning equipment to facilitate processing of survey data obtained by districts in assessing their needs to meet revised Minimum Standards.

If approved, the funds are to be used between June 18, 1976 and October 1, 1976 and application must be made by June 7, 1976.

MOTION

Director Benjamin moved to authorize the Superintendent to approve the project and to submit it.

Director Huff seconded and the motion carried unanimously.

13. Program Evaluation  
Procedure

13. Gene Farthing distributed a memo for Board consideration (copy filed with official minutes) outlining a proposed model for program evaluation. The material was developed by Jim Swanson at the request of the IED Management Staff.

14. National Association of  
Educational Data Systems  
Meeting Report

14. Bob Dusenberry reported on the National Association of Educational Data Systems Convention recently held in Phoenix, Arizona. The meeting was exceptionally good. OTIS representatives made two presentations and participated with several other operations in another area. Of special interest was a session devoted to large data centers and large systems exchanging and receiving information--(remote job entry) several user districts involved with it believe that teleprocessing is working well; OTIS is the largest teleprocessing unit for administrative services using terminal input. Mr. Dusenberry stated that approximately 20 districts indicated they were involved with data based management information systems; however, it was resolved that none of them had the technical sophisticated data manipulation where there are two or three files in cross-file manipulation with one system program serving any user desiring to manipulate the file structure. Instead, they are using something similar to GEMS or QUERY.

15. Speech and Hearing  
Summer Program

15. Dr. Marvin Wilkerson started his report by indicating that, again this year, the IED would be conducting a summer program of speech, hearing, and language. The program will be conducted at the Eugene Hearing and Speech Center for those students with severe speech, hearing, and/or language problems. An attempt has been made by participating districts (according to guidelines) to prioritize those needing the summer program to not exceed the \$5,000 budget. While the projected cost of \$5,640 is slightly more, if the past summer attrition rate pattern of 20-25% holds true, the actual expenditure probably will be slightly over \$4,000.

Dr. Wilkerson noted that the \$13,688.50 balance indicated in the financial report will be expended by June 30, 1976. The program will continue to provide maximum benefit to the children in the program.

Dr. Wilkerson noted, with much concern, the drastic increase in the cost of services at the Eugene Hearing and Speech Center (effective July 1, 1976). A copy of the cost comparisons is filed with the official minutes. The increase, according to Ned Risbrough, Director of the Eugene Speech and Hearing Center, is the result of higher costs and the much less than normal contributions received from the traditional sources of charity. The increased costs will have a significant effect on the 1976-77 budget and the district superintendents will be apprised of the situation and its effect on the coming year's program.

15. Speech and Hearing  
Summer Program

16. TMR Budget Comparisons  
and Problems

15. (continued)

District participation and/or lack of participation in the program was discussed briefly.

Appreciation was expressed for keeping the Board informed through the monthly reports on the speech and hearing program.

16. Gene Farthing reported on budgetary problems of the TMR program for the coming year. Of major concern is the disparity of funding available (as negotiated with Lane County Mental Health--\$143,957 for 65 children) and the Pearl Buck Center budget request (\$202,066 for 65 children). The difference of \$58,109 is unresolved. While there is a possibility that PBC may yet obtain additional funding for 11 activity center students (reducing the number of students to 54 and the budget to \$156,569, not including transportation) it is presumed that the total of 65 children should be considered in budgeting the programs.

Possible courses of action include:

1. Increase the per pupil cost to districts.
2. Explore the possibility of moving all students from PBC into the public school. Margaret Nichols, Eugene 4J, states space is available and the IED believes the \$143,000 available should be adequate to conduct the program there.
3. IED Board request additional money from the Mental Health Division so that the program at PBC could be maintained one additional year.

Mr. Farthing recommended that all three alternatives be explored keeping in mind that future funding through Mental Health will undoubtedly necessitate more money being budgeted at the county level. A comparison of funding and the per pupil cost ratio between Lane, Jackson, Multnomah, and Clackamas IEDs shows that Lane IED has received more than others over the past several years. The funding picture is changing, however, and Mental Health is no longer providing for a secretary, administrative overhead, substitute salary, and parent trainer office, as they did this past year. Therefore, \$13,195 must be adjusted in the 1976-77 budget.

Mr. Farthing concluded that the budgetary problem information and the possible alternatives were presented to the Board in hopes that a decision might be reached at the June 8 Board meeting and allow Pearl Buck Center and the IED to proceed with staffing and program planning.

16. TMR Budget Comparisons  
and Problems

16. (continued)

Chairman Peniston stated that a breakfast meeting with the PBC Board will be held on June 3 and should provide additional information. Directors Huff, Gene Farthing, and the Superintendent will be attending.

Mr. Farthing added that, prior to the June 3 meeting, he will provide Herman Lawson, District 4J, with the total cost for each TMR classroom in the public schools. Mr. Lawson, in turn, will add the administrative cost and that should provide a firm figure for the cost of conducting the program in the public schools.

Director Benjamin suggested that it might be time to explore the feasibility of moving all funding of special education programs from Mental Health to the State Department of Education.

Action was deferred to a later meeting.

17. Sunriver Conference

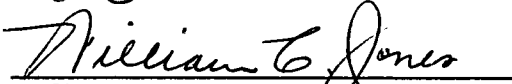
17. The Superintendent reported that preliminary arrangements for the conference at Sunriver, June 13-15 had been completed. A memo from Jay Owen, President of the IED Section of OSBA, outlining the preliminary program was distributed.

18. Next Meeting

18. The next regular meeting of the IED Board will be held Tuesday, June 8, 1976, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, May 11, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, May 11, 1976 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Joyce Benjamin, Cynthia Wooten, Nile Williams, Jack Billings, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, David Butler, and Mary Simmons of the IED office; visitors Benson Schaeffer, Pete McDowell, and George Kallinzas of the University of Oregon; Cathy Perkins of Lane Community College; and Rita and Jim Honsberger, parents.

2. Minutes Approved  
MOTION

2. Director Williams moved that the minutes of April 27, 1976 be approved. Director Billings seconded and the motion carried unanimously.

3. Comments from the  
Board

3. Chairman Peniston reported he had visited Director Armstrong's daughter and family in Tacoma, Washington, following the leukemia diagnosis of the 22-month old boy's illness and subsequent medical tests Tuesday a.m. Treatment will be given over the next three months and there is hope that he will respond favorably as is now many times the case. The timing of the crisis prevented both the chairman and Director Armstrong from getting back to Eugene in time for the 4:00 p.m. Board-staff meeting; therefore, that meeting will be rescheduled.

4. Correspondence

4. The Superintendent presented correspondence from:
- a. Tom Rigby, Oregon School Boards Association, regarding the May 13 meeting with LCSBA;
  - b. Wendell Hall, District 4J, regarding IED handling of certification;
  - c. Virg Erickson, Principal of Stella Magladry Elementary, 4J, expressing appreciation for David Butler's assistance;
  - d. George Katagiri regarding the \$2,500 grant for Newspaper in the Classroom (and the Superintendent's reply to Mr. Katagiri); and
  - e. Chuck Thomson, Fern Ridge Superintendent, regarding the equalization issue.

5. Word Processing -  
Approval of Mag Card  
II Lease and Touch-  
tone Dictating  
Equipment

5. Willson Maynard reported that tentative arrangements for leasing (as budgeted) the IBM Mag Card II have been made pending official Board authorization. In answer to Board concerns, Dr. Maynard stated that a staff secretary has been handling the typing in preparation for word processing and that an IBM training session for the typist and for those dictating materials will be given in mid-June. A percentage of the lease money will apply toward the purchase price should a decision be made to purchase outright following a careful evaluation of the word processing program. It was pointed out that lack of this type of program will necessitate additional personnel in the future as IED programs change and/or expand.

MOTION

Director Williams moved to approve leasing of the word processing equipment as outlined and recommended by the Superintendent.

Director Benjamin seconded and the motion carried unanimously.

6. Media Handling and  
Film Inspection  
Equipment Bid  
Approval

6. Mel Mead, IMC Director, stated that bids for all of the media handling and inspection equipment budgeted were almost 100% greater than anticipated; therefore, the bids presented for approval are a scaled down version of two of the three categories. He stated that the program could be phased in with the equipment bid and added to in subsequent years.

Bids presented and recommended for approval by the Superintendent were:

Media Handling Equipment - Grip & Lift Sales Co. for:

300 Nestier tote boxes @ \$6.19 \$1,857.00

6 Hamilton custom-built roll-on truck carts  
@ \$67.90 3,407.40  
\$5,264.40

(conveyer equipment and 8 additional truck carts deferred until a later date)

Library Furniture to Western School Supply for:

4-36" x 60" Magna Design System I tables  
@ \$96.25 385.00

1 - 48" round Magna Design System I table 106.25

20 - Jasper 753 TULB chairs @ \$46.25 925.00

1 - Howe T/E-DS carrel 413.00

\$1,829.25

6. Media Handling and  
Film Inspection  
Equipment Bid  
Approval

6. (continued)

Circulation desk - decline the bid and contract \$ 650.00  
its construction to Eugene Planing Mill @\$650.00

2 - square tables -- decline the bid

- 0 -

Film Inspection Machine - (conditional award) -  
Paulmar, Inc.

1 - Model MS 70 inspection machine \$5,200.00

(conditional award to assure that further investigation substantiates that the MS 70 meets the specifications. In the event that it does not, the alternate recommendation would be to award the contract to Moore's Audio Visual Center for:

1 - R.T.I. Pulsar III - LB/T inspection machine @ \$6,795.00.)

MOTION

Director Benjamin moved to accept the media handling equipment, library furniture, and film inspection machine bids as presented by Mel Mead and recommended for approval by the Superintendent.

Director Wooten seconded and the motion carried unanimously.

7. TMR Program Report

7. Mary Simmons, Supervisor of the Mental Retardation program, presented an up-to-date overview of the TMR programs in Lane County schools, the University of Oregon, and Pearl Buck Center. The Board was apprised of the number and ages of students in the various programs as well as a breakdown of teachers and support staff to conduct the programs. A series of slides depicting the children and the programs was presented.

8. IED Community Survey

8. David Butler, School-Community Relations Specialist, presented a memorandum (copy filed with official minutes) regarding the (1) proposed community opinion survey and (2) reports to board members. He suggested that the survey present statements regarding a specific nature followed by two questions to determine the degree of public understanding or lack of understanding. He will attempt to determine if there is general approval of the programs. Approximately 380 respondents can be scientifically selected through L-COG census tracts. There is considerable computer capability to assist in translating the data obtained. Mr. Butler stated that printing costs would be minimal and, with volunteer help to deliver and pick up the surveys, there would not be much additional cost. He proposed that the survey be considered a summer project.

Director Benjamin suggested that Northwest Regional Lab might be considerable help in determining questions and/or statements.

8. IED Community Survey

8. (continued)

Director Williams stated that if the Board would take time to review the goals and objectives of the Superintendent study done by the Superintendent and himself, that they would find some procedures there to accomplish much of what is being sought in the survey.

MOTION

Director Benjamin moved to authorize David Butler to proceed with the community questionnaire.

Director Wooten seconded and the motion carried unanimously.

9. Planetarium Screening Committee Selection

9. The Superintendent stated that a screening committee to select the planetarium director would need to be selected soon and recommended that the committee who screened last year's applicants be reappointed.

MOTION

Director Benjamin moved that the Planetarium screening committee be reappointed.

Director Billings seconded and the motion carried unanimously.

10. Support of Planetarium Program Resolution Approval

10. Director Benjamin stated that federal regulations had once more required a resolution statement from the IED and other participants regarding the continued support of the planetarium and its program. Therefore, a resolution, similar to those in the past, was drawn and presented to the Seattle office. The resolution, presented for Board approval, is as follows:

RESOLVED THAT the Lane Intermediate Education District Board reaffirms its intention to participate in the Cooperative Science Museum Commission museum/planetarium project in Alton Baker Park.

The participation of the IED will include purchase of the planetarium projector and dome and its use in educational programs for the 50,000 school children grades Kindergarten - 12 in Lane County. The project shall be administered by a science coordinator whose primary responsibility will be to the IED Board.

The IED Board, as evidence of its intention to support the project, has budgeted and levied in fiscal year 1975-76 an amount of \$58,000 for purchase of the projector and salary for the science coordinator; an additional \$58,000 will be budgeted in fiscal year 1976-77 for the same purposes. Although the budget for fiscal year 1977-78 has not been proposed, adopted, and levied, it is the

10. Support of Planetarium Program  
Resolution Approval

MOTION

MOTION

11. Science Commission-IED Board Joint Meeting

12. Lane County School Boards Association Dinner Meeting May 13, 1976

13. Parents Seek Assistance

14. Microphones Request

10. (continued)  
intention of the IED to continue its support of this project into the future.

After the project has opened its operation, the IED intends to budget the necessary funds for maintenance and upkeep of the planetarium, related technical facilities and exhibits, and staff, for the life of the project.

The Superintendent recommended approval of the resolution as presented.

Director Williams moved approval of the resolution supporting the planetarium program.

Director Benjamin seconded and the motion carried unanimously.

11. Director Benjamin proposed that a joint Science Commission-IED Board meeting be held on Tuesday, May 25 at 4:30 p.m. at Alton Baker Park for a sight survey with Don Lutes, architect, to be followed with a dinner prior to the 7:30 p.m. Board meeting.

No official action was taken.

12. The Superintendent reminded Board members of the Lane County School Boards Association dinner meeting to be held at Pleasant Hill High School at 6:30 p.m. on Thursday, May 13, 1976 and urged their attendance.

13. Fern Ridge District parents, Mr. and Mrs. Jim Honsberger (parents of two severely autistic children), requested IED help. Mrs. Honsberger stated that their two children are in a program at the University of Oregon conducted under a federal grant expiring in June, 1976. The Superintendent stated that special education programs are the responsibility of the local school district who may or may not ask for help through IED resolution. To date, Fern Ridge has not asked for that assistance.

Dr. Benson Schaeffer, director of the university program, indicated that there are many more autistic children than have been diagnosed as such and it is his belief that a program conducted through a central agency would be most beneficial.

Gene Farthing stated he would be happy to work with Dr. Schaeffer to identify the problem and suggest possible alternatives to help the Honsbergers secure district assistance.

14. Director Williams asked consideration to have microphones installed so that people in any area of

14. Microphones Request

14. (continued)

the Board Room could be heard and understood. Director Benjamin suggested that the problem be presented to Mel Mead, Director of the Instructional Media Center.

15. Next Meeting (Special)

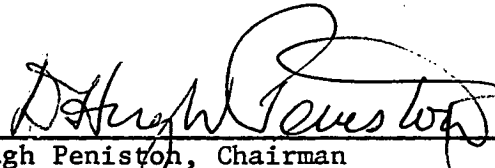
15. By general consensus, Tuesday, May 18, 4:00 p.m. to 6:00 p.m. was set for the Board-staff meeting (postponed from May 11).

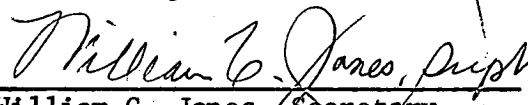
An executive session will be held following dinner to review the Superintendent's goals and objectives study by the Superintendent and Director Williams.

16. Next Regular Meeting

16. The next regular meeting of the IED Board will be held Tuesday, May 25, 1976 at 7:30 p.m. in the Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, April 27, 1976

Minutes in brief

1. Attendance
2. Minutes Approved  
MOTION

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, April 27, 1976 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, Jack Billings, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, and David Butler of the IED office; Fred Manela and Les Mann, visitors; and Ron Bellamy of the Eugene Register Guard.

2. Director Wooten moved to approve the minutes of March 16 and 30, 1976. Director Billings seconded the motion.

(Correction - March 16, page 3, Input Committee: Indicate that, by general consensus, the board agreed to comply with the IED staff association request that the Input Committee study the Association's policy concerns and be involved with presenting recommendations, ideas and/or evidence on the use of the building and/or services and materials.

(Correction - March 30, page 2, TMR Update: Indicate "A committee of TMR parents (reworded) has requested reduction of TMR classes to 10 students.")

The motion to approve the minutes as corrected carried unanimously.

3. Comments from Board re:  
Affirmative Action  
Policy

3. Director Armstrong requested that a progress report on the affirmative action policy be placed on the next agenda. (The report will be given at the May 25 meeting.)

4. Correspondence

4. The Superintendent presented correspondence from:
- a. Ron Burge, State Department of Education, thanking us for the use of facilities for State Board of Education meeting;
  - b. Ron Burge, SDE, regarding hearings for IED standards;
  - c. Don Trumbull, Chief of Day Training programs and Mental Health Director, regarding the delay of the committee report on Lane TMR evaluation and Dr. Brown's report;

4. Correspondence

4. (continued)

- d. (copy of letter from Dr. Marv Wilkerson to all superintendents) regarding a meeting to discuss the summer Speech and Hearing program;
- e. (copy of letter from Senator Fadeley) requesting an AGO regarding equalization levies;
- f. (copy of letter from Government Surplus Agency to Dr. Howard Bird) regarding IED use of surplus property;
- g. Nancy Nichols, National School Boards Association, regarding membership in NSBA Direct Affiliate Program; (see item #12)
- h. Memo to propertyowners and tenants along Highway 99 N;
- i. Barbara Kline, Oregon School Boards Association, regarding the sponsorship of initiative to update tax bases; and
- j. State Department of Education regarding reduced funding for Pearl Buck Center project.

5. IED Standards Hearings

5. In response to Board concerns regarding participation in the IED standards hearings, the Superintendent stated it would be helpful to have Board input in addition to that of staff. It was suggested that (time permitting) Director Benjamin, who serves on the legislative committee, might be the logical one to attend the Roseburg hearing.

6. Authorization to invest in Local Government Investment Pool

6. The Superintendent recommended Board approval for James Schneider, Lane County Finance Officer, to continue to invest IED funds as he has in the past.

MOTION

Director Williams moved that the following resolution be approved as recommended by the Superintendent:

BE IT RESOLVED that Lane Intermediate Education District is desirous of participating in the Local Government Investment Pool as per ORS 294.810.

BE IT FURTHER RESOLVED that the Lane IED Board authorizes the Lane County Financial Services Division and Finance Officer to invest district funds in his custody in the Local Government Investment Pool per ORS 294.810, for the benefit of the District.

Director Huff seconded and the motion carried unanimously.

7. Financial Reports  
March, 1976

7. The Superintendent reported that the financial picture is excellent. Accounts payable for March, 1976, were presented as follows:

IED \$139,349.75

OTIS 63,797.58

8. Sunriver Conference  
June 13-15

8. Director Benjamin reported she had attended the Sunriver Conference planning session in Portland in place of Director Armstrong. Mrs. Benjamin stated that Board members indicated that they wish to attend the superintendents and Educational Coordinating Council session on Sunday. Other suggestions were made which have not been included on the agenda presented to the Board tonight.

The Superintendent stated that Willson Maynard will be attending another planning session on Friday and could take other suggestions to that meeting.

Director Wooten asked that a discussion be placed somewhere on the program regarding the effect on school districts of the new legislation which has virtually eliminated the equalization levy - perhaps with an eye toward developing new legislation.

9. Report on Stolen Property

9. Mel Mead reported the loss of a Sony model TC-110A cassette unit valued at \$130 and a Hitachi model 6011A cassette unit valued at \$35. The loss has been reported to the insurance company and the Eugene Police Department.

10. OTIS Advisory Committee  
Meeting Report

10. Bob Dusenberry reported on the April 21 OTIS Advisory Committee meeting held primarily to discuss the general concerns of the OTIS advisory committee and OTIS users about the Eugene District 4J computer needs assessment - what can be done or should be done about the computer capability to handle them.

During the meeting, Vernon Smith, District 4J representative, had started the presentation stating that ten firms have indicated an interest in providing computer services - one of those being OTIS - and indicated he hoped to work out something with OTIS and thus eliminate the necessity of moving to a new supplier.

Bob Dusenberry stated he then presented the OTIS position and referred to current OTIS policies and practices - i.e., OTIS has not bid on services for users or bid to supply services for users. Also discussed was how OTIS would add new applications which are major services to the list of contracted services and/or modify existing services. Another consideration was how contracts could

10. OTIS Advisory Committee Meeting Report

10. (continued)

be provided for special services upon special requests. Mr. Dusenberry stated he outlined a proposal to provide special services to District 4J, Beaverton, and Coos Bay allowing them to help themselves receive additional computer services by having their own programmer analyst to develop their programs within the district and OTIS then providing the computer capability. (Present extra time available is from midnight to 8:00 a.m. and on weekends.)

Mr. Dusenberry stated that it has been suggested that a needs assessment (similar to District 4J's) of all users be made prior to October, 1976, to provide information on what hardware and personnel may be needed and to provide some costing analysis. Discussion then centered on whether OTIS pauses at this point in computer capability or moves ahead. Summarization of the meeting indicated that a study of the needs assessment be done to provide a 25% capability increase, a 50%, and a 100% capability increase. (Only concern was expressed by Beaverton who has budgeted \$50,000 in the current budget to provide the extra services and how would this inequity be handled if the service is available to all users. OTIS indicated that something fair and equitable would be worked out.)

The OTIS Advisory Committee meeting ended with the suggestion that all user district superintendents be invited to the next meeting of the advisory committee.

11. NSBA Convention Report

11. Board comments regarding the NSBA convention in San Francisco covered various topics. Among them were:

Negotiations. Director Billings stated that he left with the feeling that, while there may be problems, the Lane IED Board is doing many things right. It appeared many district boards are not utilizing a professional negotiator and are running into many difficulties.

Polling. Director Benjamin indicated that she had attended the section on polling. She expressed appreciation for the information received from the staff questionnaire and that she would like to go one step further - take a random polling of the community to obtain their perception of what the IED is and does. Mrs. Benjamin suggested that David Butler and the Superintendent prepare the type of questionnaire which would obtain information on understanding of equalization and other IED topics to be presented to the Board at the next meeting.

11. NSBA Convention Report

11. (continued)

News coverage of education. Chairman Peniston stated that local board members are not well enough informed about the IED and questioned what information goes to Boards. (Minutes of the IED Board meetings are distributed to the superintendents for Board perusal.) It was suggested that once a month the Communiqué publication be structured for wider distribution.

Human Relations. Chairman Peniston stated that the session on Human Relations was one of the most interesting. He stated that this session (and a second session on human relations chaired by a black woman who has achieved considerable success in this area in the Beaverton District) pointed out that this is an area of constant involvement and much can be done to make different kinds of relationships possible between teachers and children, teachers and parents, etc. - all affecting the morale of the whole district.

(Director Wooten stated a similar program is being developed at the community mental health center called primary prevention. It has established two pilot projects in the Eugene schools to have parents, teachers, and children work together more closely and attempt to decrease alienation that sometimes takes place between children and their school learning situation and the learning situation in the family. Mrs. Wooten stated she is serving on the committee developing the program.)

Planetarium and exploratorium. Director Benjamin reported she had visited both the planetarium and the exploratorium and hoped that it might be possible to have the Science Advisory Committee visit sometime in the fall.

Outside of meetings contacts. Director Armstrong stated she had met a couple of Umatilla Board members who were rather uninformed about and critical of OTIS services. Following a lengthy discussion, Mrs. Armstrong stated that she had returned home and obtained information from Bob Dusenberry bearing on their concerns and sent the information and a letter to them.

General consensus was that all speakers at the convention were excellent.

12. NSBA Direct Affiliate Membership

12. The Superintendent reported that NSBA direct affiliate dues would be \$2,000 (50,000 students @ 4¢ per student). Consensus of the Board was not to join the direct affiliate program of NSBA.

13. LCSBA Meeting

13. The Superintendent announced that the Lane County School Boards Association annual meeting and election

13. LCSBA Meeting

13. (continued)

of officers will be held Thursday, May 13, at Pleasant Hill High School. Directors Huff, Wooten, Billings, and Benjamin indicated they will be attending.

14. Future Meeting Agenda Items

14. Chairman Peniston suggested that it might be helpful to add another item on the agenda each time - "unfinished business to take up at another meeting."

a. Director Williams stated that a Board overview of the goals, objectives, and activities chart he and the Superintendent developed might be most helpful in developing a more organized Board meeting.

b. TMR Evaluation Report. The target date for Don Trumbull to present the TMR evaluation report to the IED Board is May 11th. The report will then be presented to the TMR Advisory Committee on the 19th of May.

15. Executive Session

15. Chairman Peniston declared the general meeting recessed and called for an executive session under provisions of ORS 1975, chapter 664 and ORS 192.610 to 192.690 to discuss personnel.

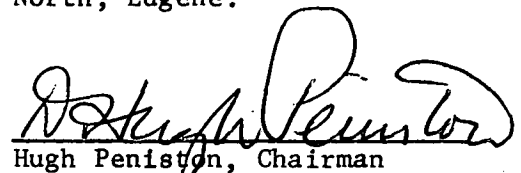
16. Meeting Reconvened

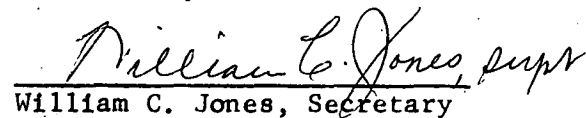
16. Chairman Peniston reconvened the general meeting. No action was taken.

17. Next Meeting

17. The next regular meeting of the IED Board will be held on Tuesday, May 11, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, March 30, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, March 30, 1976 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Cynthia Wooten, Joyce Benjamin, Nile Williams, Jack Billings, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Bob Dusenberry, Evelyn McKenzie, David Butler, Ron Munkres, Mary Simpson, Marilyn Olson, Mary Simmons, and Jim Swanson of the IED office.

2. Correspondence

2. The Superintendent presented correspondence from:

a. Verne Duncan, State Superintendent, to Marv Wilkerson (copy) regarding selection as an Oregon Consulting Educator;

b. Tom Rigby, Oregon School Boards Association (memo) regarding 10 most common school board mistakes in teacher negotiations;

c. First Pennsylvania Bank (to OTIS) regarding Op Scan Equipment and IED responsibility;

d. Joyce Benjamin (to L-COG) resigning as alternate representative from the IED Board; and

e. C. R. Thomson, Fern Ridge District Superintendent, regarding the IED Board action on a tax-base election.

3. Financial Report  
February, 1976

3. The Superintendent reported that the financial picture is excellent. Accounts payable for February, 1976, were presented as follows:

IED	\$256,264.32
OTIS	98,186.93

MOTION

Director Williams moved to approve the financial statement and accounts payable as presented.

Director Billings seconded and the motion carried unanimously.

4. Approval of Step  
Van Bid

4. The Superintendent recommended approval of the Romania bid of \$5,595.76 for the step van - delivery in 120-150 days. While there was one lower bid, it did not meet the cargo space specs.

4. Approval of Step  
Van Bid

MOTION

4. (continued)

Director Williams moved approval of the Romania bid as recommended by the Superintendent.

Director Billings seconded and the motion carried unanimously.

5. Appointment of Alternate Representative to the L-COG Board

MOTION

5. Director Benjamin's replacement as alternate IED representative to the L-COG Board was discussed.

Director Armstrong moved that Director Billings be appointed alternate IED representative to the L-COG Board to serve in the absence of Director Wooten.

Director Williams seconded and the motion carried unanimously.

Director Wooten stated she would be glad to bring the Board a progress report on L-COG programs at a future meeting.

6. Approval of Accumulated Sick Leave Credit as Retirement Benefit

MOTION

6. The Superintendent presented correspondence between Bob Dusenberry and the Oregon Public Employees Retirement System and a copy of House Bill 3206 relating to regulations and procedures for Board approval to grant credit for accumulated unused sick leave for increased retirement benefits. The item had been an agenda item in the past but there had been insufficient time to take action.

Mr. Dusenberry commented that affirmative action by the IED Board would provide retirement benefits to the IED employees at no additional cost and should provide added incentive for on-the-job attendance.

Director Wooten moved that the IED Board approve granting of accumulated unused sick leave credit for increased retirement benefits and that the Oregon Public Employees Retirement System be so notified.

Director Williams seconded and the motion carried unanimously.

7. TMR Update

7. Mary Simmons, TMR Supervisor, distributed TMR Working Committee minutes of their February 23 and March 15 meetings plus the February 23 report of the TMR Parent Committee.

<sup>of TMR parents</sup>  
The TMR Parent Committee has requested reduction of TMR classes to 10 students. However, state guidelines stipulate 12 students per class and budgets \$2,000 per class to provide for a teacher, an aide, materials, supplies, and transportation. For less than 12 in the class, the teacher aide is not provided. There are no funds available to compensate for the loss of support personnel, therefore, the Parent Committee request cannot be considered.

7. TMR Update

7. (continued)

Reporting on the 1976-77 budget, Mrs. Simmons stated she had been negotiating with Mental Health and would be meeting with Mrs. Waechter, Director of Pearl Buck Center, on April 1. Concern has been expressed by Mrs. Waechter that at least \$45,000 will be needed in addition to the \$12,000 for the six classes at Pearl Buck and anything less than that may force the transfer of all classes to the public schools. Mental Health is adhering to the state guidelines and to date has not provided more than the \$2,000/per class.

Need for new legislative action to provide for total funding above the ordinary cost of the regular school program was noted.

8. Career Ed Update

8. Ron Munkres, Career Education Coordinator, and Mary Simpson, Community Resource Specialist, presented an update on the career ed program as it exists today and as it appears it may develop in the future.

The recent community survey indicates an interest in developing a good training program which will be beneficial to the general public and education alike. Presently, the community resource program goals are (1) to help teachers, through workshops, define the resources available as they apply to existing curriculum areas and (2) to help the community, through workshops, define its role in the education process.

Mr. Munkres stated that, while business is anxious to be involved in the community resources program, it is not yet ready to fund or assume a major responsibility in establishing the program. However, it is hoped that, as the program develops, education and business will initiate a cooperative program dividing costs and responsibilities.

Mary Simpson reported that coordination of the program is most important and she is working with a classroom teachers' curriculum advisory committee to correlate community resources with the curriculum areas. It has been suggested that another committee of business, labor, and industry be established to serve as a community sounding board regarding the degree of involvement the community can contribute and the direction they believe the program should take. Hopefully, these committees will assist in establishing a countywide set of guidelines to assure program benefits for all districts and to provide some input to superintendents. Mr. Munkres requested participation of one IED Board member on the industries advisory committee and suggested that Director Williams would be of invaluable assistance (Director Williams agreed to serve).

## 8. Career Ed Update

## 8. (continued)

Mr. Munkres stated that the community resources program under the visit file approach needs to be updated and expanded. However, once this is done, next year's use of the system should indicate how well the teachers rely on a "resource delivery system." With the information gained from last year's community resource survey, the amount of resource demand has been determined and can be matched to next year's use of the visit file. (The visit file will be completely updated by fall.)

There is much concern over the possibility of program expansion. If the program "mushrooms" to the degree that is anticipated, a fully automated information system will become necessary to adequately serve the community and school system. The cost would be approximately \$80,000 as opposed to the \$40,000 now budgeted. One of the services that can be rendered to school districts with such a delivery system, according to Mr. Munkres, is an information system that would supply users with manpower data as possible training sites and the potential occupations within any given industrial site. (Utilization of the ranking of industries by categories and by number of establishments obtained through the community survey and the matching of industrial codes to occupational codes should be quite valuable through the automated approach.)

Mr. Munkres stated that there was a need to provide workshops and inservice to provide qualified training stations for sponsors. Funding proposals have been submitted to the State Department of Education to conduct such workshops for a community resource specialist but they were not funded. The current priority for funding is for the expansion of new work experience programs. Mr. Munkres indicated that the Lane County schools have completed their expansion and are now interested in providing quality programs. (The only proposal approved and funded was for the specialist to conduct the disadvantaged/handicapped portion of the community resource program.)

If the expanded program materializes within a couple of years, it may require more funding and staffing than the TED will want to assume. The Board may wish to study whether the program will be maintained through the IED or through another agency entirely. It is believed that with integration of the program into the various curriculum areas the program should be under a director's supervision and would not necessarily need to be conducted within the confines of the career ed department.

In answer to Board questioning, Mr. Munkres stated that larger districts tend to support the community resources program concept because they receive the bulk of the

8. Career Ed Update

8. (continued)

services. Smaller districts, while not opposing the program, are holding back to see what, how, and if it can be advantageous to them.

Director Williams proposed that a pilot program be conducted for a time to determine what problems will be encountered now and in the future and to determine the degree of district and community involvement. The pilot program should cover services and anticipated costs.

Mr. Munkres concluded his report by stressing the (1) present need for inservice workshops for teachers and community resource sponsors and (2) the Board's need to be alerted to possible future program expansion repercussions.

(A taped record of the full report is on file.)

9. San Jose Visit and the NSBA schedule

9. The Superintendent reported that Glenn Hoffman of the Santa Clara County office has been most receptive to the proposed visit on Friday, April 9 and has arranged for visits to the special education program, the instructional media center program, and a visit to the Foothills Community College planetarium.

Flight arrangements were discussed and finalized.

10. LCSBA Meeting

10. The Superintendent announced that the annual meeting of the Lane County School Boards Association will be held at Pleasant Hill on May 13. Mrs. Edith Maddron, Oregon Educational Coordinating Commission, will be speaking on the role, responsibilities, and purpose of the Commission. Also, the nominating committee will report and election of the 1976 officers will be held.

11. Executive Session

11. Chairman Peniston declared the general meeting recessed and called for an executive session under provisions of ORS 1975, chapter 664 and ORS 192.610 to 192.690 to discuss personnel.


12. Meeting Reconvened

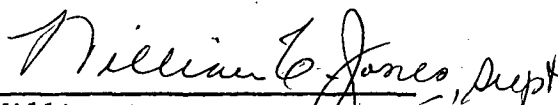
12. Chairman Peniston reconvened the general meeting. No action was taken.

13. Next Meeting

13. The next regular meeting of the IED Board will be held on Tuesday, April 27, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, March 16, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, March 16, 1976 at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Ireland Huff, Jeanne Armstrong, Cynthia Wooten, Nile Williams, Jack Billings, and Superintendent William Jones. Also present were Mel Mead, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, David Butler, Ron Munkres, Carmen Yokum, Tina Goldsbury, and Oscar Schaaf of the IED office; Attorney Laurie Smith; Jay Brandhagen of National Alliance of Businessmen; and Ron Bellamy of the Eugene Register-Guard.

2. Minutes Approved

2. It was noted that item 15 of the March 2 minutes should indicate that the career ed report was postponed until a later meeting (deleting "until the March 16 meeting").

MOTION

Director Armstrong moved that the minutes of March 2, 1976 be approved as corrected.

Director Huff seconded and the motion carried unanimously.

3. Correspondence

3. The Superintendent presented correspondence from:

a. H. B. Person, National Alliance of Businessmen, regarding the Superintendent accepting committee appointment and requesting Board consideration of Ron Munkres acting as Youth Director of NAB;

b. C. R. Thomson, Fern Ridge Superintendent, requesting the IED Board to hold a tax base election;

c. Senator Hatfield regarding dedication;

d. Lee Brunquist, Junction City Superintendent, regarding "math lab" resolution;

e. Lorris Zeyen, Director of the AASA National Convention, thanking the Superintendent for chairing the Rural Regional Session; and

f. Letters from Lucille Dickey, Marcola Superintendent; Don Rees, Creswell Superintendent; Michael Palanuk, Pleasant Hill Superintendent; and Lee Brunquist, Junction City Superintendent; requesting IED Board consideration of proposing new tax base to provide equalization funding; and from Norman May, Blachly Superintendent, requesting that the IED Board NOT seek a new tax base.

4. Procedure and timeline for evaluation of administrative personnel

MOTION

4. The Superintendent presented a revised flowchart depicting a systematic procedure and timeline for evaluation of administrative personnel, IED programs, and goals. Director Billings questioned whether moving the budgeting process up posed problems in preparing a realistic budget and was reassured that there would not be insurmountable problems. This will provide districts with resolution information at an earlier date. Director Armstrong asked that the Board be apprised as the deadlines are dealt with regarding completion of the tasks and the workability of the schedule.

Director Billings moved to approve the timeline as presented.

Director Armstrong seconded and the motion carried unanimously.

5. Use of Building Policy

MOTION

5. Discussion of Chairman Peniston's supplementary statement to the policy concerning use of the building and LIEDEA president Carmen Yokum's proposed policy regarding strikes (copies of both filed with official minutes) pointed out that the policy must be flexible with the Board assuming responsibility on controversial requests (requests may be controversial and not relate to strikes at all).

Director Billings moved that the building use supplementary policy be adopted (slightly condensed) as follows:

"The Lane IED facility will be available for use by other educational groups when it is not in use for IED sponsored programs. Permission to use the building does not imply sponsorship by the IED or responsibility on its part for the content and quality of the program presented. In most cases, the granting of permission to use the facilities will be given by the Superintendent or the person to whom he delegates this authority. Where there is a question about the appropriateness of facility usage, the Superintendent is expected to consult with the chairman of the Board before granting such permission. The Board chairman may request that the matter be brought to the complete Board for a decision at its next meeting.

Where there is any question of the legality of use, an opinion shall be sought first from the IED's attorney or other legal counsel."

Director Armstrong seconded and the motion carried unanimously.

MOTION

Director Wooten moved approval of a guideline stating that under normal circumstances, the IED Board will

5. Use of Building Policy

5. (continued)

maintain a position of neutrality regarding strikes on the part of any party other than the IED employees' association.

Director Billings seconded the motion.

It was noted that this guideline was not policy, would not be binding, and would serve only to express how it believed the Board would respond to a yet-unknown situation.

The motion lost with Directors Wooten and Billings voting "yes" and Directors Peniston, Williams, Huff, and Armstrong voting "no."

Input  
Committee

By general consensus, it was agreed to comply with the IED staff association request that the Input Committee be involved with presenting recommendations, ideas, and/or evidence in the event of a strike regarding Board decisions on use of the building and/or services and materials. It was noted that recommendations might not be followed but they would receive careful consideration.

6. Disposition of Staff  
Questionnaire

6. Chairman Peniston recommended that the Staff Questionnaire report be received by the Board and subsequently distributed to the staff.

MOTION

Director Huff moved that the Board accept the report and direct its distribution to the staff with Chairman Peniston's letter indicating Board commitment to work with a positive approach to any and all problems. Director Armstrong seconded and the motion carried unanimously.

7. Furniture and Equip-  
ment Bid Authorization

7. The Superintendent recommended that Board authorization be given to advertise bids for a film inspection machine; media containers and handling equipment; and Teacher Resource Center (TRC) furniture and equipment.

MOTION

Director Williams moved that authorization be given to advertise the bids as recommended by the Superintendent.

Director Huff seconded and the motion carried unanimously.

8. Participation in Oregon  
Council of School  
Attorneys

8. Attorney Laurie Smith presented information regarding formation, dues structure, and goals of the Oregon Council of School Attorneys. The council, an outgrowth of the OSBA conference in Portland two years ago, will serve as a clearing house for experiences and sharing of information by school attorneys throughout the state, thus saving time, money, and effort. Membership in the council is open to attorneys representing school boards and to attorneys serving on school boards. Dues provide one year's membership and receipt of all documents and materials mailed by the council.

8. Participation in Oregon  
Council of School  
Attorneys

MOTION

9. Approval of Joint  
Purchasing Bids

MOTION

10. Tax Base Proposal

Recess

8. (continued)

Director Wooten moved that two memberships in the Oregon Council of Attorneys be provided - one for Laurie K. Smith and the other for Jack Billings or Joyce Benjamin (to attend on an alternating basis) and that surface transportation for the two be provided for meetings outside Lane County.

Director Huff seconded and the motion carried with Directors Peniston, Williams, Wooten, Huff, and Armstrong voting "yes." Director Billings abstained from voting on basis of conflict of interest.

9. The Superintendent presented the joint purchasing bids and recommended approval of those items selected by the joint purchasing advisory committee as follows:

A. V. supplies  
Library supplies  
Instructional office supplies  
Filing cabinets  
Paper products  
Art supplies  
Custodial supplies

(A copy of the bids are filed with the official minutes.)

Director Wooten moved approval of the joint purchasing bids as presented by the Superintendent.

Director Williams seconded and the motion carried unanimously.

10. The Superintendent presented a request from the Fern Ridge District 28J Board asking the IED Board to seek a new tax base at the primary election, May 25, to provide equalization funding. Supporting letters from Marcola, Creswell, Pleasant Hill, and Junction City school districts were presented. A letter from Blachly School District in opposition was presented. (A copy of the proposed ballot measure is attached to the official minutes.)

Director Williams asked if there has been an attorney general's opinion regarding the legality of the present law which virtually eliminates equalization funding to districts. He was informed that the AGO has not been received and, to be considered at the primary election, a ballot measure needs to be approved and notice provided to the Department of Elections by March 19.

Director Williams moved that a five minute recess be called.

Director Huff seconded and the motion carried unanimously.

10. Tax Base Proposal  
Meeting  
Reconvened

MOTION

10. (continued)

Chairman Peniston reconvened the meeting.

Director Billings moved to adopt the resolution asking for a new tax base and that the resolution be directed to the Department of Elections for inclusion on the May primary ballot.

Director Wooten seconded the motion.

Director Huff expressed support of the equalization principle but stated it is not now an IED responsibility. The legislature has mandated individual choice by school districts and they have, for one reason or another, voted to eliminate equalization. The districts now have the responsibility of placing the pressure back on the legislature to remedy the present situation.

Directors Billings and Wooten stated that the voters of the county should have an opportunity to rectify the legislative action of practically eliminating equalization until the legislature has an opportunity to provide other legislation.

Directors Billings and Wooten voted "yes" to provide a new tax base resolution.

Directors Peniston, Huff, Williams, and Armstrong voted "no" and the motion was defeated.

11. Affirmative Action  
 Update

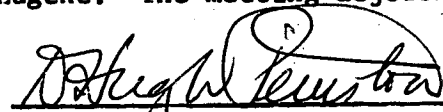
11. Director Wooten asked that a progress report on the affirmative action policy be given at a future board meeting.

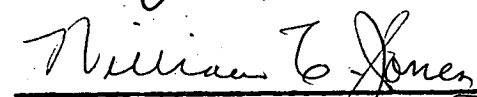
12. Update on Coming  
 Report (Career Ed)

12. Ron Munkres, Vocational Ed Coordinator, reported that the Vocational Ed Advisory Committee and ISAC Director Gene Farthing had discussed the proposed application for federal funding for the Community Resources Project and decided not to apply at the present time but to proceed with the program planning. This will be discussed in the vocational ed report to the Board. It is anticipated that the Board will be requested to provide one Board member to be involved with the program when it reaches the business-labor counsel later.

Mr. Munkres introduced Jay Brandhagen of the National Alliance of Businessmen (NAB). Mr. Brandhagen expressed appreciation to the Superintendent for accepting appointment to the NAB Board and requested that Ron Munkres be permitted to serve as Director of the Youth program for NAB. Mr. Munkres involvement would include participation in the career guidance summer institute; coordinating activities with organizations and programs involved in finding summer jobs for students; and attending the national conference in Washington, D. C. The Youth Director serves as a

- |   |  |
|---|--|
| 12. Update on Coming Report (Career Ed) | 12. (continued)<br>coordinator between the schools and the state, CETA, state employment service, etc.   |
| 13. Resolution Approval                 | 13. The Superintendent reported that all program resolutions have been approved with the exception of the Math Resolution.   |
| 14. Eugene 4J Data Processing Report    | 14. The Superintendent presented copies of the Eugene School District 4J Computer Needs Report. He stated that copies have been forwarded to the OTIS Advisory Committee, also. Discussion was postponed until a later date.   |
| 15. NSBA Materials                      | 15. The Superintendent distributed NSBA convention materials to the Board. The Board briefly discussed pre or post convention visits to other county units in the San Francisco area and the type of programs to be visited, i.e., planetarium or science museum installations, etc. |
| 16. Executive Session                   | 16. Chairman Peniston declared the general meeting recessed and called for an executive session under provisions of ORS 1975, chapter 664 and ORS 192.610 to 192.690 to discuss personnel.   |
| 17. Meeting Reconvened                  | 17. Chairman Peniston reconvened the general meeting. No action was taken.   |
| 18. Next Meeting                        | 18. The next regular meeting of the IED will be held on Tuesday, March 30, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene. The meeting adjourned.   |

  
 Hugh Peniston, Chairman

  
 William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, March 2, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, March 2, 1976, at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Joyce Benjamin, Nile Williams, Jack Billings, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, David Butler, Mary Simmons, Jim Swanson, Ron Munkres, Mary Simpson, Camille Hukari, and Carmen Yokum of the IED office; Paul Barnum of the Valley News; Elisabeth Waechter of Pearl Buck Center; Fred Manela; and three University of Oregon journalism students.

2. Minutes Approved  
MOTION

2. Director Benjamin moved to approve the minutes of January 6.

Director Williams seconded and the motion carried unanimously.

MOTION

Director Benjamin moved to approve the minutes of the February 3 IED Board, February 3 IED Budget Committee, and February 10 IED Board minutes.

Director Billings seconded and the motion carried unanimously.

3. Correspondence

3. The Superintendent presented correspondence from:

- a. John Gilleland, Regional Executive of the National Alliance of Businessmen, expressing appreciation to Ron Munkres regarding excellent participation in the Eugene Career Guidance Institute (copy of letter);
- b. Fred Manela, regarding possible action on equalization;
- c. Dick Scott, former superintendent at Fern Ridge, regarding dedication and new building;
- d. Ninette Florence, regarding an extension of the Right to Read program contract;
- e. Max Abbott, regarding the Superintendent's suggestions for some changes in the Executive in Residence program; and
- f. Laurie Smith, regarding membership in Oregon Council of School Attorneys.

## 4. Dedication and Open House

4. The Superintendent and Board expressed pleasure over the events of the well-attended dedication and open house. Special thanks were given to David Butler for coordinating the planning. Mr. Butler, in turn, noted that Marilyn Olson, the IMC production department, directors, specialists, secretarial staff--i.e., all IED staff; the County PTA's hostessing and delightful refreshments; plus Bethel's loan of a piano and folding chairs added to the evening's apparent success.

## MOTION

Director Benjamin moved that a letter of appreciation be sent to the IED staff.

Director Billings seconded and the motion carried unanimously.

Director Benjamin suggested that a letter from the Chairman also be sent to members of the County PTA thanking them for their contribution to the open house.

## 5. Budget Hearing

5. The Superintendent presented the IED Operating Budget as approved by the Budget Committee, and that portion of the Equalization Levy within the 6% limitation (the full equalization levy was not approved on resolution). Notice of the budget was published, as required by law, in two issues of the Register-Guard.

	Estimated Expenditures	Estimated Receipts	Levy
General Fund	\$3,132,395	\$664,106	\$2,468,289
Special Revenue			
Special Education	23,399	23,399	-0-
Intergovernmental			
Clearing - joint			
purchase	385,000	385,000	-0-
OTIS	1,902,400	1,902,400	-0-
	\$5,443,194	\$2,974,905	\$2,468,289
Estimate of Tax not to be collected			296,195
Equalization offset within the 6% limitation			3,275,662
Total IED Board Budget Levy and Offset			\$6,040,146

## MOTION

Director Benjamin moved approval of the estimated expenditures of \$5,443,194; estimated receipts of \$2,974,905 (requiring a levy of \$2,468,289); estimated tax not to be collected of \$296,195; and equalization funding within the 6% limitation (\$3,275,662) for a total levy of \$6,040,146--all within the 6% limitation.

Director Williams seconded and the motion carried unanimously.

6. Financial Report

6. The Superintendent presented the financial report for January, 1976 and stated that the financial picture is sound.

Accounts payable for January, 1976 were presented as follows:

IED	\$104,146.48
OTIS	131,837.17

7. Procedure and timeline for evaluation of administrative personnel

7. The Superintendent presented a proposed flowchart outlining the procedure and timeline for establishing goals, objectives and evaluation of administrators.

Director Benjamin stated the diagramming of the flowchart is somewhat confusing and asked that it be revised in a chronological format and sent to the Board again for consideration.

Discussion centered on whether the proposed procedure complied with Board action taken earlier. Expressing concern that there is no tangible instrument for evaluation of staff members by March 15, Director Williams referred to his motion of December 9, 1975

"that a position paper be developed by the administrative staff that delineates dates and procedures for comprehensive evaluation of all administrative personnel to be used as a tool in retention and promotion. This process and timetable should be presented to the Board prior to January 10, 1976 for approval--the evaluation to take place before March 5, 1976."

Director Benjamin added for further clarification from the minutes of December 16, 1975 and January 6, 1976 as follows:

(December 16, 1975--Goals and Objectives of the Superintendent)

"Director Benjamin moved that, with the consent of the Superintendent, the Board suspend that section of the policy and defer the meeting on goals and objectives and on evaluation until the end of January, at which time responses will have been received."

(January 6, 1976--Evaluation of Administrative Personnel - Guidelines and Procedure)

"The Superintendent presented a timetable for Director evaluations as follows:

*Dec 19	Each of the four directors will have submitted his goals and objectives statement to the Superintendent.
Jan. 13	Review of the goals and objectives by the management team.

7. Procedure and timeline  
for evaluation of administra-  
tive personnel

7. (continued)

Feb. 15 Conference with each director to examine the status of accomplishment of the goals and objectives.

Mar. 9 Superintendent makes recommendation(s) to the Board regarding election or nonelection of certified staff members.

\*Under ordinary circumstances, the directors will submit their goals and objectives to the Superintendent by August 1 and the management team will have reviewed them by September 1. The initial evaluation will have been completed by the end of November. The Superintendent will present his recommendations to the Board by the first meeting in March."

"(Director Armstrong moved that the above schedule be approved.)"

"Director Benjamin questioned the proposed timeline for subsequent years, stating that perhaps goals and objectives could be presented to the Superintendent by July 1 (instead of August 1), thus, getting the procedure underway before a sixth of the year has gone by without directors knowing what their completed goals and objectives will be."

"By general consensus, it was agreed to consider revising the timeline at the first meeting in March to apply to all subsequent years' evaluation process."

(This concludes direct quotes from the minutes of December 9, 16 and January 6.)

MOTION

Director Benjamin proposed the flowchart be "tidied up" so that time allocations agree with former board action, and moved that action be taken at the next Board meeting to provide a schedule for subsequent years' goals, objectives and evaluation.

Director Williams seconded and the motion carried unanimously.

8. Approval of Staff  
Contracts for 1976-77

8. The Superintendent stated that evaluation of all certificated staff (with exception of directors and superintendent) has been completed and is available to the Board. The Superintendent recommended contracts be offered to:

IMC

Clarence Johnson  
Elizabeth Gibson

Ernest Ediger  
James Maxwell

8. Approval of Staff  
Contracts for 1976-77

8. (continued)  
ISAC Specialists  
Kermit Horn  
Kim Kimerling  
Ron Munkres  
Doug Nichols  
Marilyn Olson

Oscar Schaaf  
Mary Simmons  
Mary Simpson  
Jim Swanson  
Marvin Wilkerson

Contracts for the following are dependent upon availability of funds:

Math Lab Teachers

Mary Ann Debrick  
Judy Johnson

Mary Ann Todd  
Toni Toomey

TMR Teachers

Ginny Dobson  
Christine Frilberg  
Linda Hall  
Christine Hogan  
Karen Manternach

Frosty Jan Price  
Cory Stout  
Susan Wickizer  
Peggy Gabrielson  
Judy Newman

Speech Therapists (recommended for rehiring if district contracts are obtained. Since there may be contracts for only one therapist, this is acknowledged in this recommendation to rehire.)

Gail Bearrentine

Pat Kolb

(Evaluations and contract recommendations for the directors will be presented March 9.)

MOTION

Director Benjamin moved approval of the contracts as recommended by the Superintendent.

Director Williams seconded and the motion carried unanimously.

9. TMR Title VI Proposal

9. The Superintendent presented a proposal from Pearl Buck Center for a TMR Title VI grant and recommended IED sponsor it as it has sponsored Pearl Buck Center programs in the past. Funds for the proposed program may be used by nonprofit agencies only if they are sponsored by a school district or an IED. This program will be carried out only if the federal funding or some other funding becomes available. No money is committed by the IED. Duration of the program is July 1, 1976 to June 30, 1977 and has a projected expenditure of \$68,277.

Mrs. Elisabeth Waechter, Pearl Buck Center Director, outlined the program objectives (copy of proposal filed with official minutes). The program is designed to work with pre-school children of mentally retarded parents. She stated it has been proven that children of

9 TMR Title VI Proposal

MOTION

10. Policy Regarding  
Strikes and Use of the  
Building

11. Authorization of Re-  
placement Vehicle for  
Motor Pool

MOTION

9. (continued)

mentally retarded parents who receive a highly structured educational program at an early age (from birth) often grow up to lead normal lives. Nineteen mothers with twenty-six children under the age of four have been identified; however, the program will start with newly-born infants and 10-12 youngsters in the day care program.

Director Williams moved approval of the proposal.

Director Benjamin seconded and the motion carried unanimously.

10. Chairman Peniston presented a draft of a supplementary statement to the policy concerning use of the building (copy attached to official minutes). Intent of the supplemental policy is to provide maximum use of the building, conform with all legalities, and provide a responsible process for getting approval to use the building.

Carmen Yokum, president of LIEDEA (Lane IED Education Association), stated she hoped the IED Board would stay out of controversial areas, i. e., use of the building by striking districts and that it would maintain an unbiased position.

Director Benjamin stated that the policy would not and should not prohibit use of the building in such as the Roseburg situation. However, when there is a controversial matter the entire Board should be advised and, as a Board, make the appropriate decision.

Fred Manela suggested that any party using, renting, or leasing IED property and then advertising (as in the Roseburg case) should include a disclaimer in the ad that the activity is not IED-sponsored or approved.

Action on the proposed supplementary statement will be taken at a future meeting.

11. The Superintendent requested Board authorization to sell three 1970 Ford Falcons in the car pool because of their poor condition and mileage (from 87,545 miles to 122,723) and to purchase on state bid a 1976 Ford Pinto with manual transmission (\$2,967.43), radio (\$71), rear view remote control mirror (\$15) and undercoating (\$29) for a total of \$3,082.43. The three Ford Falcons will be offered first to interested staff members.

Director Billings moved that the Superintendent be authorized to advertise the three 1970 Falcons for sale and to purchase the 1976 Ford Pinto as recommended.

Director Benjamin seconded and the motion carried unanimously.

12. Authorization to Bid for Van Replacement

MOTION

13. Procedure for March 9 Evaluation Meeting

14. TMR Report

MOTION

15. Career Ed Program Report Postponed

12. The Superintendent requested authorization to sell a 1970 G. M. C. and 1972 Dodge van (87, 113 and 142, 185 mileage) and to advertise a bid for a box-body van, minimum gvw 7200 lbs. The new van is larger than those to be sold and is not available through state bid.

Director Benjamin moved that the Superintendent be authorized to advertise the two vans and to advertise for bids on the new van as recommended.

Director Billings seconded and the motion carried unanimously.

13. Chairman Peniston distributed his recommendation (copy attached to official minutes) concerning procedure for evaluation of the Superintendent. It was suggested that the Board meet separately from four until dinner to discuss priorities to share with the Superintendent during dinner and then meet jointly following dinner. The recommendation will be mailed to the Board prior to the Tuesday, March 9 meeting which will be held in the Willamette Room, Valley River Inn.

Chairman Peniston suggested that following the evaluation, the Board consider another similar session with Pyron and Gossard to discuss their work with the staff (management by objectives). A three to four hour session would provide time to hear their report as well as offer the Board an opportunity to give some direction on what it would like them to be doing.

14. Mary Simmons, Supervisor of the Mental Retardation Division, reported that Dr. Lou Brown of Madison, Wisconsin, had been most helpful during his evaluation visit. Arriving at 1:30 p.m. Wednesday, Dr. Brown worked with the support staff at the IED until 7:00 p.m. Thursday, Dr. Brown visited four classes at Pearl Buck Center from 8:30 a.m. to 4:00 p.m. Mrs. Simmons stated that Mental Health had reimbursed Dr. Brown \$125 for his visitation to the four classes at Pearl Buck Center and she hoped that the IED Board might provide an additional gratuity and letter of appreciation for his work with the staff and teachers.

Director Benjamin moved that a gratuity of \$125 or \$100 and an Oregon picture book be given to Dr. Lou Brown in appreciation for his services.

Director Billings seconded and the motion carried unanimously.

15. Ron Munkres, Career Ed Coordinator, presented Mary Simpson and Camille Hukari of the Career Ed staff. A packet of materials was distributed to the Board for their information. The career ed report covering progress over the past four years was postponed until the March 16 meeting to allow the complete Board an opportunity

15. Career Ed Program  
Report Postponed

15. (continued)  
to hear it, and to provide an opportunity to include the community resource people in the report. The report will be placed earlier on the agenda to provide ample time (approximately 30 minutes).

16. Next Meeting

16. The next regular meeting of the IED Board will be held Tuesday, March 16 at 7:30 p.m. in the Board Room, 1200 Highway 99 North, Eugene.

(An executive session under the provisions of ORS 1975, chapter 664 and ORS 192.610 to 192.690 will be held to discuss personnel matters [Superintendent evaluation] on Tuesday, March 9 at 4:00 p.m. at the Valley River Inn, Eugene.)

The meeting adjourned.



Hugh Peniston, Chairman

William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, February 10, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, February 10, 1976, at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Cynthia Wooten, Nile Williams, Jack Billings, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mary Simmons, Evelyn McKenzie, Wanda Vinson, Carmen Yokum, Jim Ekstrom, and David Butler of the IED office and Ron Bellamy of the Eugene Register Guard.

2. Minutes Approved  
MOTION

2. Director Wooten moved to approve the minutes of January 20, 1976. Director Williams seconded and the motion carried unanimously. (Action on the minutes of January 6, 1976 will be considered at the March 2nd meeting.)

3. Correspondence

3. The Superintendent presented correspondence from:

a. Tom Powers, former Superintendent of the Bethel School District, thanking us for the invitation to the dedication;

b. Mrs. Waechter, Pearl Buck Center, regarding the second joint meeting of the PBC Board and representatives from Eugene School District and the IED;

c. (copy) Communique dealing primarily with the dedication;

d. (copy) Joyce Anderson, chairperson of the nominating committee of the OEMA, regarding Mel Mead's nomination as president-elect of the Association;

e. Mary Simmons to Linda Hall (copy) regarding TMR class placement;

f. Ron Ashby, Washington County, thanking the Board for dinner and opportunity to participate in discussion of OTIS concerns;

g. Russ Donnelly, thanking the IED for its support for the Christmas planetarium show (1500 attended); and

h. Ruth Edwards and William Kutz, 4-Cs, regarding Director Armstrong's participation on a panel for the University of Oregon Troubled Child Conference, and asking IED staff support in obtaining background information of the IED's role. Title of the presentation is "The Potential for Coordinating and Integrating Multiple Community Services for the Handicapped Children."

## 3. Correspondence

## 3. (continued)

Director Armstrong responded she had received ample information from Gene Farthing and Mary Simmons prior to her trip to Kansas but will be happy to receive any updating that might be helpful.

## 4. Financial Report

4. The Superintendent presented the financial report for November and December, 1975 and stated that the financial picture is sound.

Accounts payable for November and December, 1975 were presented as follows:

	<u>November</u>	<u>December</u>
IED	\$445,104.94	\$154,950.30
OTIS	111,103.23	73,392.19

## 5. Superintendent Evaluation Procedure

5. By general consensus, it was agreed upon to hold a dinner working meeting on Tuesday, March 9, at 4:00 p.m. for the purpose of superintendent evaluation.

Director Williams inquired about what procedure will be followed. Chairman Peniston indicated that step one should be to look at, or evaluate, the instrument itself. Meanwhile, he stated, he has given the 65 evaluation replies to Jack Gossard who will be discussing them with Chuck Pyron. Following their study, Chairman Peniston indicated he would meet with the two to determine the best method of reporting to the Board. The report will be ready by March 9. It was indicated that it would be helpful to have Chuck Pyron and/or Jack Gossard brief the Board at the evaluation meeting but that they not be involved in the evaluation itself.

## 6. Career Ed Disadvantaged/Handicapped and Coop Project

6. Gene Farthing presented two career ed proposals for Board consideration. Both proposals were approved by the Board last year and are being resubmitted.

The Disadvantaged/Handicapped proposal will provide for continuance of that program and provide the means to keep Camille Hukari on staff. It is reported she is very well received by the schools.

The co-op project, while approved by the Board last year, was not funded by the State. If approved, it will provide for implementation of a procedure to prepare employers to provide better work experiences for Career Work Experience students.

## MOTION

Director Armstrong moved to approve the two proposals as submitted. Director Wooten seconded and the motion carried unanimously.

6. Career Ed Disadvantaged/  
Handicapped and Coop  
Project

6. (continued)

Director Wooten requested that a report on the career education programs be presented to the Board in the near future. Of particular interest is the survey conducted with businesses and people in the private sector participating in the work experience program - and the high school students selected to participate.

7. Replacement of Optical  
Scanning Equipment

7. Jim Ekstrom presented information regarding the recommendation of the OTIS Advisory Committee to seek IED Board action to replace the optical scanning equipment presently leased from Optical Scanning Corporation of Newtown, PA. The company, as a result of financial and personnel problems, is no longer providing reliable maintenance service and/or parts replacement.

The Superintendent recommended the lease/purchase of a National Computer Systems optical scanner (effective September 1, 1976) at \$1,505 per month, including maintenance. This is an increase of \$459 per month but it provides greater versatility in processing speed, systems sophistication, etc.

MOTION

Director Wooten moved to approve the lease of the NCS optical scanner as recommended.

Director Huff seconded and the motion carried with Director Williams voting "nay."

Director Williams stated that once the budget is set, it is the Board's responsibility to work within the confines of that budget and he preferred to see these requests considered in time for inclusion in the budget rather than to be taken from "contingency."

8. Lease of IBM Printer

8. Jim Ekstrom presented the OTIS Advisory Committee recommendation to request that the IED Board approve adding a second printer to the OTIS system effective August 15 at a budgeted cost of \$1,584 monthly. This will enable OTIS to provide better service to the users, particularly with conversion to Handbook II Revised. It will lend itself to other applications also.

MOTION

Director Williams moved to approve the two-year lease of the second printer IBM #1403 (with accrued purchase credit) at \$1,584 monthly as recommended.

Director Armstrong seconded and the motion carried unanimously.

9. Building Dedication  
Report

9. David Butler presented an update on February 26 and 27 dedication plans for the building. Dinner will be held at 5:45 p.m. in the Umpqua Room at Valley River Inn on Thursday February 26. The formal ceremony will start at 7:30 p.m.

9. Building Dedication Report

9. (continued)

with the Sheldon a cappella choir performing, followed by Chairman Peniston's introduction of the Superintendent and Senator Hatfield. Tours of the facility will be conducted between 8:15 and 10:00 p.m. At the conclusion of the tours, refreshments will be served by the County P.T.A. in the lunch room. (The South Eugene High School stage band rhythm section will provide music throughout the evening.) Tours will be conducted on Friday, February 27 from 7:00 to 10:00 p.m. to conclude dedication festivities.

10. Policy regarding strikes

10. The Superintendent stated that discussion of a possible policy regarding strikes was placed on the agenda by Board request. However, the information requested from Bill Frye has not yet arrived. Therefore, it would seem logical to wait for additional information before proceeding.

Director Williams asked that a clarification be made as to the specific areas of policy to be considered, i.e., is it regarding use of the building facilities by others, consideration of procedure in the event the staff is involved in a strike at a future time, etc.

Director Armstrong requested that when Attorney Frye provides the requested information, that the Superintendent again place the item on the agenda and at that time provide a recommendation for Board consideration.

11. TMR Program Report

11. Mary Simmons reported on the transition move of the junior high class from Pearl Buck Center to Jefferson Junior High. Mrs. Simmons indicated that a very smooth transition had taken place as recommended by continuum #2 of the TMR Study Committee. Prior to the move, and in preparation for it, some 100 students and 20 staff members from Jefferson had visited the junior high class at Pearl Buck Center. The Working Committee now asks that the Lane IED Board send a letter to Jim Callaway, Principal, and Cory Stout, teacher, in recognition of their efforts to assure the smooth transition.

MOTION

Director Armstrong moved that Chairman Peniston direct a letter of recognition to Jim Callaway and Cory Stout as recommended.

Director Williams seconded and the motion carried unanimously.

Mrs. Simmons reported that the Working Committee had discussed program evaluation procedures and concluded it was not necessary to draft guidelines for the evaluation team inasmuch as those selected to evaluate know what a good program is and what to look for.

Director Armstrong responded that, while the evaluation team knows how to recognize a good program, they might not look at transportation concerns and/or how the program is being

## 11. TMR Program Report

## 11. (continued)

administered by the Working Committee, Advisory Committee, the Administration, and the extent of parent involvement. These were the concerns that had prompted the request for evaluation guidelines to be outlined for the evaluation team.

Mrs. Simmons stated that she and Don Trumbull will meet Dr. Lou Brown, Madison, Wisconsin, on February 18 and go over the evaluation plans. On February 19, Lou Brown will visit the various programs. His report and observations will be given to Don Trumbull prior to the March 1, 2, and 3 visitation by the remainder of the evaluation team.

Mrs. Simmons stated that Don Trumbull, State Mental Health, will chair the evaluation team. Other members of the team are Ben Arthur, Coordinator of Special Education for the Salem School District; Bev Proulx, Coordinator of TMR programs for Jackson County; Roy Anderson, Program Specialist Teaching Research; Mike Barker, Pre-school Specialist for the State Mental Health Department; and Jeff Hicks, Lane County Mental Health Services Coordinator.

Mrs. Simmons reported that classes for 1976-77 are already full and there are three more students to be accommodated. This may necessitate some shifting of class loads in order to include these students in the program. Nine pre-school students from the University of Oregon will be placed as follows: four in the hospital school; three in a regular kindergarten, and two in the TMR primary class at Condon. There will be 12 students (ages 6-9) in the public school at Condon Primary; 12 students (ages 9-12) at Guy Lee Elementary; 10 students (ages 11-14) at the Parker Alternate; 11 students (ages 13-15) at Jefferson Jr. High; and 10 students (ages 15-17) in the high school class at Jefferson.

Following completion of Mary Simmons report, Director Armstrong reported that the TMR Advisory Committee will meet Wednesday, February 11, and invited Board input.

## 12. Word Processing Data

12. Willson Maynard presented information on cost considerations for word processing for 1976-77 and what might be requested (following a careful evaluation of the 1976-77 program) in 1977-78. A copy is filed with the official minutes.

Cost recommendations for 1976-77 are:

- IBM Mag Card II	\$3,300
- Tone Input System	2,300
- Telephone connector & installation	100
- Possible salary adjustments 10 months @ \$60	600
TOTAL	<u>\$6,300</u>

12. Word Processing Data | 12. (continued)  
Dr. Maynard stated that a training and/or retraining of those using dictating equipment is essential and will be initiated prior to obtaining the equipment. IBM has an extensive training program and assistance can also be obtained from the community college and/or university.
- Director Williams asked if there were to be any limitations on what the center would accept. He was informed that there already is an order of priorities and an attempt has been made to clarify what can be typed and the turn-around time anticipated.
13. Executive-in-residence Report | 13. The Superintendent reported on his experience as Executive-in-residence for three days at the University. It was a most rewarding and interesting three days. Not only did he have an opportunity to sit in on some classes but also gave the slide-tape presentation of the IED story which was well received by the students. A plaque of appreciation was presented to the Superintendent following completion of the program.
14. Eugene Speech and Hearing Center Monthly Report | 14. The Superintendent and Gene Farthing presented the monthly report (summer program through January, 1976) of the use of the Eugene Hearing and Speech Center. The report indicated a total expenditure of \$7,603.50. A copy is filed with the official minutes.
- Also listed was a compilation of use by district.
15. Future Budget Consideration | 15. Director Williams requested that when requests for new equipment and/or replacement (similar to the 3e and f optical scanning and IBM printer) are presented to the Board that a recommendation stating not only the amount but where the funds are budgeted; must they come from contingency; and is the amount a recoverable expense.
16. Next Meeting | 16. The dedication of the new building will be held on Thursday, February 26.
- The next regular meeting of the IED Board will be held on Tuesday, March 2 at 7:30 p.m. in the Lane IED Board Room, 1200 Highway 99 North, Eugene. (This will be the budget hearing.)
- The meeting adjourned.

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Hugh Peniston, Chairman

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William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
February 10, 1976

LANE IED BUDGET MEETING  
Tuesday, February 3, 1976

Minutes in brief

1. Attendance
2. Minutes Approved
3. Budget Discussion and Action

1. The Budget Committee meeting for the Lane Intermediate Education District was held Tuesday, February 3, 1976, in the Board Room, 1200 Highway 99 North, Eugene, with the following members present: Chairman Mary Ellen Ehinger, Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, Jack Billings, Ray Campbell, Vernon VanCurler, and Superintendent William Jones; District Representatives Al Dotson and Agnes VanDevender; Lay Representatives Fred Manela, William Killea, Charlene Curry, and LeNora Fischer. Also present were Willson Maynard, Mel Mead, Gene Farthing, Evelyn McKenzie, Oscar Schaaf, David Butler, and Carmen Yokum of the IED; and Ron Bellamy of the Eugene Register-Guard.

2. By general consensus, the minutes of January 20 and January 27, 1976 were approved as mailed.

3. The Superintendent presented a study showing the breakdown by division (business and administration, Instructional Services and Curriculum (ISAC), and Instructional Media Center) of increased costs due to inflation for goods and services, salaries, and/or new programs. A copy is filed with the official minutes.

Director Williams stated it still did not provide the specific information he had requested - percentages attributed to inflation, programs formerly funded by other sources, and/or new programs - in such a way as to be easily explainable to others.

Also presented was a priority listing of those items where cutbacks might be the least detrimental to the IED programs. A copy is filed with the official minutes.

Director Armstrong presented a proposal for one addition to the Budget - \$8,000 for evaluation of programs (considered later in the meeting). A copy of the proposal is filed with the official minutes.

Business and Administration

MOTION

Following considerable discussion of the Business and Administration priority listing, Director Wooten moved to delete the following from the 1976-77 Budget: (\$20,750)

Program  
2314

Election  
(contingent on resolution)

\$15,000

Priority  
1

3. Budget Discussion and Action

3. (continued)

<u>Program (cont.)</u>		<u>Priority</u>	
2536 - 540	Furniture - equipment \$500	1	
2644 - 319	Inservice-LCC Custodian 250	1	
	Workshop		
2545	Vehicle Purchase 5,000	2	

Director Benjamin seconded and the motion carried -  
Director Peniston voted "nay."

Instructional Services and Curriculum

MOTION

Director Wooten moved to delete the following from the ISAC (Instructional Services and Curriculum) portion of the 1976-77 Budget: (\$14,103)

<u>Program</u>		<u>Priority</u>	
89-1222-111	one-half language specialist \$5,100	1	
89-1222-200	fixed charges 1,020	1	
89-1222-341	travel - local in-district 500	1	
89-1222-112	(1) instructional assistant 5,918	1	
80-2211-342	travel, out-of-district 100	1	
80-2211-640	dues and fees 150	1	
83-2213-342	travel, out-of-district 350	1	
83-2212-410	supplies 150	1	
85-2213-342	travel, out-of-district 200	1	
86-2213-342	travel, out-of-district 315	1	
86-2622-410	supplies 200	1	
90-2213-342	travel, out-of-district 100	1	

Director Benjamin seconded and the motion carried unanimously.

Instructional Media Center

MOTION

Director Wooten moved to delete the following from the IMC (Instructional Media) portion of the 1976-77 Budget: (\$6,308)

<u>Program</u>		<u>Priority</u>	
2223-419 (31)	A-V Media duplicates \$2,000	1	
2223-418 (31)	A-V Media 3,000	1	
2223-690 (31)	Miscellaneous Objects 908	2	
	(Springfield Film Library)		
2223-540 (30)	Equipment 400	2	

Director Benjamin seconded and the motion carried unanimously.

1975-76 Salary and Fixed Charges Statistics

Additional background information on percentages of salaries and fixed charges in the 1975-76 budget was presented as follows:

Business and Admin. - \$214,227 - 17.2% of B & A budget.

Instruc'l Serv. and Curric. - \$508,546 - 62.2% of the ISAC budget.

3. Budget Discussion and  
Action

3. (continued)

Instruc'l Media Center - \$368,786 - 39.7% of the  
IMC budget.

The overall budget provides \$2,092,559 in salaries and  
fixed charges - or 39.7% of the total budget.

Program Evaluation Proposal

MOTION

Director Armstrong presented her proposal for inclusion  
of \$8,000 to provide a means for an ongoing evaluation  
of all IED programs. Following considerable discussion,  
Director Armstrong moved to include \$8,000 in the B & A  
portion of the budget for program evaluation.

Director Williams seconded and the motion carried unanimously.

B & A Contingency

MOTION

Director Benjamin moved to delete \$20,000 from contingency  
(#4800).

Director Wooten seconded and the motion carried unanimously.

Staff Relations and Negotiation Services

MOTION

Director Williams moved to delete \$3,000 from #2323-318  
Staff Relations and Negotiations Services.

Director Campbell seconded.

It was noted that there is considerable ongoing staff  
relations activity, i.e., Management by Objectives (MBO)  
training, and that this would no longer be possible with  
the deletion of the \$3,000. Furthermore, Gossard and  
Pyron might not be willing to continue as negotiator -  
their agreement was to conduct negotiations and the staff  
relations program simultaneously.

Directors Williams and Campbell voted "aye;" and Directors  
Peniston, Huff, Armstrong, Wooten, Benjamin, Billings,  
and VanCurler voted "nay." The motion was defeated.

MOTION

Director Billings moved to delete \$1,000 from #2323  
(above) as listed on the priority sheet.

Director Benjamin seconded and the motion carried with  
Directors Williams, Billings, Campbell, VanCurler, and  
Benjamin voting "aye" and Directors Armstrong, Wooten,  
Peniston, and Huff voting "nay."

RECESS

Chairman Mary Ellen Ehinger reconvened the meeting.

## 3. Budget Discussion and Action

## 3. (continued)

Instructional Services & Curriculum

MOTION

Director Benjamin moved to further cut the ISAC budget by deleting the following: (\$13,286)

<u>Program</u>			<u>Priority</u>
89-1222-390	other purchased services	\$1,450	2
89-1222-112	(1) instructional assistant	5,918	2
89-1222-112	(1) instructional assistant	5,918	2

Director VanCurler seconded and the motion carried with Directors Williams, VanCurler, Billings, Campbell, and Benjamin voting "aye" and Directors Armstrong, Huff, Peniston, and Wooten voting "nay."

## 4. Budget Approval

4. The Budget Committee discussed each section and the following action was taken:

Business and Administration

MOTION

Director Wooten moved to approve the Business and Administration budget in the amount of \$1,321,477. (This total takes into account all deletions /removing the \$15,000 election without the "contingency upon resolution" factor/ and the addition of the \$8,000 for program evaluation.)

Director Benjamin seconded and the motion carried unanimously.

Instructional Services and Curriculum

MOTION

Director Benjamin moved to approve the Instructional Services and Curriculum budget in the amount of \$1,042,776. (This total takes into account all deletions made.)

Director Wooten seconded and the motion carried.

Instructional Media Center

MOTION

Director Wooten moved to approve the Instructional Media Center budget in the amount of \$768,142.

Director Peniston seconded and the motion carried unanimously.

General Fund

MOTION

Director Peniston moved to approve the total budget of \$3,132,395 for the General Fund (B and A; ISAC; and IMC).

Director Benjamin seconded and the motion carried unanimously.

200 Special Revenue (Contracted Speech Services)

MOTION

Director Benjamin moved to approve the Contracted Speech Services Special Revenue Fund of \$23,399.

Director Wooten seconded and the motion carried unanimously.

700 Intergovernmental Service - Joint Purchasing

MOTION

Director Benjamin moved to approve the Joint Purchasing Fund budget of \$385,000.

Director Peniston seconded and the motion carried unanimously.

200 - OTIS

MOTION

Director Benjamin moved to approve the OTIS budget of \$1,902,400. Director Peniston seconded and the motion carried unanimously.

The summary approved is as follows:

<u>Fund</u>	<u>Est. Expend.</u>	<u>Est. Rec'ts</u>	<u>Levy</u>
General	\$3,132,395.	\$ 664,106	\$2,468,289
Special-Speech Services	23,399	23,399	0
Special-Joint Purch.	385,000	385,000	0
OTIS	<u>1,902,400</u>	<u>1,902,400</u>	<u>0</u>
TOTAL	<u>\$5,443,194</u>	<u>\$2,974,905</u>	<u>\$2,468,289</u>
Estimated Tax not to be received			296,289
IED Equalization Levy (offset)			<u>25,379,668</u>
Total IED Board Budget levy and offset			<u>\$28,144,152</u>
IED Tax Levy - within 6% Tax Base			6,040,146
IED Tax Levy - outside 6% Tax Base			22,104,006

## 5. Budget Publication and Hearing Date

MOTION

5. Director Billings moved that the budget as approved by the Budget Committee be published in the Eugene Register Guard on February 12 and 19 as required by law; and the hearing date be March 2 at 7:30 p.m. (as approved by the Budget Committee). The meeting will be held in the IED Board Room, 1200 Highway 99 North, Eugene.

Director Williams seconded and the motion carried unanimously.

## 6. Appreciation Expressed

6. Chairman Mary Ellen Ehinger expressed appreciation to the Budget Committee for their time and services in approving the 1976-77 IED budget.

6. Appreciation Expressed

6. (continued)

The Superintendent added his appreciation to Mrs. Ehinger's and noted that the Budget Committee served double duty. Not only to their local district, but the IED as well - keeping their districts better informed of the total education program in the county. Appreciation was expressed to the District Representatives and Lay members for their time and service.

The Superintendent stated that resolutions with the exact amount needed will be sent this week to superintendents and board members in the 16 districts.

Directors Wooten and Armstrong urged local boards to give favorable consideration to the resolution on equalization (to provide a uniform base for the education of children in the county).

7. Meeting Adjourned

7. There being no further business, Chairman Ehinger declared the meeting adjourned.

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Mary Ellen Ehinger, Chairman

*Jack A. Billings*  

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Jack Billings, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, February 3, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the IED Board was called to order on Tuesday, February 3, at 9:45 p.m. in the Lane IED Board Room, 1200 Highway 99 North, Eugene, with the following members present: Chairman Peniston, Armstrong, Huff, Williams, Billings, Wooten, Benjamin, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, and David Butler of the IED Office; and Ron Bellamy of the Eugene Register Guard.

2. Dedication Plans

2. The Board was briefed on building dedication plans for February 26. The event will begin with dinner at 5:45 p.m. for the Board and visiting dignitaries at the Valley River Inn. At 7:30 p.m., the Sheldon a cappella choir will perform. Chairman Peniston will present Senator Hatfield and the Superintendent at 7:45 p.m. Following their short addresses, a tour of the building (8:15 p.m. to 10:00 p.m.) will complete the evening's program. Continuous music will be provided by the South Eugene High stage band rhythm section.

Open house will be conducted again on Friday, February 27 from 7:00 p.m. to 10:00 p.m.

3. TMR Evaluation

3. Director Armstrong asked where the evaluation of the TMR programs stands at the moment.

The Superintendent responded that Lou Brown, Wisconsin, has agreed to assist in the evaluation in conjunction with his attendance at the University conference on February 20. However, others attending the conference who were asked to also assist, will not be available.

Director Armstrong asked if the Working Committee is developing a plan for an organized evaluation procedure. The Superintendent responded he believed they were, however, Gene Farthing will check it out.

4. Superintendent  
Evaluation

4. Chairman Peniston stated he had received numerous replies on the evaluation of the Superintendent and suggested that someone, perhaps Chuck Pyron, be asked to assist in going over the evaluations (perhaps tabulating and providing interpretations) prior to the Board discussing them.

Director Benjamin agreed there was merit in that procedure. She stated there needs to be a day set aside to work through the goals statement and to help to revise the whole process

4. Superintendent  
Evaluation

4. (continued)  
and suggested a day be established at the next Board meeting  
on February 10.

5. Resolution Informa-  
tion to Districts

5. Director Wooten moved that the Superintendent and  
Chairman Peniston jointly sign the letter going to school  
districts with the resolution information and call their  
attention to the equalization as well as the other resolu-  
tion programs.


MOTION

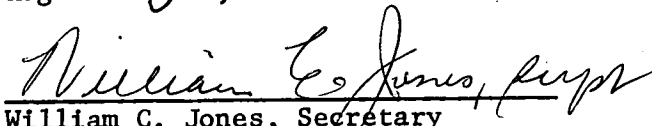
Director Benjamin seconded and the motion carried unanimously.

6. Next Meeting

6. The next regular meeting of the Lane IED Board will be  
held Tuesday, February 10, 1976 at 7:30 p.m. in the Lane  
IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
January 30, 1976

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, January 27, 1976

Minutes in brief

1. Attendance  
1. The IED Budget Committee met on Tuesday, January 27, 1976 at 7:30 p.m. with the following members present: Chairman Mary Ellen Ehinger, Hugh Peniston, Leland Huff, Cynthia Wooten, Nile Williams, Jack Billings, Vernon VanCurler, Ellene McWhorter, Ruth Swinehart, and Superintendent William Jones; District Representatives Al Dotson and Agnes VanDevender; Lay Members William Killea and Fred Manela. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, and David Butler of the IED office; and Ron Bellamy of the Eugene Register Guard.
2. Minutes Approved  
2. The January 13 Budget meeting minutes were corrected - page 3, paragraph 4 - by deleting "Mag Card II" and inserting "calculator." By general consensus, the minutes were approved as corrected.
3. Budget Discussion  
3. The Superintendent presented an update on budget requests and the following changes were noted:  
  
General Fund - Business and Administration  
  
2110 Attendance and Social Work Service, (p. 11) reduced to \$2,500.  
  
2315 Legal Services (p. 15) reduced to \$3,000.  
  
2321 Office of the Supt. Services #353 Postage increased to \$900; #380 deleted (nothing budgeted).  
  
2529 Other Fiscal Services #410 Supply-reduced to \$50 (p. 21).  
  
2535 Building Acquisition, Construction, and Improvement Service #520 reduced to \$251,000 (\$20,000 interest had inadvertently been included.)  
  
2545 Vehicle Purchasing, #540 - while not reduced, it was noted this is an area for possible consideration should another reduction become necessary. (Vehicles are purchased on state bids at considerable savings.)  
  
Director Swinehart questioned whether ample is being budgeted for #327 Water and Sewage (this is less than the current budget). While there has been no past experience to validate it, it is believed that the estimate should be adequate.

3. Budget Discussion

3. (continued)

Chairman Ehinger expressed appreciation for the Business and Administration summary showing increases and percentage of increases, etc. The revised total for the Business and Administration budget is \$1,355,827.

General Fund - Instructional Services and Curriculum

The Superintendent stated that the IED Board took action to place \$42,912 of the Math Lab funding in the IED budget and the remaining \$51,048 on resolution; thus, should the resolution not be approved, a math specialist would be provided on the staff to continue the program for those districts which have not yet completed it. Gene Farthing, ISAC Director, referred to the Budget Summary Worksheet listing the total programs and presented an analysis of budget increases for the following programs:

80 ISAC Director - program total \$43,947; increase \$6,775. Of this increase, \$3,685 is for salary increases, \$1,186 for fixed charges, \$966 for dues, fees, and file cabinets for the ISAC department.

81 Arts Education - program total \$31,367 - This is a status quo program.

82 Career Education - program total \$123,994.

\$19,159 of the increase is for salary increases, fixed charges, and one new position. The increase of \$4,500 for data processing is for the additional usage and inflation. Other increases in supplies are offset elsewhere in the budget.

Please note the following changes on the summary worksheet:

	<u>1975-76</u>	<u>1976-77</u>
2212 111 Certificated salaries		57,570
2212 112 Noncertificated salaries	13,620	14,874
2212 200 Employee Benefits	<u>12,173</u>	<u>14,490</u>
<u>New totals - career ed.</u>	<u>113,053</u>	<u>123,994</u>

83 Environmental Education - total program \$57,065; \$12,973 of the increase is for salary increases, \$1,280 for intern help (McGowen Creek project); \$2,710 for fixed charges, \$1,900 increase is for supplies and materials for teacher workshops.

84 Instructional Computing - total program \$22,905; \$3,771 increase. \$3,539 increase is for salary increases

## 3. Budget Discussion

## 3. (continued)

and fixed charges - also increased contract for the educational field instructor from 10 to 12 months.

Please note the following changes on the summary worksheet:

	<u>1975-76</u>	<u>1976-77</u>
2212 111 Certificated Salaries		14,288
2212 200 Employee Benefits		<u>3,376</u>
<u>New total - inst'l comp.</u>		22,905

85 Math Lab - total program \$93,960  
\$25,000 is to replace funding formerly provided by OMEC; the additional \$5,661 is for salary increases.

86 Measurement and Research - total program \$37,428; a \$3,576 increase. \$2,867 of the increase is for increased salaries and fixed charges. The \$1,000 increase in 2213-410 was previously budgeted in inservice and is offset by a decrease of \$1,500 in #2213-312. Other small increases are due to increased needs and/or inflation.

87 Physical Therapist - total program \$7,718 (new program). This is a new program and will be placed on resolution.

88 Science - total program \$68,251; a \$7,736 increase. \$5,972 is for increased salaries and fixed charges; \$7,764 is to provide supplies and travel funds.

89 TMR - total program \$490,266

Increases are for:

Salary increases (2 new teachers, 1/2 language specialist, and a PE specialist)	\$73,335
Fixed charges	18,050
Pearl Buck Center	
Travel in district	1,488
Supplies	1,290

In response to Director Williams, Mr. Farthing stated he would provide additional information on what portion of the increase is recoverable from other than taxpayer sources.

90 EMR - total program \$9,500

Provides increases for salaries and \$700 increase for teacher inservice.

## 3. Budget Discussion

Meeting  
Reconvened

## 3. (continued)

91 Special Education - total program \$22,418 - this is a status quo program.

92 Speech resolution - total program \$39,950. \$5,000 increase is the amount requested to provide services for children at the Eugene Hearing and Speech Center.

New total for ISAC budget is \$1,048,985.

Director Williams stated he wanted additional information to provide tax payers concerning the budget increases of approximately \$500,000. He contended that he should be able to indicate that a certain percentage of the increase was for inflation; or a certain amount previously had been state or federally funded but that those funds were no longer available; and, in the final analysis, that portion of the increase allocated to an expanded or new program.

Five-minute recess

Chairman Ehinger reconvened the meeting and discussion continued.

Mel Mead, IMC Director, analyzed the proposed increase of \$105,658 as follows:

Program 30 IMC - 12.6% increase (of that 11.7% due to inflation; .9% for increased program)

Due to inflation - salary estimates	16,328
Due to inflation - increased costs	8,794
Due to increased activity or program	<u>2,000</u>
	27,122
Recoverable as revenue	-0-

Program 31 Media Library (6.7% increase - all inflation)

Due to inflation - salary estimates	9,275
Due to inflation - increased costs	<u>8,550</u>
of goods and services	17,825
Recoverable as revenue	-0-

Program 32 Media Production - 11.6% increase (of that 11.% is inflation, .6% is new program)

Due to inflation - salary estimates	13,686
Due to inflation - increased costs of	<u>1,190</u>
goods and services	
Due to increased activity or program	825
	15,701
Recoverable as revenue	3,840

(The recoverable revenue is 24.5% of the increase total)

## 3. Budget Discussion

## 3. (continued)

Program 33 Library Services 87.8% increase (of that, 15.9% is inflation, 22.5% increased program (CETA funded at present); 49.4% due to transfer from other accounts)

Due to inflation - salary estimates	5,825
Due to inflation - increased costs of good and services	500
Due to increased activities or programs	8,939
Due to transfers from other budget accounts	<u>19,632</u>
	34,896
Recoverable as revenue	-0-

Program 34 Electronics maintenance 40.4% increase (17.7% inflation and 22.7% increased program)

Due to inflation - salary estimates	3,432
Due to inflation - increased costs of goods	1,000
Due to increased activity or program	<u>5,682</u>
	10,114
Recoverable as revenue	6,500

(The recoverable revenue is 64.3% of the increase factor.)

Following deletion of #799 - contingency of \$20,000 (already provided for in the administration budget) the new IMC total is \$774,450.

Further clarification of the ISAC budget increases:

Gene Farthing clarified ISAC increases as follows:

89 TMR (p. 37) delete \$4,838 from #112 noncertified - new total is \$72,209 (work study aides were inadvertently included here). A summary of some of the ISAC increases shows that \$138,945 of the total increase of \$222,409 is due to increased salaries (12%) and new personnel.

Another factor, \$25,000 of the funding from OMEC (of the total budget of \$121,079 for the Math Lab program) is no longer available and must be "picked up" by the IED on resolution; second, the TMR budget is negotiable with Mental Health for considerable revenue recovery; and third, \$18,449 in Career Ed budget is recoverable. Director Billings asked for a priority listing, particularly for those ISAC programs showing a marked increase over the current budget to help the Budget Committee in its deliberations.

Chairman Ehinger stated that the priority listing of the total budget last year was most helpful and she would like to have a similar listing for consideration this year.

## 3. Budget Discussion

## 3. (continued)

Director Swinehart said there did not appear to be places to cut further such as those last year and it didn't appear that the slight increase of the estimated .003/\$1000 TCV would be felt too much.

The Superintendent responded that the .003/M TCV is possible because of the estimated 15-17% increase in the valuations of the county. Therefore, it would not be fair to assume the taxpayer would not be paying some additional tax.

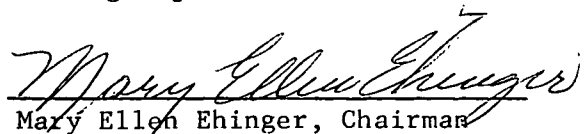
Director Williams stated that taxpayers are quite irritated when assessed valuations go up and then a taxing body like the IED adds another small percentage. People understand inflation but the budget committee must be able to explain the necessity for the new programs. Mr. Williams asked for a recap of the total budget showing how much is inflation, how much is recoverable, and how much for new programs - similar to the IMC presentation.

Pearl Buck  
Center  
Question

Director Swinehart stated that as the total number of students decrease at the Pearl Buck center, the per pupil cost will increase. Fred Manela added that the IED must keep a close watch and that, while everyone is not yet convinced that the public school concept is superior to the center, at some point the IED may need to consider the added cost factor of maintaining the center. The Superintendent stated that a committee composed of the superintendent and a board member from the Eugene School District and the IED, and a staff member and board member from PBC are studying various options now - one suggestion being to merge Pearl Buck into the Eugene School District.

## 4. Next Meeting

4. Chairman Ehinger closed the meeting stating that the budget committee will be receiving a listing of priorities and updated budget sheets to show changes made to date. It is hoped that decisions can be reached and the budget finalized at the next meeting of the Budget Committee to be held Tuesday, February 4, 1976, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene. The meeting adjourned.

  
Mary Ellen Ehinger, Chairman

  
Jack Billings, Secretary

LANE IED BUDGET COMMITTEE MEETING  
Tuesday, January 20, 1976

Minutes in brief

1. Attendance

1. The Lane IED Budget Committee met on Tuesday, January 20, 1976 with the following members present: Vice chairman Ray Campbell, Hugh Peniston, Leland Huff, Jeanne Armstrong, Nile Williams, Jack Billings, Ellene McWhorter, Vernon VanCurler, Ruth Swinehart, and Superintendent William Jones; District Representatives Al Dotson and Agnes VanDevender; Lay Members Charlene Curry, LeNora Fischer, William Killea, and Fred Manela. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, Jim Swanson, David Butler, and Oscar Schaaf of the IED; and Ron Bellamy of the Eugene Register-Guard.

2. Budget Discussion

2. The Superintendent and Gene Farthing referred to the ISAC program supplement, indicating it shows the total program budget by number, function, and object. This information was requested by the Budget Committee so the total picture of any given program could be seen at a glance.

Continuation of the budget discussion started on page 51:

84. Instructional Computing - It is proposed to cut back certified salaries from \$18,500 to \$14,288 to provide for a 9½ or 10 month computer instruction specialist rather than 12 months as originally requested (this will reduce the employee benefits also). Only slight changes are reflected in the remainder of the program. The specialist is instrumental in instructing teachers via workshops, etc., in use of the computer for instructional programs which are accessible to students in all 16 districts.

85. Math Lab - The increase from \$60,000+ to \$89,000+ is to pick up that portion formerly funded by the Oregon Mathematics Education Council (OMEC), plus the usual salary increases. It has been recommended to place \$51,048 of this budget on resolution and the remaining \$42,912 in the IED budget. This breakdown would provide for one full-time instructor, two half-time instructors, 3/8 secretarial time, and supplies on resolution; the IED budget portion would provide half salary for the director, one full-time teacher, 3/8 secretarial time, employee benefits, and supplies.

The budget will provide a maintenance level for an exemplary program which has been receiving much national attention and will be featured in a publication of the U. S. Office of Education in the near future.

## 2. Budget Discussion

## 2. (continued)

The long range goal of the IED is to continue the math lab program until all districts have had an opportunity to participate in the program and have people who can maintain the mathematics concept at the district level. At that time, IED involvement will phase out or taper off to a maintenance level program only.

88. Science - This provides for the science coordinator and continuation of the planetarium program (equipment is budgeted under capital outlay). The science coordinator chosen this year was unavailable, therefore, a part-time person was hired to work on the programs and a portion of this year's funding will not be expended and will become part of the cash carryover.

The Superintendent reported that Director Benjamin and other Science Commission members had gone to Seattle to seek federal funding for the planetarium building to be constructed at Alton Baker Park. It seems quite likely that approximately \$375,000 matching funds will become available - probably on a 60-40 matching basis with the IED, OMSI, the Commission, etc.

89 TMR - Provides for the traveling resource teacher, a portion of the secretarial time and some travel and supplies.

90 EMR - Provides the remainder of Mary Simmons' salary, a portion of the secretarial time and the usual employee benefits, travel, and supplies.

91 Special Education - Provides the major portion of Dr. Marvin Wilkerson's salary for supervising the special education program. (Other portions of Dr. Wilkerson's salary appear in 2151, 2152, and Fund 200 Special program for physically handicapped.) Some secretarial time and supplies are provided here also.

Gene Farthing stated that there are 134 students in the program and that transportation costs are shared equally by the IED and the districts (50-50).

2213 Instructional Staff Training Service - Provides inservice, out of district travel, and supplies for all of the ISAC programs.

2229 Other Educational Media Services - 88 Science - Provides for the planetarium equipment (capital outlay).

2622 Development Services - 86 Measurement and Research - Provides half of the salary for the measurement and research specialist (remainder is in 2142).

## 2. Budget Discussion

## 2. (continued)

Requirements - General Fund - Instructional Media Center2212 Instructional and Curriculum Development Services - 30 IMC Administration

(#120) Provides stipends for a committee of teachers and some students who regularly evaluate films and recommend those approved to meet classroom needs; also, to weed those films no longer useful in the curriculum.

(#312) Provides for an outside consultant to assist in an instructional television needs assessment. This is an attempt to help those districts seeking help in identifying problems and solutions in the use of ETV. It is a result of district requests, IMC Advisory Committee recommendations, and staff discussion.

(#414 and #415) - Provides supplies for IED publications.

2221 Service Area Direction - Provides salaries and employee benefits for the IMC Director, Assistant Director, and noncertified secretaries.

2222 Library Services (#33) Teaching Resource Center - Provides salaries for the TRC department head, noncertified secretaries, etc. A significant portion of the increase in noncertified salaries is in Doug Madsen's salary and reflects the transfer of the dissemination project (Education Information Systems) from administration to IMC. In addition to the transfer, a person included in the 1976-77 budget is presently paid from CETA funding--it is not certain at this time whether or not the funding will be continued.

(#316) Provides for the Education Information Systems (EIS) computer searches for Lane County users. Reimbursement by organizations outside Lane County for computer searches is shown in the income accounts.

Fred Manela asked for a correlation of the TRC programs (and others) this year and proposed for next year, showing the number of people benefitted, per pupil cost, what funding sources are available, what has been transferred from one portion of the budget to another, etc., to better validate and support the various requests made.

2223 Audiovisual Services

(#30) Imc - Provides four full-time salaries, part-time summer and/or year-around student help, and fringe benefits for all IMC employees.

## 2. Budget Discussion

## 2. (continued)

The increase in #360 provides for the printing and binding of 3,000 copies of the IMC catalog. The catalog is published every third year and the binding and printing of covers must be contracted and paid the year the catalog is published. However, the paper cost is spread over two years.

(#31) Media Library - Provides for noncertified employees to catalog, service, and ship films. Also, two courier drivers plus the acquisition of the Springfield Film Library.

(#32) Media Production - Provides salaries for the department head, noncertified employees, and supplies. \$11,000 in #540 is for an automatic collator to be used in conjunction with the copy center.

(#34) Electronics Maintenance - Provides an additional half-time person.

The increased cost is offset by increased revenue.

The contingency of \$20,000 (#799) is included in the administration budget and should be deleted here.

(#544) Care and Upkeep of Equipment; (#545) Vehicle Servicing-Maintenance; (#2624) Planning Services; and (#2644) Inservice Training Services - All are status quo programs.

Resources and Requirements - 200 Special Revenue

1230 Programs for the Physically Handicapped - (#93) Speech Contracts - The Superintendent stated that the IED provides speech services to four contracting districts. Costs are fully reimbursed by state and/or the local district, thus, this is an equalizing account. Services are provided in those districts with too few youngsters in the program to hire a full-time staff person but which still needs the program. Nothing is budgeted for Psychological Testing Services (#2142) but the IED will continue to serve as a facilitator (some secretarial time involved).

700 Intergovernmental Service - Joint Purchasing - This is another equalizing account which provides for the purchase of materials for local school districts who, in turn, pick up the cost of the materials purchased. It is anticipated that \$385,000 will be received and spent. Other joint purchasing items, gas and oil, electric lights, etc., are contracted with the supplier who, in turn, delivers and bills the districts direct.

Five-minute recess

2. Budget Discussion  
Meeting  
Reconvened

2. (continued)

Budget Committee Vice-chairman Campbell reconvened the meeting.  
Discussion started on page 89 - Fund 200 - OTIS

Bob Dusenberry, OTIS Director, presented the equalizing income and requirements for the OTIS program.

Income -

1944 Student Services and 1945 Business Services - These are based upon a fixed amount per student--\$7.00 for the current year's 150,000 students (1975-76) and \$8.75 per student in 1976-77.

1946 Instructional Services - The district cost is based on the terminal hours used by students.

The remainder of the income is to offset telephone and terminal charges which have been charged to OTIS and are then reimbursed by the user districts.

Requirements - 110 Salaries - Provides for six additional employees to handle the impact of the heavy demands for new services brought about by the implementation of the new fiscal system and the graduation requirements. (Eugene District 4J, not yet on OTIS for the new fiscal service, has indicated they are developing next year's budget with 35,000 accounts rather than the 3,500 on line at the present time; they are concerned about the computer capability. Other districts have like concerns. One third of the user districts are presently on and the other two-thirds are coming on the system next year with the new budgeting and/or graduation requirements program.)

At the request of the OTIS Advisory Board, some of the new employees are on duty now and will be paid from "contingency" for the remainder of 1975-76.

(#113) Administration - Provides a field service department head and a secretary.

(#114) Operations - Includes two additional operators and a tape librarian.

(#117 and #118) Business and Instructional Services - Provides for a programmer analyst.

200 Employee Benefits - Provides fringe benefits for all employees.

300 Purchased Services - (#314 and #315) Staff Services and Audit - no change.

2. Budget Discussion

2. (continued)

(#316) Data Processing - Decreased participation, thus less budgeted.

(#321) Facilities Maintenance - Decreased. An extra amount was budgeted in the current year because of moving expenses.

(#322) Hardware Maintenance - Considerably increased to provide for purchase of an instructional service computer.

(#324) Hardware Rental - Provides for adding some control units (some equipment on rental will be transferred to purchasing instructional services).

(#325) Facility rental - Status quo. (Rent was paid to the IED and the other facility in July, so this is not actually a reduction as it appears.)

(#326) Facility Utilities - Provides for a slight increase.

(#340) Travel - Provides travel for one additional field service person plus the additional travel expense.

400 Supplies and Materials - Provides paper supplies, etc., for data processing. Paper costs have increased and that increase is reflected here.

500 Capital Outlay - Provides for the purchase of three Hewlett-Packard computers to accompany the large IBM 360/50. The cost will be prorated over a three-year period.

3. Next Meeting

3. Director Williams requested that an organizational recap of increases in the budget that aren't covered by increased revenue be available at the next meeting; also, a prioritization of increases. (This could be a chart showing what percent is inflation, what part is picking up funds formerly funded by CETA, and what part of the program is new.)

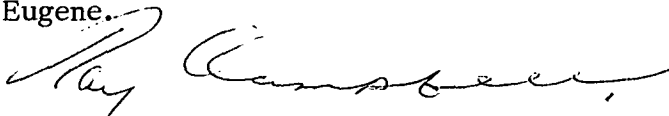
MOTION

Director Swinehart moved to adjourn.

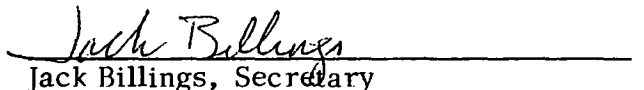
Director Billings seconded and the motion carried unanimously.

The next meeting of the Budget Committee will be held on Tuesday, January 27, 1976, at 7:30 p.m., in the Lane IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.



Ray Campbell, Vice-chairman

  
Jack Billings, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, January 20, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, January 20, 1976, at 10:15 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Jack Billings, Nile Williams, and Superintendent William Jones. Also present were IED staff members and Ron Bellamy of the Eugene Register Guard.

2. Joint Purchase Cut Paper  
Bid Award

2. The Superintendent referred to the joint purchasing paper bids which had been mailed to Board members and stated that all bids recommended were the low bids with one exception. Crown-Zellerback is recommended over Blake-Moffitt-Towne for some items because Blake-Moffitt - Towne will now allow the IED to split lots and Crown-Zellerback will.

Cut Paper Bids recommended for Board approval were:

Blake, Moffett & Towne (litho bond and onion skin paper)	\$ 1,594.90
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Western Paper (duplicator, litho bond, mimeo, and xerographic paper)	121,593.68
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Zellerback (duplicator, litho bond, and mimeo paper)	<u>7,400.70</u>
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TOTAL	\$130,589.28
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MOTION

Director Williams moved approval of the paper bids as recommended by the Superintendent.

Director Huff seconded and the motion carried unanimously.

2. TMR Working Committee  
Appointment

2. Director Armstrong reported that Mary Simmons has recommended that Shirley Newell be appointed to replace Sue Schafer on the TMR Working Committee. This appointment is necessitated by Sue Schafer's move from the community.

MOTION

Director Armstrong moved that Shirley Newell be appointed to the TMR Working Committee.

Director Huff seconded and the motion carried unanimously.

2. TMR Working Committee  
Appointment MOTION

2. (continued)

Director Armstrong moved that Sue Lewis be appointed to the TMR Advisory Committee.

Director Huff seconded and the motion carried unanimously.

3. Resolutions

MOTION

3. The Superintendent requested Board authorization to present resolutions to local district boards. The format will be similar to last year's resolutions stating "amounts will not exceed a given amount."

Director Williams moved to authorize the Superintendent to forward the resolutions to the local district Boards and to include consideration of the equalization levy on it.

Director Billings seconded and the motion carried unanimously.

The Superintendent recommended that the Math Lab program be split, as outlined by Oscar Schaaf, --\$42,912 in the IED Budget and \$51,048 on resolution.

MOTION

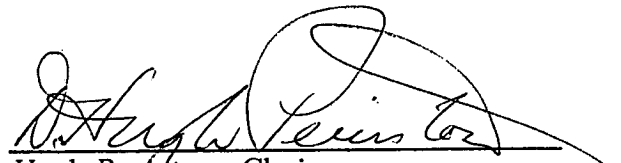
Director Williams moved that the Math Lab program be placed in the budget and on resolution as recommended by the Superintendent.


Director Huff seconded and the motion carried unanimously.

4. Next Meeting

4. The next regular meeting of the IED Board will be held Tuesday, February 10, 1976, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BUDGET COMMITTEE MEETING  
Tuesday, January 13, 1976

Minutes in brief

1. Attendance

1. The IED Budget Committee met on Tuesday, January 13, 1976, at 7:30 p. m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jack Billings, Jeanne Armstrong, Joyce Benjamin, Nile Williams, and Superintendent William Jones; Budget Committee Chairman Mary Ellen Ehinger, Ruth Swinehart, Ray Campbell, and Ellene McWhorter; District representatives Al Dotson and Agnes VanDevender; and Lay members Fred Manela and Charlene Curry. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, Oscar Schaaf, Ron Munkres, and David Butler of the IED; Mike Neill, University of Oregon visitor, and Ron Bellany of the Eugene Register Guard.
2. Educational Plan Minutes Approved

2. There being no additions or corrections, Chairman Ehinger declared the minutes of the November 25, 1975 Educational Plan meeting approved as mailed.
3. Budget Message Presentation

3. The Superintendent presented the budget message (pages one, two, and three of the budget document), stating that the budget has increased for the same reasons that budgets in both the public and private sector have increased--additional services, higher pay for employees, and higher cost of goods and services.
4. Budget Presentation

4. The Superintendent briefed the board and budget committee members on the white "crib" sheets, showing the transition from the conventional budget system to the Program Budgeting Handbook II Revised system format, and the blue definition sheets. The system is new to staff and Board alike and will ultimately be used by all school districts to provide detailed cost accounting by function and object.

Items referred to in the budget document were:

Resources - General Fund

0101 - Cash on Hand - This is up because of about \$150,000 of unanticipated cash carryover to the 1975-76 budget.

1900 - Rentals - Use of building facilities (OTIS and Career Ed) will be greater because the tenants will be in the building for the entire year.

3124 - TMR Children program - This reflects anticipated receipts from Mental Health for the amount above actual cost of education of youngsters in regular program (depends upon number of youngsters in Pearl Buck Center).

#### 4. Budget Presentation

#### 4. (continued)

The reason for the large differentiation in the current 1975-76 total and the proposed 1976-77 reflects the 1975-76 ad valorem tax (\$2,280,324) levied and received in 1975-76--the 1976-77 levy is an unknown factor at this time and will be determined later.

#### Requirements - General Fund - Business and Administration

2112 Attendance Services - Increased because districts have said more students are involved, therefore, additional time is needed by off-duty sheriff deputies to work with families, district personnel and the IED.

2310 Board of Education Services - Travel has been increased to allow Board members the opportunity to attend conferences specifically designed for their benefit. Other costs for postage, printing, supplies, etc. (objects) are reflected here as they pertain to the Board, rather than under Administration where they previously have been handled.

2314 Election Services - County officials' estimates for an increased cost next year is reflected in the proposed budget.

2315 Legal Services - Increased because the IED attorney, with ample justification, raised his fee following adoption of the 1975-76 budget. (Attorney William Frye is paid \$150 for the first three hours monthly and then \$40 for each additional hour.)

2317 Auditing Services - Increased. The auditor establishes his fee on an hourly basis, or on the total amount of the budget at the beginning of the year.

2321 Office of the Superintendent - In this and all accounts, certified salaries are listed first, then non-certified and then employee benefits. Salaries throughout have been allocated a possible 12% increase. Employee benefits have been figured at 20%.

Non-certified in this account is less than the present budget because one person has been transferred to the Instructional Media Center.

2323 Staff Relations and Negotiations Services - The slightly increased total is split between Jack Gossard, Board negotiator (\$3,000), and Chuck Pyron, Developer and Leader of the MBO (Management by Objective) staff relationship workshops (\$3,500).

2510 Direction of Business Support Services - Non-certified increased by approximately one half-time person for employment of hourly part time help, plus use of a high school work experience student to keep up with the workload.

The rental leasing account will provide a Mag Card II typewriter for this department.

4. Budget Presentation

4. (continued)

The equipment replacement account 542 of \$250 would be used to replace obsolete typewriters if the ~~Mag Card II~~ *Calculator* does not materialize--when word processing direction is completed a more realistic amount may need to be included here.

2535 Building Acquisitions, Construction and Improvement Services - One of the largest single amounts in the IED budget, it will take care of the final payment for the building. The amount for furniture (#2536) is decreased because it is anticipated that most equipment (chairs, desks, tables, etc.) will be purchased from the current budget.

2542 Care and Upkeep of Building Services - Most of these accounts are adjusted to cover the costs of custodial services, repairs, water, sewage, garbage, etc. These are guesses because it is difficult to anticipate such costs in a new building. In fact, they never were IED concerns until the new Center was built.

2544 Care and Upkeep of Equipment Services - Additional cost provides maintenance of the air conditioning, heating systems, electric controls, fire control system, and typewriters.

2545 Vehicle Purchasing, Services, and Maintenance Services - Lack of complete current (1975-76) and previous year records for automobile maintenance was questioned. It was pointed out that realistic records will be maintained easier with vehicles allocated to a specific program, and with the centralized maintenance services provided through the Bethel School District automotive program.

2660 Data Processing Services - Provides basic data processing services to the 16 school districts.

2691 Telephone - decreased. Installation costs had to be paid twice this past year during the two moves, thus, the higher amount. Bell Telephone consultants work with the IED staff to assure proper telephone use--i.e., cost, convenience, proper use of the equipment, etc.

3300 Civic Services, 4100 Payments to instate units, 4800 Reserves - are fairly status quo.

5000 Debt Service - Increased because there probably will be a need to borrow before tax turnover is received in the fall.

Requirements - General Fund - Instruction Services and Curriculum (ISAC)

Gene Farthing said programs were numbered from 80-91, and each program may appear in several functions (1000 denotes direct instruction of students; 2000 denotes support service).

## 4. Budget Presentation

Meeting  
Reconvened

## 4. (continued)

Later in the meeting Director Benjamin said she previously had been able to obtain total program costs from one location and she found the spread of costs over numerous pages difficult to follow. Several of the Board and Budget Committee members concurred, and Gene Farthing stated he would bring to the next meeting additional summary information giving totals by program for further clarification.

1222 Program for the TMR - An explanation of the increased costs of approximately \$110,000 was requested -- i. e., does Mental Health reimburse the entire cost? The Superintendent responded that Lane County should receive from Mental Health the amount above the ordinary per pupil cost (\$1,384 per pupil average this year). Also taken into consideration is the per pupil cost (which may go as high as \$4,000) at Pearl Buck Center. Here, because Mental Health believes that figure is excessive, they "negotiate."

Lay member Fred Manela suggested that if it were noted which money is returned by state or other agencies, it would be helpful in consideration of increasing or decreasing budgeted amounts.

Recess declared.

Chairman Ehinger reconvened the meeting following a five-minute recess.

Career Education (page 39) 312 inservice programs were eliminated to maintain program status quo. Previously half the cost of the programs came from the IED and the other half from the individual or district.

2129 TMR - Additional salaries reflect the addition of the "parent trainer" program.

2132 Medical Services - This new category will go on resolution to provide services for youngsters who have been the responsibility of the Crippled Children's Division rather than the school district. Crippled Children's Division is asking schools to assume this cost.

Director Williams asked for clarification of "in district" and "out of district" travel and was informed that "in district" covers all travel within Lane County, and "out of district" all travel out of Lane County.

2142 Psychological Testing Services - Measurement & Research (program divided between 2142 and 2622).

2152 Speech Resolution - Represents that portion of Dr. Marvin Wilkerson's salary devoted to this program with the Eugene Speech and Hearing resolution funds--additional breakdown is in 2212 and 200 Speech Services.

4. Budget Presentation

4. (continued)

2152 Speech Pathology Services - This represents services to school districts by the Eugene Speech and Hearing Center.

2211 Service Area Direction - This provides for the ISAC office. The secretary's salary is divided between this account and the Special Education program.

2212 Instruction and Curriculum Development Services (81) Art Education - This amount provides for the entire art program (with exception of small portion for inservice in 2213).

(82) Career Education - The increase in the budgets for three certified salaries and the non-certified increase provides for addition of a non-certified career specialist. The amounts shown here are actual IED expenses; the 75% of the coordinator's salary and some funds from the State for the as yet unfilled specialist position are shown on the resources page.

Director Williams asked for further clarification on differentiation between local travel costs allocated to career and environmental education (approximately \$2300 for career education compared with \$750 for environmental education--and was informed that there are four-five staff members working out of career education as opposed to two in the environmental education program. Figures were based on information provided by the staff based on what information is available from past experience. This may be low and need revision based upon more accurate expense records this year.

It was suggested that more detailed in-district travel data be provided during the coming year for budget consideration.

(83) Environmental education - The increase provides for two full-time environmental ed staff members--an increase of one-half staff for 1976-77.

Discussion ended on page 51. It was requested that program summary sheets be prepared for the next meeting and that following the budget discussion and prior to actual budget consideration, the Superintendent present a priority listing.

5. Next Meeting

5. The next meeting of the budget committee will be held on Tuesday, January 20, at 7:30 p.m., in the Lane IED Board Room, 1200 Highway 99 North, Eugene.

MOTION

Director Benjamin moved that the meeting adjourn.

Budget Committee member McWhorter seconded and the motion carried unanimously.

*Mary Ellen Ehinger*  
Mary Ellen Ehinger, Chairman  
*Jack Billings*  
Jack Billings, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, January 6, 1976

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, January 6, 1976, at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, Jack Billings, and Superintendent William Jones. Also present were Willson Maynard, Mel Mead, Gene Farthing, Bob Dusenberry, Jim Ekstrom, Ron Munkres, Bill Land, Ben Jones, Evelyn McKenzie, Wanda Vinson, and David Butler of the IED office; Fred Manela, Budget Committee Lay Member; Mike Neill and David Dempster, University of Oregon visitors; and Ron Bellamy of the Eugene Register-Guard.

2. Minutes Approved  
MOTION

2. Director Armstrong corrected the December 9 minutes (page 6, item 13 - "Marge Helland") and moved that the minutes of December 9 and December 16 be approved as corrected.

Director Huff seconded and the motion carried unanimously.

3. Correspondence

3. The Superintendent presented correspondence from:

- a. Chloe Laurila, Associate Executive, United Way, thanking Joe Clementi, Iva Ridgley, and Larry Hunt for their United Way efforts;
- b. Chuck Pressman, United Fund general campaign chairman, thanking Willson Maynard for his leadership efforts in the 1975-76 campaign;
- c. Elisabeth Waechter, director Pearl Buck Center, concerning the Tuesday a.m. meeting to discuss the future of PBC;
- d. Don Trumbull, Mental Health Division, thanking Mary Simmons for her presentation to the Legislative Interim Committee on Special Education;
- e. Gerald Frank, Senator Hatfield's administrative assistant, regarding Hatfield's visit;
- f. Tom Rigby, Oregon School Boards Association, regarding collective bargaining workshop January 16 and 17 at the Inn at Otter Crest;
- g. IBM (to OTIS) regarding preliminary data on system performance;
- h. John Lofgren, Secretary to the Cooperative Science Museum Commission, regarding the Superintendent's appointment to the Planning Committee; and

## 3. Correspondence

## 3. (continued)

- i. Ninette Florence, State Department of Education Reading Specialist, regarding Northwest Consortium for Reading Improvement program (see action item #8).

## 4. Response to Eugene 4J Study Report on OTIS

4. In discussing the memo from the Superintendent and Bob Dusenberry to the IED Board as a response to the Eugene 4J report on OTIS services, Director Wooten stated she believed that some specific positive recommendations to 4J should be included as part of the memo.

Director Williams responded that the OTIS Advisory Committee has a set of guidelines and policies which must be followed and the IED Board should not reply in any way to circumvent those policies. If a district desires additional services to those approved by the OTIS Advisory Committee (and ultimately approved by the IED Board), it should first present a request for those services to the Advisory Committee for consideration. Therefore, Eugene 4J should present a listing of its data processing needs to the Advisory Committee.

It was noted that Eugene 4J has not yet discussed the report with the Advisory Committee.

General consensus was that, while there apparently are inaccuracies as noted in the report, no good would come from belaboring the fact, and the main concern of the Board is to provide some means whereby Eugene 4J can meet its data processing requirements.

## MOTION

Director Armstrong moved that a letter from Chairman Peniston be sent to the 4J Board stating that the IED Board is interested in helping to work out the data processing needs of Eugene 4J and suggests that 4J prepare a report for the OTIS Advisory Committee. Further, someone from the IED staff should be delegated to work with the Eugene staff to work out a list of alternatives to be presented, as a unified approach, to the OTIS Advisory Committee.

Director Benjamin seconded and the motion carried unanimously.

## 5. Joint Meeting with OTIS Advisory Committee

5. Wednesday, January 21, was established as the meeting date for the joint meeting of the OTIS Advisory Committee and the IED Board.

## 6. Evaluation of Administrative Personnel - Guidelines and procedure

6. The Superintendent presented a timetable for Director evaluation as follows:

\*Dec. 19 Each of the four directors will have submitted his goals and objectives statement to the superintendent.

Jan. 13 Review of the goals and objectives by the management team.

6. Evaluation of Administrative Personnel - Guidelines and procedure

6. (continued)

Feb. 15 Conference with each director to examine the status of accomplishment of the goals and objectives.

Mar. 9 Superintendent makes recommendation(s) to the Board, re: election or nonelection of certified staff members.

\*Under ordinary circumstances, the directors will submit their goals and objectives to the Superintendent by August 1 and the management team will have reviewed them by September 1. The initial evaluation will have been completed by the end of November. The Superintendent will present his recommendations to the Board the first meeting in March.

It was questioned whether the January 13 review of the goals and objectives by the management team could be accomplished within the short time span allowed (one week).

The Superintendents and Directors responded that the goals and objectives have been in the process of development for some time, both through advisory committee recommendations and as a part of the Management by Objectives work sessions with Chuck Pyron, and have been reviewed twice during Directors' meetings.

Director Farthing stated that, in another year, it would seem to him to be feasible to tie the goals and objectives cycle into the budgeting process so that department goals are translated directly to the budget.

MOTION

Director Armstrong moved to approve for the coming year the timetable and the general philosophy of the evaluation as presented by the Superintendent.

Director Benjamin seconded and the motion carried unanimously.

Director Benjamin asked when the Board might have the opportunity for some discussion regarding goals and objectives. The Superintendent responded that there should be one meeting at which time the Superintendent and Directors tell what they hope to accomplish during the coming year, and the Board should have an opportunity at that time to study and present any comments or criticisms. At that point, evaluation for the coming year begins.

Director Benjamin questioned the proposed timeline for subsequent years, stating that perhaps goals and objectives could be presented to the Superintendent by July 1 (instead of August 1), thus, getting the procedure under way before a sixth of the year has gone by without directors knowing what their completed goals and objectives will be.

6. Evaluation of Administrative Personnel - Guidelines and Procedure

6. (continued)

By general consensus, it was agreed to consider revising the timeline at the first meeting in March to apply to all subsequent years' evaluation process.

7. Personnel Contracts  
Mary Simpson  
Camille Hukari

7. The Superintendent recommended that Mary Heather Simpson be employed for the Career Ed Community Resource Specialist position from January 12, 1976 to June 30, 1976 at a salary of \$1,262.50 per month; and that Camille Hukari be employed as the Disadvantaged/Handicapped Career Education Agent from January 12, 1976 to June 30, 1976 at a salary of \$1100 per month.

MOTION

Director Williams moved that the appointments be made as recommended by the Superintendent.

Director Armstrong seconded and the motion carried unanimously.

8. Northwest Consortium for Reading Improvement

8. The Superintendent recommended that the Board approve participation in the Northwest Consortium for Reading Improvement program available through the National Institute of Education (NIE) and the State Department of Education (SDE) and offered to two IEDs in Oregon. Lane and Multnomah IEDs will house two of the eight centers to be placed in northwest cities. Bethel and South Lane have said they wish to participate in the 18-month program through the Lane IED Center (if approved) beginning in March or April, 1976.

The objective of the program is to institute reading programs and use of research resources now available from NIE, the Northwest Lab, State Departments of Education, research and development centers, teacher preparation institutions, and intermediate agencies and should prove beneficial to the participating districts.

Lane IED staff involvement will consist of some time devoted to the program by the Superintendent, Director Gene Farthing, and Dr. Marvin Wilkerson. In addition, the IED will hire a service center coordinator and a half-time secretary to work with the staff in Bethel and South Lane. The allocation of \$75,000 for the 18-month program should be ample to cover salaries, pay for substitute teachers, travel, dissemination of materials, and all administrative costs.

MOTION

Director Williams moved to participate in the Northwest Consortium for Reading Improvement as recommended by the Superintendent. Director Armstrong seconded and the motion carried unanimously.

9. Educational Plan Discussion

9. Discussion of the educational plan presented on November 25 centered on:

(1) Environmental ed - incentive grants for teachers (\$1000). Gene Farthing stated it is no longer in the budget.

(2) Career ed - \$10,000 expansion. Ron Munkres stated that \$1000 of the \$5000 inservice allocation has been cut and that a total of \$7,198 of the \$10,000 has been eliminated. Another reason for what appears to be an increase is that costs are reflected in the career ed program under the new budgeting system that appeared elsewhere (administration) before.

(3) Word processing - \$1300. The Board questioned the total cost of a Mag Card II (lease, rental, purchase); staff reaction to the word processing concept, and ramifications of the elimination of one staff position.

Willson Maynard estimated that a Mag Card II would cost approximately \$13,000. No staff person would be terminated but reassignment of duties probably would occur. One major concern is to eliminate the necessity of placing additional support people in the limited space available. A "central typist" is on staff now and doing an excellent job. With the proposed touchtone system, dictation can be forwarded via telephone from any division in the IED and should provide a more efficient and accurate product.

Director Williams stated he believed that the move to word processing should be carefully considered in terms of cost, expediency, and tendency to turn out more paper work than actually required; Director Huff stated that it has been studied so carefully that nothing is being done; Director Armstrong asked for more detailed cost figures over a period of five years; and Director Wooten stated that, on the basis of principle, she is opposed to machines vs. people. A detailed report on projected costs for word processing will be presented to the Board.

(4) Math lab - \$25,000 additional cost. Gene Farthing stated that the IED (on resolution) will assume the funding from the National Science Foundation (plus inflation and salary costs).

(5) Collating machine - \$11,000. Mel Mead indicated that the collator works in conjunction with the presses to cut down on time spent publishing a given job and should save approximately \$2,500 in man hours. (The time span cannot be shortened by more people working on the job.)

(6) Fork lift truck - \$10,000. The Superintendent stated that availability of a fork lift truck through Government Surplus Agencies (GSA) is still being considered.

10. Building Dedication Plans

10. The Superintendent reported that Senator Hatfield (correspondence item 3-d 5) has accepted the IED invitation to attend the dedication dinner and program on February 26.

A tentative list of invitees was presented for Board consideration and additional suggestions were forwarded for inclusion.

The Board delegated the Superintendent and staff to complete the invitation procedure.

11. OTIS Equipment

11. Bob Dusenberry presented a request, previously approved by the OTIS Advisory Board, for teleprocessing lease-purchase of equipment to provide the capability to do remote job entry which, in part, should answer Eugene 4J problems. It provides for elimination of the current teleprocessing mini-computer and addition of two smaller ones which are upgraded and more efficient. Net increase in cost to OTIS would be \$6,276 (three-year payout).

Action on the proposal was postponed until a later Board meeting.

12. Sick Leave Retirement Benefit

12. Action on the proposal for the Board to provide the opportunity (at no Board cost) for staff to receive the benefit of unused sick leave in retirement benefits was postponed to a later Board meeting.

13. TMR Program Committee Report


13. Director Huff reported on the meeting which he and the superintendent had attended to discuss the present and future course of Pearl Buck Center; also in attendance were members of the Pearl Buck Board, a couple of Pearl Buck teachers, Tom Payzant, and Sam Frear, 4J chairman. It was concluded that by following the present course, Pearl Buck could be so depleted by the fall of 1976 or winter of 1977 to the point of having a serious financial problem, which is a matter of much concern to the Board. A suggested solution would be to absorb PBC into the Eugene school system. Another solution would be for Pearl Buck to contract with the Eugene school district and with other school districts interested in the services. A committee was appointed to study the question and report to the group in a month with specific recommendations (the committee to include one staff person from the IED, 4J, and PBC). Questions to be researched are whether the building is adequate for conventional public school standards, possible salary escalations (negotiations, etc.) and other budgetary considerations. No decision can be made without this information.

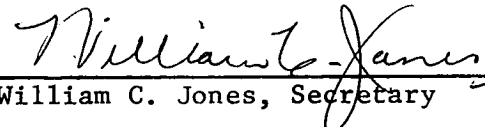
14. Next Meetings

14. The next regular meeting of the IED Board will be held on Tuesday, January 20, 7:30 p.m., in the IED Board Room, 1200 Highway 99 North, Eugene.

The budget message and document will be presented on Tuesday, January 13, at 7:30 p.m., in the IED Board Room, 1200 Highway 99 N., Eugene, Oregon.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, December 16, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, December 16, 1975, at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, Jack Billings, and Superintendent William Jones. Also present were Willson Maynard; Gene Farthing, Mel Mead, Bob Dusenberry, Evelyn McKenzie, Wanda Vinson, David Butler, and Mary Simmons of the IED office; Jim Ekstrom of OTIS; Fred Manela; and Ron Bellamy of the Eugene Register Guard.

2. Director Evaluation  
Clarification

2. Willson Maynard asked for clarification of the Board's December 9 directive to the directors to present a comprehensive evaluation procedure by January 10, for implementation by March 5. He stated that when the evaluation proposal was jointly developed by the Board, staff, and administration (and ultimately approved by the Board), there was strong staff feeling that administrators and staff members be evaluated by the same criteria. That criteria says that specific goals and objectives will be agreed upon jointly between supervisors and employees. If the Board had something else in mind, said Dr. Maynard, then the directors need further clarification before proceeding.

Director Williams said he was not so much concerned with the type of proposal for evaluation, but that position papers be developed in time to allow for a comprehensive evaluation.

Board concern is that the procedure assures its receiving ample information on which to base the evaluation.

General consensus was that there is no conflict between the procedure outlined above and what Director Williams said.

3. Correspondence

3. The superintendent presented correspondence from:
  - a. Max Abbott, Associate Dean and Director, College of Education, University of Oregon, inviting the superintendent to serve as the Executive in Residence February 4-6;
  - b. Wayne County Intermediate School District (to Mel Mead) regarding the selection of Lane IED-IMC as one of five out-of-state regional agencies for study by the Michigan IMA (Intermediate Media Association);

## 3. Correspondence

## 3. (continued)

- c. Loren Steiner, State Department of Education, thanking Lane IED for permitting Mary Simmons, Marvin Wilkerson, and Mel Mead to participate in the Willamette High School evaluation;
- d. Robert Meinhardt, Jackson County IED, regarding evaluation of Lane IED-IMC training session;
- e. Education U.S.A. (article) regarding regional ed centers (the superintendent is chairman of the AASA committee mentioned and a committee member of the REA committee); and
- f. Ben Smith, Chairman of the Pearl Buck Center Board, and Elisabeth Waechter, Director at PB, regarding representatives of the IED and Eugene 4J Boards to meet with the Pearl Buck Board on Tuesday, January 6, from 7 to 9 a.m. to discuss direction of the PB program during the next year.

## 4. Financial Report

4. The superintendent presented the financial report for October, 1975 and stated the financial picture is sound. While the financial statement shows overexpenditures of \$532,246., there were ample tax turnovers to more than cover the amount.

Accounts payable for October, 1975 were presented as follows:

IED           \$196,022.96

OTIS           117,419.33

## 5. Building Use and Rental Policy

## MOTION

5. Following discussion of minor word changes in the proposed policy for use of the IED Center, Director Benjamin moved to approve the following policy:

Policy - It is the policy of the Lane IED that its building should be available for use by the citizens of Lane County. Scheduling of the building for public use shall be administered by the superintendent or his designated appointee.

Priority for scheduling the facilities shall be given in the following order:

- a. Public Schools.
- b. Adult Education classes sponsored by Lane Community College or Division of Continuing Education.
- c. College and university related groups and organizations.
- d. Other non-profit, civic and service and private interest groups.

5. Building Use and Rental Policy

5. (continued)

Care and Maintenance: A fee shall be charged upon those occasions when special custodial help is required. After hours and weekends, the rate shall be \$6.00 per hour.

Responsibility for facilities: It shall be expected those scheduling the IED facilities under this policy shall exercise the same care and sense of responsibility expected of others using the facilities. Food and beverages are to be consumed in the coffee-lounge rooms only. Smoking is restricted to the coffee-lounge rooms.

Director Wooten seconded and the motion carried.

6. Meeting Time and Duration Policy

6. Chairman Peniston presented for Board consideration the following policy regarding meeting time and duration:

Regular meetings of the Lane IED Board of Directors shall commence at a designated hour (usually 7:30 p.m.) and continue for no more than two and one-half hours. Exceptions may be made by a unanimous vote of the members present.

Director Williams stated he had no objection to establishing a policy; however, he felt that when an issue is before the Board, the Board has a commitment to handle it.

Director Benjamin proposed that exceptions may be made by a majority rather than unanimous vote of the members present.

Director Armstrong moved that the policy be adopted as written, with the substitution of "a majority of those present" for "unanimous."

Director Billings seconded and the motion carried with Directors Huff, Armstrong, Benjamin, Wooten, and Billings voting "aye" and Director Williams voting "no."

MOTION

7. Designation of those to receive superintendent evaluation forms

7. As to who among agencies outside IED should receive the superintendent's evaluation form, Director Benjamin stated that she believed the superintendent could best determine his peers with whom he had considerable contact or with whom he has worked. Some agencies suggested for consideration were Eugene Speech and Hearing Center; Pearl Buck; L-COG; county government; Register Guard (Al Curry or Mike O'Brien); State Department of Education; Eldon Schafer, School of Education; Bob Schwarz (CORBEH); Jack Gossard and/or Chuck Pyron. Their responses should deal with the superintendent's representation of the IED in the community.

7. Designation of those to receive superintendent evaluation forms

7. (continued)

Director Williams said such relationships are sometimes the result of a problem in which a firm stand must be taken, resulting in a conflict between the superintendent and the other agency. He wondered how valid an evaluation might be from a person in such a situation.

Director Armstrong suggested that an open-ended letter might be sent to agencies explaining that evaluation is carried out on a yearly basis, and the Board would appreciate a response either through the evaluation document or a letter.

Director Wooten requested that Director Benjamin, the superintendent, and David Butler complete the list of persons/agencies within the next couple of days.  
(No action necessary.)

8. TMR Evaluation Team Approval

8. The superintendent reported he had discussed the background and qualifications of the TMR Evaluation Team nominees (presented by Don Trumbull of the Mental Health Division) with Bob Schwarz, University of Oregon, and Bud Fredericks, Teaching Research, Oregon College of Education. The nominees were listed in order as recommended by Fredericks.

- a. State Nominees

Director Armstrong stated that she, too, had discussed the nominees' qualifications with others. Mrs. Waechter had indicated high praise to Director Armstrong for two of the nominees but felt they would be extremely biased and might not consider the good qualities of the center program. Director Armstrong, therefore, recommended eliminating consideration of Jean Edwards and Tass Beckham on the basis of Mrs. Waechter's concern.

Director Armstrong suggested that Bud Fredericks be considered with the other nominees.

MOTION

Director Armstrong moved to approve appointment of Bud Fredericks, Teaching Research, Monmouth; Ben Arthur, Salem School District; and Bev Proulx, Jackson County, to the TMR Evaluation Team.

Director Williams seconded and the motion carried.

- b. Out-of-state nominees

Director Armstrong moved that the Board request Bob Schwarz, U of O, to ask one to three out of state people attending the Troubled Child Workshop to act as consultants for the evaluation. (Suggested were Bill Tilley, Lou Brown (Wisconsin), Morris Herring (Washington), and Jim Coning (Kentucky).

MOTION

Director Billings seconded and the motion carried.

8. TMR Evaluation Team  
Approval

c. Other committee  
members.  
MOTION

8. (continued)

Other committee members will be Don Trumbull, Mike Barker, and Jeff Hicks.

Director Armstrong moved that the Working Committee develop guidelines or criteria for the evaluation team (questions to be considered, problems to look at, some needs of evaluation, etc.)

Director Benjamin seconded and the motion carried unanimously.

Joint Committee  
Meeting

It was suggested that the Working Committee and the Evaluation Committee meet jointly prior to the evaluation to study the guidelines and/or make suggestions of points to be considered from both committees.

General consensus was that Director Armstrong should chair the joint meeting.

The superintendent said he would rely strongly on Don Trumbull to "chair" the evaluating committee proceedings.

9. TMR Working Committee  
(Addition to)

9. Director Armstrong reported that the Working Committee

has recommended Cory Stout, former Pearl Buck teacher and presently teaching the junior high transitional class, be appointed to the TMR Working Committee.

Discussion centered on the Board's earlier decision not to alter the makeup of the committee by adding additional members. By general consensus the Board agreed to ask Cory Stout to lend his expertise to the committee as a non-voting participant who could be considered for appointment later when a vacancy occurs.

10. TMR Advisory Committee  
(Additions to)

10. Director Armstrong presented the names of Mike VanWyck, Thurston High School (Springfield) teacher; Pam Wolfe, Monroe Junior High (Eugene) teacher; and Barbara Bailey, Malabon Elementary (Bethel) teacher for consideration for the two TMR Advisory Committee appointments of teachers not teaching in the MR program (overlooked when making the other appointments).

MOTION

Following discussion, Director Armstrong moved to appoint Mike VanWyck and Barbara Bailey to the TMR Advisory Committee.

Director Williams seconded and the motion carried unanimously.

11. Educational Plan  
Discussion

11. The superintendent invited the Board to express its likes or dislikes of the educational plan and/or ask for additional information so that when the budget is presented to the Budget Committee, it is the Board's budget rather than the superintendent's budget.

11. Educational Plan  
Discussion

11. (continued)  
The discussion indicated that:

- a. A strong recommendation from the superintendent is needed (Director Williams).
- b. An installment of \$250,000 will be in the contingency for the building; however, it will not be necessary to place salary increases there this year.
- c. The Board must have district prioritizing of programs before it can deal with expansion of environmental, outdoor, vocational ed, etc.

Example: Director Armstrong did not agree with the theory that each student will have a saleable skill upon graduation from high school, but if all districts want such programs apparently leading to that goal, they should be considered, etc.

Director Benjamin asked for Division Directors' priorities.

ISAC

Gene Farthing stated he supports the requests and that data from the districts show a need for all of them.

Director Benjamin replied the Board might support the programs, but IED must be prepared to prioritize programs should the budget committee cut. Without district and IED staff directives, it would be forced to cut on basis of prejudices.

Director Wooten suggested hiring a needs assessment research planner to evaluate program effectiveness in the districts, and help in outlining IED programs more than one year in advance. Reaction to the suggestion was (1) change a title and job of someone on staff, (2) contract with the School of Education or District 4J, and/or (3) give the idea more study. The superintendent was asked to check into possible sources, costs, and methods of obtaining a needs assessment and present a recommendation to the Board.

IMC

Mel Mead stated that there are no new programs proposed in IMC and the requests are minimal. The study of educational TV applications (\$1,000) should be done by someone familiar with the whole field of educational TV to determine what areas to explore, how information is gathered, and what to do with it once we have it.

Business and  
Administration

Director Wooten said that neither a forklift nor word processing were high on her priority list. (Availability of a forklift through GSA - Government Surplus Agency - is being studied.) Regarding word processing,

11. Educational Plan  
Discussion

OTIS

Eugene 4J  
Report on OTIS  
Services

MOTION

11. (continued)

Director Wooten stated she favored maintaining staff salaries and opposed purchase or rental of equipment to replace people.

Bob Dusenberry reported that priorities of the advisory committee are to provide additional people so OTIS will have greater output capability and the ability to provide support in the new Handbook II implementation.

Another priority is to provide system capability, i.e., remote job entry capability combined with the remote data center.

Director Wooten referred to the Eugene 4J Board meeting discussion of its report on OTIS services and asked if the additional people and hardware would give OTIS the capability to comply with 4J requests for special services. (A copy of the report is attached to the official minutes.) Mr. Dusenberry said it would not in this specific case. Then he introduced Jim Ekstrom, Assistant Director, who provided additional background on OTIS services. He stated that in addition to the contracted list of services provided to all users, there are guidelines established by the Advisory Board and approved by the IED Board on how to handle special requests. OTIS is obligated to adhere to these guidelines until they are changed.

Discussion showed what appears to be a great gap in interpretation and communication, and there apparently needs to be a meeting of the two groups to clarify and/or compromise. It was suggested that an evaluation of the OTIS data processing program by a third party might provide a base from which to work.

Director Benjamin stated she had attended the 4J meeting and her perception is that 4J is attempting to develop an in-district data processing policy and is exploring use of a little computer for research for use with OTIS. OTIS's concern should be whether to explore the possibility of a more sophisticated level of data processing (including research), or whether to keep the same level of services. Mr. Dusenberry stated that the Advisory Committee had voted not to allow funds for research and development. (Exploring the possibility of getting more federal funding was suggested, as was the possibility that districts would combine to provide research and development funds.)

Director Benjamin moved that the superintendent and Mr. Dusenberry present at the next meeting a response for the IED Board to the report from 4J.

11. Educational Plan Discussion

11. (continued)  
Director Williams seconded and the motion carried unanimously.

In concluding the OTIS discussion, Mr. Dusenberry stated that there have been pressures from every direction to provide additional services. OTIS is conducting a series of meetings with business managers and clerks to establish their priorities, which should enable OTIS to proceed in an orderly fashion to provide those services asked for by the users.

In concluding the discussion of the Educational Plan, the superintendent stated that the superintendents will meet on Thursday and he would be bringing their recommendations to the Board at the next meeting.

12. Goals and Objectives of Superintendent

12. Board reaction to the superintendent's statement on goals and objectives indicated that, logically, it should be considered simultaneously and in context with the responses on the evaluation questionnaires (this would involve suspending that portion of the policy requiring the superintendent to be evaluated in December).

Director Benjamin moved that, with the consent of the superintendent, the Board suspend that section of the policy and defer the meeting on goals and objectives and on evaluation until the end of January, at which time responses will have been received.

Director Armstrong seconded and the motion carried unanimously.

After the initial year, a regular evaluation schedule will be established and followed.

MOTION

13. Speech and Hearing Resolution Report

13. Gene Farthing reported that the speech and hearing program is in good condition with no apparent financial problems. The quarterly report to the participating school districts and the Eugene Speech and Hearing Center (for the summer program and through November) shows \$4,988 has been expended of the \$25,000 budgeted. To date, no transportation charges have been requested. Dr. Wilkerson is in contact with the users at least twice monthly. In addition, referral procedures have been substantially tightened.

14. 4-C's Report

14. Gene Farthing reported on his participation on the 4-C's Board, where he has been assigned to the finance committee. The 4-C's is a federally-funded program providing subsidized care for children of eligible low income families where care is needed to allow parents to work or to secure additional training. It has advocacy over planning functions. Of concern to it now is the state funding agency's position that no more than 15% of a local council's funds may be used for administrative development. The local council

14. 4-C's Report

14. (continued)

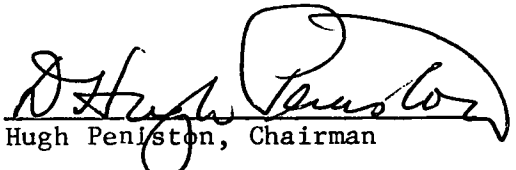
has been using 25 to 27% because it has been doing extensive program development. The new regulation has resulted in a staff reduction in six months from seven to two and one-fifth persons. The second concern of the local council is whether the agency should be providing services as a brokerage advocacy and planning, and a committee with Larry Horyna as chairman, has been appointed to study the question. The report will be presented to the 4'C's Board in January for action at the February meeting.

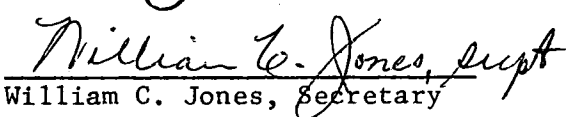
15. NSBA Meeting

15. The superintendent asked which Board members are planning to attend the National School Boards Association meeting in San Francisco on April 10-13.

16. The next regular meeting of the Lane IED Board will be held on Tuesday, January 6, at 7:30 p.m. in the Lane IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Penlston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, December 9, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, December 9, 1975, at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Cynthia Wooten, Nile Williams, Joyce Benjamin, Jack Billings, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, Evelyn McKenzie, David Butler, Wanda Vinson, Marv Wilkerson of the IED office; Auditors Ron Babcock and Dennis Solin; Jack Gossard, negotiator; and Ron Bellamy of the Eugene Register-Guard.

2. Board Member Induction

2. Chairman Peniston presented the Oath of Installation to newly-appointed member, Jack Billings (at-large position vacated by Howard Bird), and welcomed Mr. Billings to the Board.

3. Budget Committee Lay  
Member Representation  
MOTION

3. Director Armstrong noted that LeNora Fischer is the only Board position applicant not serving as a District Representative or Lay Member on the Budget Committee and moved that Mrs. Fischer be asked to participate as a Lay Member.

Director Huff seconded and the motion carried.

4. Superintendent Appoint-  
ment to University of  
Oregon Program

4. Chairman Peniston announced that the Superintendent has been invited to serve at the Center for Educational Policy and Management as Executive in Residence (Winter Term 1976) from February 4 through 6. The program provides an opportunity for successful school executives to share their experiences and knowledge with the faculty and students of the Center and, in return, to refresh their own perspective on issues related to the management of educational organizations. Others previously serving as Executive in Residence include Eldon Schafer, Thomas Payzant, Mary Hall, Karl Ohlendorf, and Dale Parnell.

5. Correspondence

5. The Superintendent presented correspondence from:

- a. Lauri K. Smith regarding previous opinion on insurance bidding;
- b. Mason McQuiston, State Department of Education, thanking Marv Wilkerson and Lane IED for workshop;
- c. Don Trumbull, Mental Health Director, regarding the Superintendent meeting with him about the TMR evaluation;

## 5. Correspondence

## 5. (continued)

- d. Fred Manela thanking the Board for his participation as a lay member on the budget committee;
- e. Naomi Soules requesting IED facilities for an LCC night class; and
- f. Harold Webb regarding National School Boards Association convention in San Francisco, April 10-13.

## 6. Audit Report

6. Dennis Solin, Auditor, presented the 1974-75 audit report and stated it reflected considerable IED activity as well as conclusion of some programs. The phasing out of NYC and completion of the building are reflected in the expenditures. The total general fund balance decreased approximately \$452,000 compared to June 30, 1974. The total general fund revenues for 1974-75 were \$2,865,000 vs. \$1,433,000 for 1973-74 (\$1,275,000 of this is building expense). A cash carryover of \$413,000 resulted from resources of \$270,000 more than budgeted and expenditures of \$143,000 less than budgeted.

Mr. Solin stated that:

- a. Termination of the NYC program has significantly relieved the accounting workload and responsibilities;
- b. The \$1,300,000 fire insurance coverage (Exhibit C in back of report) is close to actual construction cost of \$1,275,000 but will need to be watched closely with the insurance agent to keep it close to par with increasing replacement of building costs.
- c. Some procedural changes in the joint purchasing program and internal control procedures dealing with the warehouse and building have been proposed (discussed at length in a conference).
- d. Procedural changes have been recommended regarding balancing the IED records with the county so that no equalization money "sits" in the county office for an undue length of time. This can be avoided if the county will furnish sufficient information to allow the IED to reconcile IED-county funds. There have been a couple of instances where a small turnover (\$3,400 last year) - usually an adjustment of some residual funds - was placed in the IED account without IED knowing of it, and funds were not turned over until July or August of the following year.

Mr. Solin concluded his report, stating that, in general, the accounting records are in excellent condition and are accurate. A question was raised regarding the necessity

6. Audit Report

MOTION

6. (continued)

of having a sizable cash carryover (\$413,000 this year). Mr. Solin stated that a substantial cash carryover is necessary to finance the summer months' operation until the taxes are received. A major portion of that will be needed to finance joint purchasing until the districts are financially able to reimburse the IED.

Director Wooten moved to accept the audit report.

Director Armstrong seconded and the motion carried.

7. Executive Session

7. Chairman Peniston recessed the general meeting and called for an executive session under provisions of ORS 1975, chapter 664 and ORS 192.610 to 192.690 to complete negotiations.

8. Negotiation Settlement

MOTION

8. The general meeting reconvened and the following action was taken:

Director Wooten moved to accept the recommended adjusted base for:

Bill Land	\$ 18,384
Ben Jones	18,384
Clarence Johnson	17,000
Linda Gil	8,067.50
Wanda Vinson	14,654

Director Armstrong seconded and the motion carried.

MOTION

Director Wooten moved that 12.6% increases be given to:

Linda Gil	\$ 9,084
Evelyn McKenzie	14,000
Wanda Vinson	16,500

Director Armstrong seconded and the motion carried.

MOTION

Director Benjamin moved to approve a 12.6% increase for:

Betty Gibson	\$ 17,453
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Director Armstrong seconded and the motion carried.

MOTION

Director Benjamin moved that 11.7% (average of Eugene, Springfield, Bethel administrative increase) increases be given to:

Bob Dusenberry	\$ 30,718	including \$100/mo.fringe
Bill Land	20,535	
Ben Jones	20,535	
Jim Ekstrand	26,808	
Gene Farthing	23,457	including \$100/mo.fringe

## 8. Negotiation Settlement

## 8. (continued)

Willson Maynard	\$ 24,016 including \$100/mo.fringe
Mel Mead	25,133 including \$100/mo.fringe
Clarence Johnson	19,000
Ernie Ediger	18,431

Director Huff seconded and the motion carried. Director Wooten voted no.

## MOTION

Director Armstrong moved to approve an 11.7% increase for Superintendent Jones to: \$ 31,835 including \$100/mo.fringe

Director Williams seconded and the motion carried. Director Wooten and Benjamin voted no; Director Billings abstained.

## 9. TMR Advisory Committee Appointment

9. Director Armstrong stated that selection of the public school teacher not teaching retarded children had been overlooked and asked for Board authorization to appoint one.

## MOTION

Director Huff moved that Director Armstrong be authorized to make the appropriate appointment to the Advisory Committee.

Director Wooten seconded and the motion carried.

State Level  
Evaluation of  
TMR program

Director Armstrong requested that the state level evaluation of the TMR program be placed on the next agenda.

## RECESS

Chairman Peniston declared a three-minute break and then called the meeting to order again.

## 10. Economic Development Act (Title X) Grant Participation

10. The Superintendent reported that the Lane County school districts, with the exception of Bethel, Lowell, Marcola, and Siuslaw, have asked to participate in the Department of Commerce Title X, Public Work and Economic Development Act program. The program has been made available through the State Department of Education to the IEDs to reduce teacher unemployment and to be used in the area of improving instruction in the basic skills in grades K-12. The grant of \$225,902.48 provides a minimum of five months continuous employment for not fewer than 32 presently unemployed teachers/ paraprofessionals and stipulates they must be hired by March 18, 1976 (minimum of \$7,200/ea) with all funds expended by March 31, 1977. Presumably they will need to be involved in night schools, summer programs, and/or be involved in curriculum development, etc. Those districts choosing not to participate are concerned with the unemployment factor involved in hiring for five-month blocks. While there is a 10% allowance for unemployment insurance, this will be inadequate and the participating districts are guaranteeing to reimburse any additional charge. The IED will hire a staff person

10. Economic Development  
Act (Title X) Grant  
Participation

MOTION

10. (continued)  
to oversee the program but each participating district will do its own hiring. Each participating district will be assured of one teacher and the remainder of the people will be divided proportionately.

The Superintendent recommended Board approval to participate in the Title X grant program as proposed.

Director Armstrong moved to approve the Title X grant program as recommended by the Superintendent.

Director Wooten seconded and the motion carried.

11. Building Rental

MOTION

11. Referring to Naomi Soules' request for Lane Community College to conduct a class in Data Processing (with an IED instructor) at the IED starting in January, Willson Maynard reported that Eugene, Bethel, and Springfield charge a minimal amount per hour (\$1 to \$5 per class hour plus \$6/hour custodial) for use of their facilities. The IED building is presently open to other groups day and evening and has a custodian on duty. Therefore, it should not be necessary to charge a fee for the use of the building nor for custodial help except on Saturday. On Saturday, \$6/hour custodial help should be a reasonable fee.

Director Williams stated that LCC has conducted a similar class at OTIS in the past. When LCC is charged building rental fees, that cost is added to the cost of the class. Likewise, with no rental charge, there is no additional fee.

Following discussion of the lack of a formal written policy, Director Wooten moved to approve LCC use of IED facilities to conduct the class with no fee at this time (except for Saturday).

Director Benjamin seconded and the motion carried. Director Williams abstained.

MOTION

Director Benjamin moved that Willson Maynard and the Superintendent develop a policy covering all phases of building use and to present it at the next meeting.

Director Billings seconded and the motion carried.

12. Resolution to Exceed  
6% Limitation

12. The Superintendent recommended that the Board ask Lane County school boards to approve a resolution for the IED to exceed the 6% limitation. Passage of Senate Bill 29 at the last legislative session provides that 2/3 of the districts with 50% of the student population must approve a resolution to exceed the 6% limitation to provide equalization funds. Should the resolution not be

12. Resolution to Exceed  
6% Limitation

MOTION

12. (continued)  
approved, districts will receive only that portion of equalization funds within the 6% limitation.

Director Wooten moved to ask Lane County school boards to approve the resolution to vote to exceed the 6% limitation (equalization).

Director Armstrong seconded and the motion carried.

13. Art Specialist Contract  
(Kim Kimerling)

*Krupe*

MOTION

12. Gene Farthing, ISAC Director, reported that of the 19 applicants for the Art Specialist position, four were interviewed. The choice of the screening committee was Kim Kimerling who is presently working for District 4J. Mr. Kimerling has had 15 years teaching experience and has been involved in operating the art mobile. Serving on *Helland* the screening committee were Marge ~~Helen~~, Springfield; Pat ~~Knight~~, Mapleton; Gordon Slate, Bethel; Ray Pritchard, Pleasant Hill, and Mr. Farthing.

The Superintendent recommended Board approval to contract Kim Kimerling as Arts Education Specialist from December 10, 1975 to June 30, 1976 at \$17,000/year.

Director Williams moved that the contract be awarded on the recommendation of the Superintendent.

Director Armstrong seconded and the motion carried.

14. OTIS Vehicle Replacement

MOTION

14. The Superintendent recommended purchase of a four-door Chevrolet Chevelle for \$3,938 on state bid to replace the OTIS 1970 Falcon which has more than 112,000 miles on it (plus driving difficulties). The 1970 Falcon will be sold. The vehicle has been budgeted for in the OTIS fund.

Director Armstrong moved that the OTIS vehicle be purchased as recommended.

Director Benjamin seconded and the motion carried.

15. Superintendents' Evaluation Instrument and Procedure

15. Director Benjamin reported that the evaluation time schedule has been approved; the Superintendent has prepared and distributed a set of goals and objectives which can be studied individually and considered together; and, at this point, the evaluation instruments should receive final study.

The evaluation of the Superintendent instruments were considered as follows:

- a. By the Board of Directors.

Some changes in the letter format were suggested, i. e., some word revision and leaving the percentage

15. Superintendents' Evaluation Instrument and Procedure

15. (continued)

portion of the rating descriptions off (see Final Draft revision).

b. By the Top-Level IED Staff.

Changes in the letter format similar to those in the Board of Directors instrument were recommended.

Discussion centered on who comprises the top-level IED staff and how inclusive it should be.

(Directors, specialists, supervisory, and exempt personnel were suggested for consideration.)

c. By Lane County's public school superintendents and agency administrators.

Changes in the letter format similar to those in the other two evaluation instruments were recommended (see Final Draft revision). Discussion centered on who comprised agency administrators and how inclusive the list should be. Agencies and administrators suggested for consideration were Bob Wynia, Kess Hottle, Bob Elfers, 4-C's, Eugene Hearing and Speech, Pearl Buck, CORBEH, University of Oregon, Doug Halley (L-COG); Eldon Schafer, Tom Nugent (Lane Co. Mental Health); and State Department people.

It was pointed out that numbers 2, 10, 12, 13, and 17 refer to other superintendents only and perhaps should specify "superintendents." Another suggestion was that the instrument be sent only to superintendents and those agencies with which the Superintendent has a close working relationship.

MOTION

Director Benjamin moved to approve the letters and instruments as amended (Final Draft revision).

Director Billings seconded and the motion carried.

MOTION

Director Benjamin moved that at the next meeting the Superintendent bring suggestions on who among the staff and other agencies in the county should receive evaluation instruments.

Director Wooten seconded and the motion carried.

16. IED Administrators Evaluation Procedure

Director Williams moved that a position paper be developed by the administrative staff that delineates dates and procedures for comprehensive evaluation of all administrative personnel to be used as a tool in retention and promotion. This process and timetable should be presented

MOTION

16. IED Administrators  
Evaluation Procedure

16. (continued)  
to the Board prior to January 10, 1976 for approval  
- the evaluation to take place before March 5, 1976.

Director Wooten seconded the motion.

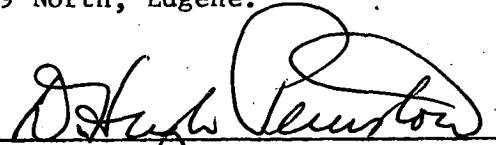
Prior to the vote, the Chairman stated that the proper procedure for items not on the agenda is to place them as an item for consideration at the next meeting. Director Williams replied that the motion was made in order to give the administrators as much time as possible.

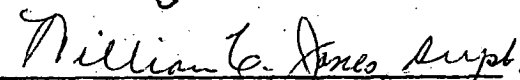
The motion carried.

17. Next Meeting

17. The next meeting of the Lane IED Board will be held on Tuesday, December 16, 7:30 p.m. at the Lane IED Center Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, November 25, 1975

Minutes in brief

1. Attendance

1. The Budget Committee organizational meeting was held in conjunction with the presentation of the Educational Plan for 1976-77 at the Willamette High School (Bethel District) Ed. Center with the following members present: Chairman Hugh Peniston, Jeanne Armstrong, Joyce Benjamin, Jack Billings, Lee Huff, Nile Williams, Cynthia Wooten; Budget Committee members Ray Campbell, Mary Ellen Ehinger, Vernon VanCurler; District Representatives Al Dotson, Larry Warden; Lay Members Charlene Curry, Fred Manela, William Killea, and Superintendent William Jones. Also present were Gene Farthing, Ron Munkres, Doug Nichols, Marilyn Olson, Oscar Schaaf, Mary Simmons, Jim Swanson, Marv Wilkerson, Ernie Ediger, Clarence Johnson, Mel Mead, Jim Maxwell, Bob Dusenberry, David Butler, Willson Maynard, Evelyn McKenzie, and Wanda Vinson of the IED office; and Ron Bellamy of the Eugene Register Guard.

2. Welcome

2. At the conclusion of a delicious dinner planned, prepared, and served by students in the vocational ed program at Willamette High School, Chairman Peniston extended a welcome to the group. Superintendent Jones added his welcome and note of appreciation to the district board members and lay members for their contribution in serving their district, community, and the IED.

3. Educational Plan for 1976-77

3. Gene Farthing, ISAC (Instructional Services and Curriculum), presented a brief synopsis of present ISAC department programs and the personnel involved in coordinating the programs.

Mel Mead, IMC (Instructional Media Center) Director, briefly outlined the status of the "usual" IMC services program, as well as those items which were topics of discussion at last year's budget session. Mr. Mead stated that "problems of moving" had not been unsurmountable and that workshops and services had been maintained on a stable schedule.

Bob Dusenberry, CTIS (Oregon Total Information System) Director, stated that moving some two million dollars of electronic equipment was accomplished without incident (only major problem was in the air conditioning system after the move had been completed). Mr. Dusenberry reported

3. Educational Plan for  
1976-77

3. (continued)

that OTIS serves 61 districts in Oregon - 38% within Lane County and 62% outside Lane County. The 61 districts have a student population of 180,000 (or 40% of the students in the state). Mr. Dusenberry outlined present programs in the administrative, student services, and instructional programs.

Willson Maynard, B & A (Business and Administration) briefly outlined the areas of service provided by the IED to school districts and other areas of business and administration conducted within the IED.

Following the brief statements from Directors, the Superintendent presented an overview of what has been requested and/or tentatively planned for 1976-77 as follows:

Instruction and Curriculum (ISAC)

The heart of the IED program has to do with instruction and curriculum - the readin', writin', arithmetic part of the program - PLUS environmental ed, testing and evaluation, computer assisted instruction, special education, dissemination of information (what we know now) CAI, Career Ed, and programs for the mentally retarded.

All of the following have been suggested - not necessarily in the order of importance - and there is a possibility that funding will not be requested for all.

The program for environmental or outdoor education has been expanding for several years. For 1976-77, expansion of the program, at an additional cost of approximately \$2,550, would include (1) additional paper and printing costs for needed field trip activity curriculum packets; (2) the purchase of a binocular microscope; (3) additional mileage allowance to provide travel to develop new curriculum packets; and (4) \$1,000 for incentive grants to teachers to field test programs, packets, and other curriculum materials. This information comes out of a survey conducted last spring by Kermit Horn and Doug Nichols.

Another phase of our program to receive continuing emphasis is Career Ed. The program in

3. Educational Plan for  
1976-77

3. (continued)

each local district should be such that each student, upon graduation from high school, will have a salable skill. That's a big order, but we're working at it.

The expansion in career ed which would add approximately \$10,000 to the present budget would include (1) postage anticipated to maintain the necessary business contacts required for the visit file/community resource project. (If we are to continue to use the community as an extension of the classroom - this is a must); (2) increased use (and cost) of CIS (Career Information System) and computer assisted services of OTIS; (3) we anticipate using OTIS and the computer for more accurate accounting of the CIS "Visit file" system; (4) some additional funds for in-service and curriculum development in the areas of articulation, interdisciplinary ed., career exploration, and career awareness; and (5) development of a county-wide community relations program for career ed (i.e., computer time for a demonstration terminal in a downtown shopping area similar to the program at Valley River Center a year ago). This area of the budget would contain funds for supplies to develop media presentations and for printing and binding costs for promotional materials.

A no-cost expansion is being proposed in measurement and testing. Many secondary schools in Lane County are installing Scan-Tron scoring machines and we are proposing making the answer sheets available on a self-liquidating basis as the sheets are sold at cost to the schools.

After last year's difficulty financing the cost of the Hearing and Speech Center resolution, we are requesting that this phase of the budget be increased \$5,000 to accommodate the need.

We are proposing and recommending that the math lab program be continued for at least another year. This means that Lane County will be picking up the additional cost of the entire program (approximately \$25,000) when federal and state funding ceases. For the past three years, the program has served the needs of 15,000+ children in 122 schools in the 16 school districts in the county. We anticipate a maintenance program with no expansion.

3. Educational Plan for  
1976-77

3. (continued)

The art program has coasted this year because of the absence of our art specialist, Mike Youngblood. His replacement will be hired within a month and we'll attempt to get back on schedule again. For next year, we should budget for art in-service, a portable pottery wheel, a table loom, and for video-taping of demonstrations for use in outlying districts.

Instructional use of the Computer. Here, too, we will be looking at a maintenance program (status quo) following Mike Neill's resignation.

TMR - How many more classes will be integrated in public schools? Maybe one and possibly two. The junior high school transfer is anticipated in January '76.

TMR Plans

1975-76

Condon 13

Parker 12

Guy Lee 12

Jefferson Jr. Hi

High 11 or 12 in January, 1976

1976-77

Condon 13)

Parker 12) 5 to move to new class

Guy Lee 12)

New elementary  
class

(5 from U of O; 5 from  
Condon, Parker, Guy Lee)

Jefferson Jr.

High 11 or 12

High school class

(11 or 12 from  
Pearl Buck Center to move to a school yet  
to be determined in  
January, 1977. Funding  
will be through PBC's  
budget during year of  
move.

The passage of legislation such as HB 2444 and SB 157 has placed additional responsibility on local school districts and the IED. In effect, the new legislation says that local school districts are responsible to see that all children, regardless of handicaps, are educated. Presently 177 disabled children have been identified in Lane County.

3. Educational Plan for  
1976-77

3. (continued)

Crippled Children's Division (CCD), University of Oregon Health Sciences Center (Medical School), has traditionally been responsible for medical care for the physically handicapped, and for physical therapy treatment when prescribed by the treating physician.

The Regional Services Center of CCD, in Eugene, has attempted to be responsive to needs in the school districts in our region. We perceived that very soon schools will be faced with problems in responding to the needs of the physically handicapped school child. Physical growth and development in an abnormal body are not only problems to physicians but also present problems in the classroom where teaching of cognitive skills is interrelated with and dependent upon physical development skills.

The Regional Service Center of CCD has been providing physical therapy consultation for classroom teachers. They are not funded to provide this service but have diverted a physical therapist from other duties because of the expressed need by classroom teachers. This is an education backup service.

Mainstreaming of the physically handicapped is increasing rapidly. The demands for services in Lane County are now more than the regional center can meet with present personnel. CCD obtained some relief of pressure last year when the Douglas IED began to fund and contract with them for school related physical therapy services.

Now, the Lane IED is being asked to provide physical therapy services on a pilot program basis to demonstrate the effectiveness to the next legislature. The program would be funded jointly by CCD (Crippled Children's Division) 25%; 30% by the state under SB 157; and 45% by the IED.

Planetarium-science coordinator. This year (1975-76) we budgeted for a science coordinator and one-half of the planetarium equipment. We were able to purchase approximately one-half of the planetarium dome and projector and should complete the purchase in 1976-77. There will be at least one-half of the salary to apply against the same position in '76-'77.

3. Educational Plan for  
1976-77

3. (continued)  
Instructional Media Center (IMC)

We have maintained for a long time that the "meat and potatoes" portion of the IED is the IMC. Teachers and students who never come in contact with a curriculum specialist or the computer have come to rely on films, film strips, and other instructional media. It is the heart-blood of the system. For the coming year, we anticipate very little expansion. One full time clerical position to be transferred from CETA to the IED budget, if necessary (termination of CETA program), and a one/half electronics technician to be increased to full time.

Also, we are requesting funds for an automatic collating machine. This will cost about \$1,000 more than our yearly installment on the copy machine and some other production equipment which will have been paid off in the 1975-76 budget. The estimated savings in man-hours for a single project of 1,000 copies of a 150-page document would amount to \$1,200-\$1,500.

We are requesting again this year, the inclusion of \$1,000 for a feasibility study for educational TV applications in Lane County school districts and planning appropriate uses of the new studio facility. We know there is a need but we're not sure what the need is nor how to serve it. Such a feasibility study should give us some answers.

Oregon Total Information System (OTIS)

The Oregon Total Information System (OTIS) is the third area of concern. We continue to provide DP services to 65 school districts in Oregon. Our budgetary responsibility is for 16 of these districts (including the usual OTIS services and terminals).

The OTIS Advisory Committee just recently recommended that the IED Board purchase some equipment, expand some services, and hire at least two additional staff people. With the state-mandated use of Handbook II revised, every school district in the state will convert to the new fiscal system. We must be ready! It is anticipated that the cost will increase from the present \$7.00/student to \$8.65/per student. With approximately 49,000 students in the county, our cost will increase \$80,850, with few, if any, additional services.

3. Educational Plan for  
1976-77

3. (continued)  
Business and Administration (B and A)

The last area to be covered is business and administration. Within this framework we include administration secretaries and accounting, attendance, cooperative purchasing, negotiations, all phases of the building, automobile replacement, and warehousing.

For a year, we have been studying the feasibility of a word processing system. Our figures indicate that we can buy or lease the equipment and install the system for an additional cost of \$1,300 in 1976-77. We would be eliminating one secretarial position, adding two Mag Card IIs (lease), and purchasing the Tone Input System (recorder, control box, and transcriber). Over a period of several years, as the workload increases, we should be able to save the cost of not adding additional secretarial help.

In the attendance area, we are asking for a \$1,000 increase (from \$2,000 - \$3,000). We have systematically reduced this amount over the past three-four years to the point that the budget does not cover the expense of two off-duty Lane County sheriff deputies that we use as home contact attendance officers.

In order to operate our warehouse efficiently and economically, we need a pallet lift truck. This is a one-time expense (\$10,000) for a long term use and the cost could be prorated over several years.

That's the educational plan for 1976-77. We are talking about an overall increase of some \$235,000 for additional services, facilities, and equipment.

Operation of Building

I have not said much about the new building. IT IS GREAT! - and working out to everyone's expectations. We really haven't lived in it long enough to get a good handle on costs, but we are keeping meticulous records and are attempting to anticipate those expenses that we are sure we'll have. As an example, how did you figure heating costs, lights, water, etc., when you moved into your last new home? Well, we're guesstimating, too. Hopefully, not too high, but sufficient to pay the bills. It has been a worthwhile and challenging experience - one that I wouldn't trade for anything.

3. Educational Plan for  
1976-77

3. (continued)

Following conclusion of the educational plan presentation, Directors and staff were available for 15 minute "buzz" sessions to answer questions and/or give additional information.

4. Budget Committee  
Organization Meeting

4. Chairman Peniston called the Budget Committee Organization meeting to order for the purpose of electing a budget committee chairman, vice chairman, and secretary; to approve the budget committee calendar; and to select the date for the next meeting. Nominations were declared in order.

CHAIRMAN  
NOMINATION

Director Williams nominated Mary Ellen Ehinger as chairperson of the Budget Committee.

MOTION

Director Benjamin moved that the nominations be closed and the secretary be instructed to cast an elective ballot for Mary Ellen Ehinger to serve as chairman of the Budget Committee.

Director Wooten seconded the the motion carried.

VICE CHAIRMAN  
NOMINATION

Director Wooten nominated Ray Campbell to serve as vice chairman of the Budget Committee.

MOTION

Budget committee member Mary Ellen Ehinger moved that the nominations be closed and the secretary be instructed to cast an elective ballot for Ray Campbell to serve as vice chairman of the Budget Committee.

Director Benjamin seconded and the motion carried.

SECRETARY  
NOMINATION

Director Armstrong nominated Jack Billings to serve as secretary of the Budget Committee.

MOTION

Director Benjamin moved that the nominations be closed and the secretary be instructed to cast an elective ballot for Jack Billings to serve as secretary to the Budget Committee.

Director Armstrong seconded and the motion carried.

BUDGET COM-  
MITTEE  
CALENDAR  
MOTION

Following a brief discussion on possible time conflicts and/or some alternative dates, Director Benjamin moved to adopt the tentative Budget Committee calendar.

Director Williams seconded and the motion carried.

5. Next Meeting.

5. The next meeting of the Budget Committee will be held on January 13 for the presentation of the budget message and to receive the budget document. The meeting will be held at the IED Center Board Room, 1200 Highway 99 North, Eugene, at 7:30 p.m.

Following an expression of appreciation to those attending for their willingness to serve on the budget committee (both voting and non-voting), the meeting adjourned.

6. Special Board Meeting

6. Chairman Peniston called the IED Board into special session for consideration of Science Museum Commission recommendations and discussion of the Evaluation Committee report and timeline.

7. Science Museum Commission Christmas Show

7. Director Benjamin reported that the Science Museum Commission has a good chance of receiving the Economic Development Act (EDA) grant and has been granted an evaluation and interview in Seattle on January 8. In addition, the Museum Commission has been successful in locating a volunteer to be in charge of the proposed planetarium Christmas show at the Atrium for a two-week period. (Arvid Lonseth, who volunteered, is a professor of physics at Southern Oregon College. He is on a sabbatical leave and is taking courses and teaching at the University of Oregon.)

MOTION

Director Benjamin moved that the IED Board authorize the use of the small planetarium at the Atrium for the Christmas show.

Director Armstrong seconded and, after assurance that the instrument will be fully covered by the IED insurance or a special policy secured by the Science Museum Commission, the motion carried.

MOTION

Director Benjamin moved that the Superintendent and Gene Farthing, ISAC Director, proceed with hiring a temporary part-time planetarium field director to have on board as soon as possible.

Director Williams seconded and the motion carried.

The Superintendent reported that Elwyn Hawthorn is being considered for the temporary part-time position. Mr. Hawthorn is completing his second or third master's degree at the end of fall term and would be available on a full-time basis after the end of the term. While not a planetarium director, he has teaching

7. Science Museum Commission Christmas Show

7. (continued)

experience and has some background in science. The IED can make available sufficient planetarium in-service through the IED staff and Portland planetarium directors Steziak and Anderson. It is hoped he will be on the staff when the planetarium arrives so that he can work with the Viewlex people during the installation; he must become familiar with the instrument and the problems of transporting it throughout the county. The salary for the temporary part-time position will be approximately \$4,500.

The search for a full-time planetarium field director for 1976-77 can then begin in January.

8. Evaluation Committee Report (Action)

Staff Attitude Survey (draft)

8. Board response to the revised draft of the Staff Attitude Survey was that the means of distributing and collecting the survey should provide to each staff member privacy and freedom to write whatever he wants; that the survey provide reliable answers; and that there be devised a meaningful means of scoring. (Dave Butler will distribute the survey and they will be returned to him.)

Superintendent's Evaluation Instruments

Director Benjamin presented the Evaluation Committee report and asked for Board reaction.

Director Armstrong stated that it was quite similar in format to those presently used at Parkrose, Salem, and California with a good degree of satisfaction (referred to at OSBA meeting), but she did see a problem with the time-line proposed.

Director Williams stated that he believed that the Superintendent should draw up a proposed set of goals and objectives first, then upon receipt of the surveys, the Board should study the two and adopt a set of goals and objectives.

Questions raised involved the time-line; whether to make revisions of the instrument prior to sending it to the respondents or after the process is established; and what the level of staff involvement will be. One suggestion (no action) was to have a committee of staff to evaluate staff member comments and report to the Board in January or February.

MOTION

Director Benjamin moved that the Evaluation Process be initiated as follows:

(1) December 9 Board meeting - the Superintendent will present to the Board a set of

8. Evaluation Committee  
Report (Action)

8. (continued)

Goals and Objectives to be accomplished by  
May 31, 1976;

(2) December 9 Board meeting - the Board will  
approve the evaluation instrument to be used.

(3) The evaluation instruments will be sent  
out by January 2 with a return date of January 15  
for evaluation at the January 20 Board meeting.

Director Armstrong seconded and the motion  
carried.

Problems regarding the means of rating were  
raised - whether it would be better to use  
a continuum marking system as opposed to ver-  
balization. Also, a Board definition as to  
"top level" staff - who will be involved?  
The two questions will be considered at the  
December 9 Board meeting.

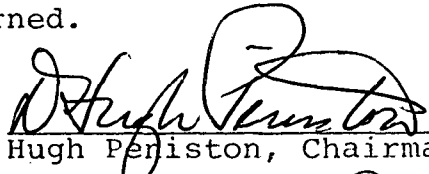
9. Meeting Comments

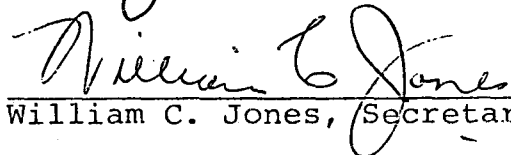
9. Director Wooten expressed appreciation to  
staff members participating in the educational  
plan presentation and requested that some might  
be available at the next meeting to answer  
questions that time did not allow for this  
evening.

10. Next Meeting

10. The next regular meeting of the Lane IED  
Board of Directors will be held Tuesday,  
December 9, 1975, at 7:30 p.m. at the IED Board  
Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, November 18, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, November 18, 1975, at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, Mary Simmons, Evelyn McKenzie, Wanda Vinson, Dave Butler, Ron Munkres, and Jim Swanson of the IED office; board position applicants Jack Billings and Fred Manela; and Ron Bellamy of the Eugene Register-Guard.

2. Minutes Approved  
MOTION

2. Director Armstrong moved that the minutes of October 28 and November 4 be approved.

Director Williams seconded and the motion carried.

3. Comments  
Conference  
Report  
Correction

3. Director Armstrong referred briefly to her report on the Conference of the American Association for the Severely and Profoundly Handicapped and noted that paragraph #2, line #1 should be corrected by deleting (Education) and inserting "Ed Martin." (The report will be discussed later in the meeting.)

Policy  
Manual

Ron Munkres asked for Board clarification on the present status of the policy procedure manual, particularly that portion referring to the grievance procedure. Mr. Munkres stated he had written the Superintendent regarding the grievance procedure and had received an answer from the Superintendent. However, to date, there has been no response from the Board.

Director Armstrong stated that she had understood that the Board was to receive the first draft of the policy revision work accomplished in September (Saturday workshop) for final editing and approval and then was to set another day for the second half of the policy study upon completion of the "homework" assigned individual Board members in the various areas of the policy revision. Grievance procedure had been assigned a "first" priority.

Director Benjamin stated she and her committee (the Superintendent and David Butler) had completed the study on "evaluation" (discussed later in the meeting).

Director Wooten stated that she and Ron Munkres had been working on the affirmative action policy. She asked to be placed on the evening's agenda for the purpose of enlarging the committee and discussing the direction to be taken.

## 3. Comments

Policy  
Manual4-C's Board  
Assignment

## 3. (continued)

It was suggested that one staff member be assigned to coordinate the policy revision to date, compile all correspondence, and keep in touch with Directors regarding their particular policy study assignment progress, and prepare the materials for the next Board work session (probably following completion of the budget preparation).

In response to Director Armstrong's question regarding 4-C Board participation, Gene Farthing stated he served on the Finance Committee and at any time the Board wished, would be happy to bring a report of the minutes, etc., to a future Board meeting.

## 4. Correspondence

## 4. The Superintendent presented correspondence from:

- a. Mel Mead (copy) to Mrs. H. Hockey thanking the Lane County Medical Auxiliary for the film "Benjamin";
- b. Ken Erickson, Field Training and Service Bureau, thanking the IMC for help with transparencies;
- c. Dick Clark, Boy Scouts of America, thanking the IED for the use of its facilities;
- d. Tom Rigby, OSBA, indicating change of date for IED breakfast; and
- e. Dr. Tom Payzant, Eugene 4J Superintendent; regarding OTIS and Handbook II implications for 1976.

The Superintendent stated that Tom Payzant's concern over computerizing the new Handbook II finance system grew out of OTIS Advisory Committee discussion of some difficulties experienced by the Bethel and South Lane districts in implementing the new system. As Bob Dusenberry's answer indicates, OTIS believes it can meet Eugene 4J demands for service in a manner that will satisfy them. His only reservation is that running a parallel system is most difficult when the two systems are so dissimilar. Doing so probably would necessitate one or one and a half additional staff persons to accomplish same.

## 5. Budget Officer

MOTION

5. Director Benjamin moved to appoint Superintendent William Jones as Budget Officer.

Director Wooten seconded and the motion carried.

6. Budget Committee  
Appointments

6. The Superintendent reported that he had contacted Mary Ellen Ehinger, Oakridge; Irene Walters, Marcola; and Sam Frear, Eugene and all had indicated a willingness to serve again and he recommended their appointment.

6. Budget Committee  
Appointments MOTION

6. (continued)

Director Benjamin moved to name Sam Frear, Zone 5; Irene Walters, at-large; and Mary Ellen Ehinger, Zone 4; to serve on the Budget Committee.

Director Armstrong seconded and the motion carried.

The remainder of the Budget Committee is comprised of Ray Campbell, Lowell; Ellene McWhorter, Bethel; Vernon VanCurler, Mapleton; and Ruth Swinehart, Springfield.

7. Board Director  
Appointment

7. Chairman Peniston and Director Benjamin stated that they had listened to the taped interviews of the six board applicants and joined the other Directors in commending the applicants on their positive and direct approach.

MOTION

Following considerable discussion on the method of selecting the new Board member, Director Williams moved to cast a preferential ballot (three points for first choice; two points for second choice; and one point for third choice) with the person receiving the highest number to be elected as the new board member.

Director Armstrong seconded and the motion carried.

Attorney Jack Billings received the highest number of points.

MOTION

Director Benjamin moved that Jack Billings be nominated for the Board position vacated by Howard Bird and that the secretary be instructed to cast an elective ballot.

MOTION

Lay Repre-  
sentatives to  
Budget Com-  
mittee

Director Armstrong seconded and the motion carried.

Director Benjamin moved that the other two top applicants (Dr. Charlene Curry and William Killea) be asked to serve on the Budget Committee as lay representatives. As such they would participate in all discussion but would have no vote.

Director Wooten seconded and the motion carried.

8. TMR Advisory Committee  
Appointments

8. Mary Simmons presented nominations to the Advisory Committee and action was taken as follows:

MOTION

Director Benjamin moved that Wanda Randall, Vocational Rehabilitation nominee, be appointed to the Advisory Committee.

Director Huff seconded and the motion carried.

MOTION

Director Wooten moved that Michael Dunn, M.D., Lane County Medical Society nominee, be appointed to the Advisory Committee.

8. TMR Advisory Committee  
Appointments

MOTION

8. (continued)

Director Benjamin seconded and the motion carried.

Director Armstrong moved to appoint Ms. Kristi Olson, Center on Human Development nominee, to the TMR Advisory Committee.

Director Benjamin seconded and the motion carried.

MOTION

Director Benjamin moved to appoint James Howard, Eugene Public School District 4J nominee, to the TMR Advisory Committee.

Director Wooten seconded and the motion carried.

MOTION

Director Armstrong moved to appoint Nancy Hall, Parent of Down's Syndrome child and nominee of the University of Oregon, to the TMR Advisory Committee.

Director Benjamin seconded and the motion carried.

MOTION

Director Wooten moved that Mrs. Paul (Diane) Peterson, Elementary Principals nominee, be appointed to the TMR Advisory Committee.

Director Huff seconded and the motion carried.

MOTION

Director Benjamin moved that Mrs. Marion P. Wilson, League of Women Voters nominee, be appointed to the TMR Advisory Committee.

Director Armstrong seconded and the motion carried.

MOTION

Director Benjamin moved that Ben Smith, President of the Pearl Buck Board and Pearl Buck Center nominee; Jane Sundet, Children & Youth Services nominee; and Dana Miller, Springfield School District 19 nominee, be appointed to the TMR Advisory Committee.

Director Williams seconded and the motion carried.

MOTION

Director Huff moved that Mike Johnson, Lane Assoc. for Retarded Citizens nominee, be appointed to the TMR Advisory Committee.

Director Williams seconded and the motion carried.

MOTION

Director Benjamin moved that Willa Alvord, Developmentally Disabilities Committee nominee, be appointed to the TMR Advisory Committee.

Director Armstrong seconded and the motion carried.

8. TMR Advisory Committee  
Appointments MOTION

8. (continued)

Director Huff moved that Adrian DeFrank, Mrs. Harry Snyder, and Mrs. Robert John, parents recommended by Pearl Buck Center, be appointed to the TMR Advisory Committee.

Director Benjamin seconded and the motion carried.

MOTION

Director Benjamin moved that Herman Schwartzrock, Principals nominee, be appointed to the TMR Advisory Committee.

Director Armstrong seconded and the motion carried.

MOTION

Director Wooten moved that Knut Espeseth, Teacher Education, special education, and nominee from the University of Oregon, be appointed to the TMR Advisory Committee.

Director Armstrong seconded and the motion carried.

MOTION  
(Chairman)

Director Huff moved to appoint IED Board Director Armstrong to chair the TMR Advisory Committee.

Director Benjamin seconded and the motion carried.

Parent/Teacher  
Handbook

Following appointments to the TMR Advisory Committee, Mary Simmons asked the Board to review the Parent/Teacher Handbook and contact her via phone or letter with Board reaction or input.

L-COG Certifi-  
cate of Need re  
Truscun Corp.

Director Wooten asked for Board input regarding what position to take at the L-COG Board meeting relating to emergency ratification of grants and certificate of need, specifically, the one relating to the Truscun Corporation, a private profit-making corporation for mentally retarded adults.

Mary Simmons stated, according to minutes, these individuals are Level 3 with an IQ of 30-45. Director Armstrong stated she had talked with a number of people at the conference in Kansas City, all of whom were opposed to the development of that institution, because they felt it would be more custodial than educational. Director Huff stated such a decision should not be made in haste.

Timeline pro-  
blems with Study  
Committee  
Agreement

In discussing the timeline previously recommended by her committee, Director Armstrong stated that it appeared it might not be possible to comply fully with the two-year agreement coming out of the Study Committee recommendations. The first year's program is being completed on schedule with the movement of the upper intermediate class into the public school and the junior high orientation and ultimate move into the public school in the spring. However, Mrs. Waechter, Director of Pearl Buck, has stated that if the high school

## 8. TMR Advisory Committee Appointments

## 8. (continued)

class is removed next year, then the IED must assume responsibility for all of the students at the Center. Pearl Buck Center may not be at that point yet. Director Armstrong asked for Board direction regarding holding tight to the two-year plan or consideration of extending it for one year.

It was the general consensus that completion of the evaluation study of the TMR program be completed prior to budget or program consideration in order to determine the needs of mentally retarded persons in the county.

Mary Simmons reported that her budgeting for next year does not include the high school students. The per capita cost for these students is almost double the amount that the IED is budgeting and Mental Health will not consider both budgets. Consequently, some juggling may be necessary.

Director Williams stated that Pearl Buck is too good a facility to fall by the wayside and he believed that the committee should be doing some long range planning. Director Armstrong stated that she would present the issue as the first task for the Advisory Committee to consider.

## 9. Financial Reports

9. The Superintendent presented the financial report for September, 1975, and stated that the financial picture is sound. Concerns regarding "carryover" accounts were expressed (these are accounts which had to be carried into the 1975-76 year because the funding had not yet been received by June 30, 1975).

The Superintendent referred to legal services and stated it will be overspent prior to the end of the fiscal year and it would be necessary to use contingency funds. The attorney fees were raised following completion of the budget.

Accounts payable were presented as follows:

IED-July	\$586,951.69
IED-August	141,687.56
IED-September	201,479.58

## MOTION

Director Benjamin moved that the financial reports be accepted.

Director Williams seconded and the motion carried.

## 10. OSBA Meeting Arrangements

10. The Superintendent finalized travel arrangements for those Board members attending the Oregon School Boards Association meeting in Portland, November 19-21.

11. Ampex Control Unit -  
Purchase (OTIS)

11. Bob Dusenberry, OTIS Director, briefed the Board on the OTIS Advisory Committee meeting and action taken by the committee at the November 12 meeting (the minutes and Director's report will be mailed within the week). The Advisory Committee recommended the addition of two staff members in the business services areas to assure that OTIS is adequately staffed. This recommendation resulted from problems encountered with the loss of two key persons at a critical time. In addition, the Advisory Committee agreed with the South Lane auditors that OTIS should not permit programmers to operate the computer. This would necessitate employment of approximately four more people than originally budgeted (to be taken from contingency). For next year's budget, it is anticipated that two smaller upgraded units with an additional printer, an additional channel (so printer and storage units can be added) and more disc drives, in place of the one large unit, would give about 50-75% more capacity. All of these additions would be made in the event that either additional service requirements or additional users come on the system. It was further recommended that the Ampex Control Unit be purchased now.

The Superintendent stated that the original price of the Ampex Control was \$39,950. OTIS now has an equity of \$7,450, leaving a purchase price of \$32,500. The \$8,225 lease payment budgeted for the remainder of the year would leave a balance of \$24,375, to be taken from contingency. (The savings of \$14,000 lease per year will net out the purchase price of the new equipment in 27 months.) The Superintendent recommended Board approval of the purchase as presented and recommended by the OTIS Advisory Committee.

MOTION

Director Benjamin moved to approve purchase of the Ampex Control Unit as recommended by the Superintendent.

Director Williams seconded and the motion carried.

12. Affirmative Action Policy  
Committee

12. Director Wooten reported on the status of the study to develop a permanent Affirmative Action Policy and hiring processes. She stated that she had numerous discussions regarding the policy with Ron Munkres and had met with Mr. Munkres and Jonathan West at Lane Community College to preview the different affirmative action policies of various organizations. A compilation of the procedures employed by several educational organizations has been completed and it seems an appropriate time for the Chairman to appoint a permanent committee of Board, staff, and perhaps "outside" members to develop the IED Board's Affirmative Action policy.

MOTION

Director Benjamin moved that Director Wooten serve as chairman of the Affirmative Action Policy Committee and that Ron Munkres,

## 12. Affirmative Action Policy Committee

## 12. (continued)

Willson Maynard, and Gene Farthing be appointed to the committee. The Committee's first task will be to present suggestions at the next Board meeting of possible additional committee members.

Director Huff seconded and the motion carried.

## 13. Instrument and procedure for Evaluation of Superintendent

13. Director Benjamin, chairman of the Evaluation Committee, presented her committee's report (copy attached to official minutes) and distributed three instruments designed to assist in the IED and/or Superintendent evaluation. Because there may be budget considerations, Director Benjamin asked for general approval of the report and instructions to proceed to mail the report to Board members for final approval (in the near future) with whatever changes they wish to make.

## MOTION

Director Huff moved to commend Director Benjamin for the fine report and that the course of action be finished.

Director Williams seconded and the motion carried.

By general consensus, the Board agreed to meet briefly following the November 25 presentation of the 1976-77 Educational Program to discuss further details regarding the timeline and process for evaluation. The report and evaluation instruments will be mailed to Directors prior to the meeting.

Director Benjamin thanked the Superintendent and Dave Butler for their assistance and help on the committee.

## 14. Staff Survey Instrument

14. Chairman Peniston referred to the Staff Survey instrument and stated it still did not include questions relating to what the Board does or how it is evaluated. (Further consideration will be given to this.) After some discussion of how the Board might be questioned, Dave Butler was asked to revise the survey instrument and forward it to Board members for study.

## 15. Status of TMR Evaluation

15. In reporting on the status of the TMR evaluation, the Superintendent reported that the procedure regarding funding and personnel (including timeline) for the evaluation of the TMR program this year has "bogged" down following Ric Crowley's move to Portland. Promises made earlier cannot be held binding but a meeting held November 17 (yesterday) with Ray Rothstrom, State Department of Education; Don Trumbull, Department of Mental Health; and Jeff Hicks, Lane County; should pave the way to accomplishing the task. The state officials indicated that the full scale long range evaluation of all the programs having to do with retardation in Lane County could not be accomplished until next year. The men were informed by

15. Status of TMR  
Evaluation

15. (continued)

the Superintendent that the IED Board does not wish to wait that long and has a budgetary responsibility to consider in addition to assuring the smooth operation of the program. A three-day period in February has tentatively been scheduled to evaluate the TMR portion of the program. Such an evaluation probably would involve state people. Those suggested were Tass Beckham, pre-school teacher from Corvallis; Bev Hertz and Joyce Petersen, Special Ed instructors at Oregon College of Education; Ben Arthur, Coordinator, M. R. program, Salem; Jean Edwards, Associate Professor of Special Ed, Portland State University; and Bev Proulx, TMR Coordinator, Jackson IED. The Superintendent stated that the IED probably would need to split the cost of the state specialists and would need to reimburse "outside" specialists (i. e., Lou Brown, Bill Bricker, or Bill Tilley) in full. Bill Tilley had indicated previously, however, that he would be happy to come for the cost of the transportation.

The next step is to outline the process and submit it to Tom Nugent, Lane County representative responsible for the Lane County programs, who, in turn, will submit the program to Bob King and Dave Issom, Oregon Department of Mental Health. While the State people see no problem in putting the team together and laying the groundwork for the evaluation study in February, apparently it cannot be completed in time for budget preparation this year.

Director Armstrong stated she had discussed the proposed evaluation with Ric Crowley at the conference in Kansas City. He said he was writing a letter to those now in charge stating that he had made a commitment and urge them to give the IED full support in carrying it through. Mr. Crowley had suggested that Board members might consider submitting a letter to these individuals also.

MOTION

Director Benjamin moved that Chairman Peniston direct a letter to the proper contacts indicating that the Lane IED Board is eager to be involved in the evaluation and urging that prior commitments be carried through to completion.

Director Armstrong seconded and the motion carried.

Director Benjamin stated she is concerned that there be a balanced committee that would insure objectivity and that there be no cause for anyone to say that the evaluation was not valid because all persons were supersupportive of integration or supersupportive of center education or whatever. Each committee member should be screened carefully to assure that an objective job will be done.

15. Status of TMR  
Evaluation

15. (continued)

Director Armstrong asked for background information on the consultants named at the state level. The Superintendent responded he would discuss the background of these individuals with Bob Schwarz.

16. Educational Program  
Meeting

16. The Superintendent briefly outlined the program for the dinner, presentation of the 1976-77 Educational Plan, and the Budget Organizational meeting to be held on Tuesday, November 25, at Willamette High School. The dinner will be prepared and served by students in the Willamette High School Food Services Career Ed program.

Director Wooten stated she had hoped to receive written overviews of the various programs for 1976-77. The Superintendent indicated that there will be three Board meetings prior to the presentation of the budget message--ample time for Board input regarding the various programs.

17. Building Dedication  
February 26

17. The Superintendent reported that Senator Hatfield and other dignitaries will be having dinner with the Board prior to the dedication on February 26. He asked if the Board had any specific suggestions as to whom to invite.

Director Benjamin stated that she thought lots of agency people (teachers, agencies with whom the IED works, agencies nominating candidates for TMR committee, etc.) should be invited.

18. Executive Session

18. Chairman Peniston recessed the general meeting and called for an executive session under provisions of ORS 1975, chapter 664 and ORS 192.610 to 192.690 to discuss personnel and negotiations matters.


The general meeting reconvened with no action taken.

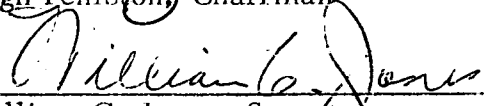
19. Next Meeting

19. The Educational Plan for 1976-77 meeting will be held on Tuesday, November 25, at 6:15 p.m. (dinner) at the Willamette High School with the Budget Committee organizational meeting following completion of the Educational Plan Program. A short Board meeting will be held following the Budget Committee organizational meeting.

The next regular meeting of the Lane IED Board will be held on Tuesday, December 9, 7:30 p.m. at the Lane IED Center Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION SPECIAL MEETING  
Tuesday, November 4, 1975

## Minutes in brief

## 1. Attendance

1. A special meeting of the Lane Intermediate Education District Board was held Tuesday, November 4, 1975 at 7:30 p. m. with the following members present: Vice-chairman Leland Huff, Jeanne Armstrong, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were at-large board position applicants Jack Billings, Charlene Curry, Alan Dotson, LeNora Fischer, William Killea, and Fred Manela; IED staff members Willson Maynard, Gene Farthing, Evelyn McKenzie, and David Butler; and Ron Bellamy of the Eugene Register-Guard.

2. Board Position  
Candidate Interviews

2. A brief synopsis of the background and statements of the six candidates for the at-large IED Board position vacated by Howard Bird is presented as follows:

Jack A. Billings, a Eugene attorney who is also on the Board of Directors at Shelter House. Billings told the Board that, although he was not too familiar with how IED works, he could "present a substantial amount of common sense based on a broad base of experience" and that his background in working and living with a variety of types of people would stand him in good stead on the Board.

Charlene Curry, Community Education Specialist for the Lane County Mental Health Center. Dr. Curry, who is a former Lane Community College Board member and has taught at the state prison, said she has a broad background in education and that among her priorities is the belief that all children should have equal educational opportunity. She told the Board that she sees the responsibility of a Board member to be first, informed, and second, to share that information with other Board members and the community.

Alan Dotson, chairman of the Pleasant Hill School Board. Dotson said he was probably the only candidate without an educational background (he wasn't, there were a couple of others), but added that his background in business would make him a strong Board member. Retired, he noted that he also was the only senior citizen applying for the position. Dotson complained that most citizens don't know what IED is and only hear from it in the Spring at election time and in the fall when tax statements arrive. He would like to change that, and see IED act as a clearinghouse for information in school negotiations throughout the county.

LeNora Fischer, a budget cost analyst for the Postal Service and a former IED employee. Ms. Fischer said her background in developing

## 2. Board Postion Candidate Interviews

### 2. LeNora Fischer (continued)

budgets and keeping local postmasters within their budgets would be her strongest asset on the IED Board. Besides being familiar with IED, she also is familiar with problems in the county's rural areas, due to her postal job.

William D. Killea, retired military man and U.S. foreign service officer. Killea admits to knowing of IED "only from what I read in the Register-Guard files," but said he is anxious to put his talents to work in community service. Killea and his family are new to Eugene, having moved here three months ago, but would like to put down roots here and stay. He said his three children have attended schools all over the world, and he is quite pleased at the schools he has seen in Eugene. His daughter is a student at Kennedy Junior High.

Fred A. Manela, who is a member of the District 4J budget committee and a former member of ex-Governor McCall's committee on school finance. Manela told the Board, in a prepared statement, that he is "not of the school that says, well, these are hard times, so lets cut the budgets," but that he sees a duplication of efforts in many county districts that could and should be transferred to IED. He also told the Board that he sees IED as a go-between the public and the school districts, particularly in a year-around public relations effort at helping local districts pass budgets.

Following each short statement, each applicant responded to questions regarding the role of a Board member and how he/she perceived the IED. A tape covering the complete interviews is on file.

Selection of the at-large Board member will be made at the November 18 meeting.

## 3. Correspondence

### 3. The Superintendent presented correspondence from:

- a. Bill Frye, attorney, regarding legal meeting procedure for selection of the new Board member; and
- b. Eric Milburn, Viewlex, regarding timeline for delivery and installation of the planetarium equipment (except for delivery of the 14' dome) prior to December 20, 1975.

## 4. Dedication Postponed

4. The Superintendent reported that several key dignitaries have indicated they cannot be available to attend the dedication of the IED center until after the first of the year. Board response was that this is a busy season for most people and there is plenty of time to hold the dedication at a later date.

5. Presentation of  
Education Program

5. The Superintendent briefly reported on the presentation of the education program on November 25. The procedure suggested is somewhat similar to previous ones with the exception that the Superintendent's message outlining goals will be presented at the beginning of the meeting rather than at the end of the department presentations.

Director Wooten asked for a two to three page synopsis of an overview of each program.

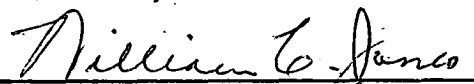
Director Armstrong indicated she appreciated receiving justification for increased requests.

6. Next Meeting

6. The next regular meeting of the Lane IED Board will be held Tuesday, November 18, 7:30 p.m., at the Lane IED Center Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Leland Huff, Vice-chairman

  
William C. Jones, Secretary -

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, October 28, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED Board was held Tuesday, October 28, with the following members present: Chairman Hugh Peniston, Leland Huff, Nile Williams, Jeanne Armstrong, and Joyce Benjamin, and Superintendent William Jones. Also present were Bob Dusenberry, Gene Farthing, Mel Mead, Wanda Vinson, Ron Munkres, Jim Swanson, Marv Wilkerson, Carmen Yokum, Mary Simmons, and Sallie Rainville, of the IED Staff; Ron Bellamy of the Eugene Register-Guard; and David Butler, who was introduced as the new school-community relations coordinator, who would be on staff the following Monday.

2. Minutes Approved  
MOTION

2. Director Huff moved that the minutes of October 14 be approved. Director Armstrong seconded and the motion carried.

3. Board Comments  
TMR Program  
Evaluation

3. Director Armstrong asked the Superintendent about the status of the evaluation of the TMR programs. Superintendent Jones replied that he was not getting much cooperation from the State Mental Health Department. Director Armstrong asked that TMR Evaluations be put on the next agenda.

Added Agenda  
Item

Director Benjamin asked that an item -- planetarium report -- be added to the agenda.

4. Correspondence

4. The Superintendent presented correspondence from:
  - a. Tom Rigby, OSBA, re Brookings-Harbor Board
  - b. Tom Rigby re IED involvement in OSBA convention
  - c. Tom Rigby re nominees for OSBA officers
  - d. three letters from those persons contacted following superintendents' recommendations for IED Board position (all declining the nominations)
  - e. list of recommendations from Larry Derry, principal of Siuslaw Elementary, for TMR committee

5. Vacant Board  
Position

5. Applications for the vacant board position were received from Jack Billings, Charlene Curry, Alan Dotson, LeNora Fischer, William D. Killea, and Fred Manela.

The Board discussed whether filling this position would constitute a personnel action or whether interviews and selection should be done in a public meeting. Ron Bellamy, Eugene Register-Guard reporter, showed the Board a copy of the law regarding Executive sessions. The law stated that executive session rules do not apply to filling a vacancy in an elective office. The Superintendent stated that he would check with Attorney Frye.

## 5. Vacant Board Position

## MOTION

## 6. NDEA Application

## MOTION

## 7. Appointment of Budget Committee Members

## 8. Hearing &amp; Speech Center Progress Report

## 5. (Continued)

Director Benjamin moved that Board members who could be available meet to interview all six candidates on a convenient day during the week of November 3. (Interviews not to exceed 30 minutes for each candidate.)

Director Huff seconded and the motion carried.

The Superintendent asked if candidates would be eliminated if they couldn't make the date set for the meeting. It was decided by consensus that, should that happen, another mutually convenient time would be set for those candidates.

6. In introducing the NDEA application, Mel Mead explained that this is the final year for NDEA. Next year, any activity of this kind will be involved in the new Title IV Program. Mr. Mead indicated that the federal funds actually received would be half of that stated in the proposal. (Federal funds \$10,174.50; Total project \$20,349.00)

Director Williams moved that the NDEA grant application be approved.

Director Benjamin seconded and the motion carried.

7. Superintendent Jones stated that three budget committee positions were expiring -- Eugene (now filled by Sam Frear); Zone 4 (Mary Ellen Ehinger, Oakridge); and at-large (Irene Walters, Marcola). He reminded the Board members that these positions should be filled by the time of the Educational Plan Presentation meeting on November 25.

Dr. Jones explained that the Budget Committee members must be members of local district school boards.

Director Armstrong stated that she felt it very important that budget committee members be able to attend all of the budget committee meetings. She asked the Superintendent to work out a recommendation for filling the positions, ask the people if they would be able to serve, and bring the information to the next regular board meeting.

8. Dr. Marv Wilkerson, Special Education Supervisor, presented a brief updating of information on the Eugene Hearing and Speech Center resolution. He explained that the districts are given monthly reports of activity on the resolution with an accounting of the money expended and encumbered.

Dr. Wilkerson stated that two formal meetings of the district representatives had been held and said he also had met with a committee of speech therapists to develop a set of guidelines and criteria for use of the resolution money. He presented copies of the rough draft of the material which had been approved by the district representatives. These guidelines will help to avoid the problem of insufficient funds at the end of the year and will serve as guidelines to the Speech and Hearing Center Advisory Committee.

8. Hearing and Speech  
Center Report

## 8. (Continued)

Dr. Wilkerson explained that the Eugene District uses most of the resolution funds. He said that the speech therapists from Eugene 4J had developed an ad hoc committee of four who must agree on referrals before they are sent to the IED. This committee, using the guidelines, helps to ensure that only severe level cases are referred from District 4J. He went on to say that the criteria for referral has been revised and simplified to insure that only severe cases are being referred. The resolution was never intended to provide speech and hearing services that the school districts should provide.

Dr. Wilkerson said that all superintendents and special education directors were invited to attend the Advisory Committee meetings and he encouraged them to bring as many practitioners (speech therapists) as they could. He said eight to ten people have attended the meetings and he (Wilkerson) represents the districts that the IED covers. He stated that the committee has been meeting once a month and would probably go to once every two months now that the procedure has been established. Each district will continue to receive a monthly synopsis and accounting of the resolution activity.

9. Ad hoc Committee  
on Staff Survey

9. The ad hoc committee appointed by Chairman Peniston to study staff morale had submitted three questionnaires to the Board for approval. The ad hoc committee composed of Directors Peniston and Armstrong, Willson Maynard, Alan Livingston, and Ron Munkres had developed two questionnaires -- one to be completed by each employee prior to his departure from the IED, and another which would be intended for all employees and would be distributed with a cover letter from the Board Chairman. The third questionnaire was feedback submitted by David Butler at the request of Director Armstrong. Director Armstrong explained that the ad hoc committee had been trying to create an overall impression, but that David's questionnaire was more specific and, as he stated, would obtain more scientifically-backed data that could help the IED determine its management directions.

Director Benjamin suggested using David Butler's questionnaire and adding a couple of more general open-ended questions (i.e., what do you like most and least about working at the IED).

Chairman Peniston noted that the committee's questionnaire had two questions having to do with employees' understanding of the Board's responsibilities and a rating of the board itself and said that David's questionnaire did not cover these areas. He said he felt it would be of value to include these questions.

Director Armstrong suggested adapting the style of Dave Butler's questions to suit the two questions about the Board and adding the two open-ended questions suggested by Director Benjamin. She asked if she and Chairman Peniston could revise

9. Ad hoc committee  
on staff survey

9. (Continued)

the questionnaires according to the Board's suggestions and bring the revised questionnaires to the next meeting for approval.

The Board agreed and Director Peniston said it would be added to the next agenda.

Chairman Peniston said that the committee had suggested that a place be made on each meeting agenda for division directors to contribute information from their areas -- news, credit to personnel for something special, etc. Director Williams suggested an item be added under the Comments section of the agenda for statements by division directors.

10. Evaluation of  
Superintendent

10. At the request of the Board, Director Benjamin and the superintendent have been studying superintendent evaluation. Director Benjamin presented several samples of evaluation instruments being used in various school districts throughout the country. She said there seems to be two major approaches to evaluation -- (1) an approach that essentially evaluates the personality of the superintendent (his moral character, appearance, enthusiasm, etc.); (2) another approach that sets up goals of some kind and then says whether or not the superintendent measures up to these goals and objectives. She stated that the latter approach seemed much more satisfactory. In the discussion that followed, the board members agreed with the second approach. Director Benjamin said that, according to an article in the School Board Journal, a very thorough approach to the evaluation of administrative personnel had been done by the Kalamazoo, Michigan board. She said that Superintendent Jones had called the Kalamazoo superintendent and asked for the materials.

Director Benjamin told the board that she and the superintendent would bring a recommendation of the procedures to be followed and, if possible, a suggested instrument to be used. She stated that they would welcome any and all suggestions.

11. Hiring Process  
for Career Edu-  
cation Positions

11. Ron Munkres reported on the procedures being followed in filling the three new positions in the Career Education Department. Notices of vacancy had gone to the standard IED list for placements, the positions would be advertised in the newspapers, and that people who had previously expressed an interest had been contacted. He further reported that an interview committee had been set up for each position. The first committee is composed of six people for each of the two certified positions and the second is composed of three or four for the clerical position. Munkres said that he was not sure whether or not all of those people would be on the application screening committee but they will be on the interviewing committee.

Director Armstrong asked who would screen the applications. Ron stated that the entire selection committee may work on

11. Hiring Process  
for Career Educa-  
tion Positions

11. (Continued)

it but it was difficult to get them all together. Director Armstrong stated that she hoped more than one or two persons would initially screen the applicants.

Director Williams stated that he felt there was a problem in having the same people do the initial screening and the interviewing because the "paper" screening committee members could push a particular candidate who might have an unfair advantage if the same committee carried over to interview and make the final selection. He felt that there should be two different committees.

Ron replied that it was still early enough in the process so that this recommendation could be followed. He brought up the fact that Director Wooten had previously been given the charge by the Board to develop some hiring procedures for approval. Directors Williams and Armstrong stated that they felt some standard procedures for hiring should be developed and approved as policy. Director Benjamin suggested that Ron work with Director Wooten and Gene Farthing to come up with a written process and guidelines. Ron replied that he did not mind being involved as far as the Career Education positions were concerned, but felt that Willson Maynard and some of the people who are involved in the hiring process all the time should be more involved in writing the guidelines. Director Benjamin agreed, and suggested that the division directors and Director Wooten should meet to work out the hiring policy to be presented to the Board for approval. Chairman Peniston stated that this would be on the agenda for the meeting tentatively scheduled for December 9.

12. Planetarium Report

12. Gene Farthing reported that the Science Education Committee will meet on November 5 and that Director Benjamin would be getting a notice in the mail. Superintendent Jones reported that two smaller loaner domes could be procured at the same cost as the 20 foot dome. Both of these domes (a 10 foot and a 14 foot) can be supported on stanchions. The smaller domes are more practical because they can be supported on the stanchions and are more easily transported. He also reported that Eric Milburn of Viewlex has been called and is in the process of getting the domes built and delivered. It is hoped that at least one of the domes and the instrument can be delivered in time for a Christmas show that the Science Commission is talking about. (The Commission has discussed the possibility of setting up a Christmas program at the IED or some central Eugene location from December 20 to January 4.) The Superintendent informed the Board that the instrument comes equipped with 16 software programs.

Director Benjamin said she was looking forward to hearing the Education Committee's ideas on how they want to schedule the planetarium.

12. Planetarium Report 12. (Continued)

Director Williams stated that he felt the smaller domes were a good idea and would be more acceptable to local school districts. The Superintendent stated that he and Russ Donnelly are working on finding a graduate student who could be responsible for coordinating the program.

13. Information Items  
Next Meeting

13. Since the second Tuesday of November falls on November 11, a State holiday, the next Board meeting will be held on November 18.

Educational  
Plan

The Educational Plan will be presented on November 25. The Superintendent suggested using the new facilities at Willamette High School for the program. He asked the Board for their suggestions for the meeting.

Director Benjamin said that she hoped each staff member would list his/her major and minor goals, the means of accomplishing these goals, staff requirements, any additional budget requirements, and list the expected results. She also suggested that if major problems exist within a department or program, they should be listed with an explanation of how they are being handled.

Gene Farthing said that the ISAC staff had discussed the Educational Plan presentation and the staff felt it would help them tremendously if Board members could indicate specific items they would like discussed. He said he would appreciate it if the Board could give him this kind of information.

Director Williams stated that last year he had felt a little uncomfortable because people were "trying to sell me something." Mr. Farthing replied that it was necessary to know the concerns of the Board members. He said he felt the idea of presenting goals was good and asked if the Board wanted any other specific information.

Director Armstrong stated she especially would like to know about new things being recommended that would require additional funds -- what these new programs would accomplish and how much they would cost, as well as what would happen in the department if the budgeted item isn't allowed.

OTIS Advisory  
Committee

It was decided that the joint meeting of the OTIS Advisory Committee and the IED Board would be held in January. Bob Dusenberry said he felt there were enough concerns to develop a very interesting agenda. Director Benjamin asked Mr. Dusenberry to ask the OTIS Advisory Committee (at the November 6 meeting) what issues they would want to discuss with the Board and how the IED Board should be involved; and what help do they want from the Board.

13. Information Items

13. (Continued)

Board Room  
Arrangement

Director Armstrong stated that she liked having the division directors placed around the table but she wondered if the audience at the far end of the table could hear. The Superintendent suggested shortening the distance between the people by pulling the tables together and not having the one on the end. (This would accommodate as many people, but all would be closer.)

OSBA Convention

The Superintendent stated that he needed information from Board members concerning who would be attending the various meals, in order to make reservations, arrange transportation, etc. He suggested that as many Board members as possible attend the special dinner on Wednesday at the Multnomah IED.

Report from LIEDEA

Carmen Yokum, President of Lane Intermediate Education District Education Association delivered a letter to Chairman Peniston regarding negotiations. The letter stated that the members of LIEDEA had, earlier the same evening, ratified the two-year contract agreement between the Board of Directors and LIEDEA for 1975-1977. The Board accepted the report and indicated that it would be discussed in executive session.

Financial Reports

Dr. Jones and Wanda Vinson presented the financial reports. The Superintendent stated that the financial report for the fiscal year ending June 30 was late because of the necessity for getting all the bills concerned with the new building into the 1974-75 budget. He assured the Board that the IED financial picture is excellent.

14. Executive Session

14. Chairman Peniston recessed the general meeting and called for an Executive Session under the provisions of ORS 1975 Chapter 664 and ORS 192.610 to 192.690 to discuss personnel and negotiations matters.

Meeting Reconvened

MOTION

The general meeting reconvened at 11:20 p.m. and the following action was taken:

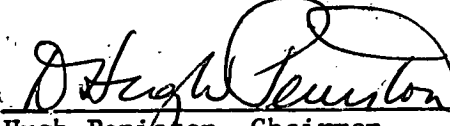
Director Huff moved to accept the contract negotiated with LIEDEA (see attached).

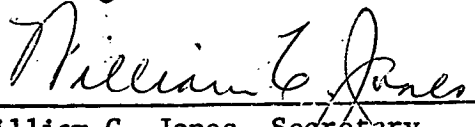
Director Armstrong seconded and the motion carried.

15. Next Meeting

15. The next regular meeting of the Lane IED Board will be held on Tuesday, November 18, 7:30 p.m. at the Lane IED Center Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, October 14, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, October 14, 1975, at 7:30 p.m. with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams and Superintendent William Jones. Also present were Willson Maynard, Mel Mead, Gene Farthing, Evelyn McKenzie, Wanda Vinson, and Ron Munkres of the IED office, Bob Dusenberry of OTIS; Planetarium Commission member Russ Donnelly; and Ron Bellamy of the Eugene Register Guard.

2. Minutes Approved

2. Director Armstrong stated that the October 14 minutes should be corrected (page six, line one) to "Directors Benjamin and Wooten".

MOTION

Director Wooten moved that the minutes of October 14 be approved as corrected.

Director Armstrong seconded and the motion carried.

3. Board Comments  
Art Display

3. Director Wooten commented she appreciated the art display in the corridor and hope that other schools will participate in providing displays.

4. Correspondence

4. The Superintendent presented correspondence from:

\*(a) Attorney Bill Frye regarding use of the IED room for Bible study;

\*(b) Attorney Bill Frye regarding competitive bids for insurance coverage;

(c) Dan Finerman, Math Specialist, SDE, regarding Toni Toomey;

(d) Cynthia Wooten (copy) to all Lane County School Board Members regarding L-COG;

(e) Betty Gibson thanking Roma Spilman and Hal Jole for art work displayed in hall;

\*(f) Two letters from Tom Rigby, OSBA, regarding NSBA and Brookings-Harbor Board.

(4a) It was decided by consensus to follow Attorney Frye's recommendation regarding use of IED meeting rooms.

(4b) A decision regarding competitive bids for IED Insurance coverage was postponed until further information could be received from Attorney Frye.

4. Correspondence

(4f) The Board discussed Tom Rigby's letter in answer to the Brookings-Harbor Board. It was agreed that without the original Brookings-Harbor Board letter that the letter was somewhat difficult to understand. Director Wooten asked what the IED Board's dues to OSBA were per year. Director Benjamin asked that a copy of the original letter from the Brookings-Harbor Board be obtained and sent to IED Board members.

5. Insurance Coverage

5. Nile Williams inquired whether the insurance for OTIS would be recouped from the unit cost of the users. Dr. Jones replied that it would.

MOTION

Director Benjamin moved that the proposed Tromp and McKinley Insurance Company schedule be accepted.

Director Williams seconded and the motion carried.

6. Vacant Board Position

6. The Superintendent submitted a list of names of those who had applied for the vacancy on the Board brought about by Howard bird's resignation. It was indicated that some local district superintendents had suggested names of their school board members who would make good IED Board members. The Board recommended that application materials be sent to these people. The Board decided by consensus to make a decision at the next Board meeting on which candidates to interview and when to hold the interviews.

7. Approval of CORBEH Contracts

7. The Superintendent presented contracts for staff for the Center at Oregon for Research in the Behavioral Education of the Handicapped (CORBEH) as follows: Nicholas Bartsoff, ADP Programmer (\$7,569); Barbara Garret, Observer Coordinator (\$11,808); Debra Hudson, Assistant Observer Coordinator (\$6,858); Lloyd Maxfield, ADP Programmer (\$7,569); Richard Schram, Media/Communication Specialist (\$9,603); and Tuck Stevens, Assistant Observer Coordinator (\$6,858).

MOTION

Director Williams moved that the recommendations for contracts for CORBEH staff be approved as recommended by the superintendent.

Director Armstrong seconded and the motion carried.

Director Wooten requested that someone from the CORBEH staff be invited to an IED Board meeting to report on what they are doing. Dr. Jones said he would arrange it.

8. Approval of Contract for Susan Wickizer, Parent Trainer

8. The Superintendent recommended a contract for Susan C. Wickizer as parent trainer in the TMR program (\$9,000).

MOTION

Director Armstrong moved that Susan Wickizer's contract be approved.

Director Huff seconded and the motion carried.

# 9. Career Education

9. Gene Farthing announced that Ron Munkres was present to give background information and answer questions regarding the three new positions in the Career Education Department. Director Williams stated that before hearing about the new positions he would like to know what happened with regard to the Community Resources Project survey and how successful was the work done by Carl Poole. Ron Munkres replied that a report from Mr. Poole, which covered the activities carried out during the six month period of the survey, would be presented to the Board at a future meeting. He said that the report provided some concrete information concerning the future direction of the career education program. In fact, the positions being requested are a result of the recommendations of the superintendents' advisory committee after reading the report. Gene Farthing said that a report would be given at a future Board meeting which would analyze the results of Poole's survey.

In going into the reasons for the staff additions, Ron Monkres stated that the need for these positions had been under examination for some time. He stated that two positions had been left open in the department when he was promoted to regional coordinator (from cooperative work experience coordinator) and Sallie Rainville was promoted to Secretary to the Director of ISAC. He stated that the department had been trying to analyze how best to utilize the community resource area since that time.

Community resources is a broader area than cooperative work experience since it also includes work observation, field trips, guest speakers, etc. One of the possibilities for assisting educators to best utilize these community resources is a scheduling system which would handle requests from teachers for resources such as work experience stations, career-oriented guest speakers, and work exploration. The teacher would explain what his/her objective was and the Community Resource Center personnel would match the request to a resource person who already had been recruited. Thus, the employer would be dealing with only one person rather than receiving calls from numerous schools in the County.

Director Wooten inquired whether these persons would be working with CETA or the former NYC in-school program. Munkres replied that a disadvantaged and handicapped component was included in the original proposal. He said that funds had been received from the State Department of Education to put someone on staff to deal with the needs of the disadvantaged and handicapped students in fitting them into the career process. The first position being requested would be funded through these federal funds and that person would work closely with CETA in dealing with the disadvantaged and handicapped student.

Director Williams asked if funding for the Disadvantaged/Handicapped Career Education agent would have to be picked up by the IED budget next year. Ron replied that the grant funding for the position was for one year and that the IED would not budget for it next year.

## 9. Career Education

### 9. (continued)

If the work done by the person was successful it would warrant being re-funded by federal funds; if not successful, the IED would not want to pick it up. Director Benjamin asked if there was a strong likelihood that additional federal funds would be available the following year to continue the program. Ron replied that the history of this particular funding source was a lifespan of two to three years if the project was successful, and the IED would not be expected to pick up any of the funding for that position.

Ron stated that the objectives of the position would be to make good use of agency resources to work with the school on identification of disadvantaged and handicapped youth and to provide inservice for schools working with these students. The person on the IED staff would work with local school districts to identify disadvantaged and handicapped youth and assist the districts in applying for federal funds to work with economically disadvantaged, socially disadvantaged, and handicapped youth. The IED would be helping these districts to help themselves by applying for other federal funds and designing inservice programs to assist districts in serving these students. Ron also mentioned that the Career Ed Personnel Development Center, housed at the IED, would be available to help districts with inservice programs.

Director Williams asked whether the second requested position (Community Resources Assistant) had existed before. Ron answered that some of these services were performed previously by Sallie Rainville. He explained that the system should be upgraded and expanded and the assistant position was necessary to do this. Director Williams inquired whether the money for this position would be IED funds and Munkres replied yes, that there was no grant money involved, and if approved there will be a change in the budget request for next year.

Director Williams asked if the third requested position (Community Resources Specialist) was the same position held by Howard Dauntless. Ron replied that it would fill that vacancy. Director Huff asked what the advantage would be to replace a work experience person with a community resource person. Ron answered that the work experience area was only a small part of the contacts made by school people in the community. He said he was concerned that schools were putting a burden on the employer because they were looking at just one facet of community involvement. This position would cover the entire spectrum of community resource assistance.

Directors Williams and Benjamin inquired as to whether the position would be overlapping work done by CETA, NYC, etc. Ron said that the job description would include information so that these organizations would not overlap. He called attention to duty no. 3 on the job description: "Assist the IED in the development of a work information system for career education programs in Lane County," and said that in performing this responsibility, the

9. Career Education

9. (continued)  
specialist would be working with L-COG's Manpower Committee and with CETA. He said that a meeting is being planned to coordinate efforts of the community, IED staff, local district career education coordinators, and Youth and Childrens' Services counselors. In answer to question, Dr. Jones stated that the funding for this project would not be on resolution.

Director Benjamin asked Ron to list the members of the Superintendents' Advisory Committee on Career Education. They are: Glen Hankins, Bethel; Don Kimball, Springfield; Tom Payzant, Eugene; Lee Brunquist, Junction City; Don Rees, Creswell; Charles Croston, McKenzie; Ed Cooper, Crow; and Bill Jones, IED.

Director Wooten thanked Ron for answering the questions and stated she was interested in seeing the results of the survey. Gene Farthing commented that the community resources project would be of interest to other curricular areas besides career education and said that a future decision would have to be made, if the project is successful, about whether it should stay in the career education department. This is especially true with the implementation of the new graduation requirements, which call for more help from the community.

Dr. Jones recommended that the Board grant the funding if the proposal met with their approval.

MOTION

Director Wooten moved that the funding be granted.

Director Benjamin seconded and the motion carried.

\* Also see No. 11

10. School-Community Relations Position

10. The Superintendent provided background information regarding the school-community relations position and stated that 97 people had applied for the position. He said that about a third of those who applied were "just filling out an application." After careful study by the superintendent and Dr. Maynard, the remainder of the applications were narrowed down to the 13 outstanding applicants (six women and seven men). These applicants were interviewed by the Superintendent. Dr. Jones recommended that David Butler, presently on the Lane Community College staff, be hired for the position at a \$14,000 salary (to be pro-rated). He stated that Butler had excellent recommendations and background. Director Armstrong asked the amount of Butler's present salary. Dr. Jones replied that he is presently earning \$1,000 per month.

MOTION

Director Armstrong moved that David Butler be hired as School-Community Relations Coordinator.

Director Huff seconded and the motion carried.

11. Affirmative Action

11. Director Benjamin expressed an opinion that the interview situation for the school-community relations position was "too narrow." She stated that the IED should make an affirmative action commitment without lowering its hiring standards and asked that in hiring of the new career education positions, Ron Munkres bring his hiring process to the Board at its next meeting.

Director Wooten said that she is working on developing an affirmative action policy for the IED and said she would like to work with Ron.

12. Jeanne Armstrong's Attendance at American Association for Severely and Profoundly Handicapped

12. Director Armstrong has been asked to participate in the program for the American Association for Severely and Profoundly Handicapped to be held in Kansas City. Chairman Peniston stated that approving her attendance includes paying expenses.

Director Huff moved that the Board approve Jeanne's attendance

MOTION

Director Wooten seconded and the motion carried.

13. County Personnel Directory

13. The superintendent provided some background information concerning the County Personnel Directory. It has been printed and distributed by the IED primarily for use by teachers, administrators, and board members. For the past several years, problems have arisen over who should receive a copy of the directory and for what purpose. Once printed, the directory becomes public information and anyone willing to pay the printing costs may purchase a copy. Then, salesmen may use it in any way they wish. The superintendent further stated that it was the unanimous recommendation of the superintendents at their last meeting (September 18) to discontinue printing the directory. Director Huff asked how much good the directory did and Dr. Jones replied that it was of use to county educators and the IED staff. Director Huff then asked whether an in-house directory could be made available to the staff. Bob Dusenberry stated that no district information could be accessed without the district's permission. The possibility of using a microfiche directory for IED staff was discussed. This would still require permission of the districts, however. Director Benjamin asked for a cost figure or estimate of printing such a directory.

14. Report on Status of Cooperative Science Museum Commission

14. Director Benjamin introduced Dr. Russ Donnelly, Chairman of the Cooperative Science Museum Commission. Dr. Donnelly stated that he was present to bring the IED Board up to date on the happenings of the Commission and commented that the IED Board had been involved more than any other public body in the county in the formation of the Commission. He said that the Commission had set itself the task of bringing together all the resources of the community toward eventually building a science museum complex in Alton Baker Park and eliminating as much duplication of effort as possible. He stated that the IED Board has committed itself to a very substantial piece of the project.

14. Report on Status  
of Cooperative  
Science Museum  
Commission

14. (continued)

Dr. Donnelly explained that the immediate responsibility of the Commission is to obtain housing for the planetarium and said that for some time they had been considering the possibility of a temporary portable steel building. Donnelly said that the consulting architect, Dee Unthank (who is funded by the County Commissioners) was going to recommend against the use of a temporary building. The reasons include the fact that the location for the building in the Park is remote enough so that it would require running services some distance from Centennial Boulevard and the cost would be quite high.

Dr. Donnelly stated that he had been looking into ways to obtain funding for more permanent quarters and had discovered a branch of the Department of Commerce called the Economic Development Administration. The EDA has a public works program with an Oregon representative. Dr. Donnelly stated that an informal proposal and a formal pre-application proposal had been submitted to the EDA for a project totaling \$651,200 toward housing at Alton Baker Park. This amount includes local and matching federal funds, so half of that is the amount requested from EDA. Dr. Donnelly stated that the IED's authorization of a maximum of \$180,000 for the standard planetarium equipment was included in these local matching funds. He explained that the remainder of the matching funds would come from Lane County and other local and private sources. Dr. Donnelly stated that the Oregon congressional delegation, especially Senators Hatfield and Packwood, had been helpful getting the Commission qualified for the EDA grant. Their input was in helping to demonstrate to the regional office that there was enough support to make it a worthwhile project. He said that if the project was not funded this year, it would be in a good position to receive funds for the following fiscal year. Dr. Donnelly said he felt that this would give ample time to obtain the matching funds. Dr. Donnelly then explained that John Lofgren, a graduate student at the U/O, who has been hired as an interim executive secretary for the Commission, had helped to write the EDA proposal. Director Benjamin commended Dr. Donnelly and Mr. Lofgren for putting together an excellent proposal.

Dr. Donnelly requested that the IED continue to provide office space and minimal services for John Lofgren. He stated that a small amount for Lofgren's parttime salary is provided by the Commission. Director Wooten inquired what kind of services would be needed. Donnelly mentioned telephone calls, xeroxing, etc. He said that if there was a large bill for these services it should be referred back to the county. Director Benjamin suggested that if there were any large mailings they should just be done by Lane County, but IED could provide services such as telephone.

MOTION

Director Wooten moved that John Lofgren continue to have space for pursuing work of the planetarium commission on an interim basis with the provision that any large, unusual expenses be paid for by the Planetarium Commission.

14. Report on Status  
of Cooperative  
Science Museum  
Commission

14. (continued)  
Director Armstrong seconded and the motion carried.  
Dr. Donnelly then discussed the possibility of the Commission arranging some activities using the small planetarium around Christmas time. (Rick Milburn, Viewlex Representative, has said that the small planetarium could be delivered on a two-week notice.) Donnelly suggested that Gene Farthing's Education Committee for the Cooperative Science Museum Commission might meet to coordinate the school use of the small planetarium. He said that he felt it very important that the districts get direct benefit from the small planetarium since they had been promised its use, and suggested that a qualified planetarium expert be hired on an interim basis to train someone in each of the small districts to use it (due to the fact that Jack Fink had not been released from his Medford contract). Director Benjamin asked Gene Farthing to have the school planetarium committee meet to discuss their needs regarding the planetarium and to draw up some kind of schedule for its use. Director Benjamin also asked that Dr. Jones, in cooperation with Gene Farthing, try to find a graduate student who would serve as a temporary parttime coordinator of the use of the planetarium instrument. The Board discussed the possibility that Jack Fink might be hired to set up workshops to get started; other planetarium directors (Gary Steyziak, Portland and Bob Anderson, Mt. Hood) also had volunteered their services. Director Benjamin agreed that it was important to get some kind of program out to the school districts this year. She stated that it would be less than ideal without a full time coordinator but it could be of value to the schools, especially with the help of Gene's education committee.

15. Other Information  
Items

15. Director Armstrong asked that approval of the TMR Advisory Committee be included on the next Board agenda.  
Director Wooten asked when it might be appropriate to consider for action some of the policies reviewed at the Board's September work session. Dr. Jones suggested looking at the letter from the LIEDEA grievance committee before taking action on this item.  
The following meetings were announced: Lane County School Boards Association, Thursday, October 16. OTIS Advisory Committee, Thursday, November 6.

16. Executive  
Session

Chairman Peniston recessed the general meeting and called for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005-192.030 for the purpose of discussing personnel and negotiation matters.

16. Executive Session

Meeting  
Reconvened  
MOTION

16. (continued)

The general meeting reconvened and the following action was taken.

Director Huff moved that the Chairman appoint a representative committee to develop an instrument and procedure to assess staff morale. Director Armstrong seconded and the motion carried.

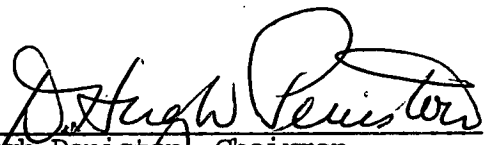
The Chairman appointed a committee which included himself, Director Armstrong, Willson Maynard, Ron Munkres, and Alan Livingston. The Committee was asked to report back at the October 28 meeting.


The Board also requested that the superintendent and Director Benjamin provide the Board with an evaluation procedure for the superintendent at the October 28 meeting.

17. Next Meeting

The next regular meeting of the Lane IED Board will be held on Tuesday, October 28, 7:30 p.m. at the Lane IED Center Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, September 23, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, September 23, 1975, at 7:30 p.m., with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Cynthia Wooten, Joyce Benjamin, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, Evelyn McKenzie, Ron Munkres, Oscar Schaaf, Mary Simmons, and Jim Swanson of the IED office; Sam Huston, Insurance Agent-of-Record; Dave Isom, Director of State Mental Health Dept.; Bob King, Regional Specialist for the State Mental Health Department; Lisl Waechter, Mick Waggoner, Jeff Hicks, Lois Copple, Cecelia Haycamp, Arline Link and Helen Furlong visitors; and Ron Bellamy of the Eugene Register-Guard.

2. Minutes Approved  
MOTION

2. Director Wooten moved that the minutes of September 9, 1975, be approved.

Director Huff seconded and the motion carried.

3. Board Comments  
OSBA November  
Meeting

3. Director Armstrong reported she had attended the executive committee meeting of the IED section of the Oregon School Boards Association and that plans for the November meeting are being formulated--she requested Board input for consideration.

United Way Drive

Director Wooten commended Willson Maynard's involvement in the United Way Drive.

4. Correspondence

4. The Superintendent presented correspondence from:

(a) Director Howard Bird, resigning from the IED Board;

(b) Jesse Fasold, Associate Superintendent State Department of Education, thanking the IED for hosting his State meeting;

\* (c) Eugene Vinarski, Coordinator of Career Education, State Department of Education, asking the Lane IED to assist the SDE in a pilot follow-up study;

\*\* (d) Ray Mullen, Superintendent of South Lane District 45J, regarding a meeting of their auditing firm with OTIS, and IED Superintendent and auditors;

(e) Betty Gibson's evaluation summary (copy); and

(f) Richard Newell (report on Madison, Wisconsin visitation).

\* (4c) The Superintendent stated that the Lane IED will receive a great deal of helpful information from the career ed. pilot follow-up study. The study, financed and coordinated by the State Department of Education, will not involve IED staff time other than some involvement by Ron Munkres.

Director Benjamin indicated the Board is delighted to have the study carried out in Lane County.

## 4. Correspondence

## 4. (continued)

\*\* (4d) OTIS Director Dusenberry stated he has not yet received a report following the meeting of the South Lane and IED auditors. One item proposed by South Lane was to place two or three night operators on duty rather than just one.

5. Resignation  
Director Bird  
MOTION

5. Director Wooten moved to accept Director Howard Bird's resignation with regret.

Director Armstrong seconded and the motion carried.

Director Benjamin suggested that a dinner meeting be held prior to the next regular Board meeting to express appreciation to Director Bird for his service on the Board.

## 6. Insurance Report

6. Sam Huston, Insurance Agent-of-Record, presented his recommendation for IED insurance coverage as follows:

Real Property: \$1,310,000.00 with extended coverage (\$250,000.00) -- \$1,000.00 deductible (extended coverage would insure against sprinkler leakage, etc.).

Personal Property: \$1,250,000.00--covers materials wherever located in the State of Oregon for fire, extended coverage, vandalism, and sprinkler leakage--plus an additional \$3000,000.00 all-risk coverage at the IED location--\$100 deductible (both policies)

Personal property away from premises: \$25,000.00--\$100.00 deductible all-risk up to \$25,000.00 per loss. Covers office equipment, supplies, and educational materials in transit or at other locations within the State.

OTIS personal property: (1) Computer equipment--\$686,571.00--all risk; (2) data processing media (tapes, discs, etc.)--\$100,000.00; \$1,000.00 deductible per loss; (3) office equipment and supplies--all-risk to \$22,000.00 with \$100.00 deductible per loss; (4) \$1,000.00 on office equipment and supplies while in transit or temporarily at other locations.

Vehicles: (25) IED and OTIS owned vehicles are covered for Comprehensive (unchanged) and \$100.00 deductible Collision. The auto liability insurance protects the IED for claims arising out of employees using their own car on district business but does not protect that employee who would have to rely on his own coverage in case of a lawsuit.

Liability: \$300,000.00 per claim--includes any director, superintendent, department head, teacher or employee acting within the scope of his duties (also, an Umbrella policy to cover claims up to \$1,000,000.00 limit in excess of the \$300,000.00 policy). However, the liability insurance does not cover claims against the district or OTIS for error and/or omissions arising out of Computer Service.

Bond: \$50,000.00 blanket honesty bond covering all employees. Mr. Huston recommended that the comprehensive coverage for vehicles remain unchanged but that the collision coverage could possibly be dropped or the deductible increased (based on the past ten years' collision claims).

## 6. Insurance Report

## 6. (continued)

Reaction to the insurance report and recommendations were:

(1) OTIS Director Bob Dusenberry asked Board consideration of insurance coverage out of the OTIS budget to cover errors and/or omissions for Board, OTIS staff, and administration's protection. Mr. Dusenberry stated that trade journals are full of pending lawsuits. For coverage of \$300,000.00 per incident, it would cost approximately \$2,530.00 (based on last year's billings).

Director Williams asked what it would cost the IED to carry additional insurance for those individuals driving their own vehicle on district business as opposed to what it would cost the individual to carry increased coverage--i.e., would it be less costly for the IED to reimburse those people for the additional coverage as part of their expense account.

Mr. Huston stated that the cost to the IED would be approximately \$500.00; the cost to an individual increasing coverage from \$50,000.00 to \$1000,000.00 or \$200,000.00 liability would cost approximately 10% to 15% additional.

Director Benjamin asked what savings could be expected through phasing out the collision coverage at \$1,000.00 deductible this year (with the exception of the vans) and perhaps dropping entirely next year. Mr. Huston responded that approximately \$1,000.00 would be saved.

## MOTION

Director Benjamin moved that the Board incorporate OTIS liability insurance to include coverage for omissions and/or errors.

Director Williams seconded and the motion carried.

## MOTION

Director Benjamin moved that the Superintendent confer with Sam Huston regarding the feasibility of dropping the collision coverage and present a recommendation to the Board.

Director Williams seconded and the motion carried.

Director Williams asked if there is a period of time required for the insurance agent-of-record position to be open. The Superintendent responded that a former IED Board member (and insurance agent) recommended that the IED not go to a bid seeking situation; however, he would check with Attorney Bill Frye regarding the legality of such an action.

FINAL ACTION  
POSTPONED

Final action on the insurance report was postponed until the Superintendent has had an opportunity to obtain the additional information requested.

7. Dedication of  
Building

7. The Superintendent presented a tentative time during the week of November 10th for the dedication of the new building. National, state, and local legislators, board members, superintendents, etc. will be invited as soon as the date is finalized.

Director Benjamin suggested that the superintendent set the date and schedule the dedication and the Board will arrange their schedule to fit.

8. Authority to  
Borrow Additional  
Funds

MOTION

8. The Superintendent asked for authority to borrow an additional \$250,000.00. He stated that there will be no tax turnover until the end of October or middle of November and additional funds are needed to meet current expenses.

Director Armstrong moved to authorize the Superintendent to borrow an additional \$250,000.00 as needed.

Director Benjamin seconded and the motion carried.

9. OTIS Advisory  
Committee--IED  
Board Dinner  
Meeting

9. The Superintendent reported that the OTIS Advisory Committee has been scheduled for October 28th, and asked if it is still the Board's desire to meet with the Advisory Committee.

By general consensus, the Board agreed to host a dinner meeting prior to the October 28th Board meeting. The invitation will be extended to the OTIS Advisory Committee.

10. Board Member  
Screening Procedure

10. Chairman Hugh Peniston reviewed the questionnaire used by the IED Board to screen prospective board members for the Fern Ridge School District Board. The Board expressed a desire to use parts of the questionnaire as a basis to screen prospective members for the IED atlarge position vacated by Director Bird. It was suggested that there also be questions relating to time commitment; what the prospective member feels he/she has to offer; and how he/she would appropriately represent the people in Lane County. It was further suggested that the position be noted in the local paper and in local weeklies.

11. Future Meeting  
Items

11. The Superintendent and Board members presented the following items for consideration at a later meeting:

(a) Selection of members for the TMR advisory committee (responses from prospective appointees should be received soon);

(b) Planetarium action (next meeting); and

(c) Format for the program review meeting prior to budget consideration (usually held in November).

12. TMR Working  
Committee Report

12. Mary Simmons, chairperson for the Working Committee for the TMR program, introduced committee members Lisl Waechter; Mick Waggoner, (chairman of the screening committee); Lois Copple; Becky Venice; Cecelia Haycamp; and Jeff Hicks (chairman of the staffing guidelines committee). Minutes of the working committee, transportation, and screening committees were presented for Board information. Ms. Simmons provided an overview of the program. To date, the screening committee has (1) selected Jeff Hicks, Lane County Mental Health, as chairman of the staffing guidelines study, and (2) devoted time to getting the 1975-76 intermediate class into operation (considerable opportunity was given for parent input regarding staffing and programming). The committee is now concerned with implementation of the junior high transitional class in January.

12. TMR Working  
Committee Report

## 12. (continued)

Of the 12 junior high students at Pearl Buck Center, seven parents are definitely interested in placing the class in the public junior high; the other five are interested but want additional information. To date, the school has not been selected but the Eugene District is considering several alternatives. When the selection is made, the committee will instigate continuum #3 (from the TMR report).

At present, classes are full. When one additional student moved in this fall and there was no space available, he was placed in one of the classes and an attempt is being made to obtain an additional aide for that class.

The present program includes:

University of Oregon--three classes for the multiply handicapped;  
University of Oregon--one class of integrated normal students with  
the multiply handicapped;  
Florence--10 multiply handicapped students in classroom;  
two students in EMR class (with an aide);  
two TMR students going to the EMR class (with an aide);  
Triangle Lake--one student in first grade (with an aide);  
McKenzie--one student in kindergarten (with an aide);  
Oakridge--one student in EMR class (with an aide);  
Eugene--Condon--13 students (asking Mental Health for additional  
aide for extra student);  
Parker--12 students (new program this year);  
Springfield--Guy Lee--12 students

Teachers of TMR students have done an excellent in-service program with school staffs in explaining what to expect from the TMR classes; normal students have cooperated in taking TMR students to the playground; physical education classes are being held with the regular P.E. teacher being provided assistance by the PBC staff; and some schools have started a music program. Parents are helping in the three local classes, and student aides from the junior high and high schools are working with students at Pearl Buck Center.

The Working Committee is just beginning work on Continuum #2 (full day special day school--with exception of lunch and P.E. in the public school). Mrs. Simmons stated she is pleased with the progress that has been made but that problems have been encountered. For example, students riding the bus have been "lost." (Regular bus drivers were not aware of some problems of transporting TMR students but are now checking students in as they board and out as they get off the bus). There have been problems with an emotionally disturbed girl in the classroom; and problems on the playground. Everyone has been helpful in solving problems and Mrs. Simmons reported that she has recommended to her committee that they refer any problems to her. If she and Director Gene Farthing cannot resolve the problem, it will be referred to the Working Committee. If the Working Committee cannot resolve it, it will then be presented to the IED Board for consideration. Mrs. Simmons asked that the Board support her in this procedure.

12. TMR Working  
Committee Report

## 12. (continued)

Following Mrs. Simmons' report, Directors Benjamin and <sup>Wooten</sup>~~Armstrong~~ questioned the advisability of placing the junior high TMR class in a junior high school. It was pointed out that there had been some parent objection at a previous meeting regarding placing these students in a junior high school; and that the junior high class in Corvallis was placed in the high school. The primary concern of parents is that junior high students might "pick" on these TMR students.

Mrs. Simmons replied that as soon as the school location is determined, the PBC teacher and the working committee will conduct an inservice with the teachers and students before the class is started.

Mick Waggoner and Lisl Waechter responded that students should have peers to model and to be effective, this must be with their own age group.

In response to Director Wooten's query regarding visiting the programs, Mrs. Simmons urged the Board to visit and suggested they first introduce themselves at the office.

13. Pre-school Program  
Funding Procedure

13. Mr. Dave Isom, assistant administrator of the Mental Health Division, reported on funding procedures for pre-school programs as opposed to the school-age programs. For school-age children, the local district is required to provide education for every youngster and the Mental Health Division supplements that program cost. Funding the pre-school program (not requiring district reimbursement) is provided through the Mental Health Division on a contract basis to serve "x" number of students, and provides funding for a teacher, an aide, supplies, and equipment. Mental Health Division does not reimburse a program on a per capita basis primarily because they do not believe it provides for a stable program. Even if the Division were to consider it, there are not sufficient funds this year to expand the pre-school program in Lane County.

In answer to Board questioning, Mr. Isom stated that, (1) no funds are ear-marked to promote mainstreaming, either state or federal, but in some cases federal funds have been channeled into schools (but not as a federal requirement); (2) there is still some discussion on the responsibility of clearing state money for a pre-school program and it was a topic of discussion at the August 16 meeting.

Director Armstrong expressed concern that there is so little flexibility in funding on the per capita basis versus group basis, particularly with a well established institution such as Pearl Buck, when it is apparent that additional resources are available regardless of the drop in the class size. Mr. Isom responded that lack of sufficient funding and not inflexibility is the basic reason. The Division of Mental Health had presented a budget capable of providing flexibility and education for nearly 800 pre-school children identified within the State of Oregon. The Division was funded to serve 400 of these children. However, the money must be expended to obtain the greatest amount of service at the lowest price. In Lane County, this is being accomplished at the University which is providing classrooms and all of the supportive services at no cost to the Mental Health Division.

13. Pre-school Program  
Funding Procedure

14. Math Lab Report

13. (continued)

Mary Simmons stated that the next meeting of the Working Committee will be devoted to the pre-school program.

14. Dr. Oscar Schaaf, Director of the Math Lab Project, presented a written report of the July 1, 1974 through June 30, 1975 math lab project activities and pinpointed highlights identifying the project goals, objectives, funding, and activities of those involved in the program. The lab attempts to (1) have students learn mathematics from their surroundings and, after learning the mathematics, to then apply it to their surroundings again; and (2) to drill only in context of a problem-solving setting as they learn. Nearly 1,000 utilized the lab last year and it is anticipated that this will be surpassed this year (1975-1976).

The math lab is housed at the IED Center this year and provides a place for teachers and parents to prepare materials for classroom use. In addition, the university program is providing some assistance in this area.

Funding this year is provided through three sources. The IED resolution provides approximately \$50-\$60,000; the Oregon Math Education Council, approximately \$25,000; and Eugene District 4J, approximately \$20,000-\$21,000.

Dr. Schaaf indicated the addition of one more ingredient to the present program would provide a dramatic improvement in terms of evaluation procedures. That is, to carefully develop a coordinated mathematics program by the school staffs as they work with students in consultation with someone who brings to them the latest in the development of mathematics. Dr. Schaaf stated that the math lab has the staff to accomplish that task and would like to see the program instigated in Lane County. Comparative test data from children in the math area before and after use of the lab approach are not too conclusive except as could be provided over a period of years—approximately 8 or K-9.

Dr. Schaaf stated he hoped the IED would continue funding the program at the same level that it has this year (OMEC will not be providing any further financial support).

Directors indicated that prior to budgeting additional funds they would like to see and review feedback from teachers using the process.

MOTION

Director Wooten moved that Gene Farthing and Oscar Schaaf develop an evaluation form to be completed by the teachers using the math lab.

Director Benjamin seconded and the motion carried.

15. Advisory Committee  
for TMR Programs

15. By general consensus, it was agreed that the Pearl Buck Board need not send a resume of their appointee to the committee, since all are obviously well qualified.

By general consensus, it was agreed that the Elementary Principals' Association would nominate two principals who are not directly involved in the TMR program. The Board will appoint one.

## 16. School-Community Relations Position

16. The Superintendent reported that applications for the school-community relations position have been screened once but it will take considerable more time to complete the process.

Director Williams stated that when the position is filled, he would like to see articles in the local daily and county weekly papers informing the public what the IED is and what it is doing--stories about the specialists programs, etc. Also, one page information sheets (with a phone number to obtain additional information to be placed around offices, business buildings, schools, the Chamber of Commerce, Welcome Wagon, etc. Without public understanding there will be a lack of support and many criticisms could be avoided if the public fully understood the purpose and services of the IED.

## 17. Calendar of Events

17. The Superintendent called attention to the following calendar of events:

- (a) Board get-together, September 27, 7:00 a.m.-2:30 p.m. at the home of Director Armstrong, 1619 Hayden Bridge Road, Springfield
- (b) Lane County School Association dinner meeting, October 16th, Willamette High School.
- (c) Oregon School Boards Association, Portland, November 19-21.
- (d) National Schools Boards Association, San Francisco, April 10-13, 1976

## 18. Executive Session

18. Chairman Peniston recessed the meeting and called for an executive session under provisions of ORS 1975, Chapter 664 and ORS 192.610-192.690 to discuss personnel and negotiations matters.

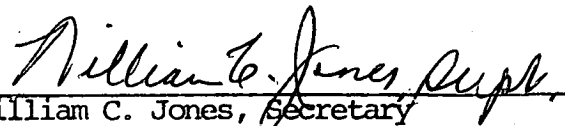
The general meeting reconvened with no action taken.

## 19. Next Meeting

19. The next regular meeting of the Lane IED Board will be held on Tuesday, October 14, 7:30 p.m., at the Lane IED Center Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, September 9, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, September 9, 1975, at 7:30 p.m., with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, and Jim Swanson of the IED; Dr. Walt Gmelch, Assistant Director of the Field Training and Service Bureau; and Ron Bellamy of the Eugene Register-Guard.

2. Minutes Approved  
July 8, 1975

2. (Action at a Future Meeting, TMR Evaluation Team paragraph, line 9). Director Armstrong corrected by deleting "Lisl Waechter's suggestions on evaluation" and inserting "Lisl Waechter's suggestions for membership on the evaluation team be forwarded..."

Director Armstrong requested clarification regarding the letter referred to under TMR Working Committee Report, page 6, lines 1 and 2. To whom was the letter to be directed and for what purpose? Director Wooten responded that she believed it was to be directed to the University of Oregon to obtain information regarding "outside" funding.

MOTION

Director Williams moved that the minutes of July 8 be approved as corrected.

Director Armstrong seconded and the motion carried.

July 15, 1975

(#5 Spitz Presentation, page 4, paragraph 2) Director Armstrong stated that the number of maintenance personnel is irrelevant without also listing the number of installations by the respective firms. Viewlex has six maintenance personnel for 91 installations and Spitz indicated they have twelve maintenance personnel for 656 installations.

(#6 Planetarium Decision, paragraph 2) Director Armstrong stated that the minutes should reflect that Jack Fink favored the Spitz planetarium.

MOTION

Director Armstrong moved that the minutes of July 15 be approved as corrected.

Director Williams seconded and the motion carried.

July 22, 1975

(#6 Letter from James Balzhiser, page 3, paragraph 3, line 5) Delete "provisional" and insert "professional."

(#9 Report on Word Processing Center, page 6, paragraph 1, line 8) delete "two to" and leave it "within four years..."

2. (Continued)

MOTION

2. Director Armstrong moved to approve the July 22 minutes as corrected.

Director Huff seconded and the motion carried.

August 12,  
1975

(Building Report, Air conditioning equipment, page 3, paragraph 7) Insert "Director Armstrong abstained from voting."

MOTION

Director Wooten moved that the minutes of August 12 be approved as corrected.

Director Huff seconded and the motion carried.

3. Board Comments

Response to  
Voters

3. Director Wooten referred to a previous meeting suggestion to send responses to voters regarding their election remarks. The Superintendent stated that the letters were sent and there had been no further response.

Personnel  
Procedures  
Committee

Director Wooten referred to Director Benjamin's motion (July 8) to establish a special committee to study how the IED handles personal complaints by employees and a means by which the staff can have input to the Board regarding their concerns without fear of receiving poor recommendations, etc. Mrs. Wooten suggested that the committee be comprised of one board member, one staff member, and one administrator.

The Superintendent and/or Chairman Peniston and the Superintendent will appoint the committee and then bring a suggested procedure to the Board for consideration.

Computer Room  
Air Condition-  
ing Unit

Director Armstrong referred to her motion on July 22 (page 3, item #6) that the Superintendent, in consultation with Mr. Unthank and Mr. Dusenberry, get another air conditioning engineer to review the problem. Mrs. Armstrong questioned whether Mr. Balzhiser's study complied with the intent of the motion. The Superintendent responded that this was the architect's responsibility.

Meeting Length

Director Armstrong referred to a board discussion dealing with meeting length and proposed that a sample policy to deal with meetings going beyond a certain time be discussed at the September 27 retreat.

TMR Program  
Evaluation

In response to Director Armstrong's query about TMR program evaluation, the Superintendent stated that he had discussed the evaluation of the programs with the superintendents and there will be further discussion with the superintendents on September 18. In addition, the Superintendent stated he had contacted Dr. Bill Tilley of Wisconsin.

## 4. Correspondence

4. The Superintendent presented correspondence from:
- a. State Department of Education regarding election of IED Board Members;
  - b. Chris Dudley, Oregon School Boards Association, regarding procedure for conducting board meetings;
  - c. Tom Rigby, OSBA, regarding collective bargaining workshop;
  - \*d. Paul Salmon, American Association of School Administrators regarding appointment of superintendent as chairman of the National Advisory Committee on County and Regional Education;
  - \*e. Tom Lawrence, Rural Education Association, asking the superintendent to serve on a regionalization study committee;
  - f. Mike Neill, regarding his resignation to accept a position at the University of Oregon; and
  - \*\*g. Elisabeth Waechter, Pearl Buck Center, regarding the pre-school TMR program.

\*Superintendent's appointment to national committee

Directors Wooten and Armstrong expressed concern about the time factor involved in accepting national committee appointments and the demanding press of time in the office. Mrs. Armstrong asked the Superintendent to weigh carefully the two in making his decision to accept the appointments.

The Superintendent responded that he believed serving on the committees to be well worth the time and indicated that if there is ever to be a strong program for rural and regional education, it will be accomplished through this type of involvement.

\*\*Pre-school program--Pearl Buck

The Superintendent, in answer to an inquiry growing out of Mrs. Waechter's letter, stated he believes that funds cannot be distributed in the manner suggested by Elisabeth Waechter (per capita). All pre-school programs are federally funded under Title I for a specific program; i.e., the program at the University, and cannot be funded on a per capita basis.

Director Wooten stated that Mrs. Waechter had indicated she would channel private donations into the program and that without the pre-school program, the entire elementary school program at Pearl Buck will ultimately dissipate to nothing.

Director Armstrong stated that the lack of a pre-school program at Pearl Buck would put a crimp in the regular school program but the question should be studied without indicating support or non-support for the program to be placed at Pearl Buck.

Director Huff asked how Pearl Buck was funded for its pre-school program prior to sending those students to the University program last year. (Prior to 1974-75, Pearl Buck Center had been 100% federally funded the same as the University. Last year, there were not enough students to conduct a class at both locations so the Pearl Buck students were transferred to the University where the majority of the students had been in the program for the past two to three years. There are not enough students to conduct two classes.)

4. (Continued)

4. (Continued)

Director Huff stated that Mrs. Waechter's letter indicates seeking funding through the IED and that some explanation should be made regarding the funding procedures. It was decided to respond to Elisabeth Waechter that the Board will ask Dave Isom, Oregon State Mental Health Department, to the September 23 Board meeting to outline how funding is done for specific programs and the IED's responsibility in disbursing funds for the pre-school retardation program.

5. Personnel

Computer Instruction Specialist

MOTION

5. The Superintendent recommended that the Board accept Mike Neill's letter of resignation to accept a position at the University of Oregon.

Director Williams moved that Computer Instruction Specialist Mike Neill's resignation be accepted with regret.

Director Armstrong seconded and the motion carried.

Appreciation for Mr. Neill's service to the IED was expressed as well as best wishes for success at the University. Director Wooten stated she would appreciate receiving a review of the computer instruction program from Mr. Neill (similar to the review of the art program from Mike Youngblood).

Media-Library Specialist

MOTION

The Superintendent recommended that James G. Maxwell be contracted as the media/library specialist from September 10 through June 30, 1976, at \$16,000.

Director Armstrong moved that James Maxwell be contracted as recommended by the Superintendent.

Director Williams seconded and the motion carried.

Speech Therapist

MOTION

The Superintendent recommended that Patricia Ann Kolb be contracted as a speech therapist from September 2 through December 23 (78 days -- 2/5 time) at MA Step 0 placement on the teacher schedule).

Director Wooten moved that Patricia Ann Kolb be contracted as recommended by the Superintendent.

Director Williams seconded and the motion carried.

6. Board Retreat Agenda

6. Directors Armstrong and Wooten presented a tentative agenda for the Board retreat to be held September 27 at Director Armstrong's home, 1619 Hayden Bridge Road, Springfield, from 8:30 a.m. to 5:00 p.m. (copy attached to official minutes).

The Superintendent reported that he and the staff have been studying IED Policy Revisions and are preparing a rough draft (showing the policy as it now is and as proposed) for distribution at the September 23 Board meeting for Board study prior to the Saturday retreat.

September 9, 1975

6. (Continued)

6. (Continued)

Director Williams stated there should be ground rules outlining when a situation is acute enough that the Superintendent should alert the Board and when it should remain an administrative responsibility. Director Wooten suggested that this could be discussed under "Board Goals and Objectives." The trend in the past few years has been to cover them under administrative regulations.

Directors were asked if it would be appropriate, following lunch, to ask for Director input on program evaluation, etc. Dr. Maynard responded they would be there when most useful to the Board.

Chairman Peniston stated he had a time conflict and would need to leave by 2:30 p.m. Discussion on alternative dates and/or split sessions over a couple of days pointed up other conflicts.

MOTION

Director Armstrong moved to amend the proposed September 27 agenda to start at 7:00 a.m. and adjourn at 2:30 p.m.

Director Huff seconded and the motion to approve the agenda as amended carried.

7. Authority to Borrow

7. The Superintendent requested authority to borrow \$250,000 in \$100,000 and \$50,000 amounts if and when necessary. (Tax turnovers are anticipated in October.)

MOTION

Director Williams moved that the Superintendent be authorized to borrow funding as requested.

Director Armstrong seconded and the motion carried.

8. Audio Visual Bids

8. The Superintendent recommended that the 1975-76 joint purchase audio visual equipment bids be approved as submitted. In each instance, the purchase reflects the lowest bid that meets specifications or that approved by the advisory committee as acceptable. In answer to a question regarding how much of the equipment was for IED use, Mel Mead answered that none of it was for IED use but some was for IED "in kind" equipment in payment to Springfield School District 19 in return for their materials, films, etc. (as agreed). A copy of the individual items, make, model, and unit cost, is attached to the official minutes. Total of each bid by company is:

AudioVisual Supply Co.	\$3,569.50
Business Equipment Center	3,597.00
Ralph Butterworth Co.	2,868.85
Educational Systems	3,493.04
Moore's Audio Visual Center Co.	3,522.85
Northwestern Inc.	2,279.85
Oregon Typewriter & Recorder Co.	2,310.75
Video Communications Co.	5,882.00

MOTION

Director Wooten moved to accept the bids as presented.

Director Williams seconded and the motion carried.

9. Car Service Agreement

9. The Superintendent brought the Board up-to-date on the status of the car service agreement as presented and discussed with Dr. James Fisher, principal of Willamette High School, and Frank Bishop, vocational education coordinator, at the April 29, 1975, meeting. The Willamette High School Industrial Mechanics' program will provide minor repairs and maintenance for the 22 vehicles to be provided by the IED. (A list of specific points covered is attached to the official minutes.) The IED will reimburse the Bethel School District for the original supply of materials needed to initiate the program and make monthly payments thereafter upon receipt of invoices.

MOTION

Director Armstrong moved to approve the vehicle maintenance agreement as recommended by the Superintendent.

Director Williams seconded and the motion carried.

10. Art Specialist Position

10. Gene Farthing, director of ISAC, presented information regarding district responses to his questionnaire concerning the direction of the Art program. Twelve of those responding expressed a desire to have the program continued, especially in the area of program development, in-service, and consultative services at the elementary level (and a similar service at the secondary level when called upon to do so). Mr. Farthing also presented Mike Youngblood's views concerning the future of the art specialist position. The Board concurred (no motion necessary) that the vacancy should be advertised and the position filled as soon as possible. It was recommended that the position be advertised statewide (Portland, Eugene, and Medford papers and with the usual placement offices).

11. Word Processing Study

11. Willson Maynard reported that staff members had concluded an intensive study of dictating (Norelco, Dictaphone, IBM, Selectronic, and Quindata) and word processing (Quindata, CPT, Olivetti, Savin, and IBM) equipment. The unanimous consensus was that IBM provided the best program and services. The recommendation to the Board, however, is that such equipment not be considered for purchase at the present time. Instead, a full-time secretary typist should be employed who will use available IED dictating equipment to establish procedures for processing work. Any recommendation for word processing equipment would follow careful monitoring of this procedure and observation of staff reactions.

Director Williams responded that if an when word processing is an item for Board action, he would like to receive a written recommendation from the Superintendent regarding the program, the proposed equipment, its cost at that time, and any cost projected for the future. The program planning should include the number of staff people involved as well as their reaction.

The Superintendent stated that the Board will be kept informed regarding what is being done and why and the success (or lack of progress) using the present equipment with the additional typist. Any future recommendation will be based on facts and figures obtained in the interim.

12. TMR Advisory Committee Report

12. Director Armstrong presented the report of the Ad Hoc Committee to develop guidelines and suggest membership for the TMR Advisory Committee. It was recommended that four consumer agencies nominate seven members; five provider agencies nominate five members; and seven general public agencies nominate eight members for the Advisory Committee (not including ex officio members).

Nominees (with background information) will be solicited from:

League of Women Voters  
Lane County Medical Society  
Mental Health Clinic  
Children and Youth Services Committee, Lane County  
LARC  
Vocational Rehabilitation  
Developmental Disabilities Committee  
Pearl Buck Board  
Public Welfare  
U of O parents  
Public School Parents

A copy of the TMR Advisory Committee Guidelines will be included with each letter of invitation to membership. The term of service will be outlined and members will be alerted that they are to serve as individuals.

Five Pearl Buck parents were recommended by Lisl Waechter for the three Pearl Buck appointments; three principals were recommended by the Ad Hoc committee for one appointment; and two University of Oregon representatives (not involved in the special program for the retarded) were recommended by the Ad Hoc Committee for one appointment. The Ad Hoc Committee further recommended that the teacher (not working with retarded children) appointee be nominated by building principals.

MOTION

Director Wooten moved approval of the recommendations as presented.

Director Huff seconded and the motion carried.

13. Fair Booth Report

13. Gene Farthing reported that the fair booth was a success and thanked those on his committee involved in the planning of the booth and program. The three goals of the committee were, (1) to familiarize the public with IED functions; (2) to illustrate the basic quality of education in Lane County schools; and (3) to create a situation involving fairgoers. All three were well met as 1,388 people participated in the "test" program. The booth was staffed by 32 persons, including Directors Armstrong and Wooten. Total cost for the booth and parking passes was \$507.06. Mr. Farthing concluded his report by showing 15 slides depicting booth activities during the fair.

14. L-COG Information

14. Director Wooten presented a letter she intends to send to Lane County board members identifying herself as their representative on the L-COG Board of Directors and stating she will attempt to keep the boards informed of L-COG activities pertaining to educational and social service planning in the various areas.

14. (Continued)

14. (Continued)

There were no changes suggested for the letter other than an explanation of the "A-95 process."

15. Lane County School Board Association

15. The Superintendent announced that the first dinner meeting of the Lane County School Board Association will be held at Bethel on October 16.

16. Oregon School Board Association

16. The Superintendent stated that the Oregon School Board Association meeting will be held in Portland on November 19, 20, and 21.

17. National School Board Association

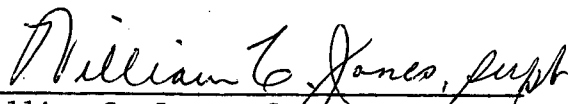
17. The Superintendent reported that the NSBA meeting will be held in San Francisco, April 10-13, 1976.

18. Next Meeting

18. The next regular meeting of the Lane IED Board of Directors will be held Tuesday, September 23, 1975, at 7:30 p.m. at the IED office, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, August 12, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education Dist. Board was held Tuesday, August 12, 1975, at 7:30 p.m., with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Cynthia Wooten, Nile Williams and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Bob Dusenberry, and Evelyn McKenzie of the IED office; Dee Unthank, architect; Jim Balzhiser, of Balzhiser and Colvin Engineering, Inc. (air conditioning consultant); and Ron Bellamy of the Eugene Register Guard.

2. Minutes Approved  
MOTION

2. Director Huff moved that the minutes of June 24 be approved.

Director Wooten seconded and the motion carried.

3. Board Comments  
Length of  
Meetings

3. Chairman Peniston invited suggestions on how to complete Board meetings at a reasonable hour and still provide ample time for input by Board members.

Director Armstrong stated she favored a policy requiring a vote of the majority of the Board members to continue a meeting beyond 10:30 p.m.

Another suggestion was to continue prioritizing agenda items and, in addition, provide a suggested time allocation for each item.

4. Correspondence

4. The Superintendent presented correspondence from:

\* (a) Bill Frye, attorney, regarding hiring practices and Federal policy;

\*\* (b) Frank Doyel, Medford Director of Personnel, regarding not releasing Jack Fink from his contract;

\*\*\* (c) Bob Wynia (to Chairman Peniston) regarding Lane County Social Services committees;

(d) Tom Rigby, OSBA, regarding a workshop and a negotiations update on bargaining;

(e) Bill Frye (to Henry Drummonds) regarding Edythe Heintz;

(f) Balzhiser and Colvin, regarding air conditioning (along with Bob

4. Correspondence

4. (continued)

Dusenberry's memo and Jim Balzhiser's recommendation on the additional air conditioning) and

(g) PERB (to Paula Bracken) regarding receipt of a notice of impasse.

\* Teacher Resource  
Center Placement  
MOTION

Following Attorney Frye's interpretation that no violation of federal rule or policy exists upon transferring a staff member to a new position without first advertising "outside," Director Armstrong moved that Betty Gibson be promoted to the position responsible for the Teacher Resource Center.

Director Wooten seconded and the motion carried.

(Director Williams questioned whether this shouldn't remain an administrative responsibility rather than Board responsibility.)

\*\* Science Coordinator

The Superintendent recommended that the science coordinator position not be filled this year, based upon Medford's unwillingness to release Jack Fink from his present contract and the County Budget Committee's deletion of funds to provide the necessary building to house the planetarium during this budget year. The Board expressed an obligation to obtain a science coordinator during the current budget year to plan curriculum, etc.

MOTION

Director Wooten moved that the science coordinator position be reopened and advertised in the major city papers.

Director Armstrong seconded and the motion carried.

\*\*\* Lane County  
Social Services

In response to Bob Wynia's request for suggested nominees to the Social Services Committee, Director Armstrong indicated that either Carol Easton or Carolyn Baker of the Lane Community College Home Ec Department would be an excellent choice for the Nutrition Services Committee. Director Armstrong indicated an interest to serve on the Youth and Children's Services Committee and added that Gene Farthing, if time allowed, would be an excellent choice for that committee appointment.

It was noted that Ron Munkres is presently serving on the Manpower Committee.

Chairman Peniston stated that he would submit the names presented to Bob Wynia for consideration.

5. Building Report  
Landscaping

5. Dee Unthank, architect, reported that the only problem of any size other than the computer room air conditioners is the completion

5. Building Report

Landscaping

Computer Room

Airconditioning

5. (continued)

of the landscaping project which should be under control within a month. In addition, a few minor door adjustments, etc., will need to be made by the contractor or his subs as the need arises.

Dee Unthank stated that the air conditioning is performing satisfactorily at the present time and that Jim Balzhiser had thoroughly researched the problem of the backup unit and was ready to present his findings.

Director Armstrong requested that Bob Dusenberry express his concern regarding the proposed air conditioning backup needs.

Mr. Dusenberry stated that OTIS has attempted to operate at the optimum 70° temperature and that within the next year additional hardware may require cooling for an additional 60,000 BTUs in addition to that presently being used.

Jim Balzhiser apologized for the past performance of the air conditioning units in the computer room and stated that the system has been working properly between 71° and 74° for the past seven days. He did not recall any need in the magnitude of 60,000 BTUs being added into the present drum but was sure it could not accommodate that. Mr. Balzhiser stated that the proposed standby unit will handle air conditioning needs should one of the present air conditioners malfunction. It is designed as a roof unit with a duct down to the computer room just opposite the present ten ton unit. Roof placement is recommended to avoid taking floor space. The standby unit is capable of operating with either of the two main air conditioners or all three could operate simultaneously. The standby unit will not provide humidification or reheat capabilities because it is believed the present equipment will be adequate. Informal bids on the 15 ton (equivalent) unit with some additional grills, etc., including installation were received from Harvey Price (\$8,995) and Durbin Sheet Metal (\$9,739).

MOTION

Director Wooten moved that the additional standby air conditioning equipment bid be awarded to Harvey Price (\$8,995) and that the funds for that equipment be allocated from OTIS contingency fund.

Director Williams seconded and the motion carried.

*Director Armstrong abstained from voting.*

6. Teacher TMR Class  
(Ellis Parker School)  
Contract

6. The Superintendent recommended that Frosty Jan Price be contracted to teach the TMR class at Ellis Parker Elementary School for the 1975-76 school year.

MOTION

Director Williams moved that Frosty Jan Price be contracted at Level 4 of the Eugene 4J schedule from August 25, 1975 to June 11, 1976

6. Teacher TMR Class  
(Ellis Parker School)  
Contract MOTION

6. (continued)  
to teach the TMR class at Ellis Parker Elementary school.

Director Armstrong seconded and the motion carried.

7. TMR Evaluation  
Recommendation Report

7. Director Armstrong reported that she and the Superintendent had met and discussed the proposed evaluation of county programs for TMR and recommend that: (1) the Superintendent contact agencies (school superintendents, Pearl Buck, and University of Oregon) conducting TMR programs and invite them to indicate a desire to be involved in the evaluation of the county program and following their response (2) to contact the Mental Health Division to see what they have to offer in the way of funding and suggestions; and (3) at a later date to recommend committee membership to Mental Health along with areas to be included in the evaluation, i. e., program, facilities, teachers, coordination between districts, transportation, parent involvement, special services, speech therapy, p. e., normalization, relations with normal children, etc. One specific recommendation is that one person from outside the state be hired to help in the evaluation. The Superintendent has contacted Dr. Bill Tilley, director of special education in Madison, Wisconsin, to determine whether he might be available. To date, he has not responded to the inquiry.

MOTION

Director Huff moved to adopt the procedure outlined by Director Armstrong.

Director Wooten seconded and the motion carried.

8. Speech and Hearing  
Program Report

8. Gene Farthing reported on the Eugene Hearing and Speech Center program. The \$7,887 provided by Eugene 4J to meet the estimated needs of 4J students from April through June was not expended and the balance of \$2,044 should be ample to provide the necessary summer services for these students through August.

In addition, \$2,725 has been authorized to fund the summer program as part of the regular resolution program and 13 students (eight from Eugene 4J; four from Junction City; and one from Bethel) are participating.

Don Rose, one of the Eugene 4J region directors has been appointed to coordinate the program and referrals in the Eugene district. Since approximately 75% of the speech and hearing services are for Eugene 4J students, this should be helpful in tightening the procedures and solving the funding problems.

The next meeting of the Speech and Hearing Program Committee will be held following the completion of the summer program.

9. Fair Booth Report

9. Gene Farthing reported that the fair booth is proving to be very popular. More than 200 had participated prior to the end of the first day and it is anticipated that 1,000 or so will have visited the booth during the week.

Director Wooten commended the committee for the very attractive booth.

10. Board Retreat Agenda

10. Director Armstrong invited Board suggestions to be included on the agenda for the September 27, 8:30 a.m. to 4:00 p.m. Board retreat. Subjects being considered are policies, means for program evaluation, and goals and objectives.

Director Wooten suggested that the meeting be opened with a short session with the directors. This would facilitate an open and frank discussion of Board needs and what directors expect or want from the Board.

It was noted that Chuck Pyron might serve as the facilitator.

Directors Armstrong and Wooten will present the final agenda recommendations at the September 9 meeting.

11. Executive Session


11. Chairman Peniston recessed the general meeting and called for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005 - 192.030, for the purpose of discussing personnel and negotiation matters.

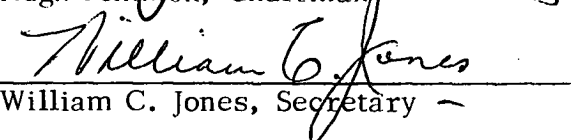
The general meeting reconvened with no action taken.

12. Next Meeting

12. The next regular meeting of the Lane IED Board will be held on Tuesday, September 9, 7:30 p.m. at the Lane IED Center Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
July 22, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane IED was held Tuesday, July 22, 1975, at 7:30 p.m., with the following members present: Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Howard Bird, Nile Williams, Cynthia Wooten, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Evelyn McKenzie, Wanda Vinson, and Sallie Rainville of the IED staff; Bob Dusenberry of OTIS; architect Dee Unthank; and Wes Nicholson, Gail Nicholson, Jack Gossard, Dick Newell; and Ron Bellamy of the Eugene Register-Guard.

2. Correspondence

2. The Superintendent presented correspondence from:
  - a. William Frye, attorney for Lane IED, regarding legal fees;
  - b. James K. Balzhiser, engineer, regarding air conditioning of computer room;
  - c. Henry Drummonds, attorney for Edythe Heintz; and
  - d. Buhlinger and Dressler, attorneys for Multnomah IED, regarding tenure of IED certificated employees.

3. Minutes Approved.  
MOTION

3. Director Armstrong moved that the minutes of May 26 be approved.

Director Williams seconded and the motion carried.

4. L-COG Appointee  
from IED Board

4. Director Benjamin asked to be relieved of her duties as the IED's representative to the L-COG Board of Directors (due to lack of time). She reported that Director Wooten had been attending meetings as her alternate.

Director Huff moved that Cynthia Wooten be appointed Lane IED Board representative to the L-COG Board.

Director Armstrong seconded and the motion carried.

Director Benjamin stated that she would serve as alternate.

5. Letter from Attorney  
William Frye regard-  
ing legal fees

5. The Superintendent referred to a letter from William Frye, IED attorney, in which he stated the increasing need for legal services by the IED as it has grown and expanded. The letter requested a monthly retainer of \$150 with time over three hours in any one month chargeable at the rate of \$40 per hour. The Superintendent recommended following Frye's suggestion and increasing the amount as requested.

Board members agreed that Frye's services are valuable and the fees reasonable for someone of his competency.

5. Letter from Attorney, William Frye re legal fees (continued)  
MOTION

Director Huff moved that the IED Board retain William Frye as its attorney at a monthly retainer of \$150 with time over three hours in a month chargeable at the rate of \$40 per hour.

Director Benjamin seconded and the motion carried.

6. Letter from James Balzhiser re air conditioning

6. The Superintendent presented a letter from James K. Balzhiser, engineer for Unthank, Seder, and Poticha. The letter dealt with the problems of air conditioning the computer room. The Superintendent further stated that the temperature necessary for the computers to function efficiently is around 70 degrees. Bob Dusenberry, OTIS Director, reported that, at the present, the room is operating at a temperature of 75 to 76 degrees. He said the cooling system is underpowered and that they are getting by by borrowing air from the big system. Dusenberry stated that OTIS needs the capability of running with one unit in reserve and that because so many schools depend on the services, the operation should be able to operate constantly even on an emergency level. The Superintendent stated that the problem looks like a design error.

Architect Dee Unthank was asked to report his perceptions of the difficulty. He stated that there were two parts to the problem -- (1) the equipment we have ( a ten-ton unit and a fifteen-ton unit) has not been able to keep the room cool; and (2) the second concern is the possibility of future load on the air conditioning equipment.

The engineering firm is looking for leaks which, hopefully, when repaired will resolve the first problem. Mr. Unthank reported he felt we were at the point of having this problem resolved, and said that both he and the contractor will work with it until it is resolved. He stated that the factory people will be checking thoroughly all the air conditioning equipment.

To resolve the second problem, Unthank said that he felt that the kind of unit the engineering firm is recommending for back-up is not a sophisticated one but one that would furnish ten tons of cooling which would take care of any potential breakdown and give adequate capacity. He felt the board should get bids and prices for this additional piece of equipment. Director Williams stated that he felt the board did not have much choice since there should be no possibility of a breakdown because of the number of people depending on OTIS services.

Director Benjamin questioned the accuracy of the engineers' figures. Unthank said that they had been received from the vendors and had been re-confirmed. Dr. Jones requested that the board give him the authority to purchase the stand-by unit at the least expensive price and have it shipped.

6. Letter from James K. Balzhiser re air conditioning (continued)

6. (continued)

Director Armstrong stated that she was not willing for the Board to accept financial responsibility and felt this should be settled before the unit was obtained. The Superintendent agreed that it was not the Board's responsibility but stated that the unit is really needed immediately and it might take some time to place the financial responsibility. Director Benjamin asked if another engineering firm could check the figures over again in order to be sure of the accuracy of the firm's recommendations. Unthank stated that if there had been a miscalculation, his firm would take care of it.

Director Armstrong inquired if it would be possible to pursue responsibility with the IED attorney. The Superintendent replied that he planned to do this.

MOTION

Director Armstrong moved as follows: (1) that the Superintendent, in consultation with Mr. Unthank and Mr. Dusenberry, get another air conditioning engineer to review the problems; (2) that, if the needed equipment is priced under \$5,000, the superintendent, with ~~provisional~~ <sup>\*professional</sup> advice, be authorized to purchase it and have it shipped. If the cost is over \$5,000, a special board meeting will be called; and (3) that the board, through Dr. Jones, pursue the legal aspects and responsibilities for this situation.

Director Wooten seconded and the motion carried.

7. Richard Newell's Report on his Visitation to Madison, Wisconsin (TMR Program)

7. Jeanne Armstrong introduced Dick Newell, a member of the TMR Study Committee, who, at the request of the IED Board, had visited the Madison, Wisconsin TMR programs while on a business trip.

Mr. Newell stated he plans to present a written report of his visit to the board as soon as possible. He reported that he had personally visited three schools and at least six classes for the handicapped, had met with two local parent groups, and had held an in-depth discussion with Madison special education director, Dr. Bill Tilley. Newell said he was impressed with the programs in Madison and gave a brief summary of his observations. He said the strengths of their program included the following:

1. the literature disseminated by the program;
2. the involvement of the professional staff in all aspects of the program and the needs of the students;
3. the participation of administration, teachers, parents, and agencies dealing with mentally retarded youngsters on a day-to-day basis;
4. the screening and placement process which places students accurately and evaluates success of individuals within the system;
5. the relationship of Madison Public Schools with the University of Wisconsin program;
6. strong parent involvement in the program;

7. Richard Newell's Report  
(continued)

7. (continued)

7. a range of placements for special individuals including the center concept;
8. detailed management contracts dealing with administration of special ed programs that are developed and signed by administrative staff. The administrators sign contracts with detailed descriptions of their charge for the year which includes a variety of activities that they are required to accomplish. Salary and promotion for the following year are based on accomplishment of the contracted tasks.

The weak areas of the program were:

1. Integration for many programs still does not exist. Special children were sometimes isolated from "normal" students at lunch, etc.;
2. Building location and placement and selection of sites is difficult;
3. Voids exist in vocational training and job placement;
4. Summer school programs are not as strong as they should be.

Newell said that the Madison system has total commitment to a philosophical ideal regarding special youngsters. He stated that he was very impressed with Madison's early age screening program and urged the board to study and deliberate on the progressive attitude as well as the strong and weak points of the Madison program. He said that visitations such as his provide a good opportunity to view programs objectively and to analyze both good and bad points. He presented the Board with handouts including a copy of an analysis showing that retarded children can learn to do math problems and a copy of the Wisconsin law dealing with special education programs.

The Board thanked Mr. Newell for his time and stated they were looking forward to receiving his written report.

8. Report on TMR Committees

8. Director Armstrong presented the proposed Guidelines for the TMR Advisory Committee and TMR Working Committee (copies attached to these minutes). She defined the three TMR Committees as follows:

TMR Study Committee: The committee that met previously and worked out the two-year plan. The TMR Working Committee and TMR Advisory Committee are the two groups coming out of their plan.

TMR Working Committee: This committee has been appointed and is working. In general, the 12-member committee does curriculum planning, screens children, recommends teachers, and helps to work out actual day-to-day problems dealing with children.

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8. Report on TMR  
Committees  
(continued)

8. (continued)

TMR Advisory Committee: This committee is to be a larger, community-wide committee with a membership of about 20. People who have shown particular interest in TMR education will be asked to become members including representatives of the League of Women Voters, Pearl Buck Parent Organization, U of O Parent Organization, etc.

The committee which developed the TMR Advisory Committee guidelines has agreed to meet again to talk about persons or groups who might be represented on the Advisory Committee and then come to the August 12 Board meeting with suggestions for membership.

MOTION

Director Benjamin moved to approve both the TMR Working Committee and TMR Advisory Committee guidelines.

Director Bird seconded and the motion carried.

9. Report on Word  
Processing  
Center.

9. Willson Maynard reported that, due to time constraints, he had been unable to involve all of the staff in learning about word processing. However, he reported that Gene Farthing, Evelyn McKenzie, Linda Gil, Opal Jacobson, and Sallie Rainville had visited the Salem Public Schools' Word Processing Center and that these five people had held a debriefing session with him to review their findings. He reported that the visit was highly informative and that those making the trip seemed to see relevancy in what they saw in terms of our problems.

After hearing feedback from Sallie Rainville and Evelyn McKenzie, Director Armstrong suggested that it would be a good idea to have those who had visited Salem talk to other groups of employees about what they saw so that the entire staff could share their impressions and feedback.

Dr. Maynard explained that the basic concept of word processing is to type material in the most efficient manner possible. He said that the machines have a memory system which can operate automatically at speeds of up to 180 words per minute, store whole quantities of routine typing, and correct automatically.

Maynard said that dictating equipment is an important part of the word processing center and suggested looking very carefully at our dictating equipment. With the touch-tone telephone system which is already installed, IED personnel could dictate material to the center using their telephones. Dr. Maynard stated that the Center concept would improve efficiency and reduce cost over a period of time. He recommended hiring two people for the center with two pieces of equipment and said his rough estimate for proper dictating equipment and the typing units would be about \$10,000 per year on a rental-lease basis.

August 22, 1975

9. Report on Word  
Processing  
Center  
(continued)

9. (continued)

Directors Armstrong and Wooten asked for a breakdown of the cost. They inquired how much the same amount of output would cost per year as opposed to the \$10,000 the word processing center would cost. Maynard replied that it was not possible to give a cost breakdown in terms of how many hours of secretarial time we're going to save. Initially, he said, he does not think we will save any secretarial time, but he expects within ~~two to~~ four years we would save appreciably in manpower by not adding people.

Director Wooten stated she would rather invest in people than in machines and said that she was very opposed to the word processing center concept.

Dr. Maynard said that the core of this system is the procedures that human beings follow to implement this kind of system. He asked that he be placed on the August 26 agenda to present a procedural manual for in-service training of the staff, and information and specs on all available equipment.

Director Huff agreed that some of those steps needed to be taken before the board can really act.

Director Armstrong said she would want to be sure that it isn't assumed that the project has been given board approval.

Director Benjamin stated that all types of equipment, not just IBM, should be considered.

Director Wooten stated that, in terms of the employment and economy, she could not support a plan that was machine-oriented rather than human-oriented and that would mean an investment of \$30,000 for some machinery that would do what people could really do.

MOTION

Director Benjamin moved to allow Willson Maynard to go ahead with his plan and bring a report back on August 26, with the assumption that the board is not giving approval to the Center at this time.

Director Huff seconded and the motion carried. Director Wooten abstained from voting.

10. Program Evaluation

10. Gene Farthing presented an example of an evaluative instrument which he had used in evaluating ISAC services to the local school districts. He asked if this is the type of information the board is looking for in program evaluation, keeping in mind that the instrument covered only one division of the IED. The instrument shows whether the people in the districts are satisfied with the programs presently being provided by the IED, and asks what other kinds of programs they would like and what they would want to trade off or add.

10. Program Evaluation  
(continued)

10. (continued)

Director Williams suggested that an evaluation of programs could best be done by an outside, accreditation-type evaluation team. He suggested inviting people from other IEDs, universities, etc., to serve on such a team.

Gene Farthing said that the IED is in a transitory period right now, moving toward Management By Objectives; therefore, it might be best to have a temporary or short-term program evaluation now and then move toward the outside team as IED and department goals and objectives are set through the MBO program. He pointed out that the outside evaluators would have to know what information is desired in order to know what to look for. Director Huff pointed out that it is very important to get an objective evaluation.

Director Armstrong suggested the evaluation should be conducted gradually rather than all at once -- perhaps starting with EMR-TMR programs since there has already been some focus on those programs through the TMR Committee, and on the IMC which already has written objectives.

Director Bird felt that the ISAC area is one that should be evaluated in the near future.

Director Armstrong suggested that Director Bird should be working with Gene Farthing in developing the evaluation process. Director Wooten suggested that Mr. Farthing rework his ISAC evaluation process for budgeting purposes this fall; she suggested setting an arbitrary date, perhaps the first meeting in October as a time when we might look at a plan for outside evaluation teams. She stated that it might be helpful to have feedback about program evaluation from the districts.

Director Bird stated that the evaluation instrument used by the TMR programs at Madison and shown by Dick Newell during his report was a good instrument because it requires commitment from department heads and staff -- thus making for a solid organization. The Superintendent stated that the way to find out whether the program is doing what the districts want is to ask the districts. Director Benjamin pointed out that district personnel might not know of new programs that could be made available and an outside evaluator might be able to see points that should be strengthened or added.

Director Huff suggested that the evaluation process should include two facets: (1) the Board needs to know how well present programs are operating -- such information can be obtained from teachers, principals, etc.; (2) the board also needs to know how our programs stack up against some kind of standard for those programs and needs to get an unbiased, overall view for purposes of budgeting, etc.

August 22, 1975

10. Program Evaluation  
(continued)

MOTION

10. (continued)

Director Benjamin moved that Gene Farthing, Howard Bird, and Nile Williams prepare a recommendation to the Board on how to evaluate, what to evaluate, when to evaluate, etc., with a timeline and deadline table to be presented to the Board at the August 12 meeting.

Director Benjamin seconded and the motion carried.

11. Fair Booth Report

11. Gene Farthing reported on the progress of the IED Fair Booth. There are three basic concepts -- (1) to get people involved, (2) to show them that education is basic, and (3) to illustrate that the IED helps to deliver educational services in Lane County.

Mr. Farthing showed the model of the booth designed by Alan Livingston, IED graphic artist, and commented on plans for pictures for the booth. The directors requested that their pictures not appear.

Dates of the fair are August 12 through 17. The Superintendent said that Board members would be most welcome to visit or volunteer time at the booth.

12. All Day Work  
Session

12. Director Armstrong commented on the need for an all-day work session to work on policy, board goals and objectives, and other critical items that are not getting done because of lack of time.

MOTION

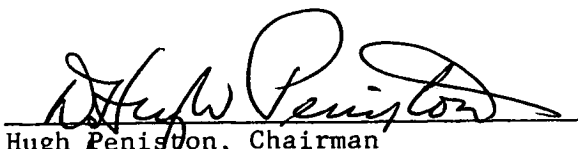
Director Armstrong moved that Saturday, September 27, be placed on the Board calendar for the all-day Board session.

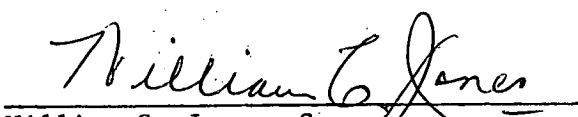
Director Williams seconded and the motion carried.

13. Meeting Adjourned

13. The next regular meeting of the Lane IED Board of Directors will be held Tuesday, August 12, at 7:30 p.m. at the IED office, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION SPECIAL MEETING  
Tuesday, July 15, 1975

Minutes in brief

1. Attendance

1. The special meeting of the Lane Intermediate Education District Board and the Planetarium Selection Committee was held Tuesday, July 15, with the following members present: Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Howard Bird, Nile Williams, Superintendent William Jones; Planetarium Committee members Dr. Ed Ebbighausen, Dr. Russ Donnelly, Gary Steziak, and Jack Fink. Also present were Willson Maynard, Gene Farthing, Evelyn McKenzie, and Mel Mead, of the IED office; Attorneys Bill Frye, Charles Porter, and Bob Frazier; Viewlex representatives Harry and Rick Milburn; Spitz representatives David Wechler and Dr. Leonard Skolnick; Jack Gross; Ron Bellamy of the Eugene Register-Guard; and several interested visitors (including Mr. and Mrs. Dolph Janes of OMSI; John Lofgren; Jim Donnelly; Mark Forbes; Donn Forbes; Andrew Gilmore; and Leslie Frye).

2. Introductions and  
Purpose of Meeting

2. Chairman Peniston welcomed all present and introduced Board members, Planetarium Committee members; Spitz and Viewlex representatives; and attorneys.

Chairman Peniston stated that the purpose of the special meeting is to go over once again the quotations presented by the planetarium companies and primarily to give Spitz the opportunity to make another presentation. The Spitz representatives were granted 20 minutes for their presentation; the Viewlex representatives were offered the same time but declined. Instead, they said they would like to respond to any questions posed following the presentation.

3. Meeting Recorded

3. The entire meeting was recorded on tape and is on file for reference.

4. Correspondence

4. The Superintendent presented correspondence from:

- a. Attorney Bill Frye regarding the planetarium (repeated from last meeting); and
- b. Attorney Charles Porter regarding the planetarium (repeated from last meeting).

David Wechler, Spitz president, distributed copies of:

- a. Preventive maintenance agreement (sample);
- b. Press release statement by David Wechler, president and treasurer of Spitz Space Systems;
- c. Statement by Dr. Leonard Skolnick, Technical Director of Spitz;
- d. Operational comparisons of the Spitz 512, Viewlex Mark II, and GOTO SG-10;
- e. Price comparisons (alleging a price difference of \$14,000 to \$18,000); and
- f. "Evident" Board package--with Spitz indicating the GOTO to be \$4905 less and the 512 to be \$8,770 less than Viewlex Minolta (for planetarium instrument, 40' dome, automation, installation, and loaner instrument).

## 5. Spitz Presentation

5. Mr. Wechler stated that (1) the Spitz reputation is tops in the planetarium field; (2) the functional capability of the Spitz system for educational use is far superior; (3) that Spitz is a full-service organization -- fully integrating manufacturing, domes, and installation and maintenance systems with recognized leaders in the field; and (4) the price is less. He stated that the company is employee owned.

Following a conference with Superintendent Jones earlier in the day, Mr. Wechler stated that the cost difference is \$8,770 less for the 512 and \$4,905 less for the GOTO, rather than the \$14,000 - \$18,000 difference indicated in his statement.

Dr. Skolnick reviewed the operational comparison data listing advantages and disadvantages of the three planetarium systems (Spitz, GOTO, and Minolta).

Price Factor

The Superintendent stated there is still a discrepancy between the price difference as quoted by Spitz and the way he perceived it. He listed the following cost factors:

	<u>GOTO</u>	<u>Viewlex</u>	
Instrument	61,650	66,980	
Dome	30,000	30,000	
Automation	<u>24,725</u>	<u>19,500</u>	
	116,375	116,480	(\$105 difference)
Loaner	<u>2,860</u>	---	
	119,235		
Installation	<u>???</u>	<u>7,800</u>	

Spitz failed to respond to a specific request to state in a cover letter whether or not the installation figure is included in the quotation. Should they indicate a cost of \$10,000 (estimate) at time of installation, the Viewlex figure is, in fact, the lower cost. On the basis of the information presented, there is a cost difference of \$105 (with the exception of the installation factor).

Mr. Wechler stated that it was his understanding that the request from the participant should have been in writing but that the installation cost was included in the initial quotation -- even though not so stated.

Questions and answers relating to maintenance, etc.

Gary Steziak questioned how the two companies would provide preventive maintenance, keep equipment up to current status, and the cost involved. Mr. Milburn stated that Viewlex is a modularization concept and to add another concept is done by removing a blank panel on the control and adding another. This could be done by planetarium director or by Viewlex for a charge. Viewlex warranty is approximately \$1398 for entire system, including air fare, and covers everything except Act of God, vandalism, and light bulbs.

Mr. Wechler, Spitz, stated that Spitz preventive maintenance is \$975 and he did not anticipate any change -- also major defective parts are replaced under the agreement (would send someone immediately upon call and they have a West

August 19, 1975

5. Spitz Presentation  
(continued)

## 5. (Continued)

Coast maintenance person). When improvements are made in the Spitz instrument they are made available to those instruments then in service.

Viewlex added that if a machine is not on warranty, the director can make changes or Viewlex will evaluate a drawing of the suggested change and, if it proves practical, will do the work without profit on cost basis for materials and labor. (Might even use in updating other instruments, with permission.)

Mr. Wechler stressed the Spitz belief that it is important to have an over-all system responsible for the entire system. He introduced Jack Gross, who has a planetarium under warranty with Viewlex and is experiencing difficulty with the automation system.

Mr. Gross responded that Viewlex had helped them but the program had to be bypassed; however, Viewlex will be coming again to assist him. He indicated that automation has posed problems elsewhere and some have elected to omit automation because of the inherent problems encountered. (Mr. Milburn reported that the automation system had been demonstrated successfully prior to payment. Because of problems with GOTO, Viewlex has discontinued contracting with them. In addition, Viewlex Audio Visual Inc. had assumed certain assets and liabilities of Viewlex Inc., including warranty contracts in effect. Mr. Milburn indicated he had a list of the problems with GOTO if the Board is interested in reviewing them. (One specifically has to do with the machine going out of synchronization every time it is turned on or off.)

Spitz and Viewlex both reported that they are the largest and most outstanding firm in the planetarium field.

RECESS

Chairman Peniston called for a 10 minute recess.

The meeting resumed and Director Williams reported that he was impressed by both pieces of equipment and that a formal bid based on the specs and price would not be possible. The Board had given as considerate and fair a hearing as is possible after reading all the materials and visiting the installations.

Gary Steziak, OMSI director, stressed the importance of putting in writing all provisions covered under the preventive maintenance contract and holding the supplier to the terms specified.

General consensus was that both suppliers provide an adequate maintenance and service program. It was stressed that a good working relationship must exist between the director of the planetarium and the company providing the service.

Mr. Wechler, Spitz, introduced a telegram indicating that

August 19, 1975

5. Spitz Presentation  
(continued)

## 5. (continued)

GOTO had dropped the Viewlex contract because of financial problems. (Mr. Milburn stated the contract with GOTO was with Viewlex, Inc. -- not Viewlex Audio Visual, Inc. -- and he had documented correspondence proving that Viewlex had terminated the contract.)

In response to Director Armstrong's question regarding number of maintenance personnel, Viewlex indicated they have six and Spitz has twelve.

Director Benjamin stated that one concern of the Board is whether Spitz has signed a formal contract with GOTO or do they just have an understanding without a formal contract. Mr. Wechler stated that Spitz is authorized to sell and service GOTO but that the detailed agreement is in the legal process at the moment -- having to do with which government law overrides -- U.S. or Japan.

Jack Fink stated that his principle concern is that the system works well regardless of the supplier. He believes he could teach with either system and that it is necessary that the company maintain and guarantee research with a good relationship.

Mr. Wechler asked how the rotation system will be provided without breaking the Spitz patent and Mr. Milburn referred to 1941 library, City of New York Public Domain (public information).

Gary Steziak stated that the instrument should not be accepted until it is delivered, installed, and working properly.

## 6. Planetarium Decision

## 6. Chairman Peniston closed discussion on the various merits of the two instruments and stated he had heard nothing to change his mind. Committee members Ed Ebbighausen and Russ Donnelly stated they were prepared to stand by their original opinion.

Jack Fink and Gary Steziak responded that Spitz has a fine reputation with planetarium people and had the Board seen the comparable GOTO instrument in operation, there might be a difference of opinion. However, they stressed the importance of good working relationships, good preventive maintenance contracts, and a good education institute program. Gary Steziak suggested that perhaps Viewlex would allow the planetarium director to be present when the instrument is assembled.

Director Armstrong stated she had not changed her decision because she was not sure that there is a formal contract between Spitz and GOTO and that may have been the reason for the bid being presented in the manner that it was. Also, she was concerned because of the contract with Viewlex; however, she tried to consider the Spitz presentation as fairly as possible and would be willing to run the risk for a machine she felt was superior.

\* Viewlex - 91 installations  
\*\* Spitz 656 installations

\* Jack Fink favored  
the Spitz planetarium

6. Planetarium Decision  
(continued)

MOTION

6. (continued)

Director Armstrong moved to reaffirm the contract arrangement with the Viewlex Company.

Director Bird seconded and the motion carried.


Director Armstrong requested that the IED express to the Spitz Company that it desires a good working relationship with them and, when possible, would like to purchase education programs from them and/or participate in their institutes.

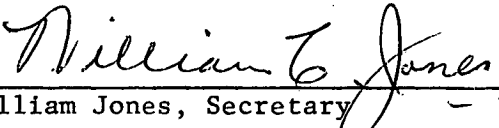
Chairman Peniston expressed his appreciation to the company participants and to the committee members for their valuable expertise.

7. Meeting Adjourned

7. The next regular meeting of the Lane IED Board will be held Tuesday, July 22, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
\_\_\_\_\_  
Hugh Peniston, Chairman

  
\_\_\_\_\_  
William Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, July 8, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, July 8, 1975, with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Howard Bird, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Mary Simmons, Evelyn McKenzie, and Jim Swanson of the IED office; Attorney Charles Porter; Attorney Bill Frye; and Ron Bellamy of the Eugene Register-Guard.

2. Minutes Approved  
MOTION

2. Director Huff moved that the minutes of May 20, 1975, and June 3, 1975 be approved.

Director Wooten seconded and the motion carried.

3. Correspondence

3. The Superintendent presented correspondence from:

(a) Viewlex regarding the Azimuth rotation system and elevator;

\* (b) Don Penfold, regarding June 17 election comments;

\*\* (c) Harry Milburn, Viewlex, regarding 100% Performance Bond in the amount of \$103,880;

\*\* (d) William F. Frye, attorney, regarding the IED planetarium purchase; and

\*\* (e) Charles O. Porter, attorney, regarding the IED planetarium purchase.

\* Director Wooten suggested that the Superintendent respond to those voters listing names and address to clarify some of their comments and enclose a brochure of IED services.

\*\* See item #5, Consideration of Spitz presentation at a special meeting.

4. Appointment to Lane  
County Social Services  
Committee

4. Chairman Peniston reported that his attempt to discuss the IED appointee to the Lane County Social Services Committee with Bob Wynia had been unsuccessful to date. Mr. Wynia's secretary reported that Mr. Wynia was on vacation and that it was too late for the IED to make a recommendation because the County Commissioners had already confirmed Ron Munkres' appointment to the Advisory Committee.

Chairman Peniston again expressed concern that, while Mr. Munkres would be a fine appointee, the Board thought there might be the same degree of

4. Appointment to Lane County Social Services Committee

4. (continued)

conflict of interest as the Board nominee Cynthia Wooten, and again expressed the intent of the Board to name a director to that committee. He was then informed that no one on the committee represents any particular group and is chosen for his/her ability, etc.

Board consensus was that Chairman Peniston once more attempt to discuss the appointment with Bob Wynia to obtain first-hand information and to indicate to Mr. Wynia that the Board concern is to provide assistance based upon their NYC (Neighborhood Youth Corps) experience to the Committee.

5. Spitz Presentation

5. The Superintendent briefed the Board on planetarium equipment purchase developments. Following the June 24 meeting with Viewlex and Spitz representatives, the planetarium committee unanimously recommended that Viewlex be selected. Both company representatives were given time to present their instrument for consideration and ample time was allotted for committee questioning (1:30 p.m. to 6:15 p.m.). On June 25, following Board approval of the Viewlex dome, planetarium, installation, and automation, the Superintendent issued a purchase order to Viewlex (to comply with NDEA provision to expend the funds prior to June 30) with the stipulation that a 100% performance bond be provided by the company or the contract would not be valid. Subsequently, it has been determined that compliance with the grant requires the act of accruing the expense to show that monies have been allocated in the amount of the NDEA funds plus the IED matching funds. (The 100% performance bond has been received from Viewlex and Sam Huston, IED insurance agent of record, has verified that it is from an established and qualified company.)

Also on June 25, Jim Nagashita, Spitz representative, expressed his displeasure that the contract had not been awarded to Spitz and the following day Spitz President Wechler called and indicated he believed the instruments were comparable, that taxpayers were being asked to spend more for one instrument than the other, that Spitz had been unfairly dealt with, and alleged that Viewlex is not solvent and, therefore, cannot perform. Mr. Wechler then had his attorney check with the IED and then with the State Department of Education regarding where the IED stood relative to state statutes and the possibility of litigation. The Superintendent asked Mr. Wechler to reconsider and Mr. Wechler agreed to think it over and return a call regarding his decision. Mr. Wechler then notified Attorney Charles Porter and asked him to represent Spitz in all future contacts with the IED. The Superintendent then referred to two letters--one from Attorney Porter, representing Spitz, and the other from Attorney Bill Frye, representing the IED. Spitz is requesting the opportunity to send in its "first team" to present the Spitz instrument and, specifically, the GOTO. Mr. Wechler indicated that it was not properly presented the first time.

Attorney Bill Frye stated that the Spitz people are contending that the planetarium equipment falls into the category of "public improvement"

## 5. Spitz Presentation

5. (continued)

and that the IED must, therefore, be subject to the law that contracts cannot be awarded for more than \$5,000 without going through the bidding process. Mr. Frye indicated that his interpretation is that the law applies to permanent improvement(s) to real property fixed to the land while the planetarium contract is for a piece of personal property to be placed at Alton Baker Park site and not subject to the bidding process, per se. This particular statute, ORS 279.060, has not been interpreted in any case in Oregon but in his (Frye's) opinion the purchase is not subject to that requirement in the code. Attorney Frye indicated that Attorney Porter had agreed, on behalf of Spitz, that if the IED gives the Spitz "first team" the opportunity for a second presentation, he (Porter) will guarantee there will be no litigation regardless of what decision is reached by the IED Board following the hearing. Mr. Porter further stated that regardless of his conviction that his interpretation of the law is correct, that he recommended that the Board agree to the second hearing rather than risk delay and costly litigation to prove the point.

Attorney Porter reiterated that Spitz will be satisfied with the opportunity for the hearing. He stated that he believes Spitz has a valid legal point. He did not want to make a decision without many additional facts which could be time consuming. Whether it was finally decided that a planetarium was a public improvement or personal property, there is the added danger of perhaps losing the federal funding. At this point, the Spitz representatives are aware of their difficult position but wish to improve their public relations through presenting their case again.

Director Benjamin stated there was no question but that Spitz had received a fair hearing and if they are given the opportunity for a second hearing, she assumed that Viewlex would also have that opportunity.

## MOTION

Director Benjamin moved to invite the Spitz and Viewlex representatives to make a second planetarium presentation.

Director Bird seconded.

Director Armstrong opposed the motion because she believed that Spitz had been dealt with fairly.

Directors Huff and Wooten stated that, as a matter of principle, another hearing was not necessary, but as a matter of practicality, it seemed more expedient to approve the motion and avoid possible litigation.

The motion carried with Director Armstrong voting "no." The meeting was set for Tuesday, July 15, at 7:30 p.m., in the IED Center Board Room, 1200 Highway 99 North, Eugene.

## 6. Job Descriptions

6. The Superintendent presented job descriptions for the school-community coordinator position, media library specialist, and a memo from Gene Farthing, ISAC Director, regarding the Arts Specialist position.

School-community coordinator: Salary range \$12,000 to \$17,000/12-month contract. Director Wooten suggested that the qualifications be amended to (#1) "A Bachelor's degree from an accredited institution or equivalent skills related to education and communications and demonstrated skills." Director Wooten asked that a portfolio of the applicant's work accompany the application.

Media/Library Specialist: Salary range \$13,800-\$17,500/12-month contract. This is the position previously held by Betty Gibson before she was transferred to the new teachers' resource center library. It was questioned whether this might be in conflict with the affirmative action policy and the Superintendent stated he would check with Attorney Bill Frye.

Art Specialist: The Superintendent recommended that the job description not be written until a survey is completed (within two weeks) to determine direction school districts wish to take regarding continuing the art program. While any program will be built on the program already established, the districts may wish to add music, etc.

Director Benjamin asked if Mike Youngblood had discussed the idea and what his reaction was. Director Benjamin stated she hesitated to risk losing momentum of the present program built upon numerous workshops, etc. She asked that June McFee at the University and classroom teachers working directly with the children be given an opportunity to respond to the proposed program.

Action on the Art Specialist job description was deferred for two weeks pending district reaction and suggestions.

## 7. TMR Working Committee (Response to Anne LeBeau's letter re more PBC involvement)

7. Director Armstrong referred to Anne LeBeau's letter concerning additional Pearl Buck Center parent involvement on the TMR working committee and Ms. LeBeau's concerns regarding placement of 24 PBC students in the public schools this coming year.

In response to Ms. LeBeau, Director Armstrong indicated that several parents of PBC students were in attendance at the meeting establishing the working committee and, at their suggestions, several changes were made. Ric Crowley of the Oregon State Mental Health Division was removed and two parents added. A member of the Lane County Health Division was included at Mrs. Waechter's suggestion. In addition, the 12th member of the committee was recommended by Mrs. Waechter and confirmed by the Board. The Board decided, therefore, that addition of others would be in opposition to the plan and would make the committee too large. However, PBC parents

7. TMR Working Committee (Response to Anne LeBeau's letter re more PBC involvement)

7. (continued)  
will be asked to serve on the TMR Advisory Committee to be established this summer.

Director Armstrong indicated to Ms. LeBeau that budgeting sessions between the State Mental Health Division and the the IED have been held and PBC has been funded for 81 students between the ages of six and 21 for \$ 150,863 (with an additional \$15,000 for transportation). Arrangements are being made contingent upon parent approval for nine pupils to be placed in public school programs in the fall of 1975. Then, according to the approved plan of the TMR Study Committee, 12 junior high school pupils, plus a PBC teacher, will begin an orientation program in a public school in January. PBC has been funded for these pupils.

Director Armstrong then indicated to Ms. LeBeau that Hugh Peniston, IED Board Chairman, is the appropriate person to whom questions or comments regarding IED programs for TMR children should be directed.

TMR Working Committee Report

Mary Simmons, TMR Working Committee Chairperson, presented minutes of the May 30 (TMR Transportation Committee) and June 2, 11, and July 9 (TMR Working Committee) meetings. A progress report will be given by the Committee at the September Board meeting.

Mrs. Simmons reviewed committee appointees and stated that PBC is well represented on the committee. She agreed with Director Armstrong's response to Ms. LeBeau. A maximum of nine (not 24) students with parental approval will be moved into the public school. Last year PBC was funded for 70 students (\$147,742). This year it has been increased to 81 students (\$165,863). In addition, there is some funding for the University of Oregon and public schools equipment, etc.

Mrs. Simmons indicated that another PBC concern was why the IED had not reimbursed the center for a pre-school class next year. Upon checking with Ric Crowley, Mrs. Simmons stated, she was informed that there is no additional money available from Mental Health for another pre-school class in Lane County. However, Bob Schwarz, committee member, indicated he had received some funding from another source and would have an opening for PBC youngsters in that pre-school class. The Directors expressed empathy for PBC's pre-school program and discussed various means of attempting to aid the center. It was pointed out that the IED cannot accept Title I funds for a pre-school program. In addition, the University is overseeing the present program and is providing a lot of things for which Mental Health does not pay.

Director Wooten suggested that the IED Board express its concern to Bob Schwarz and Lisl Waechter and work with Dr. Schwarz to attempt to get additional funds. It was suggested that Anastasia Thompson, Seattle HEW,

TMR Working Committee Report

## 8. Items for Action at a Future Board Meeting

## 7. (continued)

be contacted regarding possible funding. Director Wooten added that a letter should go out in the near future and that a copy be presented at the next board meeting. *\* to the U of O to obtain information regarding "outside" funding.*

## 8. The following items were noted for action at a future meeting:

Word Processing Center

The Superintendent stated that additional information on the proposed Word Processing Center will be presented at the July 22 Board meeting.

Bi-centennial Theatrical Group

Director Wooten reported that a professional group of University of Oregon performers, working with the Bi-centennial Committee, is coordinating a series of plays depicting five periods of U.S. History and wish to present them to the schools. District 4J has agreed to support the project and the group is now seeking IED support for the remainder of the county schools. A letter of support from the IED would assist the group in obtaining CETA funding.

Director Gene Farthing stated he had discussed the subject with Jane VanBuskirk, spokesperson for the group. Ms. VanBuskirk will be invited to discuss her proposal at the July 22 Board meeting.

Report on visit to Madison, Wisconsin TMR program

Dick Newell will be invited to report at the July 22 Board meeting on his recent visit to the Madison, Wisconsin TMR program and his visit with the parent group there.

TMR Evaluation Team

Director Armstrong asked if the State Mental Health Division has been requested to establish an evaluation team to evaluate the county TMR programs. She asked what district superintendent response has been regarding requesting the Superintendent to ask for a state evaluation team to conduct an evaluation of the TMR programs--she hoped it could be arranged prior to the opening of school. There are some federal and state funds available for evaluating programs. Director Armstrong indicated that the IED Board should have the privilege of approving the evaluation team and, in addition, it was suggested that some of Lisl Waechter's suggestions ~~on evaluation~~ be forwarded for consideration by the State Mental Health Division. It was further suggested that the Superintendent discuss potential appointees with Ric Crowley.

Evaluation of on-going IED programs

The Superintendent stated that evaluation of on-going IED programs is on the next Directors' agenda and will be a July 22 Board agenda item (time permitting).

*\* for membership on the evaluation team*

9. Executive Session

9. Chairman Peniston recessed the meeting and called for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005 - 192.030 to discuss personnel and negotiation matters.

10. Personnel Study

10. Chairman Peniston reconvened the meeting following the executive session to discuss personnel procedures.

MOTION

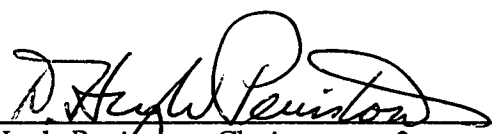
Director Joyce Benjamin moved to establish a special committee to study how the IED handles personal complaints by employees and devise a method to gauge staff morale. Specifically: (1) look at existing procedure for handling grievances; (2) devise some way to assess staff morale; (3) devise some way to handle letters from staff; and (4) devise some way for staff to express to the Board their concerns when they leave.

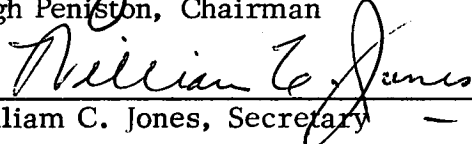
Director Howard Bird seconded and the motion carried.

11. Next Meeting

11. The next regular meeting of the IED Board will be held on Tuesday, July 22, 1975 at the IED Center, 1200 Highway 99 North, Eugene, at 7:30 p.m.

The meeting adjourned.

  
\_\_\_\_\_  
Hugh Peniston, Chairman

  
\_\_\_\_\_  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, June 24, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District was held Tuesday, June 24, at 7:30 p.m., with the following members present: Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, and Joel Noble of the IED office; Bob Dusenberry of OTIS; architects Dee Unthank and Ed Watterbury; Eric Milburn, Viewlex representative; Gary Steziak, OMSI planetarium director; Jack Fink, Medford School District planetarium director; and Ron Bellamy of the Eugene Register-Guard.

2. Correspondence

2. The Superintendent presented correspondence from:
  - a. Wendell Wick, City of Eugene Fire Marshal, regarding insulation requirements in the new building;
  - b. Jeanne Armstrong (copy) to Representative Frohnmayer, regarding the program for the TMR;
  - c. Anne LeBeau (copy of letter to Jeanne Armstrong) regarding Pearl Buck Center parent representation on the TMR working committee;
  - d. Rob Fussell, State Department of Education, regarding the NDEA project;
  - e. Phillip Rice, Bend School District, regarding OTIS services;
  - f. Professors of Physics Russell J. Donnelly and E. G. Ebbighausen, regarding the choice of the planetarium projector;
  - g. E. G. Ebbighausen, summarizing opinions of planetarium directors from Smithsonian Institute in Washington, D.C., the Hayden planetarium in New York City, and the Adler planetarium in Chicago, regarding the Viewlex and Spitz planetarium projectors;
  - h. Thomas Payzant, Eugene School District Superintendent, regarding the balance of the additional funds (\$2,000 of the \$7,887.50) to be used in the summer program at the Eugene Speech and Hearing Center; and
  - i. Letter of resignation from Joel Noble, School Community Relations Coordinator.

In Director Armstrong's absence and by general consensus, action on the letter from Anne LeBeau regarding parent involvement was postponed to the next meeting.

July 28, 1975

3. Canvass of Election Results

MOTION

3. The Superintendent presented election results as follows:  
To exceed the 6% limitation 13,809 YES 8,974 NO

Director Williams moved that the election results be declared official.

Director Benjamin seconded and the motion carried.

4. Building Insulation Report

MOTION

4. Dee Unthank reported that in recent communication from Fire Marshal Wendell Wick, he had been notified that the styro-foam insulation in the warehouse and IMC parts of the building which were left uncovered to save building costs must now be covered with  $\frac{1}{2}$ " gypsum to meet the amended state and federal building codes. This regulation was not in effect when the building was in the planning stages nor did it come to light until the building was in the finishing stages. The subcontractor who placed the sheetrock in the remainder of the building has quoted a price of \$3,669 for the warehouse and an additional \$792 for the IMC area. However, in checking with local firms, Benny Bartel Company quoted a price of \$2,272 to adhesively place gypsum board on those areas and it was Mr. Unthank's recommendation that the work be done by Benny Bartel Company.

Director Benjamin moved that \$2,272 be taken out of the 1975-76 emergency fund for the Benny Bartel Company to install the gypsum boards in the warehouse and IMC sections of the building.

Director Huff seconded and the motion carried.

5. Planetarium Quotation

5. The Superintendent referred to letters of recommendation from Ed Ebbighausen and Russ Donnelly regarding the planetarium instruments quoted by Spitz and Viewlex and to the prices quoted by those firms. The committee, after intensive study of the relative merits of the two systems presented by the vendors, recommended to the superintendent that the IED Board enter into a contract with Viewlex for the Minolta instrument. In addition, the committee further recommended a 40' dome (rather than the 33' dome listed in the specs) and a turntable elevator to raise and lower the projector. Therefore, it will be necessary to obtain a quotation on a 40' dome and turntable elevator. The total initial cost of the Minolta projector, dome, and some auxiliary equipment will not exceed \$150,000. Of this amount, \$73,586 (half of which is the NDEA grant) must be expended this year (by June 30, 1975) and the remainder of the \$150,000 to be budgeted in the ensuing year.

The Superintendent recommended that the IED Board enter into a contract with Viewlex for the Minolta instrument and ask for quotations on the 40' dome and the turntable-elevator.

Director Benjamin added that, while there are advantages in both systems, the committee concluded that the Viewlex optical system and optical projection, in addition to having the southern hemisphere, overcame the greater flexibility of the Spitz analog system. The committee

## 5. Planetarium Quotation (continued)

5. (Continued)

agreed that since the system must provide an educational instrument for the schools as well as a community instrument to be used by the university, Lane Community College, and the community at large, the Minolta with its higher degree of accuracy was the unanimous choice. The committee further recommended that the new science coordinator work with Viewlex and local sources for the elevator and rotating system. Another determining factor was the superiority of the Apollo (small Viewlex planetarium projector for 20 foot dome) loaner instrument over the Spitz. It is assumed that the loaner will be used for approximately two years, after which it may be secured as a traveling planetarium to be used in the outlying districts in the County.

In addition to the planetarium equipment report, Director Benjamin reported that the County has \$2,500 of planning money to be expended by June 30 on the Alton Baker Park site and additional funding will be in the county budget for construction of the building.

## MOTION

Director Benjamin moved that the Board purchase the Minolta planetarium equipment from Viewlex in installments over several years and to use the NDEA funds by June 30 (total final price not to exceed \$150,000). Also included are a 40 foot dome, a loaner instrument, and various pieces of other equipment as recommended later by the Superintendent. That portion of the \$150,000 not expended this year will be budgeted in ensuing budgets.

Director Huff seconded and the motion carried.

This award is for the planetarium instrument and some financing of the dome. Other details will follow on the approved automation system and will be presented to the Board at that time.

## 6. OTIS Form Bids

6. The Superintendent recommended that the OTIS Form bids be approved as follows:

Western Kraft

9½"x11" course selection sheets (S-10)	100M@	11.68
14 7/8"x11" grade marking scan sheets	220M	12.02
Attendance data collection sheets	180M	9.48
Temporary class lists	90M	13.08
Permanent class lists	70M	12.77
Verification of enrollment	200M	5.24

International Business Forms

Address labels	750M	4.11
8½"x3 1/3" continuous card stock	300M	3.68

6. OTIS Form Bids  
(continued)

## 6. (Continued)

UARCO, Inc.

1-part 14 7/8"x11"	220M	5.09
2-part 14 7/8" x 11"	460M	13.60
3-part 14 7/8" x 11"	165M	21.17
4-part 14 7/8" x 11"	420M	28.65
2-part narrow 10 5/8" x 11"	415M	11.56
Locator cards	860M	10.50
Personnel business data sheet - 3854	30M	13.15
Personal data sheet - 2210	30M	13.15

Moore Business Forms

Snap-out enrollment forms (S-8)	50M	12.90
Duplicator masters, 14 7/8" x 8 1/2"	60M	61.20

(No bid was presented for the 200M 80 col. DP cards.)

## MOTION

Director Huff moved that the OTIS Form bids be awarded as presented.

Director Williams seconded and the motion carried.

7. Joel Noble's Resig-  
Resignation

## 7. The Superintendent presented a letter of resignation from Joel Noble, School-Community Relations Coordinator. Dr. Noble has accepted the position of Superintendent-Principal of the Fresno Seventh-Day Adventist Schools.

## MOTION

Director Huff moved to accept Joel Noble's resignation with regret and expressed appreciation for the fine job done over the past four years.

Director Williams seconded and the motion carried.

Other directors added their appreciation and wished Joel Noble much success in his new position.

8. Appointment to Lane  
County Social Services  
Committee

## 8. The Superintendent reported that Ron Munkres has received a letter stating that the Lane County Social Services Committee will meet on June 12, and while his appointment will not be official until July 1, he was invited to attend.

At the June 3 IED Board meeting, Chairman Peniston was instructed to contact Bob Wynia or Bob Elfers regarding the IED Board selection of a Board member to that committee, but the letter to Mr. Munkres arrived before that could be accomplished.

The Board expressed concern that the appointment be made in this manner and asked for the basis of that decision. Chairman Peniston volunteered to discuss the misunderstanding with Bob Wynia.

9. Resolution Adopting  
Budget, Levying  
Taxes, and Making  
Appropriations

MOTION

9. The Superintendent presented a resolution adopting budget, levying taxes, and making appropriations for Board approval and recommended it become part of the official minutes.

Director Benjamin moved adoption of the resolution as presented.

Director Huff seconded and the motion carried.

RESOLUTION ADOPTING BUDGET, LEVYING TAXES, AND  
MAKING APPROPRIATIONS

I. BE IT RESOLVED that the Board of Directors hereby adopts the budget approved by the budget committee of the Lane Intermediate Education District on January 28, 1975, and adopted on March 11, 1975 -- now on file in the office of the Superintendent of the Lane Intermediate Education District.

II. BE IT RESOLVED that the Board of Directors levies the taxes provided for in the budget adopted in Paragraph I of this resolution in the aggregate amount of \$25,645,258, and that these taxes are as of 1 a.m., January 1, 1975.

III. BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 1975, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Personnel Services	\$ 980,480
Materials and Services	615,672
Capital Outlay	349,122
Other Requirements	<u>804,182</u>
Total General Fund	
Appropriations	\$2,749,456

SPECIAL EDUCATION FUND

Personnel Services	31,848
Materials and Services	4,035
Other Requirements	<u>1,000</u>
Total Special Education Fund	
Appropriations	\$ 36,883

CLEARING ACCOUNT FUND

Materials and Services	<u>\$ 385,000</u>
Total Clearing Account Fund	
Appropriation	\$ 385,000

9. Resolution Adopting  
Budget, Levying  
Taxes, and Making  
Appropriations  
(continued)

9. (Continued)

OTIS FUND

Personnel Services	\$ 498,936
Materials and Services	880,650
Capital Outlay	48,300
Other Requirements	<u>150,000</u>
Total OTIS Fund	
Appropriations	\$1,577,886

EQUALIZATION FUND

All Requirements	<u>\$23,225,098</u>
Total Equalization	
Fund	\$23,225,098

RECESS

Chairman Peniston called for a five minute recess, after which he reconvened the meeting.

10. Financial Reports

10. The Superintendent presented the financial report for May, 1975, and stated that none of the general categories are overexpended. Accounts payable for May, 1975, were presented as follows:

IED	\$187,618.29
OTIS	106,267.47

11. Agenda Items  
Deferred

11. By general consensus, the following agenda items were deferred:

Report on Communications program

Board Goals and Objectives

12. Sunriver Conference  
Report

12. Director Huff reported that the Sunriver conference was excellent and he was pleased with the close cooperation between IED boards and staffs in the programming. Position papers were presented by IED superintendents and administrative personnel concerning IED supervision, legislation, and the actual operation of IEDs together with anticipated problems. Willson Maynard was commended on his contribution to the conference planning.

13. Move Report

13. Gene Farthing reported that the move from the Elmer's building to the IED center was pretty well finalized by Friday, June 13, with no more than the usual problems of readjusting furniture. The space needed for the secretarial group was discussed as well as the need to provide some window covering to eliminate the glare from the glass.

14. Oakridge Aide  
Re-employment

14. The Superintendent reported that Oakridge has again requested that Mrs. Inger Reninger be employed as a teacher aide in the special education program. Board action is required for employment of anyone over 65 years of age.

MOTION

Director Benjamin moved that Mrs. Inger Reninger be employed as a teacher aide in Oakridge for the 1975-76 school year.

Director Huff seconded and the motion carried.

15. Science Coordinator Selection

15. The Superintendent introduced Jack Fink, Medford School District planetarium director for the past 14 years. Mr. Fink was the unanimous choice of the science coordinator screening committee; however, he must first be released from his present contract with the Medford school district. Undoubtedly, he will need to train his replacement and, therefore, we might not have a coordinator until some time in September.

The Superintendent recommended hiring Jack Fink as science coordinator responsible for the planetarium at \$19,970. This salary is based upon his present 220 day Medford contract extended to the IED 230 working days. The amount will be pro-rated according to the actual number of days worked.

Director Williams expressed reservation in exceeding the salary advertised and believed there should be a policy covering this hiring procedure and expressed concern that this might exceed the salary of directors presently on the staff.

The Superintendent responded that coordinators and supervisors presently receive \$19,000 and that he anticipated that the 1975-76 salary, still being negotiated, would not be less than the \$19,970 recommended for Jack Fink (to match his Medford contract so that he would not receive less in making the move).

MOTION

Director Benjamin moved that Jack Fink be hired as science coordinator at \$19,970 as recommended by the Superintendent on a 230 day contract.

Director Huff seconded and the motion carried.

16. IED Legislation Report

16. The Superintendent reported that all legislation that would have taken money away from IEDs were defeated in the last days of the session. Senator Ed Fadeley was responsible for sending some of these bills into "limbo" and should be thanked.

The legislation allowing IEDs to own property did pass.

17. Speech and Hearing Meeting of June 4 (Report)

17. The Superintendent reported that school district personnel, and IED staff met with Ned Risbrough on June 4 to discuss the summer speech and hearing program in order to avoid the lack of funds problem encountered this spring. To solve one problem, Tom Payzant, Eugene Superintendent, has indicated that all referrals from District 4J must now be cleared through an area coordinator before they are referred to Marv Wilkerson. This should eliminate the present free rein on requests.

The committee agreed upon the number of students and dollars to be expended (estimated \$4,000 or \$4,500 maximum) for the summer program and that the program will have no new students except for diagnosis. The letter from Superintendent Payzant

17. Speech and Hearing  
Meeting of June 4  
(Continued)

17. (Continued)

indicates that \$2,000 of Eugene's contribution is still available for Eugene students in the summer program.

The committee plans to meet every four to six weeks to provide continuous planning for the program. Hopefully, this will decrease, if not eliminate, the financing problem.

Director Williams asked if itemized invoices regarding the services provided are received to help in monitoring the program.

Director Huff referred to Ned Risbrough's remarks at a previous board meeting that the Speech and Hearing Center could train students better than the public schools in a concentrated instructional program (i.e., math), while providing speech and hearing services. "Elementary students," stated Director Huff, "do not have a sufficient attention span to devote that much straight time to math or any other subject." The Superintendent responded that school personnel do not accept the theory that the center can do a better job than the school and this will not happen again.

Director Benjamin stated she understood that the committee would be coming back with an evaluation and recommendation regarding costs and program.


18. Planetarium Progress

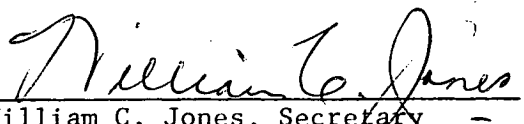
18. Chairman Peniston commended Director Benjamin for devoting an immense amount of time to planetarium planning and stated she must have a deep sense of satisfaction to see the concrete progress to date.

19. Next Meeting

19. The next regular meeting of the IED Board will be held Tuesday, July 8, at 7:30 p.m. in the IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, June 3, 1975

Minutes in brief

1. Attendance

1. A special meeting of the Lane Intermediate Education District Board was held Tuesday, June 3, with the following members present: Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Nile Williams, Howard Bird and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Evelyn McKenzie, Wanda Vinson, Joel Noble, and Jim Swanson of the IED office; University of Oregon visitors Kathy Doherty, Gail Parker, and Manuel Leonard; William Peniston (visitor); Jack Gossard, negotiator; and Doug Hill of the Eugene Register Guard.

2. Comments from Board  
Evaluation and Policy  
Modification

2. Director Williams outlined the procedure for evaluation and modification of IED policies--(1) a study and subsequent draft by the Superintendent, a writer, and Director Williams of modifications which seem to be needed; (2) a study of the first draft by the IED administrative team for further revision; and (3) a final study by the IED board. This approach will provide an opportunity for everyone to have input. (It was noted that the recent TMR policy changes should be included.)

Welcome to  
Chairman Peniston

Directors welcomed Chairman Hugh Peniston back following his recent surgery.

3. Correspondence

3. The Superintendent presented correspondence from:

- a. The Oregon Mathematics Education Council regarding funding of \$25,000 for continuation of the math program;
- b. Sunriver conference program; and
- c. Ballot title for the IED levy on June 17.

4. Organization of the  
Board for 1975-76  
NOMINATION

4. The office of IED Chairman was declared open for nomination.

Director Armstrong nominated Hugh Peniston.

MOTION

Director Benjamin moved that the nominations be closed and the secretary be instructed to cast an elective ballot for Hugh Peniston for Chairman.

Director Bird seconded and the motion carried.

4. Organization of the  
Board for 1975-76

NOMINATION

MOTION

MEETING DATES

MOTION

5. New IED Building  
Ceremonies  
Ribbon Cutting

Official Dedication

6. Appointment to Lane  
County Social Services  
(postponed)

4. (continued)

The office of IED Vice-chairman was declared open for nomination.

Director Bird nominated Leland Huff.

Director Williams moved the nominations be closed and the secretary be instructed to cast an elective ballot for Leland Huff for Vice-chairman.

Director Benjamin seconded and the motion carried.

Director Benjamin moved that the Board set the second and fourth Tuesday of the month as the regular meeting date of the IED Board for 1975-76.

Director Armstrong seconded and the motion carried.

5. The ribbon cutting ceremony for the new IED building was set for 8:30 a.m., Wednesday, June 11. Local dignitaries, including the IED Board members, County Commissioners, Legislators, City Mayor, and Superintendents have been invited.

Suggestions for the official dedication were: (1) just prior or immediately following opening of school; (2) week of teacher in-service prior to school opening, and (3) in conjunction with the first Lane County School Boards Association meeting (between September 11 and 18). If held in conjunction with the LCSBA, the dinner meeting will be held at a nearby school district.

6. Board directors expressed puzzlement over Bob Wynia's concern that Director Wooten's involvement with White Bird Clinic presents a conflict of interest while Ron Munkres' involvement with Manpower apparently did not. The Superintendent stated that the name of the person selected would be presented to the Commissioners who make the appointment. The committee appointee does not represent the organization.

Chairman Peniston was asked to contact Bob Wynia and obtain a clarification of the committee structure, term of office, duties, and method of selection prior to the IED Board choice of committee nominee.

Director Armstrong indicated that, while not eager to take on another committee task, she would serve if Director Wooten and/or Ron Munkres are not eligible.

7. TMR Working Committee Appointments  
MOTION

MOTION

8. Review of Certification Action Taken by Board in July, 1974

7. Director Armstrong moved that Mrs. Gilbert Hein be appointed as the Pearl Buck Center parent to the 12-member TMR Working Committee as recommended.

Director Benjamin seconded and the motion carried.

Director Armstrong moved that Becky Venice be appointed to the 12-member TMR Working Committee in place of Peggy Darland who cannot accept the nomination.

Director Benjamin seconded and the motion carried.

8. The Board reviewed the action which was taken by the Board (minutes of April 23 and July 30, 1974) approving recommended and/or appropriate certification for IED staff to come under tenure and/or fair dismissal regulations. The Superintendent stated that there has been some staff concern that the Board has changed the requirements. The motion states that when specific certification requirements have been met by an employee, he/she would then comply with fair dismissal regulations (to date, no employee has completed the specified requirements). However, there is a court case pending in Multnomah County which contends that there are no certification regulations for certain IED positions and that tenure may not be granted by a Board. In other words, tenure must be earned and is then conferred by the State. If there are no certification regulations, there is no eligibility for tenure.

The Superintendent stated that the Board's action was taken following an evaluation of programs and personnel in 1974 to find what certificate best fitted the situation, should IEDs fall under the fair dismissal regulations. Each decision was based upon individual interviews and upon modification of information presented by the Teachers' Standards and Practices Commission. However, some staff members have expressed the desire to be tenured regardless of the certificate held.

Jim Swanson, staff specialist present at the Board meeting, contended that the Board action in 1974 granted tenure upon completion of the recommended certificate and did not stipulate if it is required it would be granted. Furthermore, if certification is a requirement for employment, that certificate should be so stated in the contract. Mr. Swanson asked for clarification on whether he should continue his work at the University to comply with the recommended certification.

Director Benjamin stated there is no point in the Board taking further action until a decision is reached in the Multnomah test case (which could alter any action previously taken). By general consensus, the question was postponed.

9. Evaluation of IED Programs

9. Director Huff recommended that an outside evaluation of existing IED programs be conducted. While he believed the IED programs are great, this would provide an opportunity to observe how successful and/or lacking the programs are. At times, programs have a tendency to continue on and on without any study beyond reports from the Directors.

Director Benjamin suggested that an inquiry be made to see if some funding from the State Department of Education might be available to conduct the study. Listing goals and former goals of the IED programs and studying goals of others, i.e., Michigan county units, etc., could provide the basis of a meaningful study. Director Benjamin stated that she hoped that recipients and staff members as well as the outside experts would be involved. Director Williams added that personnel from the University and/or community college working directly in the field being studied--art, special ed., etc., would be most helpful.

The Superintendent stated that districts determine what the programs are and that four questions should be answered:

1. Are we, the IED, doing what districts want?
2. Are we doing things the districts do not want?
3. Are the programs we provide really adequate? and
4. What, if anything, do the districts want added?

Most of the answers become known when resolutions are considered. If districts do not want to fund a program, there obviously is not sufficient support for the program itself.

Director Benjamin stated there may be a fifth question having to do with providing leadership:

5. What should the IED be doing that is not being done anywhere?

Director Benjamin stated that she would like to meet with Director Huff, the Superintendent, Director Gene Farthing, and others interested in the study and, after some information from the State Department of Education, determine if sufficient funding is available to secure the help of an outside expert and to prepare a proposal for the study to present to the Board.

10. Planetarium Visits

10. Director Benjamin and the Superintendent reported on their visits with Bob Anderson, Director of the planetarium at Mt. Hood Community College (Spitz instrument); and to the planetarium at OMSI (Oregon Museum of Science and Industry - Gato instrument) in Portland. Programs at both installations were most impressive and a high degree of enthusiasm was shown by students and directors alike.

10. Planetarium Visits

10. (continued)

The Superintendent stated he had inquired about excessive bulb replacements, etc., in the Spitz instrument and had been told that only one projection bulb had been replaced within a one-year period and that maintenance contracts are not needed.

Representatives from Zeiss (Jena, East Germany) have asked to be considered along with the other two firms, Spitz and Viewlex. The Zeiss Corporation has a representative in Fairfield, New Jersey, and much of their assembly work is done in Canada. Zeiss is now in the process of building a planetarium similar to the Spitz and Viewlex and will be ready for production in January, 1977. If they can provide the IED with a bonded warehouse receipt, they wish to be considered. Information on the Zeiss planetarium will be available by June 20.

In response to Director Williams' query whether planetarium directors were objective in their evaluations or partial to the installation they were directing, the Superintendent replied that Ed Ebbinghausen, Professor of Astronomy at the University of Oregon, had, at the superintendent's request, contacted directors of planetariums having other than Viewlex or Spitz instruments. The response from all was to look at the instrument personally and also to ask the new director to look at the instrument to see if he would be satisfied. It was pointed out that, while the new director will have a lot of input regarding the choice, he should be sufficiently flexible to work with either.

The Superintendent stated that 53 applicants had responded to the advertised position prior to the May 30 deadline. The screening committee had individually studied each application and, then meeting as a committee, unanimously selected the top three applicants. Positions four-five-and six varied somewhat, but it was the committee recommendation to interview three and possibly four candidates and the choice should be narrowed by June 11 for a recommendation to the Board for selection.

Director Benjamin stated that Bob Anderson, Mt. Hood Community College planetarium director, would readily recognize scholarship and showmanship and hoped he might be available during the interview process.

11. Financial Report

11. The Superintendent presented the financial report and stated that the IED is in good financial condition with none of the broad categories of personnel services, materials and supplies, capital outlay, and other requirements overexpended. Several line items which had been underbudgeted were pointed out--#111--negotiations expense; #136 contracted services (1) negotiator's expense, (2) Bob Llewellyn's salary for the extra month; and (3) ERIC searches (the searches should be transferred to another part of the budget). Other accounts underbudgeted are #190.01; #212.01 to 212.13 (salaries) and 851.01 to 852.05 (fringe benefits and social security) and 854--unanticipated additional rent at the Elmer's location.

11. Financial Report

11. (continued)

It was indicated that account #145.02 should also be transferred. The audit account #144, while slightly overdrawn, will balance out with sufficient funding available in those programs requiring additional audit expense. The overexpenditure in the OTIS capital outlay fund was due to the purchase of an automobile budgeted for last year (1973-74) and purchased this year (1974-75).

Accounts payable for April, 1975 are:

IED	\$267,497.81
OTIS	89,843.71

12. Summer Schedule

12. By general consensus, the summer board meeting schedule was established as follows:

June 24, 1975  
 July 8, 1975  
 July 22, 1975 (to be cancelled if not necessary to hold meeting)  
 August 12, 1975

13. Speech and Hearing Center Problem

13. Director Williams referred to his statement made at the May meeting regarding the Eugene Speech and Hearing Center funding problem. He stated there was no inference to penalize children needing services but that the management of the Center should be studied. Specifically, does the Center provide a rate prior to the year's program based on the number of students anticipated? The Superintendent replied that the charge is based on the number of times and length of sessions for each student.

Board reaction indicated that the services should be contracted in such a way that the expense is established prior to budget consideration and not changed during the year--or prior to any change, a proposal must be presented to the IED Board for consideration. It was pointed out that the Eugene Speech and Hearing Center Board should also share the responsibility of proper programming to see that funds are not overexpended.

Director Benjamin stated that she thought IED and Center screening procedures should be tightened to see that only the severe problems are handled at the Center. Director Benjamin summarized the Center problem, (1) What to do about the summer program, (2) What to do about next year's program that is already locked into a budget; and (3) What to do at the next budgeting session so the mistake is not repeated. The Superintendent stated that a meeting of school personnel and Ned Risbrough scheduled for Wednesday should provide some of the answers.

A report on the Speech and Hearing Center program will be on the next Board agenda.

14. Executive Session

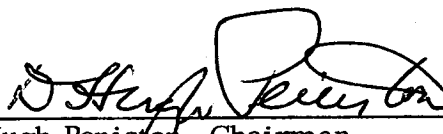
14. Chairman Peniston recessed the meeting and called for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005 - 192.030 to discuss negotiations.

15. Next Meeting

15. Chairman Peniston reconvened the meeting following the executive session. No action was taken.

The next regular meeting of the IED Board will be held on Tuesday, June 24, 1975 at the new IED Building, 1200 Highway 99 North, Eugene, at 7:30 p.m.

The meeting adjourned.

  
\_\_\_\_\_  
Hugh Peniston, Chairman

\_\_\_\_\_  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, May 27, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, May 27, with the following members present: Vice-chairman Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Howard Bird, and Superintendent William Jones. Also in attendance were Willson Maynard, Gene Farthing, Evelyn McKenzie, Wanda Vinson, Joel Noble, Marv Wilkerson, and Mary Simmons of the IED office; Harriet Simmons, Special Ed. Coordinator, Bethel District; Mr. and Mrs. Dick Newell and Lois Copple, parents of TMR children; Arlene Link, President of County P. T. A.; Jim Warren, Wayne Smith, Edie Monson, and Bill Slattery of IBM Corporation; Ned Risbrough, Director of Eugene Speech and Hearing Center; and Doug Hill of the Eugene Register-Guard.

2. Minutes Approved

2. Director Armstrong asked that the May 13 minutes be corrected by striking "...or has the capacity to be motivated," (#9, Evaluation Committee Report, page 2) and "Perhaps not..." (top of page 3) should be changed to "Even though all...."

Director Benjamin referred to item #10 Procedure for Selection of Science Coordinator, stating that should read "...it should be someone with scientific credentials and should also have ability as a teacher as well."

MOTION

Director Benjamin moved that the minutes be approved as corrected.

Director Armstrong seconded and the motion carried.

3. Correspondence

3. The Superintendent presented correspondence from:

- a. June McFee, Director, Institute for Community Arts Studies, regarding the Art Specialist position; and
- b. Jack Fink, regarding suggestions to consider when planning a new planetarium.

4. TMR Report

4. Director Armstrong presented the "Recommendation to the Lane IED Board of Directors from the Study Committee for Trainable Mentally Retarded Children in Lane County." Mrs. Armstrong stated the committee has presented what they believe will be happening in the next two-year period. Clarification of the report was made in the following areas:

4. TMR Report

4. (continued)

Time Line - 1975-76 - point #4 (orientation program). The committee has an understanding that the Pearl Buck teacher, subject to certification and evaluation requirements, will move with the children to provide a smoother mid-year transition.

General recommendations - #1 - regarding superintendents of local districts, through IED, requesting formal evaluation of the 1975-76 program. Director Armstrong stated that the IED Board may wish to add a section whereby all personnel operating programs will be evaluated and the Board may wish to retain the right to approve the evaluation team.

General recommendations - #2 - regarding advisory committees. Director Armstrong stated she is prepared to recommend appointees to the small working committee and hoped it might be given the task of attending to those points of general concern outlined on page 2. In addition, a subcommittee would be advantageous in developing the larger committee and program; therefore, she was prepared to recommend appointees here too.

Continuum for Normalization - page 3. The concept of the continuum accompanies the two-year plan developed by the committee and is not meant to infer anything beyond that time period.

MOTION

Director Armstrong moved to add to the evaluation section (General recommendations, #1) "An evaluation of all personnel conducting the programs will be conducted. The IED Board shall retain the right to approve the evaluation team."

Director Benjamin seconded.

MOTION

Director Armstrong moved that the report and recommendations of the Study Committee be approved as amended.

Director Benjamin seconded and the motion carried.

Committee  
Appointment

Director Armstrong recommended the following appointments to the TMR Working Committee:

1. Lisl Waechter, Pearl Buck Center Administrator
2. Mary Simmons, Supervisor, Mental Retardation Section, Lane IED
3. Bob Schwarz, University of Oregon administrator
4. Florence Mallery, Eugene District 4J coordinator
5. Dick Metzler, Springfield District 19 coordinator
6. Ric Crowley, (ex officio), State Mental Health Division
7. Peggy Darland, parent, public school
8. Sue Schaefer, parent, Pearl Buck Center
9. Chris Reinking, teacher, public school
10. Mick Waggoner, teacher, Pearl Buck Center

4. TMR Report

4. (continued)

Alternates:

Parents--Mike Helm, public sector  
--Pat Straube, Pearl Buck Center

Suggested by Lisl Waechter for appointee #11 were Barbara Bateman, Professor of Special Education, University of Oregon; or Jeff Hicks, Coordinator of Special Services for Lane County Mental Health.

Dick Newell expressed concern over the committee selection recommended and stated that he believed there should be an interview process to ascertain that each appointee accepted the continuum concept of what is the best program for the youngsters involved. He feels that the working committee will be a powerful, influential body and in view of the controversy that has existed, it is imperative that there be no credibility gap and that there be a mutual faith on both sides. Of those recommended, there appears to be a seven-three split which could lean toward the public school concept and, while he approved selection of the first five administrators, he believed it unnecessary to place Ric Crowley on the working committee. Director Armstrong agreed with the provision that Ric Crowley could serve as a consultant to the committee.

MOTION

Director Armstrong moved that a Working Committee be appointed with the understanding that they are committed to putting into operation the recommendation the Board approved. The committee should include: Lisl Waechter, Mary Simmons, Bob Schwarz, Florence Mallery, Dick Metzler, Peggy Darland, Sue Schaefer, Chris Rein-king, Mick Waggoner, Jeff Hicks, Dick Newell, and Mike Helm.

Director Benjamin seconded.

Dick Newell asked that his name be withdrawn from the list.

Director Armstrong recommended that a Pearl Buck Center parent be appointed to the committee in place of Dick Newell. (This was acceptable to the second.)

The motion carried.

Guidelines  
for TMR  
Working  
Committee

Director Armstrong presented, for Board study, the proposed guidelines for the Working Committee. The proposal outlines the organizational structure (deleting the State Division of Mental Health from the membership section) and operation of the committee. The committee calls for a chairman, vice-chairman, and secretary. It is suggested that the chairman shall be the Supervisor of the Mental Retardation section and that Mary Simmons be the convenor and facilitator for the first meeting.

## 4. TMR Report

TMR Advisory  
Committee  
Guidelines

## 4. (continued)

Director Armstrong suggested that a subcommittee of Hugh Peniston, Superintendent Jones, Jeanne Armstrong, Lois Copple, Mary Simmons, and Lisl Waechter be appointed to develop guidelines for the TMR Advisory Committee and criteria for committee selection.

## MOTION

Director Benjamin moved that the subcommittee be appointed as recommended.

Director Bird seconded and the motion carried.

Director Armstrong indicated that she would prepare a working draft as a starting place for the subcommittee and requested that the report be given at the next IED Board meeting.

Evaluation  
Process

## MOTION

Director Benjamin moved that the Superintendent and Director Armstrong present at the next meeting a proposal setting up the evaluation process and outlining the procedure for appointing the evaluation committee and the role of the committee.

Director Armstrong seconded and the motion carried. (Changed to the first meeting in July by general consensus.)

Review  
Process

Director Benjamin suggested that a directive be given to the Working Committee to present a formal written report to the IED Board on a monthly basis, alerting the Board to any problems arising and outlining the committee's progress.

IED Policies

It was further suggested that Director Williams incorporate in the IED policies revision a section on lay advisory committees and including the reporting process.

Madison, Wis.  
Visit

Director Armstrong concluded her report stating that Dick Newell will be visiting the Madison, Wisconsin program and asked that he review his visit with the IED Board in July. (Mr. Newell agreed to do this.)

Director Armstrong was commended for her work on the TMR Study Committee.

## 5. Procedure for Allocation of Hearing and Speech Resolution Funds for 1975-76

Marvin Wilkerson, Supervisor of Special Education/Reading Consultant, briefed the Board on district reaction to the funding problem for student therapy at the Eugene Speech and Hearing Center (to date, all of the \$20,000 of resolution monies except \$22 has been expended). Eugene 4J has provided \$7,887.50 to pay for continued therapy until the end of this school year for those 4J youngsters already receiving treatment. In addition, the general consensus of Eugene 4J and the

5. Procedure for Allocation of Hearing and Speech Resolution Funds for 1975-76

5. (continued)

other participating districts is that a very limited summer program be conducted in order to conserve funds for the entire 1975-76 school year.

In response to Board query on guidelines for those receiving therapy, Dr. Wilkerson stated that guidelines have been established by the participating district special ed directors and superintendents who meet as an ad hoc committee when the need arises. Funds are used for students with hearing, speech, and language problems of such a severe nature that services are required above and beyond those furnished by the district. Referrals must come to the IED from a qualified speech therapist and are processed for either diagnosis or remediation (following diagnosis). A two-month progress report and diagnostic data from the Eugene Speech and Hearing Center is studied prior to authorization of continued therapy or remediation.

Ned Risbrough, Director of the Eugene Speech and Hearing Center, stated that it was his understanding that the IED would be transferring a certain amount of money, similar to the Eugene 4J decision, and that the two (Tom Payzant, Eugene Superintendent, and Bill Jones, IED Superintendent) had agreed to fund the summer program because of the unfairness of dropping students from therapy. Now, he continued, Superintendent Jones indicates there are no monies left for this year.

Dr. Wilkerson stated that he had a list of those 4J students receiving therapy and the amounts (\$7,886.50) as presented by Mr. Risbrough to Dr. Payzant as sufficient to provide continued therapy to students for the remainder of the school year. There is no authorization to refer new cases or to do evaluation.

Mr. Risbrough responded that there has been some student attrition so there should be some funding available for evaluation.

The Superintendent stated that the decision to conduct the limited summer program was reached by the ad hoc committee of special ed. directors and superintendents in order to provide the program throughout the coming school year.

Director Bird stated it appeared that Mr. Risbrough's problem is in the definition of "limited summer program" and how to plan his summer staffing.

Harriet Simmons, Bethel Director of Special Education, stated that two students transferring to Bethel from another district have been given instruction in reading and math skills at the Eugene Speech and

5. Procedure for Allocation of Hearing and Speech Resolution Funds for 1975-76

5. (continued)

Hearing Center. She indicated that the Center should not be providing an Extreme Learning Problems teacher and perhaps there would have been more money available for speech therapy if it had been expended properly.

The Superintendent summarized the situation by stating that he had informed Mr. Risbrough of the Eugene Board's decision to provide \$7,887.50 to fund continued therapy (no diagnosis) for the remainder of the year. Other districts may need to be contacted for some funding in order to keep their youngsters in the program until the school year ends. While there have been some overtures regarding the need for a summer program, there is not sufficient funding available to carry both the summer program and the full year program.

There may be an opportunity to obtain some federal funding but unless (and until) it is received, the resolution money is all that can be assured. This was discussed by the ad hoc committee meeting last Friday and they stated that they much preferred to conduct a very limited summer program (Eugene indicated seven to nine and 10 to 14 for diagnosis).

Mr. Risbrough indicated he would like to have been asked to that meeting. Dr. Wilkerson responded that the meeting was called to obtain district reaction to the proposed summer program and that Mr. Risbrough receives a carbon copy of all items and information on all meetings.

The summer guidelines go out over the Superintendent's signature and he has never said he did not want a summer program; his concern is about the size of the program considering the amount of money involved. The other problem is the need to conduct an examination of the language arts program being provided.

Director Wooten suggested that Mr. Risbrough should be involved in all meetings, that there should be a formalized committee structure which meets on a regular basis and provides reports to the IED Board regarding enrollment, referrals, and budgetary considerations.

Director Benjamin summarized the problem as follows: (1) What to do about the summer program? (Dr. Wilkerson should again call the committee together.) (2) What to do about next year's program? (Present recommendations at the next meeting and the Board should approve a committee to study and develop priorities and guidelines--including the level of expenditure) and (3) Where do we go on next year's budget? (This would be most helpful in starting next year's budget consideration to prevent underbudgeting.) The Superintendent was asked to present a set of procedures to solve the problem.

5. Procedure for Allocation of Hearing and Speech Resolution Funds for 1975-76

5. (continued)

Director Huff stated that, while the IED has no authority to dip into contingency funds on resolution programs, it might be possible to get back to the districts and increase the amount for the coming year.

6. Word Processing Center

6. Willson Maynard opened his presentation of the word processing center by stating that there is an IED administrative concern regarding the efficiency and effectiveness of the IED business operation, including the many communication tasks of the IED. He introduced IBM representatives Bill Slattery, Edie Monson, Wayne Smith, and Jim Warren who have provided a great deal of professional advice to the staff regarding word processing. It has been shown that money can be saved and efficiency of personnel improved by changing some procedures in the office through effective word processing. The IBM team has done an extensive survey of the IED communications and are prepared to report their observations.

Introducing the word processing concept, Wayne Smith presented a short film indicating how an effective word processing system enables an office to have the most effective and efficient means of business communications. The concept of the word processing center is to eliminate uneven work loads which tend to exist between departments and increase the quality of the work. It is a means of maximizing production of management and support personnel alike. Mr. Smith referred to a national survey which showed that secretaries are away from their desk 27% of time, waiting for work 18.4%; and interrupted once every 11 minutes--thus, cutting down their productivity. Word processing provides a better tool to make any typing station more productive and technology plus a system which provides procedures, supervision, training, measurements, and controls is the best means of providing the desired productivity.

The one-week study of the IED office operation, conducted by IBM, showed that 90% of author-originated work was done in longhand (some rough drafting of minutes, newsletters, and various proposals). It showed that various documents can be programmed or stored. There was considerable pressure to meet typing deadlines for agendas, minutes, and newsletters with peaks and valleys in the typing workload and an uneven workload distribution. Certain departments had more to do at one time than could be accomplished while others did not have enough. The five-day IBM study showed that 27.8% of clerical time was devoted to typing even though the general consensus was that the study hit a fairly low typing output week. On the basis of \$450/month for secretarial help, the typing output, using the present system, would have cost \$2,376.90 or a monthly total of \$4,861.36.

6. Word Processing  
Center

6. (continued)

Questions posed by directors concerned the receptiveness from the classified staff to the word processing concept (the LJEDEA negotiation team had expressed concern of how it would affect job descriptions and the salary range); whether it included all administrative personnel as well as secretarial personnel; what it would entail in the way of equipment and cost; if dictation machines would be imposed upon all administrators; and if training is provided with the equipment.

Mr. Smith stated that training would be provided with the equipment; that machine dictating is more efficient but might not be beneficial to everyone; administrators and some of the clerical staff have expressed support for the program while others are a little unsure of what it will do; and there would undoubtedly be a change in the way things are being done and perhaps change some job descriptions. In the past, this has demonstrated to be a morale booster in other organizations.

The Directors indicated that the concept was interesting but that they could see problems in implementing the program in an organization the size of the IED, particularly, since it is presently struggling with job descriptions. However, an appropriate time to change would be now with the move to the new building. Another concern was that the staff should be involved in working toward the project and not have it just announced that it would be installed.

Director Benjamin stated that she is interested in hearing plans for the phase-in and equipment and to hear from organizations using the equipment--plus, information from competing companies.

Willson Maynard stated that one additional secretary had been placed due to five new projects and probably would not have been needed had word processing been available. There is a word processing center in operation in the Salem school system and Dr. Maynard invited interested Board members to visit the installation together with staff members who will have an opportunity to visit, also.

Additional information regarding word processing will be presented at the July meeting.

7. Travel Payment for  
Science Coordinator  
Applicant Interviews

7. The Superintendent recommended that the Board pay for out-of-state travel for no more than six applicants for the science coordinator position. The Superintendent indicated that at present no more than three out-of-state applicants were "possibles."

MOTION

Director Bird moved to approve the Superintendent's recommendation to provide travel assistance for no more than six out-of-state applicants.

7. Travel Payment for  
Science Coordinator  
Applicant Interviews

7. (continued)  
Director Benjamin seconded.

It was indicated that interviewing would be limited to six applicants and the question was raised regarding travel for in-state people outside of a 50-mile radius.

Directors Bird and Benjamin agreed to change the motion to "provide travel for no more than six applicants out-of-state and/or in-state as determined by the screening committee" and the motion carried.

8. Certification of Sub-  
stantial Completion of  
Building

8. The Superintendent stated that the certificate of substantial completion means that if necessary, we could move into the building. He recommended that the Board approve the certificate as presented.

MOTION

Director Benjamin moved to accept the Superintendent's recommendation to approve the certification of substantial completion.

Director Bird seconded and the motion carried.

9. Ribbon Cutting  
Ceremony

9. The Superintendent stated that the ribbon cutting ceremony should be held the first morning of the move and that local notables invited should include the commissioners, people who attended the groundbreaking ceremonies--including board chairmen, superintendents, mayor, city manager, etc.

The ribbon cutting was scheduled for June 11, at 8:30 a.m. and the official dedication to be held shortly before school opens in the fall.

10. Appointment to Lane  
County Social Services  
Committee (postponed)

10. The Superintendent stated that he had talked with Bob Wynia about an appointee to the social services committee and Bob had suggested Ron Munkres as the person most involved in Manpower as a logical choice in representing the IED Board (in place of Cynthia Wooten who he declared ineligible because she is on the board of an organization involved in the program).

Director Benjamin moved to table the selection to the next meeting.

(Agreed to by general consensus.)

11. Sunriver Conference

11. Final arrangements for travel and meeting details for the Sunriver Conference were discussed.

12. Joint Purchasing  
School Supplies Bid Award

12. The Superintendent recommended that the Board approve the joint purchasing school supplies bid as follows:

12. Joint Purchasing  
School Supplies Bid Award

## 12. (continued)

Audio Visual Supplies

Audio Visual Education System	\$ 570.60
Business Equipment Center	1,038.48
General Binding Sales Corporation	2,380.16
Moore's Audio Visual Center, Inc.	690.75
Northwestern Incorporated	2,575.41
Oregon Typewriter & Recorder Co.	3,437.10
White Office and School Supply	300.04
Total	\$ 10,992.54

Library Supplies

Bro-Dart Inc.	2,896.41
Elgin School Supply	277.00
Total	3,173.41

Instructional/Office Supplies

Abbott & Lind, Inc.	7,815.29
Blake, Moffitt & Towne	5,863.38
Brooks Office Equipment	3,351.50
Colonial Flag Co.	507.75
Dick's Duplicating Products Co.	1,133.50
J. K. Gill Company Ltd.	1,301.89
Boise Cascade	9,727.12
C2F	12,879.47
L. A. Pacific	409.40
Elgin School Supply Co., Inc.	237.05
IBM Corporation	1,519.65
Master Engravers, Inc.	1,068.20
Metz Supply Inc.	1,192.11
Pioneer Flag Company	173.50
Simmons Duplicating Supply Co.	8,036.36
White Office & School Supply Co., Inc.	11,352.64
Zellerbach Paper Company	753.38
Total	73,669.01

Filing Cabinets

Metz Supply, Inc.	272.25
White Office and School Supply	4,908.18
Total	5,180.43

Paper Products

Blake, Moffitt & Towne	2,132.74
C2F	1,623.91
Metz Supply, Inc.	1,280.30
Oregon Chemical & Supply Co.	4,548.68
Western Paper Company	8,847.54
Western School Supply	2,157.36

12. Joint Purchasing  
School Supplies Bid Award

12. <u>Paper Products (continued)</u>	
White Office and School Supply	\$ 94.15
Zellerbach Paper Company	33,882.94
Total	<u>54,567.62</u>

Art Supplies

Beckley-Cardy Company	111.70
C2F	4,622.25
Elgin School Supply Co.	1,192.50
J. K. Gill Co., Ltd.	3,578.12
Richards Pug Mill	1,090.66
Western Paper	85.50
Western School Supply	17,491.04
White Office and School Supply	3,663.13
Total	<u>31,834.90</u>

Custodial/Maintenance Supplies

Gem Chemical Co.	1,270.43
Metz Supply, Inc.	2,312.41
Oregon Chemical and Supply Co.	2,412.49
Packer-Scott	1,812.87
Western Paper Co.	980.39
White Office and School Supply	257.57
Zellerbach Paper Co.	673.63
Total	<u>9,719.79</u>

GRAND TOTAL \$189,137.70

In each case, this is the low bid, the only exception being where materials not acceptable to teachers might have been submitted. This bid recommendation is the outcome of the joint purchasing committee's evaluation of the materials based upon their experience and expertise.

Director Bird indicated he was not pleased with the way the bid information (one price and one supplier) was presented to the Board. The Board has no idea what the other bids were for these particular items and he would like to know what some of the other suppliers offered for similar merchandise (perhaps the "highs" and "lows" would be sufficient).

Willson Maynard stated that, in many cases, companies had indicated take all bids or nothing and that there were almost 60 bidders as opposed to only two or three last year. This made it impossible to provide all the data suggested by Director Bird. However, he would be glad to write a provision, as suggested by Director Bird, that bids will not be entertained if restrictions similar to all or nothing are placed on them in future bid openings.

12. Joint Purchasing  
School Supplies Bid Award

MOTION

13. Board Organization

MOTION

14. Next Meeting

12. (continued)

Director Wooten stated she would be interested in a comparison between these bids and those obtained by the South Lane School District to determine which obtained the lowest price.

Director Benjamin suggested that a random check be made of the two bids.

Director Bird moved to approve the joint purchasing bids as presented.

Director Benjamin seconded and the motion carried.

13. The Superintendent informed the Board that the meeting to organize the Board for 1975-76 (including the election of the chairman and vice-chairman) must be held within 30 days of the election.

Director Benjamin moved to table the remainder of the agenda, including Board organization (because of the lateness of the hour), to a special meeting on June 3.

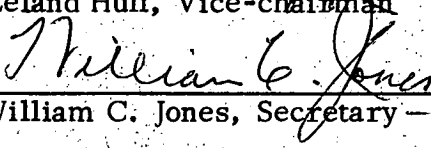
Director Armstrong seconded and the motion carried.

14. The next meeting of the IED Board will be held Tuesday, June 3, at 7:30 p.m. in the IED Board Room, Royal Avenue and 99 North, Eugene.

The following regular Board meeting will be held on Tuesday, June 24, at the new IED Board Room, 1200 Highway 99 North, Eugene.

The meeting adjourned.

  
Leland Huff, Vice-chairman

  
William C. Jones, Secretary -

LANE IED BOARD OF EDUCATION SPECIAL MEETING  
Tuesday, May 20, 1975

Minutes in brief

1. Attendance

1. The special meeting of the Lane Intermediate Education District Board for the purpose of hearing the TMR Study Committee Report was held Tuesday, May 20, with the following members present: Vice Chairman Lee Huff, Jeanne Armstrong, Joyce Benjamin, Nile Williams, Cynthia Wooten, Howard Bird, and Superintendent William Jones. Also present were Gene Farthing, Mary Simmons, Joel Noble, and Evelyn McKenzie of the IED office; Doug Hill of the Eugene Register-Guard; and approximately 40 interested guests.

2. Welcome

2. Vice Chairman Leland Huff welcomed the visitors and announced that copies of the TMR Study Committee's report were available. (A copy of the report is attached to these minutes.) He thanked the committee members and all those who contributed to the committee's work with comments, letters, etc., and extended special thanks to Jeanne Armstrong, committee chairman.

3. Presentation of  
TMR Study Com-  
mittee Report

3. Chairman Armstrong reviewed the manner in which the report was developed. She introduced the following committee members who were present: Dr. Wesley Nicholson, Chairman of Pearl Buck Center Board; Dick Newell, Pearl Buck Center parent; Sue Schafer, Pearl Buck Center parent; Becky Venice, public school program parent; Lois Copple, rural parent; Peggy Darland, public school program parent; Cookie Shannon, Pearl Buck Center parent; Ric Crowley, Mental Health Division, (ex-officio member); Linda Hall, teacher at Condon School; Lisl Waechter, Director of Pearl Buck Center; and Mary Simmons, Director of the IED program.

Mrs. Armstrong gave a brief history of the committee which began meeting in March and met every Thursday for two to four hours. The committee followed a set of procedures given to them by the IED Board in order to accomplish the task set out for them as an IED Board of Education subcommittee. The committee was asked to make visitations within the community and out of state, talk to school districts within the county, and study literature and research having to do with the education of trainable mentally retarded children. They were to deliberate and weigh available alternatives. Mrs. Armstrong stated that the committee did not begin with a unified opinion. They had diverse and often opposing opinions, but felt they had come up with a democratic and appropriate recommendation.

The report mentions two broad goals, a time line which tells what will happen when and if this recommendation is adopted by the IED Board and makes two general recommendations which the committee hopes the Board will adopt. Mrs. Armstrong called attention to the committee's definition of the word "normalization" which appears on Page 3 of the report.

The two major goals which the committee suggests the Board adopt are listed on top of the attached recommendation report.

July 3, 1975

3. Presentation of  
TMR Study Com-  
mittee Report  
(continued)

3. (Continued)

The time line worked out by the committee would be dealt with by an on-going committee appointed by the IED Board. In the general recommendations section, the committee was concerned with two things -- (1) that an outside evaluation of programs for TMR children in Lane County be carried out (the committee was advised that funding would be available through the Mental Health Division to carry out this evaluation during the next school year and will recommend that the IED superintendent ask for that kind of evaluation after consultation with the local school district superintendents); and (2) that an advisory committee be set up to observe and advise those persons who are serving trainable mentally retarded children. (This advisory committee would involve a broad-based community committee which would have representatives from groups which have expressed interest in the TMR program in Lane County, i.e., League of Women Voters, LARC, etc.)

The committee is also recommending that a smaller working committee be appointed to make the ongoing plans and deal with the problems that arise in the TMR programs. The IED Board will be selecting the committee members shortly.

The points of general concern in the report have to do with needs that people on the committee felt were important enough to be pointed out to the board as items of concern; recommendations that should be made to administrators, teachers, and parents dealing with trainable mentally retarded children.

4. Call for Comments  
From Audience

4. Vice Chairman Huff called for comments from the audience concerning this report or the proposal which the IED Board will consider on Tuesday, May 27. Comments were made by Mike Johnson, Lois Copple, Cookie Shannon, Becky Venice, Patricia E. Rogers, Richard Newell, Lisl Waechter, Wesley Nicholson, Mary Simmons, Ric Crowley, Mr. Gray of LARC, Florence Mallery, Ann Dewald, Harry Snyder, Agnes Vandevender, Bev Green, and Kelsey Luva.

The entire meeting was taped and the tapes are on file at the IED office, 1200 Highway 99 North, Eugene.

At the end of the comments portion of the meeting, Vice Chairman Huff closed that portion of the meeting and invited anyone who wished to talk with individual board members to remain after the meeting.

5. Planetarium Equip-  
ment Proposals

5. The Superintendent presented to the Board the information that he had prepared in order to obtain firm price quotations from Spitz and Viewlex for the equipment and accessories. The selection committee will be given the task of evaluating the equipment based on the information and price presented. (It is not necessary to call for sealed bids when asking for quotations on specific equipment which is not available from other sources.)

5. Planetarium Equipment Proposals  
(continued)

5. (Continued)

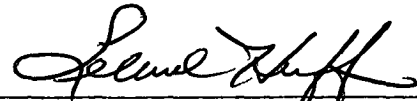
Jack Ireland, Spitz representative and Rick Milburn, Viewlex representative, have stated that they will meet with the committee and answer any questions regarding their particular instrument. The two companies will be invited to present a firm quotation based on the information presented.

The Board briefly discussed the procedure and instructed the Superintendent to proceed as planned by the Board regarding specifications.

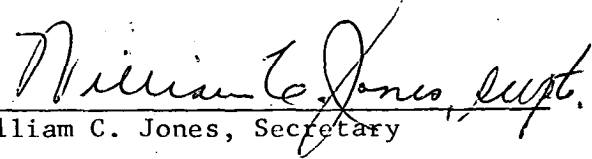
6. Next Meeting

6. The next regular meeting of the IED Board will be held on Tuesday, May 27, at 7:30 p.m. at the IED office, Royal Avenue and Highway 99 North.

The meeting adjourned.



Leland Huff, Vice-chairman



William C. Jones, Secretary

RECOMMENDATION TO THE IANE INTERMEDIATE EDUCATION DISTRICT BOARD OF DIRECTORS  
FROM THE STUDY COMMITTEE FOR TRAINABLE MENTALLY RETARDED CHILDREN IN LANE COUNTY

GOALS

The Committee recommends that programs be established to meet the following goals:

1. Each child will be served by the public school system by incorporation into an existing public school building program or by the contracting of services through private agencies or schools.
2. The concept of normalization, as defined on page 3 of this document, will be utilized to the greatest extent possible to meet individual needs.

TIME LINE

1975-76 Academic Year

1. Classes for trainable mentally retarded children previously established in public schools are continued in the same locations.
2. Integration activities and programs begin in the fall for all age-levels, according to items 2 and 3 on the normalization continuum (page 3).
3. An upper intermediate class (ages 11-13, approximately) is started in the fall to serve those children whose parents choose immediate public school placement.
4. A comprehensive orientation program (i.e., peer group education, buddy system, etc.) for junior high students (ages 13-16) takes place in the winter (January-March, 1976).
5. A junior-high-school-age level class begins in the public schools in March, 1976. The students and the program undergo year-long evaluation.

1976-77 Academic Year

1. A comprehensive orientation program for high school age students takes place in a public high school in the winter (January, March, 1977).
2. Public school classes begin at high school age level in March, 1977.
3. All options of the normalization continuum are offered at all age levels after March, 1977.

General Recommendations

1. The superintendents of participating school districts, through the Superintendent of the Lane IED, should formally request of the State Mental Health Division and the State Department of Education a formal on-site evaluation of all programs for the TMR population of Lane County, during the 1975-76 school year.

### General Recommendations (con't)

2. A TMR Advisory Committee should be established to make recommendations to the IED Board. The following structure is recommended:
  - a. A broad-based representative special education advisory committee should be established to observe and advise all TMR programs in Lane county.
  - b. A smaller working committee (not to exceed 12 members) should be selected from the advisory committee for the purpose of making recommendations concerning curriculum, planning programs, and solving problems.

This proposal will establish a continuum of services for the trainable mentally retarded children of Lane county and will provide a gradual transition period during which Pearl Buck Center will be able to plan for future utilization of its resources.

### Points of General Concern:

1. Resource persons in speech, physical therapy, and other areas of special need, should be available for children at all age levels.
2. Necessary orientation of regular staff in public schools should be carried out at all levels.
3. Qualified personnel should be involved in developing orientation and on-going programs for public school staff and students.
4. A formal review process should be established to insure proper placement on the continuum for individual children.

## CONTINUUM FOR NORMALIZATION

1. All day in Special Day School (PBC)
2. All day in Special Day School with exception of lunch and Physical Education in Public School in close proximity to PBC and under joint supervision of SDS and PS staffs.
3. Half day in SDS and half day in PS with cooperation of Special Ed. and Regular staffs.
4. Self-contained class in PS with integration in lunch and social activities.
5. Self-contained class in PS with integration in non-academics, lunch, and social activities.
6. Part time self-contained class for teaching of basic social survival and self-help skills with students attending regular classes for most of day for academics and socialization.
7. Students enrolled in regular classes with resource room for teaching necessary absent skills.
8. Student enrolled in regular classes with itinerant teacher working with regular teachers in developing programs for teaching student academic and especially social and self-help skills.
9. Students entirely in regular classes.

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, May 13, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, May 13, with the following members present: Vice-chairman Leland Huff, Joyce Benjamin, Nile Williams, Cynthia Wooten, Jeanne Armstrong, and Superintendent William Jones; also in attendance were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Joel Noble, Wanda Vinson, Mary Simmons, Edythe Heintz, and Jim Swanson of the IED office; Bob Dusenberry of OTIS; Ned Risbrough of the Eugene Speech and Hearing Center; Ric Crowley of the State Department of Mental Health; and Dough Hill of the Eugene Register-Guard.

2. Approval of Minutes  
April 29, 1975 and  
May 12, 1975

MOTION

2. Director Benjamin moved that the minutes of April 29 and May 12 be approved.

Director Williams seconded and the motion carried.

3. Comments from Audi-  
ence (Ned Risbrough,  
Eugene Speech and  
Hearing Center)

3. Ned Risbrough, Director of the Eugene Speech and Hearing Center, asked for Board approval for the transfer of transportation funds (agenda item #11) to Hearing and Speech Center remediation (agenda item #4e). Mr. Risbrough then asked to be placed on the May 27 agenda to discuss procedures.

4. Input Committee

4. Director Huff reported he had "pinch-hit" for Director Armstrong at the Input Committee meeting. The committee expressed concern regarding the need to review the word processing center proposal, review of the certification action taken by the Board, and an evaluation of IED programs (agenda items 6a, 5b, and 5c). Two other items of concern will be relayed to Director Armstrong who will be reporting on them at a later date.

5. Correspondence

5. The Superintendent presented correspondence from:

- a. A Pleasant Hill school, Roosevelt Jr. High, and Monroe Jr. High (Eugene) regarding the IMC;
- b. Tom Payzant, Superintendent of Eugene 4J, regarding the H Hearing and Speech Center;
- c. Richard Smurthwaite, Attorney, regarding competitive bidding;
- d. Carl Ihle, Principal of Colin Kelly Jr. High, Eugene, expressing appreciation for postponing IED move and maintaining IMC service throughout the school year; and
- e. Mike Youngblood, resigning as IED Art Specialist on July 1, 1975, to take a position at the Arizona State University, Tempe, Arizona.

MOTION

Director Benjamin moved to accept Mike Youngblood's resignation with regret.

Director Armstrong seconded and the motion carried.

5. Correspondence  
(continued)

## 5. (Continued)

Director Benjamin stated that Mr. Youngblood has been a fine staff member and a stimulating person to work with and hoped the Board's feelings would be expressed to him.

Director Armstrong presented additional correspondence from Mrs. Shirley Hagen, Mrs. William Hall, Russell E. Hansen, Christine E. Helm, and a signed petition regarding the TMR program.

6. Canvass of May 6  
Election

## 6. The Superintendent presented a breakdown by school district of the IED May 6 election (some mixed precincts) -- 10,607 "yes", 11,390 "no".

## MOTION

Director Armstrong moved that the election count, as certified by the County Clerk, be accepted.

Director Williams seconded and the motion carried.

## 7. June 17 election

## 7. Director Wooten referred to the May 12 Board meeting, establishing June 17 as the date of the next election and retaining the same levy as the May 6 election (\$19,947,007). Mrs. Wooten questioned why it was resubmitted without consideration of cutting it.

Superintendent Jones responded that the special meeting was called in order to meet the legal time requirements to allow a vote on the same day as some of the larger districts, thus cutting expense. The equalization levy is set by law and cannot be changed and any cut in the IED operating budget would take even more, in the way of help, from the districts.

Reporter Doug Hill was commended upon his fine article explaining the equalization levy.

8. Platt Electric  
Supply Contract

## 8. The Superintendent presented the Platt Electric Company proposal to extend the 1968 lamp contract. (Terms and conditions of the contract have been given to local merchants, but to date, none can meet or better these terms and conditions.) The Superintendent recommended that the Board approve the extension.

## MOTION

Director Armstrong moved to accept the Platt Electric Company bid.

Director Benjamin seconded and the motion carried.

9. Evaluation Committee  
Report9. Discussion of the Evaluation Committee report raised questions regarding the validity of the assumptions of the Philosophy of Employee Evaluation (page 1). Director Armstrong indicated that she believes it is overstated in that it assumes that each employee is, ~~or has the capacity to be motivated,~~ growing, and improving and this may not always hold true.

9. Evaluation Committee  
Report (continued)

9. (Continued)

*Ever tho*  
~~Perhaps not~~ all employees have the potential for further development. She questioned the positiveness of the assumptions.

Jim Swanson stated that if it is overstated it is because it is difficult to put into words but it was his feeling that if given the opportunity to be responsible, people will respond by being concerned with their performance and developing their potential.

Director Williams stated there is some ambiguity in the wording and he believes that the page needs some revision.

Director Wooten pointed out that the Evaluation Committee has approved it and if changed would need to be renegotiated. If the Board chose, however, she would take suggestions to the Committee for consideration.

Director Benjamin suggested that the committee might consider changing the statement to "employee evaluation is based upon the following philosophy about employee potential" (omitting "assumption"). Jim Swanson replied that the assumption that people will respond is quite important. If these assumptions are not stated, they may remain unstated and there is a danger of not being careful in the development of the evaluation.

Director Williams stated that the success of the evaluation instrument is in how it is implemented by the supervisor and the employee. The Superintendent recommended that the Board approve the report and see how it works. If there are problem areas they can be corrected later.

MOTION

Director Benjamin moved that the Evaluation Committee Report be accepted and approved.

Director Armstrong seconded and the motion carried.

Chairman Huff commended the Evaluation Committee for their time and contribution to a very fine job.

10. Procedure and Preliminary Specs. for Planetarium and Procedure for Selection of Science Coordinator

10. The Superintendent reported that the Science Coordinator position has been advertised and to date 52 applicants have responded. The screening process will be implemented following the May 30 deadline and the selection made as soon as possible after that date. Director Benjamin suggested that applications might be categorized as they are received (consider, don't consider, or maybe) to help the screening committee in its deliberations. Mrs. Benjamin stated that she believes it should be someone with scientific credentials and hoped that a scientist from the University (Russ Donnelly or Ed Ebbighausen) will serve on the screening committee.

*have abilities as a  
and also educational teacher*

10. Procedure and Preliminary Specs. for Planetarium and Procedure for Selection of Science Coordinator  
(continued)

MOTION

MOTION

10. (Continued)

The Superintendent stated that his only hesitation in selecting a scientist is that the person selected will be working with the educators in the county.

Director Williams stated he would like to see someone from Lane Community College on the committee.

Director Wooten asked what provisions, if any, have been considered for transportation if the applicant(s) to be interviewed are from some distance. While the IED is not in the same situation as are universities in this instance, it doesn't seem fair to expect someone to travel any great distance without some assistance.

Director Benjamin stated she would like to have that question resolved by the May 30 deadline so that it would not be a factor in considering applicants. Mrs. Benjamin asked that the Superintendent bring a recommendation to the Board.

Director Benjamin moved that the Screening Committee be appointed as follows:

Gene Farthing, ISAC Director  
Bill Jones, ex officio  
Joyce Benjamin, IED Board  
Dr. Franklin Fitz, McKenzie science teacher (from Co. Com.)  
Ray Hansen, South Lane science teacher (from Co. Com.)  
Hayden Hodges, Lane Community College (Mabel Armstrong, alternate)  
Russ Donnelly, University of Oregon

Director Wooten seconded and the motion carried.

Director Benjamin further moved to adopt the process as presented:

1. Call for application; appoint screening committee
2. May 30 deadline
3. Read and sort applications; Screen applicants to 5 - 7 to be interviewed
4. Interview applicants (with board members if they so desire)
5. Superintendent make recommendation to the Board
6. Board appoint coordinator by mid-June

Director Williams seconded and the motion carried.

Planetarium equipment bid procedure:

Director Benjamin went over the plan of action which she and the Superintendent had developed regarding the planetarium equipment. She outlined the procedure as follows:

10. Procedure and Preliminary Specs. for Planetarium and Procedure for Selection of Science Coordinator  
(continued)

10. (Continued)

1. Draft requirements for planetarium for Lane County. These should include:
  - a. Ultimate equipment -- dome, projector, cove lighting, sound equipment, peripheral gear.
  - b. Description of interim equipment -- terms of loan, possibilities for purchase, terms of ultimate purchase.
  - c. Delivery date for interim equipment -- delivery date for ultimate equipment.
  - d. Possibilities of expansion of equipment.
  - e. Provision of design staff to assist in designing instrument and dome.
  - f. Repair and maintenance, estimated cost, assistance provided by manufacturer.

The Superintendent will submit requirements on May 13, following consultation with Jack Fink, Medford; Jack Ireland, Spitz; and Rick Milburn, Viewlex; and others.

2. Board to issue call for proposals from manufacturers in line with the broad general requirements in No. 1 above. Board should also approve general procedure at May 13 meeting.
3. Receive proposals from manufacturer.
4. Committee evaluation of proposal.
  - a. Meeting with Jack Ireland and Rick Milburn to present proposals to committee: Bill Jones, Loren McKinley (OMSI, Portland), Ed Ebbighausen (U of O), Joyce Benjamin, and to members of the IED Board and Science Museum Commission Board.
  - b. Evaluation of proposal by committee. Solicit comments from planetarium directors at major planetariums. Solicit comments from educational science coordinator candidates.
5. Committee recommendation to board.
6. Selection of equipment by IED Board.
7. Payment, using NDEA funds, before July 1 (shipment of equipment to bonded warehouse).

10. Procedure and Preliminary Specs. for Planetarium and Procedure for Selection of Science Coordinator  
(continued)

MOTION

MOTION

10. (continued)

The Superintendent stated that the funds must be expended by June 30; therefore, the equipment will go into a bonded warehouse. Bonding assures the purchaser getting what was ordered. It is not necessary to have competitive bids for this type of equipment where specific requirements are outlined (see Attorney Smurthwaite's letter of 1974). Proposals from the two companies will be reviewed by the selection committee who in turn will make a recommendation to the Board for final selection. Representatives of Spitz and Viewlex have indicated that they would be happy to bring their information and present it to the committee.

Director Benjamin moved that the Superintendent and Ed Ebbighausen draw up a general two to four page call for planetarium equipment that can be neutral between Viewlex and Spitz and ask them to present proposals. The information is to be presented to the Board following the TMR Study Committee Hearing on May 20.

Director Wooten seconded and the motion carried.

Director Benjamin moved that the general procedure as outlined be approved.

Director Wooten seconded and the motion carried.

It was questioned whether Jack Fink, Medford (former Spitz employee) should serve as a consultant in drawing up requirements. By general consensus, the Superintendent and Director Benjamin are to study this appointment and approve and/or select someone else with planetarium experience.

11. Transfer of Transportation Funds to Hearing and Speech Center for Therapy

11. The Superintendent recommended that the Board approve transferring the remainder of the transportation funds (\$1,000 balance) to provide therapy at the Eugene Speech and Hearing Center. He referred to a letter of March 18 from Marv Wilkerson to county administrators stating that the fund for therapy was almost depleted and when completely depleted services would no longer be available. In response to this, Tom Payzant, Eugene District 4J Superintendent, Ned Risbrough, Director of the Eugene Hearing and Speech Center, and the Superintendent had discussed the problem, and subsequently, Dr. Payzant recommended to his board that \$7,887.50 be provided to assure therapy for Eugene students for the remainder of the year (copy of Payzant letter with agenda). Eugene has used approximately 75% of these funds during the past year. This is an increase over last year due to the new kindergarten program. Another factor contributing to the fund depletion was a 10% increase in the Eugene Speech and Hearing costs. Both Ron Babcock, auditor, and Bill Frye, attorney, agree that the \$20,000 plus \$2,000 transportation provided through IED resolution could not be increased because the resolution had stated that the cost could not exceed that amount.

In response to Director Williams' question regarding what happens if another district wants to use the center and

10. Procedure and Preliminary Specs. for Planetarium and Procedure for Selection of Science Coordinator  
(continued)

10. (Continued)

1. Draft requirements for planetarium for Lane County. These should include:
  - a. Ultimate equipment -- dome, projector, cove lighting, sound equipment, peripheral gear.
  - b. Description of interim equipment -- terms of loan, possibilities for purchase, terms of ultimate purchase.
  - c. Delivery date for interim equipment -- delivery date for ultimate equipment.
  - d. Possibilities of expansion of equipment.
  - e. Provision of design staff to assist in designing instrument and dome.
  - f. Repair and maintenance, estimated cost, assistance provided by manufacturer.

The Superintendent will submit requirements on May 13, following consultation with Jack Fink, Medford; Jack Ireland, Spitz; and Rick Milburn, Viewlex; and others.

2. Board to issue call for proposals from manufacturers in line with the broad general requirements in No. 1 above. Board should also approve general procedure at May 13 meeting.
3. Receive proposals from manufacturer.
4. Committee evaluation of proposal.
  - a. Meeting with Jack Ireland and Rick Milburn to present proposals to committee: Bill Jones, Loren McKinley (OMSI, Portland), Ed Ebbighausen (U of O), Joyce Benjamin, and to members of the IED Board and Science Museum Commission Board.
  - b. Evaluation of proposal by committee. Solicit comments from planetarium directors at major planetariums. Solicit comments from educational science coordinator candidates.
5. Committee recommendation to board.
6. Selection of equipment by IED Board.
7. Payment, using NDEA funds, before July 1 (shipment of equipment to bonded warehouse).

11. Transfer of Transportation Funds to Hearing and Speech Center for Therapy  
(continued)

MOTION

11. (Continued)

the only money available is that provided by Eugene, the Superintendent stated it might be necessary to ask one or two districts if they want to help so their youngsters may continue therapy until school is over. Of real concern, the Superintendent added, next year's budget of \$25,000 plus \$3,000 transportation is not going to be adequate and a more complete analysis will be made prior to preparation of the 1976-77 budget.

Director Williams moved that \$950 of transportation funds be transferred to the therapy account (leaving \$50 in transportation for outlying districts).

Director Benjamin seconded and the motion carried.

Director Benjamin stated she would like to have Marv Wilkerson at the next meeting (May 27) with Ned Risbrough with a report on the anticipated need for funding.

12. IED Policy Review

MOTION

12. Director Williams stated that special notification should be given to the Board any time there is a situation such as that referred to in Marv Wilkerson's memo. If this is not in policy now, it should be included and should delineate what kinds of reports need to be made between board meetings and in what areas the Board wants notification.

Director Armstrong stated it seemed apparent that the Board is not going to get the policies revised during regularly scheduled meetings and recommended that a sub-committee be appointed to do the initial revising all the way through and then set a retreat meeting for the Board to work on the finalized revision.

Director Armstrong nominated Director Williams to serve on the sub-committee.

Director Williams stated he would work with a committee of staff members on the revision. The nomination was approved by general consensus.

RECESS

report

13. ChairmaniHuffcallednaeten-minute recess.

13. TMR Committee

13. The meeting was reconvened and Director Armstrong presented the report and recommendation of the TMR Study Committee (copy attached to official minutes). She stated that the attendance at the meetings was almost perfect and the end result is a recommendation and report that was unanimously approved by the entire committee.

Director Benjamin expressed pleasure over the success of the committee report and suggested some tribute to the committee, i.e., a dinner, perhaps. (The Superintendent.

13. TMR Committee  
(continued)

## 13. (Continued)

Recommended that the committee-initiated dinner to be held Friday be considered a board expense.)

Director Williams expressed his appreciation to Director Armstrong for the fine chairmanship and suggested a letter from the Superintendent be forwarded to each committee member prior to next week's public meeting.

Appreciation was expressed for staff involvement in getting out agendas and mailings.

Director Armstrong indicated that she would like to make specific recommendations about committee memberships. She recommended that (1) a rather large advisory committee be appointed with representatives from parent groups from Pearl Buck Center, public school TMR classes, University of Oregon, classes in LARC, and whoever else is interested and has some organization going in the community; and (2) a working committee of ten (not to exceed twelve) to come from the advisory committee that would include Mary Simmons, Ric Crowley, ex officio, Lisl Waechter, Bob Schwartz from U. of O., and four parents (UW of O. parent, Pearl Buck parent, Rural parent, and a public school parent) and perhaps someone from the Mental Health Division locally, plus one of the coordinators from one of the larger school districts where the programs are being conducted.

Director Armstrong reported she is meeting with the LARC organization on Wednesday evening to present the TMR Study Committee report prior to the public forum on the 20th.

14. Joint District  
Board Meetings

## 14. The Board discussed briefly the joint meeting with the 4J Board. It was a general consensus that the joint meeting had been helpful. Director Benjamin suggested that the Superintendent set a meeting time with the other district Boards within a month or two and continue until the IED Board has met with all. It was suggested that Oakridge and Lowell or Lowell and Pleasant Hill and Florence and Mapleton might meet jointly.

Director Wooten suggested that a better informed public on the IED services might be beneficial in conjunction with meeting with the various boards. Mrs. Wooten suggested showing the IED slide-tape shows at neighborhood associations and senior centers. In addition, take the program to KOZY (the teleprompter channel) and perhaps to KVAL and KEZI to present on their community service time. Another suggestion was the radio interview approach. It was suggested that Joel Noble develop a plan of procedure.

15. Review of certification action taken by board in July, 1974

1974

15. Chairman Huff reported there is a difference of opinion between administration and staff regarding implementation of the Board's approval last July, 1974, of certification recommendations based upon Teachers Standards and Practices Commission requirements.

Those positions requiring certification by the TSPC involve only those teachers who are teaching students or those evaluating teachers. The IED has been granting tenure and fair dismissal only insofar as required by the TSPC. Some employees, having qualified themselves at considerable cost and time to be certificated now feel that they may not be recognized for tenure or come under fair dismissal. The IED administration contends that it has not changed its position and that tenure be granted where TSPC recommendations have been met.

Jim Swanson stated that (1) the Board has treated the certificated staff members as "certified" regardless of whether a specific certificate has been acquired; and (2) the new guidelines for certification specify a supervisor as a person who effectively works in areas that affect the curriculum (contending that he, Kermit Horn, and other certificated staff members work with other certificated staff in the districts and, in his interpretation, serve as supervisors under the new guidelines. If a staff person comes under guidelines of fair dismissal and does not follow the Board's direction for specific certification, then that is grounds for dismissal and for this reason it must be determined whether the staff is in fact covered by fair dismissal. Mr. Swanson suggested that an attorney general's opinion might best answer the question. The three requirements by law are (1) to be employed in a district for three years; (2) hold a valid Oregon certificate; and (3) be employed in a position similar to teacher or supervisor. It then defines supervisor and the problem comes in the definition of "supervisor." The question to be posed to the attorney general is "are those the only three requirements or, as stated by administration, does it become a question of whether you are required to hold a specific certificate?"

The Superintendent stated that some staff members have certificates but that it is not necessary to be certificated in that particular job unless they actually teach in the classroom or supervise people who teach in the classroom. When they meet these requirements, have the three years' experience, plus the contract, they comply with fair dismissal or tenure but they must have the specific appropriate certificate and not just have a teachers certificate.

Jim Swanson stated the association contends that those certified employees working as "specialists" are covered

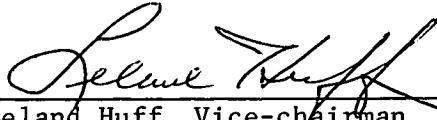
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|--|---|--|--|
| <p>15. Review of certification action taken by board in July, 1974<br/>(continued)</p> | <p>15. (continued)</p> <p>by the tenure law. Mr. Swanson stated his question is "whether he is now on tenure or will be when he completes the specific certification requirements."</p> <p>Director Benjamin, referring to the minutes of May, 1974, (agenda item #14) stated that the Board obviously did not agree to grant tenure to everyone at that point. The information was presented in the event that the Board decided those positions should be certificated for the purpose of complying with the fair dismissal law. Perhaps most of those involved should be tenured and perhaps not, but, Mrs. Benjamin stated, the minutes do not show that the Board took that particular action.</p> <p>Chairman Huff stated that the item was on the agenda for discussion only. Director Benjamin suggested that further discussion and/or action be delayed a couple of weeks and that the Superintendent check the matter with the attorney and/or Jack Gossard.</p> | <p>16. Goals and Objectives</p>  | <p>16. (Postponed by general consensus to the next meeting.)</p>   |
| <p>17. CETA Social Services Committee Member</p>                                       | <p>17. The Superintendent reported that he had asked Director Wooten to represent the IED Board on the CETA Social Services Committee. Since the appointment, the Superintendent was notified that Mrs. Wooten is on the Board of one of the contracting agencies (White Bird) and, therefore, ineligible to serve.</p> <p>Director Wooten stated she would be most happy to serve on that committee and did not feel there is a conflict of interest but would abide by their decision.</p> <p>Director Armstrong was appointed as alternate to serve on the CETA Social Services Committee if Director Wooten is not eligible to serve.</p>   | <p>18. IMC Summer Workshop</p>   | <p>18. A bulletin depicting the IMC summer workshop was presented for Board information. Director Wooten indicated she would like to see students represented in the workshop with teachers.</p> |
| <p>EXECUTIVE SESSION</p>   |   | <p>Director Huff recessed the general meeting and called for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005 - 192.030, for the purpose of discussing negotiations.</p> |  |
| <p>19. TMR Legislation<br/>(Letter)<br/>MOTION</p>                                     | <p>The meeting reconvened with the following action taken:</p> <p>Director Wooten moved that Director Armstrong, Chairman of the TMR Study Committee, write to Representative David Frohnmayer concerning TMR legislation.</p> <p>Director Armstrong seconded and the <u>motion carried</u>.</p>  |  |  |

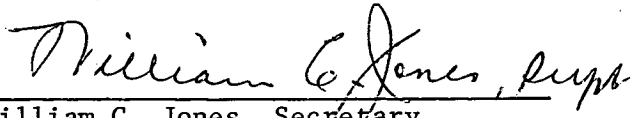
20. Next Meeting

20. The next meeting of the Lane IED Board will be held on Tuesday, May 20, 7:30 p.m., at the Eugene Education Center, 200 North Monroe, to conduct an open forum discussion on the TMR Study Committee report.

The next regular meeting of the Lane IED Board will be held on Tuesday, May 27, 7:30 p.m. at the Lane IED office, Royal Avenue and Highway 99 North.

The meeting adjourned.

  
Leland Huff, Vice-chairman

  
William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
May 13, 1975

LANE IED BOARD OF EDUCATION SPECIAL MEETING

Monday, May 12, 1975

9:30 p. m.

Minutes in brief

1. Attendance

1. A special meeting of the Lane Intermediate Education District Board was held Monday, May 12, with the following members present: Vice-chairman Leland Huff, Howard Bird, Nile Williams, Joyce Benjamin, and Superintendent William Jones. Also present was Doug Hill of the Eugene Register-Guard.


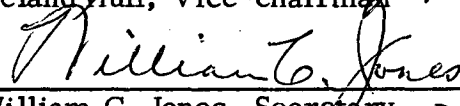
2. Ballot Title

Resolution MOTION

2. Following discussion of the Ballot Title and the date of the next election to exceed the 6% limitation, a motion was made by Director Joyce Benjamin and seconded by Director Howard Bird to resubmit the levy on June 17 (see attached ballot title).

The motion passed 4 - 0.

The meeting adjourned.

  
Leland Huff, Vice-chairman  
  
William C. Jones, Secretary

CERTIFICATION

I, Leland Huff, Vice-chairman of the Board of Directors, Lane Intermediate Education District, do hereby certify that the following is the ballot title of the proposed measure to be voted on at the Lane Intermediate Education District election to be held June 17, 1975.

PROPOSED BY RESOLUTION OF THE BOARD OF DIRECTORS

(Ballot facsimile)

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BUDGET LEVY EXCEEDING SIX PERCENT LIMITATION

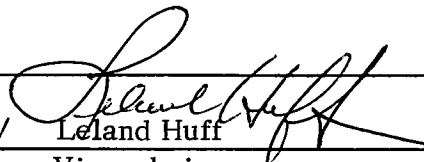
Shall the Intermediate Education District be authorized to exceed the 6% limitation by \$19,947,007 to provide tax offset funds for apportionment to and to equalize the tax levy among all school districts (16) within Lane County, Oregon?

If approved, the Lane IED operating and equalization levy for 1975-76 will be \$3,581,380 more than the levy for 1974-75.

You are voting on the equalization levy which equalizes educational expenditures among the school districts in Lane County. You are not voting on the operating levy for the IED.

The entire equalization fund is distributed to local school districts for local school purposes according to student enrollment. None is used for IED administration. The tax is spread uniformly on all property in Lane County and is distributed in such a manner that each school district receives the same number of dollars per pupil.

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S/   
Leland Huff  
Vice-chairman

Date: May 12, 1975

NOTE: Please publish in the Eugene Register-Guard

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
May 7, 1975

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, April 29, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, April 29, at 7:30 p.m., with the following members present: Vice Chairman Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, Joel Noble, Mike Neill, and Iva Ridgley of the IED office; Jack Gossard and Charles Pyron of Pyron and Gossard Associates; Dr. James Fisher, Willamette High School Principal; Frank Bishop, Chairman of the Career Education Department at Willamette High; and Doug Hill of the Eugene Register-Guard.

2. Minutes Approved  
MOTION

2. Director Benjamin moved that the minutes of April 8 be approved.

Director Wooten seconded and the motion carried.

3. Comments from Board  
Input Committee

3. Director Armstrong stated that staff members have indicated to the Input Committee that they wished to participate in the evaluation of administrative personnel and have asked that the Board be made aware of this. She stated that Jack Gossard's response to the Input Committee was that this needs to be planned carefully in terms of the way he perceived the Directors' responsibilities.

4. Correspondence

4. The Superintendent presented correspondence from:

- a. Jay Owens regarding the Sunriver Conference;
- b. Creslane Elementary School, Jefferson Junior High School, and Roosevelt Junior High School, regarding early closing of the IMC;
- c. Nine staff members from Condon and Willakenzie Elementary Schools, Eugene, regarding early closing of IMC;
- d. Jeff Davis, Briggs Junior High, Springfield, regarding early closing of IMC;
- e. Crest Drive Elementary School (to Mel Mead) regarding early closing of IMC;
- f. Carl Ihle, Principal of Colin Kelly Junior High, regarding early closing of IMC;

4. Correspondence  
(continued)

4. (Continued)

- g. Byron Skaug, Willakenzie teacher, regarding early closing of IMC;
- h. Milt Baum, State Department of Education, regarding approval of the seven service resolutions.
- i. Rob Fussell, State Department of Education, regarding approval of request for extension of NDEA Title IIIA Project #74193 until June 30, 1975 (for purchase of planetarium equipment); and
- j. Hugh Peniston, Chairman of the IED Board, thanking the Board for the flowers sent during his convalescence and expressing disappointment in not being able to attend the NSBA Convention with the Board.

5. Moving Date Changed  
to June 11, 12, and  
13

5. Director Williams expressed concern over school responses that the IED was cutting off the services of the IMC prior to the end of the year and that, had he thought it impossible to serve the schools and move at the same time, he would not have approved the moving date. It was suggested that a letter or memo from the Superintendent and Mel Mead be forwarded to those concerned that it was never the intent to eliminate services.

MOTION

Director Wooten moved that the moving dates be changed to June 11, 12, and 13.

Director Armstrong seconded and the motion carried.

6. Sunriver Conference  
Agenda

6. Chairman Huff introduced reconsideration of sending a letter to board members and/or superintendents inviting their reaction to the Sunriver Conference agenda. Referring to Jay Owens' second letter and card asking for agenda items, it was the general consensus that a letter to all IED Board members was no longer appropriate.

Director Wooten suggested that the Board respond collectively, thus adding more impetus, with those items considered to be of general interest. Suggestions for agenda items included (1) evaluation of superintendents; (2) special education, particularly the mainstreaming and normalization process; (3) clarification of the new bylaws; and (4) housing problems.

Director Armstrong added that the present agenda mentions no leadership person for any of the sessions making it impossible to select those sessions of most interest. (Negotiations and board policy sessions may be terrific but Board members need to know who is conducting the session.)

6. Sunriver Conference  
Agenda  
(continued)

6. (Continued)

Chairman Huff and Jeanne Armstrong were selected to convey the information to Jay Owens by phone and/or letter.

Director Wooten asked what criteria was used in selecting those staff members to attend the Sunriver Conference. Gene Farthing, Director of ISAC, responded that if the program relates to the staff member's area of interest, he would attend. Staff members not attending this conference may be attending other conferences that are more relevant to their particular programs(s).

7. TMR Study Committee  
Report

7. Director Armstrong reported that LARC (Lane Association of Retarded Citizens) has asked to see the written committee report prior to the open meeting/discussion forum so that they will be better prepared to respond to it.

MOTION

Director Armstrong moved to schedule the open meeting/discussion forum on May 20.

Director Benjamin seconded and the motion carried.

The meeting schedule is:

May 13	Present report to the Board
May 20	Open meeting/discussion forum
May 27	Decision by Board

8. Furniture Bids

8. The Superintendent recommended that the Board accept the low bids for furniture for the new building, as follows:

Virco:

8 double pedestal table	@	\$106.50	\$852.00
1 double pedestal table	@	140.70	140.70
5 folding tables	@	48.70	243.50
100 stack chair	@	10.45	1,045.00
5 upholstered stacking chairs	@	21.40	107.00
16 upholstered dining chairs	@	18.45	295.20
10 conference chairs	@	111.65	1,116.50
10 conference chairs	@	95.15	951.50
8 conference chairs	@	75.90	607.20
			<u>\$5,358.60</u>

Western School Supply:

1 conference table	@	73.94	\$ 73.94
4 single pedestal table	@	56.13	224.52
			<u>\$298.46</u>

8. Furniture Bids  
(continued)

## MOTION

## 8. (Continued)

(The bids do not include desks for secretaries but are for the stacking chairs and tables in the Board Room; folding tables for the curriculum classroom; upholstered stacking chairs for the entryway; and extra chairs for the conference room.)

Director Williams moved that the low bids be approved as recommended by the Superintendent.

Director Wooten seconded and the motion carried.

9. Science Coordinator  
Job Description

## 9. The Superintendent presented for Board consideration the Science Coordinator job description and application procedure. The position has been advertised in several west coast newspapers and the New York Times Education section; also information has been sent to the various placement service bureaus.

Director Benjamin stated that she wished to serve on the screening committee and suggested that a junior and a senior high school science education representative, Director Gene Farthing, and a member of the Science Museum Commission also serve. The Lane IED Board will select the Science Coordinator from the four to six candidates presented by the Screening Committee.

Director Benjamin expressed concern that the Science Coordinator be on hand, if possible, throughout the development of the bid specs and purchase of the planetarium equipment. It was suggested that the bids be advertised by May 29 and considered at the first meeting in June (or by the middle of June). The companies will be bidding their particular instrument and will be expecting to loan a piece of equipment until such time as their instrument is build or installed (approximately 12 to 14 months).

The Superintendent and Director Benjamin will develop a plan of procedure and purchasing schedule to present to the Board at the May 13 meeting.

Director Benjamin reported she planned to visit the Spitz Planetarium at Mt. Hood Community College on Thursday, May 8. The Superintendent and Director Williams will accompany her.

## 10. Review of Policies

## 10. Postponed by Board consensus.

## 11. Financial Reports

## 11. The Superintendent reported that the financial picture is sound. The \$6,193 deficit balance reflects the mid-month accounts payable and is not actually overdrawn.

11. Financial Reports  
(continued)

11. (Continued)

Director Williams asked if items of particular interest to the Board might be flagged with an asterisk or some other means of identification.

Director Wooten asked why small graphic arts needs were purchased locally rather than through joint purchasing. (All of these items are not available through joint purchasing and, in other instances, needs are not always anticipated.)

Accounts payable for March, 1975, were:

IED	\$280,038.24
OTIS	88,377.51

12. IED-4J Board  
Dinner

12. The Superintendent stated that in deference to 4J Board members' calendar, the joint dinner meeting will be held on Monday, May 12, at 6:30 p.m. at the Black Angus Restaurant.

It was suggested that the Superintendent contact Eugene for agenda items.

13. Willamette High  
Career Education  
Program - IED  
Involvement

13. Director Willson Maynard reported that this past summer he had observed a service station in Montana that was school-connected and operated very effectively by high school students. Dr. Maynard stated he had shared his perception of that program with Dr. Jim Fisher, Principal at Willamette High School and Frank Bishop, Chairman of the Career Education Department at Willamette. In the process of the discussion, both men indicated an interest in doing something similar at Willamette High School and that was the reason behind their report to the Board this evening.

Dr. Fisher stated that Bethel has been interested for several years in developing a vehicle maintenance training program for students and had looked without too much success for a service station in the Bethel area. However, an industrial mechanics shop (with hoist, etc.) is now available at the high school and the State Department of Education will provide funding for summer planning to implement a program this fall. Dr. Fisher presented a proposed Vehicle Maintenance Agreement whereby Bethel District #52 (Willamette High School) will provide complete vehicle maintenance for the IED vehicle fleet at cost (copy of agreement and vehicle services techniques attached to official minutes).

13. Willamette High  
Career Education  
Program - IED  
Involvement  
(continued)

13. (Continued)

Those items such as major overhaul, etc. which cannot be supplied within the district will be "farmed out" to other agencies in town. The agreement will be beneficial to the IED (maintenance costs anticipated to be cut in half) and at the same time provide an opportunity for the program to have a steady fleet of automobiles to service.

The program is being developed in two phases: (1) the regular curriculum and (2) a second curriculum to involve educable mentally retarded students to enable them to gradually build up their skills. Board reaction to the program was favorable. Action will be taken at a later meeting.

Director Benjamin suggested that insurance coverage be thoroughly investigated. Another concern is whether there might be unfavorable reaction from private businesses. The Superintendent stated that similar programs are being presented elsewhere and the response of private businesses there could be studied.

14. Word Processing  
Center

14. Postponed to the next agenda.

15. Board Goals and  
Objectives

15. Director Wooten asked for direction in how extensive the Board wished to delve into writing goals and objectives.

Director Benjamin stated she was not sure what types of goals were wanted.

Director Williams stated that it is difficult to delineate between outlining goals, objectives, and activities. He perceived the goals not changing much; i.e., to provide excellent supportive services. One example of an objective to the goal would be the implementation of the planetarium and an activity would be hiring the director, etc.

Director Armstrong stated she perceived goals to be the major tasks of the Board -- determining policy, selection and evaluation of a superintendent, budgeting, and/or maintaining a good relationship with community agencies.

Directors Wooten and Williams were appointed to a sub-committee to provide the Board with broad term goals and a general philosophical statement for the Board to respond to. In addition, each Board member will attempt

15. Board Goals and Objectives (continued)

15. (Continued)

to write goals and objectives individually for input to the subcommittee.

The report date of the subcommittee will be established at the next meeting.

16. NSBA Convention Report

16. Directors Williams, Benjamin, Wooten, Armstrong, Huff, and Superintendent Jones presented highlights of the NSBA convention and the side trips to the Madison, Wisconsin TMR program, the Spitz and Viewlex planetariums, and to the Montgomery County and Dade County programs.

Director Armstrong reported she was extremely pleased with the Madison, Wisconsin program and had brought back much information that she will be sharing with the TMR committee. (Director Williams added that while visiting the Dade County program for the mentally retarded, an administrator had remarked that they need to hire some of the people from Madison. Director Williams suggested that provision be made, if possible, for a couple of the parents to see that program.)

Director Wooten stated she had been favorably impressed with the TMR programs visited and with the NSBA workshop sessions attended (accountability and evaluation for staff and board).

In response to Director Maynard's query whether there is a feeling of urgency for leadership roles among board members, Director Wooten responded that board members are assuming a leadership role and are not rubber-stamping issues. However, she was somewhat taken aback upon observing a school board in Chicago appointed by the mayor and others elsewhere appointed by Commissioners with apparent lack of concern over conflict of interests.

Director Williams reported he was extremely enthusiastic over the planetariums visited.

Chairman Huff called a five minute recess.

17. Pyron and Gossard Associates Service

17. Dr. Charles Pyron was present to give his ideas of needed in-service in the area of MBO (Management by Objectives) and OD (Organizational Development). Both Dr. Pyron and Jack Gossard, IED negotiator, have been working with the superintendent and directors in these areas. They both think that the time is right to involve the second level of management personnel. The cost would be approximately \$200 per day for 12 days per year (3 days for each of 3 teams and 1 to 3 follow-up sessions. The

May 7, 1975

17. Pyron and Gossard  
Associates Service  
(continued)

17. (Continued)

cost for working with staff on supervisory and communication skills would run \$800 spread over 8 to 10 sessions. The Board indicated a need for some additional information concerning evaluation and asked the superintendent to compare costs with other consultants.

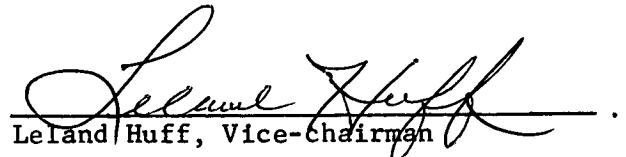
18. Executive Session

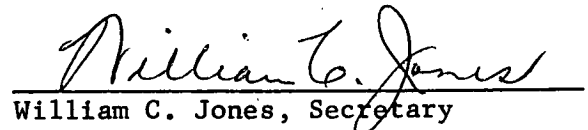
18. Chairman Huff recessed the general meeting and called for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005 - 192.030, for the purpose of discussing negotiations. The meeting reconvened with no action taken.

19. Next Meeting

19. The next regular meeting of the IED Board will be held on Tuesday, May 13, at 7:30 p.m. at the IED office, Royal Avenue and Highway 99 North.

The meeting adjourned.

  
Leland Huff, Vice-Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, April 8, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, April 8, at 8 p.m., following the tour of the new building. The following members were present: Vice Chairman Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, and Joel Noble of the IED staff, Architect Dee Unthank, Doug Hill of the Eugene Register-Guard, and Mr. and Mrs. Larry (Lois) Copple.

2. Building Progress  
and Moving Date

2. Dee Unthank, architect, presented an undated occupancy date, recommending that the move be delayed for a month, and stated that a study last week to verify the finalized condition of the building had revealed the following concerns:
  - a. The main chiller unit and motor have not been shipped from the factory. Shipment is estimated to be April 30 for main chiller motor. (Mid-June installation and completion of chiller.)
  - b. Motor mounts for main fan unit have been shipped, but have not arrived on job. Time delay -- one week.
  - c. Control panels for the boiler have not been shipped from manufacturer. The water circulating pump controls and starter motors are not on the job or installed. Estimated delay -- one month, including hookup and installation.
  - d. Some sheet metal items including mixing boxes, air diffusers, and duct-work components have been late in shipment or fabrication. Estimated completion two weeks from April 8.
  - e. Air balancing, a critical part of air handling equipment functioning, will be dependent upon completion of fan units and ductwork installation. See above items. One month delay.

2. Building Progress  
and Moving Date  
(continued)

2. (Continued)

- f. Electrical and mechanical work in the computer room will be delayed until the computer room accessible floor system (by owner) can be installed starting May 1, 1975. Air Co. estimated completion in this room by mid-May.
- g. Landscaping and irrigation installation has been held up for two weeks due to weather conditions, but this does not affect the move-in schedule since all work is outside.
- h. Telephone equipment and wiring is not complete to this date and not estimated to be so by April 15.

Mr. Unthank stated that the general contractor is in the final clean-up stages but the mechanical problems outlined indicate postponing occupancy for one month to allow for the substantial completion of items b, c, d, and e. Occupancy will then be possible even though the chiller unit may not be installed.

Director Williams asked if the mechanical problems are a result of availability of materials or the fault of the contractor in processing some scheduling performance.

Mr. Unthank replied that the orders had been placed immediately and that delivery dates had been projected in November and then again about six weeks ago. The fault was in the non-deliverance of materials. The Superintendent added that he is checking with Attorney Bill Frye regarding who shoulders the responsibility for the additional rental -- Powell Construction, subcontractors, or Johnson Air Control (there is no penalty clause in the bid but Powell gave April 15 as the date of completion).

MOTION

Director Benjamin moved to delay the move until the week of May 19 as recommended by the Superintendent and architect and to attempt to place responsibility for the additional rent necessitated by the delay.

Director Williams seconded and the motion carried.

3. Minutes Approved  
MOTION

3. Director Wooten moved that the minutes of March 25 be approved.

Director Benjamin seconded and the motion carried.

Director Benjamin referred to page one, stating it is her impression that minutes are to remain detailed and that help be provided to the secretary.

April 25, 1975

3. Minutes Approved  
(continued)

4. Report on Chairman  
Hugh Peniston

5. Communications

3. (Continued)

The Superintendent stated he believed it could be handled in the office.

4. The Superintendent and Director Armstrong reported that Hugh Peniston had withstood surgery very well, and while on the critical list, is doing as well as could be expected considering the seriousness of the surgery.

5. The Superintendent presented correspondence from:

- a. Jay Owen regarding the IED Sunriver conference;
- b. OCPT (Oregon Congress of Parents and Teachers) inviting Board members to the convention in Springfield; and
- c. Chuck Pyron, Gossard-Pyron Associates, regarding future involvement with IED in team building and consulting service.

Regarding Item (a), Sunriver Conference, Director Wooten expressed disappointment in the Sunriver Conference program for IED Board members. None of the items proposed by Director Armstrong (Representative on the committee), or other board members following the Portland meeting were considered. Director Wooten proposed that a letter be composed en route to the NSBA convention and forwarded to all IED board members in the state outlining new recommendations for activities with more imaginative sessions. (The Board will take addressed and stamped envelopes to facilitate the mailing prior to their return.)

Regarding Item (b), OCPT convention, the Superintendent encouraged Board members to attend some sessions of the OCPT meeting if time allowed, stating that a lot of program is packed into a short period of time.

Director Benjamin suggested that Chairman Huff write a thank you letter for the invitation.

6. TMR Study Committee  
Report

6. Director Armstrong, Chairman of the TMR Study Committee, introduced Larry and Lois Copple, parents of a daughter at Pearl Buck Center, (Mrs. Copple is a member of the committee), and then presented her interim progress report:

Visitation has been an outstanding part of the committee work (visitation schedule attached to report). Board members were encouraged to visit the local programs.

6. TMR Study Committee  
Report (continued)

6. (Continued)

Letters have been forwarded to superintendents and counselors (and to Jerry Sweet, president of Lane Association of Retarded Citizens) explaining the task and process and inviting input. Responses have been acknowledged as they arrive and all will be considered and studied.

Brainstorming sessions have been very productive -- to the point of getting so many ideas that there is now a point of confusion. A committee is in the process of categorizing them for further consideration.

Rebuilding of relationships between parents and staff people (Pearl Buck and IED) has been positive and the committee should soon be ready to recommend a short-range program for this fall. It is requested, however, to change the date for the report from the committee to the Superintendent to May 9 and to the public and Board on May 13, with a Board decision by May 27. (It is anticipated that the report will recommend a short-range program and outline procedures for developing a long-range program.)

Director Armstrong stated that she has made a strong commitment to the committee to support their consensus report and would expect the Board to react favorably to recommendations coming out of the report.

Director Benjamin moved that the report be accepted and to approve the recommended change in time schedule.

Director Williams seconded and the motion carried.

Directors Benjamin and Wooten expressed pleasure with the committee progress to date and hoped that the short-range program recommendation would be considered as if it were a long-range program because it undoubtedly will serve as the nucleus of the ongoing program.

Director Williams asked what committee reaction has been to District 4J Director Don Menefee's memo to the effect that no students will be moved without parental permission. Director Armstrong responded that Mr. Menefee had concluded his memo by stating that he will support whatever the IED recommended, and also communication from all districts is being

MOTION

6. TMR Study Committee  
Report (continued)

## 6. (Continued)

encouraged and carefully considered.

Chairman Huff stated there may be a problem in the smaller districts if the program moves too fast for them. Junction City has indicated that, while it has a room set aside for this purpose in the new school, it cannot accommodate a lot of different levels at the present time. They are willing to work with the IED program but won't be ready for a full scale program until 1976-77.

Lois Copple stated that the committee hoped that a program could be established in South Lane, Junction City, etc.; the committee hopes that the program in these districts will be such that students who can't fit into that program will still be transported into a program elsewhere in the county. Mrs. Copple added that she believes the committee is functioning very well but feels a concern about the direction to take now and welcomed board suggestions. She invited Board members to contact her (if their schedule allowed) and she would arrange for their visit to any of the various programs on the schedule. (Mrs. Copple was complimented for the excellent evaluation instrument she had developed to be used when visiting the various programs.)

## 7. Legislation

7. The Superintendent reported on HB 3160, introduced by Howard Cherry. The bill does not have the strong emphasis on reorganization that HB 2464 had in the 1973 sessions. In HB 3160, more emphasis is being placed on developing standards for IEDs (will be discussed at Sunriver conference) and the State Department of Education would have the responsibility to determine if IEDs meet state standards; then, the SDE acting as the state boundary board, could merge those IEDs which do not meet standards.

Director Williams and Director Benjamin pointed out that geographic location, size of some counties, and population factors pose a problem in meeting standard programs of services in some instances:

Other legislation -- SB 28 and 29 -- having to do with redistricting and rezoning in one instance and the ownership of property in the other were discussed. The Superintendent encouraged Board members to contact Senator Ed Fadeley regarding the right of IEDs to own property.

7. Legislation  
(continued)

8. L-COG Dues

MOTION

9. Personnel Contract  
for Corinne Reiter

MOTION

7. (Continued)

Directors Williams and Wooten expressed much concern over the one-man one-vote mandate and problems of redistricting and rezoning and still maintain rural district representation. The Superintendent stated it could be accomplished by zoning Eugene and Springfield along precinct lines.

8. The Superintendent presented the L-COG dues structure and recommended that the Board approve the L-COG dues of \$250 for 1975-76 (an increase of \$30 over 1974-75).

Director Benjamin moved to approve the \$250 dues for L-COG membership as recommended by the Superintendent.

Director Wooten seconded. The vote was 3 to 1 with Director Williams voting against the motion. Chairman Huff voted in favor and the motion carried (4 to 1).

Director Wooten referred to L-COG's three-year program in crime prevention-delinquency prevention, stating that she had requested an evaluation of that program but was told there were no funds to provide for an evaluation. Funds are being requested to continue the program and, following another request for evaluation prior to approving the requesting of additional funding, a report is now available for those board members who wish to review it. Director Benjamin suggested that a synopsis of the report be sent to districts for their information.

9. The Superintendent recommended that Corinne Reiter, Reading Specialist for BAM Title I Cooperative Project, be offered a contract for 1975-76 for \$11,250. (The IED serves as the contracting agency for the three districts, and the Superintendents and Boards of Blachly, Crow-Applegate, and Marcola have recommended that Mrs. Reiter be offered the contract.)

Director Williams moved that Mrs. Reiter be offered a contract for the 1975-76 school year for \$11,250 as recommended by the Superintendent.

Director Benjamin seconded and the motion carried.

10. Science Coordinator  
Position

10. The Superintendent referred to the 1975-76 budget to match the NDEA funds plus the amount budgeted for the science coordinator to work with the planetarium and science people in all the school districts. The Superintendent indicated that the science coordinator position should be advertised.

Director Benjamin stated that the success of the program will depend to a great extent on the background and expertise of the science coordinator. Directors outlined attributes they believed to be necessary for the science coordinator position, i.e., a scientist with educational background (not necessarily a doctorate), organizational skills, technical expertise in planetarium operation and curriculum development.

It was suggested that the position be advertised nationwide, that a job description be developed, and that a screening committee be appointed (keeping in mind the affirmative action policy). The IED will be the employer but it was suggested that the University and other science representatives work with IED personnel on the screening committee.

## MOTION

Director Benjamin moved that the Superintendent advertise the science coordinator position in several newspapers as well as the usual university placement, Oregon Education Association and IED offices.

Director Wooten seconded and the motion carried.

The Superintendent will provide a job description and screening committee information at the next meeting.

11. 4J and IED Board  
Meeting

11. By general consensus, it was agreed that April 30 would be the best time to schedule the dinner meeting with District 4J Board members. The meeting will be held at the Black Angus Restaurant to discuss mutual concerns, provided this time is compatible with District 4J Board members. (The meeting date was later established for Monday, May 12, at 6:30 p.m., at the Black Angus.)

(Director Armstrong left the meeting at this point.)

Director input for discussion items included -- district boundary planning, what the IED can do to better meet the needs of local districts (its weak points as well as strong); and possible equipment and facilities sharing (TV room at the new building was noted as one area that might be shared).

11. 4J and IED Board  
Meeting  
(continued)

11. (Continued)

Directors Benjamin and Williams suggested that the IED provide a brief information sheet outlining the program for the forthcoming year as well as what services the IED is presently providing for the Eugene district. It is hoped that, if the program is successful, additional meetings with the other districts will follow. Director Wooten suggested that letters go to the various districts prior to that time stating that the IED is interested in their programs and their input regarding IED services to them.

12. Agenda Format

12. The Superintendent presented a new agenda format for Board consideration.

1. Call to order.
2. Approval of the minutes
3. Comments from audience and/or board members (#1 - #3 are similar to the present agenda format).
4. Items for Action at this Meeting, to come right to the action items at the beginning of the meeting rather than at the end.
5. Items for discussion or action at a future meeting (This would be discussion or items that will be action items on future agendas.
6. Items for information (i.e., reports from IED specialists, etc.)
7. Personnel (This is the last item on the agenda so the Board can go into executive session if they desire.)

Board members expressed approval of the agenda format and noted:

1. Agenda items should be marked for the next meeting so they would be aware of what to expect -- action or discussion (Perhaps color code accompanying information and/or indicate the agenda item to which it refers.
2. Information going to the Board should carry the superintendent's recommendation (noted on top of accompanying information).
3. Have discussion of proposals and/or new programs at one meeting and take action at the next meeting (exception -- unless it

April 25, 1975

12. Agenda Format

(continued)

MOTION

13. Policy Review  
Postponed.

MOTION

14. Goals and Objectives

15. Truancy Report

12. (Continued)

is of an emergency nature and has unanimous approval of those present). It was noted that if there is no policy to cover suggestion #3, that it be considered for adoption.

Director Benjamin suggested splitting agenda item #5 (Items for discussion or action at a future meeting) to #5 Items for Discussion and #6 Items for Discussion at a Future Meeting; and subsequently renumbering the last two items 7 and 8.

It was noted that those who attend the meeting to make a presentation should be given the opportunity to do so early in the evening.

Director Benjamin moved that the proposed agenda format be temporarily adopted as presented and that the Superintendent take the Board suggestions under consideration in preparing the next agenda.

Director Wooten seconded and the motion carried.

13. Director Williams, noting the lateness of the hour and the absence of several board members, moved that unanimous agreement be given to postponing consideration of the policies.

Director Wooten seconded and the motion carried with unanimous agreement.

14. Director Wooten asked that the April 29 agenda include input by Board members regarding their individual concepts of goals and objectives for the Board as a whole.

15. Director Willson Maynard presented a report on the Truancy program conducted in cooperation with the school districts and the District Attorney's office. The program is more effective this year. He noted there have been 48 referrals with a follow-up of 23 officer visits to homes to formally notify parents of the situation and steps which must be taken under provisions of ORS 339.080. Most of these students are now back in school; however, one complaint has been filed in the courts that is expected to go to trial soon (no date set). Primary purpose of the program is to get the youngster back in school and then to provide a program that is realistic for that student (i.e., an alternative program).

## 15. Truancy Report

## 15. (Continued)

Director Wooten referred to school policies regarding repeated student absences which involve counselors, teachers, and sometimes juvenile officers in working with the parents to keep the student in school. She noted, however, that this mode of counseling is not sufficient and the crux of the problem many times is not in the school program but an uncomfortable situation at home.

Chairman Huff noted that Director Maynard's responsibility is to carry out the provisions of the law in notifying parents of the legal position they are in. (It is the school's responsibility, not the IEDs, to provide counseling.)

Director Wooten stated that she believes it is the IEDs responsibility (not part of the job) not only to get the child back in school, but to assume responsibility for counseling with parents or guardians, if a home situation is the primary cause of repeated absences.

Chairman Huff stated that it is the IEDs responsibility to provide the letter that is the final legal notification that the problem will be taken out of their hands if something is not done to correct it. If the parent cannot or refuses to rectify it, the student is considered "out of parental control" and at that point the court must take some action. At that time, the youngster can be removed from the home.

Director Wooten asked if Skipworth is the only alternative for "out of control" youngsters, to which Director Benjamin replied that in most cases, the child becomes a ward of the court and is placed in a foster home. Referring to Director Wooten's concern over youngsters who might be placed in detention situations for a "rotten" situation at school or home, Director Benjamin suggested that Willson Maynard and Director Wooten work together and come back with more information and/or suggestions to the Board.

Director Maynard concluded the report saying that it has been a good program for the school districts. The IED is working very closely with them and, for the first time in several years, the district attorney's office is providing legal support.

16. Oregon School Study  
Council Program

16. The Superintendent presented the program for the OSSC visitation on Thursday, April 24, at the Black Angus Restaurant, Salem. The morning session will be a conference on "Disrupting the Educational Rights of the Majority--A Need for Discipline?" Afternoon sessions will provide for a continuation of the morning discussion, visits to Sprague High School to observe their teacher-guide program (which enables individual staff members to work with 10-12 students in a mode that extends beyond the classroom contact), or to visit Schilrle Elementary School to observe their modular scheduling approach to team teach children (the children have been assigned to one of three instruction clusters, according to age).

Director Wooten indicated interest in attending the session.

17. Executive Session

17. Chairman Huff recessed the general meeting and called for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005-192.030, for the purpose of discussion of negotiations.


The meeting reconvened with no action taken.

18. Next Meeting

18. The next regular meeting of the IED Board will be held on Tuesday, April 29, at 7:30 p.m., at the IED office, Royal Avenue and Highway 99 North, Eugene.

The meeting adjourned.

  
Leland Huff, Vice-Chairman

  
William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
April 1, 1975

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, March 25, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, March 25, with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Howard Bird, Nile Williams, Cynthia Wooten, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, and Joel Noble of the IED office.

2. Minutes Approved.

2. Director Huff moved that the minutes of March 11, 1975 be approved.

Director Wooten seconded and the motion carried.

Director Wooten, who was absent at the previous meeting, said that she, along with other members of the Board, appreciated receiving minutes that were in detail. Chairman Peniston reported that a conversation with the secretary who takes the minutes confirmed his belief that it takes considerable time to provide detailed minutes. Directors who miss meetings were encouraged to listen to the tapes of the meetings which provide additional detail. Director Bird indicated that he was under the impression that the Board had, at some time in the past, requested the detailed minutes because they had been too brief. He further indicated that if they take too much time to prepare, the secretary should be relieved in some way, to which the Superintendent replied that this will be done.

3. Frohnmayer Letter

3. Chairman Peniston distributed a draft of a letter he prepared to be sent to State Representative David Frohnmayer, asking Board members to read it. Assuring the Board that the letter had not as yet been sent, Peniston said he wanted Frohnmayer to know it was coming from the Board. The letter was a reaction to legislation Frohnmayer has introduced. This legislation would result in a measure of State control in matters which Peniston feels should be controlled at the local level; in this instance, specifically concerning a solution to the determination of educational policy affecting placement of Trainable Mentally Retarded children.

Director Wooten said it would be well if all members of the Board signed the letter, and Director Armstrong suggested a minor change in wording.

Director Armstrong moved that the letter be approved for sending to Representative Frohnmayer with the modifications noted.

Director Bird seconded and the motion carried.

MOTION

4. Communications

4. The Superintendent presented one item of correspondence and three items he had distributed to the Board for information.

- a. Ernest McDonald, U. S. Department of Agriculture, thanking Environmental Education Specialist Kermit Horn for participation and assistance in a conference;
- b. Latest revised version of Educational Services, the IED general information brochure;
- c. The 1975-76 IED Equalization listing; and
- d. The 1974-75 Summary of Assessment and Tax Roll.

5. Financial Reports

5. The Superintendent presented the financial statement and accounts payable for February, 1975, as follows:

IED	\$234,701.28
OTIS	87,126.64

The Superintendent reported that the IED is in basically the same situation as it was for the first of the three statements that the Board has had in the last few weeks, and that the financial condition of the IED continues to be sound.

The Directors noted that at the top of Page 4 of the fourth page of the Financial Statement the designation CAI (Computer Assisted Instruction) had been inadvertently entered as CIA. Some indicated that they felt this might have reflected a preoccupation with the agency's prominent place in the news lately.

In response to a request for a clarification, the Superintendent explained the significance of the minus (-) sign in different situations, i.e. revenues and expenditures. Several Directors had indicated that they did not understand this clearly.

Director Wooten said that she did not understand how it is that some accounts still carry a 100% balance this late in the year, indicating that she wondered if this was an evidence of overbudgeting. The Superintendent explained how this can happen, using as an example that of the item designated School Psychologist. This item still had 100% in the account because it was in the budget before the resolutions were voted on by the local districts; and inasmuch as it was not approved as a resolution item, it has not been expended, but instead will be included in cash carryover at the close of the fiscal year.

April 1, 1975

6. Fair Booth Contract

6. The Superintendent reported that the Lane County Fair Board needed to know whether or not the IED wished to rent space for the 1975 Lane County Fair, retaining the two spaces it rented last year. The Fair Board wished to have the IED return a signed contract covering the two spaces (#32 and #33) in the exhibit hall if it was planned to exhibit this year. Director Williams asked, "Do you think it is worth the money spent?" The Superintendent assured the Board that the Fair booth provided an invaluable opportunity to get the IED before the public, something that virtually no other medium could do as effectively.

Reporting on the high level of traffic through the IED booth last summer, the Superintendent said that people were signed up to access the terminal not only hours ahead but even days ahead.

The Directors suggested several approaches for utilization of the booth space including featuring the new building and featuring local school districts. The latter had been tried in the past, the Superintendent observed, but with little success.

Director Bird moved that the Board approve the IED entering into a contract to operate a booth at the 1975 Lane County Fair.

Director Huff seconded and the motion carried.

MOTION

7. Move to New Building

7. The Superintendent presented a brief report on building progress at the new IED Education Center. After a careful evaluation of the total situation, he recommended to the Board that action be taken to delay the move into the new Center until the last week in May. He cited two primary reasons for this recommendation:

- a. It appears that the building will not, in all likelihood, be ready for occupancy on the date initially determined -- April 15; and
- b. The disruption of IED services to local districts for one week for a second time during the year would be unwise and unfair.

Director Bird commented that delaying the move would involve unanticipated expenditures. The Superintendent agreed, noting that the extra cost would be a minimum of \$2800 (one month's rent) with a possible maximum of \$4200, or six weeks' rent. When asked concerning the situation as it relates to OTIS, the Superintendent said that OTIS will not be moving until July 1 and so was not involved in the problem. He noted that it might be possible to move on April 15 but that there was a distinct possibility we would be moving around the workers.

7. Move to New Building  
(continued)

## 7. (Continued)

Director Peniston suggested that the Board study the situation at its next meeting (April 8) to see whether it is advisable or possible to move on time or whether a delay is advisable.

By consensus, the Board decided to move on April 15, if at all possible and if not to extend on a week by week basis.

## 8. LCSBA meeting

8. Noting that the next meeting of the Lane County School Boards Association is scheduled for the evening of Thursday April 3 at Pleasant Hill, the Superintendent canvassed the Board to see who would be able to attend. A meeting of the Cooperative Science Museum Commission is also scheduled for that evening, providing a conflict for several present.

## 9. NSBA Itinerary

9. Noting that the visitation at Columbia, Missouri, had been switched to Philadelphia, the Superintendent briefly reviewed plans for attending the upcoming National School Boards Association convention in Miami, Florida, and arrangements for several visitations en route. (See attached tentative schedule.)

## 10. Review of Policies

10. Expressing satisfaction that time had been found for giving consideration to a review of IED Policies, the Board proceeded to study several beginning sections. It was noted that Section 105.00 through 106.07 had been discussed at a previous meeting and that the Superintendent had distributed copies of some revisions made at that meeting. After briefly reviewing Section 105.00 through 106.07 as revised following study at a previous meeting, Director Armstrong reported two changes, "not substantive, but in wording."

## MOTION

Director Armstrong moved adoption of Section 105.02 through 105.06 as revised.

Director Huff seconded and the motion carried.

## MOTION

Noting no reasons for modification or revision beyond what had been done, Director Armstrong moved adoption of Section 106.01 through 106.07, as recommended by the Superintendent.

Director Wooten seconded and the motion carried.

As discussion of Section 107.00 began, the Superintendent pointed out that the numerical format already followed should be used rather than the "a", "b", "c", etc., format in the current policy in this section.

An extended discussion of this section, which is

April 1, 1975

10. Review of Policies  
(continued)

MOTION

10. (Continued)

concerned with district reorganization, ensued with the Directors agreeing to drop two sub-sections, "c" and "d" because they were no longer appropriate or pertinent.

After agreeing on changes in wording in most of the sub-sections, Director Armstrong moved adoption of Section 107.01 to 107.038, as revised.

Director Bird seconded and the motion carried.

(See attached for complete revised sections of the Policies as considered.)

11. Executive Session

11. Chairman Peniston recessed the general meeting and called for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005-192.030, for the purpose of discussing personnel matters.

The meeting reconvened with no action taken.

12. Next Meeting

12. The next regular meeting of the IED Board will be held on Tuesday, April 8, at 7:30, at the IED office, Royal Avenue and Highway 99 North, Eugene.

The meeting adjourned.

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Hugh Peniston, Chairman

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William C. Jones, Secretary

March 25, 1975

TENTATIVE NSBA ITINERARY --- APRIL 15 or 16 - 22

Hugh - Nile - Bill

Tues. April 15: Lv. Eugene 8:00 a.m.  
Ar. Phil.  
Spitz will meet us and arrange motel/hotel

Wed. April 16: Visit Spitz at Chaddsford Planetarium.  
Drive to N.Y. (Spitz to supply vehicle).  
Meet Eric Milburn - Viewlex for dinner.  
Eric Milburn will arrange motel/hotel.

Thus. April 17: Visit N.J Viewlex installation in Morristown Community College.  
Lv. N.Y. for Wash. D.C. (planes every hour)  
Ar. Wash. D.C.  
Drive to Ramada Inn, Rockville, Md., Montgomery Co. Md.

Fri. April 18: Visit Montgomery Co. with Dr. Bruce McKay.  
Lv. Wash D.C. for Miami  
Ar. Miami (Regency Hotel)

Sat. April 19  
thru

Tues. April 22: Attend NSBA and visit Dade Co. if possible on Monday, April 21.  
Lv. Miami 12:10 p.m.  
Ar. Eugene 7:23 p.m.

Jeanne - Cynthia

Wed. April 16: Lv. Eugene 7:30 p.m.  
Ar. Madison, Wisc. 8:35 a.m. Thursday

Thus. April 17: Visit TMR programs with Lou Brown  
Lv. Madison, Wisc. 6:00 p.m.  
Ar. Wash D.C. 10:00 p.m.  
We'll meet you at airport and take you to Rockville, Md.

Fri. April 18: Visit Montgomery Co.  
Jeanne same schedule as Hugh, Nile, & Bill.  
Cynthia --- Lv. Wash. D.C. for \_\_\_\_\_ date \_\_\_\_\_.

Joyce

Wed. April 16: Lv. Eugene 6:00 p.m. via San Fran.

Thus. April 17: Av. N.Y. (JFK) 6:00 a.m.

We'll pick you up at JFK and visit Viewlex  
installation at Morristown Community College, N.Y.  
and follow same schedule as Hugh, Nile, & Bill to  
Montgomery Co.

Fri. April 18: Lv. Wash. D.C. for Boston (choice of flights every hour)

Sun. April 20: Lv. Boston 1:25 p.m.  
Av. Eugene 7:58 p.m.

## 105.00 Informal Appeals

- 105.01 The Superintendent shall answer questions regarding the administration of school laws, Intermediate Education District policies, and State Board of Education rules and regulations when submitted to him by school district officers or the general public.
- 105.02 The Lane IED Board of Education does not intend that it or any member of the staff shall sit in judgment on school disputes except as required by law. As a public service, however, the Board may serve as an intermediary agency through which citizens may communicate easily on school problems. The Board recognizes the importance of keeping open at all times lines of communication between boards, educators and citizens.
- 105.03 The Superintendent may require that questions or complaints be submitted in writing. He shall not, however, investigate any complaint or appeal unless and until such has been presented to the administrative head of the local school district.
- 105.04 The Superintendent shall keep local school district superintendents informed in writing of any complaints, appeals, and answers that would affect their districts.
- 105.05 If the Superintendent is not prepared to respond to an inquiry or complaint, he may submit item in question to the individual or body representing competent authority and having jurisdiction in the matter, i.e. Superintendent of Public Instruction, attorney for the Intermediate Education District, Board of Education for the Intermediate Education District, etc.
- 105.06 The same question shall not be submitted to more than one authority at one time. Nothing in this section, however, is intended to limit the right of any person or group to appeal a decision or order of the Superintendent, as provided by law or rules and regulations of the State Department of Education.

106.00 The School District Boundary Board (ORS 330.80 to 330.310)

- 106.01 The Lane IED Board, acting in accordance with state law, shall function as the boundary board in deciding school district boundary problems in the county.
- 106.02 The boundary board will be reluctant to initiate any boundary changes, and shall do so only where it is apparent that the education of children is being adversely affected because other individuals or agencies (local school boards) have failed to initiate a petition for boundary changes.
- 106.03 The petition for proposed changes of boundaries shall:
  - 106.031 Be directed to the Board of Education, boundary board for the Lane Intermediate Education District.
  - 106.032 Include the names and numbers of the districts affected by the proposed change and the number of children and their grade level(s).
  - 106.033 Contain a concise statement of the nature of the change requested: if only a portion of the district is involved, the statement shall contain a legal description thereof which must be completed by a registered engineer or county surveyor and include the number of acres and the assessed value of the property to be annexed.
  - 106.034 Contain the legal signatures and resident addresses of the petitioners and the names of the districts in which they reside.
- 106.04 The official boundary board hearing shall be conducted as a formal hearing. Witnesses shall be sworn and all testimony transcribed verbatim.
- 106.05 Written notifications outlining proposed boundary changes and stating the hearing date shall be sent to the district superintendents, to individual members of the affected school boards, and to the owners of property involved in minor boundary changes.
- 106.06 The officially recorded opinions of the affected district boards, together with the reasons for these opinions, shall be given careful consideration; however, the boundary board shall not consider itself bound by the wishes of the district boards.
- 106.07 Relative to a proposed boundary change, the best measure of substantial adverse effect, as indicated in ORS 330.090, shall be the amount of increase in millage which would accrue to the district from which the property is proposed to be transferred. The latest appraised valuation of the property transferred out of the district within the preceding two years shall be considered cumulatively.

107.00 The School District Rerrganization Committee (ORS 330.505 to 330.780)

107.01 The Lane IED Board, acting in accordance with state laws, shall be the Committee for the reorganization of local school districts in the county.

107.02 The IED Board shall encourage local districts to recommend reorganization of boundaries for a more effective program of education in Lane County.

107.03 The Board shall be guided by the following policies in formulating plans for reorganization:

107.031 Any reorganization plan shall be authorized only by a majority vote of members and shall be recorded in the minutes.

107.032 Local school board members, employees, and patrons shall be encouraged to participate in formulating preliminary plans.

107.033 Professional aid and counsel from appropriate agencies may be utilized.

107.034 Proposals for consolidations and boundary changes shall be examined to determine their effect on land use planning.

107.035 No plan of reorganization shall be approved by the Board until the local school boards have had ample opportunity to make suggestions and recommendations.

107.036 Before making final decisions on reorganization and/or merger of two or more districts, the IED Board shall visit the areas which will be affected by the proposed changes. The Board shall discuss with the citizens the specific alterations being considered.

Office of the Superintendent  
March 20, 1975

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, March 11, 1975

Minutes in brief

- |                               |    |   |
|-------------------------------|----|---|
| 1. Attendance                 | 1. | The regular meeting of the Lane Intermediate Education District Board was held Tuesday, March 11, with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Evelyn McKenzie, Wanda Vinson, Joel Noble, and Ron Munkres of the IED office; and Doug Hill of the Eugene Register-Guard.   |
| 2. Minutes Approved<br>MOTION | 2. | <p>Director Benjamin moved that the minutes of January 28, February 11, 18, 26, and 28 be approved.</p> <p>Director Armstrong seconded and the <u>motion carried</u>.</p> <p>Chairman Peniston noted that minutes usually contain action taken and nothing else. He suggested that the Board minutes be abbreviated to a degree, thus freeing administrative and secretarial time for other tasks. Directors Benjamin and Williams responded that the completeness of the minutes has been of assistance to them in keeping up with Board business when they were absent from a meeting. In addition, the minutes serve to keep other districts aware of the IED program. It was suggested that the Superintendent be relieved of editing the rough draft and that Willson Maynard assume that task.</p>  |
| 3. Board Comments             | 3. | <p>Director Benjamin expressed concern that the newspaper article reporting the meeting at her home to appoint the TMR Study Committee had not mentioned that the entire Board was involved in the decision making.</p> <p>Chairman Peniston reported that he had accompanied a bus load of Pearl Buck mothers to Portland to study the Multnomah IED TMR program. During the trip, there were questions from parents regarding committee selection; the chairman explained to them that the Board chose one for each position from those recommended by Lisl Waechter and Mary Simmons.</p> <p>Director Armstrong stated that correspondence during the period of the committee operations will be discussed at the weekly meetings each Thursday. She suggested that a committee member could assume the responsibility of informing parents (through a newsletter)</p> |

3. Board Comments  
(continued)

Fern Ridge Board  
Induction

4. IED Resolutions

5. Budget Hearing

3. (continued)

of how the committee was chosen and how the committee goals were determined. (These can be duplicated at the IED.) Director Peniston reported that he had written to all who have corresponded on the TMR program and included a copy of the statements of procedure and a membership list of the committee.

Chairman Peniston stated that the Portland visit had been most interesting and informative. Multnomah IED runs classes in 16 public schools and also has a center with 12 classes. Quality and dedication of teachers was evident. The three-hour ride each way was of value in developing open communication.

Director Williams reported that he and Superintendent Jones had attended the Fern Ridge School District Board meeting Monday, March 10, and inducted Ted Allison, Ben Inman, and Noble Wheeler to serve on the 28J board until the next election. Response from the audience was better than it has been and there seems to be a positive feeling of cooperation. Ted Allison was elected chairman and Ben Inman vice-chairman. Jim Martin, whose wife teaches for the district, resigned from the Board following the induction of the other members. Dr. Robert Bagley, Superintendent, also tendered his resignation as of July 1975.

4. The Superintendent reported that following his presentation of the IED resolutions at the Fern Ridge and Blachly board meetings on Monday, March 10, approval was given by both districts to all programs. Consequently, the resolutions for IMC; Data Processing, Career Education; and Speech and Hearing received unanimous approval from the 16 districts; the Math Lab received approval from 13 districts with 3 (Bethel, Siuslaw, and McKenzie) opposing; and the Science program received 12 affirmative votes with 4 (McKenzie, Oakridge, Junction City, and Siuslaw) opposing. Approval was given by two-thirds of the districts having at least 50% of the student membership.

5. The Superintendent presented the IED Operating Budget as approved by the Budget Committee and the Equalization Offset as established by the IED Board Hearing, notice of which was published, as required by law, in two issues of the Register-Guard.

5. Budget Hearing  
(continued)

5. (Continued)

	<u>Estimated Expenditures</u>	<u>Estimated Receipts</u>	<u>Required Levy</u>
Schedule I	\$2,749,456	\$ 569,132	\$2,180,324
Schedule IV	36,883	36,883	-0-
Schedule V	385,000	385,000	-0-
Schedule VI	<u>1,577,886</u>	<u>1,577,886</u>	<u>-0-</u>
	\$4,749,225	\$2,568,901	\$2,180,324
Estimate of tax not to be collected			239,836
Equalization offset			<u>23,225,098</u>
Total			
Total IED Board Budget Levy and Offset			\$25,645,258

Schedule I  
MOTION

Director Williams moved that the Schedule I estimated expenditures of \$2,749,456, estimated receipts of \$569,132, and required levy of \$2,180,324 be approved.

Director Benjamin seconded and the motion carried.

Schedule IV  
MOTION

Director Benjamin moved that the Schedule IV estimated expenditures of \$36,883 and the estimated receipts of \$36,883 (no levy required) be approved.

Director Williams seconded and the motion carried.

Schedule V  
MOTION

Director Benjamin moved that the Schedule V estimated expenditures of \$385,000 and the estimated receipts of \$385,000 (no levy required) be approved.

Director Huff seconded and the motion carried.

Schedule VI  
MOTION

Director Huff moved that the Schedule VI estimated expenditures of \$1,577,886 and the estimated receipts of \$1,577,886 (no levy required) be approved.

Director Benjamin seconded and the motion carried.

5. Budget Hearing (continued) 5. (Continued)

Total Operating  
Budget  
MOTION

Director Williams moved that the total estimated expenditures of \$4,749,225, total estimated receipts of \$2,568,901, and the required operating levy of \$2,180,324 be approved.

Director Benjamin seconded and the motion carried.

Uncollected Tax  
Estimate  
MOTION

Director Benjamin moved that the Estimate of Tax Not to Be Collected be approved in the amount of \$239,836.

Director Huff seconded and the motion carried.

IED Equalization  
Offset 1975-76  
MOTION

Director Huff moved that the 1975-76 Equalization Offset levy in the amount of \$23,225,098 be approved.

Director Benjamin seconded and the motion carried.

Total IED Levy,  
1975-76  
MOTION

Director Benjamin moved that the 1975-76 levy in the amount of \$25,645,258 (\$5,698,251 within the 6% limitation and \$19,947,007 outside the 6% limitation) be approved.

Director Huff seconded and the motion carried.

6. Election  
May 6, 1975

6. The following resolution was presented to the Board for action:

PROPOSED BY RESOLUTION OF THE BOARD OF DIRECTORS

(ballot facsimile)

BUDGET LEVY EXCEEDING SIX PERCENT LIMITATION

Shall the Intermediate Education District be authorized to exceed the 6% limitation by \$19,947,007 to provide tax offset funds for apportionment to and to equalize the tax levy among all school districts (16) within Lane County, Oregon?

If approved, the Lane IED operating and equalization levy for 1975-76 will be \$3,581,380 more than the levy for 1974-75.

You are voting on the equalization levy (approximately 50% of the operating expense of the 16 school districts) not the operating levy for the IED; that portion of the IED budget which provides educational/administrative services for the school districts is within the 6% limitation.

The entire equalization fund is distributed to school districts according to student enrollment; none is used

6. Election  
(continued)

MOTION

7. Correspondence

8. Environmental Education Endorsement  
MOTION

9. Property Transfer and Access

6. (Continued)

for administration.

Director Benjamin moved to authorize the ballot title as submitted and instruct Chairman Peniston to certify the resolution adopted to the County Elections Department for the May 6, 1975 election.

Director Armstrong seconded and the motion carried.

7. The Superintendent presented correspondence from:

- a. Mr. and Mrs. Lewis regarding Pearl Buck Center;
- b. County Commissioners regarding access easements with Hansen Brothers;
- c. Sam Frear regarding environmental education statement adopted by District 4J;
- d. Association of School Business Officials (ASBO) regarding Bill Land's appointment to the research committee;
- e. Oregon Association of Secondary School Administrators (OASSA) commending Paula Bracken and the superintendent (two letters) for participation in their winter conference;
- f. Linda Hall, Condon teacher of TMR program, regarding the elementary program at Condon; and
- g. Jim Howard, Betty Bergman, and Anne LeBeau (three letters) regarding the Pearl Buck program.

8. Director Armstrong moved that the IED Board endorse the environmental education statement, communicate that endorsement to the local school districts, and write to legislators encouraging legislation.

Director Benjamin seconded and the motion carried.

The Superintendent stated he would present the information to the superintendents on Thursday.

9. The Superintendent reported that property transferrals have been completed with Bob Elfers signing the quit claim deed presented by Eddie Hoops, HEW. It is now part of the parcel (\$102,000 value) belonging to the County and designated for use by the IED.

Highway access at the north end of the IED building has been cleared with the IED giving Hansen Bros. access to the back of their property and they, in turn, giving access to the IED over their property.

## 10. Business Affairs

10. The Superintendent presented the financial reports for January, 1975. He stated the picture had not changed significantly from the last report. Accounts payable for January, 1975 were presented as follows:

IED	\$218,785.01
OTIS	111,676.99

## 11. Cut Stock Paper Bid

11. The Superintendent recommended approval of the cut stock paper bid as follows: (breakdown of each bid attached to official minutes)

Blake, Moffit & Towne	\$ 963.48
Western Paper Co.	47,211.20
Xerox Corporation	85,826.10
Zellerbach Paper Co.	23,918.88

## MOTION

Director Williams moved that the joint purchasing cut stock paper bid be approved as recommended by the Superintendent.

Director Armstrong seconded and the motion carried.

## 12. Career Education Position

12. The Superintendent recommended that Howard Dauntless be employed on a six-month contract from March, 1975 through August, 1975 to conduct the survey for the career education program as outlined by Ron Munkres at the last Board meeting (salary to be negotiated). Of the 21 applicants, Mr. Dauntless was rated the highest by the screening committee. Mr. Bill Bobst was the second choice of the committee.

In response to Director Williams query, Ron Munkres presented background of the program. The Career Education Advisory Council and the Superintendents' Advisory Committee have expressed their hope of coordinating the various types of work experience and work exploration programs through a centralized system such as the IED to eliminate some of the confusion between the programs. Both of these committees have expressed a need to survey all community resources available to strengthen the program. In order to determine the needs, the IED Board approved contracting with a consulting firm to design the information gathering system and hiring a staff person for six months to conduct the survey. (Phase II of the program, if approved, will provide CETA funding for the disadvantaged and handicapped youth career education program and will utilize another staff person to be selected for a six-month period.)

Director Williams stated he did not oppose contracting with the consulting firm but wondered if there were not members on the IED staff who could conduct the study. It was pointed out that the consulting firm has the necessary experience and expertise which is not available through the IED.

12. Career Education  
Position (Cont'd)

## MOTION

## 12. (Continued)

Director Benjamin moved to instruct the Superintendent to contract with Howard Dauntless for six months (March-August, 1975) to conduct the survey (salary to be negotiated). If, for any reason, he does not accept the position, then the superintendent should contract with Bill Bobst -- same conditions.

Director Armstrong seconded and the motion carried.

13. TMR Committee  
Report

## 13. Director Armstrong, chairman of the TMR Study Committee, reported that the first meeting of the committee had been held Thursday, March 6. Everyone contacted accepted the committee appointment and attended the meeting. While no problem solving was accomplished, Director Armstrong stated that there is an outspoken commitment to work toward an equitable solution of the problem.

The next meeting of the committee will be held Thursday, March 13, at the Congregational Church from 4:00 to 6:00 p.m. It will be suggested that records of the meeting be handled through cassette recordings to be available to those unable to attend, and in addition a secretary to be appointed by the committee to maintain written highlights of the meetings. It is anticipated that the committee will meet weekly in March and April.

14. Building Progress  
Report

## 14. The Superintendent reported that the building is nearing completion. Carpets are being laid in the offices and in some of the large areas. All materials (with the exception of one chiller unit enroute) are on hand and the anticipated completion date is April 15.

## 15. NSBA Convention

## 15. The Superintendent reported that confirmation of the registrations for the NSBA convention in Miami has been received. The following schedule was offered for Board consideration: leave on Wednesday, April 16, arriving in New York City that afternoon or evening; visit Viewlex planetarium in New Jersey Thursday the 17th; on Friday, April 18 to Baltimore to visit Montgomery County installation and fly to Miami that same afternoon; on Saturday the 19th to visit the Dade County office and register for the convention which starts in the afternoon. Leave Miami on the 22nd and stop at the planetarium in Missouri on the way home.

Another alternative would be to leave on Tuesday, April 15, stop in Missouri that afternoon, visit the planetarium on the 16th, then fly to New York City and follow the original schedule.

Director Armstrong indicated she preferred to visit the Madison, Wisconsin TMR program and join the group at the Montgomery County office. Director Williams also indicated an interest in visiting the TMR program.

15. NSBA Convention  
(continued)

16. Dinner Meeting with  
4J Board

17. LCSBA Meeting

18. Agenda Items --  
Policy Study

MOTION

19. Executive Session

15. (Continued)

Director Benjamin indicated she wished to visit the planetarium (and perhaps the Montgomery or Dade County offices) and then return home. The Superintendent stated he would complete the flight arrangements.

16. Director Benjamin reported that during a conversation with Sam Frear, 4J Board member, he had suggested a joint meeting of the two Boards to discuss the 4J program, the IED program, and how the two fit together. Mrs. Benjamin proposed that the Superintendent make arrangements with Dr. Tom Payzant, 4J Superintendent, for a mutually acceptable time for a dinner meeting of the two Boards. Upon selection of the date and time, Chairman Peniston will formally invite the 4J Board.

General consent of the Board was given.

17. The Superintendent reported that the next Lane County School Boards Association dinner meeting will be held at Pleasant Hill on April 3. Agenda items include (1) collective bargaining in school districts -- how to negotiate and bargain without coming to impasse; what issues are bargainable; who are supervisors under the law; (2) conflict of interest; and (3) fair dismissal. Attorneys Joe Richards, Bruce Smith, John Luvaas, and Laurie Smith will participate.

Director Armstrong suggested that legal aspects of insurance might also be considered as well as a short feedback on what is going on in legislation.

18. Director Armstrong expressed concern over the apparent lack of time to study policy revisions and suggested that a special session dealing with just policies be held.

Director Benjamin stated that the policy revision should be on each agenda unless otherwise directed.

Director Benjamin moved that one hour at the beginning of the next meeting be devoted to policy revision and that the superintendent prepare and send the materials in advance.

Director Armstrong seconded and the motion carried with Director Williams voting against the motion. (He stated it should be treated as an "old business" item.)

19. Chairman Peniston recessed the general meeting to call for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005 - 192.030, to discuss progress on negotiations and personnel considerations (contract renewal for certificated staff for 1975-76).

20. Meeting Reconvened

MOTION

20. The meeting reconvened and the following action was taken:

Director Williams moved, Director Benjamin seconded, and the motion carried to provide notification of contract renewal (1975-76) for the following:

Bob Dusenberry, Director of OTIS  
Joel Noble, Coordinator, School-Community Relations  
Willson Maynard, Director of Business and Adm.  
Mel Mead, Director of IMC  
Clarence Johnson, Assistant Director of IMC  
Betty Gibson, Library Media Specialist for IMC  
Ernie Ediger, Production Supervisor, IMC  
Gene Farthing, Director of ISAC  
Mary Simmons, Consultant, Mentally Retarded  
Edythe Heintz, Specialist, Mentally Retarded  
Kermit Horn, Specialist, Environmental Education  
(Sabbatical July 1 - December 31, 1975)  
Marvin Wilkerson, Supervisor of Special Education/  
Reading Consultant  
Ron Munkres, Career Education Coordinator  
Mike Youngblood, Art Specialist  
Douglas Nichols, Environmental Education Field  
Instructor  
Ginny Dobson, Speech Pathologist for TMR/Speech  
Therapist, TMR program  
Gail Bearrentine, Speech Therapist (dependent upon  
contracts with school districts)  
Janet Owens, Speech Therapist (dependent upon  
contracts with school districts)  
Linda Hall, Teacher of TMR class, Eugene District 4J  
(Dependent upon direction and funding of  
the program)  
Christine Reinking, Teacher of TMR class, Springfield  
District 19 (Dependent upon  
direction and funding of the  
program)  
Mike Neill, Computer Instruction Specialist  
Jim Swanson, Testing and Research Specialist  
Greg Harpole, Coordinator of Diversified Occupations  
for Blachly and Crow districts (de-  
pendent upon Title I Funds)  
Marilyn Olson, Specialist, Career Education  
Peggy Gabrielson, Pre-school Teacher, U of O. (de-  
pendent upon direction and funding  
of the program)  
Judy Newman, Pre-school Teacher, U. of O. (dependent  
upon direction of funding of the  
program)  
Karen Manternach, Teacher of Pre-School TMR Program  
in Florence (dependent upon direc-  
tion and funding of the program).

20. Meeting Reconvened  
(continued)

MOTION

20. (Continued)

The Board went back into executive session to consider another personnel matter.

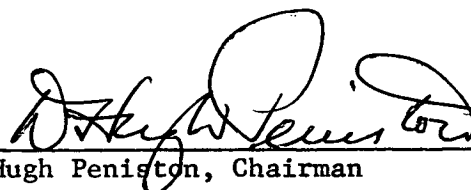
The meeting reconvened and the following action was taken: Director Benjamin moved to offer the superintendent a contract for 1975-76.


Director Armstrong seconded and the motion carried.

21. Next Meeting

21. The next regular meeting of the IED Board will be held on Tuesday, March 25, at 7:30, at the IED office, Royal Avenue and Highway 99 North, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
April 1, 1975

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, March 25, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, March 25, with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Howard Bird, Nile Williams, Cynthia Wooten, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, and Joel Noble of the IED office.

2. Minutes Approved.

2. Director Huff moved that the minutes of March 11, 1975 be approved.

Director Wooten seconded and the motion carried.

Director Wooten, who was absent at the previous meeting, said that she, along with other members of the Board, appreciated receiving minutes that were in detail. Chairman Peniston reported that a conversation with the secretary who takes the minutes confirmed his belief that it takes considerable time to provide detailed minutes. Directors who miss meetings were encouraged to listen to the tapes of the meetings which provide additional detail. Director Bird indicated that he was under the impression that the Board had, at some time in the past, requested the detailed minutes because they had been too brief. He further indicated that if they take too much time to prepare, the secretary should be relieved in some way, to which the Superintendent replied that this will be done.

3. Frohnmayer Letter

3. Chairman Peniston distributed a draft of a letter he prepared to be sent to State Representative David Frohnmayer, asking Board members to read it. Assuring the Board that the letter had not as yet been sent, Peniston said he wanted Frohnmayer to know it was coming from the Board. The letter was a reaction to legislation Frohnmayer has introduced. This legislation would result in a measure of State control in matters which Peniston feels should be controlled at the local level; in this instance, specifically concerning a solution to the determination of educational policy affecting placement of Trainable Mentally Retarded children.

Director Wooten said it would be well if all members of the Board signed the letter, and Director Armstrong suggested a minor change in wording.

Director Armstrong moved that the letter be approved for sending to Representative Frohnmayer with the modifications noted.

Director Bird seconded and the motion carried.

MOTION

4. Communications

4. The Superintendent presented one item of correspondence and three items he had distributed to the Board for information.

- a. Ernest McDonald, U. S. Department of Agriculture, thanking Environmental Education Specialist Kermit Horn for participation and assistance in a conference;
- b. Latest revised version of Educational Services, the IED general information brochure;
- c. The 1975-76 IED Equalization listing; and
- d. The 1974-75 Summary of Assessment and Tax Roll.

5. Financial Reports

5. The Superintendent presented the financial statement and accounts payable for February, 1975, as follows:

IED	\$234,701.28
OTIS	87,126.64

The Superintendent reported that the IED is in basically the same situation as it was for the first of the three statements that the Board has had in the last few weeks, and that the financial condition of the IED continues to be sound.

The Directors noted that at the top of Page 4 of the fourth page of the Financial Statement the designation CAI (Computer Assisted Instruction) had been inadvertently entered as CIA. Some indicated that they felt this might have reflected a preoccupation with the agency's prominent place in the news lately.

In response to a request for a clarification, the Superintendent explained the significance of the minus (-) sign in different situations, i.e. revenues and expenditures. Several Directors had indicated that they did not understand this clearly.

Director Wooten said that she did not understand how it is that some accounts still carry a 100% balance this late in the year, indicating that she wondered if this was an evidence of overbudgeting. The Superintendent explained how this can happen, using as an example that of the item designated School Psychologist. This item still had 100% in the account because it was in the budget before the resolutions were voted on by the local districts; and inasmuch as it was not approved as a resolution item, it has not been expended, but instead will be included in cash carryover at the close of the fiscal year.

April 1, 1975

6. Fair Booth Contract

6. The Superintendent reported that the Lane County Fair Board needed to know whether or not the IED wished to rent space for the 1975 Lane County Fair, retaining the two spaces it rented last year. The Fair Board wished to have the IED return a signed contract covering the two spaces (#32 and #33) in the exhibit hall if it was planned to exhibit this year. Director Williams asked, "Do you think it is worth the money spent?" The Superintendent assured the Board that the Fair booth provided an invaluable opportunity to get the IED before the public, something that virtually no other medium could do as effectively.

Reporting on the high level of traffic through the IED booth last summer, the Superintendent said that people were signed up to access the terminal not only hours ahead but even days ahead.

The Directors suggested several approaches for utilization of the booth space including featuring the new building and featuring local school districts. The latter had been tried in the past, the Superintendent observed, but with little success.

Director Bird moved that the Board approve the IED entering into a contract to operate a booth at the 1975 Lane County Fair.

Director Huff seconded and the motion carried.

MOTION

7. Move to New Building

7. The Superintendent presented a brief report on building progress at the new IED Education Center. After a careful evaluation of the total situation, he recommended to the Board that action be taken to delay the move into the new Center until the last week in May. He cited two primary reasons for this recommendation:

- a. It appears that the building will not, in all likelihood, be ready for occupancy on the date initially determined -- April 15; and
- b. The disruption of IED services to local districts for one week for a second time during the year would be unwise and unfair.

Director Bird commented that delaying the move would involve unanticipated expenditures. The Superintendent agreed, noting that the extra cost would be a minimum of \$2800 (one month's rent) with a possible maximum of \$4200, or six weeks' rent. When asked concerning the situation as it relates to OTIS, the Superintendent said that OTIS will not be moving until July 1 and so was not involved in the problem. He noted that it might be possible to move on April 15 but that there was a distinct possibility we would be moving around the workers.

- |  |  |
|--|--|
| 7. Move to New Building<br>(continued) | 7. (Continued)<br><br>Director Peniston suggested that the Board study the situation at its next meeting (April 8) to see whether it is advisable or possible to move on time or whether a delay is advisable.<br><br>By consensus, the Board decided to move on April 15, if at all possible and if not to extend on a week by week basis.  |
| 8. LCSBA meeting                       | 8. Noting that the next meeting of the Lane County School Boards Association is scheduled for the evening of Thursday April 3 at Pleasant Hill, the Superintendent canvassed the Board to see who would be able to attend. A meeting of the Cooperative Science Museum Commission is also scheduled for that evening, providing a conflict for several present.  |
| 9. NSBA Itinerary                      | 9. Noting that the visitation at Columbia, Missouri, had been switched to Philadelphia, the Superintendent briefly reviewed plans for attending the upcoming National School Boards Association convention in Miami, Florida, and arrangements for several visitations en route. (See attached tentative schedule.)  |
| 10. Review of Policies                 | 10. Expressing satisfaction that time had been found for giving consideration to a review of IED Policies, the Board proceeded to study several beginning sections. It was noted that Section 105.00 through 106.07 had been discussed at a previous meeting and that the Superintendent had distributed copies of some revisions made at that meeting. After briefly reviewing Section 105.00 through 106.07 as revised following study at a previous meeting, Director Armstrong reported two changes, "not substantive, but in wording."<br><br>Director Armstrong moved adoption of Section 105.02 through 105.06 as revised.<br><br>Director Huff seconded and the <u>motion carried</u> .<br><br>Noting no reasons for modification or revision beyond what had been done, Director Armstrong moved adoption of Section 106.01 through 106.07, as recommended by the Superintendent.<br><br>Director Wooten seconded and the <u>motion carried</u> .<br><br>As discussion of Section 107.00 began, the Superintendent pointed out that the numerical format already followed should be used rather than the "a", "b", "c", etc., format in the current policy in this section.<br><br>An extended discussion of this section, which is |

MOTION

MOTION

April 1, 1975

10. Review of Policies  
(continued)

MOTION

10. (Continued)

concerned with district reorganization, ensued with the Directors agreeing to drop two sub-sections, "c" and "d" because they were no longer appropriate or pertinent.

After agreeing on changes in wording in most of the sub-sections, Director Armstrong moved adoption of Section 107.01 to 107.038, as revised.

Director Bird seconded and the motion carried.

(See attached for complete revised sections of the Policies as considered.)

11. Executive Session

11. Chairman Peniston recessed the general meeting and called for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005-192.030, for the purpose of discussing personnel matters.

The meeting reconvened with no action taken.

12. Next Meeting

12. The next regular meeting of the IED Board will be held on Tuesday, April 8, at 7:30, at the IED office, Royal Avenue and Highway 99 North, Eugene.

The meeting adjourned.

---

Hugh Peniston, Chairman

*William C. Jones, Supt.*  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION SPECIAL MEETING  
February 28, 1975

Minutes in brief

1. Attendance

1. A special IED Board Meeting to consider committee appointments to study the program for the trainable mentally retarded was held Friday, February 28, at 7:30 a.m. at 1976 Potter Street, Eugene. Present were Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, Howard Bird, and Superintendent William Jones. Also present were Evelyn McKenzie of the IED office, and Doug Hill of the Eugene Register-Guard.

2. Vice Chairman  
Elected  
MOTION

2. Director Benjamin moved that Howard Bird serve as Vice-Chairman of the Committee to Study the TMR Program. (Director Armstrong was appointed chairman at the February 26 meeting.)

Director Huff seconded and the motion carried.

3. Committee Re-  
structured

3. Chairman Peniston asked for Board consideration to add two categories to the slate for committee appointees, i.e., a representative from the Pearl Buck Board and a representative from rural area parents. Director Williams proposed a third additional category be added -- a superintendent from a local district to act as a liaison between the superintendents and the committee.

By general consensus the three categories were added to the slate for committee appointments.

4. Committee  
Appointments

4. Chairman Peniston presented the slate for committee appointments as follows:

Ex-officio:

Ric Crowley  
Mary Simmons  
Lisl Waechter

Added were: Directors Benjamin, Wooten, Williams, Huff, and Peniston. (IED Board other than Jeanne Armstrong and Howard Bird who serve as chairman and vice-chairman to the committee.)

(Accepted by general consensus.)

Pearl Buck Staff: (as recommended by Lisl Waechter)

Laura Krenk  
Mick Waggoner

(Accepted by general consensus)

IED Staff: (as recommended by Mary Simmons)

Edythe Heintz  
Linda Hall (Chris Reinking, alternate)

(Accepted by general consensus)

4. Committee  
Appointments  
(continued)

4. (Continued)

Pearl Buck Center Parents: (as recommended by Lisl Waechter)

Sue Schaefer  
Harry Snyder  
Richard or Shirley Newell  
Thursa (Cookie) Shannon  
Adrian DeFrank  
Mrs. Gilbert Hein

After careful consideration of the interest and involvement of all those nominated, the Board, by general consensus, agreed upon:

Sue Schaefer	(Adrian DeFrank, first alternate)
Richard Newell	(Harry Snyder, second alternate)
Thursa (Cookie) Shannon	(Mrs. Gilbert Hein, third alternate)

Rural Area Parent:

By general consensus it was agreed that Lois Copple serve as the rural area parent.

Condon Parent: (as suggested by the Condon teacher)

Virginia Howard  
Peggy Darland

By general consensus it was agreed that Peggy Darland serve on the committee with Virginia Howard serving as the alternate.

Page Parent:

Sue Lewis  
Becky Venice

By general consensus, it was agreed that Becky Venice serve on the committee with Sue Lewis serving as alternate.

University of Oregon Parent: (as recommended by Bob Schwarz)

Russell Hanson  
Michael Helm

Director Bird nominated Dr. Sterling Ellsworth.

By general consensus it was agreed that Michael Helm serve on the committee and Dr. Sterling Ellsworth serve as the alternate.

Pearl Buck Board:

By general consensus it was agreed that Dr. Wesley Nicholson, Chairman of the Pearl Buck Board, serve on the committee.

4. Committee  
Appointments  
(continued)

4. (Continued)

Superintendents:

The names of Superintendents Jim Howard, Ed Cooper, Ken Carver, and Lucille Dickey were presented for consideration.

By general consensus it was agreed that Jim Howard serve as an ex officio member of the committee as a liaison between the committee and the school districts.

The role of the alternate was defined as one who will serve only in the event the appointee is unable to complete the assignment.

Completing committee selection are Director Armstrong, Chairman of the committee, and Director Bird, Vice-Chairman of the committee.

MOTION

Director Williams moved that the names of appointees be placed officially in the minutes as recommended.

Director Bird seconded and the motion carried.

5. Committee  
Meeting

5. Directors Armstrong and Bird stated that the first meeting of the Committee for the TMR program will be held on Thursday, March 6, from 4:30 to 6:30 p.m. at the Far West Federal Savings Building, Broadway and Oak, Eugene. Committee members will be contacted by phone with a follow-up letter from Chairman Peniston.

Those attending are asked to RSVP to Director Bird.

It was added that letters will be written to all who have communicated with the IED Board relative to the TMR program.

6. General Future  
of TMR Program

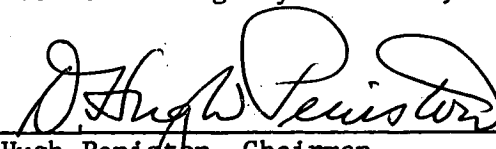
6. General future and funding of the TMR program was discussed briefly. Director Armstrong stated she did not believe there is any basis for concern for the future withdrawal of the program or funding. Programs have been strengthened through federal and state legislation guaranteeing the right of education to all. (This was reflected by national authorities during the Thursday meeting -- i.e., there is a greater opportunity for maintaining a program in the public environment than in the private agency. Factors influencing the private agency having to do with change in administration and/or population shifts could dictate closure of that facility [not referring to Pearl Buck but to all private agencies].)

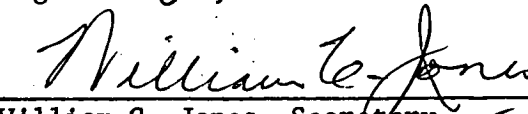
Director Williams stated he had attended a meeting of the State Adult (over 16 years of age) Basic Education Committee. The Committee is developing a new state plan, which for the first time includes funding (20%) for the institutionalized (including TMRs).

The Superintendent stated there should never be a problem in funding the program for the public schools. The entire expense is provided by the IED and does not necessarily have to be placed on resolution.

March 7, 1975

6. General Future of TMR Program (continued) 6. (Continued)  
The remainder of the money comes from the Department of Mental Health.
7. Visitation Programs 7. Chairman Peniston stated he has been invited to accompany some Cottage Grove parents to visit the Multnomah IED TMR program. Director Armstrong stated that another group of parents (three or four cars) will be visiting the Beaverton program on Thursday, March 6, and have invited an IED Board member to accompany them. Director Bird stated he would visit the program with the group.
8. L-COG Representation 8. Director Wooten reported on the L-COG Education Task Force meeting on Thursday, February 27. She stated she had defined the IED Board member (Directors Benjamin and Wooten) position on the L-COG Board as not only representing IED's opinions and persuasions but also those of the rural school districts in Lane County. To keep local boards better informed, she suggested that a letter from Director Benjamin and herself be forwarded to the district boards expressing the position of the IED Board representatives and offering liaison assistance between the local district and the L-COG Board.
- Director Benjamin stated she approved of the procedure and suggested that information be relayed through the Superintendent on a monthly or bi-monthly basis.
9. Building Report 9. The Superintendent stated that April 15 has been established as the moving date to the new building.
10. Committee Consideration 10. Director Armstrong stated that she would like to be relieved of the committee assignment on the Input Committee since she is chairing the TMR committee.
- The Superintendent stated that Director Armstrong has all the background information and is badly needed on the Input committee.
- No action was taken.
11. NSBA Meeting 11. The Superintendent asked for any changes in Directors' plans for attending the NSBA meeting in Miami in April. Visitations to the Spitz Planetarium and the Viewlex Planetarium facilities to observe their programs are being considered either enroute or upon the return trip.
- Director Armstrong indicated a desire to visit one of the programs for the retarded, i.e., in Wisconsin or in Dade County, Florida.
12. Next Meeting 12. The next regular meeting of the Board will be held Tuesday, March 11, at 7:30 p.m. for presentation and adoption of the 1975-76 Budget, at the Lane IED office, Royal Avenue and Highway 99 North, Eugene.
- Meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, February 26, 1975

Minutes in brief

1. Attendance

1. A special meeting of the Lane Intermediate Education District Board was held Tuesday, February 26, at 7:30 a.m. at the Black Angus Restaurant, Eugene, with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Howard Bird, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard and Evelyn McKenzie of the IED office; Laurie Smith, Attorney; Don Nelson of the Eugene Register-Guard; John Perry of the Westlane News; and Dave Dickerson, doctoral student at the University of Oregon.

2. Correspondence

2. The Superintendent presented correspondence from:

- a. Paul A. Herbst, President of Fern Ridge Education Association, and Richard J. Darst, President-elect of Fern Ridge Education Association, regarding selection of the Fern Ridge School Board members; and
- b. Robert Schwarz, Director of the Center on Human Development at the University of Oregon, regarding University sponsorship of a seminar on the severely handicapped child on February 26 and 27. (Leading national authorities will be attending and Dr. Schwarz has offered to arrange a meeting between IED Board members and some of the national authorities to discuss issues relevant to the local situation. Board members suggested that Thursday, February 27, at 7:30 p.m. as the most convenient time, if it can be arranged.)

3. TMR Program Procedure  
and Time Table

3. Chairman Peniston opened discussion of a proposed statement by Directors Benjamin and Armstrong on procedure for further developing the programs for TMR children in Lane County. The proposal is:

PROPOSED STATEMENT OF PROCEDURE

"The Lane IED Board has the responsibility of deciding whether or not to expand public school programs for TMR children in Lane County. As members of the Board, we believe a decision to increase the number of classes of TMR children in the public schools should be made only after the most thoughtful consideration and exploration of alternatives and on the basis of a well-thought-out plan.

The IED Board, therefore, will adopt a program for the TMR children of the county that will be based on the recommendations

3. TMR Program Procedure 3. (continued)  
and Time Table

of a working committee which we will appoint to investigate and study the issue. Concerned parents and members of the public will have an opportunity to comment on the plan after it is formulated.

The committee recommendations shall be drafted in light of the following statements:

1. The program for TMR children in Lane County should be an exemplary one.
2. The program should be one concerned with meeting the needs of the TMR children of the county.
3. The program should be one developed after consideration of the unique opportunities and problems of Lane County.
4. The program should provide for parent involvement in making informed choices for their own children. Moreover, parent involvement in the general program for TMR children, whether at Pearl Buck or in the public schools or in the home-bound program, should be encouraged.
5. The program recommendations should be based on the greatest possible consensus as to what will best meet the needs of the children now and as they become adults without living parents to care for them.
6. The program should be developed after investigation and visitation of both outstanding existing programs around the state and poor ones so that we may learn from the success and failure of other programs.

Programs in other states and countries should be investigated to the extent feasible.

7. The program recommendations should provide for step-by-step implementation of the plan with the proviso that any long-range plan is subject to the annual budget making process of the IED. (see motion for point #8)

TIME SCHEDULE

March -      appoint committees  
                 committee to meet and set out task  
                 committee to plan study, initiate study

April 8 -      submit interim report to IED Board

3. TMR Program Procedure  
and Time Table

3. (continued)

- May 1 - submit report to IED Superintendent for transmittal to Board with staff recommendation
- May 6 - Board to consider report, hear comments from public
- May 13 - Board decision

Committee

Ex-officio Members:

Ric Crowley  
Mary Simmons  
Lisl Waechter

Members:

Member of IED Board (see motion for two IED Board members)  
One or two IED staff members  
One or two Pearl Buck Center staff members  
Three PBC parents  
One Page parent  
One Condon parent  
One University of Oregon pre-school parent."

Director Williams commented on the excellent organization of the proposal, specifically, the consideration of the parents in the committee composition. He further stated that if the program is as good as it has been presented by Ric Crowley and Mary Simmons, it won't be long until parents will be asking to have their children sent to the public schools. He supported the plan as presented.

Director Wooten suggested that there be two IED Board members on the committee.

Director Benjamin added it would be helpful to have IED Board input on the committee and she recommended that one of the IED Board members serve as chairman of the committee.

Director Huff suggested that member school districts be contacted for their input to see what future capabilities they will have for working people into any future program.

Director Benjamin suggested adding recommendation # 8: "Consult with member districts to determine their wishes concerning education of TMR children in their district."

MOTION

Director Wooten moved that the Benjamin-Armstrong plan be adopted with amendment to the plan that committee be composed of two IED board

3. TMR Program Procedure  
and Time Table

3. (continued)

members with one of those serving as chairman and remaining IED Board members to serve ex officio; and point #8: Consult with member districts to determine their wishes concerning education of TMR children in their district.

Director Huff seconded and the motion carried.

MOTION

Director Williams moved that Director Armstrong be appointed to the committee and serve as Chairman.

Director Benjamin seconded and the motion carried.

MOTION

Director Williams moved that Director Bird be appointed to the committee.

Director Armstrong seconded and the motion carried.

Director Armstrong stated that the two Board members will develop specific recommendations and bring them back to the board (even if it requires a special meeting to accommodate the time scheduling).

4. Fern Ridge Board  
Appointments

4. Chairman Peniston opened discussion on selection of the three board members for Fern Ridge District 28J.

Laurie Smith, Attorney, cited ORS 332.020 (5) and (6) stating the IED's responsibility in electing persons to fill the vacancies from qualified voters to serve until the next annual school election.

Ms. Smith stated there are AGOs (Attorney General's Opinions) regarding not appointing someone who has been recalled to fill out his own term and also on being a resident of the zone or district for six months preceding the appointment. However, there are no AGOs or court cases covering that portion of time between the May election and the time board members are usually sworn in. She stated she assumed appointed members will serve until the newly elected board members are sworn in unless some provision is made to be sworn in earlier. The newly elected members will act as "old" board members and there is no good reason for waiting from May to July to be sworn in.

Director Wooten stated she had reversed her thinking relative to appointing ex board members to serve in the interim period and now believed it would be better to proceed with a screening committee and appointment alternative. She based her opinion on the basic dissension in the community which seems, in part, to be centered in administration and staff with the budget and negotiations playing a large part in that dissension. She believed that it will not be possible to obtain ex board members without a bias, especially if they had served since Dr. Bagley has been superintendent.

4. Fern Ridge Board  
Appointments

4. (continued)

Director Benjamin stated that she assumed the Board would deliberately choose people who have not served while Dr. Bagley has been there. In addition, that people who are running not be selected (an appointment now would give them a slight edge). Director Benjamin stated that she believed the IED should select those who have given an oral commitment that they will serve in the interim period only and who were "on the fence" in the recent recall controversy. This will certify to the people in the community that they, in fact, will be doing their own electing.

Director Williams stated that it is essential to provide experience to the Fern Ridge Board. Jim Martin is the only experienced member (the other member has served for three to four months and the district is facing negotiations, budgeting, and contracts.

Director Wooten stated that she believed that members who served until election only would not initiate any sweeping program changes and this, in turn, would probably prevent passage of the budget.

Directors Huff and Williams reiterated the need for experienced board members to conduct the immediate business of the district until such time as the three new members are elected. Director Williams added that he is impressed with the list of applicants and believes the district could obtain an excellent board from these, and at the same time, the IED Board would not be interjecting itself into the local politics.

Director Williams asked if the Superintendent had contacted previous board members and what responses had been obtained.

The Superintendent stated that Ray Kincaid had declined. Noble Wheeler, Ben Inman, and Ted Allison have all indicated a willingness to serve until election time. Mr. Wheeler and Inman were "on the fence" regarding the recall election and Mr. Allison supported the Board's position. None of the three have served on the Board since Dr. Bagley became superintendent.

Other ex board members given some consideration were:

Gayle Gulick (was an appointed board member and not elected, she wants to run for the election, therefore, not considered for appointment); George Lunceford (has a health problem, therefore, not considered for appointment); Bill Bartels (lives in Eugene now and not eligible); and Clarence Peterson (works for the state at the coast most of the time).

Director Armstrong stated that she might favor electing two ex board members (Wheeler and Inman) and selecting an applicant with a neutral view for the third position rather than Mr. Allison who indicated he supported the Board position.

4. Fern Ridge Board  
Appointments

4. (continued)

Director Bird indicated that he did not object to Mr. Allison because he believed there is a balance provided through the neutral position of the other two. He did not favor opening up the screening process.

Director Benjamin stated that if the screening process is opened, it would need to be open to all and she, too, opposed opening up the screening process.

Director Bird suggested that Director Williams be "loaned" to the Fern Ridge district to serve in the interim period until election.

Director Williams stated that he did not believe that would be a wise procedure to follow and declined. He added that while there are valid points of view, he favored Director Benjamin's not to open up the screening process. At this point, the IED's responsibility is to get help so that district can get its job done now and the people can elect their candidates to get the job done following the election.

Laurie Smith, attorney, stated that the IED does not need any more controversies, such as the Pearl Buck situation; therefore, the best way is to avoid the appearance of taking sides and doing anything that will influence the election in May. She continued that there can be no criticism if the IED appoints only ex school board members with experience who were not on the board at the time of hiring the present superintendent. At the same time, the IED should state it will not appoint anyone else and is leaving the May election of the board to the patrons of the district.

MOTION

Director Bird moved that Noble Wheeler, Ben Inman, and Ted Allison, former members of the Fern Ridge District Board, be appointed to serve in the interim position until the May election.

Director Benjamin seconded and the motion carried with Director Wooten voting against the motion. (Director Wooten indicated her opposition does not reflect any breach of confidence in the three persons appointed, but that the problems of the district should be resolved initially through the budgeting and negotiations process and if the IED Board doesn't support changes in their process until a new Board comes on following election, the district will maintain a basically divisive situation.)

5. Position Statement  
MOTION

5. Director Williams moved that the IED Board pass a resolution stating that the Board selected the three ex board members with the expectation that they will serve only for the interim period; that they would not be a candidate for election; that they would limit themselves to conducting the school's business as objectively as possible; and, that they would consider the seating of the new board members as rapidly as possible within limitation of the law and school policies letting the local school district determine their fate as rapidly as possible by the people in the district.

5. Position Statement

5. (continued)

Unanimous consent was given to approving the position statement by Director Williams.


6. Sunriver Conference

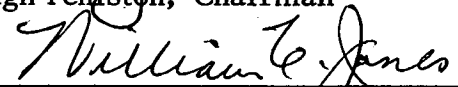
6. Director Armstrong reported that she had attended an executive committee meeting of the state IED section of the OSBA and had been asked to remind board members of the Sunriver conference on June 8-9- and 10. There will be special sessions for IED board members and Mr. Owens would like to know as soon as there is some commitment from the board members to attend.

7. Next Meeting

7. The next regular meeting of the Board will be held Tuesday, March 11 at 7:30 p.m. at the Lane IED office, Royal Avenue and Highway 99 North, Eugene. The 1975-76 budget hearing will be held at that time.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION SPECIAL MEETING  
Tuesday, February 18, 1975

Minutes in brief

1. Attendance

1. A special meeting of the Lane Intermediate Education District Board was held Tuesday, February 18, with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Howard Bird, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Evelyn McKenzie, Joel Noble, and Ron Munkres of the IED office; Bill Bobst of Lane Community College; John Perry of Westlane News; and Doug Hill of the Eugene Register-Guard.

2. Board Comments

2. Directors Benjamin and Armstrong commended Chairman Peniston for his comments preceding the hearing on the Trainable Mentally Retarded program at the February 11 IED Board meeting.

Chairman Peniston stated he believed the reporter should also be commended for the excellent factual article following the meeting.

3. Communications

3. The Superintendent presented correspondence from:
  - a. Six interested citizens regarding Pearl Buck Center;
  - b. Representative Mary Burrows regarding Pearl Buck Center and read into the record of the House Committee on Human Resources (copy);
  - c. Gene Farthing, regarding Mary Simmons;
  - d. Ralph Hoehne, County Elections Official, regarding abstract of votes in the District 28J recall election;
  - e. Ed Fadeley, regarding Senate Bill 408 (Basic School Support Fund); and
  - f. Pearl Buck Center financial statement as of December 31, 1974.

4. Business Affairs

4. The Superintendent presented the financial statements and accounts payable for IED and OTIS for December, 1974, and reported that the financial picture is sound.

Accounts payable for December, 1974, were:

IED	\$254,250.94
OTIS	89,684.96

- |   |   |
|---|---|
| 5. Housing of Career Education Personnel Development Center | 5. The Superintendent reported that Ralph Rands, Director of the Career Education Personnel Development Center, is requesting housing for the Center in the new IED Building. The Center provides region-wide career education workshops and in-service to school districts and community colleges. The Multnomah IED has a similar program and the Center is housed in the Multnomah IED. The charge to the Center will be on the same square footage basis as it would have been for NYC.   |
|   | The Superintendent stated that, with tentative Board approval, he would work out the details and bring that information back to the Board for final approval.   |
| 6. Legislation  | 6. The Superintendent reported on two Senate Bills relating to IEDs -- SB 28 having to do with IED ownership of property and SB 29 having to do with rezoning of IEDs.  |
|   | Ed Fadeley's administrative intern had met with the superintendent to obtain materials regarding the right to own property. Tom Sommerville, administrative assistant for the House Education Committee, has written an amendment to satisfy those committee members who were concerned that IEDs would build anything for any district, including classrooms. The amendment simply makes it necessary for the IED to place on resolution a request to purchase property or build. This would provide the necessary checks and balances which seems to be of concern. (The Lane IED lease is written in such a way that should the IEDs be given the right to own property, it will take immediate possession of the new building.) SB 29 provides for rezoning of IEDs. There are some qualms whether to go the rezoning method or to an all at-large situation. As the bill is now amended, it would accomplish what IEDs requested of the interim committee. |
| 7. Instructional Materials Center Equipment Bid             | 7. The Superintendent reported that Mel Mead, LMC Director, had called Business Equipment Bureau in Portland regarding the microfilm reader (action deferred at the last Board meeting) and was quoted the same bid price as the Eugene firm. In addition, he stated that if the bid were awarded to the Portland firm, the sale would have to be turned over to the Eugene firm.   |
| MOTION  | Director Bird moved that the Superintendent be authorized to purchase the 3-M Model 500C Microfilm reader as originally bid at \$3,317.00.  |
|   | Director Armstrong seconded and the <u>motion carried</u> .   |
| 8. Career Education Proposals                               | 8. Ron Munkres, Career Education Coordinator, presented a proposal for Board consideration for further development and funding of the Career Education program. In order to orient the Board concerning the present program in Lane County schools, Mr. Munkres used a filmstrip depicting some of the current activities. He indicated that an evaluation must now be made regarding what resources are available in the schools and what are available in the community   |

March 7, 1975

8. Career Education Proposals  
(continued)

8. (Continued)

in furthering the program.

In Phase I of the proposal on Community Resources, he will be requesting some federal funds (\$6,000 from the State Department of Education and \$7,000 from CETA for a six-month project) as well as reallocation of IED funds from the 1974-75 budget. The Phase II budget would use funds from the 1975-76 budget (total \$23,405).

In Phase I, the major emphasis will be placed on a survey to determine the community resources available for grades K-12 and a survey to identify disadvantaged youth. Both surveys will be of six-month duration and will attempt to determine the degree of the various needs and a recommendation to proceed or not proceed with the remainder of the program and funding applications.

With the aid of the two advisory committees, it has been determined that the most feasible and economical method of retrieving the necessary data is to retain a consulting firm. One firm is now available with a complete in-service program and data collection system already established. In addition, two specialists would be contracted by the IED for six months -- one to serve as a community resources specialist and the other to work the Disadvantaged and Handicapped (through CETA funding). In addition, two University of Oregon interns will be available as well as personnel from CETA, the State Department of Education, and Manpower. One prime objective is to reach, with a work experience program, the out-of-school disadvantaged and handicapped youngsters. A preliminary study by MTIS (Manpower Training Information System) indicates this is the best approach to the problem. The consultant firm is prepared to get the survey forms out and to work with the IED. At the end of the six-month project, a decision must be made whether to proceed on Phase II (estimated funding \$17,000 from SDE, \$17,000 for the program for the disadvantaged and handicapped; and \$5,332 for employers). Phase II is being requested now so that the state funding option is available.

Director Wooten stated she believed that evaluation procedures should be included in the proposal.

Director Bird stated he believed the plan has a lot of merit. His only concern is that youngsters indeed receive a training program and are not exploited by an employer in a "sweep the floors" type of training and that girls and minorities be given consideration under the affirmative action policy.

The Superintendent replied that both precautions must be written into the program and that the IED has the responsibility of seeing that it happens.

MOTION

Director Bird moved that the Board approve application for funding of Phase I and Phase II and that the Superintendent be authorized

8. Career Education Proposals  
(continued)

8. (Continued)

to begin negotiating for contracts.

Mr. Munkres stated that he wished to have the specialists on duty by March 1 and recommended Bill Bobst from Lane Community College. Mr. Bobst has had extensive cooperative work experience, is well acquainted with people in the community, and is business oriented. He is willing to work on the six-month basis.

Directors Armstrong, Benjamin, Wooten, and Bird questioned whether this was in line with Board policy on hiring or placement of personnel without advertising and stating affirmative action policy.

MODIFIED MOTION

Director Bird moved to modify the original motion to authorize the Superintendent to proceed with hiring of the consultant firm and advertise for the two specialists. (The specialist for the disadvantaged and handicapped will be retained upon receipt of funding, but advertised now.)

Director Armstrong seconded and the motion carried.

9. Fern Ridge Board Appointment Procedure

9. Chairman Peniston opened discussion on the procedure to appoint three members to the Fern Ridge District Board.

Director Bird suggested that board members from other districts other than the IED be selected to serve on the screening committee with the IED Board doing the final selection.

Director Benjamin suggested that no more than five be presented to the Board for final selection (21 requests for questionnaires have been received and two of these have been returned).

The Superintendent stated that Director Williams proposed that former 28J and/or IED Board members (from 28J) be appointed for the interim period to provide board experience during the budgeting and negotiations process. These former board members would not be running for election and this would give the Fern Ridge patrons the opportunity of electing their own board. (Board members suggested--Ray Swanson, Noble Wheeler, and Ray Kincaid.) Director Wooten expressed concern that biases of appointees be considered and that there would be a lack of continuity for the Board with short-term appointees.

Director Armstrong stated that anyone serving on the Board in the interim period and choosing to run for election would receive a little edge over others and the former board member appointment procedure seemed the fairest one to her.

Director Wooten asked if it would be appropriate for the IED to suggest that an independent factfinder, i.e., Jack Gossard, work

March 7, 1975

9. Fern Ridge  
Board Appoint-  
ment Procedure

9. (Continued)

in the district for a while in an attempt to eradicate some of the hard feelings. The Superintendent responded that he did not know how Jack Gossard would feel about such a request but that it must be an invitation type of request from the district, otherwise the IED would be accused of sticking its nose in where it didn't belong. The IED could, however, let them know what resources are available through the IED. One suggestion -- Ray Swanson has worked as a negotiator and has valuable expertise in this area.

Director Benjamin expressed her concern about making the selection procedure public and inviting application and then reversing and appointing former board members. However, this could be explained to the patrons with the reasoning behind the decision.

Director Bird moved that a ten-minute recess be called to give the Superintendent an opportunity to contact former Fern Ridge board members to obtain their reaction.

Director Huff seconded and the motion carried.

MOTION

RECESS

Meeting Reconvened

Chairman Peniston called the meeting to order.

The Superintendent stated he had called four or five people. Ray Swanson cannot serve because of press of business and he will be out of town for approximately one month; Ray Kincaid declined to serve; Ben Inman (whose wife is a school secretary) said he had been on the board previously when his wife was employed and he did not see that as a problem; Ted Allison's questionnaire has been received (he does not seek election) and he is willing to serve for the interim period. Noble Wheeler was not home so no answer was obtained there.

It was suggested that the Board members elected on May 6 be invited to sit in on the Board meetings following their election (without a vote until July 1) to help in the decision making process and familiarize themselves with the district's budgeting and business procedures.

Director Wooten indicated she approved of the former board member selection but felt more comfortable with the second alternative of selecting board members from the applicant list.

MOTION

Director Benjamin moved that action be postponed until the IED Board meeting next week and that the people in the Fern Ridge District be apprised that the IED Board will follow one of two procedures--first, consider appointing former board members with budget and negotiations experience (who will not seek election) to serve in the interim period; second, if that does not prove

March 7, 1975

9. Fern Ridge  
Board Appointment  
Procedure

9. (Continued)

feasible, to proceed with the original procedure of screening applicants who would necessarily need to run for election if they wished to continue serving after July 1. (Applicants were to be urged through the press to submit their applications and questionnaires by Friday as originally outlined.)

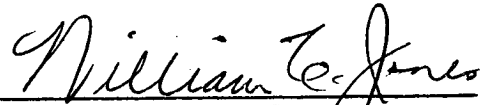
Director Huff seconded and the motion carried.

10. Next Meeting

10. The next meeting of the IED Board will be held Wednesday, February 26, at 7:30 a.m. at the Black Angus Restaurant, 2133 Franklin Boulevard, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
March 6, 1975

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, February 11, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, February 11, with the following members present: Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Howard Bird, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, Joel Noble, Ron Munkres, Mary Simmons, and Edythe Heintz of the IED office; Bob Dusenberry of OTIS; Elisabeth Waechter, Director of Pearl Buck Center, Ric Crowley of the State Mental Health Department; Doug Hill of the Eugene Register-Guard and approximately 150 visitors.

2. Welcome

2. Chairman Peniston welcomed the visitors and asked those who wished to speak on the TMR issue to sign the registration sheet. (Forty-four registered -- on file with official minutes.)

3. Minutes Approved  
MOTION

3. Director Wooten moved that the minutes of January 21 be approved. Director Huff seconded and the motion carried.

4. Communications

4. The Superintendent presented correspondence from:

- a. Tom Rigby, OSBA, regarding Legislative Workshop, Monday, February 10;
- b. Nonda Stone, University of Oregon, thanking Mary Simmons and the IED staff for their cooperation;
- c. Dr. Jerry McGee, Executive Director of Oregon Association for Retarded Citizens (copy of letter read at the Lane Association for Retarded Citizens);
- d. Becky Venice, parent of TMR child, regarding the Pearl Buck Center;
- e. Lois Copple, parent of TMR child, regarding the Pearl Buck Center;
- f. Dorothy McWain, parent of TMR child, regarding the Pearl Buck Center;
- g. Ralph Rands, Director of Personnel Development Center, regarding space in the new building; and
- h. Marvin Reynolds regarding controversy in Fern Ridge District.

5. Trainable Mentally Retarded Program Hearing

5. Chairman Peniston prefaced TMR discussion with the recommendation that no Board decision be made at this meeting or until such time as both Board and parents better understand the problems and possible answers. He stated that, while the Board did not like to be placed in the position of making decisions in areas that might be considered controversial, it was determined to reach that decision only after very careful deliberation and consideration for those affected by the decision.

(A copy of the hearings proceedings is attached to the official minutes and IED Board member minutes. The hearing was recorded and is on file at the IED office.)

6. Instructional Media Center Equipment Bids

6. The Superintendent presented IMC equipment bids as follows:

Process camera:

Brown Caravel (Vendor: Treck Photographic)	\$5,395.00
Alternate: Acti Model V183 (Treck Photographic)	4,995.00

The Superintendent recommended purchase of the Brown Caravel -- \$5,395.00

Plate burner:

NuArc Model FT 26-L (Vendor: Farwest Graphics)	1,297.74
--	----------

Microfilm reader-printer (Vendor: 3-M Model 500 C)	3,317.00
--	----------

Van:

Chevrolet CG 21305 - 6 cyl., 3-speed (if available for delivery in less than 45 days)	3,867.05
---	----------

In each instance, the Superintendent reported that the recommended bid met the specifications and is within the amount budgeted.

Director Bird asked if bids had gone out of county, specifically to Portland. It was his understanding that the Microfilm reader-printer is available in Portland for approximately 15% less than the quoted bid.

The Superintendent stated that bids do go to Portland and elsewhere. However, if the reader-printer is available for less, he recommended rejecting that portion of the bid and rebidding.

Director Bird moved to approve the Instructional Media Center equipment bids as presented (with the exception of the Microfilm reader-printer).

Director Benjamin seconded and the motion carried.

MOTION

7. OTIS Flooring  
Quotations Bid

7. The Superintendent presented quotations from Merriwether, Inc.; Unistrut; Mohr, Inc.; and L. P. Company for installing 2500 square feet of raised flooring (for OTIS) at the new building. The quotations list an option for a new floor (with credit for the old flooring from Merriwether and Unistrut) or using the 1700 square feet of present flooring plus an additional 800 square feet of new flooring (2500 square feet total).

The Superintendent recommended installation of 2500 square feet of new flooring as bid by Merriwether, Inc. -- \$13,950 -- with retention of the present flooring for possible resale to a Portland data firm interested in the present OTIS location. He stated that the \$5,300 savings by utilizing the old flooring is more than offset by the cost of two weeks downtime required to remove the present flooring and install it in the new location.

## MOTION

Director Bird moved approval of the Merriwether, Inc., bid as recommended by the Superintendent (\$13,950 for 2500 square feet of new flooring, with a retention clause to retain the present flooring for possible resale).

Director Benjamin seconded and the motion carried.

## 8. OTIS Car Bid

8. The Superintendent recommended approval of the State bid for a four-door Plymouth Fury, power brakes and radio for \$3,494.31 (includes \$50 deduction for payment within 30 days) plus \$55 (radio) for a total of \$3,549.31. The car will be used by OTIS.

Director Wooten asked if it would be more economical to use present vehicles. Bob Dusenberry, OTIS Director, responded that the new car is needed because of the many trips over the state involved with implementation of the new Handbook II Budgeting program and the new graduation requirements provisions.

## MOTION

Director Bird moved approval of the Plymouth Fury, with radio, for \$3,549.31 as recommended by the Superintendent.

Director Williams seconded and the motion carried.

9. Planetarium  
Equipment

9. The Superintendent reported that Viewlex (Minolta) had contacted him and offered to pay full round-trip flight, motel, etc., to New Jersey for three or four Board members to see the Viewlex planetarium equipment in operation. Viewlex has no equipment in operation on the West Coast. (Viewlex and Spitz are the two companies with comparable equipment in the planetarium field.)

Director Bird suggested that Board members take advantage of this opportunity to view the equipment in conjunction with attending the NSBA convention in Miami.

10. 28J Board Se-  
lection Procedure

10. The Superintendent reported the results of the Fern Ridge District 28J election to recall three Board members. All three members have been recalled, leaving the district without a quorum to conduct business

10. 28J Board Selection Procedure  
(continued)

10. (Continued)

and the IED Board now has the responsibility of appointing three Board members to serve until the next election, May 6. A tentative procedure was outlined. Basically, it follows the IED Board Subcommittee recommendation developed prior to the Eugene 4J election.

The suggested questionnaire to go to interested applicants was discussed.

MOTION

Director Benjamin moved that the questionnaire (attached to the minutes) be approved with one change --

- 1) Depolarize (Bring) the community to bring about (a) more unified support of the Fern Ridge schools.

Director Bird seconded and the motion carried.

The criteria listed on the questionnaire was deleted and will be considered at the next meeting along with the selection of the Screening Committee.

A tentative calendar was presented:

- February 21 -- Applications in by 5:00 p.m.
- February 26 -- First screening
- February 27 -- Interview candidates (two or three for each position)
- March 3 -- Public meeting (each candidate make 10 ten-minute presentation)  
Feedback from public present

MOTION


Director Benjamin moved that the IED Board meet on Tuesday, February 18, to establish board selection criteria and approve the calendar, and to discuss the Career Education proposals.

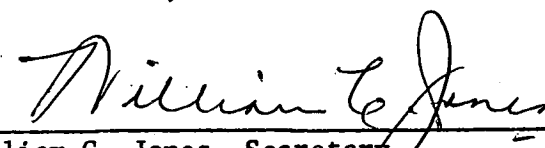
Director Bird seconded and the motion carried.

11. Next Meeting

11. The next regular meeting of the Lane IED Board will be held on Tuesday, February 18, at 7:30 p.m., at the IED office, Royal Avenue and Highway 99 North, Eugene.

The meeting adjourned.

  
\_\_\_\_\_  
Hugh Peniston, Chairman

  
\_\_\_\_\_  
William C. Jones, Secretary

TMR Hearings proceedings attached to Board member minutes and official minutes. (The hearing is tape recorded and on file.)

NAME \_\_\_\_\_  
First Middle Last

ADDRESS \_\_\_\_\_  
Street City State Zip

Telephone \_\_\_\_\_ Date of Birth \_\_\_\_\_

Education and Training Background  
(List most recent first)

Name & Location	Degree, Diploma, Certificate	Dates

At the present time:

Are you or is any member of your family employed by District-28J? \_\_\_\_\_  
Are you or is any member of your family supplying any services or engaged in  
any business activities with District 28J? \_\_\_\_\_  
Do you or any member of your family supply any services or engage in any  
business activities with the IED office? \_\_\_\_\_ If so, what are they?  
\_\_\_\_\_

Serving on a Board of Education requires a time commitment. Discuss how your  
circumstances would allow for the necessary time needed to perform effectively as a  
board member.

Voters have just favored a recall. In view of these circumstances, give any ideas  
or plans of action you would consider proposing to:

1) Bring the community to a more unified support of the Fern Ridge schools.

2) Financing public education in Oregon.

In view of your own personality and abilities, what are the major contributions you would hope to make to the Board relative to:

1) Educational Programs

2) Finances and Budget Resources

Comment on any skills or experiences not previously covered in this questionnaire that you believe would add to your effectiveness as a board member.

LANE IED BUDGET COMMITTEE MEETING  
Tuesday, January 28, 1975

Minutes in brief

- |   |  |
|---|--|
| 1. Attendance                               | 1. The Budget Committee meeting for the Lane Intermediate Education District was held in the Board Room, Royal Avenue and Highway 99 North, Eugene, with the following members present: Chairman Ray Campbell, Ruth Swinehart, Mary Ellen Ehinger, Vernon VanCurler, Irene Walters; Hugh Peniston, Leland Huff, Joyce Benjamin, and Superintendent William Jones; and District Representative Kirby Nunley. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, Joel Noble, and Kermit Horn of the IED; and Doug Hill of the Eugene Register-Guard.   |
| 2. Minutes Approved<br>MOTION               | 2. Budget committee member Ruth Swinehart moved that the minutes of the January 21, 1975, Budget Committee meeting be approved as presented.<br><br>Director Benjamin seconded and the <u>motion carried</u> .   |
| 3. Budget Presentation and<br>Consideration | 3. The Superintendent stated that additional revenue of \$72,500 (disregarding the additional funding for the TMR program) should be added to the Budget Resources prior to budget consideration. Changes are as follows:<br><br>10.05 Available Cash Balance--\$240,591 (from \$210,591)<br>14.09 Miscellaneous Revenue--\$45,000 (from \$2,500)<br>(OTIS reimbursement for rent, phone, heat, electricity, etc.)<br>31.39 Dept. of Mental Health (TMR)--\$180,440 (from \$175,725) (if there are 134 in the program -- includes 18 to 21 year olds) and<br>83.01 Other Receipts--Local school district--\$36,850<br>(from \$30,525; again, if there are 134 in program)<br><br>Total Budget Resources -- \$569,132<br><br>The Superintendent referred to the prioritized listing of possible budget cuts. After much consideration by the committee and board, the following reductions were recommended:<br><br><u>General Fund</u><br><br>122.00 Printing and Paper -- \$5,000 (delete the \$2,500 in P.I.)<br>141.00 Election and Publicity--\$13,000 (delete \$1,000 in P.I.)<br>146.00 Administration; Library, Periodicals--0 (delete \$750)<br>190.01 Board Expense--\$5,000 (\$1,000 reduction)<br>224.00 Miscellaneous--\$250 (delete \$90 in P.I.)<br>226.01 Professional Books--0 (delete \$700 in status quo and \$350 in P.I.)<br>227.01 Library Books, Supplies--0 (delete \$800 in status quo and \$300 in P.I.)<br>227.02 Periodicals, Pamphlets, Newspapers--0 (delete \$675 in status quo) |

3. Budget Presentation and Consideration (continued)

3. (Continued)
- 236.01 Tuition to Pearl Buck--\$128,771 (addition of \$23,221)
  - 281.00 County Education Conference--\$6,000 status quo and \$1,500 P.I. (\$3,500 reduction in P.I.)
  - 1824.01 Professional Books--\$1,200 status quo and \$350 P.I. (addition of \$350 in P.I.)
  - 1824.02 Library and Reference books--\$1,200 status quo and \$300 P.I. (Addition of \$300 in P.I.)
  - 1824.04 Periodicals, Pamphlets--\$1,200 status quo and \$300 P.I. (addition of \$300 in P.I.)
  - 1850.03 Regional--\$1,400 (delete \$1,000 P.I.)
  - 1878.05 Local Production equipment--\$12,179 (delete \$1,983 P.I.)
  - 1878.06 Office equipment--\$400 status quo and \$500 P.I. (reduction of \$500 P.I.)
  - 735.00 Auto replacement (2) -- \$5,000 (reduction of \$1,600)
  - 852.03 Property and Liability--\$8,600 (reduction of \$4,550)
  - 1290.00 Projector - Planetarium--\$36,793 P.I. (reduction of \$34,707--possible because the Spitz representative will contract to allow the IED to pay the \$36,793 this year and budget the remainder next year).

4. Budget Approval

4. The Budget Committee discussed each section and the following action was taken:

Schedule I - General Fund  
100 Series

MOTION

Director Benjamin moved that the 100 series in the amount of \$213,020 be approved.

Director Swinehart seconded and the motion carried.

200 Series

MOTION

Director Swinehart moved that the 200 series in the amount of \$683,106 be approved and that the Board check into hiring a CETA person for the art position.

Director Ehinger seconded and the motion carried.

300 Series

MOTION

Director VanCurler moved that the 300 series in the amount of \$2,001 be approved.

Director Huff seconded and the motion carried.

1800 Series

MOTION

Director VanCurler moved that the 1800 series in the amount of \$685,453 be approved.

Director Swinehart seconded and the motion carried.

March 6, 1975

4. Budget Approval  
(continued)

4. (continued)

600 Series

MOTION

Director VanCurler moved that the 600 series in the amount of \$55,400 be approved.

Director Benjamin seconded and the motion carried.

700 Series

MOTION

Director Swinehart moved that the 700 series in the amount of \$8,600 be approved.

Director Benjamin seconded and the motion carried.

800 Series

MOTION

Director VanCurler moved that the 800 series in the amount of \$115,681 be approved.

Director Ehinger seconded and the motion carried.

1100 Series

MOTION

Director Swinehart moved that the 1100 series in the amount of \$151 be approved.

Director VanCurler seconded and the motion carried.

1200 Series

MOTION

Director Swinehart moved that the 1200 series in the amount of \$311,043 be approved.

Director Benjamin seconded and the motion carried.

1400 Series, 1300 Series, and 1900 Series

MOTION

Director Swinehart moved that the 1400 series in the amount of \$1; the 1300 series in the amount of \$120,000; and the 1900 series in the amount of \$555,000 be approved.

Director Benjamin seconded and the motion carried.

Total estimated expenditures for Schedule I -- \$2,749,456.  
Amount needed to balance budget -- 2,180,324.

(Schedules II and III have been transferred to Schedule I-- instructional media and data processing.)

4. Budget Approval  
(Continued)

4. (Continued)

Schedule IV--Special Education Fund

1700 Series

MOTION

Director VanCurler moved that the 1700 series in the amount of \$36,883 be approved.

Director Swinehart seconded and the motion carried.

Schedule V--Clearing Account (Joint Purchasing and other)

3000 Series

MOTION

Director Swinehart moved that the 3000 series in the amount of \$385,000 be approved.

Director Ehinger seconded and the motion carried.

Schedule VI--Oregon Total Information System

MOTION

Director VanCurler moved that the entire OTIS budget in the amount of \$1,577,886 be approved.

Director Peniston seconded and the motion carried.

The Superintendent stated that this completed the budget approval with the exception of the estimated tax not to be received and equalization. Both items are required by law according to a set formula. This year's estimate of tax not to be received is 11% of the levy. Any of these funds above requirements go back to school districts in equalization.

MOTION

Director Peniston moved that the Superintendent be authorized to complete the summary of the proposed IED budget and levy for 1975-76 as approved by the Budget Committee.

Director Ehinger seconded and the motion carried.

4. Budget Approval  
(Continued)

## 4. (Continued)

The summary approved is as follows:

<u>Schedule</u>	<u>Estimated Expenditures</u>	<u>Estimated Receipts</u>	<u>Levy</u>
Schedule I- Administration	\$2,749,456	\$ 569,132	\$2,180,324
Schedule IV- Special Education	36,883	36,883	-0-
Schedule V- Clearing Account	385,000	385,000	-0-
Schedule VI- OTIS	1,577,886	1,577,886	-0-
TOTAL	<u>\$4,749,225</u>	<u>\$2,568,901</u>	<u>\$2,180,324</u>

Estimated Tax not to be received	<u>239,836</u>
IED Equalization Levy (offset)	<u>23,225,098</u>
Total IED Board Budget Levy and Offset	\$25,645,258

IED Tax Levy - within 6% Tax Base	5,698,251
IED Tax Levy - outside 6% Tax Base	19,947,007

5. Budget Publication and Hearing  
Date

MOTION

5. Director Peniston moved that the budget as approved by the Budget Committee be published in the Eugene Register-Guard on February 20 and 28 as required by law; and the hearing date be March 11 at 7:30 p.m. (as approved by the Budget Committee). The meeting will be held in the IED Board Room, Royal Avenue and Highway 99 North, Eugene.

Director Swinehart seconded and the motion carried.

6. Appreciation  
Expressed

6. Chairman Ray Campbell expressed his appreciation to the Budget Committee for their time and services in approving the 1975-1976 IED budget.

The Superintendent added his appreciation to Ray Campbell's and noted that the Budget Committee served double duty. Not only to their local district, but the IED as well -- keeping their districts more knowledgeable of the total education program in the county.

The Superintendent stated that resolutions with the exact amount needed will be sent this week to superintendents and board members in the 16 districts.

## 7. Meeting Adjourned

7. There being no further business, Chairman Campbell declared the meeting adjourned.

*Ray Campbell*  
Ray Campbell, Chairman

*Ruth A. Swinehart*  
Ruth Swinehart, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, January 21, 1975

Minutes in brief

1. Attendance
  1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, January 21, with the following members present: Vice Chairman Leland Huff, Joyce Benjamin, Cynthia Wooten, Nile Williams, Hugh Peniston (late arrival), and Superintendent William Jones; also in attendance were Budget Committee members Ruth Swinehart, Irene Walters, Vernon VanCurler, and Ray Campbell. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, Ron Munkres, Mary Simmons, Joel Noble, and Edythe Heintz of the IED office; Ric Crowley of the State Department of Mental Health, Jim Sellers and Doug Hill of the Eugene Register-Guard; Elisabeth Waechter, Director of the Pearl Buck Center; Don Rees, Creswell Superintendent and Norman Few, Creswell Board member; and visitors Larry Copple, Lois Copple, Shirley Newell, Dick Newell, Sue Schaefer, Mr. and Mrs. Ross Shannon, Harry Snyder, Betty Lou Snyder, and Adrian DeFrank.
2. Minutes Approved  
MOTION
  2. Director Benjamin moved that the minutes of January 7 be approved.  
  
Director Wooten seconded and the motion carried.
3. Communications
  3. The Superintendent presented correspondence from:
    - a. Elisabeth Waechter, Pearl Buck Center, regarding the IED -Pearl Buck program;
    - b. Russell Donnelly, Cooperative Science Museum Commission, regarding the planetarium; and
    - c. Barry Worth, Pacific Northwest Bell, regarding the new telephone system.  
Attention was drawn to the installation charges involved for the touch-tone system and to the recommendation that three additional trunks be added to accommodate the 20-station lines when OTIS joins the system in July. OTIS will reimburse the IED for all telephone expenses for that program. In response to Director Wooten's query regarding Centrex systems, the Superintendent stated he had inquired and found that the cost is prohibitive for an installation of this size.
4. EMR-TMR Program Report
  4. Mary Simmons, Supervisor of TMR programs, stated that her presentation was basically the written report which had been mailed to board members but that she would be glad to answer any questions.  
  
Director Williams commended Mrs. Simmons on the excellent report but stated that he failed to see the direction the program is heading. (This is contained in Elisabeth Waechter's information.)

February 6, 1975

4. EMR-TMR Program  
Report  
(continued)

4. (Continued)

Director Benjamin, referring to the Staffing Guidelines section of the report, stated that the lack of parental involvement concerned her. Mary Simmons stated that she saw no reason not to involve them. This had not been thought of when the plans were drawn up because it was thought that the school people and those at Pearl Buck had involved them prior to that point. Director Benjamin stated that she believed the guidelines should be changed to include parents. There might be a meeting of educators first and then follow up with the parents.

In answer to Ruth Swinehart's concern regarding Springfield District 19 involvement, Mary Simmons stated that planning is proceeding for the Junior high class in District 19.

Elisabeth Waechter, Director of the Pearl Buck Center, thanked the Board for their support and understanding of the Pearl Buck program. She stated that her main concern is that the withdrawal of students from the Center be at a much slower pace than it seems to be going. Mrs. Waechter stated she was pleased with the changing attitude which makes the education of all children the responsibility of the public schools and supported that concept. However, the fact remains that trainable retarded children can have very different needs than those of normal children and that their best interests would be served if they were taught in the public school but also be aware that there is a great advantage of good comprehensive program offerings in the Center.

Other states providing public education have found that a Center with satellite classrooms is more effective in providing the means for continuous assessment of the child's needs. It is important that the parents are involved in decision making only if there is an option to be in one of two different programs.

Mrs. Waechter stated that HB 1217 and HB 2444 have placed the responsibility on the public schools for providing programs for trainable children. In both bills, however, an option is provided to allow the programs to be conducted in the public schools or contracted by the schools with proven known agencies. Legislators have informed her that their understanding of the intent of the law is to have classes in the regular school programs while allowing existing agencies to continue functioning. This is becoming increasingly difficult. A year ago, the Pearl Buck Center was funded for 108 students; this year funding was provided for 72; and the proposed funding for next year will be for 40 to 45. The 22 profoundly retarded children and the 15 students between 16-18 will remain. This virtually eliminates the possibility of providing a comprehensive school program and would become custodial rather than educational.

4. EMR-TMR Program  
Report  
(continued)

4. (Continued)

Answering Director Wooten's inquiry regarding comparable cost for the remaining 37 severely retarded students, Mrs. Waechter stated the cost per pupil goes up when the number of students is decreased; however, her concern is not that Mental Health would abandon the Pearl Buck program but that it be funded in an amount to provide service for all age levels.

The Superintendent stated that an optional program might present the same problem with the majority of parents wanting their children in the more normal situation in a public school. Mrs. Waechter responded that not all trainable retarded children can take full opportunity of the public school environment and respond poorly. She cited one instance--i.e., a 14 year old boy in the program with the habit of hugging and kissing everyone. He was enrolled in an educable class where this behavior was not acceptable. Upon his return to Pearl Buck he now behaves. Others, she stated, cannot cope with the continuous comparison of their inability to cope as well as other children. Being on the same level with others, they tend to help the other children which in turn helps their own development.

Ric Crowley, Department of Mental Health, stated that the basic responsibility of the Mental Health Division is to support the public school program in the community--whether that district chooses to subcontract with a private facility or conduct the program in public school classes provided the option chosen provides a program meeting all the guidelines and requirements. Mental Health provides approximately 50% of the funding for these programs and, therefore, has a vested interest to see that all requirements are met. The goal and philosophy of Mental Health is to provide a more comprehensive training for the child in the least restrictive environment and has adopted the concept of "normalization." It has been observed that in other states litigation has pushed the right of the mentally retarded to have a program of normal environment. Mental Health encourages and supports the direction that the Lane IED has taken since 1969. Mr. Crowley stated that he had discussed with Mrs. Waechter and the IED the direction of the program during the next few years. He disagreed with Mrs. Waechter that a child with a social behavior problem could not benefit or correct this problem in the environment of other children. It is the responsibility of the teacher to train appropriately. Mr. Crowley stated he also disagreed with the selection process of who goes to the public school and believed it should be more rapid. He believed the profoundly retarded have just as much right to the service of a public school program as the others and can and do learn in a public environment. This has been proven over the state, i.e., Beaverton, Corvallis, Portland, Medford, and Polk County, where many of them have profited in a less restrictive environment than Pearl Buck (which is less restrictive than Fairview). The issue is not the program alone

4. EMR-TMR Program  
Report  
(continued)

4. (Continued)

but those things beyond that -- going to school with peers and siblings, attending a basketball game, playing on the school ground, perhaps being hurt or laughed at (this doesn't happen to the degree many people predicted). Mr. Crowley stated that when he visited Pearl Buck, it was apparent all the children are mentally retarded. However, when he visited Page Elementary, he recognized two of the children, the other ten were fully integrated with other children on the playground. This says something for the normalization process. While Pearl Buck has been providing the program and the Mental Health Division has been supporting the program over the years, it is restricted in that a child in the program cannot be exposed to the normal programs of the public school setting as can be provided through the IED. It is on that basis that the thrust of the IED is supported by the Mental Health Division.

Mr. Crowley stated that there are more than 300 adults in Lane County needing services they are not receiving and that the Pearl Buck facilities for a work activity center and sheltered workshop could provide a sound comprehensive adult program. While it would not provide the funding that Mrs. Waechter (and the Mental Health Division) would like, the Department will continue to endorse the program as it grows. However, the main issue now is that decisions be made on what is best for the children and funding should not be part of that issue. There are private agencies that have closed their doors probably through short-sightedness. Mental Health will continue to work with Pearl Buck in the development of programs and continue to work with the IED in the transition of the children to the public school program.

Director Wooten asked Mr. Crowley if he believed there were no circumstances under which a mentally retarded child does not do well in or belong in the public school. Mr. Crowley responded that the philosophy is one of inclusion not exclusion and he believed all children had this right, exclusive of a medical reason. He stated that he knew of no children at Pearl Buck Center who could not be served just as well in the public school. The program moves the classroom and from that point starts moving the children into the environment.

Director Williams stated that he would like to have people in the audience given an opportunity to ask questions.

Concerns expressed were:

(Mrs. Ross Shannon)--"Classes are too large and advanced for my child to cope. Afraid to take the risk of placing her in a junior high setting with the prevalent drug and sex problems. There is no option to place her back at Pearl Buck."

It was pointed out that the student-teacher ratio is mandated

February 6, 1975

4. EMR-TMR Program  
Report  
(continued)

4. (Continued)

by law and is the same in the private agency or public school. (Director Waechter indicated approximately 25% of the parents favor the transfer to the public school but many have indicated they want an alternative program and did not want to see the present one abandoned.)

(Mrs. Adrian DeFrank)--"I want to know District 4J's position regarding the program. My child has been in both the educable program at 4J and at Pearl Buck. He is doing better at Pearl Buck and has an identity with the other children and is learning. I would like to select those that are 'modeling' for my child who spends six hours per day at Pearl Buck (with a student-teacher ratio of 6-1) and the remainder of the day interacting with 'normal' people and obtaining 'normalization' without the pressures of a very competitive school system where he has no chance of success."

Mr. Crowley stated that 80% of the trainable students in Oregon are now in public school and are not having the problems alluded to. This reinforces the Mental Health Division's stance that the availability of a wider variety of experiences to enhance the learning process, particularly in the socialization aspect, is available to a greater degree in the community than at Pearl Buck. If they are slower in learning they need more exposure and that six hours a day is most important.

(Betty Lou Snyder)--"Has a study been made showing that Pearl Buck Center's program is detrimental to the student?"

Mr. Crowley responded that Pearl Buck Center's program is not detrimental and if a study had shown it to be, it would not have been funded. It cannot, however, provide all the things believed to be important for training mentally retarded children to grow up and function in today's society.

(Dick Newell)--"As an educator and parent of a retarded child, I question the validity of placing individuals in school settings to obtain normalization when I observe conflicting philosophies. There has been no indication that children being shifted from Pearl Buck Center to the public school receive a high priority in the educational system. There needs to be some indication from the school setting at this point that they will provide the same economic support as available in the present system whose number one priority is to work with retarded youngsters with all the economic and support services directed toward that program." He stated he strongly opposed placing his child in the public school setting.

(Lois Copple)--"I believe it is fine for some classes to transfer to the public school setting, but there are some children who will not benefit regardless of where they are."

4. EMR-TMR Program  
Report  
(continued)

4. (Continued)

Those in that class will have no models if the remainder of the children have been moved to the public setting." Mrs. Copple then asked why the pre-school program was cut.

Mr. Crowley stated the program was not cut and there is education for the pre-school child at the University of Oregon.

Mary Simmons added that three programs had been planned--one at Pearl Buck and two at the University of Oregon. In October, it was determined that there were not enough children for three classes. Because the IED had already contracted two University of Oregon teachers for the program, the program went where the contracts had been awarded.

Mrs. Waechter stated that Pearl Buck had also contracted a teacher and had to absorb the cost. In the meantime, more students were identified and served at the Center. It is her hope that Pearl Buck can have the preschool program funded again.

Mr. Crowley stated that Mrs. Waechter has been aware of the thrust of placing the trainable children into the public school through a step-by-step and phase-by-phase transition. The concerns of parents, both those opposed and those anxious to move their children into the public schools, should be heard. He stated that parents have a lot to say in this transitional period but ultimately if the school district decides to put the program in the public school, Mental Health Division will support that. If, ultimately, the IED decides to continue the programs at Pearl Buck Center, while it is against Mental Health philosophy, as a state agency responsible to the taxpayers, it will support that decision. Mr. Crowley stated that there will always be private agencies and/or back-up agencies for parents of children who do not want their child in a public school--this would undoubtedly require a tuition cost but is an option.

Mr. Crowley concluded that the Mental Health Division has a responsibility to articulate its position and that is what he had attempted to clarify.

Director Wooten summarized her observations -- that the parents are not necessarily afraid of allowing their children to become part of the normalization process in the public school situation as much as they are afraid of not having an alternative to turn to if parent and the teacher in the public school agree the child is not profiting from that experience. Therefore, the parents want some commitment from the IED and/or Mental Health that the option to return to the private institution shall remain available to their TMR child.

February 6, 1975

4. EMR-TMR Program  
Report  
(continued)

4. (Continued)

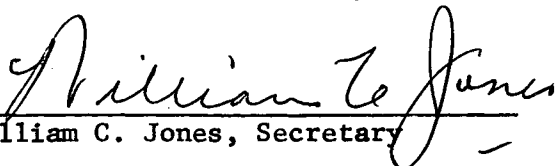
Discussion was closed due to the lateness of the hour and the group was invited to attend the February 11 IED Board meeting to express themselves further.

5. Next Meeting

5. The next regular meeting of the IED Board will be held on Tuesday, February 11, at 7:30 p.m., at the IED office, Royal Avenue and Highway 99 North, Eugene.

The meeting adjourned.

  
Leland Huff, Vice-Chairman

  
William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
January 28, 1975

LANE IED BUDGET COMMITTEE MEETING  
Tuesday, January 21, 1975

Minutes in brief

1. Attendance

1. The Budget Committee meeting for the Lane Intermediate Education District was held following the regular Board meeting (8:45 p.m.) in the Board Room, 1200 Highway 99 North, Eugene, with the following Budget Committee members present: Chairman Ray Campbell, Ruth Swinehart, Irene Walters, Ellene McWhorter, Mary Ellen Ehinger, Vernon VanCurler; Board members Hugh Peniston, Leland Huff, Joyce Benjamin, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, Joel Noble, and Ron Munkres, of the IED office; and Doug Hill of the Eugene Register-Guard.

2. Minutes Approved

MOTION

2. Director Benjamin moved that the minutes of the January 14, 1975, Budget Committee meeting be approved as presented.

Director Williams seconded and the motion carried.

3. Budget Message

3. At the request of Chairman Ray Campbell, Superintendent Jones presented that portion of the Budget Message postponed from the January 14 meeting.

Starting with the 600 series -- Operation of Plant, the Superintendent stated that those line items showing marked increases reflect the anticipated cost of providing lights, heat, air conditioning, water, phones, etc., for the new building. If this should not be sufficient, emergency funds will be utilized; if it is more than adequate, the remainder will go into cash on hand for the next budget.

The new phone system will have 8 trunks and 40 outlets. The anticipated increase in cost reflects the cost of a newer and more efficient system than the present interim arrangement (which is inadequate to handle the volume of business that will be coming to the new building). OTIS will be included for the first time and will reimburse the IED for their phone services (three additional trunks and twenty station lines).

700--Maintenance of Plant. The Superintendent stated that the auto replacement (735.00) should be changed to \$5,000.

800--Fixed Charges. As indicated, these charges are fixed in nature and are required for present salaries. The \$4,900 in P.I. is required for the fixed charges for personnel in Program Improvement. Any change in P.I. would be reflected here also. The Superintendent stated that the Interest on Current Loans (855.00) is

3. Budget Message  
(continued)

3. (Continued)

more than offset by income realized on tax turnover money invested until needed.

1200--Capital Outlay. The \$17,000 provision for office and classroom equipment (#1260.00) is to equip the new building. It had been hoped that sufficient funding would be available in the building fund but the bid was higher than anticipated.

1280.00--Building Planning and Construction. The Superintendent stated that when the bid came in \$100,000 higher than anticipated, the Commissioners agreed to loan a total of \$500,000 (rather than the original \$400,000). The amount budgeted here will reimburse the County \$250,000 plus 7½% interest.

1290.00 Projector-Planetarium--The IED's sole responsibility is to provide the original cost of the planetarium equipment and a science coordinator (to be on the IED staff). The \$71,500 in P.I. (plus the \$36,793 NDEA funds) will purchase the projector. This amount is to be placed on resolution. The IED must match the NDEA funding this year in order to use the money and make a commitment with the equipment manufacturer.

Budget Committee member Ehinger suggested that the P.I. be cut to provide the matching amount of \$36,793 this year with the remaining \$30,000 coming from next year's budget. This, she believed, would make it easier to justify such an expense to the boards in the outlying areas that might question the availability of this program to their district.

The Superintendent replied that a smaller projector is being investigated for the initial installation. Hopefully, this would be furnished at the company's expense for use in the planetarium. Eventually, the smaller projector would be used to provide the same kind of facilities in Oakridge, McKenzie, Mapleton, Siuslaw, etc. --- in effect, taking the planetarium to the community. The larger equipment will be located in the planetarium-museum and available to all districts.

The Superintendent stated he would be in contact with the planetarium representative and would inquire about signing a contract to pay for the equipment over a four to five year span.

When asked a question concerning the projected completion date, Director Benjamin reported that the science museum commission is pulling together the various agencies' portion of the program. Priorities are--first, a contract between OMSI and

3. Budget Message  
(Continued)

## 3. (Continued)

the Commission, then a temporary building, and then funding.

Director Williams asked if there is sufficient time to obtain an answer from the planetarium and NDEA people regarding acceptance or rejection of the exact matching fund (with the remainder to be placed on contract) prior to the resolution going out. The Superintendent responded that he would be in contact with the representative and hoped to have an answer by the next budget committee meeting.

A copy of Russ Donnelly's presentation to the County Commissioners together with a copy of the proposed building site and layout were given to the Budget Committee for study and information.

1300--Contingency. The large increase is necessary because of the move to the new building plus any increases resulting from the negotiation process (present 1974-75 salaries are listed in status quo programs).

1900--This is cost of data processing services (\$555,000) for Lane County schools. The cost per pupil has decreased from \$8.80 in 1971 to \$7.00 in 1975-76. Lane County districts pay only for any additional services outside the regular package.

Amount needed to balance budget -- Schedule I:

	<u>Status Quo</u>	<u>P.I.</u>
	\$2,114,203	\$181,495
Total		\$2,295,698

Schedule IV - 1700 - Special Education Fund

This is an equalizing account. It is anticipated that income and expense alike will be \$36,883.

Schedule V - Clearing Account - Joint Purchasing and Other

This is also an equalizing account and it is assumed that the joint purchasing program will receive and spend \$385,000 in purchasing materials for the school districts in the county.

Schedule VI - OTIS

The OTIS equalizing account (\$1,577,886) was discussed. Several items were clarified:

2664--Operations-Salaries. The amount in P.I. will provide a replacement for Gene Paul, Operations Manager, who resigned and has not yet been replaced.

3. Budget Message  
(Continued)

3. (Continued)

This amount also provides for an additional computer operator.

Travel--This amount is necessary to send OTIS people out over the state to work with the users. If they go to Eastern Oregon, it is cheaper to stay a few days rather than to make repeated trips.

Remodeling--This amount is needed to purchase additional raised floor because the new building has a larger floor area than the present location.

4. Prioritized Listing  
of Proposed Budget Cuts

4. At the conclusion of the January 14 meeting, the Budget Committee had asked the superintendent to prepare a prioritized listing of \$50,000 in budget cuts. The Superintendent presented a list of 25 proposed cuts (copy attached) in order of preference with the larger numbers representing those items least desirable to cut -- i.e. 22, 23, 24, and 25. The Superintendent presented three alternatives as follows:

1. Wait to see what happens to resolutions. Resolutions will be going out next week and if a resolution (with the exception of speech and hearing) should not pass, more than \$50,000 will be taken from the budget.
2. Use \$30,000 of unanticipated cash carry-over and #22, 23, 24, and 25 for a \$53,000 reduction. The reduction on #22, 23, 24, and 25 would be accomplished by placing coordinators, consultants, dissemination agent, supervisors, and the librarian on 10-month contracts at a savings of \$24,000. In order to keep ongoing programs functioning, it would be necessary to use \$12,000 of the \$24,000 for extended contracts for a net savings of \$12,000 (a reduction in fringe would also result).

The \$30,000 additional unanticipated cash carry-over was received for administrative costs for the summer NYC program and was inadvertently left out of the income portion of the budget.

3. This \$30,000 added to items #1-19 excluding 14 and 18 would make a \$49,198 reduction in the budget; and the addition of \$650 P.I. in 1824.01 and 1824.02 would make a net reduction of \$48,548 in the total levy.

The Superintendent presented an explanation of several items for clarification:

January 28, 1975

4. Prioritized Listing  
of Proposed Budget Cuts  
(continued)

4. (Continued)

1. #18 - \$3,000. "This is poor economy." The funds would provide plastic (or stronger) containers for courier service. The present practice of using canvas has resulted in some damage to films, etc.

Director Wooten asked if any resources for possible use of courier service for the County library system had been included in the budget. The response was no; and other than one contact some time ago, nothing had been indicated or discussed.

Budget committee member Ehinger asked if Item 1810 #22.- adding more help for the media center, would add hours so that outlying districts could utilize the service. The response was yes; however, it would be more difficult if the position were cut to one-half time.

Director Peniston asked the Superintendent if any of the possible 25 cuts could be made without doing harm to the budget.

The Superintendent responded that he was not in favor of any of the cuts. However, \$15,000 to \$20,000 could be pared without doing too much harm because of the \$30,000 unanticipated carryover.

Director Williams indicated that he knew there were reasons unanticipated carry-overs come about, but he was hesitant to use them because he feared it caused a credibility gap between the district and the public.

Budget Committee member Swinehart stated she believed it might be the better to follow Option 2 because it would be some time before resolutions were back in. Should the boards fail to pass a resolution, however, the Budget Committee might feel free to put some of the funds back in the budget. The IED Board could replace them, but might want to ask the Budget Committees advice.

The Superintendent stated that the resolutions must be back by the end of February. If the resolutions are sent out right away, he anticipated that they would be returned by mid-February. Concerning the proposal to cut the planetarium funding to match NDEA funds, Director Benjamin stated it was the direction to go if the planetarium manufacturer and NDEA agree. This would necessitate an expense of \$36,000+ this year and the remainder next year.

The Superintendent stated that by budgeting the matching fund of \$36,793 it would provide a cut

4. Prioritized Listing  
of Proposed Budget Cuts  
(continued)

4. (continued)

of \$34,707 and that added to the \$30,000 would mean a \$67,000 decrease in the levy.

Director Wooten stated her point was not to reach an arbitrary figure but to maintain the best level of service while cutting the budget as much as possible.

Director Benjamin suggested cutting \$1,000 out of board travel, another \$2,500 by not publishing the public relations brochure and booklets, as opposed to taking out the larger items.

Director Williams stated he preferred to study the budget a little more. If there is something logical to cut, cut it, and if it isn't logical, leave it in regardless of what the amount is.

Budget Committee member VanCurler stated he hesitated to ask his Board to pass resolutions in program improvement that called for additional personnel. His district had not been able to obtain new personnel and he did not believe it right that he ask them to support the IED in sponsoring new personnel or programs. Budget Committee member Ehinger stated she would like to think the resolutions presented to the districts; i.e., the planetarium, have been thoroughly discussed in Budget Committee meetings, and had the lowest possible level of funding required before being presented. In addition, that having done this, she wished to go to her district and say she believed in it and supported it and would like to see it approved.

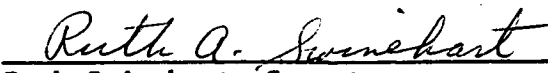
Director Benjamin concluded the discussion by saying that the resolutions to the districts is a two-way street -- the IED has the responsibility to send them since they come as recommendations of the superintendents or representatives who have been working on them.

5. Next Meeting

5. The next meeting of the Budget Committee will be held Tuesday, January 28, at 7:30 p.m., at the IED office, Royal Avenue and Highway 99 North, Eugene.

The meeting adjourned.

  
Ray Campbell, Chairman

  
Ruth Swinehart, Secretary

Prioritized Listing of Budget Cuts  
(Bottom of list - least desirable)

No.	Account No.	\$ Amount decrease	Disposition
1	146	750	has been transferred to 1824.01
2	226.01	700 + 350 P. I.	has been transferred to 1824.01
3	227.01	800 + 300 P. I.	has been transferred to 1824.02
4	227.02	675	has been transferred to 1824.04
5	141	1,000	
6	122	2,500	eliminate
7	190.01	1,000	reduction
8	212.09	2,500	P. I. cut in 1/2
9	224	90	
10	225	500	Math materials eliminated
11	245.02	1,000	reduction in car operation
12	281	3,500	
13	292	500	take out Math AV teaching materials
14	1890.10	14,000	repay Springfield over longer period (4-6 years)
15	1850.03	1,000	no educational TV consultants
16	1878.05	1,983	do without additional equipment this year
17	1878.06	500	reduction of \$500
18	1878.02	3,000	this is poor economy
19	1845.03	200	out of pocket expenses for additional person
20	1850.02	3,425	do without reevaluation for another year
21	1824.05	3,000	
22	1810.01	7,500	1/2 time librarian instead of full time
23	1830.01	1,387	1/2 fringe benefit for 1810.01
24	212.01-212.09 ) 111.0 & 1810.01)	12,000	place coordinators, consultants, dissemination agent, supervisors, and librarian on 10 months contract (\$12,000 savings - \$12,000 in extended contracts)
25	851.02	2,300	reduction of fringe for #24

We have \$30,000 additional unanticipated cash carry-over received for administrative costs from the summer program. This added to items # 1 - 19 excluding 14 and 18 would make a \$49,198 reduction in the budget; and the addition of \$650 P. I. in 1824.01 and 1824.02 would make a reduction of \$48,548 in the total levy.

1. Wait to see what happens to resolutions
2. Use \$30,000 cash carry-over and #22, 23, 24, and 25 for \$53,000 reduction.

BUDGET COMMITTEE MEETING  
LANE INTERMEDIATE EDUCATION DISTRICT  
Tuesday, January 14, 1975  
7:30 p.m.

Minutes in brief

1. Attendance

1. The Budget Committee meeting for the Lane Intermediate Education District was held in the Board Room, Royal Avenue and Highway 99 North, Eugene, with the following members present: Board Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Nile Williams, Howard Bird; Budget Committee members Ruth Swinehart, Ellene McWhorter, Vernon VanCurler, Sam Frear, Ray Campbell; District Representative Kirby Nunley; and Superintendent William C. Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, and Joel Noble of the IED office, and Doug Hill of the Eugene Register Guard.

2. Budget Committee  
Organization

2. Chairman Peniston opened nominations for Budget Committee Chairman.

NOMINATION

Ruth Swinehart nominated Ray Campbell to Chair the Budget Committee.

MOTION

Director Benjamin moved to close the nomination and instruct the secretary to cast an elective ballot for Ray Campbell as Chairman of the Budget Committee.

Director Bird seconded and the motion carried.

NOMINATION

Director Benjamin nominated Ruth Swinehart as Secretary to the Budget Committee.

MOTION

Director Bird moved to close the nominations and instruct the secretary to cast an elective ballot for Ruth Swinehart as Secretary to the Budget Committee.

Director Huff seconded and the motion carried.

3. Budget Calendar

3. The Superintendent announced that the regular Board meeting will be held early with the Budget Committee meeting following at 8 p.m. next Tuesday, January 21 with a second session scheduled for January 28.

4. Budget Message

4. At the request of Chairman Ray Campbell, Superintendent Jones presented the Budget Message and Document.

The Superintendent emphasized that the IED, as a service organization, has provided and anticipated continuing to provide those programs

## 4. Budget Message

## 4. (continued)

requested by superintendents and/or local district boards. He indicated that some areas of the budget have been strengthened with a corresponding increase in cost; other areas, of a fixed nature, require little or no change; still other areas are of a contractual nature and have no effect on the levy. Specifically, if all program improvement funds were to be included, there would be an increase of \$93,000 above 1974-75. If the Assessor's estimate of an increase in the true cash value of Lane County from \$2.634 to \$2.766 billion is accurate, there would be a decrease in the levy of .6¢ per \$1,000 of true cash value to provide the educational services to the 16 school districts (from \$.836/1,000 in 1974-75 to \$.830/1,000 in 1975-76).

The Superintendent continued with a brief explanation of several line items in the budget resources portion of the budget for an anticipated total (except taxes) of \$485,592.

Prior to considering line items under the budget requirements, Budget Committeeman Sam Frear stated that the principle of status quo should be adhered to this year with no program improvement. This principle is being followed by local school districts and other governmental agencies and the IED should follow suit.

Director Bird indicated he agreed in principle but the Board has an inter-governmental agreement that would make this most difficult in several areas.

Director Williams stated that when 2/3rds of the local districts with over 50% of the student population request programs and services, the IED has a responsibility to provide those services.

The Superintendent pointed out that when resolutions are sent to local boards, they are worded so as not to exceed a given amount for a given program or service. Each resolution is acted upon separately by each local district board. Any cuts by the Budget Committee should be made before the resolutions are distributed.

The Superintendent continued discussion of the budget document with a brief explanation of line items as follows:

111.00 Salaries--All salaries in this 1975-76 budget are salaries presently paid in the 1974-75 budget. This negotiable item is unresolved to date, and funds for any increases have been placed in the contingency account.

113.00--An additional secretary is included to carry out the joint purchasing program. This year (1974-75) an IMC secretary has been used for this function. A question was raised whether the same arrangement might not be continued. Mel Mead stated that the IMC work had not been done and there is a backlog.

4. Budget Message

4. (continued)

Under printing and paper, it was indicated that the amount budgeted would provide for two new brochures.

Director Benjamin suggested that the information might be disseminated through the newsletter and stay within the status quo. Joel Noble responded that it should be a status quo item because an earlier brochure was inadvertently charged to IMC instead of this account.

145.02 Travel and Expense - Administrative Staff -- has increased in most instances because of higher gasoline prices, etc.

Under 190.01, Board Expense, Ray Campbell asked for a breakdown between OSBA Membership, Study Council, and travel expense.

Questions were raised on the specifics of the TMR-EMR programs and the obligation of the IED to maintain the programs. Under HB 2444, each school district is responsible for the education of all youngsters in their district. The local districts have transferred this responsibility for TMRs to the IED; if the IED does not educate the youngsters, the responsibility will then revert to the local districts.

In explaining 212.13, the Superintendent gave the background of the Science Museum Commission established by the Lane County Commissioners and future IED involvement in the program and the possibility of having a planetarium. The IED's responsibility would be to provide a science coordinator for that particular program.

(Director Benjamin indicated that OMSI will furnish its entire yearly budget plus what it receives for the present building; the University of Oregon will furnish a half-time graduate assistance plus other university staff and a portion of the University of Oregon Natural History Museum; the County will furnish some help through the Department of Parks and Recreation; and the Commissioners will furnish some secretarial help and supplies. The IED's responsibility is to furnish the Science Coordinator for the student program and some funds for planetarium equipment.)

In response to Chairman Ray Campbell's question as to the authority of the Budget Committee to approve or not approve these types of programs, the Superintendent stated that the Budget Committee has a responsibility to present the resolutions to the school districts and let the districts decide whether they want the program or service.

236.01 Tuition to Pearl Buck--This is the amount of tuition the IED will pay Pearl Buck (\$105,550) for 50 children. The Superintendent informed the Budget Committee that Ric Crowley, Department of Mental Health; Mary Simmons of the IED staff; and Elisabeth Waechter, Director of Pearl Buck, would be present at the next Board meeting to discuss the

4. Budget Message

4. (continued)

TMR program. (The Budget Committee was invited to attend the early meeting on Tuesday, January 21 at 7:00 p.m. to hear the discussion.)

1800 Series--Instructional Media. The Superintendent stated that, at the request of the auditor, the instructional media budget was transferred to the general fund. The historical data remains in Schedule II.

1810 - 1810.05 Salaries--Here again, the status quo reflects the current salary and any increase negotiated will come from the contingency account. The \$15,000 in P.I. would provide a professional staff person to be added to develop the Media Examination Center. One suggestion was made to cut this position to one-half time.

Under 1850.02--Film Review and Evaluation--The amount in P.I. would provide for the reexamination or "weeding out" of the IMC film materials. This was deleted from the 1974-75 budget and should be included in 1975-76.

For the past year, the Springfield administration and the IED have been discussing the possibility of merging the Springfield collection with the IED. In account #1890.10--Films (rent-to-own)--provision has been made to pay for one third of the cost of the Springfield IMC film library, if satisfactory to both parties. This is similar to the purchase of the Eugene 4J film library a few years ago.

The 1890.20 account--Films, tapes, realia--has been reduced to soften the impact of the implementation of the Springfield transfer.

1878.07 Vehicle purchase--provides for the purchase of a delivery van replacement (there is more than 80,000 miles on the van to be replaced). It was suggested that the vans might be retained four (instead of three) years and attempt to find out what that does to the cost of repair and maintenance.

The Chairman suggested that, although the Superintendent had not finished an explanation of the entire budget, this was a good stopping point.

Budget Committeeman Sam Frear moved that the Superintendent provide at the January 21 meeting a priority list to reduce the budget by \$50,000.

Budget Committeeman Vernon VanCurler seconded the motion.

Director Williams stated he had reservations about picking an amount out of the air and would like to have the privilege of looking at the budget constructively and then decide upon a figure.

Budget Committeewoman Ruth Swinehart stated that, while this would be interesting, she did not see it as a commitment.

MOTION

January 17, 1975

4. Budget Message

4. (continued)

The Superintendent stated that if local districts were going to eliminate some of these programs as Sam Frear suggested, it was all the more important that the IED continue those programs. Programs can be provided through the IED at less cost and, should programs be eliminated at both the local and county level, the youngsters in the county will be the losers.

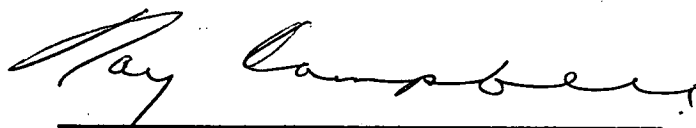
Sam Frear stated his motion referred to the P.I. (program improvement) portion of the budget.

The motion carried.

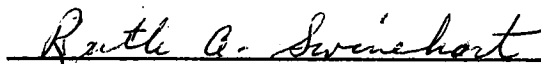
5. Next Meeting

5. The next budget meeting will be held on Tuesday, January 21 at 8:00 p.m. following the regular IED Board meeting at 7:00 p.m. at the IED office, Royal Avenue and Highway 99 North, Eugene.

The meeting adjourned.



Ray Campbell, Chairman



Ruth Swinehart, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, January 7, 1975

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, January 7, with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Howard Bird, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, Joel Noble, and Mike Neill, of the IED Office; Bob Llewellyn of NYC; and Doug Hill of the Eugene Register-Guard. Visitors attending were LeRoy Farnham, Director of CETA; Robert Elfers, Administrative Assistant to Lane County Commissioners; D. D. Patterson, and Alfred Bobst.

2. Minutes Approved  
MOTION

2. Director Wooten moved that the minutes of December 10 be approved.

Director Benjamin seconded and the motion carried.

3. Board Comments on  
Length of Meetings

3. Chairman Peniston invited Board comment on the length of time the meetings are taking and referred to a decision of a previous board to adjourn by ten o'clock. Board members expressed the feeling that one board's decision cannot bind the present board and that there is an obligation to conduct the business at hand without limiting discussion. It was suggested, however, that a goal to conclude by ten o'clock be initiated and, as that time approaches, a priority be established for disposing of and/or postponing items remaining on the agenda.

4. CETA Program

4. Chairman Peniston introduced LeRoy Farnham and Bob Elfers who had been invited to this meeting to clear up any misunderstandings regarding the CETA program.

Mr. Farnham apologized for any unfavorable impression he had made at the November meeting (regarding the CETA program) and stated it was not his intent to antagonize or threaten the IED Board.

Director Benjamin stated she had sensed a degree of friction between the IED and the County and she believed that, while there may be disagreements, through mutual efforts this will be alleviated. Mrs. Benjamin indicated that the IED Board had been very interested and concerned with the NYC program since its inception and continues to be interested in the problems of young people. The Board has observed youngsters who, having been employed through implementation of the NYC program, had completed

4. CETA Program  
(continued)

4. (continued)

their schooling because they received encouragement, training, and financial assistance. Mrs. Benjamin added she understood this financial assistance is no longer available to the in-school youngster under present CETA program regulations.

The Superintendent stated it appeared that more and more of the dollars are going into hiring of staff and not to the youngster who needed the help.

Both Mr. Farnham and Mr. Elfers pointed out that, in the past, there had been criticisms of prime sponsors and categorical grants. The emphasis now is not just putting "bucks" into a program. Federal guidelines call for comprehensive planning with counseling and coordination of all programs and LCOG will be doing the long-range planning for all Manpower programs on a county-wide basis. It is hoped that there will be existing linkage between those who are presently operating the programs and LCOG in order to provide a smooth transition and a better program.

Mr. Farnham stated that he hoped to conduct a county-wide survey to see how career education can best be integrated into the schools and the community. Along with this, CETA, a state representative, and Ron Munkres, career education coordinator at the IED, are working on a proposal (to be in writing by October) to integrate a career education program for disadvantaged youth in the schools. A liaison person (CETA will pay half-time salary) will work with the local school districts to assist them in getting the disadvantaged youngster into the career process (the liaison person will also assist the community program in career development). The idea of CETA is that a person may be placed in a program with a plan built in for progression into an employability plan and move smoothly from one program to another. (Of \$215,000 CETA funds, \$100,000 has been designated to assist youth in Title II programs.) Director Williams asked how a disadvantaged student in a very small district would be handled in this type of program. Mr. Farnham responded that in isolated cases it might be feasible to utilize the categorical plan with counseling where there is no career development program available.

Director Wooten expressed a concern that the expertise of the IED Board in conducting the NYC program be made available to the Manpower Advisory Board or the Social Services Subcommittee. Mr. Elfers stated that county education is now represented by Superintendents Jones, on the L-COG Manpower Committee and by Superintendents Payzant and Bagley on the Social Services Committee.

The Superintendent responded that feedback does not always get back into the larger social services committee where it is felt there could be greater input.

January 17, 1975

4. CETA Program  
(continued)

4. (continued)

Bob Elfers responded that committee assignments are made by the Commissioners and he would indicate the Board's interest at the Commissioners' meeting on Wednesday. At that meeting, the report of the Youth and Social Services Plan of the Social Services Advisory Committee will be reviewed by the Commissioners. He asked if the Board had any recommendations or concerns regarding the plan. He stated that this is the first time the comprehensive employment training act has required a prime sponsor and a comprehensive approach to manpower. This is not easy to do in a short time and there is a great concern to integrate the ideas of the past and utilize those experiences.

Director Williams asked if the superintendents in the county are better informed of the programs. He had understood there was some dissatisfaction over lack of communication on the Title II and Title VI programs.

Mr. Farnham responded that Mr. Wynia is in the process of contacting superintendents on the implementation of the in-school type CETA program and a meeting will be held in the near future.

Mr. Elfers responded on the Title programs and stated that all summer and fall requests for Title II funds had been funded. The second segment not only completed the first requests but also some requests from the State of Oregon and (at the request of the federal government) some requests from non-profit organizations. No attempt was made to go back and ask agencies if they had additional requests. These funds had a requirement that an agency must absorb all those hired with these funds into their own program. Under Title VI, this requirement is no longer mandatory.

The first 30% of Title VI funds will go for Lane County and Eugene requests. School districts were not left out--all of their Title II fund requests were met and now their Title VI requests will be considered.

5. IED Moving Cost  
Reimbursement

Concerning the IED request for reimbursement for the cost of an extra move, Mr. Elfers stated that the County's legal counsel had studied the IED request and had indicated that the question of whether there is a legal obligation depends upon one's own interpretation. The County analysis is that it is obligated for that portion of space provided for the superintendent and his secretarial staff (750 sq. feet out of 14,500 sq. feet occupied in the Osborn Apartments). This would equate to 5 to 10% of the moving costs. Since neither agency has funds budgeted for this, it must be ascertained that it is, indeed, a legitimate public expenditure for the County. Mr. Elfers stated original plans were for the County to use the Osborn for interim office space but that he had informed the Superintendent that

5. IED Moving Cost  
Reimbursement  
(continued)

5. (continued)  
there was some discussion as early as February or March of the County having the Osborn vacated for demolition and subsequent building upon that site. It was not decided until June, however, to definitely rebuild on that location. That was too late for inclusion in budgets. Mr. Elfers stated that the commissioners are willing to pay 10% of the reimbursement request as their obligation to the IED.

The Superintendent referred to the Linn-Benton case where the court decided that Linn County had to provide 100% of the same space as in 1968. The Linn-Benton IED was housed in the Courthouse at no expense to the IED. In 1968, the IED was renting the Osborn office space from a private individual for \$600 a month and the County Commissioners were paying \$200 on top of that (or 25%).

Director Williams stated that a compromise is in order and suggested that 25% be considered a minimum settlement.

The Board thanked Mr. Farnham and Mr. Elfers for their appearance and postponed further discussion until later. in the evening.

6. Communications

6. The Superintendent presented correspondence from:

- a. Tom Rigby, OSBA, regarding conflict of interest law;
- b. Ray Mullen, South Lane School District, regarding not participating in joint purchasing for the 1975-76 school year; (Mr. Mullen indicated an attempt will be made to purchase paper through the State Purchasing Agency. He has been advised that if it does not work out, there will not be paper available through the IED because no provision will be made for an extra supply.)
- c. Jesse Fasold, SDE, regarding the Superintendent's reappointment to the Teachers Standards and Practices Commission;
- d. Tom Rigby, OSBA, regarding travel to NSBA;
- e. Joe Clementi, president LIEDEA, regarding confidential employees. (The Superintendent stated that PERB is under the impression that negotiations cannot be continued until this matter is settled. However, Mike Neill stated that Paula Bracken had assured Mr. Smith, PERB officer, that the association has had

two or three meetings and this is not part of the negotiation.)

The question was referred to executive session.

7. Business Affairs

7. The Superintendent stated that the IED's financial status is fine. The County Commissioners have allocated an additional \$100,000. This will be expended this fiscal year, and since there will be no additional tax levy, all that is required is to submit a supplemental budget for those dollars.

8. Legislation

8. Director Benjamin asked that the Superintendent inquire what legislation regarding IEDs the new state superintendent, Vernon Duncan, will request of the legislature. The Superintendent responded that some funding was included in the original State Department budget proposal but that the governor had "red-lined" some items.

9. Planetarium Report

9. Director Benjamin reported that the Planetarium Commission had met January 6, adopted bylaws, and elected Russ Donnelly, Chairman and Joyce Benjamin, Secretary. The commission members are: Ed Cone (County), Paul Ehinger and Gail Nicholson (School Districts), Russ Donnelly (University of Oregon); Lou Case (Lane Community College); John McDonald (OMSI); and Joyce Benjamin (IED). The Commission approved making a request to the Alton Baker Park committee to place the planetarium-museum there. Requests have been made to Lane County for certain kinds of funding--travel expense, and paper. Requests will be made of the IED, the University of Oregon, and one to OMSI to negotiate a contract to provide certain things to the Commission. The Commission will meet again in February.

The Superintendent stated he had discussed with Russ Donnelly the status of the planetarium program to see if it is far enough along for the IED to take advantage of the NDEA funding available. If so, matching funds and funding for a Science Director must be included in the 1975-76 budget. Director Benjamin indicated that the matching funds, etc., should be included in the budget.

Since it does not look possible to start with a large projector, consideration is being given to using a smaller instrument which could ultimately be used as part of a travelling exhibit so that the districts such as Oakridge, McKenzie, and the three at the coast would have access to a program and not have to travel to Eugene.

10. Sabbatical Leave  
(Kermit Horn)

## MOTION

10. One of the ISAC staff members has applied for a sabbatical leave for one-half year starting in July. The Superintendent recommended that Environmental Specialist Kermit Horn's request for a sabbatical leave (July 1 to December 31, 1975) be granted. Mr. Horn will be completing his doctorate.

Director Williams moved that the sabbatical leave be approved as recommended by the Superintendent.

Director Armstrong seconded and the motion carried.

## 11. Building Report

11. The Superintendent reported that the building is beginning to be a building -- many of the partitions are in and the lights were switched on yesterday.

The Superintendent responded to Director Williams' concern on the natural gas situation. While he has some concerns too, he has been assured that the IED priority is such that it would be the next to the last to be refused service. A change to another system would be extremely costly and the engineer recommends that no change be made.

## 12. IED Moving Costs

12. The Superintendent asked what position the Board would like to have him take at the Commissioners meeting on Wednesday. Director Williams stated that 25% of the excessive moving costs would be a legitimate request.

## 13. Input Committee

13. Director Armstrong reported on the input committee meeting. It was her observation that the staff association is somewhat puzzled concerning the association's use of IED duplicating equipment on their own time for sending memos, etc. This was discussed during negotiations last year but was not resolved.

## MOTION

Director Benjamin moved that the staff be permitted to use the equipment on their own time and pay for the cost of supplies.

Director Wooten seconded and the motion carried.

Mel Mead stated that employees have been permitted to use the equipment on their own time, pay for the necessary supplies, and this would be followed.

14. OTIS Hardware  
Contract

14. In order to provide greater efficiency in the OTIS operation as recommended by the OTIS Advisory Board, the Superintendent recommended Board approval of the lease of five Ampex disk drives (\$18,000 annual cost) one megabyte of Ampex fast core (\$61,500 annual cost) and terminate the IBM Data Cell lease (reducing the cost

14. OTIS Hardware  
Contract (Cont'd)

MOTION

MOTION

15. Bureau of Indian  
Affairs Contract

11. Build: Report

12. IED Moving MOTION

116. Special Education  
Programs

MOTION

14. OTIS Hardware  
Contract

1014. (Continued)

by \$41,491). The net annual cost of the change in equipment would be \$21,009.

Director Benjamin moved approval of the equipment lease as recommended by the Superintendent.

Director Armstrong seconded and the motion carried.

15. The Superintendent presented a proposal by the Bureau of Indian Affairs to provide the Chemawa Indian School the use of one Hewlitt-Packard and 32 terminals hardwired or connected to the H.P. to be used by the school in their reading-language arts, basic English, Math, and GED program. They desire a contract which would allow OTIS to lease a H.P. computer and be responsible for the programming and operation. The lease would be \$5500 per month or \$3 per terminal hour--whichever is the greater. (It is assumed that \$5500 will be the greater.) The program is anticipated to run for two or three years but the contract will read no less than 8 months or longer than 12 and safety provisions will be written into the agreement with Hewlitt-Packard.

12. Director Benjamin moved that the contract with the Bureau of Indian Affairs be approved. motion carried.  
Director Williams stated that 25% of the cost would be covered by the state. Director Williams seconded and the motion carried.

16. Director Williams asked that a report on the special education programs be given. He asked specifically:  
a. Are students being placed in regular school because of legislation (against their desires at times); negotiations last year but was not resolved.

b. What do we receive in funds and how are they expended;  
Director Williams moved that the staff be permitted to use the equipment on their own time and pay for the cost of repair; Who do we serve;

Director Williams moved that the staff be permitted to use the equipment on their own time and pay for the cost of repair; Who do we serve;

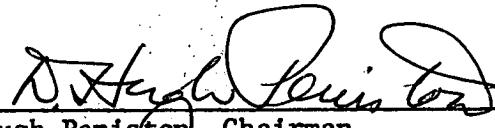
Director Williams moved that the staff be permitted to use the equipment on their own time and pay for the cost of repair; Who do we serve;

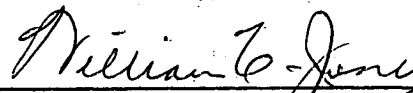
14. Director Wooten asked that Elisabeth Waechter and Mary Simmons be invited to the next meeting to discuss the program. The Superintendent added that Ric Crowley from the State Department of Mental Health would also be asked to attend. He stated that the Board has two alternatives: the Board could decide to use the cost money through the Department of Mental Health or decide to operate the program without that funding and continue with Pearl Buck. The State has said, without any question, that all TMR programs will be integrated in

January 17, 1975

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|---|--|
| 16. Special Education Programs<br>(Continued) | 16. (Continued)<br>in the schools and Lane County is one county where so many students are in a private agency such as Pearl Buck.   |
| 17. Communique                                | 17. Director Wooten stated she appreciated receiving the Communique and particularly noted two articles -- one regarding Bob Llewellyn's program and the other regarding Gene Farthing's intended analysis of the different kinds of program evaluations.  |
| 18. Executive Session                         | 18. Chairman Peniston recessed the general meeting to call for an executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005-192.030, to discuss negotiations.  |
| 19. Next Meeting                              | 19. The regular meeting reconvened. No further action was taken. The next meeting of the Lane Intermediate Education District Board will be held Tuesday, January 14, in conjunction with the Budget Committee for presentation of the 1975-76 budget message and document. The next regular meeting of the Board will be held Tuesday, January 21. Both meetings will be held at the IED office, Royal Avenue and Highway 99 North. |

The meeting adjourned.

  
 \_\_\_\_\_  
 Hugh Peniston, Chairman

  
 \_\_\_\_\_  
 William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
December 31, 1974

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, December 10, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, December 10, with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Gene Farthing, Evelyn McKenzie, Wanda Vinson, Joel Noble, and Mike Neill, of the IED office; Bob Llewellyn of NYC; and Doug Hill of the Eugene Register-Guard.

2. Minutes Approved  
MOTION

2. Director Armstrong moved that the minutes of November 26 be approved.

Director Williams seconded and the motion carried.

3. Communications

3. The Superintendent presented correspondence from:

- a. Laurie Smith, IED attorney, answering Board questions regarding the public meetings law;
- b. Chairman Peniston (to Bob Elfers, County Administrator) regarding LeRoy Farnham's CETA presentation at the November 26 meeting;
- c. Bob Elfers' reply to Chairman Peniston's letter;
- d. L-COG Board briefs; and
- e. Jim Howard, Pleasant Hill Superintendent, evaluating the TMR classes in Eugene and Springfield.

Director Armstrong suggested that a copy of the public meetings law and Laurie Smith's letter be sent to Pat Smith, Eugene Register-Guard reporter.

Chairman Peniston reported he had received a letter from Kess Hottle regarding the CETA reporting incident and had, in addition, received a call from LeRoy Farnham stating he believed he owed the Board an apology and would like an opportunity to give it. Chairman Peniston suggested that Mr. Farnham be invited to attend the next Board meeting.

4. Legislation

4. The Superintendent reported on his presentation to the Interim Education Committee asking for legislation to change the present IED zoning law so that zones may cross school district lines to meet the one-man one-vote requirement. In Lane County, strict adherence to the present law would provide two zones -- one in Eugene and the other for the remainder

## 4. Legislation (continued) 4. (Continued)

of the County. The IED Association presented a second recommendation to the Committee -- that the transportation of the TMR youngsters be paid directly to IEDs out of basic school support funds. The third proposal to the Interim Education Committee was to allow IEDs to own property.

The Interim Education Committee agreed to recommend the new zoning proposal and to once again recommend that IEDs be allowed to own property. However, they did not accept the proposal for transportation reimbursement for the TMRs, stating it should be part of a larger bill having to do with total TMR funding. A second reason for not accepting the latter with the other recommendations was that it would remove funds from someone's budget to put in another and, according to the chairman, that would not be done without both agencies having an opportunity to be heard.

Director Wooten stated she believed in the one-man one-vote concept but expressed concern that smaller districts not be "swallowed up" by the metropolitan districts. She stated she would like to spend some time at a later meeting discussing this.

## 5. Status of CETA-NYC Program

5. Bob Llewellyn, NYC Director, reported that the NYC out-of-school program conducted by the IED will terminate on December 31 and that 57 out-of-school youths have been involved. Of these, three have returned to school, seven have received unsubsidized employment, ten have moved out of the county, two are in the service, and 25 are attending classes at Lane Community College.

Regarding the program for the future, Mr. Llewellyn stated that, as Chairman of the Manpower Advisory Group of Lane Council of Governments, he had asked the Social Services Board for and received a two-week's extension to allow for more input into the Youth Manpower Program. The Social Services Board then formed an ad hoc committee comprised of some members of the Youth Social Services Subcommittee and the Manpower Committee.

Mr. Llewellyn stated that several plans are emerging -- (1) He had proposed that NYC serve as liaison between IED and CETA; (2) That a group of students from North Eugene, South Eugene, Churchill, Sheldon, and Willamette high schools called the "Action" group have proposed operating a program for youth and run by youth in five employment offices under supervision of Community Service and Public Affairs (their budget would be about \$98,000 of the \$225,000 allotted for the program); and (3) The Youth Planning Committee sponsored by Lane Mental Health stated that they preferred that the IED not be the service

5. Status of CETA-NYC  
Program (continued)

MOTION

SUBSTITUTE  
MOTION

5. (Continued)

delivery agency for the youth program (some of them felt that the Lane IED is too formal an institution).

Director Wooten stated that the IED's role in NYC is becoming an advisory one and she believed it to be of prime importance that an educational institution provide information and guidance to the Manpower program. She proposed formation of an advisory committee of educational institutions to ease the transformation process to the Lane County Manpower program.

Director Williams stated he did not believe the timing is right for such a move and asked what staff implications would be involved.

Director Armstrong moved that a communication be sent from the IED Board to the appropriate persons in the County saying the IED has continued interest in NYC and recognizing the value of an advisory committee and because it would like to continue to serve the youth, would like to build a liaison to help ease the transition by recommending the formation of an advisory committee. The IED Board is willing to seek out qualified members who might serve on such a committee.

Director Wooten seconded the motion.

Bob Llewellyn stated that several committees are working on the program. The Children's Services Subcommittee will be responsible for the program. The youth program has been placed under Children's Services instead of Manpower. He was not sure how they would respond to the formation of another committee but thought they might ask IED Board members to be on the Youth Social Services Subcommittee. Mr. Llewellyn added that the IED has offered linkage -- to work with CETA and Manpower and Children's Services Division in any way it can.

Director Armstrong stated she was unaware that a committee already existed and moved to substitute her motion (with consent of the "second") by saying that the IED wishes to participate by sending a representative to the Youth Social Services Subcommittee to the Manpower Committee.

Director Wooten seconded and the substitute motion carried.

The substitute motion then became the main motion and the motion carried.

Director Benjamin stated she had received three phone calls from Bob Elfers and it has become quite apparent that there is a lack of communication (or too much communication) between the IED and the county government. She asked that

5. Status of CETA-NYC  
Program (continued)

5. (Continued)

Bob Elfers be invited to sit down with the IED Board and attempt to clear the air. (Bob Elfers and LeRoy Farnham will be invited to attend the January 7 Board meeting.)

6. School Attorneys  
Meeting Report

6. The Superintendent reported he had met with Laurie Smith, Attorney, to discuss the proposed school attorney-school board meeting. Ms. Smith suggested that a query be submitted to local boards to determine appropriate topics for discussion. She has offered her assistance in putting the program on in March or April.

The Superintendent asked for Board reaction to asking Tom Rigby, Executive Secretary of the OSBA, to also assist in putting together a panel of speakers and to present the program at the LCSBA. The suggestion was favorably received.

7. Building Progress

7. The Superintendent reported that the building is progressing on schedule. He invited Board members to stop by the office and he would give them a "plans in hand" tour of the building. Roofing has been completed on all but the warehouse section and it is anticipated that it will be finished soon.

8. OTIS Advisory  
Recommendation  
Approval

8. The Superintendent stated that Attorney Laurie Smith had studied the OTIS Advisory Committee recommendations and the following wording change was recommended:

OTIS is a division of the Lane Intermediate Education District providing data processing services, for a fee, to school districts within Oregon. All full service users are entitled to equal services and a voice in decision making regarding those services. The Lane IED is the legal body which has final authority and provides for user input through recommendations from the OTIS Advisory Committee.

MOTION

Director Huff moved that the OTIS definition be approved as presented.

Director Benjamin seconded and the motion carried.

9. Budget Committee  
Appointments

9. The Superintendent presented the names of Ray Campbell, Lowell (Zone IV) and Irene Walters, Marcola (at-large) for Board consideration for Budget Committee appointments.

MOTION

Director Benjamin moved to appoint Ray Campbell, Lowell, to the Budget Committee representing Zone IV and Irene Walters, Marcola, to the at-large position on the Budget Committee.

Director Williams seconded and the motion carried.

RECESS

10. Resolution to  
Bob Llewellyn

10. Following a short intermission, Director Armstrong presented the following resolution:

BE IT RESOLVED the Lane Intermediate Education District commends Robert Llewellyn for his diligent, creative, and helpful direction of the Neighborhood Youth Corps program for the past nine years. His concern for the personal growth and successful experience of participating youth has been apparent to the IED Board, and we express our wholehearted appreciation for his services.

MOTION

Director Armstrong moved that the resolution be adopted and so recorded.

Director Huff seconded and the motion carried.

Director Williams stated he wanted to go on record as a receiver of those services and commended Mr. Llewellyn for his good job.

11. Review of IED Policies  
IED Goals

11. Director Armstrong reported she had received communication from the staff on the IED goals that were developed after the in-service at the coast. She asked if they are included in the policies.

The Superintendent replied that they are scattered throughout the policies and wondered if it might be better to include them in a preamble. The primary goal of the Lane Intermediate Education District is to assist public schools in Lane County to become more effective in the education process by providing those services which can be most economically, efficiently, and effectively provided on a regional basis. The following goals are subsumed under this primary goal:

- A. Provide services to educational agencies in Lane County that they cannot provide for themselves and/or to supplement existing programs sponsored by these agencies.
- B. Provide communication and information services relative to IED programs to the general public, to local education agencies and to in-house staff.
- C. Assist local districts with planning, development, and evaluation.
- D. Provide liaison and coordination with other agencies as appropriate.
- E. Maintain a professional staff that keeps informed and knowledgeable as to new developments in education.

11. Review of IED Policies

IED Goals (continued) 11. (Continued)

Director Benjamin suggested that the 100.00 section does not portray all that is being done and that the goals might be included in this section and deleted from the other sections.

Introduction

The following grammatical changes were suggested for the Introduction:

Paragraph 5-- .....In its role as a service agency, the IED accepts the responsibility for ~~building~~ (encouraging) and supporting cooperative effort.....

Paragraph 7-- ~~It is~~ The responsibility of boards of education, local and intermediate, (is) to provide the most effective school system and program that collective and individual efforts can produce. Therefore, in addition to its function defined by law, the IED aims to coordinate the activities of local school districts (with) other political agencies. ~~It will adapt~~ Its role (is) to enable it to be of assistance to all local school districts in their efforts to provide quality education.

Paragraph 9-- ~~It is~~ The sincere hope of the Lane County Board of Education (is).....

Affirmative  
Action Policy

Director Williams asked if administrative rules have been established or committees formed to help implement the affirmative action policy; and if the Rules and Regulations go hand in hand with the policies.

The Superintendent stated that the rules and regulations correspond with the policies, but that none has been developed for the affirmative action policy. He suggested the affirmative action policy might be included in the 100. series of the policies.

There was some question whether the affirmative action policy might fit better with the 500 series (personnel). The decision was postponed for later consideration.

101.00  
Coordinating  
Agency

Director Armstrong suggested that 101.00 Coordinating Agency; 102.00 Services; and 103.00 Leadership, be re-numbered 100.01, 100.02, and 100.03, because they follow through the coordination, service, and leadership referred to in 100.00.

102.00  
Services

102.03--Instructional ~~Materials~~ (Media) Center. (changed to correct terminology)

11. Review of IED Policies

IED Goals (continued)

11. (Continued)

Director Wooten questioned the policy on IMC materials and wanted to discuss the possibility of providing audio-visual materials to private educational non-religious institutions on a low fee basis. The Superintendent stated that Mel Mead, IMC Director, should be present when this suggestion was studied because he has all of the background information.

The present policy on IMC materials will be considered under the 303 series.

102.04--(grammatical change).....The IED shall provide on a contractual basis special education teachers and personnel to those districts ~~who~~(that)request such personnel and services.

103.00

Leadership

The 103.00 Leadership series was restated to read:

The personnel in the IED office shall assume positive educational leadership in community liaison, curriculum development, school finance, and district reorganization as well as in their area of specialization.

105.00

Informal

Appeals

Director Williams expressed his concern that there be something in the policy here that would prevent the IED Board members from taking sides in any district dispute.

105.02--A suggested change is as follows:

105.02--~~It is not the intent of this body that~~ The Board or any member of the staff (does not intend to) sit in judgment on school disputes except as required by law. However, there is a public service to be performed in serving as an intermediary agency whereby citizens may communicate easily on school problems. The Lane IED Board of Education recognizes the importance of keeping (open at all times) all lines of communication between boards, educators, and citizens ~~open at all times.~~

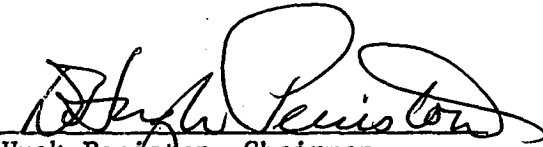
Director Benjamin proposed that the recommended change be studied at the next meeting to see if it should be stronger, not as strong, or changed further.

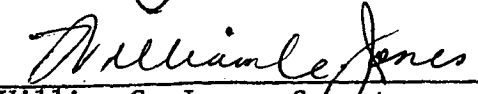
This concluded the evening's discussion on policies.

12. Next Meeting

12. The next regular meeting of the Lane Intermediate Education District will be held Tuesday, January 7, at 7:30 p.m., at the IED office, Royal Avenue and Highway 99 North.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent  
December 6, 1974

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, November 26, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held in conjunction with the OTIS program presentation at the OTIS installation on Tuesday, November 26, with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Howard Bird, Nile Williams, Joyce Benjamin, and Superintendent William Jones; and Budget Committee members Ruth Swinehart and Mary Ellen Ehinger. Also present were Willson Maynard, Gene Farthing, Evelyn McKenzie, and Wanda Vinson, of the IED office; Bob Llewellyn of NYC; and Bob Dusenberry, Bill Land, Ben Jones, and Jim Ekstrom, of OTIS; Laurie Smith, attorney; LeRoy Farnham of CETA; and Doug Hill of the Eugene Register-Guard.

2. OTIS Presentation

2. Bob Dusenberry, OTIS Director, presented the history and development of the various applications performed by OTIS along with a list of the services performed for each of the applications (business services, student services, and special contract services). In addition, he outlined the operational services to users and the terminal and line charges.

He stated that OTIS is one of three large educational computer systems for K-12 grades in the U.S.--the other two are located in Minnesota and Michigan. The system features on-line teleprocessing and users update all data via a terminal and telephone lines.

The Lane IED is the legal body responsible for the operation of OTIS. However, an Advisory Committee, composed of user district superintendents, makes recommendations to the IED Superintendent and Board concerning data processing services.

OTIS, developed under a planning grant awarded in 1966, went into actual computer operation in 1968 when \$900,000 of federal funds were combined with the IED budget to start actual on-line operation. There were several difficult years when survival was questioned because of drastic cuts made in federal funding. At that time, every effort was made, internally, to reduce operational costs and the staff was cut from 48 to 26. At the same time, however, services and the number of applications were increased--actually doubling the workload and cutting the staff in half. As a result, OTIS ended up with a very capable staff. For example, the assignment of field services, programming, and analyst responsibilities to one individual rather than having three positions has pinned down success or failure for any program to a single individual, but at the same time has placed OTIS in the position of being very people dependent.

2. OTIS Presentation  
(continued)

2. (Continued)

After federal funding was entirely eliminated in 1971, OTIS became self-supporting at a cost of \$8.80 per student; the cost was reduced the following year to \$7.80 per student, and was further reduced to the current \$7.00 per student. At the last OTIS Advisory Committee meeting, it was recommended to retain the \$7.00 figure for the coming year. Thus, the services have increased and the cost has been reduced.

Some problems have been encountered along the way. This summer, an Ampex core storage unit was installed to upgrade the capacity of the system (twice as much storage for half as much cost). It was a calculated risk to combine two different kinds of equipment; IBM can provide support for a system within hours when problems occur but it takes much longer to get assistance from Ampex. That part of the change is working satisfactorily. However, other problems resulted from doubling the instructional services and increasing teleprocessing loads about 50%. This involved too many changes in a very complex system and is a mistake that will not occur again.

Another problem, discussed at some length by the OTIS Advisory Committee, the Superintendent, administrative staff, and Mr. Dusenberry, is the lack of a formalized organization regarding policies and procedures of the Advisory Committee. This has occurred because OTIS grew exceedingly fast, has changed direction on several occasions, and has expanded many services. New guidelines are currently under study.

Mr. Dusenberry reported that there have been additional re-requests for OTIS services. Included are a request from the Multnomah IED (at one time OTIS' most serious competition) to consider providing services for the 35,000 students in Multnomah County outside of Portland; strong commitment for next year from Hillsboro High School and the Dallas School District for business services; and the addition of the other two high schools in Beaverton to complete full services for Beaverton. In addition, there have been inquiries from Madras and Phoenix and the Corvallis School District has asked to send a committee of central office personnel down to meet with the OTIS staff. This could result in more requests for services than can be performed with the present hardware--especially if the Multnomah IED comes on.

The remainder of the presentation was conducted by OTIS department heads at the various computer stations. Bill Land outlined Business Services and then demonstrated how the various phases of financial accounting, payroll, personnel, and inventory records, and the cafeteria inventory accounting system are conducted via teleprocessing in an on-line system. Jim Ekstrom demonstrated how 114,000 student records are maintained in the OTIS file (representing

2. OTIS Presentation  
(continued)

2. (Continued)  
280 school buildings). Forty-four percent of the student services are conducted for schools within Lane County. Ben Jones demonstrated how instructional services are provided via computer. Some of the instructional services include such computerized programs as library services and booking of films at the IED, Educational Research Information Center (ERIC) dissemination project materials, the vocational guidance program (Occupational Information Access System--OIAS), and computer related instruction.

Following the demonstrations, the Board convened in regular session.

3. Minutes Approved.  
MOTION

3. Director Benjamin moved that the minutes of November 12 be approved.

Director Williams seconded and the motion carried.

4. Comments on Minutes  
and Agenda

4. Director Armstrong asked for additional information on the "word processing" center. The Superintendent replied that it is a system being studied to see if it is more feasible and practical to funnel much of the straight typing to a processing center and concentrate on different skills rather than having all secretaries doing each phase of the secretarial work.

Concerning the study of policy revision, Director Benjamin stated that she preferred to have a section of the policies included at each meeting. If time is not available to allow consideration, those policies will be carried over to the next meeting.

5. OSBA Report

5. Laurie Smith, Attorney, reported on the OSBA session for lawyers covering the "what happens if" tenured people are terminated in an improper manner. She recommended that legal counsel be obtained before anything is written or any action taken.

Topics covered at the lawyers' section of the meeting were the organization, procedures, and decisions of the Public Employees Relation Board; fair dismissal law; strike difficulties; and the need for coordination of effort among school lawyers.

Ms. Smith suggested that a similar workshop might be helpful in the local area for those who were unable to attend the Portland session and offered her assistance in organizing such a program. (This will be discussed at the December 10 meeting.)

The Board posed several questions for Ms. Smith: (1) Whether the IED Board had acted illegally in holding a subcommittee

5. OSBA Report  
(continued)
5. (Continued)  
meeting without proper notification; (2) whether the "disclosure" law applied to school board members (it was determined it did not apply but that the "conflict of interest" disclosure does apply to the individual); and (3) how does the student records and files law apply to the IED. The Superintendent stated that a workshop on student records will be conducted for superintendents and principals on December 5. Attorney Smith suggested that each superintendent be asked to forward information on the workshop to their attorney.
6. Communications
6. The Superintendent presented correspondence from:
- a. Umatilla IED commending Paula Bracken's OTIS presentation; and
  - b. Newspaper clippings regarding the OTIS program.
7. Financial Reports
7. The Superintendent presented the financial statement and the accounts payable for October, 1974, as follows:
- |      |              |
|------|--------------|
| IED  | \$521,216.41 |
| OTIS | 95,944.77    |
- The Superintendent reported that the tax turnover has been completed as far as IED funds are concerned and two turn-overs have been made to the school districts. The IED funds have been invested in TCDs or treasury notes.
8. ESEA Title V  
Project
8. Gene Farthing, ISAC Director, reported that the new minimum standards for accountability in education goes into effect in January, 1975. The standards require goal setting by districts of district level goals, program level goals, and course level goals, and then require that the districts provide accountability in educational planning. In order to develop programs to help implement the new standards, the State Department of Education has invited the Lane IED and eight other districts to apply for funds (total \$33,000) to develop a program.
- The Lane IED proposal for the ESEA (Part C, Title V) funds to Improve the Instructional and Management Practices of Oregon Schools calls for a review of evaluative materials, development of new materials, organization and selection of training materials, conducting workshops, and evaluating the program. A budget of \$17,900 for staff, travel, and materials was presented. The IED matching commitment consists of secretarial assistance, office space, and IED specialists.
- MOTION
- Director Bird moved to approve the application proposal (Improve the Instructional and Management Practices of Oregon Schools) as presented.

Director Williams seconded and the motion carried.

## 9. Status of CETA-NYC Program

9. Bob Llewellyn, NYC Director, introduced LeRoy Farnham, CETA Supervisor, prior to announcing that, as of January 1, the Lane IED will no longer be involved in any NYC programs. Personnel presently employed, except himself, will be transferred to CETA in January.

Director Bird asked if there is any fact to the rumor that the IED will be involved in CETA funding in vocational guidance. Mr. Llewellyn stated that there are two plans under consideration--one calling for some IED input and the other calling for very limited IED input in the vocational and work experience field. It was a unanimous decision of the various groups studying the plans to delay any decision until the December 12 meeting of the Social Services Committee. Following a decision at that meeting, the program recommendations will be presented to the Commissioners by the Social Services Committee. Director Williams asked Mr. Farnham why he thought the Social Services Division believes it can do a better job of conducting the youth program and why is there no in-school program in the schools in this area? Mr. Farnham replied that, due to the change in organization and funding, there are no longer any funds available for categorical programs such as NYC in-school, out-of-school, Mainstream, etc. All funds go to the County Commissioners to distribute through the Manpower programs. In other words, the Commissioners are the prime sponsor and they apply for funds to operate the programs. The Commissioners have designated the Social Services Division to apply for the funds; consequently, all programs must go through the Social Services Division to obtain any funding. The funds come in a block amount for distribution and will be distributed in two categorical programs: (1) Pilot I CETA funds for the economically disadvantaged in the community who are unemployed adults and, (2) Pilot II funds to conduct what was formerly PEP (public employment program). Mr. Farnham stated he had been hired to administer these funds and has a budget to deliver a search system in the community called "Manpower" and that the ultimate end of that program is to secure employment for whoever is enrolled. The object is to extend the money to those who are unemployed and who have never been employed and many of the disadvantaged youngsters in school do not qualify. It is not a subsidy nor a welfare program, and guidelines call for permanent employment at the end of the 104 weeks of training. This rules out many people and programs.

Director Armstrong asked if Mr. Farnham will direct the program and staff much as Mr. Llewellyn has. Mr. Farnham stated that he supervises all staff in the CETA program--senior citizens; the 21 to 54 age group, and the youth (mostly 17 year olds ready for employment at 18 or 19). Much emphasis is placed on adult education and placement in training programs where an ultimate job could be forthcoming

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| 9. Status of CETA-NYC Program<br>(continued)                         | 9. (Continued)<br>and in counseling to see that the person training is, indeed, interested in that job and does not want to change to another. Mr. Farnham hopes that much of this can be done through the school setting where help is available. Director Armstrong asked if the special needs of the youngsters, other than job placement, are given any attention. Mr. Farnham replied that if their needs are not being met by the schools they would be given as a referral to another agency since this is primarily a manpower delivery system.<br><br>Mr. Farnham concluded by stating that percentages of the people involved are: senior citizens (30%); 21 to 54 age group (40%); and youths under 21 (30%). They are located in four outlying areas--Florence, Fern Ridge, South Lane, Springfield--and in the metropolitan area. Four enrollees have been placed in the eight-week period to date, and follow-ups will be conducted at three, six, and nine-month intervals.   |
| 10. Building Progress  | 10. The Superintendent reported that the building program is on or a little ahead of schedule. More than three-fourths of the roof has been completed and work is proceeding inside. With the construction of partitions, the building is beginning to take form inside. The question of whether there would be a curb cut at the north end of the building has been resolved without difficulty. The Hansen Brothers had had a verbal agreement between the owner and with the Highway engineer who was responsible when the Hansen's had built their building. In the meantime, the highway engineer had died and the curb cut, though installed, was in limbo with no written record. A meeting of Mr. Unthank, Paul Hansen and his planner, the highway people, and the Superintendent provided a firm commitment for access on the north end and Hansen Brothers are providing the papers for permanent access.<br><br>The Superintendent indicated that there is still no agreement with Mr. Gilbert concerning the 14 foot strip between IED property and Fairfield Street. The Superintendent invited Board members to meet with him and Mr. Gilbert to see if some better understanding of the IED needs could be agreed upon. If no agreement can be reached, a screening or landscaping program will need to be determined. |
| 11. Regional Coordinator for Career Education Contract<br><br>MOTION | 11. The Superintendent recommended that Ron Munkres be hired to replace Bill Manley as the Regional Coordinator for Career Education as of September 1 at a salary of \$17,500.<br><br>Director Williams moved approval of Ron Munkres as Regional Coordinator of the Career Education program at a salary of \$17,500 (as of September 1) as recommended by the Superintendent.   |

Director Armstrong seconded and the motion carried.

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| 11. Regional Coordinator for Career Education Contract (Continued) | 11. (Continued)<br>Director Williams asked how the \$17,500 was determined and the Superintendent replied that the position had been advertised at the range established by the negotiations procedure--\$15,000 to \$19,000. Ron Munkres has been working in the program and, after discussion, \$17,500 was the amount agreed upon.  |
| 12. OTIS Advisory Committee Recommendations                        | 12. The Superintendent recommended approval of the OTIS Advisory Committee recommendations approved November 13, 1974, for referral to the IED Board as follows:<br><br>Financial (A effective 1975-76; B, C, D, effective in the current year)<br><br>*A. The 1975-76 service charges remain the same as for the current 1974-75 school year at \$7.00 per student enrolled ( $E_1 + E_2 + R_3 + R_5$ ) for administrative full package services, and \$3.00 per terminal hour plus \$25.00 per month for terminal connection charges for Instructional Services.<br><br>*B. A kindergarten student should be considered as $\frac{1}{2}$ an elementary student for purposes of determining the district enrollment.<br><br>*C. The district enrollment for billing purposes shall be determined on the basis of the March 31 state attendance report.<br><br>*D. A district that is a member of the OTIS consortium has the responsibility for prompt payment of service billings.<br><br>In response to a request from Multnomah IED for certain computerized services:<br>*That OTIS will provide to Multnomah County the regular OTIS services. The OTIS staff will work with the Multnomah DP staff to provide a degree of local autonomy by use of the "Remote Data Center" and "Remote Job Entry."<br><br>*The charge to Multnomah IED will be \$7.80 per student for the first two years of the contract and then revert to the regular charge basis.<br><br><u>Additional Hardware</u><br><br>Additional hardware to provide for estimated increased users and services was approved. The actual recommendation to the Lane IED Board will be made when the specific needs are determined. |

12. OTIS Advisory  
Committee  
Recommendations  
(continued)

MOTION

12. (Continued)

A motion was approved on a definition of the structure of OTIS for referral to the Lane IED Board for their consideration:

"OTIS is a consortium of school districts joining together to provide DP services with equal rights for all full service users. The Lane IED is the legal body and has final authority and provides for user input through recommendations from the OTIS Advisory Committee."

Director Benjamin moved to approve the Advisory Committee recommendations as presented and recommended by the Superintendent.

Director Huff seconded the motion.

Following discussion on the definition of the structure of OTIS, i.e., "OTIS is a consortium of school districts joining together to provide DP services with equal rights for all full service users", the Superintendent stated this is clarification that all districts have equal rights but that the legal body for final authority remains with the Lane IED Board.

Director Benjamin moved to amend her motion (with approval of the "second") to approve the Advisory Committee recommendations contingent upon approval by IED attorneys (Laurie Smith and/or Bill Frye) of the definition provided.

The motion carried as amended.

(Director Armstrong cautioned that a closer look may be necessary in determining that a kindergarten student is considered as a half-time elementary student in terms of cost. The cost for providing data processing may exceed that ratio.)

13. Budget Committee  
Vacancies

13. The Superintendent reported that Jim Howard, Pleasant Hill Superintendent, has recommended a replacement from the Pleasant Hill Board for the budget committee vacancy created by Al Lindley. The nominee, Vernon Parr, would complete his term of office in one year corresponding with Al Lindley's appointment.

The appointment of the budget committee members to replace Al Lindley, Zone 4; and Manena Schwering, at-large, will be made at the Organizational Meeting and Presentation of the Budget on January 14. The Superintendent invited Board recommendations for the at-large position.

14. Input Committee Report

14. Director Armstrong reported on the Input Committee meeting. The main concern is the need for better communications and a better understanding of the various responsibilities of communication. Mrs. Armstrong stated that she believed it to be a positive factor when people can express their feelings but she hoped that more concrete results will occur with recommendations to the Board and/or recommendations to the administration. She stated that she had nothing specific to report but would do so whenever anything specific was considered.

MEETING RECESSED

Director Williams asked to recess for five minutes. Chairman Peniston declared a five-minute recess.

15. CETA-NYC Decision

15. In answer to Director Benjamin's query on the CETA-NYC decision, the Superintendent stated that he had asked repeatedly for information concerning whether or not the IED would continue to sponsor the NYC program. It was not until the last meeting of the L-COG Manpower Committee (November 20) that Bob Wynia, Director, finally stated that he was recommending acceptance of one of the four subcommittee reports indicating that Lane IED would no longer be involved. The Social Services Division does not have an in-school program now and will not have an in-school program until well after the first of the year. Even then, it will not be a program such as the IED has conducted. In the past, the IED has had a program in operation on the first day of school.

Director Benjamin commended Bob Llewellyn for his fine service and suggested that he be given recognition at the next meeting for the excellent program he has conducted for the past nine years.

16. Educational Plan

16. In response to Director Armstrong's query regarding the process to be followed in implementing the Educational Plan recommendations, the Superintendent stated that the Directors first will have assessed the present programs and then at the Directors' meeting will present their justification of the cost and value for present and proposed programs. This process should indicate whether programs should be continued, increased, or discontinued.

The Superintendent asked that the Board take a hard look at what is in the budget now on items included in the Educational Plan. He stated he had made definite recommendations on some, will be giving further recommendations on some, and had asked that some be tabled for the time being. He asked that the Board study these items so that when the budget is presented it is OUR (Board and Superintendent) budget with seven people in favor of it.

16. Educational Plan  
(Continued)

16. (Continued)

Director Bird asked that a quote on lease agreement as opposed to purchase be provided on the word processing and microfiche equipment and also asked that a check be made to see if there is any possibility of hiring a service in the community to provide any of these services for less money.

The Superintendent replied that it would be studied.

Director Armstrong stated that she would like to know how successful the various programs are before approving increased funds and/or staff. She stated that the Board had requested an evaluation of the programs a year ago and that the evaluative instrument presented at the Educational Plan meeting provided a design only and no evaluative procedure.

The Superintendent replied that to go over each program in terms of the dollars spent, how they are spent, and the extent of success would require at least a 4-5 hour session, but he would be happy to do so if the Board so desired.

Director Williams stated he did not believe there was a need for a big research job to obtain the data. Information can be obtained from the districts concerning how many students are being served, what the IED is doing in the various areas, what the cost is and if it is in line with what the cost should be, or if it should be increased.

Director Armstrong indicated she wanted that information and in addition would like to take a look at the quality of the program and not just the numbers being served. She stated that, perhaps, consideration should be given to placing a dollar amount in the budget to provide for an assessment consultant.

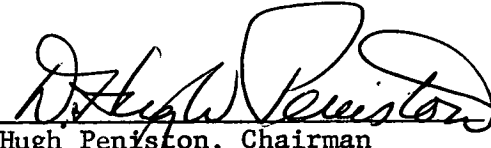
The Superintendent stated that, in effect, an evaluation will be made of the various programs at the next Superintendents' Meeting on December 19 when all IED programs to be placed on resolution will be presented along with the committee reports and recommendations from each advisory committee from each area--career education, instructional services, etc. There will be some information regarding the projected costs available by then.

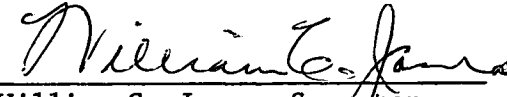
The Superintendents are the people who need to convince their Boards that the cost of IED services is worthwhile.

Director Williams stated that the IED is a good service but there are people in the community asking questions and the board should be prepared with the answers. He believed it would be good to operate on a goals, objectives, activities

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| 16. Educational Plan<br>(continued)        | 16. (Continued)<br>budget implications for each area and have something to evaluate at the end of the year.   |
|  | Gene Farthing stated this is an important area and he believed it could be accomplished with the present staff. He suggested that whatever model for an ongoing evaluation was formulated, it should be taken to the Directors' level to see if there are questions they want to identify and then present it to the Board. However, he thought this kind of evaluation could not be accomplished this budget year. |
|  | Director Bird stated that each director could be provided an informational evaluation sheet for this year but he would like to see Gene Farthing proceed with the development of an evaluation instrument.  |
| 17. NSBA Meeting                           | 17. The Superintendent asked for information concerning Board interest in attending the NSBA convention in Miami from April 18 to 22. Directors Benjamin, Armstrong, Williams, Bird, and Peniston indicated a desire to attend (Director Huff is undecided).  |
| 18. Executive Session                      | 18. Chairman Peniston declared the meeting recessed to go into executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005-192.030, to discuss negotiations.  |
| 19. Meeting Reconvened<br>and Next Meeting | 19. Chairman Peniston reconvened the meeting. No action was taken. The next regular meeting of the Lane Intermediate Education District Board will be held Tuesday, December 10, at 7:30 p.m. at 1200 Highway 99 North.   |

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
1200 Highway 99 North  
Eugene, Oregon 97402

Office of the Superintendent

November 22, 1974

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, November 12, 1974

Minutes in brief

1. Attendance

1. The Budget Committee organizational meeting for the Lane Intermediate Education District was held in conjunction with the regular Board Meeting presentation of the Educational Plan for 1975-76 at Valley River Inn in Eugene with the following members present: Chairman Hugh Peniston, Lee Huff, Joyce Benjamin, Cynthia Wooten, Howard Bird, Jeanne Armstrong, Nile Williams; Budget Committee members Vernon VanCurler, Ellene McWhorter; District Representatives Ray Campbell (in place of Pete Pederson) and Helen Minkler; and Superintendent William Jones. Also present were Gene Farthing, Mary Simmons, Mike Youngblood, Betty Gibson, Evelyn McKenzie, Marilyn Olson, Marvin Wilkerson, Ron Munkres, Jim Swanson, Wanda Vinson, Clarence Johnson, Willson Maynard, Kermit Horn, Joel Noble, Ernie Ediger, Mel Mead, Mike Neill, Douglas Madsen, and Edythe Heintz of the IED office; and Oscar Schaaf, Mary Anne Debrick, and Mary Ann Todd of the Lane County Mathematics Project.

2. Comments from Board

2. Chairman Peniston extended a welcome to the group. Superintendent Jones added his welcome and note of appreciation to district board members for their contribution in serving both their district and the IED.

3. Educational Plan

3. Board, Budget Committee members and district representatives met with the staff during 20 minute modules to hear about the present program being offered by the IED.

(A) Career Education

Ron Munkres, Acting Regional Coordinator, presented a packet of materials outlining the staff and program of the Career Education department.

The Occupational Information Access System (OIAS) is a continuing program that is being studied for possible expansion. Any expansion would necessitate additional in-service activities. The computerized version of the General Aptitude Test Battery (GATB) is being implemented by Marilyn Olson, Career Education specialist. In addition, she is helping to develop instructional media materials to use in conjunction with the newspaper in career education programs.

The Articulation Project with Lane Community College and District 4J is a pilot program this year under a grant of \$8,600 from the State Department of Education.

3. Educational Plan  
(continued)

3. (continued)

Another program, new to the career education department, is working with the disadvantaged and handicapped students in the ongoing vocational programs. If this program continues, there is a need for continuation of workshops and in-service in this area.

(B) Measurement and Research -- Computerized Instruction

Jim Swanson, Measurement and Research Specialist, presented a 16-facet IED Evaluation Design. The design is intended to measure the effectiveness of IED programs in relation to district needs and how well those needs are being met with the present programs. In addition, the design is intended to indicate how well Board and administration needs are met.

Mike Neill, Computerized Instruction Specialist, spoke of the National Science Foundation-sponsored workshop which he conducted in September at the University of Oregon. Sixty teachers attended and 15 were turned away. Obviously, there is a need for another such workshop to introduce teachers to the use of simulation in the classroom.

Mr. Neill referred to the small grant from the Oregon Math Council that has made it possible to use two terminals in elementary classrooms to determine how teachers can best utilize the computer in the elementary curriculum. He hopes that terminals will have been used in 14 elementary schools during the 1974-75 school year. This should allow sufficient exposure to determine if enough material is available for elementary teachers' use and the present program will serve as a survey for future assessment. (One area of interest is in the math drills where materials are available through grade six.)

(C) Math Project

Oscar Schaaf, Director of the Lane County Math Project, presented a packet of materials outlining the objectives, plan, and funding of the Math Project. The object of the project is to develop and implement a laboratory approach to math instruction which reinforces competency in language arts, science, and social studies. The consultants will work in at least 38 elementary schools and four junior high schools in 13 or more of the 16 school districts; they are on call to conduct workshops and in-service sessions and to provide consultative services upon request. The program is funded through

3. Educational Plan  
(continued)

3. (continued)

the Oregon Mathematics Education Council, School District 4J, and the Lane IED.

(D) Art and Environmental Education

Kermit Horn, Environmental Education Specialist, stated that the McGowan Creek program has been very successful and with the aid of an another coordinator, additional units will be developed during the winter quarter for the spring operating season. To date, thirty-one days have been scheduled for the spring session. Last year, 2,482 students, 78 parents, and 117 teachers participated in the program.

On-school-site environmental study areas are being developed at Pleasant Hill with an eye toward cutting down on field trips and developing areas at hand. Other schools with the potential for study trails will be studied. An environmental study guide is being developed for the Spencer Butte area. A completed guide (McKenzie River Valley Environmental Education Field Trip Guide) was presented along with an ecology calendar.

Mike Youngblood, Art Specialist, stated that the Arts in the School program, started last year with four exhibits borrowed from the Maude Kerns Art Center, has been expanded this year. The IED now has six exhibits plus five borrowed sets, making a total of eleven exhibits available to the 33 schools.

Another program, Art Fair, features artists in residence in the schools on a one-day basis involving students in the activity. Mr. Youngblood stated that better use of IMC films on art will be possible with a repeat of the art film review session conducted a year ago. Another curriculum guide--Art in the World Around Us--was presented. It is being used in all the county schools and also by the University of Oregon as a teacher guide.

(E) EMR/TMR and Reading and Hearing

Mary Simmons, EMR Supervisor, reported that there are 17 classes for EMRs in the outlying part of the county. She indicated that the goal of the program is to place each educable student on a regular paid job during his senior year. She went on to explain that this is the first year for TMRs in the classroom. It is being tried on a limited basis at Condon Elementary in Eugene and Page Elementary in Springfield. A task force has been studying the possibilities of eventually moving all classes into the

3. Educational Plan  
(continued)

3. (continued)

public schools..

Edythe Heintz, Consultant for Mentally Retarded Programs, presented two publications--Toward Competency and Student Progress Record. Toward Competency is a state guide for the TMR teacher which stresses basic skills from grade one through 12. This guide enables the teacher to individualize the student's program according to his needs and ability. Student Progress Record is a means of identifying where the student is in his program--what progress has been made and what must be accomplished to have that student on a job upon graduation.

Marvin Wilkerson, Speech and Reading Supervisor, presented a needs assessment model in reading which he has developed to assist teachers in recognizing where changes need to be made to realize the objectives set forth. A field test is being conducted in Oakridge, another is scheduled for Siuslaw, and a third possibly in Pleasant Hill. The teacher's name is never used. It is an evaluative tool showing what is wanted in a teaching program and what actually exists. If there are too many negative answers it is taken back to the teachers to see what can be changed. Mr. Wilkerson also presented a sample in-service package showing an effective reading program for the elementary school.

(F) Instructional Media Center

Mel Mead, IMC Director, chose for his presentation the film evaluation in-service aspect of the IMC program. The evaluation in-service program has been very successful in helping teachers to identify the needs of the school districts in acquiring IMC materials, films, etc. and the program has been instrumental in the districts making the optimum utilization of available materials. The evaluation process is carried a step further in helping to identify the need for certain materials to be purchased at the district or building level where it is not a priority for the entire county (IED). Many persons have been involved in the evaluation process including students, teachers, building media specialists, principals, counselors, etc.

Mr. Mead referred to a yearly print-out covering five years of building use showing almost 7,000 individual evaluations. This is very helpful to local district personnel and is one more means of reaching teachers and administrators with an effective evaluation program.

3. Educational Plan  
(continued)

## 3. (continued)

(G) Dissemination and Communications

Doug Madsen, Dissemination Specialist, reported that it took an average of seven days to process a request for a "search" report. Several search reports were presented to show the tremendous volume of data available through this valuable technique. Mr. Madsen stated that he sends an evaluation form with each packet so that he can be assured that the information going out is actually filling the need. He indicated that he is processing an average of 60 to 80 searches per month. He stated that arrangements have been made with the University of Oregon clearinghouse which has added another source of materials.

Joel Noble, School-Community Relations Coordinator, stated that communications covered several facets-- from helping districts to develop federal projects and in-service projects to publications. Slide-tape programs, filmstrips, and cassette programs are available in public relations, as well as publications such as the Newscene and various brochures.

4. Educational Plan  
Summarization

## 4. Following the staff presentations of the current program, the Superintendent thanked the staff for bringing the board and budget committee members up to date and proceeded with the proposed 1975-76 Educational Plan.

## Instructional Media Center::

1. Modification and expansion of the Media Examination Center (MEC) which now includes the Media Examination Center, Curriculum library, and the Professional library. The following steps should be taken prior to (and during) 1975-76:

- a. Develop a plan of organization for the space in the new building (utilizing the modular furniture units included in the millwork contract).
- b. Selection of a trained professional librarian to assume direction and responsibility for MEC. The addition of this person to the staff would give more flexibility among the current IMC supervisory personnel. This should get this area of service off on the right foot at the outset, making it a viable and appealing part of the new facility for both staff and teachers.

This would necessitate adjustment of responsibilities and schedules of classified staff to man the expanded MEC services.

4. Educational Plan  
Summarization  
(continued)

4. (continued)

- c. Implementation of microform (microfilm and microfiche) applications for the IMC, the Educational Information Service, the school districts, and for IED records.
2. Expansion of the IMC evaluation program to include re-evaluation of the present collection. This program, requested for 1974-75, was deleted from the present budget. Such a program would entail a summer workshop, comparable in scope to the IMC building-level evaluation program.
3. We should initiate the planning for possible implementation in 1975-76 for equipping several special areas in the new building. Areas include the in-service rooms, the preview room, the the circulating collection. (Planning for the use of the in-service rooms will obviously need to be coordinated with staff members from other divisions.)
4. In preparation for later development of the TV potentials of the audio-video photographic studio facility, a study of needs and potentials among local districts regarding educational TV is being proposed. Budgetary implications for this proposal lie primarily in the area of consultant services.
5. We will also be proposing some capital improvement requests for new and replacement equipment. Immediately identifiable are a film inspecting machine to replace the older of two now in use and a composing machine for printing.

ISAC (Instructional Services and Curriculum):

Art Education

1. Plan to continue present funding level for a full-time specialist and the traveling art exhibits.
2. Request for a full-time person for four months in summer (June-September) to help assemble new art exhibits--then we would like to have that person one-half time for three months after school starts to assure that the project will be operational.

Environmental Education

1. No major program expansion. Continue full-time specialist and intern.
2. Continue film review committee every second year (2nd year comes in 1975).

4. Educational Plan  
Summarization  
(continued)

4. (continued)

Special Education

1. Trainable Mentally Retarded (TMR)

- a. A task force, comprised of representatives from Pearl Buck Center and the Eugene, Bethel, Springfield, and Fern Ridge school districts, is in the process of planning for the placement of three or four additional classes for TMRs in the public schools. (There are two classes this year--one in Springfield and another in Eugene. The Department of Mental Health provides some of the funds going into this program and they are insisting that more TMR programs be integrated into the public schools.

2. Educable Mentally Retarded (EMR)

- a. The IED should provide the leadership to see that some Vocational Rehabilitation type counseling is provided for High School EMR pupils.
- b. The IED also should provide the leadership to involve school district work experience coordinators to help meet the needs of High School EMR pupils.
- c. There are some school districts which are requesting that a school psychologist be placed on resolution. (This resolution was turned down last year and is being requested again.)

3. Speech-Hearing and Reading

- a. The State Department of Education is considering placing a person on each IED staff, funded by the Department, to coordinate Lane County's Project Child Find Activities (HB 2444 in '73 legislative session).
- b. The coordination of a Satellite Center for Learning Disabilities in cooperation with Oregon College of Education. No dollar cost, but it will involve Marv's time with the OCE person who would be available to help districts identify children with learning problems. Then, a program would be designed to meet their needs. This project would be coordinated with Child Find.
- c. There is a need to increase the budget for Eugene Hearing and Speech Center due to the influx of

4. Educational Plan  
Summarization  
(continued)

4. (continued)

more children as a result of kindergartens and greater district awareness of the services offered.

Planetarium -- Science Education Coordinator

1. Assuming that the cooperative program will evolve now that the Lane County Commissioners have approved the Commission, the IED should place on resolution the salary and fringe benefits for a person to direct the planetarium-science education program. Also, an amount equal to the NDEA grant for the projector should be included.

Career Education

1. Continue the regional coordinator.
2. Consider a cooperative work experience and placement program with some funding from CETA for a special program coordinator and special program aides (dependent upon advisory committee recommendations and degree of acceptance by superintendents prior to inclusion in the budget). Consider continuation or expansion of the articulation project. However, there are real reservations here--dependent upon the dollar amount involved.
3. Continue the in-service educating training that has been conducted in the past.

Instructional Use of the Computer

1. Continue the present program with possible expansion to include secondary business education classes with the idea that these teachers will be able to adapt modern data processing technology in their classrooms.
2. Consider development of computer assisted materials for the elementary level. This is being done in two elementary schools on a pilot program basis this year, and should be considered in terms of materials only. Unless the capabilities of OTIS change in terms of equipment, it is doubtful that elementary classes could be accommodated on the system next year.

Math Lab Project

1. The lab approach to math has been most successful and will need to be placed on resolution for next year. Interest is evidenced by 13 districts participating this year. This year, 1974-75, we have

4. Educational Plan  
Summarization  
(continued)

4. (continued)

received funding of \$21,000 from the National Science Foundation through the Oregon Math Education Council. The IED would have an amount not quite twice as much as in this year's budget but it will be accommodating many more youngsters throughout the county.

Measurement and Research

1. It has been suggested that the possibility of coordinating all phases of the testing services provided by OTIS and IED be coordinated through the IED office. It is recommended that this idea be tabled this year.

ADMINISTRATION

1. New Building -- The new building is a reality, in fact we should be moving in by March 15 or ---. This precludes some different expenses than we have had in the past, i.e., water, heat, lights, maintenance, full-time janitorial services, etc. We will be budgeting for some new furniture and equipment which was not included in the present budget. The microform (microfiche and microfilm) reader-printer referred to in the IMC section will serve both areas.

We anticipate changing our clerical support services from a departmentalized situation to an open environment. We will be interested primarily in word processing and records management. There may be a need to replace or acquire new equipment to make such a change viable.

The new warehouse adds a new dimension to an old service and by the summer of 1975, the joint purchasing program will be completely computerized. Undoubtedly, we'll need some equipment to perform that function.

The Superintendent concluded the educational plan summary for 1975-76 stating that it represents an increase in some of the IED services and expansion in some new areas. He further stated that these are services which school district personnel and/or advisory committees have requested. If the concepts are acceptable to the Board, the details can be worked out for the Budget committee.

5. Call to Order  
of Budget Committee  
Organizational  
Meeting

5. Chairman Peniston called the Budget Committee Organizational meeting to order.

6. Budget Committee  
Vacancies

6. It was reported that there are two vacancies on the Budget Committee. Al Lindley, Pleasant Hill, is no longer a board member and therefore not eligible to serve. Manena Schwering has resigned from the McKenzie Board and is no longer eligible to serve.

7. Budget Committee  
Election Postponed

7. By general consensus, the IED Board deferred election of the budget committee chairman and budget committee secretary until the next meeting (with a full committee).

## 8. Calendar Adopted

8. Director Benjamin moved that the Budget Calendar, as presented by the Superintendent, be adopted.

## MOTION

Director Wooten seconded and the motion carried.

## 9. Next Meeting

9. The next meeting of the Budget Committee, election of the budget committee chairman, budget committee secretary, and presentation of the Budget Message will be held on Tuesday, January 14, at 7:30 p.m.

(The budget committee was invited to attend the next IED Board meeting to be held at OTIS on November 26 at 6:00 p.m. An OTIS presentation, similar to this evening's will provide an opportunity for new board members and budget committee members to see first hand what is being done at the data processing installation.)

10. IED Board Regular  
Meeting -- Call to  
Order

10. The November 12 regular Board meeting was called to order by Chairman Peniston. Those present were Chairman Peniston, Cynthia Wooten, Lee Huff, Joyce Benjamin, Howard Bird, Jeanne Armstrong, Nile Williams, and Superintendent Jones. Also present were Willson Maynard, Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, and Joel Noble of the IED office; and Jack Gossard, Board Negotiator.

## 11. Minutes Approved

11. Director Bird moved that the minutes of October 22 be approved.

## MOTION

Director Wooten seconded and the motion carried.

## 12. Communications

12. The Superintendent presented correspondence from:

- a. Tom Walker, Superintendent Coos County IED, regarding the OSBA convention;
- b. Virg Erickson, Principal Stella Magladry Elementary, regarding Mike Youngblood's art classes; and
- c. Joe Clementi, president LIEDEA, regarding negotiations for the 1975-76 contract.

13. Northwest Natural  
Gas Contract

## MOTION

14. Planetarium Com-  
mittee Report

## 15. OSBA Arrangements

## 16. Executive Session

## 17. Meeting Reconvened.

## 18. Next Meeting

13. The Superintendent answered questions raised by the Board regarding whether electricity might be preferred over gas (involving changing heating systems in the new building); whether the IED is considered a commercial user (gas), and whether the length of the contract could be terminated upon instigation of the gas company alone. The Superintendent stated that Dee Unthank, architect, had restudied the situation and had come back with the same conclusion, i.e., gas preferred over electricity. In checking with Jack Larkin of Northwest Natural Gas, the IED will be placed on industrial rates but is not considered an industrial user. This category is second only to home use. Regarding the length of the contract, termination must be upon an agreement by both parties. The 26,000 therms, estimated as necessary to heat the IED building, will cost \$4,473.90 per year, but the architect says that the insulation in the new building may alter that estimate substantially. Director Bird moved that the contract with Northwest Natural Gas be approved as presented. Director Benjamin seconded and the motion carried.

14. Director Benjamin reported that the Commissioners have met and approved the appointment of the Commission and are receiving recommendations from the various signatories. The new commission, when appointed, will shortly tackle problems of site, budget, and a working agreement with OMSI.


15. The Superintendent verified last-minute travel arrangements with those Board members planning to attend the OSBA annual meeting in Portland, November 13-15.

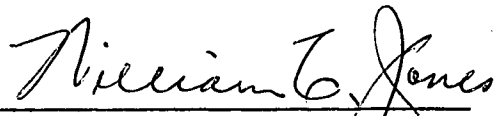
16. Chairman Peniston recessed the meeting to go into executive session under provisions of ORS 1973, Chapter 172 5(2)a and ORS 192.005 - 192.030, to discuss negotiation procedures.

17. Chairman Peniston reconvened the meeting into regular session. No action was taken.

18. The next regular board meeting will be held Tuesday, November 26, at the OTIS offices, 354 East 40th, Eugene, at 6:00 p.m. The OTIS educational plan presentation will be given prior to the Board meeting.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary -

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, October 22, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, October 22, 1974, with the following members present: Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Nile Williams, Cynthia Wooten, Howard Bird, and Superintendent William Jones. Also present were Willson Maynard, Director of Business and Administration; Gene Farthing, Director of Instructional Services and Curriculum; Evelyn McKenzie, Wanda Vinson, Joel Noble, Mike Neill, and Jim Swanson of the IED office; Bob Dusenberry, Director of OTIS; Dee Unthank and Ed Waterbury, architects; and Doug Hill of the Eugene Register-Guard. Visitors included Shirley Burgraff, Lee Jenkins, Agnes Shay, Sibyl Fritz, Ag Hopkins, and Fred Manela.

2. Minutes Approved

2. Director Armstrong moved to approve the minutes of October 8, 1974.

MOTION

Director Huff seconded and the motion carried.

3. Communications

3. The Superintendent presented correspondence from:
  - (a) Ed Walters, Crest Drive Elementary School teacher, regarding Kermit Horn's program;
  - (b) Don Kipp, State Department of Education, expressing appreciation for the IED's hospitality in preparing for the regional meeting;
  - (c) Tom Rigby, OSBA, regarding preliminary program for OSBA convention November 13-15;
  - (d) Fred Manela urging IED Board support of the Eugene 4J Board; and
  - (e) Rex Mohlman, Acting Director of Office of Surplus Property Utilization, regarding assignment of the former Eugene Substation Site from General Services Administration to Lane County (3.59 acres to be used for parking area at the IED Center).

4. Comments

4. Director Armstrong stated that, after having reviewed her NSBA report on insurance presented at the last board meeting, she strongly urged board members to read it prior to consideration of insurance needs in the future.

## 5. Business Affairs

5. The Superintendent presented the financial reports for September, 1974, and reported that since the County has carried a reasonable amount of IED deficit, it has not been necessary to borrow the total amount authorized by the Board. It is anticipated that a tax turnover will be forthcoming prior to the end of the month.

Accounts payable for the month of September were presented as follows:

IED	\$145,902.97
OTIS	70,513.59

## 6. Moving Progress

6. Willson Maynard, Director of Business and Administration, reported on the "battle plan" to move from the present facilities to the Elmer's Home Center Building on Highway 99 North. The staff and Bekins personnel have developed a schedule for identifying and moving all cabinets, etc., to the new location. The move will be completed as of Thursday, October 31.

## 7. Building Progress Report

7. Dee Unthank, architect, reported on the progress of the new building which is beginning to take shape. The concrete work is completed and the roof decking and roofing is in progress. It is expected that with the help of the larger crew now working, that the building will move along quite rapidly in the next month or two.

Dee Unthank reviewed the change orders presented to the Board at the October 8 meeting. The change orders, needed to conform to building code or to modify areas to meet the needs of some of the programs, have accumulated over a period of time. In some instances, plumbing for installation of sinks was necessary. It was also necessary to modify the site plan because the 10-14 foot piece of property not included in the government grant necessitated moving the entrance to Jacobs Street.

The largest change order (\$6700) was for the addition of 4 inches of gravel under all of the paved areas and 8 inches at the loading area at the north and northwest portion of the building.

Soil tests taken prior to construction showed that the major areas of the site had gravel of bar run consistency; however, the tests did not show that the area to the south (parking area) had insufficient gravel. The area to the north must have been an old creek bed or channel and there was practically no gravel there. Mr. Unthank indicated the soil tests were done properly. In answer to Director Armstrong's concern about the tests, the architect said that the soil tester did a reasonable amount of testing to obtain information for the footings and also for the parking lot. As it turned out, they had not tested as extensively in those areas needing gravel as in the main building area. The area to the north requiring the 8 inches additional base proved to have mainly sand under

7. Building Progress  
Report  
(continued)

very little gravel. This necessitated a modification of the way the footings were placed but that did not involve any additional cost. However, there was an additional cost for the depth which they had to go.

Another item of board concern (#24) had to do with the interior finish of the exterior concrete tilt-up walls. Mr. Unthank stated that styrofoam insulation glued onto the concrete wall had been specified with a thin plaster veneer applied directly to that. Subsequently, the manufacturers have found a problem of "fatiguing cracking tendency" after two to three years of service. After being appraised of the problem when the plaster contractor said he would not stand behind such construction, the architect decided to use 16 gauge steel furring channels on 2 foot centers and gypsum wall board finished as specified. The additional cost is 10¢ per square foot for the 1500 square feet of wall space.

Mr. Unthank concluded his report by indicating that savings not showing on this change order were realized by switching from the specified cork finish laminated onto backing board to a cork laminated finish from a manufacturer who is making the backing board of ground up newspapers. The finish is the same as specified previously, and is a saving of \$527 on these movable partitions. An additional \$300 was realized on some changes in the heating ducts, etc., not needed when the Board decided not to exercise the planetarium option. Thus, the next change order will show a credit of approximately \$800.

MOTION

Director Bird moved to approve the change order as presented.

Director Benjamin seconded and the motion carried.

8. Eugene 4J Board  
Support

8. Director Wooten presented a resolution supporting the Eugene 4J Board as follows:

"Be it resolved that the Lane Intermediate Education District Board of Directors hereby publicly expresses its confidence in the present Board of District 4J and earnestly hopes that the effort to recall five of the board members fail for lack of good reason.

A copy of this resolution shall be then submitted to the Board of District 4J by the Executive Secretary." Respectfully submitted, Cynthia Wooten, Director of IED Board.

Director Williams expressed reluctance to support the resolution. He believed there should be absolute neutrality on the part of the IED Board and that there should be no interjection by the IED board. He further stated that there could be complete objectivity toward the issue should it become necessary for the Board to act following the recall election.

8. Eugene 4J Board  
Support  
(continued)

Director Benjamin stated that she has an open mind regarding being supportive but her concern was one of the proper procedure to handle the matter quickly, if necessary. She indicated that she believed it to be a most undemocratic procedure for selection of a school board and wanted as many safeguards as possible.

Mr. Lee Jenkins, one of the instigators of the recall movement and present in the audience, agreed with Director Williams and said it is not a concern of the IED Board but a problem of the 4J district and should be resolved at the polls. He stated there is a substantial following behind the recall movement and their concern is that they have a voice in recommending board members in the event the recall is successful.

Fred Manela, 4J Budget Committee member, also in the audience, strongly recommended IED support of the resolution to back the Eugene School Board. He stated the question is an educational issue. Namely, do you tell an administrator to work out a budget and then say that each line item must come before a vote of the people. Mr. Manela stated that each candidate for the 4J Board in the May election (with the exception of one supported by Jenkins and his group) had signed a written agreement to support kindergartens. Mr. Manela said that he thought that this was a mandate to the Eugene 4J Board to provide the K-12 program. If a board does not back up the decision of the budget committee, it leaves itself wide open on any budget item in the future for others to come in and ask for a public vote on that item. Mr. Manela added that he hoped the IED Board would endorse the 4J board. He added he had no official status with 4J but is only interested.

Director Williams reiterated that the issue to him is to be completely objective. A resolution would imply that he supported the 4J Board and, while he might support them personally, he believed the IED Board should remain interested only in the objectivity of the individual who applied for a position on the 4J Board.

Director Armstrong stated she firmly believed that budget items should not be fragmented and that a vote for individual items is a poor interpretation of the rights of the people. Aside from that, she agreed that the IED should remain objective.

Director Wooten stated she was elected from the Eugene 4J zone and represents them on the IED Board. She believed the board has acted in the best interests of children and the action they have taken in relation to budget and educational program direction should be backed up by a vote of confidence.

Director Bird stated he did not believe the resolution says we endorse kindergartens or any type of program. It merely

8. Eugene 4J Board  
Support  
(continued)

says we have confidence that the board is exercising their authority in a proper manner. There are **political ramifications** for the IED Board in terms of its relationship to other Boards. He did not believe that a vote of confidence would color his objectivity in the event the recall movement is successful.

Director Huff stated he had strong feelings about the responsibilities of board members and he did not feel that 4J board members have acted improperly or overstepped their authority in any way. He stated that he is unsure whether the IED board should issue a statement or resolution but knew he would be opposed to it if it in any way colored IED activities in selection of 4J board members, should that become necessary.

Chairman Peniston added his concern over the appropriateness of taking action. He stated he had no problem with remaining objective regardless of how the public interprets it. Since the law gives the IED Board the power to replace the 4J board, should it become necessary, it remains a very awkward position because a vote for recall disenfranchises the citizens of Eugene and puts the power to choose the Board with the IED and not the public.

MOTION

Director Williams moved to table the resolution.

Director Armstrong seconded.

The vote tied with Directors Williams, Armstrong, and Huff voting aye; Directors Wooten, Bird, and Benjamin voting no. Chairman Peniston voted against the motion to table and the motion lost.

Alternative  
Resolution

Director Benjamin presented an alternative resolution as follows:

"Be it resolved that the individual members of the Lane Intermediate Education District Board of Directors hereby publicly expresses its confidence in the present board of directors of District 4J and wishes to point out to the voters of District 4J that if the recall election is successful and a majority of the board is recalled, the new members of the 4J Board will be chosen by the seven-member county-wide IED Board."

Director Armstrong stated she could see no basic difference in the alternative resolution. She indicated she could support a general resolution to the effect that school boards have the prerogative to determine program priorities if they have followed the appropriate process for developing them. The general resolution would be supportive in terms of supporting all boards.

MOTION

Director Williams moved to recess the meeting for 10 minutes.

Director Wooten seconded and the motion carried.

- |  |  |  |
|--|--|--|
| <p>9. Meeting Reconvened</p>                                 | <p>9. Chairman Peniston reconvened the meeting at 9:20 p.m.</p>  |  |
| <p>10. 4J Board Support<br/>MOTION</p>                       | <p>10. Director Armstrong moved to amend by substitution the original motion to support the 4J Board as follows:</p> <p style="padding-left: 40px;">"Be it resolved: The Lane Intermediate Education District Board believes that School Boards, being composed of elected representatives of the public, have the prerogative to determine program priorities within their districts, if they have followed appropriate policies and processes in making their determinations."</p> <p>Director Benjamin seconded and the <u>motion carried</u>.</p> <p>The substituted motion then became the main motion and <u>it also carried</u>.</p> <p>Director Benjamin moved that a committee composed of Directors Wooten and Williams and the Superintendent be appointed to develop a procedure to appoint Board members should the recall election be successful.</p> <p>Director Huff seconded and the <u>motion carried</u>.</p> |  |
| <p>MOTION</p>  |  |  |
| <p>11. Personnel<br/>(Cleone Fish retirement)<br/>MOTION</p> | <p>11. Director Armstrong moved that a letter be forwarded to Cleone Fish, Administrative Secretary, from the IED Board chairman expressing appreciation and the feelings of the Board for her fourteen years of service to the IED.</p> <p>Director Benjamin seconded and the <u>motion carried</u>.</p> <p>It was suggested that those Board members who wished to do so might contribute toward a gift to be presented to Mrs. Fish.</p>  |  |
| <p>12. Negotiations</p>                                      | <p>12. The Superintendent stated that he hoped to see negotiations underway by the middle of November in hopes that the process would be completed prior to making the budget. Then the figures going into the budget would be realistic and mirror what happened in negotiations. He recommended that the Board team be composed of Jack Gossard, Willson Maynard, and possibly one board member.</p> <p>Consensus of the Board was that there be two board members on the negotiation team -- one continuing member (Directors Huff or Armstrong) and a new member who would serve again next year and thus provide continuity.</p>  |  |

12. Negotiations  
(continued)

Director Williams reminded the Board of his report on the OSBA Negotiations Conference. In that report, he indicated that the professional negotiators who spoke said that they would not take any board member to the negotiating table because the board member would be apt to want to be the "good guy." He added that while the IED was experiencing the "big happy family" approach, pressures exerted by the various groups might make that difficult to retain. There seems to be a growing militance.

The Superintendent reported that the communications between the two negotiations teams had been excellent and there was an openness that no one else in the county had experienced.

Director Huff accepted the role of continuing negotiator for the IED Board.

Director Wooten was nominated to serve as the second negotiator for the IED Board. She indicated willingness and stated she would give a final answer by November 12.

13. Educational Plan  
Meeting Report

13. Willson Maynard, Director of Business and Administration, reported that the educational plan meeting will be held at Valley River Inn with dinner at 5:30 p.m. Following the dinner, the staff will conduct seven 10-20 minute presentations of this year's program. The Superintendent will then present a projection of next year's program. In addition, time will be reserved for the organizational meeting of the budget committee and a board meeting. (Information will be mailed soon.)

14. Northwest Natural  
Gas Agreement

14. The Superintendent presented the proposed service agreement with Northwest Natural Gas Company including the rate schedules to be utilized for the new building. Until such time as it can be determined what the usage will be, Schedule III (Commercial and Industrial Service) rates will be used. After the quantity used is determined, Schedule IV (Large Firm Service) may be utilized. The minimum charge for either schedule is \$288 monthly. Director Wooten asked if schools are considered "commercial users" and expressed concern that a commercial use rate increase might be imposed in the future and if so, if there is any possibility of changing heating systems. The Superintendent stated that Unthank's engineering people had determined that gas was the most economical way to go, but that he would check with the architect to find out if it is to the IED's advantage to change the system.

Director Bird referred to the one-year contract with the three-month clause providing cancellation privileges and questioned whether there is sufficient protection to the IED.

The Superintendent stated he would determine which supersedes.

## 15. Planetarium Report

15. Director Benjamin reported that the Planetarium Ad Hoc Committee had held its final meeting and that the agreement will be presented to the Commissioners on Wednesday, October 30 at 1:30 p.m. Signatories are Lane Community College, University of Oregon, Lane IED, and the County (OMSI will sign separately because they are a private agency). Funding from the IED is contingent upon passing a resolution; the others are dependent upon the budgeting processes.

Director Benjamin stated that the IED Board should be ready to make a recommendation to the Commissioners of the people to appoint. She suggested that one person represent the IED and that names of people from school districts should be solicited. The IED could be used as a funnel and there should be representation from the east side districts and the west side districts.

## MOTION

Director Bird recommended Director Benjamin to serve as the IED representative.

Director Wooten seconded and the motion carried.

Director Benjamin was commended for her leadership on the Planetarium Committee.

## 16. Agenda Packets

16. Director Bird suggested that minutes, financial statements, and whatever else is feasible, be printed on both sides of the paper to provide a savings in paper and postage.

## 17. OSBA Dues

17. The Superintendent invited Board reaction to the proposed OSBA dues structure to be presented at the OSBA convention in November. Reason for the increased rates is to pay ~~for~~ the additional services that have been requested plus first-class mailings of positional information on legislation and additional public information (labor management etc.) going to board members. For example, an increase of \$13,700 is budgeted for the first-class mailings of legislative bulletins alone.

Director Bird stated this is not the time to vote to increase budgets.

Director Armstrong stated that too many legislative bulletins are mailed and they arrive too late to be of much information. It was her belief that the Superintendent could keep the Board sufficiently informed.

Director Bird added that his main interest was in following what is happening in the various school districts.

By general consensus, the Board agreed to hold a short caucus prior to the OSBA business session to determine their position on dues changes.

18. Policies Revisions

18. Director Williams referred to the suggested policy revisions distributed for Board consideration. He asked that action be deferred until the Board comes back with recommendations to take care of those items noted in the column.

Director Benjamin presented her suggestions for handling the revisions.

Board members were asked to submit their suggestions for consideration of the revisions.

19. Boundary Board Item

19. Director Wooten reported she had been contacted by residents in the area asking for a boundary change from the Springfield District to the Pleasant Hill District. This is the same area which had requested a boundary change hearing on November 13, 1972, which was denied. The conditions are essentially the same only there are more residents with children to be considered at this time. She asked for Board reaction to such a request.

Director Armstrong stated that, as she recalled, the group did not adhere to the five-point guidelines for boundary changes but stated some reason completely outside those provisions.


Director Bird added that any future request might have a stronger case if they considered it from the standpoint of everything south going to Creswell School District, everything east going to Pleasant Hill, and everything north going to the Springfield District.

20. Next Meeting

20. The next regular meeting of the IED Board will be held on Tuesday, November 12, 1974, immediately following the Educational Plan dinner meeting starting at 5:30 p.m. at the Valley River Inn, Eugene.

The Budget Organizational meeting will be conducted prior to the Board meeting.

The meeting adjourned.

  
Hugh Peniston, Chairman

William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, October 8, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, October 8, 1974, with the following members present: Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Jeanne Armstrong, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Director of Business and Administration; Evelyn McKenzie, Wanda Vinson, Joel Noble, Jim Swanson, and Mike Neill of the IED office; Bob Dusenberry of OTIS; Bob Llewellyn, NYC Director; and Carol Hendrix, Jeff Milligan, Jane Sundet, and Debbie Respini of NYC; Auditors Ron Babcock and Dennis Solin; and Doug Hill of the Eugene Register-Guard.

2. Minutes Approved

2. Prior to approval of the September 24 minutes, Director Armstrong requested clarification of item 15 (3) "Establishment of an Evaluative Process."

Director Williams responded that the intent was to tie the "establishment of an evaluative process" to the goals statements and the educational plan presented by the Directors (as discussed at the Board workshop). It would provide a means of measurement--the goal for the year would be outlined in the educational plan. At the end of the year (or prior to budget consideration), if the goal is not entirely met, the evaluative process should indicate if it is in some way the Board's fault, somebody else's fault, or perhaps impossible to achieve as presented. This would provide the board with a meaningful yardstick in evaluating the program of recommendations and budget requests that are presented to the Board.

Director Armstrong referred to one additional September 24 minutes notation (item 15 [2]--study of IED policies). She recommended that the study not be postponed further and that a portion of each agenda be allocated to revision of the policies.

MOTION

Director Benjamin moved to approve the minutes of September 24.

Director Huff seconded and the motion carried.

3. Communications

3. The Superintendent presented correspondence from:  
(a) Dick Jones, Executive Secretary to the Teachers Standards Practices Commission, regarding the Superintendent's service on the commission; and  
(b) Tom Rigby, Executive Secretary of the Oregon School Boards Association, regarding the upcoming OSBA convention.

3. Communications

3. (Continued)

(The Superintendent stated that his service on the TSPC was one of the most important assignments having to do with the profession. He outlined the commission duties and the educational personnel categories represented on the commission and stated that two lay people have been added to the commission following the last legislative session.)

4. Audit Report

4. Ron Babcock and Dennis Solin, auditors, presented the 1973-74 audit report.

Mr. Solin stated that the consolidation of IMC and data processing funds into the general fund will result in a reduction next year of the 20 funds reflected in this audit report.

Mr. Solin stressed several areas of the report as follows:

(1) The June 30, 1974, cash carryover of \$598,000 for the combined funds is in most part designated for the 1974-75 construction program and has been budgeted for that purpose.

(2) The negative cash balance of \$203,000 in joint purchasing was caused primarily by the paper shortage. Invoices were paid by the IED upon receipt of the supplies and delivered to the districts. This is reflected in the \$100,000 (minus \$14) in accounts receivable. An additional \$100,000 is reflected in inventory and supplies on hand in the warehouse. Therefore, the cash deficit was made up by accounts receivable and inventory to within a negative \$3,000 for the entire fund which, according to Solin, is reasonably close.

(3) Audit report statements for OTIS are reflected on both the accrual and cash basis. Mr. Dusenberry was commended on his fine management of the OTIS program.

(4) A comparison of the prior year's transaction was included to make the report more meaningful to the budget committee. In order to include this, it was necessary to drop the "pennies column" throughout the report.

Mr. Solin concluded his report by referring the Board to the statistical section showing equalization and tax levy information.

5. Lease Approval

5. The Superintendent presented the Lease between Sam Goodman and the IED for the Elmer's Building, but recommended that it not be signed until an accompanying letter from Mr. Goodman specifically states that the lease can be extended to May 1 (to protect the IED beyond March 15, if necessary) on a month-to-month basis. The building is for sale and the letter is to state that the building won't be available until a specific time. Upon receipt of the letter, Bill Frye will be asked to check the lease.

5. Lease Approval  
MOTION

5. (Continued)  
Director Benjamin moved to authorize signing of the lease pending receipt of the letter and approval by Attorney Bill Frye.

Director Williams seconded and the motion carried.

6. Deputy Clerk  
Authorization

6. The Superintendent stated that it is necessary to have authorization for an additional person to sign checks in the event that neither the Superintendent nor Internal Auditor were available to sign.

MOTION

Director Williams moved that Willson Maynard, Director of Business and Administration, be designated as Second Deputy Clerk and be authorized to sign checks in the absence of the Superintendent and Internal Auditor.

Director Armstrong seconded and the motion carried.

7. NYC Summer Program  
Presentation

7. Bob Llewellyn, NYC Director, introduced NYC Evaluator Carol Hendrix, Jeff Milligan of the Juvenile Department, and Jane Sundet and Debbie Respini of the NYC staff. During this past summer, Miss Hendrix and Mr. Milligan, with the help of supervisors and enrollees working with the NYC in Lane County (plus some involvement of OSU and Marion IED), had developed a slide-tape program on supervision. The slide-tape presentation depicts what makes a good supervisor and offers solutions to problems that may be encountered by supervisors.

The program pointed out:

(1) Characteristics of successful and meaningful job placement. Enrollees were interviewed regarding their attitudes and feelings about their jobs and their ultimate sense of accomplishment in their tasks. Successful placement results showed greater self confidence, a way for the youngster to learn on the job, and a means of developing good relations with the supervisor.

Problems in job settings pointed out that lack of experience of the enrollee made it necessary for the supervisor to develop good communications and to understand that explanations must be handled carefully.

(2) Characteristics of a good supervisor show that they give the enrollee time to learn, an opportunity to ask questions, give frequent opportunity for feedback, are open to ideas of those they supervise, give increased responsibilities as growth and work skills develop, make expectations clear, work along with those they supervise, and change routine job tasks to create variety and avoid boredom.

The program, developed as a training program for supervisors, pointed out that the supervisor is a key person in the program.

Director Armstrong commended the two on the fine presentation and stated it would be most interesting to hear the results of the training program.

## 8. Budget Committee Appointments

8. The Superintendent stated that, in order to get the best county-wide representation possible during budget consideration, those districts without a member on the Budget Committee were invited to have a representative attend and participate in the meetings (without a vote). The Superintendent presented, for Board consideration in appointing Budget Committee members from Zones I and II, a listing of those District representatives from the two zones for the past three years.

## MOTION

Director Benjamin nominated Vernon VanCurler, Mapleton representative for the past three years, to serve on the Budget Committee from Zone I.

## MOTION

Director Armstrong nominated Ellene McWhorter, Bethel representative last year, to serve on the IED Budget Committee from Zone II.

## MOTION

Director Williams moved that nominations cease and that Vernon VanCurler and Ellene McWhorter be appointed to the IED Budget Committee to represent Zones I and II.

Director Huff seconded and the motion carried.

## 9. Building Report

9. The Superintendent reported that the building is on schedule even though it seems to be going slowly. The last of the tilt-up slabs are being placed and Dee Unthank, architect, indicated that as soon as the beams are set the roof will go on. At that time a larger crew will be working.

## 10. Change Orders

10. The Superintendent presented building change orders totaling \$10,997 for Board consideration.

Director Armstrong referred to the largest change order item (#14) extra 4" of gravel under paving (\$6,718). She indicated the engineer's soil test should have indicated this need if it had been adequately handled and she questioned who is liable for the \$6,718--the IED or the engineer.

The Superintendent stated he would have Dee Unthank bring the report of the soil engineer to the next meeting. That report should show where and how tests were taken.

## 11. Moving Details

11. The Superintendent presented estimates from Mayflower (\$7,052) and Bekins (\$7,004) to cover the cost of moving from the present site to Elmer's and from Elmer's to the new building. The estimates follow PUC regulations charging for time and materials and are based on \$19.40 per hour for van and driver; \$24.05 an hour for overtime; \$27.70 per hour on holidays; and \$12.15 per hour straight time for each additional man.

11. Moving Details

MOTION

11. (continued)

The Superintendent recommended accepting Bekins estimate of \$7,004 (Bekins handled the warehouse move from the 4J building to the present IED warehouse).

Director Benjamin moved that an emergency be declared and that Bekins be retained to make the two moves on the basis of their estimate. (According to PUC regulations, no bid can be made.)

Director Williams seconded and the motion carried.

12. Staff Resignation

12. The Superintendent reported that Cleone Fish, Administrative Secretary, had retired after 14 years of service with the IED.

Director Benjamin expressed a desire for the Board to do something special and appropriate to show its appreciation to Cleone and each Board member was urged to contribute ideas to accomplish this.

13. Planetarium Report

13. Director Benjamin reported that the planetarium committee had been meeting regularly. She presented the rough draft proposal for the inter-governmental agreement between the University of Oregon, the Lane IED, and Lane County, for the Cooperative Science Museum Commission. She stated that there has been some objections to the title of the Commission as it indicates a governmental body and alternative titles have been suggested for consideration. Director Benjamin invited changes or suggestions.

Director Williams asked what the status of Lane Community College is with the proposal and was informed that Dean Case has discussed the matter with President Eldon Schafer but it has not yet gone to the LCC Board for formal consideration. If approved, LCC will then be written into the agreement.

Director Benjamin reported that a study of sites is being considered and Russ Donnelly has obtained a set of drawings of the Alton Baker Park site. It is expected that, within the next two to four weeks, the committee will be asking for a nomination from the IED to go to the Commissioners. In addition, contact with the local school boards is being pursued. At the suggestion of Superintendent Jim Howard, Gene Farthing and science curriculum personnel will be meeting with Professors Russ Donnelly and Ed Ebbighausen in the near future to discuss the program.

The Superintendent stated that Russ Donnelly and Director Benjamin have devoted many hours in presenting to superintendents a down-to-earth explanation of what the planetarium committee wishes to accomplish and how they intend to do it.

14. NSBA Reports

14. Director Armstrong presented written reports on two sessions she had attended at the National School Boards Association convention in Houston, Texas. The reports -- "How Can School Boards Be More Effective?" by Dr. Wm. A. Cody, Superintendent of Alabama, and "Insurance for Board Members" by Lynwood Jackson of Georgia, required no action but were presented for Board interest.

15. OSBA Convention

15. The Superintendent asked for Board representation at the OSBA convention in Portland, November 13-15. Special attention was called to the IED session to be held Wednesday evening.

Concern was expressed over the proposed legislation to change the requirements for budget committee members. Director Huff stated that this is the same proposal that was presented at the Bend meeting. Proponents stated the issue would be raised again even though the majority at Bend opposed the plan. Basically the proponents, a single IED, wish to alter the rules to settle their own problems regardless of the fact that it is disadvantageous to everyone else.

The Superintendent indicated that he would make the necessary reservations.

16. LCSBA Dinner Meeting  
October 24

16. The Superintendent reported that the LCSBA dinner meeting on October 24 will be held at Willamette High School in the Bethel District. Senator Ed Fadeley and Representative Larry Perry, co-chairmen of the Interim Education Committee, will be reporting to the association.

Nominees for officers of the association to be elected that evening are Lee Huff, chairman; Jonathan West, vice-chairman; Al Lindley, secretary; and Ruth Swinehart, treasurer. Four members indicated an interest in attending.

17. Input Committee Report

Director Armstrong is the Board's representative on the Input Committee. She asked for Board preference regarding method of reporting Input Committee proceedings. Consensus of opinion was to place the Input Committee report on the agenda for the first meeting of each month. Director Armstrong reported that the committee has asked for guidelines from the Board on staggered hours to conform with bus schedules.

Director Williams stated he believed this was a matter for administrative and not Board action.

Jim Swanson stated that while this was not a primary problem now it would be more of a problem following the move to Elmer's.

18. Board Responsibility  
in Board Recall  
Situation

18. In response to Director Wooten's request to place an item on the agenda clarifying IED responsibility in the event that a majority of the Eugene 4J School Board might be recalled at the November 5 election, the Superintendent stated that he thought it was not likely to happen but that if it does ORS 332.020 (5) states, "If the offices of a majority of the directors of any district are vacant at the same time, the governing body of the county or the intermediate education district board, if any, shall elect persons to fill the vacancies from qualified voters of the district or zones in which vacancies occur."

The Superintendent further reported that in his conversation with the attorney general assigned to the SDE, he indicated that county commissioners hold the responsibility to appoint in county units whereas the IED Board has the responsibility should that happen in Lane County.

Director Benjamin indicated a reluctance to make a spur of the moment decision, but felt it is most important that voters be aware that this duty lies with the IED Board and not with the voters of the district. A procedure might be worked out by the October 22nd meeting. For example, the Board could use the procedure used in the past in selecting a candidate for an IED Board vacancy -- call for nominations from the community (why they want to be board members and what their experience has been) and within a short period of time, weed down, interview, and then proceed with the selection process.

The Superintendent stated that, in the remote chance that this did occur, it would be necessary to have an emergency meeting on November 6 to proceed immediately since the district board could not handle any official business until the appointments were completed.

19. IED Resolution Supporting  
4J Board

19. Director Wooten's second agenda item was a request that the IED Board pass a resolution in support of the Eugene 4J Board.

Director Benjamin suggested that Director Wooten prepare an appropriate resolution and present it to the Board on October 22.

20. Educational Plan  
Meeting and  
OTIS Meeting

20. The Superintendent asked for Board response to omitting OTIS from the educational plan meeting to be held at Valley River Inn on November 12 and then to hold the next Board meeting (November 26) at OTIS with a portion of the evening devoted to the OTIS program. The Budget Committee would be invited back to this meeting. Such a meeting would provide an opportunity for those members new to the Board to observe the program.

20. Educational Plan  
Meeting and  
OTIS Meeting

21. Future Agenda

22. Next Meeting

20. (continued)

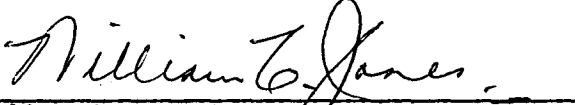
By general consensus, the November 12 Educational Plan and the November 26 meetings were set as outlined.

21. Director Armstrong suggested that the Board might wish to consider meeting with the directors again and should keep that in mind for a future meeting.

22. The next regular IED Board meeting will be held Tuesday, October 22, 1974, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, September 24, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, September 24, 1974, with the following members present: Chairman Hugh Peniston, Leland Huff, Joyce Benjamin, Cynthia Wooten, Howard Bird, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Director of Business and Administration; Mel Mead, Director of Instructional Media Center; Gene Farthing, Director of Instructional Services and Curriculum; Joel Noble, Evelyn McKenzie, and Wanda Vinson of the IED; Laurie Smith, Attorney; and Don Nelson of the Eugene Register-Guard.

2. Minutes Approved

2. Director Benjamin moved that the minutes of August 27 be approved.

MOTION

Director Williams seconded and the motion carried.

3. Communications

3. The Superintendent presented correspondence from:

- (a) Placer County, California, expressing appreciation to Mel Mead;
- (b) Corvallis School District, expressing appreciation to Mary Simmons;
- (c) Milt Baum, State Department of Education, regarding Lane IED's participation in the development of health education programs;
- (d) Tom Rigby, Oregon School Boards Association, (two letters regarding sick leave for pregnancy;
- (e) LIEDEA (Lane Intermediate Education District Education Association) expressing appreciation to Leland Huff for his help in the negotiation process; and
- (f) Bob Llewellyn, NYC Director, (to Chairman Hugh Peniston) expressing appreciation for the opportunity of participating in the Board inservice.

4. OSBA Sick Leave Appeal  
Tabled

4. Director Benjamin stated that the language of the Lane IED's own policy on maternity leave should be carefully studied prior to supporting the Lake Oswego appeal as suggested in Tom Rigby's, OSBA executive director, proposal.

MOTION

Director Benjamin moved to table the proposal until such time as a thorough study can be made.

Director Bird seconded and the motion carried.

4. OSBA Sick Leave Appeal  
Tabled

4. (continued)

(The Lane IED policy states "maternity leave of absence will be granted without pay, etc., for as long as six months and must be agreed to by employee and employer.")

5. Appreciation for Inservice  
Assistance

MOTION

5. Director Benjamin moved that a letter of appreciation go to Ken Hills and Bill Wright, Lane Community College counselors, for their assistance and direction at the Board inservice session.

Director Bird seconded and the motion carried.

6. L-COG Dues Approval

6. The Superintendent presented a statement for \$220 from L-COG for Lane IED membership for 1974-75 and added he had some misgivings in approving payment of these dues until such time as the L-COG Task Force completes its study of the educational component. In order to determine district interest, the Task Force is providing information from its last three meetings to the various school districts regarding the types of programs L-COG can provide. District feedback has been somewhat negative.

Director Benjamin stated she believed that the IED, as a governmental agency, should belong and work with the L-COG educational planning program.

MOTION

Director Wooten moved that the Lane IED approve the \$220 dues for 1974-75 membership with L-COG.

Director Bird seconded and the motion carried.

7. Business Affairs

7. The Superintendent presented the financial statement and accounts payable for August, 1974, and stated the financial picture is sound.

Accounts payable presented for August, 1974, were:

IED	\$512,669.54
OTIS	99,590.66

8. Authorization to  
Borrow

8. The Superintendent stated that in addition to the August 27 authorization to borrow \$150,000, it now seemed apparent that authorization for an additional \$250,000 is necessary to carry over until the tax turnover is received in November. The Superintendent reported that, presently, there are no funds in TCDs, and it is anticipated there will be one or two additional billings from Powell, the builder; there is \$70,000 in accounts payable; and there is still funding tied up with joint purchasing which the districts have not yet reimbursed the IED.

MOTION

Director Bird moved that authorization to borrow \$250,000 as recommended by the Superintendent be approved.

Director Benjamin seconded and the motion carried.

9. Budget Committee  
Appointments

9. The Superintendent asked the Board to consider appointments to the IED Budget Committee for Zone I (Fern Ridge, Mapleton, Crow-Applegate, Blachly, Florence) and Zone II (Bethel, Junction City). He stated that Ruth Swinehart is still eligible to serve on the Budget Committee for Zone III following her reappointment to the Springfield Board.

Director Benjamin suggested that the minutes of two to three years past be examined and those Board members actively serving as representatives of districts in Zones I and II be considered for appointment to the Budget Committee.

10. Building Progress

10. The Superintendent stated that progress on the building is on schedule. He stated that in response to his request for a diagram showing how the work is layed out and where the builders stand in relationship to that, a letter from Powell Ind.Builders projects March 15, 1975 as the completion date. It is expected that the roof will be on the building by the end of October. Pouring of the concrete sidewalks and parking is now in process and should be completed within the next two-three weeks.

The Superintendent reported he has received a request for \$10,977 in change orders (for deletions as well as the additions) but wanted to make a closer study before recommending approval.

Responding to an inquiry by the Board, the Superintendent indicated that no settlement has been made with Mr. Gilbert on the narrow strip of land on the south side of the IED site and, therefore, access will be off Jacobs Street.

11. IED Moving Schedule

11. The Superintendent reported that a location for the IED has been found for the interim period of November, 1974 to the time the IED Center is completed (approximately March 15 of 1975) at the Elmers' Home Center Building, 823 Highway 99 North. The lease for the 15,600 square foot building is \$2,850 plus \$400 for heat and lighting (\$3,250 per month) from October 15, 1974 to May 1, 1975 and is renewable on a month to month basis with no penalty clause on moving at any time. It is anticipated the interim move will be made the last week in October and movers are in the process of providing a quote on the basis of hours and materials for the total move from the present building to the interim building and then to the new Center. Because of the short period of occupancy at Elmer's, there will be little or no remodeling of the structure and desks and files will serve as partitions. Another saving will be made by attempting to manage with fewer telephones.

MOTION

Director Bird moved that the Superintendent be given authorization to proceed with whatever must be done to facilitate the move.

Director Benjamin seconded and the motion carried.

11. IED Moving Schedule

11. (continued)

Director Benjamin added that the public should be aware that the IED move is saving the county approximately \$500,000 (it would be silly to move twice otherwise).

12. Planetarium Committee Report

12. Director Benjamin reported that the Planetarium Committee had met twice with people from the County Attorney's staff. The County Attorney is in the process of drafting an ordinance which most likely will name the County as the coordinating agency. The ordinance draft will then be presented to local district boards, the IED Board, and boards of the other agencies involved prior to its presentation to the County Commissioners.

13. OSBA Report

13. Director Huff reported on the OSBA negotiations sessions. He stated that Sam Zagoria was quite informative and his message pretty well bore out the IED procedure for last year--start without a contract and hire a negotiator. One suggestion (for those districts with computers) was to present each employee with a printout at the end of the year to show wages, withholdings, social security, and all out of pocket cost to the district. This would inform employees of the total amount of the various fringe benefits and employees would better understand their total income and benefits.

Mr. Zagoria indicated there are 186 or so contracts in the state. In some areas an attempt is being made to use regional arbitration with all public groups utilizing one negotiator and everyone having a minimum wage for a particular job description. A problem encountered in this approach is the likelihood of a work stoppage for miles and miles as opposed to a single area.

Continuing his report, Dr. Huff stated that Ron Scott, Local Government Personnel Institute representative, and other LGPI representatives had studied carefully the 186+ contracts to determine how well put together they are and had concluded that there are ten superlative contracts, ten very poor contracts, five not a great deal better with the remainder of the contracts somewhere in between. Any section (or entire contract) of the contracts studied are available upon request.

Director Huff concluded that it was his impression that school boards had been caught with little preparation for negotiations while the NEA and OEA has for the past three years, been preparing carefully for collective bargaining.

Director Williams commented on Professor Robert E. Doherty, Cornell University, statements on strike management whereby the situation is carefully assessed to determine the degree of support from teachers. For example, if it appeared there was insufficient support, picket lines would be established at the administration building only, thus providing the desired publicity without a full strike. The

13. OSBA Report

13. (continued)

decision to close or not close schools is carefully gauged prior to strike or non-strike instigation.

It seemed to be the consensus of the negotiators that they preferred to negotiate with teamsters, etc., rather than teachers because of the teachers lack of experience. Another point of interest is that negotiators preferred not to have school board members on the negotiating team because of their intent to have good relations with the staff at the expense of negotiating.

Willson Maynard concluded the OSBA negotiations workshop report by stating that there was a contrast between last year's attitude of almost formidable opposition and this year's frequent reference to the high level of preparation with much credit given to the intensive training programs.

The consensus is that employers need to be aware that employees are becoming extremely well organized on negotiating strategies and that school board members and administrators need to recognize the fact that they need to have a professional negotiator at the bargaining table.

Director Williams commended Willson Maynard on his fine notes and suggested that he prepare them for presentation to the Board.

14. Board Calendar  
for 1974-75

14. The Superintendent presented a tentative Board calendar for 1974-75 for Board consideration. (copy attached to official minutes)

MOTION

Director Bird moved to approve the 1974-75 Board calendar as presented.

Director Wooten seconded and the motion carried.

15. Future Agenda Items

15. The Superintendent asked for Board response for future agenda considerations.

Responses covered:

(1) Educational Plan Meeting

There should be a written overview (half page or so) from each director prior to presentation of the educational plan. This should include what kind of program increases are proposed and the direction the departments plan to take next year. Director Benjamin suggested that feed-back from local districts prior to the educational plan meeting would be helpful in determining program direction and budget considerations. The Superintendent responded that Jim Swanson is now preparing a measuring device to determine how well the IED is doing in meeting needs of district programs. In

15. Future Agenda Items

15. (continued)  
addition, some superintendents are meeting with the ISAC people.

(2) Study of IED policies

Policies should be studied carefully to be sure they still reflect the Board's objectives and are, in fact, in agreement with the negotiated contract. It was suggested that a portion of each Board meeting be set aside to study the policies; and a predetermined page limit be established and recommended changes provided to the Board for consideration.

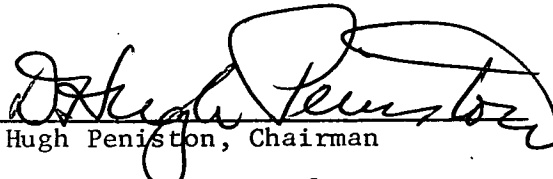
(3) Establishment of an Evaluative Process

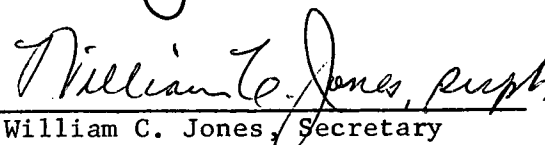
It was suggested that an evaluative process be developed outlining what the Board, superintendent, and staff should be accomplishing and how it should be done.

16. Next Meeting

16. The next regular IED Board meeting will be held Tuesday, October 8, 1974, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, August 27, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, August 27, 1974, with the following members present: Chairman Hugh Peniston, Joyce Benjamin, Jeanne Armstrong, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Willson Maynard, Director of Business and Administration; Mel Mead, Director of Instructional Media Center; Gene Farthing, Director of Instructional Services and Curriculum; Joel Noble, Evelyn McKenzie, Wanda Vinson, and Bill Manley of the IED office; Bob Llewellyn of NYC; and Don Nelson of the Eugene Register Guard.

2. Minutes Approved

(July 30, 1974) MOTION

2. Director Wooten moved that the minutes of July 30 be approved.

Director Armstrong seconded and the motion carried.

(July 9, 1974) MOTION

Director Armstrong moved to remove the July 9, 1974 minutes from the table for further clarification of Willson Maynard's title.

Director Williams seconded and the motion carried.

AMENDMENT

Director Benjamin moved to amend the July 9 minutes (paragraph 1, line 2, Attendance) by deleting "Acting Assistant Superintendent" and inserting "Director of Business and Administration, Willson Maynard..." (It was pointed out that the September, 1973 minutes state "the Director of Business and Administration would serve as Assistant Superintendent in the absence of the Superintendent.")

Director Wooten seconded and the amendment carried.

AMENDMENT

Director Armstrong moved to further amend the July 9 minutes (page 4, planetarium report) by striking "expressed strong support for the planetarium program and...." (Her statement at that meeting did not indicate approval or disapproval of the program but questioned whether the option should be dropped so quickly.)

Director Benjamin seconded and the amendment carried.

The minutes of July 9, 1974 were approved as amended.

3. Comments

3. Director Wooten indicated that she had participated in the career guidance program at the IED booth at the County Fair and was very favorably impressed.

4. Communication

4. The Superintendent presented correspondence from:

- (a) Darrell Adkinson, Lane County property supervisor, regarding notice to vacate (\* see below);
- (b) Dean Kelly, Dean CSPA, University of Oregon, regarding NYC involvement with CSPA students (copy);
- (c) The Superintendent to the staff regarding negotiations (copy);
- (d) State Department of Education expressing appreciation for Superintendent's participation in the Personnel Management Workshop; and
- (e) State Department of Education confirming Kermit Horn's appointment to serve on the State Advisory Committee.

\*The Superintendent stated that the County Commissioners' notice to vacate the Osborn Building by November 1 was given to provide the 60-day notice in the event the move must be completed within that time span. Immediate notice will be given the IED regarding any change in the meantime. An attempt is being made to find space for the IED staff and IMC from November 1 to (approximately) March when it is anticipated the new building will be completed (the contractor will be providing a timeline within the next week).

5. Blue Cross Hospital-Medical Contract Approval

5. The Superintendent reported that during negotiations it was determined to upgrade the benefits of the IED group medical policy. Recommended changes in the coverage are:

- ... From a three-bed ward for 30 days to semi-private for 365 days
- ... From \$150 to hospital for normal delivery to \$250 for normal
- ... From \$ 0 to \$500 for Cesarean section
- ... Accident benefits up to \$500 if used within 90 days
- ... Major medical from \$20,000 maximum to \$250,000 maximum
- ... Intensive care - full payment
- ... Deductible remains \$50 or maximum of \$150 per family, but Blue Cross will now pay 80% up to \$2,000 and 100% after that (formerly 80% up to \$20,000)
- ... Covers members of family from birth to age 23 regardless of school attendance (under family rate)
- ... Alcohol and drug addiction exclusion removed for employee only.

The Superintendent stated that the IED has discontinued association with the County employees insurance program and as of September 10

5. Blue Cross Hospital-Medical Contract Approval

5. (continued)

will be on the IED experience rating which should prove to be an advantage. He recommended that the Board approve the medical-health programs as proposed (Cost to the IED per employee is \$16.30. Cost to the employee for two-party coverage (for spouse) is \$20.60 and/or family coverage (for more than two) is \$26.90.)

MOTION

Director Benjamin moved that the Blue Cross Hospital-Medical contract be approved as recommended by the Superintendent.

Director Williams seconded and the motion carried.

6. Authorization to Borrow

6. The Superintendent asked for Board authorization to borrow, if necessary, \$150,000 (in \$50,000 amounts) until the November tax turnover is received from the County.

MOTION

Director Williams moved that the appropriate authorization to borrow be approved as recommended by the Superintendent.

Director Armstrong seconded and the motion carried.

7. Business Affairs

7. The Superintendent reported that the June and July, 1974 IED financial position is sound. The (\$203,970.08) deficit cash balance in Fund V is compensated for in inventory (paper bid and other supplies received prior to the end of the school year have been paid by the IED and will be reimbursed by the districts out of their 1974-75 budget). The actual cash carryover for June 30, 1974 is \$398,924.86 for all funds.

The OTIS account has a cash carryover of \$155,835.46. The Superintendent stated that there is a possibility that Multnomah County, with the exception of Portland, will come on the OTIS system for the 1975-76 year. Should this occur, it will be the extent the system can be expanded without additional hardware.

In response to Board queries, the Superintendent stated he expects to see a concerted effort during the legislative session to formulate a statewide committee to have the responsibility for the data processing program for the state (in addition to OTIS, there are presently only two or three systems serving any extensive area in the state). If such legislation is enacted, another agency would be set up and it is probable that the Lane IED would no longer have responsibility for the OTIS program.

Accounts payable were presented as follows:

IED--June, 1974	\$478,160.61
--July, 1974	93,491.96
OTIS--June, 1974	\$ 62,029.64
--July, 1974	91,230.43

8. Subcontract for the NYC  
Out-of-School Program

8. The Superintendent presented a contract with the County Commissioners for \$94,200 for the IED to administer the NYC out-of-school program from August 14 to December 31, 1974 and recommended Board approval.

He stated that the program has been most beneficial in keeping youngsters in an educational program and he would dislike seeing the program lost. At this point it is questionable if the IED will continue after the completion of the out-of-school program; however, Mr. LeRoy Farnham, Director of Manpower Services for Lane County, will be discussing the future of both the out-of-school and in-school programs with the Lane County superintendents at their next meeting, September 19.

Bob Llewellyn, NYC Director, stated that the County has hired the entire NYC staff as of September 3 which should provide the nucleus for a good program should the County not continue subcontracting with the IED. (The County is the prime sponsor under the new CETA arrangements and can subcontract to agencies to take care of the various programs, as they see fit.)

The Superintendent stated he still recommended approval of the contract.

MOTION

Director Williams moved to approve the \$94,200 contract with the County Commissioners for the NYC out-of-school program from August 14 to December 31, 1974 as recommended by the Superintendent.

Director Benjamin seconded and the motion carried.

9. CORBEH Program

9. The Superintendent presented and recommended Board approval of the \$14,357 contract with the University of Oregon to continue administering the CORBEH (Center at Oregon for Research in the Behavioral Education of the Handicapped) preschool program for trainable youngsters at the University from September 1 to December 31, 1974 (another contract will be presented for the January to June, 1975 period).

MOTION

Director Williams moved approval of the CORBEH contract as recommended by the Superintendent.

Director Benjamin seconded and the motion carried.

10. Input and Grievance  
Committee Appointments

10. The Superintendent asked for a Board nominee to serve on the Input Committee and two Board nominees to serve on the Grievance Committee.

10. Input and Grievance  
Committee Appointments

10. (continued)

Director Armstrong prefaced her nominations by stating that regular monthly meetings of the Input Committee have been designed to allow the staff to discuss problems so that the staff, administrators and Board can work them out together. If the Input Committee works as it is anticipated, the Grievance Committee should not need to function.

Director Benjamin stated that the 41 meetings working out the negotiations was a big investment of time for Board and staff and would not bear fruit unless those committees really function. She believed there is a real need for Directors Armstrong and Huff to serve on these committees to provide continuity.

MOTION

Director Benjamin moved that Director Armstrong be appointed to serve on the Input Committee.

Director Wooten seconded and the motion carried.

MOTION

Director Benjamin moved that Director Huff be appointed to serve on the Grievance Committee

Director Armstrong seconded and the motion carried.

MOTION

Director Armstrong moved that Director Wooten be appointed to serve as the second member on the Grievance Committee.

Director Williams seconded and the motion carried.

11. Building Progress Report

11. The Superintendent reported that the building is progressing on schedule. Most of the tilt-up slabs that were poured previously have been placed and they are now in the process of pouring additional slabs. Mr. Powell (the contractor) has promised to provide the IED with a completion timeline by the end of the week. (It is anticipated that the building will have a roof on it by mid-October.

12. Fair Booth Report

12. In addition to the written report presented to the Board (copy attached to official minutes), Bill Manley showed slides depicting last year's and this year's fair booth activities. Approximately 400 people used the computer for a total of 159 hours to obtain some career information during the fair (there were only 156 hours of "open" fair time). The booth cost approximately \$1,040 plus considerable staff time. Bill Manley referred to the various IED staff personnel and district counselors and teachers. Special mention was made that Sue Pierce, a student from Churchill High School had worked 13½ hours and scheduled herself for an additional 10½ hours before she was aware she would be compensated for her time.

12. Fair Booth Report

12. (continued)

The Board commended Bill Manley and the staff for a fine job and suggested that the Board might want to express appreciation to Sue Pierce. It was also suggested that Vera Hansen might appreciate a letter and written report of the fair activities. (It was noted that Mrs. Hansen had attended the fair and expressed appreciation for the excellent presentation.)

13. Planetarium Report

13. Director Benjamin reported that the County Commissioners had voted favorably to support the Cooperative Science Institute of Oregon program concept. The Planetarium subcommittee (Mr. Donnelly of the University of Oregon; Mr. McDonald of OMSI; Superintendent Jones and Director Benjamin) will now be going back to the various agencies to ask for support and also select someone to serve on the Board. At this point, local school district superintendents should be asked to present the program to their boards to gain support for placing the program on resolution. IED involvement will consist of the resolution, selection of the educational director, and obtaining planetarium funding of \$37,000 from NDEA plus the matching contribution.

MOTION

Director Benjamin moved to instruct the Superintendent to talk to superintendents of local districts to ask their support for participation and planning for the Cooperative Science Institute of Oregon.

Director Wooten seconded and the motion carried.

The Superintendent stated he had made presentations to several superintendents and Boards and would offer to attend others. (Director Benjamin offered to attend board meetings, also.)

14. Dinner Date for Noble Wheeler's Dinner

14. By general consensus, September 17th was selected as the date to hold the dinner honoring long-time board member Noble Wheeler (recently retired).

15. Contract Approvals

15. The Superintendent recommended Board approval for the following contracts:

Special Education  
Personnel

Judith Rae Newman, for Teacher at University of Oregon Preschool TMR class at \$8,000 (BA-0) for ten months--August 23, 1974 to June 13, 1975;

Ginny Brady Dobson, Speech Therapist for the TMR Program, at \$11,040.00 (M. S. -6) for ten months--August 23, 1974 to June 13, 1975

Christine Reinking, TMR class Teacher (Springfield District) at \$9,440.00 (B. A. -4) for ten months--August 23, 1974 to June 13, 1975;

15. Contract Approvals  
Special Education Personnel

15. (continued)

Linda Hall, Teacher of TMR class (Eugene District 4J) at \$11,040.00 (M. S. -6) for ten months--August 23, 1974 to June 13, 1975;

Isabelle Rogers, Parent Trainer TMR Program (Lane IED) at \$9,840.00 (M. A. -3) for ten months--August 23, 1974 to June 13, 1975;

Karen C. Manternach, Pre-school teacher TMR class (Florence) at \$9,440.00 (B. A. -4) for ten months--August 23, 1974 to June 13, 1975; and

Janet Owens, Speech Therapist for 2/5 time (McKenzie) at \$3,200 (2/5ths of an \$8,000 base) (B. A. -0) for 78 days which is 2/5ths of 195 days--August 23, 1974 to \_\_\_\_\_.

MOTION

Director Williams moved that the Special Education personnel contracts be approved as recommended by the Superintendent.

Director Benjamin seconded and the motion carried.

Environmental Education  
Position

The Superintendent recommended approval of a contract for Douglas Robert Nichols at \$8,480 for a ten-month contract to serve as Environmental Education Field Instructor (M. A. -0).

MOTION

Director Armstrong moved that the contract (\$8,480) for Douglas Robert Nichols be approved as recommended by the Superintendent.

Director Benjamin seconded and the motion carried.

CORBEH Personnel

The Superintendent recommended approval of contracts for the CORBEH personnel for September through December (January to June, 1975 contracts will be presented in January) for:

Barbara Garrett---\$3,712 (\$928 month)

Darla Dill---\$4,200 (\$1,050 month)

Richard Schram---\$3,760 (\$940 month).

MOTION

Director Wooten moved approval of the CORBEH personnel contracts as recommended by the Superintendent.

Director Benjamin seconded and the motion carried.

BAM Position

The Superintendent recommended approval of a contract for Mrs. Corinne Reiter to serve as the special reading teacher for the BAM program (Blachly, Applegate, and Marcola Districts) at \$9,000 (M. A. ) for ten months.

MOTION

Director Benjamin moved approval of the contract for Mrs. Corinne Reiter as recommended by the Superintendent.

Director Williams seconded and the motion carried.

16. Agenda Items  
(Policy Handbook)

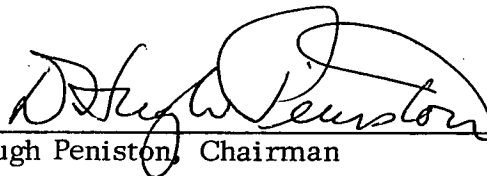
16. Director Wooten stated she would like to pursue at some later date the handbook policies and some of the items discussed at the Board inservice day.

The IED staff was asked to prepare the policy handbook for consideration at the next meeting.

17. Next Meeting

17. The next regular IED Board meeting will be held Tuesday, September 24, 1974, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

William C. Jones, Secretary

LANE INTERMEDIATE EDUCATION DISTRICT  
748 Pearl Street  
Eugene, Oregon 97401

Office of the Superintendent  
August 20, 1974

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, July 30, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, July 30, 1974, with the following members present: Chairman Hugh Peniston, Leland Huff, Jeanne Armstrong, Cynthia Wooten, Howard Bird, Nile Williams, and Superintendent William Jones. Also present were Gene Farthing, Mel Mead, Evelyn McKenzie, Wanda Vinson, Joel Noble, and Jim Swanson of the IED; Jo Groner and Joe Clementi of the LIEDEA Association; Bob Dusenberry of the OTIS office; Bob Llewellyn of NYC; Robert Prober, Lorraine Davis, and Christine Hammond of L-COG; and Don Nelson of the Eugene Register Guard.

2. Minutes (Tabled)

2. Director Armstrong moved that the minutes of July 9 be approved.

(The motion died for lack of a second.)

Director Bird stated that Willson Maynard is referred to in the minutes as Acting Assistant Superintendent and it should be corrected to state that he is Director of Business and Administration, and, Acting Assistant Superintendent in the absence of the Superintendent.

Director Armstrong indicated it is her opinion that the Board took action at a previous meeting approving the Acting Assistant Superintendent title in addition to the Directorship.

Director Bird moved that the minutes be tabled and the previous minutes checked for clarification of Willson Maynard's title(s).

Director Armstrong seconded and the motion carried. Director Williams abstained from voting.

MOTION

3. Communication

3. The Superintendent presented correspondence from:

- (a) Jo Groner, president of the LIEDEA Association, regarding the 1974-75 contract;
- (b) Darrell Smith, attorney-examiner, Public Employees Retirement Board (PERB), regarding the IED petition for clarification of existing bargaining unit; and
- (c) a copy of a letter written by Nile Williams to superintendents and boards in those districts he represents indicating he would be pleased to attend the local board meetings and answer any questions about the IED office and its functions.

## 3. Communication

## 3. (cont'd.)

(Director Armstrong commended Director Williams and added she planned to follow suit and do likewise.)

4. NYC  
Business Affairs

4. The Superintendent presented the June 30, 1974 NYC financial statements and stated that the program is running smoothly. As of July 16 the IED is once again the subagent under the County and no longer controlling the State of Oregon program. (Oregon State University is now the contracting agency for the state program.)

Out of School Program

Director Bird asked what effect there would be on the workload should the IED fail to retain the out of school NYC program. Director Bob Llewellyn responded it was his belief it would be cut almost in half--depending upon how much money is appropriated for Lane County by the County Commissioners.

Youth Services  
Outreach Programs

Attention was drawn to the Douglas County Youth Services Outreach program report by Russ Dickinson, Douglas NYC Coordinator. The Superintendent stated the report was referred to at the last board meeting as an outstanding program for potential drop-out youths in need of assistance.

Director Bob Llewellyn added that Lane County is presently building up an extensive outreach program to serve youths in Florence, Oakridge, McKenzie, and other areas. The program is conducted through the cooperation of Vocational Rehabilitation, the Employment Service, NYC, etc. A study of the effectiveness of the program is being conducted by Sue Hendricks, doctoral student at the university, and it is quite likely she will be available to make a report to the board upon completion of the study.

5. Audio Visual Bids  
(Supplies and Equipment)

5. Director Bird moved that the audio visual supplies and equipment bid (copy attached to official minutes) be approved as submitted.

Director Williams seconded and the motion carried.

6. Dental Health Plan  
(L-COG)

6. Lorraine Davis, Chairman of the L-COG Dental Health Task Force, asked for IED Board approval and assistance in implementing the preventive dental health program for school age children in Lane County. IED Board involvement requested is (1) approval of the philosophy of daily brush-ins and flossing programs for elementary children and (2) assistance in coordinating in-service programs for teachers in order to carry out the program. It is her belief that school districts will respond easier with the IED than with another public agency. A copy of the "Comprehensive Dental Health Plan Task Force" report was presented to the Board for their information.

Director Williams expressed hesitancy because of political implications to approve the priority for fluoridation of all

6. Dental Health Plan  
(L-COG)

6. (Cont'd)

public water supplies in Lane County referred to as point III on page 22 of the report. Ms. Davis responded that undoubtedly fluoridation would be referred to in an inservice program as factual information but the inservice can do nothing to implement such a program.

Director Armstrong expressed interest in the program and requested to see the plan for the inservice program upon completion.

The Superintendent appointed Gene Farthing, ISAC Director, to work with Lorraine Davis and L-COG in developing the program guidelines and to report back to the Board.

7. NYC Progress Report

7. Director Bob Llewellyn stated there is no new information or developments since he reported on July 9.

8. Staff Certification

8. The Superintendent presented certification requirements recommended for the IED staff. He indicated that each recommendation is the result of a careful study of information received from the Teachers Standards and Practices Commission and a thorough discussion with each individual staff member concerning what he/she believed to be the appropriate certification for the specific position in which he/she is presently functioning. While the appropriate certification will be indicated on the contract, there will, of necessity, be a flexible time span to allow those presently on the staff to achieve the proposed certification.

The recommended certification requirements are:

SEE ATTACHED PAGE 3A

Director Williams asked if the recommended certification would serve as the criteria for employment. If so, there are good IED employees presently working who do not comply with this criteria. He added this is no reflection on their qualifications.

The Superintendent responded that future employees would come under the requirements. Those presently on the staff have complied with the job description requirements which, in itself, carries educational requirement stipulations. There are presently only five or six IED staff lacking proper certification and, in each case, they have indicated a willingness to work toward the recommended certificate. Compliance with the certificate requirements will ensure protection under the fair dismissal law.

STAFF CERTIFICATION

<u>Position</u>	<u>Credential</u>
Superintendent	Superintendent
Director of Business and Administration and Assistant Superintendent	Superintendent
Director of IMC	Standard Educational Media and Supervisor
Assistant Director - IMC	Stand. Educ. Media & Supervisor
Production Supervisor - IMC	Stand. Educ. Media
Media Library Specialist - IMC	Stand. Educ. Media
Director of ISAC	Stand. Supervisor - Superintendent
Art Specialist	Stand. Art - Supervisor
Career Education Coordinator	Vocational Supervisor/Director
Career Education Work Experience Coordinator	Stand. Vocational - Supervisor
Career Education Specialist	Stand. Vocational - Supervisor
Computer Instruction Specialist	Stand. Math or Science or Business Educ., work in computer science --Supervisor
EMR - Consultant	Stand. M. R. - Supervisor
TMR - Consultant	Stand. M. R. - Supervisor
Environmental Education Specialist	Stand. Elementary - Supervisor
Special Education Supervisor and Reading Consultant	Stand. Special Educ. - Supervisor
Testing and Research Specialist	Stand. Math - Supervisor
School Psychologist	Stand. norm - School Psychologist
Teacher - Special Ed. (Reading and/or Speech)	Basic/Stand. Special Ed. Norm
Director of OTIS	None
Assistant Director - OTIS	None
Director of NYC	None
Coordinator - School Community Relations	None

8. Staff Certification  
MOTION

8. (Cont'd)

Director Armstrong moved to approve IED staff certification requirements as recommended by the Superintendent.

Director Huff seconded and the motion carried.

9. Building Progress

9. The Superintendent reported that the building is progressing as well as can be expected. Concrete is being poured in somewhat of a checkerboard pattern to enable the crews to pour as much and as quickly as possible without jeopardizing any of the work. The slabs are poured and stacked with plastic between the layers. By utilizing the checkerboard pattern, the heavy equipment can get in and lift the slabs without having to go over any of them with the heavy equipment.

While the building is on schedule, there have been eight or nine days of work stoppage due to strikes.

10. Status of Move from  
Present Building

10. The Superintendent stated that Bob Elfers and the County Commissioners will be meeting with the California management firm on Wednesday, July 31, regarding their proposed county office building program. The 30 days in which Mr. Elfers indicated that a decision will be made regarding the procedure to be followed in demolition of the present building is not yet up and no additional information has been forthcoming regarding the need for the IED to locate temporary quarters.

In response to Director Wooten's concern that the county will not extend the vacating date beyond November, the Superintendent stated that an effort is being made to find temporary quarters but to date nothing has been located.

11. Resignation  
(Bill Manley)

11. The Superintendent presented a letter of resignation from Bill Manley, Supervisor of the IED Career Education program. He stated the IED would be losing a valuable man who has made a very valuable contribution to the Lane County schools. Mr. Manley will be leaving to accept the challenge of Operations Manager for the Oregon Career Information System.

MOTION

Director Williams moved that the resignation of Bill Manley be accepted with regret.

Director Armstrong seconded and the motion carried.

Director Bird asked that a letter expressing the Board's best wishes and appreciation for his abundant contribution to the IED program be presented to Bill Manley.

12. Board Retreat

12. By general consensus, August 19 was selected for the Board retreat at the home of Director Leland Huff.

## 12. Board Retreat

## 12. (Cont'd)

A planning committee composed of Directors Armstrong, Wooten, Huff, and Superintendent Jones was appointed to coordinate the day's program. Suggestions included a study of IED policies; a discussion of board-superintendent relationships--what constitutes appropriate functions of the Board; a study of how a board should evaluate itself; and perhaps an opportunity to discuss programs with the directors. Board members were invited to present additional items to the committee for consideration.

## 13. LIEDEA Contract

13. Jack Gossard, Board Negotiator, presented for Board consideration the negotiated contract with LIEDEA. Mr. Gossard stated that the goal of the IED Board team (Directors Armstrong and Huff, Superintendent William Jones, Willson Maynard and Jack Gossard), to establish an ongoing relationship with the staff through the proposed working agreement has been largely accomplished. Mr. Gossard referred to the triad--the Input Committee (Article V); the Grievance procedure (Article VI); and the Evaluation procedure (Article VII) as the basic essentials for an ongoing relationship and stated that he believed that expectations had been realized in these areas.

The lengthy negotiating procedure has dissipated some of the hostilities felt by the staff--once aired, they disappeared. Other staff concerns have been solved or the mechanics have been set up to implement solving them.

## CORRECTIONS

Jack Gossard referred to two minor changes in the final draft:

(1) Article IX--Salaries and Wages. The maximum adjustment of \$5.00 for the future cost of living is incorrect. The error is not with the total for the future adjustment but in the number of employees used in the computation. Verbal agreement has been made with the chairman of the staff team to make this correction. The total amount of money for this purpose is \$4,530.00.

(2) Article VIII--Work Schedule and Overtime. It was the intention in negotiations, and clearly stated by the association, not to change any of the current practices. Paragraph A (40-hour week) does not reflect the present practice of not paying overtime on classified employees at OTIS that are professional or administrative employees (programmer analysts, supervisor, computer supervisor, and output supervisor). These employees are exempt from provisions of the wage and hour law in that they supervise two or more other employees and exercise independent judgment. Verbal agreement has been reached with the chairman of the staff team that this oversight will be corrected with a minor change in language of the contract. The operation of this paragraph is not intended to change the status and overtime payment practices of certain OTIS employees who are considered supervisory, administrative, or professional employees.

## 13. LIEDEA Contract

Grievance  
Procedure

## 13. (Cont'd)

Mr. Gossard stated that everything else in the working agreement is the same as that mailed to the Board and asked if they had any questions regarding any part of the agreement.

Director Williams expressed concern with the grievance procedure (paragraph 2--"Grievance committees shall be appointed by both parties and shall be authorized to act on behalf of their party.") He stated this implied that if an institution sets up a grievance policy before it goes to litigation, you must accept legal counsel and he believed that many negotiations stopped when legal counsel is involved too soon.

Jack Gossard stated that, while it could conceivably be legal counsel, the intent of the article is that the grievant may represent himself or have the right to call in some member of the association, i.e., probably one of the grievance committee members. Mr. Gossard added he would check with the public employees bargaining act and if the provisions are the same as the Taft Hartley Act, barring legal counsel and/or choice of representative by the grievant cannot be done without agreement of the association and insistence by the Board would be an unfair labor practice.

Jo Groner, president of the LIEDEA Association, reiterated that the spirit of the agreement is to have a member of the association as a representative and not legal counsel.

Director Williams referred to Step 3 of the grievance procedure ("The grievance committee may request outside assistance in working out the solution.") and stated here again is the provision for legal counsel which made him uneasy.

Jack Gossard replied that this provision very clearly leaves the door open for legal counsel, mediation service, fact finding, and even the possibility of voluntary arbitration. However, the final step of voluntary arbitration must be by mutual consent of both parties. (Compulsory arbitration has been excluded from the agreement.)

Faith and Trust

Director Armstrong presented background on how evaluation and grievance procedures were determined by two subcommittees with two-three members of each unit studying and presenting the proposed agreement to the full committee for consideration. A spirit of faith and trust was developed and she did not expect the staff to take advantage of a given situation or loophole.

Jack Gossard added that the agreement document is short and this in itself allows an open door for possible loopholes. However, this was done intentionally because of the direction taken to develop a good relationship between the administration and staff. As the Association expressed, if it doesn't work, we will be back next year with a much broader contract and more detailed language in some of these areas.

13. LIEDEA Contract

Attachment A  
Classified  
Salary Range

13. (Cont'd)

Director Huff stated that the input committee was established to iron out many of the problems before they became grievance problems. If it works as anticipated, there won't be many grievances that get beyond the administrative level.

Director Bird asked how many steps are represented from bottom to top of the classified salary range.

Jack Gossard responded that the trend is away from salary schedules giving an automatic increase because an individual has served one more year. Instead, it is believed that movement within the range should be based upon an evaluation procedure to be developed. Then, movement within the range would be based upon merit and not seniority. In arriving at this year's proposal, an attempt was made to set up something competitive in light of what other like organizations are proposing (what other districts in the area are proposing).

Director Williams asked if there presently is an evaluation procedure that will prevent the possible establishment of a "spoils" system favoring some and not others.

Jack Gossard stated that a committee to set up the evaluation procedure has been designated in the agreement (Article VII). The committee will consist of three members of the association and three to be appointed by the Board. Evaluation is a concern of both staff and administrators and is one of the reasons for negotiating specific salaries and ranges to get away from a "spoils system."

Attachment B  
Certificated  
Salary Range

Director Williams referred to Attachment B--certificated salary ranges for Assistant Director, Supervisor, Consultants, Specialists, and Coordinators and asked if there is a schedule involved in movement within the range.

Jack Gossard replied that these staff members can be placed on this range in accordance with their background, education, credentialing, etc.

Director Williams expressed a concern regarding the person giving a "hard sell" approach and receiving the most salary.

Director Armstrong stated she did not believe this would happen with a workable evaluative process. Salary will be determined by performance and background, not on the "selling" approach.

Director Williams stated he was merely trying to establish what the process is and wanted to be assured that new employees (through negotiations) did not receive more than someone working for the organization for a long period of time. Director Williams stated he recalled when there was

13. LIEDEA Contract

MOTION

Appreciation  
Expressed

Committee  
Appointment

14. Gossard-Pyron  
Associates Contract

Supervisory  
Training and  
Organizational  
Development  
Program

Negotiations

13. (Cont'd)

no schedule and no protection and he is vitally interested in the evaluation process to prevent such a recurrence.

Director Wooten moved adoption of the Working Agreement between the Lane Intermediate Education District Board of Education and the Lane Intermediate Education District Education Association for 1974-75 subject to the agreed changes as outlined by Jack Gossard.

Director Bird seconded and the motion carried.

Chairman Peniston expressed appreciation to the committee for their many hours of work and their spirit. He stated that the total organization is more closely knit because of the process, which was the Board's main goal from the beginning.

To this, Director Bird added the Board's appreciation for the attitude and trust demonstrated by the Association. He stated that ratification of this contract is perhaps the most outstanding achievement in education in the state in terms of the principles involved. The steps toward evaluation and merit increases have gone far beyond any other ratification in the state. This could not have been done without cooperation of both committees.

Chairman Peniston referred to the contract requiring Board appointees to the Input Committee and the Grievance Committee.

Director Bird suggested these appointments be considered at the Board retreat on August 19.

14. Jack Gossard referred to his somewhat reluctant agreement to participate in the negotiations procedures and his subsequent agreement to do so based upon setting up a continuing relationship with the IED.

The continuing relationship calls for a supervisory training and organizational development program with the administrative staff under the direction of Dr. Pyron. This program will review supervisory skills with the administrative team and help to establish a team management concept (management by objectives). Dr. Pyron's program will be conducted on a time basis--\$150 per day or on a set amount per program. The program for the team building supervisory training organizational development (approximately 20 hours) would be \$800 to \$850, depending upon the materials used.

Jack Gossard stated that his services are primarily concerned with the ongoing relationship regarding the contract and in renegotiating the contract. Provisions of the agreement and desires of the administration and Board call for an earlier completion of the agreement next year--hopefully by early spring. This necessitates negotiations commencing in October of this year for next year's agreement.

14. Gossard-Pyron  
Associates Contract

14. (Cont'd)

In discussing his ongoing relationship, it had been noted that Mr. Gossard's participation in the input committee and possibly the grievance committee in the initial stages would be most beneficial. Mr. Gossard indicated that a monthly retainer of \$200 for 12 months would be adequate. Director Williams asked that this be an agenda item. He felt some concerns and would like additional information.

Chairman Peniston noted that this had been an agenda item earlier and had already received Board approval.

Jack Gossard clarified that Dr. Pyron and he had no interest in a one-shot program but are interested in an ongoing relationship. Money is not the primary concern of either.

MOTION

Director Armstrong moved that the Board accept the proposal presented by Jack Gossard and approval of his participation as outlined and approval of Dr. Pyron's participation upon clarification of the per diem or program basis.

Director Wooten seconded and the motion carried.

15. Executive Session  
MOTION

15. Director Wooten moved that the Board recess and go into executive session under Oregon Laws 1973, Chapter 172 S(2)a and ORS 192.005 - 192.030 to consider salary recommendations for administrative and confidential personnel for 1974-75.

Director Bird seconded and the motion carried.

16. Meeting Reconvened

16. Chairman Peniston reconvened the meeting and the following action was taken:

MOTION

Motion by Director Armstrong to approve the salary recommendations as presented by the Superintendent except that the cost of living for the confidential employees be 11% instead of 12%.

Director Huff seconded and the motion carried with Director Bird abstaining.

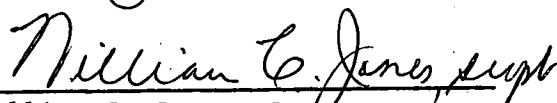
SEE ATTACHED PAGE 9A

17. Next Meeting

17. The next regular IED Board meeting will be held Tuesday, August 27, 1974, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

  
Hugh Peniston, Chairman

  
William C. Jones, Secretary

1974-75 Salary Recommendations

	<u>Salary 1973-74</u>	<u>Cost of Living (11%)</u>	<u>To bring salary in line with comp. positions</u>	<u>Total</u>
Superintendent (William Jones)	\$24,250	\$2,668	\$1,582	\$28,500
Dir. Business & Admin. and Assistant Superintendent (Willson Maynard)	17,680	1,945	1,875	21,500
Director IMC (Mel Mead)	19,616	2,158	726	22,500
Director ISAC (Francis Farthing)	--			21,000
Director OTIS (Bob Dusenberry)	24,520	2,698	282	27,500
Director NYC (Bob Llewellyn)	18,325	2,016	159	20,500

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<u>Confidential Employees</u>		<u>Cost of Living (11%)</u>		
School-Community Relations (Joel Noble)	\$15,486	\$1,703	\$	\$17,189
Administrative Secretary (Evelyn McKenzie)	11,052	1,216		12,268
Administrative Secretary (Cleone Fish)	11,052	1,216		12,268
Internal Auditor (Wanda Vinson)	11,580	1,274	1,146	14,000

# 1974-75 BID AWARD RECOMMENDATIONS

## Audiovisual Supplies

### Business Equipment Center:

70 (or more) - 10-0110	Acetate rolls, 10½" x 35', 5-mil.	@	3.00	\$ 210.00
24 (or more) - 10-0500	Laminating film, glossy, 8½" x 11"	@	8.26	198.24
15 (or more) - 10-1010	Transparency mounts, 8" x 10" aperture	@	4.508	67.62
34 (or more) - 10-4000	Transparency film, type #629	@	18.93	643.62
16 (or more) - 10-4010	Transparency film, type #125	@	17.93	286.88
5 (or more) - 10-4030	Transparency film, type #577	@	27.93	139.65
4 (or more) - 10-4040	Transparency film, type #528	@	23.53	94.12
9 (or more) - 10-4050	Transparency film, type #388	@	24.09	216.81
1 (or more) - 10-4060	Transparency film, type #382	@	21.13	21.13
				<u>\$1878.07</u>

### Butterworth, Ralph V.

13 (or more) - 10-0100	Acetate rolls, 9 3/4" x 35', 5-mil.	@	3.31	\$ 43.03
7 (or more) - 10-0600	MT-5 Mounting tissue, 8½" x 11"	@	3.13	21.91
2 (or more) - 10-0610	MT-5 Mounting tissue, 11" x 14"	@	5.05	10.10
57 (or more) - 10-0620	MT-5 Mounting tissue, 24" x 150'	@	13.69	780.33
3 (or more) - 10-0650	Chartex mounting cloth, 36" x 25'	@	10.86	32.58
33 (or more) - 10-1000	Transparency mounts, 7½" x 9½" aperture	@	4.50	148.50
				<u>\$1036.45</u>

### C<sup>2</sup>F, Incorporated:

96 (or more) - 10-2100	Marking pens, Faber Projectochrome, black	@	2.00	\$ 192.00
66 (or more) - 10-2110	Marking pens, Faber Projectochrome, blue	@	2.00	132.00
49 (or more) - 10-2120	Marking Pens, Faber Projectochrome, green	@	2.00	98.00
71 (or more) - 10-2130	Marking Pens, Faber Projectochrome, red	@	2.00	142.00
				<u>\$ 564.00</u>

### Central Distributors:

2350 (or more) - 10-3000	Memorex ATC audio cassettes, C-30	@	.61	\$1433.50
2600 (or more) - 10-3010	Memorex ATC audio cassettes, C-60	@	.71	1846.00
750 (or more) - 10-3020	Memorex ATC audio cassettes, C-90	@	1.05	787.50
100 (or more) - 10-3030	Memorex ATC audio cassettes, C-120	@	1.43	143.00
				<u>\$4210.00</u>

### L. A. Pacific:

94 (or more) - 10-4020	Transparency film, Labelon TR-85	@	13.75	\$1292.50
41 (or more) - 10-4025	Transparency film, Labelon TR-45	@	10.85	444.85
5 (or more) - 10-4115	Transparency film, Labelon TR-80 (color assortment)	@	15.85	79.25
				<u>\$1816.60</u>

## 1974-75 BID AWARD RECOMMENDATIONS

## Audiovisual Equipment

## Audio-Visual Supply Co.

2 (or more) - 15-0875 Technicolor model 530A projectors	@ \$120.00	\$ 240.00
1 (or more) - 15-1200 Dalite Video A Tripod screen, 50" x 50", matte	@ 42.10	42.10
1 (or more) - 15-1220 Dalite Video A Tripod screen, 60" x 60", matte	@ 50.00	50.00
2 (or more) - 15-1240 Dalite Video A Tripod screen, 70" x 70", matte	@ 57.00	114.00
		<u>\$ 446.10</u>

## Business Equipment Center, Inc.

22 (or more) - 15-0840 3-M model 566 Overhead projectors, w/dust cover	@ \$ 67.73	\$1490.06
		<u>\$1490.06</u>

## Ralph V. Butterworth Co.

6 (or more) - 15-0360 Murdock LS-8V jack boxes	@ \$12.54	\$ 75.24
17 (or more) - 15-0410 Murdock MCL-14 listening posts, 8-station	@ 65.58	1114.86
3 (or more) - 15-0810 Singer mod. SM400 filmstrip projectors	@ 52.13	156.39
3 (or more) - 15-1292 Singer 45-491 screen mounting bracket sets	@ 7.36	22.08
12 (or more) - 15-1505 Singer 8875-1 filmstrip viewers	@ 23.40	280.80
3 (or more) - 15-1520 Singer 8900 sound filmstrip viewers	@ 202.80	608.40
		<u>\$2257.77</u>

## Educational Systems, Inc.

7 (or more) - 15-0800 Standard model 500-RR-2 filmstrip projectors, w/slide carrier & case	@ \$ 99.44	\$ 696.08
		<u>\$ 696.08</u>

## Moore's Audio Visual Center:

14 (or more) - 15-0850 Bell & Howell model 1545B projectors 16mm	@ \$569.00	\$7966.00
4 (or more) - 15-0860 Bell & Howell model 1552B projectors 16mm	@ 640.00	2560.00
		<u>\$9246.00</u>

## Northwestern, Inc.

54 (or more) - 15-0300 Telex 610-1 headsets	@ \$ 4.85	\$ 261.90
7 (or more) - 15-0700 Newcomb EDT-10P record players	@ 58.95	412.65
16 (or more) - 15-0710 Newcomb EDT-20BV record players	@ 78.95	1263.20
5 (or more) - 15-0720 Newcomb EDTS-40 record players	@ 112.75	563.75
3 (or more) - 15-0820 Dukane 14A650E automatic filmstrip projectors	@ 235.75	707.25
7 (or more) - 15-0825 Dukane 28A15 automatic filmstrip projectors	@ 259.75	1818.25
54 (or more) - 15-1000 Panasonic RQ4135 cassette recorders	@ 59.95	3237.30
		<u>\$8264.30</u>

## Oregon Typewriter and Recorder Company

29 (or more) - 15-1005 Superscope C-103 cassette recorders	@ \$ 65.00	\$1885.00
15 (or more) - 15-1010 Sony 180 A-V cassette recorders	@ 137.95	2069.25
6 (or more) - 15-1030 Sony 106 A-V tape recorders	@ 153.45	920.70
		<u>\$4874.95</u>

## Western School Supply Co.

11 (or more) - 15-1260 Draper V-screens, 50" x 50"	@ \$ 14.38	\$ 158.18
14 (or more) - 15-1270 Draper V-screens, 60" x 60"	@ 19.38	271.32
5 (or more) - 15-1400 Pixmobile AV-445 stands, 26"	@ 32.21	161.05
8 (or more) - 15-1410 Pixmobile AV-445A stands, 26" w/electrical unit	@ 39.71	317.68
12 (or more) - 15-1430 Pixmobile AV-443A stands, 34" w/electrical unit	@ 42.71	512.52
8 (or more) - 15-1450 Pixmobile AV-441A stands, 42" w/electrical unit	@ 44.21	353.68
		<u>\$1774.43</u>

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, July 9, 1974

Minutes in brief

1. Attendance

*\* Director of Business  
and Administration*

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, July 9, 1974, with the following members present: Vice-chairman Leland Huff, Joyce Benjamin, Nile Williams, Howard Bird, Jeanne Armstrong, and Superintendent William Jones. Also present were ~~\*Acting Assistant Superintendent~~ Willson Maynard; Instructional Services and Curriculum Director Gene Farthing; Evelyn McKenzie, Wanda Vinson, Bill Manley, Kermit Horn, Mike Youngblood, and Jim Swanson of the IED; Bob Llewellyn of Neighborhood Youth Corps; Jo Groner, president of the Lane Intermediate Education District Education Association; and Don Nelson of the Eugene Register-Guard.

2. Minutes Approved  
MOTION

2. Director Armstrong moved that the minutes of June 25 be approved.

Director Benjamin seconded and the motion carried.

3. Introductions

3. The Superintendent introduced Gene Farthing, the new ISAC (Instructional Services and Curriculum) Director, to the Board members.

Chairman Huff welcomed Jo Groner, President of LIEDEA (Lane Intermediate Education District Education Association).

4. Communication

4. The Superintendent presented correspondence from:

- (a) John Weigant, secretary to District IV Council of Government, (to Larry Macnab, Government Manpower Program Commission) regarding sponsor change for Linn-Benton-Lincoln Counties NYC programs;
- (b) Betty Johnson, Linn-Benton-Lincoln NYC, regarding salary and the NYC sponsor change in Linn-Benton-Lincoln; and
- (c) John Spencer, Director of Museum Program for the National Endowment for Arts, regarding possible funding through the Architecture and Environmental Arts Program for the planning of the Alton Baker Park complex.

5. OSBA Membership

5. The Superintendent informed the Board that Oregon School Boards Association 1974-75 dues have increased over last year's to \$850.

MOTION

Director Benjamin moved that the \$850 OSBA membership fee be paid.

Director Armstrong seconded and the motion carried.

## 6. NYC Program

6. The Superintendent opened the discussion on the NYC program as outlined in the material provided to the Board members. The material covered programs presently underway, funding, job slots filled, and the professional staff involved in carrying out the program.

Primary concern is whether the Lane IED should have the fiscal responsibility without any responsibility for determination of the scope and direction of the program. The secondary concern is whether the Lane IED is responsible for negotiating salaries for those staff people in the outlying districts. Following completion of the summer program, Linn-Benton-Lincoln will operate their own program; however, there has been no final decision on who will conduct the Douglas and Coos-Curry programs after October 1. It is recommended, therefore, that the Lane IED Board prepare contracts for these people in the event they wish to contract through the Lane IED.

Director Bob Llewellyn recommended continued IED sponsorship of the program in Douglas, Coos, and Curry Counties under specific rules stating that there be only one administrator of the multi-districts program and that all staff are employees of the Lane IED. All local Ancillary Manpower Program Boards (AMPBs) must be cognizant that, while they will have an opportunity to review the programs and make suggestions for changes, program and financial responsibilities remain with the Lane IED.

Referring to the future NYC programs, the Superintendent read a letter from Bob Wynia to Bob Elfers recommending that the Lane IED continue sponsoring the in-school program this year but to date there has been no commitment by the county commissioners. Also, it seems reasonable that the out-of-school program will continue under the Lane IED sponsorship at least through December 31.

Director Williams expressed the appreciation of the Board to Bob Llewellyn for the informative report.

## 7. Building Progress Report

7. The Superintendent reported that the contractor has been struck and the site picketed on several occasions since the last Board meeting and unless the local general contractors come to a settlement immediately, the union probably will have the job closed down except for the contractors carpenters. Part of the slabs have been completed and ready to pour the tilt-up slabs. The Board was invited to stop and take a look whenever they had an opportunity to do so.

## 8. Vacating Present Quarters

8. The Superintendent reported that the Commissioners have just about decided to implement "Plan III" and build the new county building on this site (Osborn Apartments) and the parking area rather than the Armory site. This might necessitate two moves to get into the new IED building. The

8. Vacating Present Quarters

8. (cont'd)

Superintendent said that the Commissioners listened to his suggestions that would allow the IED to remain in the Osborn until the move into the new building, but they pointed out that it would cost an additional \$25,000 a week to put off the county building program. Bob Elfers has stated that information will be available from their contractors within 30 days and at that time procedures will be determined. While the County is not responsible for finding another location for the IED office or paying moving costs, they have indicated they will assist to some extent. The Superintendent pointed out that renting elsewhere on a three or four month basis would be extremely expensive and would be a makeshift arrangement at best (without partitions, etc.). The cost of moving was included in this year's budget but there is not enough to make two moves.

The Superintendent asked for two or three Board members to accompany him to meet with the Commissioners and Bob Elfers to negotiate an agreement on moving expenses.

9. Contract Approval

9. The Superintendent recommended that Gregory Harpole be given a contract to serve as the Teacher-Coordinator of the Diversified Occupation Program (for the Crow-Applegate and Blachly Districts).

MOTION

Director Williams moved approval of the contract for Gregory Harpole, as recommended by the Superintendent, for \$9,080 (B.S. step 3) with the understanding that if the Masters degree is completed this summer, he would be placed on M.S. step 3 at \$9,840.

Director Armstrong seconded and the motion carried.

10. Planetarium Report

10. Director Benjamin started her planetarium report by recommending that the IED Board not exercise the \$40,000 additive bid option to build the planetarium facilities at the IED building. She said that it is her belief that the cooperative effort of the groups involved to locate and provide the planetarium program is progressing. The committee has been meeting regularly and should have an organizational structure and some budgetary figures ready to present to the respective boards in writing very shortly. Director Benjamin added that someone needs to coordinate writing the plans and see that board approval is obtained from each of the cooperating agencies prior to presentation to local district boards for approval. Following that, the next step would be to go to the Commissioners for implementation (by September 1). That would allow sufficient lead time to notify the State Department of Education by December that the National Defense Education Act fund will be utilized.

Director Bird added his recommendation to not exercise the building option and noted that, while building costs will be

## 10. Planetarium Report

## MOTION

## 11. Board Retreat Plans

## 12. Flexible Working Hours

## 10. (cont'd)

much greater at a later date, to build now without district resolutions is just providing a large meeting room.

Director Armstrong ~~expressed strong support for the planetarium program and~~ questioned whether the option should be dropped so quickly. She also questioned the legal and management aspect of the cooperative program.

Director Bird stated that if the cooperative program proved unworkable that the IED could then (at additional cost) build the planetarium as originally planned.

The Superintendent stated that the contractor had indicated that it would cost 25% to 30% more to extend the option for an additional 30 days.

Director Bird moved that the Board not exercise the option.

Director Benjamin seconded and the motion carried (Director Williams abstained).

Director Armstrong indicated that her "aye" vote was because she did not believe the planetarium could be built at the IED prior to district resolution approval.

11. Vice-chairman Huff invited the Board to meet at his home for the proposed one-day Board workshop. Discussion centered on possible dates to allow all members to attend. Tentative dates selected were August 19 (Monday) or August 26 (Monday). It was noted that if the IED office had to move during this time, the workshop would be canceled.

Director Armstrong stated that she had suggested a workshop some time ago because board members needed time to study policies, their duties and responsibilities, and the board-superintendent relationship. She believed a full day would allow for in-depth study.

Board members are invited to suggest ideas for the workshop agenda.

Director Armstrong suggested that the recognition dinner for Noble Wheeler might be held that evening at the conclusion of the workshop (with all spouses attending the evening dinner).

12. The Superintendent presented information from the Lane County Commissioners concerning their program of flexible working hours, car pooling, and incentives offered for cooperation in the program.

Willson Maynard stated that some IED employees are car pooling and/or riding the bus.

The Superintendent stated that flexible scheduling is being

12. Flexible Working Hours.

12. (cont'd)  
utilized to some extent in the Instructional Materials Center and at OTIS.

Director Bird recommended that the scheduling be kept loose enough to allow departments to experiment further and then take a look at the production.

Director Benjamin requested that the staff be involved to see what is workable and then come back with an administrative recommendation.

13. Summer Schedule

13. The Superintendent proposed a summer board meeting schedule of July 9, 23, and August 27.

The Superintendent indicated that the negotiations contract should be ready for Board consideration at the July 23 meeting and that a copy of the contract would be mailed prior to that time.

Director Williams asked for information regarding negotiations. He stated that he was completely unaware of the procedure or the status of negotiations. He asked if an executive session might be called in order to discuss negotiations.

14. Executive Session  
MOTION

14. Director Bird moved that the Board recess and go into executive session under Oregon Laws 1973, Chapter 172 S(2)a and ORS 192.005 - 192.030 to discuss personnel issues.

Director Armstrong seconded and the motion carried.

15. Meeting Reconvened


15. Vice-chairman Huff reconvened the meeting. No action was taken.

16. Next Meeting

16. The next regular IED Board meeting will be held Tuesday, July 23, 1974, 7:30 p.m., in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

  
Leland Huff, Vice-chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, June 25, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, June 25, 1974, with the following members present: Vice chairman Leland Huff, Joyce Benjamin, Jeanne Armstrong, Cynthia Wooten, Nile Williams, and Superintendent William Jones. Also present were Acting Assistant Superintendent Willson Maynard, Evelyn McKenzie, Wanda Vinson, Joel Noble, Mel Mead, and Bill Manley of the IED; Bob Llewellyn of NYC; and Don Nelson of the Eugene Register-Guard (9:45 arrival).

2. Minutes Approved  
MOTION

2. Director Armstrong moved that the minutes of May 28 be approved.

Director Wooten seconded and the motion carried.

Director Wooten asked that her request to schedule a board retreat be placed on the agenda for the evening.

3. Board Induction

3. Vice chairman Huff administered the Oath of Installation to reelected Joyce Benjamin.

4. Communication

4. The Superintendent presented correspondence from:

- (a) three elementary principals (Cal Davis, Latham; Margaret Estenson, McKenzie; and Don Keiper, Irving) regarding the "Artist in Residence" program;
- (b) Melvin Miller, OSU, thanking the IED for cooperation in the EPDA program;
- (c) Lane Transit District regarding reduced fare for TMRs;
- (d) Public Employees Retirement System regarding use of sick leave for retirement benefits;
- (e) Chris Walken, Student Service Coordinator, South Lane School District;
- (f) Clarence Mellbye, State Department of Education, regarding appreciation for staff assistance in the accreditation program during the school year; and
- (g) Glenn Hoffman, Superintendent, Santa Clara County School District, inviting Hugh Peniston to visit and observe programs during his California stay.

## 4. Communication

## 4. (cont'd)

Director Wooten referred to the Lane Transit District letter and stated there is a problem of TMRs riding the bus. The bus drivers don't seem to understand why TMRs should possess senior citizen passes and the youngsters appear intimidated and ready to get off the bus.

The Superintendent stated he would contact the Lane Transit District about the problem.

## 5. Business Affairs

5. The Superintendent presented the financial statement for May, 1974, and reported that all accounts are in fine shape. A final accounting will be given in July for the 1973-74 fiscal year.

Accounts payable for May, 1974, were presented as follows:

IED	\$172,848.94
OTIS	77,397.00

6. NYC Summer Program  
Contract Approval

6. The Superintendent reported that provisions for the NYC summer program are finally complete. It had been necessary for Bob Llewellyn to go to Seattle, deobligate \$12,000.00 of funds in the present budget, then hand deliver the summer program contract to the prime sponsor office in Salem (Department of Human Resources--Governor's Manpower). As indicated in the letter from Cornelius Bateson, everything was in order; however, unless the Emergency Board approves the funds on June 28, there will be no funds available.

The Superintendent expressed real concern over signing and obligating funds without Emergency Board approval and asked what happened to the program if the agreement were not signed. Would the Emergency Board agree to an emergency meeting: (the answer was "no."). The matter was resolved when Lowell Roberts, Seattle Office of the Department of Labor, stated he would circumvent the need to go to the Emergency Board by amending the then present in-school contract which ran until June 10. By adding additional funding, the Department of Labor would make the Lane IED the prime sponsor for the state (exception--Portland, Multnomah and Clackamas counties) from June 3 to July 15, if necessary.

## MOTION

Director Benjamin moved that the Lane IED accept the responsibility of serving as prime sponsor for the NYC summer program for the State of Oregon from June 3 to July 15 if necessary.

Director Armstrong seconded and the motion carried.

The Superintendent stated that another contract will be forthcoming following the state sponsorship in which the Lane County Commissioners will serve as the prime sponsor and the Lane IED will be the subcontractor and again conduct the NYC program for the six counties plus Lane.

## 7. NYC Sponsorship

7. The Superintendent stated that transfer of the NYC program to the Ancillary Manpower Boards (AMPB) under CETA funding posed a problem with continued sponsorship of the seven-county in-school and out-of-school NYC programs. The combined Linn-Benton-Lincoln (district 4) Council of Governments has indicated that the program will be conducted through the local AMPB following the summer program. This leaves the Lane IED with the responsibility for the program in Douglas, Coos, and Curry in terms of dollars and cents but no responsibility or authority for the operation of the program. It seems that the AMPB in each area has assumed the final authority for the program in that area (under CETA funding). Following the feeling of at least two board members that the Lane IED should not shoulder the financial responsibility without program authority to go along with it, the Superintendent recommended that the Board go back to the original program and sponsor Lane NYC program only. Dr. Jones stated that Frank Bachman of the Governor's Manpower Office had informed him that a letter to Cornelius Bateson stating that Lane IED no longer wished to be a contracting agency is all that is required to withdraw.

The Superintendent stated he had talked with Bob Llewellyn and Darlene Huckins regarding the personnel problem posed by such action. Both Darlene and Bob would continue in the summer program; after October 1, both would undoubtedly drop back a notch in ensuing programs--Bob Llewellyn to coordinator; and Darlene Huckins to counselor. Coordinators in other counties would be taken care of by their local AMPB. (The summer program terminates October 1; the present out-of-school program terminates July 15 but presumably another out-of-school program will commence on July 16. There is no in-school program now but there has been verbal assurance from the County Commissioners that they want the IED to run the program at least until December 31, 1974.)

Bob Llewellyn indicated that Russ Dickinson had contacted him and expressed the desire of Douglas, Coos and Curry to remain with the Lane IED with Lane authority controls being built into the agreement. Mr. Llewellyn explained that AMPBs no longer have the power they did several months ago; however, the AMPBs can recommend placing money where they choose (so much for a youth program and so much for the older people). Also, the AMPBs can subcontract a program or run it themselves but once they release the funds to a subcontractor, that subcontractor controls the funds according to the contract. Controls may be built into contracts and all Lane IED contracts are carefully studied by the IED attorney.

Director Benjamin suggested that no decision be made until the next meeting and that Bob Llewellyn provide written information on the various phases of the NYC program. She stated that she believed this still left ample time to complete negotiations for both in-school and out-of-school programs.

## 7. NYC Sponsorship

## 7. (cont'd)

Director Armstrong commented that coordinators have indicated their jobs have changed greatly the past few years with added new responsibilities (Latchkey, Mainstream, and JACS). She wondered who had the authority to request this additional work.

Bob Llewellyn stated that the Latchkey and Mainstream are Linn-Benton Projects. JACS is a volunteer program that Bob had asked the various coordinators if they would help those youths who dropped out of Job Corps. It is, purely, a volunteer program and can be dropped whenever they choose. Mr. Llewellyn indicated he would be happy to provide the information requested at the next board meeting.

## 8. Fair Booth Report

8. Bill Manley, chairman of the Fair Booth committee, reported that the IED has retained two booths for use during the Lane County Fair. The space will house the computer program and, in addition, feature various aspects of the IED programs. The committee believes the booth will be most attractive and at the same time provide a service to participants. A mock-up of the booth, designed by the graphic arts department, was shown for board information. The booth will be constructed by NYC youths under the guidance of a semi-retired contractor. The cost to the IED will be for the materials, and the preliminary budget for out-of-pocket expenses is \$860 - \$910. In-kind costs will add another \$530.

Mr. Manley stated that the decision to again feature computerized career guidance rather than the Career Related Instructions Services resulted from a lack of a suitable program and people to operate it. The booth will be staffed throughout the fair by two terminal operators (IED career education staff and school personnel); one traffic control person (IED classified staff); and one information person (IED administrative or ISAC staff).

Three areas of the IED and various departments will be featured through action shots of staff and/or students.

## 9. BAM Approval

9. The Superintendent presented the BAM (Blachly, Applegate, Marcola) program and recommended Board approval of the IED as the fiscal agent for this ESEA Title I cooperative program. The IED has been the fiscal agent and sponsor for the past four - five years because the districts could not operate the program individually. There are some funds in the program for the IED administrative costs.

## MOTION

Director Wooten moved approval of the Lane IED, with William Jones as contact person, to serve as the fiscal agent for the BAM Project.

Director Williams seconded and the motion carried.

10. Building Progress

10. The Superintendent gave a progress report on the new building. He reported that the concrete workers had struck and pickets were on the job. Mr. Powell, the general contractor, is attempting, along with the Association of General Contractors, to negotiate a regional solution to this problem. Not all work has stopped, however, and some forms are being placed. Forms for the slab are ready in the area of the office classrooms, and curriculum walls (east and south wall).

There has been no success in coming to terms with Mr. Gilbert on the piece of property. It appears that the access will be from Jacobs Street.

11. Vega Purchase

11. The Superintendent recommended that the Board approve the purchase of a 1974 Vega (\$2,319) for OTIS. Funds are in the budget and the vehicle is available through the state bid.

MOTION

Director Benjamin moved approval of the purchase of the 1974 Vega through state bids for \$2,319 for OTIS.

Director Wooten seconded and the motion carried.

12. Planetarium Report

12. Director Benjamin presented the report concerning the activities of the planetarium committee. She referred to a study of the planetarium committee suggesting the organization of several agencies in Lane County into a Cooperative Science Institute of Oregon (CSIO). The organization would include the County Commissioners, Lane IED, OMSI, the U of O, LCC and School Districts 4J and 19. Each of these seven member agencies would nominate a person who, in turn, would be appointed to the CSIO Board by the County Commissioners. The CSIO Board would be responsible for the total operation of the organization.

The planetarium committee recommends that the directors for the museum, planetarium and natural history section be recommended by the OMSI Board, the Lane IED Board, and the U of O respectively but hired by and responsible to the CSIO Board. It was the feeling of the IED Board that the science director (planetarium) be an IED employee.

Director Benjamin stated the planetarium committee meets again on Wednesday (June 26) and hopes to come up with something definite to present to the various agency boards for approval. This should give the IED an opportunity to know what to do about the \$40,000 additive bid for the planetarium in the new building. The contractor has granted an extension to July 10 to exercise the additive bid. It has been suggested that the IED let the alternate bid go because if that money is committed at this time it precludes the others from participating in a cooperative program. Also, should the IED build later it would cost a few thousand dollars more in construction costs.

## 12. Planetarium Report

## 12. (cont'd)

Another concern was expressed in attorney Frye's advice in obtaining approval of 2/3 of the districts before proceeding. The Superintendent stated that five district superintendents have voiced a willingness to present the program to their boards but that there is some hesitancy in four outlying districts.

Director Benjamin stated that the site should be selected by the CSIO organization but the committee is listening and there is a real possibility that OMSI may go to the IED site. OMSI will be providing an operational budget figure on Wednesday to show how much is being expended and how much will be available.

The time limitation on the NDEA grant of \$37,000+ is June 30, 1975. The State Department of Education would like all funds spent or obligated by January 30, 1975. One NDEA stipulation is that the projector and dome must be owned by the IED.

The committee is concerned that this type of cooperative arrangement should eventually be set up under state legislation. This would allow a legal vehicle for public and private organizations to work together cooperatively.

The Superintendent stated that legal counsel is being sought to obtain answers to the questions posed.

The planetarium committee hopes to prepare the final preliminary plan on Wednesday so that it may be presented to each of the organizations as soon as possible. It is the hope of the committee that the CSIO Board will have been appointed and organized by September. At that point, it should be known if there are sufficient funds and which way to proceed.

Director Benjamin concluded her report by stating that both OMSI and U of O wanted to have the planetarium director nominated by the IED and all expressed concern that it be a real educational program and not a "sky-show."

13. Educational Plan  
for 1975-76

13. Willson Maynard made a preliminary report on the educational plan for 1975-76. He reported that the staff had been discussing a program similar to last year--5:30 p.m. to 10:00 p.m. with an evening meal and an opportunity for the staff to discuss their plans with board members. A date of November 12 was suggested for Board consideration.

Another suggestion was to start at 4:00 p.m., hold some of the sessions, break for dinner, and then conduct the remainder of the sessions.

Other dates suggested were November 18 or November 19.

## 13. Educational Plan

## 13. (cont'd)

Director Benjamin stated she would like to see the staff sounding out the ways that programs should grow and/or change.

(No final decision on the date.)

## 14. Sunriver Conference

14. Director Huff and the Superintendent reported on the Sunriver Conference. Dr. Huff had attended the board members session and reported that the session was poorly organized. The resolution to form a separate IED organization was rejected. Several board members plus Tom Rigby, Oregon School Board Association Executive Secretary, and the OSBA chairman, agreed that to form a small splinter group of IED would be ineffective. All, including Rigby, agreed that support and money must be obtained to get stronger lobbying facilities for the IEDs at the state capital. A committee of four or five including a letter writer was appointed to prepare plans to be presented at the November OSBA meeting.

The Linn-Benton suggestion that lay people (not Board members) serve on budget committees was not approved. Practically all the boards believed the present system was working very satisfactorily and did not want a change. An alternative plan will be presented in November.

Willson Maynard stated that he had worked on the program and would appreciate it if a board member would consider working with him on next year's program (June 9-10-11). The program committee will work actively to provide strong programs for board members and he believed input by board members would provide a stronger program.

Director Huff concluded his report by stating that he felt there is a lack of common goals for IEDs.

The Superintendent stated that the theme of the conference was "Standards." This topic has been worked and reworked since 1965 and IEDs are not much closer to a solution than they were then. The first set of IED standards was written in 1966 and is gathering dust on the shelves of the State Department of Education because there are no teeth in it. The Superintendent maintains that until such time as legislators tie dollars to the IED standards, nothing much is going to happen. The State has not committed time, money, or people to a standards program for IEDs.

The Superintendent reported that he had worked on the data processing subcommittee in the process of looking at a state plan and standards for data processing. Too many IEDs continue to want their own computer and somehow they must be helped to realize that it takes a cooperative effort to make a data processing system feasible.

July 3,

15. Board Retreat

15. Director Wooten asked that consideration of a Board Retreat (after August 1) be placed on the next agenda.

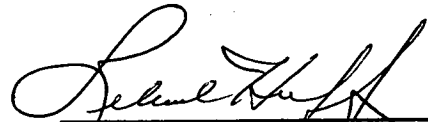
16. Transportation Program

16. Director Wooten referred to the Lane County transportation program allowing flexible hours and encouraging bus travel and/or car pooling. She suggested that the plan be studied and given consideration.

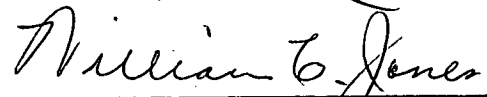
17. Next Meeting

17. The next regular IED Board meeting will be held on Tuesday, July 9, 1974, at 7:30 p.m., in the IED Board Room, 748 Pearl Street, Eugene, Oregon.

The meeting adjourned.



Leland Huff, Vice-chairman



William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, May 28, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, May 28, 1974, with the following members present: Chairman Jeanne Armstrong, Cynthia Wooten, Hugh Peniston, Nile Williams, Howard Bird, Leland Huff, and Superintendent William Jones. Also present were Acting Assistant Superintendent Willson Maynard, Evelyn McKenzie, Joel Noble, and Bill Manley of the IED; Bob Dusenberry of OTIS; and Bob Llewellyn of NYC.

2. Minutes Approved  
MOTION

2. Director Peniston moved that the minutes of April 23 and May 7 be approved.

Director Bird seconded and the motion carried.

3. Board Induction

3. Chairman Armstrong administered the Oath of Installation to newly elected Nile Williams and Leland Huff.

4. Chairman and Vice-  
Chairman for 1974-75

4. The office of IED Chairman was declared open for nomination.

NOMINATION

Director Bird nominated Leland Huff.

NOMINATION

Director Huff nominated Hugh Peniston.

Director Huff declined his nomination in favor of Hugh Peniston who has been on the board longer.

MOTION

Director Bird moved that nominations cease and the secretary be instructed to cast an elective ballot for Hugh Peniston for Chairman.

Director Wooten seconded and the motion carried.

The office of IED Vice-chairman was declared open for nomination.

NOMINATION

Director Wooten nominated Leland Huff.

MOTION

Director Bird moved that nominations cease and the secretary be instructed to cast an elective ballot for Leland Huff for Vice-chairman.

Director Peniston seconded and the motion carried.

5. Meeting Dates

5. By general consensus, the Board set the Second and Fourth Tuesday of the month as the regular meeting date of the IED Board for 1974-75.

## 6. Communications

6. The Superintendent presented letters of appreciation from:

- (a) Diane Peterson, Curriculum Coordinator, Fern Ridge District;
- (b) Lorin Miller, Principal, Pleasant Hill High School;
- (c) Kenneth Bierly, University of Oregon; and
- (d) Clarence Mellbye, State Department of Education, Coordinator-Accreditation.

Also presented was a letter from Sam Frear, L-COG vice-chairman, regarding the L-COG Educational Task Force.

Director Wooten indicated she would attend the L-COG Educational Task Force meeting on June 4 as the IED representative in Joyce Benjamin's absence.

The superintendent stated that the superintendents of the Eugene, Bethel, and Springfield districts, along with the IED, had chosen him (Dr. Jones) to be the school representative in the county on the L-COG Educational Task Force.

## 7. Business Affairs

7. The Superintendent briefly reviewed business affairs procedure for newly elected Director Nile Williams. Financial statements do not need vote of approval nor do the bills need approval. However, on the second meeting of the month the financial reports and accounts payable are sent with agenda materials for board information. Those items which have been overspent are presently being studied by the Superintendent and Wanda Vinson to be sure that budget transfers have been made. The Superintendent pointed out one overdrawn account which had been explained to the Board previously--insurance #852.02. \$6500 was budgeted and \$3,749 has been expended beyond that amount on higher than anticipated property liability and on coverage for Board members for omissions and deletions. This covers board members personally and protects them from actions like the EWEB incident.

The Superintendent presented the financial report for April, 1974, and the accounts payable for April, 1974. Accounts payable included:

IED	\$146,146.68
OTIS	71,681.80.

Also presented were the NYC Project statement of costs for April, 1974.

## 8. Platt Electric Supply Agreement Extension

8. The Superintendent referred to the letter/contract from Platt Electric Supply. The initial agreement was reached in 1966 and has been extended annually on the advice of counsel, Bill Frye.

8. Platt Electric Supply Agreement Extension  
  
MOTION  
  
Other companies have occasionally expressed interest but cannot match the price (approximately 77% off).  
  
Director Bird moved approval of the extension of the Platt Electric Supply Agreement as recommended by the Superintendent.  
  
Director Williams seconded and the motion carried.
9. Insurance Payroll Deduction Plan  
  
MOTION  
  
9. The Superintendent stated that insurance people had approached him with a cancer insurance plan to cover employees or any member of their family. The insurance is available to individual employees but must have board approval for payroll deduction. The only cost to the IED would be bookkeeping charges. The Superintendent recommended approval of the payroll deduction provision.  
  
Director Wooten moved that the cancer protection insurance be made available to employees who wish to participate through the payroll deduction.  
  
Director Williams seconded and the motion carried.
10. Hewlett-Packard Lease  
  
MOTION  
  
10. The Superintendent presented the proposed 3-year lease of the Hewlett-Packard Instructional Services Computer 2000F205 as recommended by the OTIS Advisory Committee. Lease charges are \$2,921.15 per month with 70% of the payment accruing towards possible purchase. The maintenance charges are an additional \$576.00 per month. Bob Dusenberry, OTIS Director, stated he believed addition of the computer will enable OTIS to take care of all users.  
  
Director Bird moved authorization for leasing the Hewlett-Packard for the three-year period as recommended.  
  
Director Huff seconded and the motion carried.  
  
In response to questions on "escape clauses" if the economy dictates and how many students can be added to the program at full service, Bob Dusenberry stated that he did not foresee any problem but there is an emergency fund carried forward. There are 32 ports on the new piece of hardware. This indicates 45 terminals altogether because they aren't all locked in all the time. He stated that OTIS is set up financially so that all of the various applications pay the cost for that particular application--(1) business, (2) student services (attendance and report cards), and (3) instructional services.
11. Resolution Adopting Budget, Levying Taxes, and Making Appropriations  
  
11. The Superintendent presented a resolution adopting budget, levying taxes, and making appropriations for Board approval and recommended it become part of the official minutes.  
  
The Superintendent stated that in accordance with the recommendation of Auditor Ron Babcock to insure protection of the IED Board on possibility of overexpending any line item

11. Resolution Adopting  
Budget, Levying  
Taxes, and Making  
Appropriations

MOTION

11. (cont'd)

budgeted account, all items in the instructional budget and data processing have been placed in the general fund. On May 7 the people approved the equalization.

Director Williams moved adoption of the resolution as submitted.

Director Huff seconded and the motion carried.

RESOLUTION ADOPTING BUDGET, LEVYING TAXES, AND  
MAKING APPROPRIATIONS

I. BE IT RESOLVED that the Board of Directors hereby adopts the budget approved by the budget committee of the Lane Intermediate Education District on February 5, 1974 and adopted on March 12, 1974-- now on file in the office of the Superintendent of the Lane Intermediate Education District.

II. BE IT RESOLVED that the Board of Directors levies the taxes provided for in the budget adopted in paragraph I of this resolution in the aggregate amount of \$21,741,335.96 and that these taxes are as of 1 a.m., January 1, 1974.

III. BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 1974, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Personnel Services	\$822,732.00
Materials and Services	441,262.00
Capital Outlay	1,419,400.00
Other Requirements	<u>697,502.00</u>
Total General Fund	
Appropriations	\$3,380,896.00

INSTRUCTIONAL MEDIA FUND

Transfer to General	\$71,000.00
Total Appropriation	<u>\$71,000.00</u>

DATA PROCESSING FUND

Transfer to General Fund	\$20,000.00
Total Appropriation	<u>\$20,000.00</u>

SPECIAL EDUCATION FUND

Personnel Services	\$32,170.00
Materials and Services	3,300.00
Other Requirements	<u>1,000.00</u>
Total Special Education	
Fund Appropriation	\$36,470.00

CLEARING ACCOUNT FUND

Materials and Services	<u>\$385,000.00</u>
Total Clearing Account	
Fund Appropriation	\$385,000.00

11. Resolution Adopting  
Budget, Levying  
Taxes, and Making  
Appropriations

11. (cont'd)

<u>OTIS FUND</u>	
Personnel Services	\$388,700.00
Materials and Services	427,700.00
Capital Outlay	179,908.00
Other Requirements	<u>385,410.00</u>
Total OTIS Fund	
Appropriations	\$1,381,718.00

<u>EQUALIZATION FUND</u>	
All Requirements	<u>\$19,296,340.07</u>
Total Equalization Fund	\$19,296,340.07

12. NYC Summer Program

12. The Superintendent reported that NYC will be conducting a large summer program for seven counties. The total amount of \$1,019,501.00 will be divided among Linn-Benton and Lincoln Counties (\$368,027), Lane County (\$300,000), Douglas County (\$176,794), and Coos-Curry Counties (\$174,680.00).

The budget provides \$2 per hour for 1,250 youths (age 14 to 22) in the 7 counties. There will be 392 slots in Lane County. Staff people are in the process of recruiting youth.

In answer to several questions, Bob Llewellyn, NYC Director, stated that Lane funding comes through the County Commissioners (CETA funding); and the funding for the other counties is through the Governor's Manpower Committee.

There are some restrictions placed on placing the younger youth around machinery. Another restriction is family income. After determining financial need, the youngster with the greatest need (usually one who has been in juvenile courts and has problems) is selected to participate in the program. There are 1,500 applications for the 392 jobs.

Director Wooten expressed concern for the youngsters in middle income bracket who need jobs desperately and who have never been alienated or had problems in school.

Director Williams added he had a concern for these same youngsters in the middle income bracket staying out of trouble and what is being done for them? In addition, Director Williams expressed concern over the people who might be taking unfair advantage of the system. Director Williams expressed faith in Director Bob Llewellyn and stated he challenged a system whereby a youngster cannot qualify because of family income and ends up in the bean yard while the youth who gets in trouble is being paid \$2.00 per hour.

13. Fair Booth

13. Bill Manley presented a status report on the Fair Booth for the 1974 Lane County Fair.

## 13. Fair Booth

## 13. (cont'd)

The IED Fair Booth committee is formulating ideas for a double booth this year (not in conjunction with LCC). One theme suggested is "Computer in Education" with signs showing use of the computer in education sponsored by the Lane IED. The committee is presently studying some kind of program so that people can sit down with very little indoctrination but on the other hand doesn't convey the idea that it is an expensive play toy. The primary goal is to provide something that will receive positive feelings from the general public and something with which they will want to interact.

Chairman Armstrong stated that the booth should also feature the many services to the school districts of the county.

## 14. Sunriver Conference

14. The Superintendent asked for Board input on the issues presented at the last Board meeting so that the Directors who will be attending the Sunriver conference will have some point of reference.

(1) George McKenzie, Coos IED Board Member, has presented a proposal for a state level association of IED board members and superintendents. His proposal indicates that IED interests have been poorly lobbied and that the present organization is not functioning well. The proposal calls for an office in Salem with an executive secretary who will serve also as a lobbyist.

(2) A legislative change in O.R.S. 334.240 has been proposed by the Linn-Benton IED providing that budget members need not be local school district board members.

Director Wooten responded to the provision for members at large on the budget committee and expressed the need to have public reaction and/or public advisory committees.

Director Armstrong stated she would not support this. In order to have the liaison with the local school boards, there must be board members on the budget committee.

Director Huff referred to a lay advisory committee in a local district that had been most unsatisfactory.

Director Bird stated that he believed that those IED board members attending could get all the input at the conference and then caucus.

## 15. Planetarium Report

15. Director Bird reported on two planetariums which he visited after the Houston NSBA Conference. Both of the planetariums are using Spitz equipment similar to that being considered for the proposed IED planetarium. He stated that the two planetariums provided an interesting contrast. The Dallas Community College presented a very theatrical sky show and made quite a production of it. The other, the Richardson

## 15. Planetarium Report

## 15. (cont'd)

Elementary District (K-12) program is keyed to the curricular programs in the district and is jointly developed by the teachers and the planetarium director (similar to the curriculum provided this evening). The Richardson Elementary District planetarium has been developed without any federal funding.

Director Bird stated he was very impressed with the curriculum and educational aspects of the Richardson Elementary District planetarium and came away with the feeling that if an IED planetarium is developed in cooperation with other agencies, that the IED must have control of the educational function. Perhaps OMSI could have the night show, but any educational program for the schools should remain under the control of the IED.

Director Bird indicated that the Richardson Elementary District planetarium director has been cooperative in providing curriculum material and she explained how she worked with teachers during the summer to develop the programs. She pointed out problems encountered with the stationery console and suggested consideration be given to providing a hydraulic lift. Director Bird indicated he had extended an invitation to the Richardson Elementary District Planetarium Director to meet with the Lane people if we wished to send someone to train with her and she was most receptive.

## 16. Canvass of Election Results

## 16. The Superintendent presented election results as follows:

To exceed the 6% limitation	12,804 YES	<u>carried</u>
	11,281 NO	
	55 Overvotes	
	<u>2,245</u> Undervotes	
	26,385 Total	

Board Member at Large		
Joyce Holmes Benjamin	9,448	<u>elected</u>
Bob Warnberg	8,894	
	44 Overvotes	
	<u>7,999</u> Undervotes	
	26,385 Total	

Board Member Zone I		
Nile Williams	1,618	<u>elected</u>
	<u>1,051</u> Undervotes	
	2,669 Total	

Board Member Zone 2		
Leland Huff	1,678	<u>elected</u>
William B. Milius	472	
	98 Overvotes	
	<u>392</u> Undervotes	
	2,649 Total	

## 16. Canvass of Election Results

## MOTION

## 16. (cont'd)

The superintendent stated the above results are the official tally from the Lane County Elections Department and explained that "overvotes" indicated people had voted for more than one, while "undervotes" indicated people who didn't vote when they had the opportunity.

Director Bird moved that the election results be declared official.

Director Peniston seconded and the motion carried.

## 17. New Board Member Conference

17. The Superintendent presented information on the upcoming OSBA conference for newly elected board members and chairmen in Portland. The film, "On Board," which was presented to the LCSBA last fall will be shown to the directors.

No board member is interested in attending.

## 18. Expression of Thanks to Director Noble Wheeler

18. Director Bird suggested that the Board present outgoing Director Noble Wheeler a plaque or letter expressing appreciation, outlining his nine years of service on the board and the many contributions he has made.

Chairman Armstrong suggested that a dinner be held in Noble's honor and the presentation be made at that time.

Director Wooten suggested that someone from the graphics art department prepare the plaque or parchment after receiving board and staff ideas.

Dinner suggestions were Black Angus and the Bill Joneses.

Chairman Armstrong asked that a letter be sent to Noble Wheeler to get a convenient date from him.

## 19. Retreat

19. Director Wooten stated that the Board had talked about a working retreat for two years and would be interested in having one.

The item will be placed on the June 25 agenda.

## 20. Vote of Appreciation (Director Armstrong)

20. Director Peniston moved that the records show appreciation to Chairman Armstrong for her skilled leadership and devotion presented during the two-years she has so ably served as Chairman of the Board.

Director Bird seconded and the motion carried.

Chairman Armstrong indicated it had been an interesting task and she appreciated the expression from the Board.

- |  |   |
|--|---|
| 21. Vote of Appreciation<br>(Director Wheeler) | 21. Chairman Armstrong requested Director Bird to draft a motion to present at the next meeting showing appreciation to Noble Wheeler for his service on the Board.   |
| 22. Executive Session<br>MOTION                | 22. Director Peniston moved that the Board recess and go into executive session under Oregon Laws 1973, Chapter 172 §6(2)a and ORS 192.005-192.030 to discuss property acquisition.<br><br>Director Huff seconded and the <u>motion carried</u> . |
| 23. Meeting Reconvened                         | 23. Chairman Armstrong reconvened the meeting. No action was taken.   |
| 24. Next Meeting                               | 24. The next regular IED Board meeting will be held Tuesday, June 25, 1974, 7:30 p.m. in the IED Board Room, 748 Pearl, Eugene.<br><br>The meeting adjourned.   |

*Jeanne Armstrong*  
Jeanne Armstrong, Chairman

*William C. Jones*  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, May 7, 1974

Minutes in brief

1. Attendance

1. The Special - Regular meeting of the Lane Intermediate Education District Board was held Tuesday, May 7, 1974, with the following members present: Chairman Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Hugh Peniston, Leland Huff, and Superintendent William Jones. Also present were Acting Assistant Superintendent Willson Maynard, Evelyn McKenzie, Wanda Vinson, Mel Mead, Joel Noble of the IED office; Bob Llewellyn of NYC; Ed Waterbury and Dee Unthank, architects; and Frank Allen of the Eugene Register-Guard. (This meeting was held on May 7, rather than two meetings--a special meeting on May 7 and a regular meeting on May 14.)

2. Correspondence

2. The Superintendent presented correspondence from:

- (a) Don Egge, State Department of Education, regarding time extension to spend funds for NDEA planetarium application (from June 30, 1974 to January 30, 1975);
- (b) Bob Elfers, Lane County Administrator (to Jess Ramaker, Assistant Regional Director for Manpower), regarding funding and direction of the NYC program (copy of letter);
- (c) Charles Seger, Linn-Benton IED Superintendent, (to Walt Commons, OAICS president) regarding endorsement by the association of legislation proposing elimination of need for IED budget committee members to be local board members (ORS 334.240) and support a change in ORS 334.145 that will allow IEDs to own real property;
- (d) Oregon School Study Council thanking the IED for support and also an invitation to the Spring 1974 visitation at the Springfield School District's exemplary career education program on Thursday, May 16;
- (e) Jeanne Armstrong (to Commissioner Omlid) regarding IED continued involvement in the operation of the NYC program (copy); and
- (f) Eddie Hoops, Regional Representative of the Office of Surplus Property Utilization regarding availability of 3.59 acres of unimproved land adjacent on the south border of the 2.24 acres site of the new IED building. (The property will be landscaped and utilized for parking.) The Superintendent indicated it was imperative to utilize the 3.59 acres made available for parking--the building covers the 2.24 acres previously acquired.

## 2. Correspondence

## 2. (cont'd)

The Superintendent reported that Bob Elfer's letter to Jess Ramaker had nothing to do with sponsorship of the NYC (see Jeanne Armstrong's letter to Commissioner Ken Omlid concerning continuing the IED NYC program) but was an attempt to anticipate how funding would be handled and where it stands at the moment. An attempt is being made to "trade" the Economic Opportunity Act Funds of \$192,500 to the County and the County, in turn to transfer a like amount of CETA funding to the IED. It involves a bookkeeping transfer for Lane County.

3. Unemployment  
Insurance Hearing

3. The Superintendent reported that May 17th has been set for the requested hearing concerning the differentiation for unemployment coverage for the IED and NYC employees. The IED coverage is on a self-insured (reimbursement) basis. As the sponsoring agency, the IED has requested that because the NYC is a federally funded program (beginning and ending dates are unknown) NYC employees be placed on the taxpaying basis (quarterly remittance to State). The hearing is scheduled following an IED appeal to the denial to consider the two programs on a separate basis.

## 4. L-COG Dues

4. The Superintendent referred to Dr. Wadell Snyder's letter naming a Task Force to study the participation of educational units in the L-COG program. Director Joyce Benjamin and Superintendent Jones have been named to the Task Force committee. Dues of \$200 have been approved by districts 19 and 52, thus allowing the education agencies to keep a "foot in the door" until such time as the recommendation of the Task Force is available. The Superintendent recommended that the IED Board approve the \$200 dues.

## MOTION

Director Benjamin moved that the IED Board approve the \$200 dues for L-COG participation.

Director Huff seconded and the motion carried.

Director Benjamin stated she would be out of town from May 19th until June 9th and asked that Cynthia Wooten serve as an alternate member. (Director Wooten responded she would serve as an alternate.)

5. ISAC Director  
Approved

5. The Superintendent reported that the ISAC Director Screening Committee consisting of two board members, two local district superintendents, the IED Directors, Bill Manley and the superintendent, had carefully screened the 52 applications for the ISAC Director position. The seven finalists had a 30 to 45 minute personal interview. The interviews were taped and are available to anyone wishing to hear them.

The unanimous choice of the screening committee was Dr. Francis Eugene Farthing. He indicated a strong interest in elementary education. The Superintendent recommended that the

5. ISAC Director  
Approved

5. (cont'd)

Board approve the appointment of Dr. Francis Eugene Farthing as Director of ISAC, starting July 1, at \$20,000 for a one-year contract.

MOTION

Director Peniston moved that the IED Board approve the contract as recommended by the Superintendent.

Director Wooten seconded and the motion carried.

(Director Benjamin expressed her appreciation to the Board members who had devoted their time and effort to the selection of the new ISAC Director.)

6. Joint Purchasing  
Bid Award

6. The Superintendent presented the joint purchasing committee recommendations for granting joint purchasing bids for library supplies (\$1721.27), instructional/office supplies (\$63,449.65); filing cabinets (\$3814.70); paper products (\$41,415.33); art supplies (\$22,318.43); and custodial/maintenance supplies (\$20,417.46); (copy of bid attached to official minutes). The recommendation in each instance is for the low bid that meets the specifications. The committee studied each item carefully and the Superintendent recommended approval of the bids as presented.

MOTION

Director Benjamin moved that the bids be approved as presented. Director Huff seconded and the motion carried.

7. OSSC Springfield  
Visitation

7. The Superintendent announced the OSSC visitation to the Springfield District on Thursday, May 16 from 9:00 a.m. to 3:30 p.m. and asked for response from those who were interested in attending to study the career education program (limited to 30 participants).

8. School Boards  
Journal

8. The Superintendent asked how many Board Members would be interested in receiving the American School Boards Journal. Each member indicated an interest and each will receive the magazine. (In the past, this magazine has been sent only to the Board Chairman and the Superintendent.)

9. Building Bid Award

9. Dee Unthank, architect, presented a bid tabulation for the new IED building. Four contractors--Howard Nelson, Powell Industrial Builders, Todd Building and Vik Construction presented bids. Mr. Unthank stated the competition was good and there was good participation in the mechanics and electrical bids. The building, as proposed, will contain 52,000 square feet at an approximate cost of \$25.71 per square foot.

9. Building Bid Award

9. (cont'd)

Powell Industrial Builders presented the low bid as follows:

Base Bid	\$1,222,345
Alternate I (planetarium space) add	39,945
Alternate II (landscape and irrig.) add	16,845
Alternate IIa (planetarium landscaping) subtract	( 220)
Alternate III (carpeting) add	23,944
Alternate IV (cabinets & partitions) add	34,185
Alternate V (security gates) add	3,390
Alternate VI (foamboard insulation) subtract	(13,500)
Alternate VII (shelving and storage) add	12,424

The Superintendent referred to the bid and responded to the various alternates as follows:

#I (planetarium space) This need not be added and action can be delayed for 60 days or until a final decision has been made regarding the planetarium.

#II (landscape and irrigation) This is necessary to obtain the land south of the building according to governmental specifications.

#III (carpeting) The floor must have some covering. The bid submitted was better than competitive.

#IV (cabinets and partitions) This is needed; we must have these kinds of partitions and cabinets to make the work space available.

#V (security gates) The security gates can be put off for future installation.

#VI (foamboard insulation) This is necessary and is a part of the basic bid. The architect wanted to know the cost for comparative purpose.

#VII (shelving and storage) This is less expensive than we could purchase it through the budget.

Total bid considered--\$1,309,743.00 (base bid + options II, III, IV, & VII).

FUNDING

The Superintendent stated that he had studied three alternatives to provide the difference between the \$1,215,000 in the budget and the \$1,309,743.00. The alternatives are: (1) talk to the County Commissioners to see if they might be willing to increase the \$400,000 loan to \$500,000. (The matter will be on the Wednesday, May 15 agenda); (2) borrow \$85,000 from the bank to be paid out of next year's budget (the contractor estimates it will be the end of March or April before the building is completed. Contracts are written to provide final payment 30 days following substantial completion of the building.

9. Building Bid Award

FUNDING

9. (cont'd)

The Bank has indicated a willingness to lend on this basis); (3) make as much saving as possible from every budget category. The Superintendent stated he would not recommend the latter alternative and thought it an unwise procedure. The Superintendent recommended that he ask the Commissioners to advance the money as the first choice. If the Commissioners can not agree on this alternative, then check on the bank loan.

By general consensus, the Superintendent was directed to apply to the Commissioners first as recommended.

MOTION

Director Peniston moved that the IED Board approve the building contract and award the contract to Powell Industrial Builders for \$1,309,743.00 (base bid and alternates II, III, IV, and VII).

Director Benjamin seconded and the motion carried.

It was suggested that appropriate ground breaking ceremonies be conducted in the immediate future.

10. Next Meeting

10. The next regular IED Board meeting will be held Tuesday, May 28, 1974, 7:30 p.m. in the IED Board Room, 748 Pearl, Eugene.

The meeting adjourned.

Jeanne Armstrong  
Jeanne Armstrong, Chairman

William C. Jones  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, April 23, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, April 23, 1974, with the following members present: Chairman Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Noble Wheeler, Hugh Peniston, Howard Bird, Leland Huff, and Superintendent William Jones. Also present were Acting Assistant Superintendent Willson Maynard, Evelyn McKenzie, Wanda Vinson, Bill Manley, Joel Noble, Mel Mead and Mike Youngblood of the IED office; Bob Llewellyn, NYC Director; Dr. Wadell Snyder, L-COG Education Coordinator; Dr. Don Egge, Deputy Superintendent of the State Department of Education; and Don Nelson of the Eugene Register Guard.

2. Visitors Introduced

2. Chairman Armstrong welcomed and introduced Dr. Wadell Snyder, L-COG Education Coordinator; and Dr. Don Egge, Deputy Superintendent of the State Department of Education.

3. Minutes Approved  
MOTION

3. Director Wooten moved that the minutes of March 26 be approved.

Director Huff seconded and the motion carried.

4. Correspondence

4. The Superintendent presented correspondence from:

- (a) Bill Frye, Attorney, regarding the proposed planetarium;
- (b) Herman Hendershot, Attorney, regarding the planetarium;
- (c) State Department of Education regarding the NDEA planetarium grant;
- (d) Ray Mullen, Superintendent of South Lane School District, regarding L-COG dues;
- (e) State Department of Education thanking Willson Maynard for assistance; and
- (f) George McKenzie, Coos County IED Board member regarding position paper proposing IED state organization.

5. Consolidated Grants

5. Dr. Don Egge briefed the Board on what is happening on the federal scene on consolidated grants and how the IEDs might fit in. He indicated two areas of concern--(1) consolidated applications and (2) consolidated reporting. Presently, districts may qualify on a competitive basis or a formula basis (certain kind of students qualify for certain type of funds according to a formula). This often causes

## 5. Consolidated Grants

## 5. (cont'd)

a scramble for a district to apply, receive and expend whatever funds are available.

For several years, the State Department of Education has attempted to use a comprehensive grant approach. Establishing first a priority goal, i.e., career education, reading, primary education, etc. This enables a district to focus on critical needs of students. The consolidated grant idea has been discussed at the State Department and federal level. A primary kind of consolidated application would be one in which local districts take categorical kinds of grants and consolidate them within their school program. The IEDs could be of help to local districts in assisting them to understand the concept of comprehensive planning and in developing management evaluative programs. The IED could help the district determine its needs in relationship to its objectives. Another major role of the IED could be in program development and operation. This might be through a consortia of groups with common needs, pooling their applications and programs with the IED as the catalyst in developing and monitoring. Another way might be for the IED to operate the grant itself. Some of the advantages would be the elimination of redundancies in reporting. Responsibility would be primarily upon the local district to consolidate proposals--with the IED pooling the resources of the area and delivering services on a countywide basis rather than delivery of a single service to a single district.

Director Wooten asked if the IED Board is the best agency to act as the catalyst for grant applications.

Dr. Egge responded that as a service agency, the IED is in a good spot to provide leadership. However, there has been no discussion at state level of funding all applications through the IED or any other regional body.

Superintendent Jones stated that the IED has been involved in evaluation. To date, IED involvement has included program applications (Blanchly, Grow-Applegate, Marcola--BAM Project) and fiscal agent for three districts which decided to work together. He believed the IED's primary role is in assisting districts to plan proposals.

Dr. Egge stated that the consolidated programs and federal appropriations will be limited to established priorities after first narrowing down the area of critical need and kinds of programs for which application may be made. The IED is in excellent position to be that kind of catalyst in pooling and combining programs.

## 6. L-COG Educational Program (and dues)

6. Dr. Wadell Synder, L-COG Education Coordinator, joined the consolidated grant discussion and stated he had no quarrel with Dr. Egge's approach. There has been some misunderstanding of L-COG's role in developing a format for

6. L-COG Educational  
Program (and dues)

6. (cont'd)  
consolidated grant programming, he stated. L-COG had received direction to introduce the consolidated plan to districts. Upon receiving some agreement, grants (with five options) were submitted to State Department of Education. The goal was to take the categoric needs of the federal programs and come up with a single application to take care of all those programs. Dr. Snyder pointed out that L-COG is not in competition with the IED and does not intend to attempt to do those things the IED is better able to do. However, the local school districts do have five votes on the L-COG board, and as representatives of local governmental agencies, they do have a responsibility because what they do has an impact upon the other agencies. The new dues structure was proposed, he said, because at budget preparation time there was some uncertainty concerning the Federal program. Since the program should belong to the educational community, it should support the program and help to finance it. L-COG is applying for federal funds but the program should be designed and/or changed to meet the needs and concern of the educational agencies. If there is a duplication, then we can see which agency can best do the job and that agency should continue to do the job and disseminate information to the other.

Dr. Snyder stated that a task force composed of professional educational personnel (with the possibility of a technical advisory committee) has been proposed to look at the entire program proposal.

Chairman Armstrong questioned the type of coordinating service and what criteria should be used to determine the apparent needs.

Director Benjamin suggested that the L-COG proposal and position paper together with the task force recommendations be studied and that Superintendent Jones, other superintendents in the county, and some board members determine the role of L-COG in education and meet with Dr. Snyder and other L-COG board members to work it out.

Dr. Snyder concluded by indicating that what education does is important and what local government does is important and what they both do has an impact upon one another.

7. OTIS Rental Lease

7. Superintendent Jones presented an addendum to the OTIS Lease for Board consideration. The lease, from Jim Breeden, proposed: "This Addendum to original Lease dated the 13th day of February, 1968, by and between Edgewood Shopping Center, Inc. an Oregon corporation, referred to in the Lease and in this addendum as Lessor, and Lane Intermediate Education District referred to in the Lease and in this addendum as

## 7. OTIS Rental Lease

7. (cont'd)

Lessee, shall renew said Lease for a period of 15 months commencing May 1, 1974, and extending through and including July 30, 1975, on the same terms and conditions as set forth in said original Lease, except that the rental will be increased to \$2,500.00 per month.

"The parties by executing this addendum, incorporate its provisions into said Lease agreement."

The Superintendent stated he had been expecting this information for the past three or four months. The lease, he stated was \$2,500 in 1968 but had dropped to \$1300 for the past three years. Now that improvements in the building have been paid, the rental fee is back up to the \$2,500. The IED is in the position of not wanting to move the equipment and if funds have been budgeted to accommodate the increase. Therefore, the Superintendent recommended Board approval of the addendum.

## MOTION

Director Wheeler moved that the Board accept the Lease addendum as presented.

Director Bird seconded and the motion carried.

## 8. Business Affairs

8. The Superintendent reported that the financial picture of the IED is sound and presented accounts payable as follows:

IED	\$123,549.80
OTIS	88,480.74

## 9. Fuel Oil Contract Extension

9. The Superintendent presented the authority form from Capital City Transfer stating they would supply 1974-75 fuel oil to all the school districts in the county except Eugene. This is not the fixed price type of bid as the IED has had in the past but instead, authorization that Capital will supply the fuel oil at the prevailing price at the time of delivery. Any increase or decrease in price will be passed on to the local school districts.

## MOTION

Director Bird moved that the IED Board approve the 1974-75 extension of the Capital City Transfer Company bid to provide fuel oil for Lane County school districts (except Eugene District 4J).

Director Wheeler seconded and the motion carried.

## 10. NYC and Summer Program

10. The Superintendent reported on the status of the NYC program. Funding is in the process of being transferred from the Department of Labor to Comprehensive Employment and Training Act (CETA). As of July 1, 1974, the Lane County Commissioners will be the CETA prime sponsor with responsibility for all federal grants and funding. The County Commissioners may (1) elect to ask the IED to continue with

10. NYC and Summer Program

10. (cont'd)

the NYC program as a subcontracting agency; (2) they may elect to operate the program with their own staff; or (3) they may job out several programs to several agencies within the county.

At this point, the IED has been assured that it will be running the summer program but that any program beyond that is unknown. Three counties--Linn, Benton, and Lincoln have indicated that they wish to operate their own program under the Ancillary Manpower Planning Board (AMPS). Coos and Curry Counties have made no decision to date. The general feeling in Coos and Curry is that these counties do not wish to work in consortia with Lane County.

The Superintendent stated that NYC personnel are involved with the IED in the process of negotiations and he wondered if the IED Board wants to be involved in negotiations when the program may not be operated through the IED.

NYC Director, Bob Llewellyn, added there is a good possibility that Lane County will be a separate program with all other counties operating their own. The emphasis of the new program seems to be on a work program for youth and adults alike and Mr. Llewellyn questioned whether the IED wants to be involved in a program that is oriented toward a work program with little or no educational basis. The programs will be non-categorical and if the adult program needs more money, it can be pulled out of NYC and put into the adult Manpower program (or into whatever program the commissioners choose to fund).

The Superintendent presented a resume of the NYC summer program (to be conducted by the Lane IED) proposal to be submitted to the U.S. Department of Labor - Manpower Administration as follows:

The NYC proposal asks for \$533,420 to operate an NYC Summer Project for 696 enrollees. Sixty five of the 696 enrollees will participate in the Vocational Exploration in Private Sector (VEPS) program at \$2.00 per hour. Primary recruitment will be potential dropouts from Linn, Benton, Lincoln, Coos, Curry, Douglas, and Lane County. The program is designed to start on May 1, 1974 and continue through September 15, 1974. Enrollees, however, will not be placed on work experience and training sites prior to June 11, 1974 or after August 31, 1974 (remainder of the time is for administrative purposes).

MOTION

Director Benjamin moved that the IED Board approve the NYC Summer program as outlined.

Director Wooten seconded and the motion carried.

10. NYC and Summer Program

MOTION

10. (cont'd)

The Superintendent indicated that he needs some indication from the Board so that he can inform people on the negotiating committee that as far as the IED Board is concerned, it will not be responsible for setting NYC salaries if the program is to be operated by someone else.

Director Benjamin moved that in the event NYC was under control of another agency, the IED Board will not be willing to be involved in setting salaries for NYC personnel.

Director Wheeler seconded and the motion carried.

11. Impounded Vocational Act Funds "Newspaper in the Classroom"

MOTION

11. The Superintendent presented a proposal for federal funding (1973 impounded vocational act funds) for the project "Newspaper in the Classroom." The project budget of \$2,910 would supply funds for a sourcebook on the use of the newspaper in career education. The project is proposed to commence June, 1974 and be completed by December, 1974.

Director Benjamin moved the IED Board approve the Newspaper in the Classroom proposal.

Director Wheeler seconded and the motion carried.

12. Articulation Mini-grant

MOTION

12. The Superintendent and Bill Manley, Career Education Coordinator, presented a mini-grant proposal for a career education articulation project for Lane Community College and District 4J with Bill Manley as coordinator. Total budget for the grant is \$8,730 and covers the subject areas of stenographic-secretarial and the mechanics.

Director Wheeler moved that the IED Board approve the proposal for the articulation project as presented.

Director Benjamin seconded and the motion carried.

13. Art Project

MOTION

13. The Superintendent stated that it had been learned that there are some funds available and some willingness on the part of the Oregon Arts Commission to fund Art and Artists into the Schools as an extension of the program conducted by the IED under Mike Youngblood's direction. Mike Youngblood stated it was his hope that more than graphic arts can be included, i.e., dancing, etc. He stated that the program is being expanded to the small schools in the county. Funding in the amount of \$3,150.00 is being requested to cover the period from July 1, 1974 through July 1, 1975.

Director Benjamin moved that the IED Board approve the proposal to the Oregon Arts Commission as presented.

Director Bird seconded and the motion carried.

14. IED Staff  
Certification

14. The Superintendent referred to a letter from Richard Jones, Executive Secretary of the Teachers Standards and Practices Commission. (One position was inadvertently overlooked--Director of Business and Administration for which a superintendent's certificate is necessary.) The letter indicates by position the appropriate certificate (or the fact that none is applicable) for the IED staff. The information was requested in the event that the Board decides these positions should be certificated for the purpose of complying with the fair dismissal law.

Director Bird indicated he would like to receive a feedback from the staff involved to see if they wish to secure the appropriate certification in order to be placed on tenure. If the person is doing a satisfactory job, he wouldn't see dismissing them if they did not wish to pursue the certificate.

The Superintendent stated that if the Board should decide certain staff members should be certificated, then the reason for certification should also be stated. No one will be hired for any position who does not have the capability.

Director Benjamin suggested that the Superintendent prepare a recommendation for each position. In addition, he should consult with individual staff members to secure their input and suggest a more appropriate certificate where it is indicated.

15. IED Position  
Paper

15. The Superintendent referred to the position paper presented by George McKenzie, a member of the Coos Intermediate Education District Board, proposing a state-wide organization for IEDs. The paper will be discussed at the Sunriver Conference in June and the Superintendent asked that each Board member study the proposal. It would be helpful if those not planning to attend the Sunriver Conference would instruct those attending concerning the direction they would like IEDs to take.

16. Planetarium Committee Meeting

16. Director Benjamin noted that another meeting of the Planetarium Planning Committee has been set for Monday, April 29, at 4:00 p.m.

17. ISAC Director Interviews

17. The Superintendent reported that eight applicants for the Director of Instructional Services and Curriculum will be interviewed on Tuesday, April 30, by the screening committee. He invited all Board members to attend, whether on the screening committee or not.

18. NSBA Meeting Report

18. Chairman Jeanne Armstrong reported that the NSBA meeting was the best she has attended. Sessions were excellent and she attended--(1) How your school board can be more effective; (2) Collective bargaining and what is negotiable;

18. NSBA Meeting  
Report

18. (cont'd)

(3) Insurance for board members (potential liability for board members and administrators); (4) How newspeople see board members; and (5) Pre-school education as it relates to public responsibility of education.

Director Huff reported he had attended sessions on: (1) Courts as educational policy makers; (2) Sex discrimination an invitation to trouble; and (3) The divided board and how to be effective. In addition, he stated he had observed the planetarium display while there.

Director Bird also voiced approval of sessions he attended-- (1) Disadvantaged; and (2) Career education on a regional basis. While there he also visited the planetarium exhibit. In addition, he visited two planetariums in Dallas--one at the Richland Community College, serving college and community, and the second in the Richardson School District. The Richardson School District has a beautiful new planetarium without using any federal grant and the entire program is for educational purposes. Director Bird stated he had copies of the curriculum used there and believed the board and the planetarium committee would be interested in the types of things being done educationally in the elementary and secondary schools.

Chairman Armstrong added she had obtained names and addresses in many areas in the country where school districts have cooperated with other agencies and would see that Director Benjamin receives the list.

19. Next Meeting

19. The next regular IED Board meeting will be held Tuesday May 14, 1974, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

*Jeanne Armstrong*  
Jeanne Armstrong, Chairman

*William C. Jones*  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, March 26, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, March 26, 1974, with the following members present: Chairman Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Howard Bird, Hugh Peniston, Leland Huff and Superintendent William Jones. Also present were Acting Assistant Superintendent Willson Maynard, Evelyn McKenzie, Wanda Vinson, and Joel Noble of the IED office; Jo Groner, president of the Lane Intermediate Education District Education Association (LIEDEA); Staff Negotiation Team members and representatives from IED administration, Bookkeeping, Instructional Media Center, Career Education, Outdoor Education, Special Education, Art Education, Neighborhood Youth Corps, and OTIS. Dee Unthank and Ed Waterbury, architects, Bob Warnberg, visitor, and Don Nelson of the Eugene Register Guard, also were in attendance.

2. Guests Welcomed

2. Chairman Armstrong welcomed and introduced the guests and staff members.

3. Minutes Approved  
MOTION

3. Director Benjamin moved that the minutes of March 12, 1974 be approved.

Director Huff seconded and the motion carried.

4. Staff Negotiation Position  
Presentation

4. Jo Groner, president of the Lane IED Education Association, presented the following position paper expressing concern over the lack of progress of negotiations:

"I am Jo Groner, president of the Lane IED Education Association. As such, I represent the IED staff. The staff is extremely concerned over the lack of progress of negotiations.

"Principal reasons for our concern are these approaching deadlines:

1. budget election certification
2. finalization of construction bids
3. the return of certificated staff notices of intent to accept reelection.

"Each of these must be completed by the first of next week.

"At an ISAC staff meeting on February 4th, Dr. Jones stated that programs and personnel would be cut before any building

4. Staff Negotiation Position  
Presentation

4. (cont'd)

construction fund. Because of Dr. Jones' role as Board spokesman, the staff must accept that statement of philosophy at face value. The staff is entitled to know prior to those three deadlines where cuts will be made if negotiation agreements make them seem necessary.

"Because of the budget timetable both negotiating teams agreed in mid-February that salary matters were top priority.

"On February 18th the staff team presented background data as a basis for the discussions. The board team set a March 7th meeting date.

"At the March 7th meeting, when the staff team requested that the salary discussions begin, they were informed that the board team was not ready, and would not be ready for another week, which would be beyond the budget adoption date.

"A few hours before the scheduled meeting of March 14th, the staff team was informed by telephone that the administration was still not ready to discuss salary matters and would require an additional two weeks.

"All IED employees were kept informed of each of these planned meetings and the subsequent cancellations. As the April 1st deadlines approach, the staff has become increasingly concerned. At this point we have sought legal advice. Our attorney thought he had secured agreement to a meeting yesterday, March 25th. Yesterday morning this meeting too was cancelled.

"Time is running out. Even if complete agreement is reached on salaries this week, the Board would have only one or two working days to make any changes in the budget prior to budget certification or changes in construction specifications prior to the letting of bids.

"The staff had not adopted any position on the building or any part of it, but we do request a statement from you on priorities in reallocation of funds indicating which, if any, programs or personnel will be cut.

"The negotiation sessions have produced a few important agreements, but there are many times that number of issues yet unresolved. Repeated delays have characterized the response to our attempts to meet. Unless these sessions are given a higher priority we are left with no alternative other than filing an unfair labor practice charge with PERB."

4. Staff Negotiation Position  
Presentation

4. (cont'd)

Mr. Groner concluded by expressing appreciation to the delegation of staff members present for giving their support to the staff team for their negotiation efforts.

Chairman Armstrong expressed appreciation to Mr. Groner for his presentation.

Director Benjamin suggested that rather than make individual statements an executive session be held to draft a thoughtful reply.

MOTION

Director Benjamin moved that an executive session pursuant to Oregon Laws 1973, Chapter 172 § 6(2)a and ORS 192.005 - 192.030 be held and, upon agreement of the Board, a statement be issued to the staff tomorrow (March 27th) morning.

Director Bird seconded and the motion carried.

5. Correspondence

5. The Superintendent presented correspondence from:

- (a) Dave Isom, Director of Oregon Mental Health Division, congratulating Mary Simmons for the certificate awarded to her for her work in hiring the handicap;
- (b) Ken Omlid, County Commissioner, indicating that there is a possibility of the property at Alton Baker Park becoming available for the structure proposed by OMSI; and
- (c) Information from Mike Neill regarding the PLATO (Programmed Logic for Automated Teacher Operation) program on Friday, April 12 at the University of Oregon Medical School in Portland.

6. Business Affairs

6. The Superintendent presented the financial statements for February, 1974 and reported that all accounts are in excellent shape.

Accounts payable for February, 1974 were presented as follows:

IED	\$131,044.82
OTIS	64,607.33

7. Progress Report on  
Building

7. Dee Unthank, Architect, presented a progress report on the building program. He stated that he expects completion for final reviewing by April 5, finish printing and go to bids by April 10, with bid opening on May 1. He further stated that the market seems to be fairly stable and see no reason to suggest any change.

In discussing property disposition, Mr. Unthank noted that the Hanson request for rezoning had been turned down. It had been

7. Progress Report on Building

7. (cont'd)

planned to make joint use of the Hansen curb cut just north of the IED property line. These details will have to be consummated before construction is started. Further search has indicated that approximately 15 feet on the south end of the Bonneville property actually is owned by Kenneth Gilbert. Some arrangements will have to be made with Mr. Gilbert or IED have access to property via Jacobs Street instead of Fairfield Street, as originally planned.

Mr. Unthank stated he had not received final correspondence on the technical details on the planetarium but expects it very soon.

Mr. Unthank proposed the following "alternates" to give latitude in the bidding:

- (a) Additive alternate for planetarium space (basic bid provides substitute landscaping in that area);
- (b) Landscaping, planting
- (c) Carpeting--possibly defer the purchase or let a separate bid and have it installed independently;
- (d) Some cabinets and the movable partitions system. Can be deferred until we see what the cost will be or substituted as furniture;
- (e) Security gates to separate conference areas (at night) from administration and curriculum areas. We need to know how much they cost and if they can be installed later on.
- (f) Flag pole; and
- (g) Foam insulation on inside of exterior walls. Mr. Unthank said that during the development of the project, considerable effort has been expended to minimize energy costs and he was anxious to know the construction cost with and without the insulation in order to evaluate the cost effectiveness.

These are substantial items and should provide some latitude in building the project.

Mr. Unthank presented material samples to be used in the new building as follows: tilt up concrete wall in an aggregate finish (all exterior walls including the planetarium would utilize this aggregate finish); roofing material where structure is exposed in all but administrative and OTIS will be hemlock decking or white fir and will be exposed. Light fixtures will be hung at bottom of

7. Progress Report on Building

7. (cont'd)

beams; and cedar siding will be used for decorative walls in some areas.

Doors and some of the cabinets will be hard wood.

Suspended textured accoustical tile ceiling in some areas and accoustical treatment to decking ceiling in others, exterior roof insulation; entry doors and openings frame anodized aluminum; cabinets and doors will be oak; ceramic tile in toilet rooms--proposed glazed colored tile; quarry tile in entryway where there is much traffic and in the foreward end of the demonstration classrooms.

Cork and burlap cover will be used on movable partitions. Carpeting--no final selection but Mr. Unthank provided samples of commercial super nylon.

Mr. Unthank stated that where lots of materials like concrete are used, an attempt will be made to introduce color at the proper place. Divider partitions will use carpet on one side and burlap and/or cork on the other. The Board Room will be cedar slats and a coiled wall divider.

Lighting will be fluorescence and incandescent where there is a need for special emphasis.

Director Benjamin requested information on the air conditioning and heating system. Mr. Unthank responded that a good system is being utilized. Most areas have a single unit control. Insulation is being utilized and there will be a central fan room and one secondary fan room but he felt there was no need of the whole system being on a fan system.

In conclusion, Mr. Unthank stated he felt the bidding climate was much better now than it would have been two months ago.

8. Planetarium Committee Report

8. Director Benjamin reported that the Planetarium Committee had met again and, while still indefinite, progress has been good. It may be that the planetarium will be a cooperative effort. Legal implications are being sought to find out what the IED can do in this respect. District 4J and 19 Boards have indicated an interest in a cooperative effort but will go with the IED if that is not possible.

Director Benjamin voiced approval of the letter from County Commissioners in their response to Alton Baker Park property. She added that the University has taken official action to support a cooperative effort and it is her understanding the University is most interested in finding a home for the Museum of Natural

8. Planetarium Committee Report

8. (cont'd)

History. Supportive action is being sought from Lane Community College and a representative will be named by March 27.

9. GSA Property

9. The Superintendent reported that the GSA officials expect to complete transfer of the property to the Commissioners within 35 days.

The 15' - 20' strip of property which Ken Gilbert retained and was never part of the Bonneville property runs along Fairfield Street from Highway 99N to Jacobs Street. Some agreement must be reached with Mr. Gilbert to provide access from Fairfield Street to the IED property.

10. Construction Bid Authorization MOTION

10. Director Wooten moved that the construction plans as presented by Dee Unthank go to bid by April 5 with the alternates as proposed to be added on or deleted at award of bid.

Director Peniston seconded.

It was noted that the bid can be let with the understanding that it is a contractual bid on the whole package; additive alternates will be separate and may be added up to 60 days after the major bid is let. This will allow the Board 60 days to add onto the bid.

MOTION

Director Benjamin moved that the motion to go to bid be amended to include the 60 day provision for additive alternates.

Director Bird seconded the amendment.

The motion as amended carried.

11. Authorization of Ballot Title

11. The following resolution was presented to the Board for action:

"BUDGET LEVY EXCEEDING SIX PERCENT LIMITATION (ballot facsimile)

"Shall the Intermediate Education District be authorized to exceed the 6% limitation by \$16,365,627.01 to provide tax offset funds for apportionment to and to equalize the tax levy among all school districts (16) within Lane County, Oregon?

"If approved, the Lane IED operating and equalization levy for 1974-75 will be \$118,243.90 less than the levy for 1973-74.

"You are voting on the equalization levy (approximately 50% of the operating expense of the 16 school districts) not the

11. Authorization of  
Ballot Title

MOTION

11. operating levy for the IED; that portion of the IED budget which provides educational/administrative services for the school districts is within the 6% limitation.

The entire equalization fund is distributed to school districts according to student enrollment; none is used for administration."

Director Bird moved to authorize the ballot title as submitted and instruct Chairman Armstrong to certify the resolution adopted to the County Elections Department for the May 7, 1974 election.

Director Huff seconded and the motion carried.

12. Gasoline Situation

12. The Superintendent reported that Bob Elfers, County Administrator, had notified him that the IED gasoline allocation had been cut to 650 gallons a month (54%) in line with other cuts throughout the County. In order to alleviate the situation, IED cars have been parked at the IED and issued on a priority basis. (Credit cards--Shell and BankAmericard--are issued with the keys.) The IED has been established as a Sunny Station customer should the situation worsen.

Director Wooten directed a question to Kermit Horn pertaining to staff cooperation in the energy crisis. Kermit responded that many were involved in car pooling and others were riding the bus to work.

The courier routes have been revamped, saving a third of the miles per courier per week. In addition, approximately 1/3 of the light tubes have been removed for an additional saving.

Director Wooten encouraged the staff to maintain conservation habits; Director Armstrong indicated Board approval and asked that some communication to that effect be given to the Staff in support of their continued efforts.

13. Executive Session

13. An executive session pursuant to Oregon Laws 1973, Chapter 172 § 6(2)a and ORS 192.005 - 192.030 was called to consider negotiations.

14. Meeting Reconvenes  
Board Statement

MOTION

14. Chairman Armstrong reconvened the IED Board meeting in general session and the following statement was issued:

Director Benjamin moved that "The Board wishes to reassure the staff that both the board and administration are committed to a quality educational service program for the children of Lane County.

## 14. Board Statement

## 14. (cont'd)

We are committed philosophically to our purpose as expressed in ORS 334.005: "...to provide maximum excellence in education and as nearly equal educational opportunities for all the children of this state as is feasible under optimum local control."

As it appears there has been a misunderstanding, we wish to make clear that it is neither the position of the board nor of the superintendent to build the building from salaries.

The board and the superintendent value personnel above building or equipment. We see the new building as a means of enabling the IED staff and board to serve better the children of Lane County. The provision of those services will not be sacrificed simply to finance a splendid building.

The board has complied with its policy #501.10 by electing or re-electing the staff at its March 12 meeting. Please see minutes of that date. Because of the current negotiation process we are unable to set salaries at the present time. We trust that negotiations will be completed as soon as possible. We regret any delay. For our part, we will do everything we can to expedite the negotiations.

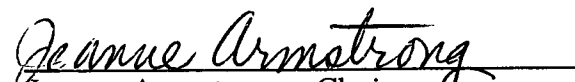
Under the law, ORS 334.280, the board must "...determine and record in its minutes the amount of its levy for the school year commencing on July 1 in such year, and its apportionment thereof... However, the board may make any necessary revisions of its levy and apportionment prior to July 1, by action recorded in its minutes."


Director Wooten seconded the motion to provide the staff with the above statement and the motion carried.

## 15. Next Meeting

15. The next regular IED Board meeting will be held Tuesday, April 23, 1974, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

  
Jeanne Armstrong, Chairman

  
William C. Jones, Secretary -

## LANE IED BOARD OF EDUCATION MEETING

Tuesday, March 12, 1974

## Minutes in brief

## 1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, March 12, 1974, with the following members present: Chairman Jeanne Armstrong, Noble Wheeler, Joyce Benjamin, Howard Bird, Leland Huff, and Superintendent William Jones. Also present were Acting Assistant Superintendent Willson Maynard, Evelyn McKenzie, Wanda Vinson, Mike Neill, Edith Heintz, and Joel Noble of the IED office; Annette Crawford and Jill Van'tRoer, visitors, and Don Nelson of the Eugene Register-Guard.

## 2. Guests Introduced

2. Chairman Armstrong welcomed and introduced the two guests.

## 3. Minutes Approved

MOTION

3. Director Wheeler moved that the minutes of February 12, 1974 be approved.

Director Benjamin seconded and the motion carried.

MOTION

Director Benjamin moved that the minutes of the February 5, 1974 Budget committee meeting be approved.

Director Huff seconded and the motion carried.

## 4. Communications

4. The Superintendent presented the following correspondence:

a. Several letters regarding the L-COG resolution from:

- (1) Dr. Payzant, Superintendent, District 4J,
- (2) Dick Knott, Superintendent Clatsop IED, to Dale Parnell and
- (3) Dale's answer,
- (4) Ward Weissenfluh, Union County IED, and
- (5) Don Egge, Deputy Superintendent, State Department of Education

b. Several letters expressing appreciation to Kermit Horn, Betty Gibson, and Lane IED Staff from:

- (1) Lyle Mason, Specialist Environmental Education, Salem District,
- (2) Mary Lewis, Outdoor Education Consultant, State Department of Education,
- (3) James Heath, Director Instructional Media Center, Douglas IED, and
- (4) Delos Williams, Associate Superintendent, State Department of Education

c. Several letters regarding planetarium from

- (1) Mary Ellen Ehinger, Chairman Oakridge District Board, and
- (2) Charles Croston, Superintendent, McKenzie District

## 4. Communications

## 4. (cont'd)

- d. A letter from Peter Roberts, Lane County planner, regarding potential program operation; and
- e. A letter to Ralph Hoehne (copy), County elections department, regarding IED Board vacancies.

## 5. Budget Hearing

5. Superintendent Jones presented the IED Operating Budget as approved by the Budget Committee and the Equalization Offset as established by the IED Board Hearing, notice of which was published, as required by law, in two issues of the Register-Guard.

	Estimated Expenditures	Estimated Receipts	Required Levy
Schedule I	\$3,380,896.00	\$1,178,197.00	\$2,202,699.00
Schedule II	71,000.00	71,000.00	-0-
Schedule III	20,000.00	20,000.00	-0-
Schedule IV	36,470.00	36,470.00	-0-
Schedule V	385,000.00	385,000.00	-0-
Schedule VI	1,381,718.00	1,381,718.00	-0-
	<u>\$5,275,084.00</u>	<u>\$3,072,385.00</u>	<u>\$2,202,699.00</u>
Estimate of Tax Not to be Collected			\$ 242,296.89
Equalization Offset			\$19,296,340.07
Total IED Board Budget Levy and Offset			\$21,741,335.96

Schedule I  
MOTION

Director Benjamin moved that the Schedule I estimated expenditures of \$3,380,896.00, estimated receipts of \$1,178,197.00, and required levy of \$2,202,699.00 be approved.

Director Huff seconded and the motion carried.

Schedule II  
MOTION

Director Benjamin moved that the Schedule II estimated expenditures of \$71,000.00 and the estimated receipts of \$71,000.00 (no levy required) be approved.

Director Bird seconded and the motion carried.

Schedule III  
MOTION

Director Benjamin moved that the Schedule III estimated expenditures of \$20,000.00 and the estimated receipts of \$20,000.00 (no levy required) be approved.

Director Bird seconded and the motion carried.

## 5. Budget Hearing

## 5. (cont'd)

Schedule IV  
MOTION

Director Wheeler moved that the Schedule IV estimated expenditures of \$36,470.00 and estimated receipts of \$36,470.00 (no levy required) be approved.

Director Benjamin seconded and the motion carried.

Schedule V  
MOTION

Director Benjamin moved that the Schedule V estimated expenditures of \$385,000.00 and estimated receipts of \$385,000.00 be approved.

Director Bird seconded and the motion carried.

Schedule VI  
MOTION

Director Wheeler moved that the Schedule VI estimated expenditures of \$1,381,718.00 and estimated receipts of \$1,381,718.00 (no levy required) be approved.

Director Benjamin seconded and the motion carried.

Total  
Operating  
Budget  
MOTION

Director Bird moved that the total estimated expenditures of \$5,275,084.00 total estimated receipts of \$3,072,385.00, and the required operating levy of \$2,202,699.00 be approved.

Director Wheeler seconded and the motion carried.

Uncollected  
Tax  
Estimate  
MOTION

Director Benjamin moved that the Estimate of Tax Not to be Collected be approved in the amount of \$242,296.89.

Director Bird seconded and the motion carried.

IED Equaliza-  
tion Offset  
1974-75  
MOTION

Director Benjamin moved that the 1974-75 Equalization Offset levy in the amount of \$19,296,340.07 be approved.

Director Bird seconded and the motion carried.

Total IED  
Levy,  
1974-75  
MOTION

Director Wheeler moved that the 1974-75 levy in the amount of \$21,741,335.96 (\$5,375,708.95 within the 6% limitation and \$16,365,627.01 outside the 6% limitation) be approved.

Director Benjamin seconded and the motion carried.

6. Election - May 7, 1974  
MOTION

Director Bird moved to submit to the legal voters of the Lane IED on May 7, 1974, the question of authorizing the IED Board to levy for the fiscal year 1974-75 the sum of \$16,365,627.01 in excess of the amount provided by the Constitutional Limitation.

Director Benjamin seconded and the motion carried.

## 7. Board Positions to be Elected

7. The Superintendent referred to a letter to Ralph Hoehne, Lane County Elections official, indicating that the Lane IED Board positions representing Zones I, II, and at-large are up for election at the May 7 election. (Notice to the elections department is required by law 35 days prior to the election.) Petitions were presented to incumbents Noble Wheeler, Leland Huff, and Joyce Benjamin. (Noble Wheeler returned the petition noting he did not plan to run for reelection again.)

## 8. Business Affairs

8. The Superintendent presented the financial statements for January, 1974 and the Neighborhood Youth Corps financial statements for November and December, 1973, and January 1974. He stated that the budgets for both the IED and OTIS are in excellent shape.

Accounts payable for January, 1974, were presented as follows:

IED	\$155,724.01
OTIS	95,226.61

The possibility that the Multnomah IED will utilize OTIS financial services was pointed out; also, the possibility that the Portland School District will be using some OTIS services.

The NYC financial picture is better than it was last year at this time. The CAMPS committee has assured the IED that the program will receive not less than 90% of the amount indicated necessary to run the full-year program.

## 9. Audit Contract

9. The Superintendent reported that the CPA firm of Rowan, Iskra, and Babcock, IED auditors for many years, will cease to exist at the close of business on April 30, 1974. Ron Babcock and Dennis Solin are forming an auditing firm as of May 1, 1974. (Dennis Solin, under Ron Babcock's direction, has done practically all of the IED auditing this past year.)

The Superintendent recommended that the firm of Babcock and Solin be retained as IED auditors.

## MOTION

Director Wheeler moved that the Board retain Babcock and Solin as IED auditing firm as of May 1, 1974.

Director Bird seconded and the motion carried.

## 10. Lane Council of Government Dues Consideration

10. The Superintendent presented a letter from Larry Rice, Executive Director of L-COG, indicating an increase in dues from \$220 to \$7,560. Director Benjamin, IED representative on the L-COG Board, stated that she was not aware of an increase and expressed surprise regarding the amount. She suggested that an inquiry be made to find out what the IED is getting for the money. She suggested an interview with Wadell Snyder, L-COG educational planner, might be helpful. One concern is that of integrated grant applications.

10. Lane Council of Govern-  
ment Dues Consideration

10. (cont'd)

The Superintendent indicated he believed there was no doubt in Don Egge's or Dr. Parnell's minds that the IED would be asked to be involved. Furthermore, when this was discussed with Larry Rice, L-COG is not so much concerned with who would prepare and present an application but that there be a simple system to accomplish the integrated planning.

A decision on L-COG dues was postponed to the April 23, 1974 meeting.

11. Paper Bid

11. The Superintendent reported that paper bids had been opened today (3-12-74) and that Frazier was the only company to bid for paper supplies. This was somewhat anticipated because the allocation system (similar to that for fuel) has resulted in only two mills in the northwest manufacturing or producing. The Frazier bid on cut stock (\$262,642.00) indicates that the bid price is subject to prices at time of shipment and subject to stock available at time of delivery. The Superintendent recommended the bid be approved so that paper could be ordered immediately.

MOTION

Director Wheeler moved approval of the Frazier paper bids as presented.

Director Benjamin seconded and the motion carried (bid attached).

12. NDEA Applications

12. The Superintendent presented two NDEA Title III applications for Board consideration:

(1) A \$63,826.50 project for IMC materials (similar to those which have been submitted previously).

(2) A \$54,106.50 project to provide half the cost of the equipment necessary for the planetarium.

(The NDEA funds had been impounded by the President and now made available with the limitation that the money must be spent by the end of this fiscal year.)

MOTION

Director Benjamin moved that the \$63,826.50 NDEA grant application be approved.

Director Bird seconded and the motion carried.

MOTION

Director Benjamin moved that the application for \$54,106.50 for planetarium equipment be approved with the understanding that the application can be withdrawn if necessary.

Director Wheeler seconded and the motion carried.

15. Personnel

MOTION

15. (cont'd)

September 21, 1973 and that she may be kept on the payroll after retirement age only after yearly action of the Board. (The Board expressed pleasure with the correspondence recommending retention of Mrs. Reninger.)

Director Bird moved that Mrs. Reninger be retained as a teacher aide to serve in the Oakridge District for the 1974-75 school year.

Director Benjamin seconded and the motion carried.

16. Sick Leave-Retirement Benefit

MOTION

16. The Superintendent reported on the bill passed in the last legislative session providing use of 1/2 of the unused sick leave against retirement benefits. Some districts immediately approved this benefit for their employees. A ruling was requested from the Attorney General's office by the Oregon School Board's Association to see if the benefit is mandatory or could be approved by Board action. The ruling of the Attorney General's office is that a district may approve this benefit on a motion of the Board. The funding is available and those not taking advantage of the program are still paying for it. The Superintendent recommended that the Board make this benefit available to the staff.

Director Bird moved that the Superintendent instruct the negotiations committee to investigate this as part of their bargaining package.

Director Benjamin seconded and the motion carried.

17. IED Board and Staff Conference

17. The Superintendent asked Board members to put June 9-10-11 on their calendars and plan to attend the annual IED Board member and staff conference at Sunriver.

18. AASA Report

18. The Superintendent reported briefly on his participation at the annual AASA meeting held in Atlantic City. Again this year, he was invited to participate in the program. The topic, "How to Get More for Less through Regional Programs," was well received and well attended.

Vice president Ford presented one of the main addresses. Another main speaker, Marvin Kalb, CBS News Diplomatic Correspondent, reported on "Kissinger Craft in a Troubled World." This presentation seemed like a history lesson told by someone who was on the scene the entire time. (A tape of his address will be available soon.)

The Superintendent concluded his report by saying that a high priority in his attending this year was to obtain ideas for the new building. The exhibits were outstanding again this year.

19. Executive Session

19. An executive session was called pursuant to Oregon Laws 1973, Chapter 172 § 6(2)a and ORS 192.005 - 192.030 to discuss personnel and negotiations procedures.

20. Meeting Reconvenes

20. The Board reconvened in regular session.

MOTION

Director Bird moved that the following staff be elected (or reelected) as recommended by the Superintendent:

Willson Maynard  
Mel Mead  
Clarence Johnson  
Betty Gibson  
Ernie Ediger  
Bob Dusenberry  
Bob Llewellyn  
Marvin Wilkerson  
Mary Simmons  
Edythe Heintz  
Kermit Horn  
Mike Youngblood  
Bill Manley  
Ron Munkres  
James Swanson  
Mike Neill  
Joel Noble  
Al Wack )  
Gail Bearrentine )  
Christine Hogan  
Phyllis White

depending upon local district contracts

Director Benjamin seconded and the motion carried.

21. Next Meeting

21. The next regular IED Board meeting will be held Tuesday, March 26, 1974, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

*Jeanne Armstrong*  
Jeanne Armstrong, Chairman

*William C. Jones*  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, February 12, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, February 12, 1974, with the following members present: Chairman Jeanne Armstrong, Noble Wheeler, Joyce Benjamin, Hugh Peniston, Cynthia Wooten, Howard Bird, Leland Huff, and Superintendent William Jones. Also present were Acting Assistant Superintendent Willson Maynard, Evelyn McKenzie, Wanda Vinson, Ron Munkers, Joel Noble, and Bill Manley of the IED Office; Bob Llewellyn and Darlene Huckins of NYC; Bob Dusenberry of Project OTIS; Sam Huston, Agent of Record; Dee Unthank, Ed Waterbury, and Keith Hubbard, architects; Jim Balhizer, mechanical engineer; Phil Wilbur, visitor; and Don Nelson of the Eugene Register-Guard.

2. Executive Session

2. The Board met in executive session at 5:30 p.m. pursuant to Oregon Laws 1973, Chapter 172 6(2)a and ORS 192.005 - 192.030 to consider negotiations items.

3. Minutes  
Approved MOTION

3. The regular session was called to order at 7:30 p.m. Director Benjamin moved that the January 22 minutes (page 3, paragraph 5) be corrected to show that "the Board, by consensus, agreed that a professional committee should be appointed and should include representatives from the University of Oregon, Lane Community College, Oregon Museum of Science and Industry (OMSI), a couple of lay people, and IED personnel (Superintendent Jones and/or appointed staff member."

Director Bird seconded and the motion to approve the minutes as amended carried.

4. Meetings to  
be Taped MOTION

4. Following an indication from each board member that there was no objection to taping the IED Board meeting, Director Wooten moved that the meeting of the Lane IED Board be recorded and the tapes retained for a three-month period.

Director Bird seconded and the motion carried.

5. Comments

5. Director Bird stated that the need to hold joint sessions, particularly in the metropolitan area, had been indicated again by District 4J members who had expressed concerns regarding services provided by the IED. (The question will be a future agenda item.)

6. Communications

6. The Superintendent presented correspondence from:
  - (a) Victor Atiyeh, Betty Browne, Wendell Wyatt, and Larry Rice regarding the L-COG resolution;
  - (b) Bill Lewellen regarding Bob Llewellyn's appointment to Springfield Post-School Advisory Committee;
  - (c) Gil James, North Eugene High School, complimenting Dan Burkhardt, Mike Neill, and Jim Swanson for their help;
  - (d) Jackson Dunlap, Chairman of the Curriculum Group of the Oregon Council for Computer Education, complimenting Mike Neill and Jim Swanson for their help;
  - (e) Lane County Community Health Center regarding selection of member for drug abuse committee;\*
  - (f) Chamber of Commerce Newsletter reprint of article regarding career education; and
  - (g) Gerry Stickley, Blue Cross representative, indicating that the cost of coverage for the coming year will remain the same (no increase of the anticipated 11.7%).

\* Director Wooten stated that Lane County Community Health Center personnel had asked if she would like to serve as a committee member. The Superintendent stated that Willson Maynard had been appointed IED representative, but that Mrs. Wooten might serve if she wished. The next meeting is scheduled for 3:00p.m. on Friday at the Juvenile Center.

7. Board of  
Education  
Liability  
Insurance

7. Sam Huston, Agent of Record, pointed out to the Board that the present liability insurance coverage does not protect Board members and employees for certain types of claims, such as the recent case against Eugene Water Board members and the current case in Washington County suing Board members for \$50,000 to \$100,000 for expenditure of Oregon and California funds. He referred to the letter from Attorney Bill Frye's office indicating that \$1,000,000 coverage should be quite adequate in view of the district's liability under the State Tort Claims Act. Coverage for \$1,000,000 is available for \$598 per year and covers Board members and staff.

MOTION

Director Wooten moved approval of the Board of Education Liability Insurance policy for \$1,000,000 at a cost of \$598 per year.

Director Wheeler seconded and the motion carried.

## 8. Building Progress Report

8. Dee Unthank, architect, presented current drawings showing progress of the building program. Final review is scheduled for mid-March, with the proposed bid opening scheduled for April 4 or 10. He indicated this time schedule should provide better weather conditions to start work on the site. With a reallocation of space, the building now contains 51,000 square feet. The most economical mechanical and electrical system appears to be a centralized system and space has been added to house the equipment.

Mr. Unthank referred to the:

Site modification--Working jointly with Hanson Brothers (adjacent property owners), Mr. Unthank and the Superintendent met with the Eugene Planning Council regarding the proposal to provide an extension of open parking space between the two properties and to develop jointly the access roadway to Highway 99.

Planetarium--Mr. Unthank stated he has been working with Jackson County and other planetarium personnel in an attempt to eliminate any "bugs" in the design.

Air handling system--Jim Balzhiser, mechanical engineer, reported on the heating and air conditioning system(s) study underway for the new building and stated that natural gas appears to be the most economical to install and operate in view of the energy crisis. Heating requirements are being studied by zones (this includes the number of individuals working in a given area or zone). Skylights will be used where feasible, and excess heat from the computer will be diverted to another room or area of the building during winter months and outside during summer months.

Directors Wooten and Benjamin questioned the degree of efficiency and noise level of air conditioners. Prior to the selection of an architect, each had observed various buildings in which they thought the air conditioning system left something to be desired. They felt it appropriate to study carefully and choose a system that will be reasonably quiet and insure adequate efficiency.

Mr. Unthank and Mr. Balzhiser indicated that noise factor and insulation are both being studied carefully.

Cost estimate--Mr. Unthank presented an updated estimated cost of \$1,293,869 (\$25.37 per square foot for 51,000 square feet). This estimate includes site work, landscaping, paving, drainage, concrete work, rough framing, skylight, interior ceilings, floors, fencing, plumbing, fire sprinklers, electrical, and some contingency. Also, built-in cabinets have been included.

9. Planetarium  
Consideration

9. Director Benjamin questioned the appropriateness of IED having the planetarium and asked for local school district board reactions.

The Superintendent stated he had met with four superintendents to go over the material for their reactions and comments prior to putting them together for board members. Bethel District has given unanimous approval and the question is an agenda item in Districts #19, #4J, #40, and #45J. Possible funding is being studied (NDEA funding and science foundation funding grants).

IED Board reaction to the planetarium was expressed as follows:

Director Benjamin--Dr. Schafer, Lane Community College, is interested in a cooperative effort and I suggest that our Board and committee meet with Dr. Schafer and his Board to develop a working relationship.

Director Bird--Elementary and secondary students will make better use of the facilities than post-secondary students and I strongly believe that it should be made available through joint operation and in cooperation with other educational institutions and OMSI.

Director Wooten--I question use of a planetarium in order of priority of educational needs in Lane County, even if funding becomes available. I believe it would be a more successful venture at Lane Community College than through the IED.

Directors Wheeler, Peniston and Huff commented (1) other schools have agreed and if this is what they want, we are in a sense obligated to do it that way; (2) believe the space should be provided now; and (3) agreed that elementary and secondary students will make better use of it regardless of where it is located.

Director Benjamin--I'm not in opposition to the planetarium but wish to be assured it is needed and wanted by the community and that the IED is the appropriate agency to house it. It could be let as an alternate bid.

Chairman Armstrong summed up the discussion--agreeing with some points made by each Director. She further stated that if the community approves and the IED makes the decision to proceed, that the Board must throw their whole support into making it a success.

MOTION

Director Bird moved to instruct the architects to proceed with the drawings so it can be bid with the planetarium as an additive alternate bid. (Owner reserves the right from ninety days of bid opening within which to accept an

9. Planetarium  
Consideration

9. (Cont'd.)  
alternate bid at no additional cost.)

Director Wheeler seconded and the motion carried.

(Director Wooten indicated she has many fiscal concerns to direct to the committee regarding escalating costs and educational costs in general.)

MOTION

Director Benjamin moved that the Superintendent and interested Board members meet with Dr. Schafer and his Board (including as soon as possible an OMSI representative and an interested person from a metropolitan school district) to work toward a cooperative effort.

Director Bird seconded and the motion carried.

Directors Bird and Benjamin offered to serve on the committee. Director Wooten indicated she wished to receive information of the first meeting.

10. OTIS  
Hardware  
Lease

10. The Superintendent reported that on the basis of the lowest quotation, lease arrangements have been completed with the ROI Computer Company for the Ampex 896K of main memory and the disk drives and controller. A recap of the equipment quotations was presented for Board information. The equipment installation date is April 1, 1974.

11. Equalization

11. The Equalization allocation for 1974-75, both inside and outside the 6% limitation (with the district ratio), was presented for Board information.

12. Title VI  
Program Proposal

12. The Superintendent stated that he had been contacted by Dr. Joyce Spence, Child's Guildance Center, regarding IED acting as the sponsoring agency for a Title VI Mental Health project for emotionally disturbed children. She proposed that this be placed on resolution. The State of Oregon Mental Health Department indicated to the Superintendent that if the IED were to sponsor this program that the IED must, in fact, have administrative control. The Superintendent stated the request was made too late to be placed on resolution and suggested to Dr. Spence that she contact Eugene District #4J and ask that they apply for the funds since the major portion of the students are from Eugene.

13. Career  
Education  
Specialist  
Contract

13. The Superintendent recommended that Marilyn Olson be offered a contract as Career Education Specialist for the remainder of the school year, February 13 to June 12. (This is a half-time position budgeted at \$2,043--\$511 monthly plus additional \$1,000 for audio visual work.) Mrs. Olson has worked with the IED and teachers in the county in the "Newspaper in the Classroom" workshops. She holds a Master's Degree from Missouri and has taught eight years.

13. Career  
Education  
Specialist  
Contract

MOTION

13. (Cont'd.)

Director Wheeler moved that the contract for Marilyn Olson be approved as presented--\$2,043 (\$511 monthly) plus \$1,000, February 13 to June 12.

Director Peniston seconded and the motion carried.

14. L-COG  
Communication

14. The Superintendent stated he had contacted Larry Rice, Executive Director of L-COG, upon receipt of his correspondence regarding the resolution favoring IED coordination of school district grants (should it become necessary) rather than L-COG. The Superintendent indicated that Mr. Rice's primary concern is in achieving a cooperative effort as far as grants are concerned, thus saving much time in putting them together and presenting them to the proper agencies. Mr. Rice indicated he is concerned with developing the procedure and can see the IED performing that function and has no objection to the IED doing so.

15. NYC  
Program

15. According to the latest information available, the Superintendent reported that, as of next funding period, Neighborhood Youth Corps as it is now and funded by the Department of Labor will no longer be in existence. It is expected that funding will be channelled through the Lane County Commissioners instead of the Department of Labor. When the Commissioners receive these funds, they will then have complete control as sponsoring agency. They may select the IED as sub-contractor and the IED would then continue to run the program; or, they may elect to operate the program themselves (with IED personnel or their own). One of the major difficulties is involvement with other counties (seven total) and to what extent the County Commissioners wish to become involved. The Superintendent stated that he needed a recommendation from the IED Board to go to the Commissioners (in the event they become prime sponsor) to request that they give very serious consideration to the IED continuing to be the sponsoring agency for the youth program.

MOTION

Director Benjamin moved that the Commissioners provide strong support for the NYC program and retain the IED as the sub-contractor to administer the program.

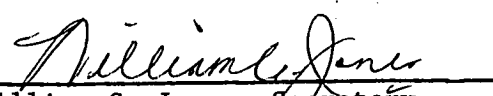
Director Wheeler seconded and the motion carried.

16. Next Meeting

16. The next regular IED meeting and Budget Hearing is scheduled to meet Tuesday, March 12, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

  
Jeanne Armstrong, Chairman

  
William C. Jones, Secretary

BUDGET COMMITTEE MEETING  
LANE INTERMEDIATE EDUCATION DISTRICT  
Tuesday, February 5, 1974  
7:30 p.m.

Minutes in brief

1. Attendance

1. The regularly scheduled meeting of the Budget Committee for the Lane Intermediate Education District was held in the Board Room, 748 Pearl Street, with the following members present: Chairman Ruth Swinehart, Secretary Al Lindley, Jeanne Armstrong, Joyce Benjamin, Howard Bird, Leland Huff, Hugh Peniston, Cynthia Wooten, and Superintendent William Jones. District representatives present were Wayne Chambers, Vernon VanCurler, and Ellene McWhorter. Also present were Acting Assistant Superintendent Willson Maynard, Evelyn McKenzie, Wanda Vinson, Joel Noble, Mel Mead, Kermit Horn, and Bill Manley of the IED office; Don Nelson of the Eugene Register-Guard; and visitors Annette Crawford and Bob Warnberg.

2. Minutes MOTION  
Approved

2. Director Benjamin moved that the minutes of January 15, 1974, be approved.

Director Wooten seconded and the motion carried.

3. Budget  
Approval

3. Chairman Swinehart opened discussion of the 1974-75 budget. Mrs. Swinehart stated that the IED Board has requested additional funding for the 100 Series which had been approved at the last meeting (for account #136.00 Contracted Services--from \$1,750.00 to \$5,250.00 to provide for a negotiator's services throughout the entire year).

MOTION

Schedule I

100 Series: Director Bird moved that the 100 Series be approved as corrected (\$193,370.00).

Director Wooten seconded and the motion carried.

200 Series: Kermit Horn, Environmental Education Coordinator, presented the rationale for extending a half-time intern position in outdoor education to a full time position. He stated that the additional help is needed to go to the schools, meet with the teachers, help to coordinate the one-day field trip to McGowan Creek, and, in general, to enable the IED to do a better job with the outdoor education program. The only cost to school districts is to get to the site and the cost of some teaching materials used by the classroom teacher.

The Outdoor Education Advisory Committee has recommended the implementation of the full-time position.

Mr. Horn indicated that he had visited thirteen schools (117 teachers for grades 1-9) working with teachers and parents in presenting the program and in the preparation of all instructional materials.

Various evaluations of the highly successful program were presented for Budget Committee information.

3. Budget  
Approval

## 3. (Cont'd.)

In answer to a question concerning the value and/or overlapping of the IED and local district cooperative work experience coordinators, the Superintendent stated there had been some criticism in the past from business people providing facilities for career education work experience students. These people have requested that a coordinator be employed at the IED level to work with all the coordinators to see that the program goes together with the work experience facilities available to all but without any overlap of programs. Hence, the request for inclusion of a full-time coordinator in this area.

## MOTION

Director Armstrong moved that the 200 Series (\$602,764.00) be approved.

Director Bird seconded and the motion carried.

300 Series: (The 300 Series was approved at the January 15 meeting--\$2,001.00.)

1800 Series: Discussion on the 1800 Series centered upon the various areas that might lend themselves to "cuts" in view of the economic situation. Clarification was requested on:

1890.20 Acquisition of new films and materials. Mel Mead, Instructional Media Center Director, indicated the increased amount reflects the effect of 9% inflation over the last year. The effect of leaving it at its present level would mean a loss of 9% of the potential acquisition program.

1895.00 Contingency. Mr. Mead stated this is a combination of two prior accounts and, in addition, reflects anticipated expenses involved in moving into the new building.

1850.01 Staff Inservice and 1850.02 Film Review and Evaluation. Mr. Mead indicated the amounts in program improvement provided additional reimbursement (from \$10 to \$12.50) for teachers evaluating films.

1878.04 Film Equipment. Mr. Mead stated that the amount in program improvement would provide for replacement of the Harwald film inspecting machine.

After considerable discussion, the Superintendent recommended deleting the program improvements in 1850.01 (\$500.00); 1850.02 (\$3,425.00); and 1878.04 (\$5,500.00) with the provision that the Contingency fund be utilized, if necessary, for purchase of the Harwald.

## MOTION

Director Benjamin moved that the 1800 Series be approved as amended (deleting the Program Improvement in 1850.01, 1850.02, and 1878.04) for a total of \$598,488.00.

Director Bird seconded and the motion carried.

Budget  
Approval

MOTION

3. (Cont'd.)

600 Series and 700 Series: Director Benjamin moved that the 600 Series (\$39,000.00) and the 700 Series (\$8,500.00) be approved.

Director Peniston seconded and the motion carried.

800 Series: The Superintendent clarified account 854.00-- rental of buildings. The moving date to the new building is an unknown factor and this is assurance for providing rental funds at the present location.

852.03 Property and Liability. The Superintendent asked budget committee members to include \$6,500.00 which had been omitted in this account.

MOTION

Director Bird moved that the 800 Series (\$111,421.00) be approved.

Director Armstrong seconded and the motion carried.

MOTION

1100 Series: Director Wooten moved that the 1100 Series be approved (\$151.00).

Director Bird seconded and the motion carried.

MOTION

1200 Series, 1300 Series, 1400 Series, 1900 Series: Director Bird moved that the 1200 Series (\$1,225,200.00), 1300 Series (\$50,000.00), 1400 Series (\$1.00), 1900 Series (\$550,000.00) be approved.

Director Lindley seconded and the motion carried.

MOTION

Director Wooten moved to approve Schedule I expenditures as:

\$3,259,550.00 status quo	\$121,346.00 program improvement
\$3,380,896.00 total	

and to approve the amount needed to balance the budget as:

\$2,081,353.00 s.q.	\$121,346.00 p.i.
\$2,202,699.00 total	

Director Bird seconded and the motion carried.

MOTION

Schedule IV

1700 Series: Director Bird moved that the 1700 Series-- Special Education Services (budget resources and budget requirements--\$36,470.00) be approved as presented.

Director Benjamin seconded and the motion carried.

3. Budget  
Approval

MOTION

3. (Cont'd.)

Schedule V

3000 and 3001 Series: Director Benjamin moved that the 3000 Series--Cooperative Purchasing \$385,000.00--estimated joint purchasing receipts) and 3001 Series (\$385,000.00--estimated joint purchasing and expenditures) be approved as presented.

Director Bird seconded and the motion carried.

MOTION

Schedule VI

OTIS: Director Bird moved that the Oregon Total Information System budget resources (\$1,381,718.00) and budget requirements (\$1,381,718.00) be approved as presented.

Director Peniston seconded and the motion carried.

MOTION

Director Bird moved that the total expenditures (\$5,275,084.00), total receipts (\$3,072,385.00) be approved with a total operating levy of \$2,202,699.00.

Director Benjamin seconded and the motion carried.

MOTION

Director Benjamin moved that the estimate tax not to be received (\$242,296.89) be approved.

Director Armstrong seconded and the motion carried.

MOTION

Director Benjamin moved that the equalization levy (\$19,296,340.07) be approved.

Director Bird seconded and the motion carried.

MOTION

Director Armstrong moved that the total levy (\$21,741,335.96) be approved.

Director Bird seconded and the motion carried.

MOTION

Director Bird moved to approved the levy within the 6% limitation (\$5,375,770.95) and the levy outside the 6% limitation (\$16,365,627.01).

Director Benjamin seconded and the motion carried.

4. Budget  
Publication and  
Hearing Date

4. The budget as approved by the Budget Committee will be published in the Eugene Register-Guard on February 21, and March 1. The hearing date, previously set by the Budget Committee, is March 12, 7:30 p.m. in the IED Board Room at 748 Pearl Street, Eugene.

5. Appreciation  
Expressed

5. The Superintendent expressed his appreciation to the Budget Committee and the local district representatives for their time and services in approving the 1974-75 IED budget.

6. Meeting  
Adjourned

6. There being no further business, Chairman Swinehart added her appreciation to those of Superintendent Jones and declared the meeting adjourned.

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Ruth Swinehart, Chairman

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Al Lindley, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, January 22, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, January 22, 1974, in the Board Room, 748 Pearl Street, Eugene, with the following members present: Chairman Jeanne Armstrong, Noble Wheeler, Joyce Benjamin, Cynthia Wooten, Howard Bird, Hugh Peniston, Leland Huff and Superintendent William Jones. Also present were Acting Assistant Superintendent Willson Maynard, Evelyn McKenzie, Kermit Horn, Mel Mead, Joel Noble, and Bill Manley of the IED office; Jack Fink, Medford Planetarium Director; and Don Nelson of the Eugene Register-Guard.

2. Minutes MOTION  
Approved

2. Director Huff moved that the minutes of January 8 be approved as presented

Director Wheeler seconded and the motion carried.

3. Communications

3. The Superintendent presented correspondence from:
- (a) Marie Malo, Yarmouth, Massachusetts, Science Coordinator, commending the IED Environmental Education Publication, and
  - (b) Tom Rigby, Oregon School Boards Association, regarding unemployment insurance options and procedures for participating in the unemployment compensation program.

4. Business  
Affairs

4. The Superintendent presented the financial statements for December, 1973, (and the Neighborhood Youth Corps financial statement for October, 1973) for Board information. He reported that the financial position is excellent and that \$1,350,000.00 is invested in TCDs. Accounts payable for December, 1973, were presented as follows:

IED                      \$193,770.39

OTIS                     53,787.34

A brief explanation of the OTIS cash carryover and accounts receivable was given for Board clarification. The two funds allow a "cushion" for leasing of additional hardware should anticipated additional users not materialize.

5. Unemployment  
Insurance Option

5. The Superintendent outlined the two options for payment of unemployment insurance---(1) go into State system and pay a tax on a quarterly basis, or (2) self-insure on a reimbursement basis. The IED sets aside one/half of one percent of the total payroll for this purpose and is, therefore, to some extent, self-insuring. He indicated that other states which have enacted this legislation have found this method of covering expenses adequate and considerably less costly than going on the State system. All other school districts in

5. Unemployment Insurance Option

MOTION

6. Board of Education Liability Insurance

7. Planetarium Report

5. (Cont'd.)

Lane County have indicated that they have chosen the reimbursable option. The Superintendent recommended that the IED also elect the reimbursable option.

Director Benjamin moved that the IED Board elect the reimbursable option of unemployment insurance.

Director Bird seconded and the motion carried.

6. No action was taken on the Board of Education Liability Insurance recommended and proposed by Sam Huston, Agent of record. Action was postponed pending study of the policy proposal and interpretation of the law by William Frye, Attorney.

7. Mr. Jack Fink, Medford Planetarium Director, presented an informative report on the Medford Planetarium program. The video tape portion of the report featured the physical arrangement, appearance, and equipment (console, projection device, sound controls, and instrument panels, etc.). The program demonstrated how the planetarium, installed in the Medford High School eight years ago had been used in all phases of the curriculum. The planetarium has been effectively used at all grade levels and has been utilized an average of five classes per day. In addition, it is used by the community evenings and Saturdays. Approximately 20,000 student hours are provided each year and districts outside of Medford have requested and been granted the opportunity to bring classes to view the program as time allows. Cost of the equipment was \$45,000--funded by NDEA on a matching basis by a private donor (50-50). He estimated the same equipment would be twice as costly today. The maintenance contract (\$800 yearly) provides for complete renovation and resetting controls. The maintenance contract is included in \$2,000 budgeted for yearly maintenance, equipment, and supplies (slides, projectors, etc.).

In response to a Board query, he stated that the 40' square room housing the 30' dome would also serve as a multi-purpose room quite adequately, especially if there was an elevator to lower the planetarium projector out of the way.

Director Benjamin asked the Superintendent if he had estimated costs, district board wishes, and SWOMSI reaction to the proposed planetarium program and costs.

The Superintendent stated he had investigated the Spitz model 512, consisting of a 33' dome, elevator, projector, and special effects (no seats). The equipment (\$108,213.00) meets the criteria for NDEA funding (50-50) and, in the event it is not granted, other science foundation funding could be pursued. Space for the planetarium is estimated at \$45,000.

## 7. Planetarium

## 7. (Cont'd.)

Director Bird suggested contacting the community college and university for partial support in exchange for use of the facilities. He added that he believed that if the space is provided, the funding will come.

In response to SWOMSI reaction, the Superintendent reported he had met with the Board Chairman and another member. They indicated that SWOMSI served 3,000 students in the county last year. The planetarium is their main attraction and does not do an acceptable job according to anyone who knows astronomy. Funding is a serious problem for them and they indicated a willingness on their part to cooperate with the IED planetarium program.

Directors Bird and Benjamin saw no conflict in working cooperatively with SWOMSI to provide service to the community as a whole.

It was suggested that related costs be given local Boards when they are contacted regarding the proposed planetarium along with the potential educational contribution to the school children in the county. Along with this, Director Peniston suggested that the planetarium program be presented in proper perspective along with other IED educational tools and, furthermore, that potential funding possibilities be presented.

~~Director Benjamin stated she felt it advisable to appoint a professional committee from the school districts to work in developing the program and, in funding it, pointing out that the IED's best programs had evolved from county-wide participation in its development.~~

The Superintendent indicated that the space in the new building for a planetarium might be bid as an alternate. In that way, if any part of the building program is dropped, the planetarium would be first to go.


## 8. Budget Reaction

8. The Superintendent asked for Board reaction to the budget message and document at the last meeting. General consensus was that it had been well received and that previous budget committee experience of most of the budget committee members had helped to move it along smoothly.

## 9. Drug and Alcohol Instruction

9. The Superintendent referred to ORS 336.067 in response to Director Wooten's request for legal requirements of school districts for mandatory drug and alcohol instruction. The law was renumbered in an earlier legislative session but no change was made in the text. ORS 336.067 states that "In public schools special emphasis shall be given to instruction in: (b) The effects of alcohol and narcotics upon the human system."

Director Wooten responded that it was a grave concern of



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"The Board, by consensus, agreed that a professional committee should be appointed and should include representatives from the University of Oregon, Lane Community College, OMSI, a couple of lay people and IED personnel (Superintendent Jones and/or appointed staff member)."

9. Drug and Alcohol Instruction
10. ISAC Director Report
11. Saturday Work Session for Board
12. Joint Board Meetings
13. Executive Session
14. Board Reconvenes

MOTION

15. Next Meeting

9. (Cont'd.)  
hers to find out whether an adequate program is being conducted in the schools and if there is interest in a broadened program.
10. The Superintendent reported that a letter had been sent to all applicants for the ISAC position advising them that the original time schedule for selecting the ISAC Director had been too optimistic and the finalists will be notified by mid-March.
11. Chairman Armstrong requested the Board consider the possibility of holding a Saturday retreat (to be scheduled following completion of negotiations). The work session would be helpful as a self-evaluation tool and should provide an opportunity to discuss those things which the Board does not have adequate time to handle at regular meetings.
12. Director Bird suggested consideration be given to holding joint metropolitan Board meetings to communicate to the various boards the kinds of services provided by and through the IED. As the result of a conversation with a District 4J Board member, he feels there is a definite lack of communication. The Superintendent responded that such a program had been carried out three or four times a year with Eugene, Springfield, Bethel, and the IED, rotating around the districts and perhaps it should be reinstated.
13. An executive session was called pursuant to Oregon Laws 1973, Chapter 172 § 6(2)a and ORS 192.005 - 192.030 to consider negotiation items.
14. Chairman Armstrong reconvened the Board into regular session at 10:15.  
  
Director Bird moved that \$5,000 be budgeted for negotiations and board consultation.  
  
Director Benjamin seconded and the motion passed unanimously.
15. The next Budget Committee is scheduled to meet Tuesday, February 5, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene to complete consideration of the proposed budget.  
  
The next regular meeting of the IED Board will be held on Tuesday, February 12, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene.  
  
The meeting adjourned.

*Jeanne Armstrong*  
Jeanne Armstrong, Chairman

*William C. Jones*  
William C. Jones, Secretary

BUDGET COMMITTEE MEETING  
LANE INTERMEDIATE EDUCATION DISTRICT  
Tuesday, January 15, 1974  
8:00 p.m.

Minutes in brief

1. Attendance

1. The Budget Committee meeting for the Lane Intermediate Education District was held in the Board Room, 748 Pearl Street, Eugene, with the following members present: Chairman Ruth Swinehart, Bess Knox, Al Lindley, Sam Frear, Mary Ellen Ehinger, Manena Schwering, Jeanne Armstrong, Leland Huff, Hugh Peniston, Joyce Benjamin, and Superintendent William Jones. Also present was district representative Wayne Chambers. IED staff attending included Willson Maynard, Evelyn McKenzie, Wanda Vinson, Joel Noble, Mel Mead, and Bill Manley; Jo Groner and Joe Clementi of OTIS; Dennis Solin, Auditor; and Don Nelson of the Eugene Register-Guard.

2. Minutes MOTION  
Approved

2. Director Frear moved that the minutes of the November 13, 1973, Budget Committee organizational meeting be approved as presented.

Director Lindley seconded and the motion carried.

3. Budget  
Message

3. At the request of Chairman Ruth Swinehart, Superintendent Jones presented the Budget Message and Document.

He emphasized that the IED, as a service organization, has provided and anticipated continuing to provide those programs requested by superintendents and/or local district boards. He further indicated that some areas of the budget have been strengthened with a corresponding increase in cost; other areas, of a fixed nature, require little or no change; still other areas are of a contractual nature and have no effect on the levy.

The budget format has been changed, he stated, and Schedule I (General Fund) now includes administration, instruction, Instructional Media Center, and data processing.

A brief explanation of several line items was noted as follows:

10.05 reflects a cash carryover of \$404,700 from what was Schedule I (Administration and Instruction) in the 1973-74 budget;

10.06 reflects a cash carryover of \$91,000--\$71,000 of which was from Schedule II (Instructional Media Center) in the 1973-74 budget and \$20,000 was from Schedule III (Data Processing);

83.03 indicates other receipts and the \$400,000 in the amount the County Commissioners have agreed to loan the IED for the building;

3. Budget  
Message

3. (Cont'd.)

- 113.00--the \$7,000 in Program Improvement would provide an additional bookkeeper and one-half of the salary would be paid by Neighborhood Youth Corps.
- 136.00 includes a Board negotiator at \$1,500;
- 141.00--Election and publicity cost has increased since the County Elections Department now handles all elections;
- 212.01--increasing half-time intern to full time person in environmental education program;
- 212.11--teacher aides in Trainable Mentally Retarded program;
- 222.00--development of an Art Guide for elementary teachers and an environmental education handbook for McGowan Creek project;
- 225.00--math program, contingent upon receipt of National Science Foundation funding;
- 236.06--asking for restoration of original funding of \$20,000.

At this point, the Superintendent asked the auditor, Dennis Solin, to present the rationale for consolidating IED funds. Solin indicated that the change was made in order to simplify the accounting system and present more clearly all of the main functions of the IED program in administration, instructional media services, and data processing.

The Superintendent proceeded with line item clarifications:

- 1800--instructional media costs for paper and general supplies have increased (contracted services have decreased);
- 1850.02 provides a small increase to reimburse teachers and students for reviewing and evaluating films and provides for a one-week summer workshop to evaluate and "weed" the Instructional Media Center collection;
- 1878.04, .05, .06 includes funds to replace one Harwold film inspection machine, to continue the purchase of the copy center (copy center has proved much more economical and convenient than contracting work), to purchase a process camera and plate burner, and to purchase a postage machine.

The Superintendent stated that this had been a most difficult budget to prepare because costs in the new building are unknown and a year's experience in the new building will be necessary before it is known with certainty if the projected

3. Budget  
Message

3. (Cont'd.)

costs are accurate for line #628 (supplies, heat, telephone, janitorial services, etc.);

852.03--the Committee was instructed to place \$6,500 for property and liability insurance which was inadvertently omitted in this account;

854.00--Rental for the present site has been retained because of the uncertainty of a moving date;

1200--Here, again, the projected cost of the move to the new building is reflected in office equipment and new phone installation.

1900--data processing--the Superintendent stated this is a transfer item to the OTIS account.

Schedules II and III (IMC and Data Processing) remain in the budget for historical purposes.

Schedule IV--Special Education budget is a balancing account and provides services in the amount of \$36,470 to the contracting districts. ( The superintendents have requested a resolution be included in the budget to provide for a psychologist \$10,000 in #212.11 ).

Schedule V--Clearing Account--this is another balancing account. This year (1973-74), at the suggestion of the IED auditor, a supplemental budget was adopted to show the actual funding and expenditures anticipated and, therefore, present a more factual picture.

Schedule VI--Because of Federal funding, the OTIS budget previously has not been a part of this document. However, there has been, since the inception of OTIS, a separate budget which was audited annually along with all other IED accounts. This year (1973-74), a supplemental budget was adopted to reflect a new IED responsibility for OTIS. Schedule VI is an equalizing account, much the same as Special Education and Joint Purchasing. Part of the income comes from other areas of the state for the services contracted with OTIS.

4. Budget Comments

4. Director Frear stated he felt that, as a general philosophy and in light of the tightening economy, the budget should be studied closely. It must have the necessary funding for the move into the new building. Beyond that, he suggested that the Budget Committee study what is "must have" and what is "wants," with the "wants" assigned a lower priority.

5. IED Budget  
Consideration  
and Action

5. Discussion opened on the 1974-75 budget. The present (and projected) financial status of Neighborhood Youth Corps was questioned. The Superintendent stated that programs are still

5. IED Budget  
Consideration  
and Action

MOTION

5. (Cont'd.)

being funded and he could not foresee that the in-school and/or out-of-school programs will be discontinued. At one time there was no funding for summer programs but an agreement with the County Commissioners had provided \$30,000. In addition, Lane IED was chosen as one of two agencies in the United States for additional funding.

The Budget Committee discussed each section and the following action was taken:

Schedule I

100 Series Director Lindley moved that the 100 series in the amount of \$189,870.00 be approved.

Director Knox seconded and the motion carried.

200 Series

Responding to questioning regarding restoration of original funding of \$20,000 (for item #236.06), the Superintendent stated that present funding is insufficient for the 1973-74 school year and the \$20,000 amount will be necessary if the program is to serve the needs of all the children.

The committee questioned whether the transportation costs (#236.02 and 236.07) for the Trainable Mentally Retarded program and for the Speech and Hearing Center program would be adequate to carry out the programs.

No action was taken on the 200 Series.

300 Series

Director Benjamin moved that the 300 Series in the amount of \$2,001.00 be approved.

Director Schwering seconded and the motion carried.

1800 Series

There was a brief discussion of the handbook project (1850.03). No action was taken.

Director Frear questioned increasing the half-time environmental education intern to a full-time position (212.02) and whether this might be a "want" item and not a "must."

The Superintendent responded that Kermit Horn would attend the next Budget Committee meeting to provide the Budget Committee with current data.

No further action was taken on the Budget. The Superintendent asked Budget Committee members to study the budget document and share it with their fellow Board members prior to the next Budget Committee meeting.

MOTION

6. Budget  
Calendar

MOTION

6. The Budget Committee was informed that four committee members are also Board members of the Lane Council of Governments (L-COG) and that the annual meeting on January 29 conflicts with the Lane IED Budget calendar. Director Armstrong moved that the next Budget Committee meeting be held Tuesday, February 5, at 7:30 p.m., in the Lane IED Board Room, 748 Pearl, Eugene.

Director Frear seconded and the motion carried.

The meeting adjourned.

Ruth A. Swinehart  
Ruth Swinehart, Chairman

Al Lindley  
Al Lindley, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, January 8, 1974

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, January 8, 1974, in the Board Room, 748 Pearl Street, Eugene, with the following members present: Chairman Jeanne Armstrong, Cynthia Wooten, Hugh Peniston, Howard Bird, Leland Huff, and Superintendent William Jones. Also present were Acting Assistant Superintendent Willson Maynard, Evelyn McKenzie, Wanda Vinson, Bill Manley, Joel Noble, Mel Mead, and Mike Neill of the IED office; Bob Dusenberry and Jim Ekstrom of OTIS; Paul Muller, graduate student at Oregon State University serving as vocational education intern for the IED; and Betty and Barbara Metzler, visitors.

2. Minutes  
Approved

MOTION

2. Director Bird moved that the minutes of December 11 be approved as presented.

Director Peniston seconded and the motion carried.

MOTION

Following Director Peniston's notation that he had not attended the December 20 special meeting as indicated, Director Huff moved that the minutes of the December 20 special meeting be approved as corrected.

Director Bird seconded and the motion carried.

3. Picture  
Presentation

3. A picture of Ruth Gould was presented to the Board and the IED by her husband, Delbert Gould. The picture will be framed and placed in an appropriate spot (probably in the new building).

4. Communications

4. The Superintendent presented correspondence from:
- (a) Frank Walch, Springfield Elementary Curriculum Director, regarding Kermit Horn's work in District #19;
  - (b) Harold Dooley, Region I, Texas, thanking the IED for hospitality shown during his recent visit with Dr. Uxer;
  - (c) Gladys Belden, Lane Community College, expressing appreciation for Jim Swanson's help and assistance; and
  - (d) Dr. John Uxer, thanking us for the outstanding hospitality and explanation of the automated media booking system.

5. Business Affairs

5. The Superintendent presented the financial statements for November, 1973, for Board information. He reported that the financial position is excellent. Accounts payable for November, 1973, were presented as follows:

IED	\$161,483.76
OTIS	64,209.46

The NYC September, 1973, financial statement was also presented.

6. OTIS Hardware  
Needs Report

6. Bob Dusenberry, OTIS Director, presented a report on the need for additional OTIS hardware to handle the anticipated increase in user services and implementation of the new Handbook II accounting. He recommended that a three-year lease (May 1, 1974 to April 30, 1977) be negotiated for hardware and maintenance for 896K of Main Memory, a Control unit and three double density disk drives to accommodate the additional needs and indicated that the annual expenditure for the lease would not exceed \$83,280 (see report).

In response to Director Wooten's query if OTIS might be in bad financial straits if anticipated users fail to materialize, Mr. Dusenberry indicated that a cash carryover and an additional uncommitted balance would provide additional security for a two-year period.

MOTION

Director Bird moved that the Superintendent be authorized to secure lease quotations for the requested equipment as of the December 30, 1973 recommendation.

Director Peniston seconded and the motion carried.

7. Career Awareness  
Program

7. Bill Manley, Coordinator of the Career Education Program, outlined concepts of the program, emphasizing that portion of career education programs for ages 5-12 (a most critical growth period). Students in this age group develop an awareness of careers through studying those around them (i.e., parents, etc.)

Sixteen career awareness workshops were conducted by the IED last spring for teachers to develop guides for the local districts. These groups developed books ("World of Work"), games about careers, books of poems, etc. In addition to the locally developed career awareness lessons, objectives, and concepts, some commercial materials which are now available were demonstrated.

Mr. Manley indicated that the extra half-time person requested for next year would work in the elementary area and they would be looking for someone with strong guidance and counseling background.

8. Computer  
Instruction  
Program

8. Mike Neill presented a detailed report (attached to official minutes) showing the amount of time used by districts for computerized instruction. Use of this educational tool varies between schools and between districts. Many have utilized the 300+ Hewlett Packard simulated programs available for problem solving. Mr. Neill indicated his visits to the districts to evaluate programs have indicated a continued student interest.

9. Offset Press  
Report

9. Mel Mead, Director of the Instructional Media Center, reported on present and future use of the offset press and the copy center printer. He indicated the two presses compliment each other--the copy center system utilizes an

9. Offset Press

9. (Cont'd.)

electrostatic process to make and print masters and is devised for reproduction where black is black and white is white with nothing in between. The multilith offset press is utilized for quality printing and does an excellent job where half-tone pictures, color, and special paper stock, are involved. The amount of printing on either or both will vary from month to month but that a definite need for both has been demonstrated. Samples of work from the two machines were used to illustrate the differences.

10. Building Program

10. The Superintendent presented the architect's scale model of the new IED building and brought the Board up-to-date on the building program.

The Superintendent has had one meeting with the Hansons (owners of the property north and west of the IED site) and their architect regarding an access driveway at the back of the building. It is presently planned that one-half of the driveway be located on each site provided the Hanson site is rezoned from R-2 to Commercial. Otherwise, the road may have to be moved to IED property. A meeting of the city planners, the Hansons, and the Superintendent will be held in the near future.

The Superintendent also reported that he is in the process of clarifying the ownership of the forty feet of land at the north end of the site. The property was deeded to the city of Eugene by the Government for completion of Concord Street to the highway. When the city decided against street completion, the property was deeded back to the original owner and is supposed to be part of the IED property. However, it was not included in the deed. The Superintendent stated that he had been in contact with the Office of Surplus Property and the deed is being corrected.

11. Coordination of Bargaining Decisions among County Agencies

11. The Superintendent presented a proposal by several Central Lane County Agencies (spearheaded by Local Government Personnel Institute) for a cooperative project whereby city, county, and school districts would coordinate and cooperatively analyze their bargaining decisions. Basically, this is to allow management an opportunity to share ideas and information about negotiations. (If the IED were to be involved, Mr. Gossard and the Superintendent would meet with the group. Membership fee for IED involvement is \$150.)

Director Bird stated he had a few apprehensions regarding joining. He felt the IED Board has a good working relationship with the staff and didn't wish to jeopardize it.

General consensus of the Board was that it is not necessary to become involved at this time.

12. Drug and  
Alcohol Education  
Program

12. Director Wooten indicated that it was her understanding that the 1971 or 1973 legislature had passed legislation requiring drug and alcohol education in schools. She is interested in knowing if this is correct, and if it is mandatory, how it is being implemented in the district programs.

13. Reporting

13. Director Bird stated that the recent news article on the overall increase in the cost of the proposed new building was misleading and had led people to believe that the \$200,000 increase above the original estimate was the cost of the planetarium. As a result of the story, he has received many criticisms.

14. LCSBA Dinner  
Meeting

14. The Superintendent reminded the Board of the upcoming Lane County School Boards Association dinner meeting, Thursday, January 10, 1974, at the Central Elementary School in Junction City.

15. Executive  
Session

15. An executive session was called pursuant to Oregon Laws 1973, Chapter 172 § 6(2)a and ORS 192.005 - 192.030 to consider negotiations and personnel items.

16. Board  
Reconvenes

16. Chairman Armstrong reconvened the Board into regular session but no action was taken.

17. Next Meeting

17. The IED Board will meet with the appointed Budget Committee for presentation of the Budget document and Budget message on Tuesday, January 15, 1974, at 8:00 p.m. in the Lane IED Board Room, 748 Pearl Street, Eugene.

The next regular meeting of the IED Board will be held Tuesday, January 22, at 7:30 p.m. in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

*Jeanne Armstrong*  
Jeanne Armstrong, Chairman

*William C. Jones*  
William C. Jones, Secretary

SPECIAL LANE IED BOARD MEETING  
Thursday, December 20, 1973

Minutes in brief

1. Attendance

1. The Lane IED Board met in special session to consider hiring a negotiator for the Board (under Statute #5) with the following members present: Chairman Jeanne Armstrong, Howard Bird, Leland Huff, ~~Hugh Peniston~~, Cynthia Wooten, Joyce Benjamin, Superintendent William Jones, and Acting Assistant Superintendent Willson Maynard.

Executive Session

The Board met in executive session from 7:30 p.m. to 8:55 p.m. to talk with Jack Gossard about negotiations and collective bargaining and how he would represent the Board.

Board Reconvened

The Board convened in regular session at 8:55.

MOTION

Director Joyce Benjamin moved to hire Jack Gossard as the Board's negotiator through the entire process including completion of the contract. Fee \$1500.

Cynthia Wooten seconded and the motion passed unanimously.

MOTION

Director Howard Bird moved that the Board's team consist of Jack Gossard, Jeanne Armstrong, Leland Huff, Bill Jones, and Willson Maynard, with Evelyn McKenzie as recorder.

Joyce Benjamin seconded and the motion passed unanimously.

It was suggested that the Board team meet with the staff after January 1.

The meeting adjourned at 9:00 p.m.

Jeanne Armstrong  
Jeanne Armstrong, Chairman

William C. Jones  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, December 11, 1973

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, December 11, 1973, in the Board Room, 748 Pearl Street, Eugene, with the following members present: Directors Noble Wheeler, Cynthia Wooten, Leland Huff, Joyce Benjamin, Hugh Peniston, Jeanne Armstrong (arrived at 9:20 p.m.) and Superintendent William Jones. Also present were Willson Maynard, Wanda Vinson, Evelyn McKenzie, and Joel Noble of the IED office; Don Nelson of the Eugene Register-Guard; and Bob Warnberg, visitor.

2. Minutes MOTION  
Approved

2. Director Wooten moved that the minutes of November 27 be approved as presented.

Director Peniston seconded and the motion carried.

3. Communications

3. The Superintendent presented correspondence from:
- (a) W. R. Nance, State Department of Education Environmental Education Specialist, thanking Kermit Horn for his presentation at the Oregon School Boards Association convention;
  - (b) John McDonald, President of Southwest OMSI, expressing disapproval of planetarium in the IED building;
  - (c) Eddie Hoopes, Regional Representative of Office of Surplus Property Utilization, regarding building program and cooperation in obtaining parking facilities under Bonneville Power Lines; and
  - (d) Don Egge, State Department of Education, regarding Fair Dismissal procedures.

4. Boundary  
Board

4. Director Wooten expressed concern for adequate planning by school districts, city and county planning departments, and subdivision builders to work cooperatively in setting aside land for school sites in new subdivisions. Mrs. Wooten suggested considering the feasibility of an IED committee working with the Superintendent and Bill Frye, attorney, to establish guidelines within legal requirements for future zoning.

The Superintendent responded that school district administrators have been involved with the several planning divisions and outlined the joint efforts of the Districts (Eugene, Bethel, and Springfield) in working out a satisfactory alignment of district boundaries and establishing a criteria for consideration of future changes. (Originally, school district boundary lines followed section lines and problems have arisen because builders do not follow these lines but may cross them several times within the same subdivision.

4. Boundary  
Board

4. (Cont'd.)

Consequently, buyers in the subdivisions soon request that the district line conform to street lines.)

It was suggested that the metropolitan superintendents might reactivate the University of Oregon Bureau of Educational Research study (1963) to see if a problem exists and how it can be resolved.

5. Mileage  
Allowance

5. The Superintendent recommended Board approval of increasing car allowance (for those driving their own vehicles) from 10¢ to 12¢ a mile to cover increased car operation and maintenance costs.

Director Benjamin suggested that a study be made by three staff members driving different size cars for a period of three months to establish the varying car costs.

Director Peniston stated that the Federal allowance is now 12¢ a mile or actual expense. (He had conducted a study and found the 12¢ accurate on the actual basis.)

MOTION

Director Benjamin moved that the mileage allowance be increased to 12¢ a mile for those driving their own vehicle.

Director Wooten seconded and the motion carried.

6. John Uxer  
Visitation

6. The Superintendent announced that Dr. John Uxer, Superintendent of Region XIX, El Paso, Texas, will be here Thursday afternoon and all day Friday (December 13 and 14) to observe the OTIS program and automated scheduling of Instructional Media Center materials. The Superintendent invited Board members to meet for lunch on Friday. Director Huff indicated he was available on Thursday; Directors Benjamin and Wooten indicated they would like to attend the Friday noon luncheon.

7. Educational  
Plan 1974-75

7. The Superintendent presented the educational plan for 1974-75 for further Board consideration.

Director Wooten requested the Superintendent's preference, i.e., discuss concepts with no dollar amounts on the educational plan or consider dollar amounts at the same time. She expressed approval of programs but sensed a general growing economic concern.

The Superintendent said he would give the dollar amounts if the Board thought it necessary.

The educational plan was presented as follows:

Career Education To expand the career education program by increasing from the present ½ time intern to a full-time staff person. This new person would spend additional time in the school districts with emphasis being placed on developing "awareness" curriculum, starting in the first, second and third grades.

7. Educational  
Plan 1974-75

7. (Cont'd.)

Director Wooten asked for rationale of involving the early grades. The Superintendent indicated that he would have Bill Manley, Career Education Coordinator, present background information at the next meeting.

Environmental Education If another facility, similar to the McGowan Creek site, becomes available, additional funding for personnel will be needed. Director Wooten responded that much interest has been evidenced by Board members to observe and actually participate in the program at the McGowan Creek site.

Special Education In the area of Special Education, the Superintendent is requesting the restoration of the original funding of \$20,000 per year to make use of the Eugene Hearing and Speech Center facilities. This will not replace local district programs but will be used to do those things which local districts do not have personnel, staff, or facilities to do in their own district.

Trainable Mentally Retarded At the request of the State Department of Mental Health, the IED will continue as the funding agency for the TMR programs in Lane County. This includes the programs at the Pearl Buck Center, Florence, Oakridge, McKenzie, and the pre-school program at the University of Oregon. The present direction, after passage of House Bill 2444, is to move all of these programs into the public schools. Consequently, during 1974-75, the IED will sponsor pilot programs in the Eugene and Springfield school districts.

The funding for these programs comes from three sources-- the IED, the local district (the amount received from State Basic School Support) and excess costs above the Lane County average from Mental Health.

Art program The Art program is progressing and growing. Any increase in this area will be for supplies, in-service and additional assistance in making the Maude Kerns mini-museum available to more schools.

Instructional Computing-Problem Solving The Superintendent is requesting continuing this program at its present level. Terminals are already available in the schools (additional terminals would be at local district expense). The Board indicated they would be interested in seeing a report on the present usage of the computer for instructional purposes.

Math program Additional funding is requested to make the program available to more districts. (The IED is presently working with five elementary schools in five districts.) This program is funded jointly by the IED and NSF--60% IED and 40% National Science Foundation. Expanding the program is contingent upon additional funding from the National Science Foundation.

7. Educational  
Plan 1974-75

7. (Cont'd.)

Dissemination This program should be continued for at least an additional year. Originally a program supported by Federal funds via the State Department of Education, the program has been partially funded for 1973-74 by support from the Public Employment Program (PEP).

Instructional Media Center In order to continue the same efficient and effective services, the IMC staff should be increased by a ½ time electronics technician. The present work load indicates a real need in this area. (District demands are such that IED equipment is not being cared for except on an emergency basis.) Two new pieces of equipment will be needed when the move is made to new quarters and the IMC will no longer have access to City and County equipment. Included are a process camera and a plate burner; a replacement electronic film inspection machine is also needed.

Director Wooten asked that Mel Mead, Director of IMC, report on anticipated use and cost of the offset press as it would be utilized in addition to the copy center equipment. It was her feeling that this was perhaps superfluous.

Oregon Total Information System (OTIS) Funding is requested on the same basis as this year. Should additional schools and/or districts come on the system, the unit cost will decrease. No increase is anticipated because interest has been demonstrated by Washington, Coos and Multnomah Counties.

Building Program Additional funding for the new building will be requested. The preliminary estimates by the architect indicate that the cost for the 48,000 square foot building will exceed planning costs. The architect estimates the cost at approximately \$1,200,000. The amount budgeted in this category should be increased by the amount of the excess.

8. National  
School Boards  
Association  
Convention

8. The Superintendent presented the National School Boards Association convention program for Board consideration. Director Armstrong indicate she planned to attend.

9. Executive  
Session

9. The Board recessed and went into executive session pursuant to Oregon Laws 1973, Chapter 172 § 6(2)a; ORS 192.030 to discuss negotiations and personnel matters.

10. Board Reconvenes

10. The Board reconvened and took the following action:

MOTION

Director Wheeler moved that a negotiator be hired to represent the IED Board with the Staff Negotiating Team.

Director Peniston seconded and the motion carried unanimously.

11. Next Meeting

11. The Board and/or negotiator will meet with the Lane IED Education Association team on Thursday, December 20, 1973 at 7:30 p.m. in the IED Board Room. The next regular meeting of the Board will be held Tuesday, January 8, 1974, at 7:30 p.m. in the IED Board Room, 748 Pearl, Eugene.

The meeting adjourned.

Noble Wheeler, Vice-chairman

*William C. Jones*  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING AND  
BOUNDARY BOARD HEARING  
Tuesday, November 27, 1973

Minutes in brief  
BOUNDARY BOARD HEARING

1. Attendance

1. The Lane IED Board, acting as the Boundary Board, convened at Harris Hall at 7:30 p.m., on Tuesday, November 27, 1973, to consider the proposed boundary change of approximately 61 acres from Bethel School District #52 to Eugene District #4J. Those attending were: Chairman Jeanne Armstrong, Howard Bird, Leland Huff, Hugh Peniston, Cynthia Wooten, and Superintendent William Jones. Also attending were Willson Maynard, Evelyn McKenzie, Joel Noble, and Mel Mead of the IED office; and Don Nelson of the Eugene Register-Guard.

2. Boundary Hearing  
Districts #52 and #4J

2. The Superintendent referred to wall maps outlining the geographical location of the property in the proposed transfer (approximately 61 acres) from Bethel School District #52 to Eugene District #4J. The request to change the present boundary line to the center of Hyacinth Street extended came from property owners. At the time they moved into the area, these petitioners were led to believe that they were residents of Eugene District #4J and have been sending their children (between the ages of six and 18) to District #4J schools. Resolutions approving the proposed change had been passed by both districts and were presented prior to the hearing. No one attended the hearing in opposition to the change.

MOTION

Director Wooten moved that the Boundary Board approve the transfer of property from District #52 to District #4J as indicated in the legal description.

Director Bird seconded and the motion carried.

REGULAR IED BOARD MEETING

3. Attendance

3. The Boundary Board recessed and the regular IED Board reconvened at 7:45 p.m. in the Lane IED Board Room, 748 Pearl, with the following additional personnel in attendance: Director Noble Wheeler and Budget Committee members Ruth Swinehart and Al Lindley. Also present were Wanda Vinson, Mike Youngblood, and Bill Manley of the IED office; and Bob Dusenberry and Paula Bracken of OTIS.

4. Minutes  
Approved

MOTION

4. Director Wooten moved that the minutes of November 13 be approved as presented.

Director Bird seconded and the motion carried.

5. Educational Plan  
Presentation Commended

5. Directors Wooten and Armstrong expressed appreciation for the Educational Plan presentation by the IED staff at the November 13 meeting.

6. Board Comments  
Regarding School  
Placement and In-  
volvement with New  
Graduation Re-  
quirements

6. Director Wooten expressed a concern regarding the IED's relationship with county planners and developers in placement of schools in new subdivisions and questioned whether county-wide legislation might be obtained to protect parents who are sometimes not knowledgeable on school district boundaries.

The Superintendent replied that in the past, local school district superintendents and the IED Superintendent have been involved in some county-wide anticipated planning changes. However, the IED can do nothing but recommend school district involvement to assure representation for patrons. The County Commissioners and the County Planning Commission do have restrictions regarding what is set aside for various purposes--schools, parks, etc., depending upon the size of property involved.

In response to Board queries regarding IED involvement with districts on the new graduation requirements, the Superintendent stated that the IED does not go to the districts to dictate or administer the new requirements but does have staff available (Willson Maynard and Jim Swanson) to assist and advise any district.

7. Communications

7. The Superintendent presented correspondence from:
- (a) George Hoops, Regional Representative Office of Surplus Property, regarding present status of our building program; (The Superintendent has contacted the local Bonneville Power Administrator to secure through Government Surplus Agency the use of the property south of present IED site for parking facilities.)
  - (b) State Employment Division regarding unemployment program;
  - (c) Register-Guard concerning the "open meetings law"; and
  - (d) Lane County Commissioners regarding the price increase for gasoline.

8. Business  
Affairs

8. The Superintendent reported that the tax turnover for the IED budget has been completed and the monies invested.

Accounts payable for October, 1973 were presented as follows:

IED	\$317,417.40
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OTIS	97,653.75
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NYC financial statements for July, August, and September were presented for Board information.

9. Copy Center  
Report

9. Mel Mead, Instructional Materials Media Director, presented a report on production costs incurred during the 60-day trial use of the Addressograph-Multigraph Copy Center equipment. The report covered all costs for labor, materials, and equipment amortization (5 years) (excluded were space [rent], utilities, and administrative costs).

The cost breakdown for 396,442 impressions was:

Labor	\$ 592.26
Materials	1,034.65
Equipment	<u>767.34</u>
	\$2,394.25

Cost per impression was \$.0060 (as a comparison, the Xerox machine usage during the month of October, 1973, dropped by 6,326 copies as compared with October, 1972. That means the Xerox cost per copy increased from .019 to .0309. It is possible that the cost of this type of copying will increase more with any change to a smaller type of electrostatic copier.)

Mr. Mead stressed that duplication of two large jobs-- the county personnel directory and the Instructional Media Center catalog--had played a prominent part in cost determination; however, over the year this would tend to level out. Additional savings, not included in his figures, would involve less staff time in the preparation of the copy. A maximum turnaround time of four hours has been given on all materials produced on the Copy Center machine.

The Superintendent recommended Board approval of the lease-purchase agreement offered by Addressograph-Multigraph. Cost the first year would be \$6,198.88 and \$7,252.70 (ea) for the second and third year. The equipment may be returned at the end of the first or second year's use if not completely satisfactory.

## MOTION

Director Bird moved that the Superintendent be authorized to enter into the lease-purchase agreement on the Copy Center equipment as presented.

Director Peniston seconded and the motion carried with Director Wooten abstaining.

10. Building  
Progress Report

10. Dee Unthank, Architect, presented the first stage drawings of the new IED Building for Board information and consideration. Mr. Unthank has been meeting with the Superintendent and staff over the past several months to determine the size and location of facilities to be included in the building. Present drawings indicate a

10. Building  
Progress Report

10. (Cont'd.)

building containing 48,000 square feet. The design emphasizes a basic modular structure which allows for a great deal of flexibility and an easy-flow traffic pattern for administration, curriculum, Instructional Media Center, Oregon Total Information System, Neighborhood Youth Corps, planetarium, production, warehousing, etc.

In an effort to avoid duplication of parking and landscaping costs, Mr. Unthank is working with the Hanson Brothers and their architect to design cooperative access to both sites. Mr. Unthank stated that the single story design with masonry and concrete exterior and heavy timber roof structure would be more functional and economical than a multi-level building. This should also help to hold down escalating building costs.

Responding to Board queries regarding adherence to energy savings, Mr. Unthank stated that good insulation is recommended and an attempt is being made to create a zone system whereby only critical areas are cooled or heated as needed. A basic air conditioning and heating system, using hot water, is contemplated to allow for utilization of an off-peak system.

Budget Committee Chairman Ruth Swinehart asked what response had been forthcoming from the various school districts regarding the proposed Planetarium. Director Wooten indicated that inclusion of a Planetarium was new to her and questioned the cost.

The Superintendent stated that the Planetarium had always been a part of the building program and that district superintendents had indicated an interest in the project.

Director Wheeler stated that Ruth Gould, deceased assistant superintendent, had placed high priority on district use of the Planetarium as a functional educational tool. He would like to see the Planetarium incorporated within the building program in deference to her previously expressed wishes and planning.

(Further indication of interest from superintendents and boards will be obtained prior to the next meeting with the architect.)

In conclusion, Mr. Unthank stated that the working drawings and specifications should be ready in early January, 1974, and he anticipated that the construction document would be ready for bid by mid-February with construction to start in March. Mr. Unthank's final report will be presented to the Board in January.

10. Building  
Progress Report MOTION

10. (Cont'd.)  
Director Bird moved that the Board approve the planning procedure to date and recommend that the architect proceed as outlined.

Director Wheeler seconded and the motion carried.

11. Superintendents' Resolution

11. The Superintendent referred to the resolution passed by the local school district superintendents at their October 18 meeting requesting that should a central agency become necessary to coordinate outside funding on behalf of local school districts, that the Lane IED act as that agency rather than L-COG (Lane Council of Governments).

(This item was originally presented to the Board at the November 13 meeting and the Board had requested additional information before taking action.)

The Superintendent read a letter from Dr. Wadell Snyder, L-COG Educational Director, which stated that Larry Rice's meeting with the superintendents subsequent to passing the resolution indicates there is a communication gap between the school district representatives and L-COG. The letter asked for direction on how the superintendents wish to proceed with the Education Committee.

MOTION

Director Wooten moved that the IED Board go on record supporting the Superintendents' resolution and that the resolution be sent to the L-COG Board of Directors.

12. Unemployment  
Insurance Options

12. The Superintendent was asked to place the Unemployment Insurance program on a later agenda and to present recommendations at that time.

13. Recognition  
of Employees  
Negotiations Team

13. The Superintendent referred to the petition signed by 70% of the IED employees (excepting supervisory and confidential employees) requesting Board recognition of the staff negotiations team as their bargaining agent. (Information from the Public Employment Relations Board indicates that the Board's only legal requirement at this time is to officially recognize the bargaining team.)

MOTION

Director Wheeler moved that the Board recognize the Lane IED Education Association, as affiliated with the Oregon Education Association, as the exclusive bargaining representative for all Lane IED employees (except supervisory and confidential employees) as provided in ORS 243.73 Section 6(3). (Ms. Paula Bracken is Spokesperson for the negotiating committee.)

Director Bird seconded and the motion carried.

December 7, 1973

14. Affirmative  
Action Policy

MOTION

14. The Superintendent presented a proposed Affirmative Action Policy for Board consideration.

Director Wooten moved that the Affirmative Action Policy be approved as follows:

Affirmative Action - Policy

In order to implement 101, the Lane Intermediate Education District shall:

Seek out and hire persons without regard to race, color, religion, sex, age, or national origin for all levels and types of positions.

The District will commit its full support to an affirmative action program in accordance with the provisions of the Civil Rights Act of 1964, the Equal Employment Opportunity Act of 1972 and the Executive Orders 11246 and 11395 pertaining to agencies under federal contract.

It shall be the duty and obligation of all employees to support and aid in all appropriate ways, the implementation of the affirmative action plan.

Affirmative Action - Program Goals

- 1 - To improve employment opportunities for women and minority group persons.
- 2 - To provide increased career advancement opportunities for women and minority group persons.
- 3 - To heighten employee recognition and understanding of "institutional" biases and through employee education, training and practice to eradicate them.
- 4 - To expand communications with women and minority group persons in the community regarding employment, qualifications and training opportunities required for positions in the Lane Intermediate Education District.

Director Bird seconded and the motion carried.

15. Calendar

MOTION

15. The Superintendent stated that the December 4 meeting with the Employees Negotiating Team presented a conflict with the adopted calendar of December 4 and 18 Board meeting dates and asked their pleasure.

Director Bird moved that the next regular Board meeting be held Tuesday, December 11, at which time a decision would be made regarding a meeting on the 18th.

Director Wooten seconded and the motion carried.

16. Executive Session

16. The Board recessed and went into executive session pursuant to Oregon Laws 1973, Chapter 172 § 6(2)a; ORS 192.030 to discuss negotiations and personnel matters.

17. Board  
Reconvenes

17. The Board reconvened following the executive session but no action was taken.

18. Next Meeting

18. The Board will meet with the Lane IED Education Association negotiation team on Tuesday, December 4 at 7:30 p.m. in the IED Board Room. The next regular meeting of the Board will be held Tuesday, December 11, 1973, at 7:30 p.m. in the IED Board Room, 748 Pearl, Eugene.

The meeting adjourned.

*Jeanne Armstrong*  
Jeanne Armstrong, Chairman

*William C. Jones*  
William C. Jones, Secretary

BUDGET COMMITTEE ORGANIZATIONAL MEETING  
Tuesday, November 13, 1973

Minutes in brief

1. Attendance

1. The Budget Committee organizational meeting for the Lane Intermediate Education District was held in conjunction with the regular Board Meeting (presentation of the Educational Plan for 1974-75) at the Black Angus Restaurant in Eugene, with the following members present: Chairman Jeanne Armstrong, Leland Huff, Noble Wheeler, Hugh Peniston, Cynthia Wooten, Joyce Benjamin; Budget Committee members Al Lindley, Bess Knox, Ruth Swinehart; District Representatives James Martin, Vernon VanCurler, Ray Campbell, and Ellene McWhorter; and Superintendent William Jones. Also present were Bill Manley, Ron Munkres, Willson Maynard, Kermit Horn, Evelyn McKenzie, Jim Swanson, Betty Gibson, Wanda Vinson, Joel Noble, Mel Mead, Marv Wilkerson, Edythe Heintz, Mary Simmons, Mike Youngblood, Doug Madsen, Mike Neill, and Ernie Ediger of the IED office; Bob Dusenberry and Ben Jones of OTIS; Bob Llewellyn, Sharon Little, and Betty Johnson of the NYC office; Ramona McCoy, Mrs. McCoy, Elaine Schaffer and Bob Schaffer of Heritage Studio; and Don Nelson of the Eugene Register Guard.

2. Comments from Board

2. Chairman Armstrong extended a welcome to the group. Superintendent Jones added his welcome and note of appreciation to district board members for their contribution in serving both their district and the IED.

3. Slide-tape presentation

3. Presentation of the newly revised slide-tape production, "Education in Action--the Lane IED Story," was well received and proved to be an interesting and well documented commentary on the functions of the IED as it relates to services, contract, resolution, and administration.

4. Educational Plan

4. Following the slide-tape orientation to the IED program, Board and Budget Committee members met with staff during 20-minute modules to hear about the present programs being offered by the IED.

(a) NYC and Math Project

NYC--Bob Schaffer, Heritage Studio in Cottage Grove, showed slides and commented on NYC-VEPS enrollee, Ramona McCoy's photography internship and outlined the various duties performed by Miss McCoy as they relate to meeting the public, dark room work, photography, retouching, handling the cash register and bookkeeping. Mr. Schaffer stated that the training program had been most successful and called attention to a photography display by Miss McCoy.

Betty Johnson, NYC Counselor, concluded the NYC presentation with a cassette tape story on ecology practices by NYC enrollees. Possible uses for the compressed core obtained through recycling worn tires and also a biodegradable cleaning

## 4. Educational Plan

## 4. (Cont'd.)

product are proving to be an exciting experience for enrollees.

Math--Jim Swanson provided information on the Math program being sponsored jointly by the Lane IED, Eugene School District and National Science Foundation. Scrapbooks showing students at work in the Eugene math lab were on display.

(b) Instructional Media Center

Mel Mead reported that 28 schools in Lane County are presently doing remote booking of instructional materials via terminal and the OTIS computer and he anticipates that 55 schools will be engaged in remote booking before the end of the year.

Betty Gibson gave an overview of the Evaluation/Inservice program which won the Region IX AECT-EISEC Award last spring. The program is conducted through a group process of teachers, students, and IMC professionals and serves as a training program for evaluators.

Ernie Ediger featured the Production Department's response to the need for instructional materials not available from commercial sources, i.e., the filmstrip, "Fruit in Lane County," and "Metric System,"--both filmstrips produced by the IMC in cooperation with school districts.

(c) OTIS and IC

Ben Jones reported that OTIS is the only data processing system in Oregon integrated with the PPBS (Program Planning Budgeting System) and that the South Lane school district is piloting the program this year. He further added that it is anticipated that additional school districts may be utilizing OTIS services to implement Revised Handbook II and PPBS systems mandated by the State Department of Education (to be operable by 1975). This would necessitate securing additional computer hardware.

IC (Instructional Computing)--Mike Neill stated that much interest has been evidenced by teachers and students in this new study tool. His job is to instruct teachers who, in turn, instruct students to conduct simulated studies via computer. Mr. Neill featured one of the simulated study projects, "Wheels," showing the student participant's manual for simulating automobile purchase, upkeep, and expenses. Many other projects are available for student use.

(d) Special Education-Reading

Mrs. Mary Simmons, consultant for programs for the mentally retarded, indicated in her presentation that there are a total of 181 TMR students enrolled in all facilities in the county, and some 300 EMR students in the public schools receiving assistance through the IED Special Education Department. Mrs. Simmons outlined the normalization program whereby TMR students will be moved into the public schools. There will be one

## 4. Educational Plan

## 4. (Cont'd)

pilot class in both Eugene District 4J and Springfield District 19 during the coming school year (1974-75). The following year, the outlying areas will participate in the normalization program.

Marv Wilkerson stressed the need for a school psychologist on the IED staff. Such a specialist would help to identify student problems and needs. The district superintendents have asked that such a position be placed on resolution.

Mr. Wilkerson indicated that two districts--Eugene and Fern Ridge--have been selected to participate in the "Right to Read" program and that the program information will be funneled through him at the IED.

(e) Art and Environmental Education

Art--Mike Youngblood, art specialist, stated that major emphasis has been placed on contact with teachers and students in the schools this year. In-service continues to be vital to the development of art curriculum. Mr. Youngblood expressed the need for professional reference textbooks and materials to be housed in the IED library for teachers and IED staff. He indicated that expansion of the Maude Kern mini-museum would be helpful to all local school districts.

Environmental Education--Kermit Horn, environmental education specialist, briefly reviewed this year's program and stated that anticipated strengthening of the program at McGowan Creek and the addition of similar outdoor areas will necessitate additional staff time.

(f) Community Relations and Dissemination

Community Relations--Joel Noble, editor-writer, enumerated various public relations tools available to the schools, i.e., Newscene--a publication available four times yearly to all teachers and administrators in the county; information brochures; slide-tape programs, cassette programs, bond and budget assistance; in-service programs; and Federal project assistance.

Dissemination--Doug Madsen, newest addition to the staff under the PEP Program, briefly described the retrieval dissemination project. Upon receiving an inquiry from a teacher or administrator, the inquiry is input into the OTIS computer to obtain summaries, research reviews, and bibliographies on critical educational topics. Literature has been collected by ERIC (Educational Resources Information Center) through 18 clearinghouses, each specializing in a major educational field or topic. The program has been utilized widely by Lane County school personnel.

## 4. Educational Plan

## 4. (Cont'd.)

(g) Testing-Evaluation and Career Education

Testing and Evaluation--Jim Swanson, testing specialist, briefly assessed the aptitude testing program provided Lane County schools through GATB (General Aptitude Test Battery) and outlined the aptitudes (spatial, verbal, numerical, clerical perception, finger dexterity, manual dexterity, mark making, and tool matching) measured through this test.

Career Education--Bill Manley, career education coordinator, introduced and explained how the Users Handbook is used by students requesting career information from the computer via OIAS (Occupational Information Access System). The program has been very popular and use has doubled during the past months. Next year's Handbook will also include information on college placement. Mr. Manley indicated that the new graduation requirements point up the need to strengthen the career education program and he recommended replacing the half-time intern by a full-time staff person. He emphasized the value of in-service programs to implement the career education program.

5. Educational Plan  
Summarization

5. The Superintendent explained the IED organizational plan and that it now includes directors in areas of: Instructional Services and Curriculum; Instructional Media Center; Business and Administration; OTIS (Oregon Total Information System) and NYC (Neighborhood Youth Corps). He indicated that the 1974-75 Educational Plan should include:

- (a) An expanded career education program with a full-time person instead of a half-time intern;
- (b) Additional environmental education staff if another site such as McGowan Creek is obtained and implemented;
- (c) Restoration of the original funding for Eugene Hearing and Speech Center and the addition of a school psychologist (on resolution);
- (d) Continued sponsorship of the TMR program with emphasis on moving students into TMR programs in the public schools;
- (e) Increased support of the Art program including additional supplies, in-service, and the addition of the Maude Kerns Mini-museum program;
- (f) Continued funding for computer instruction and problem solving;
- (g) Expansion of the math program presently jointly sponsored by the IED, District 4J, and National Science Foundation (provided additional funds are forthcoming from NSF);
- (h) Support of the Dissemination program following termination of PEP (Public Employment Program) funding;

5. Educational Plan  
Summarization

5. (Cont'd.)

- (i) Continued exploration (Phase II) of micro form service to school districts through the Instructional Media Center;
- (j) Provision for summer workshops to plan and begin publication of a County Media Coordinators Handbook;
- (k) An additional half-time electronics maintenance technician;
- (l) The purchase of a process camera, plate burner, and another film inspection machine;
- (m) Add hardware (when necessary) to carry anticipated increased data processing load in implementing Handbook II; and
- (n) Additional funding for the new building within the budget framework (the architect has indicated that building costs are higher than anticipated and are increasing monthly).

6. Call to order of  
Budget Committee Organizational Meeting

6. Chairman Armstrong called the Budget Committee Organizational meeting to order.

7. Building Program

7. In bringing the Board and Budget Committee up to date, the Superintendent stated that the building program is progressing but not as rapidly as he had hoped. Funds have been set aside through previous budgets in an attempt to "pay as you go" and he anticipated that additional funding will be required in the 1974-75 budget. Architectural plans for the 45,000 to 50,000 square foot building should be available to present to the Board at the November 27 meeting. The Superintendent invited the Budget Committee and district representatives to the meeting. Present plans call for completion of the new facility by January, 1975.

8. Budget Committee  
Chairman

8. Chairman Armstrong declared the office of Budget Committee Chairman open for nominations.

NOMINATION

Director Wooten nominated Ruth Swinehart as Budget Committee Chairman.

MOTION

Director Benjamin moved that the nominations be closed and that an elective ballot be cast for Ruth Swinehart as Budget Committee Chairman.

Director Wheeler seconded and the motion carried.

9. Budget Committee  
Secretary

9. Chairman Armstrong declared the office of Budget Committee Secretary open for nominations.

NOMINATION

Director Swinehart nominated Al Lindley as Budget Committee Secretary.

MOTION

Director Benjamin moved that the nominations be closed and that an elective ballot be cast for Al Lindley as Secretary to the Budget Committee.

9. Budget Committee Secretary
10. Calendar Adopted MOTION
11. Next Meeting
12. IED Board Regular Meeting-call to order
13. Minutes Approved MOTION
14. Communications
15. Superintendents' Resolution
9. (Cont'd.)  
Director Wooten seconded and the motion carried.
10. Director Wheeler moved that the Budget Calendar, as presented by the superintendent, be adopted.  
  
Director Benjamin seconded and the motion carried.
11. The next meeting of the Budget Committee and presentation of the Budget Message will be held Tuesday, January 15, at 7:30 p.m., in the Lane IED Board Room, 748 Pearl, Eugene.  
  
The Budget Committee Organizational meeting adjourned.
12. The November 13 regular Board meeting was called to order by Chairman Armstrong, Those present were Chairman Armstrong, Cynthia Wooten, Joyce Benjamin, Noble Wheeler, Hugh Peniston, Leland Huff, and Superintendent Jones. Also present were Ron Munkres, Evelyn McKenzie, Joel Noble, Willson Maynard, Bill Manley, and Wanda Vinson of the IED office; and Don Nelson of the Eugene Register Guard.
13. Director Wooten moved that the minutes of October 23 be approved.  
  
Director Benjamin seconded and the motion carried.
14. The Superintendent presented correspondence from:
- a. Bill Berg, in appreciation for the dinner in his honor;
  - b. Clarence Mellbye, State Department of Education, in appreciation of Lane IED hosting the minimum standards meeting;
  - c. Jim Howard, Superintendent Pleasant Hill, expressing appreciation for Betty Gibson's assistance;
  - d. Jerry Leadham, State Department of Education, regarding Ron Munkres;
  - e. The superintendent also presented the NSBA Washington Report--excerpt regarding latest actions by ACIR (Advisory Commission on Intergovernmental Relations);
  - f. The Lane County Superintendents' resolution regarding L-COG (Lane Council of Governments); and
  - g. The Table indicating the distribution of Lane County IED levy.
15. Director Wooten requested clarification of the Superintendents' resolution. Dr. Jones responded that there was concern among the local superintendents when L-COG hired an educational advisor that there would be an attempt to combine and administer funding of the various district applications for Federally funded projects through one agency, i.e.,

15. Superintendents'  
Resolution

15. (Cont'd.)

L-COG. The local district superintendents resolution asks that the IED be the designated agency to coordinate this program.

In response to Director Wooten's feeling that the IED Board should go on record supporting the resolution, Director Benjamin suggested that no action be taken until more information is available on the long range Federal funding problem.

Action was postponed to the next meeting.

16. Boundary Board  
Hearing (Districts 4J  
and 52)

16. The Superintendent reminded the Board that the Boundary Board Hearing involving School Districts 4J and 52 will be held Tuesday, November 27, 1973, at 7:30 p.m., Harris Hall Basement Room No. 2. (Both districts are agreeable to the proposed change.)

Following the Boundary Board Hearing, the meeting will adjourn and reconvene in the IED Board Room, 748 Pearl, Eugene, for the remainder of the Board meeting.

17. IED Levy for  
1973-74

17. The table indicating the Distribution of the IED Levy for 1973-74 was presented for Board information.

18. Negotiations  
Meeting

18. The Superintendent stated that the IED staff voted to have the Salary Committee seek affiliation with OEA in an advisory capacity. The Committee had indicated to the Superintendent that December 4 is a satisfactory date for them to meet with the Board.

19. OSBA-OASA  
Convention

19. Final arrangements for the OSBA-OASA (Oregon School Boards Association - Oregon Association of School Administrators) convention, November 14-16 were discussed briefly.

20. Next Meeting

20. The Boundary Board Hearing (District 4J and 52) will be held on Tuesday, November 27, at 7:30 p.m., in Harris Hall. Following the Hearing, the regular meeting of the IED Board will reconvene in the IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

Jeanne Armstrong  
Jeanne Armstrong, Chairman  
William C. Jones  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, October 23, 1973

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, October 23, at 7:30 p.m., in the Board Room, 748 Pearl Street, Eugene, with the following members present: Chairman Jeanne Armstrong, Cynthia Wooten, Hugh Peniston, Leland Huff, and Superintendent William Jones. Also present were Willson Maynard, Evelyn McKenzie, Wanda Vinson, Mike Neill, Mike Youngblood, Carmen Yokum, Alan Livingston, Joel Noble, Kermit Horn, Mel Mead, and Bill Manley of the IED office; Paula Bracken from the OTIS office; Bob Llewellyn of NYC; Ron Babcock and Dennis Solin, Auditors; Don Nelson of the Eugene Register-Guard; and visitor Wendell Walmsley.

2. Minutes  
Approved

2. Chairman Armstrong stated that Director Bird had indicated that the motion on item #17 banning smoking at future Board meetings should be amended by adding "and at future Budget Committee meetings."

MOTION

Director Wooten moved the minutes of October 9 be approved as amended.

Director Peniston seconded and the motion carried.

3. Installation  
of Director  
Leland Huff

3. Chairman Armstrong installed Leland Huff as a Director representing Zone II.

4. Comments from  
Audience (Salary  
Committee)

4. Mike Youngblood, Art Coordinator, introduced members of the Salary Committee to the Board.

5. Communications

5. The Superintendent presented correspondence from:
- (a) Nancy Hayward, County Commissioner, inviting Board members and/or Superintendent to a no-host dinner regarding Manpower Revenue Sharing;
  - (b) Willamalane Park and Recreation District commending the Neighborhood Youth Corps;
  - (c) Superintendent Jim Howard, Pleasant Hill School District, thanking the IED for services rendered on their Bond Levy election;
  - (d) Mr. and Mrs. O. C. Yeager opposing any boundary change between Crow-Applegate and Creswell districts; and
  - (e) Mike O'Brien, vacationing Register-Guard reporter, telling of his experiences in Guanajuato, Mexico.

## 5. Communications

## 5. (Cont'd.)

The Superintendent referred to the letter opposing any proposed boundary change between Creswell and Crow-Applegate. He stated that the party wishing to transfer from the Creswell school district to Crow-Applegate school district had met with the superintendents of the two districts and an agreement has been reached; the Creswell district will pay the Crow-Applegate transportation costs for the children involved.

## 6. Audit Report

6. Mr. Ron Babcock, IED auditor, presented the 1972-73 audit report. He stated that the IED now maintains 19 separate funds--including IED administration, IMC, OTIS, NYC, dissemination, etc. (operational costs) and the equalization fund--distributed to the local school districts as required by law.

Mr. Babcock pointed out that the expenditures and income for 1971-72 and 1972-73 were very similar; however, the cash carryover of \$641,000 in 1972-73 is considerably larger than in 1971-72. He indicated the OTIS operation and services provided have been most efficient.

Mr. Babcock commended Wanda Vinson, Internal Auditor, and Mrs. Becker, Accounts Receivable Clerk, for the excellent quality of the financial records.

In conclusion Mr. Babcock cited the 1973 supplemental letter to the Board in which he recommended that the IED establish the same payroll control procedures for the NYC program that were outlined in the 1972 supplemental letter.

## 7. Business Affairs

7. The Superintendent introduced the new format for the financial report and accounts payable report as printed on the new Copy Center equipment. He stated the IED is in an excellent financial position and expects some tax monies before November 15.

Accounts payable for September 30, 1973 were presented as follows:

IED	\$159,512.36
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OTIS	64,035.53
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## 8. Educational Plan Schedule

8. The Superintendent presented the program schedule developed by the Task Force for the Educational Plan presentation to the Board, Budget Committee and District Representatives. The program, which starts with dinner at 5:30p.m. at the Black Angus Restaurant (November 13) includes the revised slide-tape presentation "Education in Action," and seven 20-minute staff presentations of IED programs.

## 9. Building Program Report

9. The Superintendent reported that he and Dee Unthank, Architect, and the Directors had met five or six times since the last Board meeting. He indicated that the odd shape of

9. Building Program  
Report

9. (Cont'd.)

the property has presented some difficulty in building design. However, the present design is still a single story building. The Superintendent stated that the surveyors have been on the site and that Mr. Unthank has met with Bill Neill, Architect for the Hanson property development, to see if the common boundary of the two sites might be developed at the same time. It is hoped to have some preliminary plans to the Board by the end of November.

10. Budget Committee  
Appointments

10. The Superintendent indicated that Ruth Swinehart and Al Lindley, Zones III and IV, have agreed to serve on the Budget Committee.

MOTION

Director Wooten moved that Ruth Swinehart be appointed Zone III Budget Committee member and Al Lindley be appointed Zone IV Budget Committee member to serve for a four-year term (1976).

Director Peniston seconded and the motion carried.

11. Oregon Educational  
Goals

11. Director Armstrong stated that the State Department of Education's Educational Goals program was excellent. The newly revised draft of "Oregon Educational Goals" was presented via a slide tape presentation and group discussions. The goals stress education geared to "life-roles" and a variety of roles critical to personal development were featured.

12. Salary Committee  
Report

12. Mike Youngblood, Chairman of the Salary Committee, reported on staff attitude toward Collective Bargaining. Staff consensus favors retention of the salary committee as their negotiating body with or without affiliation with an outside organization. A majority of the staff favor development of a bargaining unit for classified and another for certified.

Mr. Youngblood stated that the committee preferred to operate on a Board-employee basis, rather than through intermediaries and requested Board directive in establishing a calendar for the committee to meet with the Board.

The Superintendent recommended that, prior to inviting the Salary Committee for a joint discussion, the Board meet in executive session to discuss the negotiations procedure. The date of November 6 was selected for the Board session. The Superintendent suggested that, upon notice from the salary committee that it has completed its study and is ready to meet with the Board, a time schedule be established.

13. LCSBA Dinner  
Meeting

13. The Board was reminded of the October 25, Lane County School Boards Association dinner meeting at Shasta Junior High. The program will be conducted by the Oregon School Boards Association and will feature the film, "On Board".

14. Policies Study

14. The Superintendent stated that copies of the new laws had not yet arrived, hence any policy review had been postponed. It was suggested that a portion of those policies not effected by a change in law be reviewed at the next Board meeting.

15. ISAC Directorship Report

15. Director Wooten inquired about response to Instructional Services and Curriculum (ISAC) Director applications.

The Superintendent responded that approximately 20 applications have been received to date. Following the November 15 application deadline, a committee composed of one or two board members, the staff directors, two local school district superintendents, and a member of the ISAC staff, will screen applicants to 5 or 6 to be interviewed. It is anticipated that recommendations for Board consideration will be ready for the January 8th meeting.

16. Drug Program Report

16. Director Wooten reported that the county-wide Drug Committee had been appointed as advisory committee to the County Commissioners and she would like to know if the IED is still represented on the committee and if a progress report could be obtained relative to any conclusions reached by the committee.

The Superintendent stated that no one had represented the IED since Ruth Gould's death and that it had been a practice of the committee to drop those not attending. The Superintendent added that if it is necessary to be reinstated, he would inquire regarding procedure.

17. Public Image

17. The subject of personal appearance of staff as it pertains to public image was discussed briefly. No action was taken.

18. Next Meeting

18. The next regular meeting of the Lane IED Board will be held in conjunction with presentation of the Educational Plan to the Board, Budget Committee, and District Representatives. The meeting will start at 5:30 p.m., on Tuesday, November 13, at the Black Angus Restaurant, 2123 Franklin Boulevard, Eugene.

The meeting adjourned.

*Jeanne Armstrong*  
Jeanne Armstrong, Chairman

*William C. Jones*  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, October 9, 1973

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, October 9, at 7:30 p.m., in the Board Room, 748 Pearl Street, Eugene, with the following members present: Chairman Jeanne Armstrong, Joyce Benjamin, Noble Wheeler, Hugh Peniston, Howard Bird, Cynthia Wooten, and Superintendent William Jones. Also present were Willson Maynard, Evelyn McKenzie, Wanda Vinson, Joel Noble, Kermit Horn, Ron Munkres, and Bill Manley of the IED office; Bob Llewellyn of NYC; and Don Nelson of the Eugene Register-Guard.

2. Minutes MOTION  
Approved

2. Director Bird moved the minutes of September 25 be approved.  
Director Wooten seconded and the motion carried.

3. United Way  
Drive

3. Director Wooten expressed pleasure in noting that the IED had surpassed its goal for the United Way Drive. Appreciation was expressed to all who contributed and to those who spearheaded the drive.

4. Communication

4. The Superintendent presented correspondence from:

- \*(a) Tom Rigby, Oregon School Boards Association, regarding Local Government Personnel Institute (LGPI) and collective bargaining;
- (b) Joe Hlebichuk, Oregon State University, and Jerry Leadham, State Department of Education, regarding Ron Munkres;
- (c) Dr. Leland A. Huff, Junction City, expressing his interest in the IED Zone II Board vacancy; and
- (d) Oregon School Boards Association regarding annual convention and tentative program.

\*The Board expressed doubt that the Local Government Personnel Institute (LGPI) membership benefits warranted the \$300 membership fee.

5. OASA Seminar

5. The Superintendent reviewed the Oregon Association of School Administrators program on Collective Bargaining to be held in Eugene on October 23-24. He noted the October 23 session fell on a scheduled Board meeting night but that he planned to attend the October 24 session and invited Board participation.

6. NYC Vehicle  
Report

6. Director Bird reported that the Superintendent, Bob Llewellyn, and he had met to review Neighborhood Youth Corps' use of IED vehicles. The committee expressed concern that some type of funding be established for replacement of vehicles. He stated

6. NYC Vehicle  
Report

6. (Cont'd.)

that, while the present vehicles are fully paid for, they are not in too good a condition. Therefore, it was recommended that the present fee of \$46.22 per month per car be cut to \$30.00 per month per car to provide some funding for maintenance of the older cars and, at the same time, provide \$1500 over a ten-month period (\$30.00 per month for five cars) to apply toward new car purchase.

MOTION

Director Wheeler moved to accept the committee's recommendation as presented.

Director Bird seconded and the motion carried.

7. Building  
Program Progress

7. The Superintendent reported that he had met with Dee Unthank, Architect, and the Directors regarding the building diagrams presented to date. He indicated the Mr. Unthank has been able to free-up space and has now made available more open space than originally anticipated. Mr. Unthank will present a new bubble diagram to the directors and then to the staff. A presentation will then be made to the Board.

8. Budget      MOTION  
Officer Appointed

8. Director Bird moved that the Superintendent be appointed Budget Officer for the 1974-75 budget preparation.

Director Wheeler seconded and the motion carried.

9. Budget Calendar  
Adopted

9. The Superintendent presented for Board consideration a tentative Board calendar for 1973-74 and a 1974-75 Budget Flow Chart. (copy attached to official minutes)

MOTION

Director Bird moved adoption of the calendar for 1973-74.

Director Wooten seconded and the motion carried.

10. Energy  
Conservation  
Report

10. Kermit Horn, Environmental Education Specialist, reported on various means which might be utilized by staff members to ease the energy crisis. Mr. Horn stated that he had consulted with Mr. R. R. Marlatt, Eugene Water and Electric Board, with Eugene city officials, and with District 4J administrators to see what they were doing. Mr. Horn's suggestions, a compilation of his own ideas plus those gleaned from the above, are as follows:

1. The staff should be encouraged to turn off office lights when absent from their offices.
2. Most offices and hallways could have some of the fluorescent tubes removed from each of the fixtures.
3. Discontinue the intercom music.
4. Discontinue the "pop machine" service.

10. Energy  
Conservation  
Report

10. (Cont'd.)

5. Encourage car pools among staff members.

6. As an incentive for employees to ride the bus, allow employees who ride the bus to arrive at work at 8:15 a.m. and leave work at 4:45 p.m. (The Board suggested that additional information be obtained--i.e., bus schedules and staff interest. Also, some consideration be given to adjusting work hours to allow staff to utilize the busses.

7. Instruct gas station attendants not to "top off your tank."

8. Tablets should be made of paper used only on one side.

9. Recall all old IMC catalogs and deliver to B.R.I.N.G., plus other miscellaneous office waste papers.

10. Collect computer print-out paper and deliver to B.R.I.N.G.

11. Considerations for energy conservation should be a high priority in planning the new IED building.

It was suggested that the Superintendent and Kermit Horn decide which items to implement, encourage the staff to be energy conscious, and to report progress to the Board.

11. Zone II MOTION  
Board  
Appointment

11. Director Wheeler moved that Dr. Leland A. Huff, Junction City, be appointed to the IED Zone II Board position vacated by Director Benjamin. (Director Benjamin resigned the Zone II position and was appointed to the At-large position vacated by Director Briggs--September 11, 1973 meeting.)

Director Benjamin seconded and the motion carried.

12. Vice- MOTION  
chairman  
Appointed

12. Director Wooten moved that Director Wheeler be appointed Vice-chairman to replace Director Briggs.

Director Benjamin seconded and the motion carried.

13. Budget  
Committee  
Selection

13. The Superintendent invited Board recommendations for prospective Budget Committee members from Zone III (Springfield, Marcola, and McKenzie) and Zone IV (Pleasant Hill, Creswell, South Lane, Lowell, and Oakridge). It is hoped the appointments can be made prior to the presentation of the Educational Plan on November 13.

14. LCSBA  
Meeting

14. The Superintendent informed the Board of the Lane County School Boards Association dinner meeting to be held Thursday, October 25, 6:30 p.m., in the Bethel District at Shasta Junior High. The program will feature the National School Boards Association film "On Board."

15. Personnel  
Resignation  
(Ron Hanson)

MOTION

15. The Superintendent reported that Ron Hanson, Coordinator for the Diversified Occupations project with Blachly and Crow-Applegate Districts, has asked to be released from that position.

Director Benjamin moved acceptance of Ron Hanson's resignation.

Director Wheeler seconded and the motion carried.

16. Personnel  
Hired  
(John C. Werhas, Jr.)

MOTION

16. The Superintendent recommended that John C. Werhas, Jr. be hired as Coordinator of the Diversified Occupations Project position with Blachly and Crow-Applegate for a 158-day contract on the 7th step of the B.A. schedule for \$8,170 for the remainder of the school year. He stated he, Bill Manley, and the administrators of the two districts had reviewed Mr. Werhas's qualifications and background and believed him to be well qualified.

Director Wheeler moved that John C. Werhas, Jr., be contracted as recommended.

Director Benjamin seconded and the motion carried.

17. Smoking  
Ban

MOTION

17. Chairman Armstrong presented a letter from Director Bird requesting that consideration be given to banning smoking at future Board meetings.

Director Bird moved that smoking be banned from future Board meetings.

Director Wheeler seconded and the motion carried with Director Wooten abstaining.


18. United  
Drive

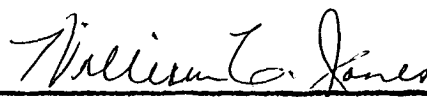
18. Ron Munkres, Coordinator for the United Way Fund Drive for the IED, reported that the IED had contributed 80% more than last year's collection and would be receiving an award for this distinction. A total of \$1,203 has been contributed by the IED employees--a goal of \$710 had been set.

19. Next Meeting

19. The next regular meeting of the Lane IED Board will be held at 7:30 p.m. on Tuesday, October 23, 1973, in the Lane IED Board Room, 748 Pearl, Eugene.

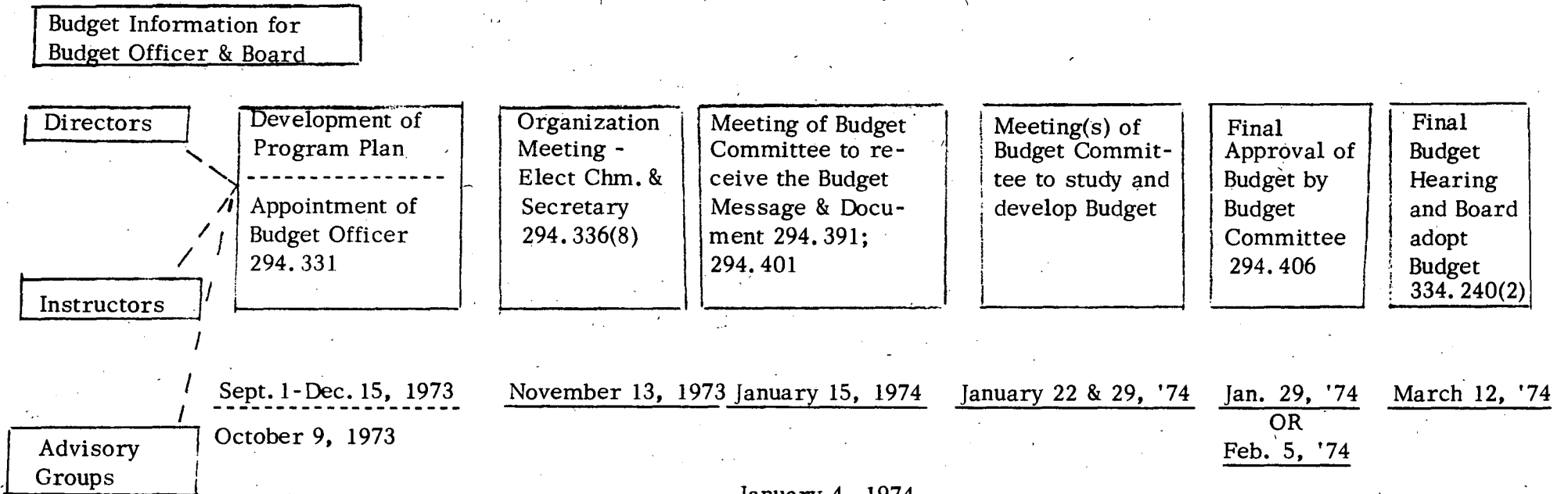
The meeting adjourned.

  
Jeanne Armstrong, Chairman

  
William C. Jones, Secretary

# SUGGESTED

## 1974-75 BUDGET CALENDAR FLOW CHART



January 4, 1974

\* Date of Publication  
to announce meeting

\*(not less than 8 and not more than 14 days  
prior to the meeting)

### Other Dates to Remember:

- |             |   |   |
|-------------|---|---|
| February 15 | - | Basic School Support Fund - 3rd payment         |
| March 1     | - | Basic School Support estimate due               |
| March 1     | - | Determine "Est. Tax Levy" I. E. D.              |
| April 5     | - | Last date to file petitions for School Director |

Publication  
Not less than fifteen days nor  
more than twenty-five days

O.R.S. 310.360 - Vote to exceed  
the 6% limitation

Publish Budget  
Summary and  
Hearing Notice  
294.421

Levying Board  
Budget Hearing  
294.430 -

Levying Board  
adopts budget,  
makes appropria-  
tions and declares  
tax levies  
294.435

Post & Publish  
for election to  
exceed limitation  
- Board members  
must also be  
elected on first  
Tuesday in May

Election

Canvass and  
certify elec-  
tion results

February 21, 1974  
Date publication  
(19 days)

March 12, 1974  
Date of Hearing

April 16, 1974  
Date posted  
(21 days)

May 7, 1974  
Date of election  
(polls for all  
school districts  
open 8 a.m. to  
8 p.m.)

May 14, 1974  
Date of meeting

April 25, 1974  
Date 2nd pub.  
(12 days)

# LANE IED BOARD CALENDAR 1973-74

July 10	Board Meeting	
August 28	Board Meeting	
September 11	Board Meeting	
September 25	Board Meeting	
October 9	Board Meeting	Appoint new budget committee members
October 23	Board Meeting	
November 13	Board Meeting	Educational Plan--invite Budget Committee-- organizational meeting (Early Starting Time: Minimum Business)
November 14,15,16	OSBA - OASA	(Portland)
November 27	Board Meeting	
December 4	Board Meeting	
December 18	Board Meeting	
December 25	<u>NO</u> Board Meeting	
January 8	Board Meeting	
January 15	Budget Committee	Present Message - Document
January 22	Board Meeting	Early starting time - Budget Committee Meeting to Follow Board Meeting
January 29	Budget Committee	Work Session - if necessary Approve budget, set publication and hearing dates
February 5	Budget Committee	Alternate date - may want this instead of January 29.
February 12	Board Meeting	
February 26	Board Meeting	May wish to leave this out after two months of regular weekly meetings
March 12	Board Meeting	Budget hearing, adopt budget; elect certificated staff
March 26	Board Meeting	

April 6-9	NSBA Convention	Houston, Texas
April 9	Board Meeting	
April 23	Board Meeting	
May 7	Annual School Election	
May 14	Board Meeting	
May 28	Board Meeting	
June 11	Board Meeting	
June 25	Board Meeting	

LANE INTERMEDIATE EDUCATION DISTRICT  
748 Pearl Street  
Eugene, Oregon 97401

Office of the Superintendent  
October 4, 1973

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, September 25, 1973

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, September 25, at 8:15 p.m., in the Board Room, 748 Pearl Street, Eugene, with the following members present: Chairman Jeanne Armstrong, Howard Bird, Cynthia Wooten, Hugh Peniston, and Superintendent William Jones. Also present were Willson Maynard, Mel Mead, Ron Munkres, Evelyn McKenzie, Wanda Vinson, and Joel Noble of the IED office; Sam Huston, agent-of-record; Attorneys Bill Frye and Laurie Smith; and Don Nelson of the Eugene Register-Guard.

2. Minutes MOTION  
Approved

2. Director Peniston moved the minutes of September 11 be approved.

Director Bird seconded.

Discussion centered on clarification of the wording of the motion as it appeared in the minutes approving Willson Maynard to serve as Acting Director of Business and Administration and Acting Assistant Superintendent to carry out duties of the Superintendent in his absence. Director Peniston stated the motion as recorded was identical to his wording of the motion on September 11 and the motion carried.

3. Clarification  
of Assistant Super-  
intendent Position

3. Director Wooten stated it appeared to her that the Recommendation #1 diagram has no full-time assistant superintendent as such and that the notation appointing the Director of Business and Administration to serve as Assistant Superintendent provided for an assistant superintendent only in absence of the superintendent.

The Superintendent presented further clarification of the intent of Recommendation #1--all Directors work on an equal basis in that they are not required to go through an assistant superintendent to reach the superintendent. The Superintendent further explained that he had recommended that the title and duties of Assistant Superintendent be assigned to the Director of Business and Administration, with the understanding that he would carry out the duties of the Superintendent in his absence.

MOTION

Director Peniston moved that Recommendation #1 as recorded in the September 11 minutes be amended to read, "Person responsible for Business and Administration be designated to serve as Assistant Superintendent in the absence of the Superintendent."

Director Bird seconded.

October 4, 1973

3. Clarification  
of Assistant MOTION  
Superintendent  
Position

3. (Cont'd.)

Director Bird moved to amend the motion by changing the last sentence of the recommendation to read: "...in the event that both of the above will be incapacitated for any reason, one of the directors will be designated by the Superintendent."

Director Wooten seconded and the motion as amended carried.

4. Comments--  
United Way Drive

4. Director Wooten commended Willson Maynard for his serving as a Director in the United Way Fund Drive.

5. Joint Pur-  
chasing Supple-  
mental Budget

5. The Superintendent presented the Joint Purchasing Fund 5 Supplemental Budget for 1973-74. The budget has been prepared in accordance with the auditor's recommendation to budget all anticipated receipts and expenditures.

MOTION

Director Bird moved acceptance of the Joint Purchasing Fund 5 Supplemental Budget for 1973-74 with resources of \$382,950.00 and expenditures of \$382,950.00 as submitted and advertised by the Superintendent. (See attached.)

Director Wooten seconded and the motion carried.

6. Resolution--  
Appropriation of  
Funds

6. In accordance with recommendation of Auditor Ron Babcock to insure protection of the IED Board on possibility of over-expenditure in any of the budgeted accounts, the Superintendent presented a resolution as follows:

# LANE INTERMEDIATE EDUCATION DISTRICT

September 25, 1973

## RESOLUTION

- I. Be it resolved that the Board of Directors of the Lane Intermediate Education District hereby adopts the budget approved by the Budget Committee of the Lane Intermediate Education District for the fiscal year ending June 30, 1974.
- II. Be it resolved that the Board of Directors hereby levies the taxes provided for in the budget adopted in Paragraph I of this resolution in the aggregate amount of \$21,555,294.45 and that these taxes are hereby levied prorata upon all taxable property within the Lane Intermediate Education District for the fiscal year ending June 30, 1974.
- III. Be it resolved that the following appropriations be made for each of the funds adopted for said 1973-74 budget as follows:

### Administration Fund

Personnel Services	\$418,469.00
Materials and Services	350,358.00
Capital Outlay	412,200.00
Other Requirements	56,615.00

6. Resolution--  
Appropriation of  
Funds

6. (Cont'd.)

Instructional Media Fund

Personnel Services	\$244,355.00
Materials and Services	272,385.00
Capital Outlay	21,150.00
Other Requirements	5,000.00

Data Processing Fund

Materials and Services	575,000.00
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Special Education Fund

Personnel Services	41,857.00
Materials and Services	4,000.00
Other Requirements	1,000.00

Joint Purchasing (Clearing Account) Fund

Personnel Services	4,800.00
Fixed Charges	650.00
Materials and Services	377,500.00

Equalization Fund

Equalization Allocation	19,637,129.45
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OTIS Fund

Personnel Services	293,978.00
Fixed Charges	51,927.00
Materials and Services	441,408.00
Capital Outlay	234,345.00
General Operating Contingencies	55,000.00

MOTION

Director Bird moved adoption of the resolution as submitted.

Director Wooten seconded and the motion carried.

7. Communications

7. The Superintendent presented correspondence from:

- (a) Senator Betty Browne, regarding special session of legislature;
- (b) PEP (Public Employment Program) Agency, regarding funding for Dissemination Project retrieval agent (The funding agreement with the State of Oregon in the amount of \$10,350 was signed September 17. The deadline for filling the position has been extended to January, 1974; however, an effort will be made to hire the person by October 1, 1973.); and
- (c) Frank Farner, Director of U. S. Operations Mission to Thailand, expressing appreciation for courtesies extended during their visit to Lane IED.

8. Boundary  
Change--  
Bethel #52 -  
Eugene #4J

8. The Superintendent presented a petition from Bethel District residents to change the boundary between the Bethel and Eugene School Districts in the River Road area. Letters of acceptance of the boundary change were submitted by both districts. By general consensus, the Hearing date for the Boundary Change was set for November 27.

9. Insurance  
Report

9. Chairman Armstrong and Sam Huston, agent-of-record, presented the Insurance Committee (Ron Babcock, Sam Huston, Bill Berg, Al Briggs, Jeanne Armstrong, and the Superintendent) report as follows:

- a. To secure coverage on real property under "Builders All Risk" to protect interest of the IED during the building program (p.1);
- b. To consider changing the \$100 deductible to \$1,000 on coverage of Personal Property at 748 Pearl (p.2)--this amounts to a saving of approximately 16% on fire insurance;
- c. Two alternatives on vehicle insurance were proposed: (1) drop collision coverage or (2) increase deductible from \$100 to \$500 (consider setting one figure on old vehicles and a lower deductible on the newer cars);
- d. Questioned if there is sufficient coverage on data processing media (tapes, discs, etc.) and recommend reexamination during budgeting study;
- e. There is liability coverage available to protect Board members from actions, non-actions, and omissions. Mr. Huston recommended investigating and stated the cost would be \$75 to \$100 per board member per \$100,000 incident or \$1,000,000 total. (Attorney Frye interjected that state law prevents judgments for more than \$50,000 against public officials.)
- f. Recommend purchasing a \$1,000,000 umbrella liability policy covering entire staff, with the exception of the Superintendent who must be covered separately.

Immediate action was recommended on the blanket liability and increasing liability for board and staff from \$300,000 to \$1,000,000. The remainder of the recommendations are to be considered during the budgeting process.

**MOTION**

Director Wooten moved that immediate action be taken to increase the liability insurance and to cover the entire staff (except the Superintendent) with the blanket policy.

Director Peniston seconded and the motion carried.

**10 Business  
Affairs**

10. The Superintendent reported that the total financial picture couldn't be better. Year-end reports showed a cash carry-over of \$87,132.97 in the OTIS account and \$421,846.14 in the IED accounts.

Accounts payable for August, 1973, were presented as follows:

IED	\$75,052.29
OTIS	69,994.76

Director Wooten requested information regarding the current status of "outside users" of OTIS business services. The Superintendent responded and added that information from State Superintendent Dale Parnell indicates that plans for state-wide data processing have been dropped and the Lane IED Board will undoubtedly be responsible for OTIS for some time.

**11. Title I 89-313  
Funding (Florence  
Home Coordinator)**

11. The Superintendent reported that the IED will be fiscal agent for the Title I 89-313 project to fund the Florence Home Coordinator for the Pre-school handicapped.

**12. Building  
Program Report**

12. The Superintendent reported that he had met with Dee Unthank, Architect, on five different occasions, and was somewhat impatient with progress to date. Several Bubble diagrams have been developed to show where areas should be in relationship to each other. (This has pointed out that some pre-planning suggestions cannot be utilized.) The materials are ready for presentation to the directors for their feedback--then it will be "back to the drawing board" for further consideration and ultimate presentation to the entire staff. Initial planning called for 50,000 square feet. The present study is considering 40,000 square feet on one level. Following input and study by directors, certificated and classified staff, the rough drawings will be presented to the Board for consideration. The goal for putting the building out to bid is January, 1974.

**13. Building  
Program Contracts**

13. The Superintendent presented information and fees for the surveyors proposals and soils engineer's proposal. Following Architect Unthank's recommendation, the Superintendent asked to retain Schaudt, Stemm, Walter for the Surveyor's study and L. Radley Squier, Portland, to conduct the soils study.

The Superintendent asked for Board direction regarding his making whatever necessary arrangements are needed on these and pending contracts (Does the Board prefer to have all contract matters presented to them for action?).

The Board, by consensus, requested the Superintendent to proceed with the necessary arrangements and keep the Board informed of the program.

October 4, 1973

14. Energy Crisis

14. Director Wooten requested that Kermit Horn be asked to survey possible ways for the IED staff to conserve energy during the crisis and bring his report to the October 9 meeting.

15. Contracts  
(Research in the  
Behavioral Educa-  
tion of the Handi-  
capped)

15. Revised four-month contracts (for personnel conducting the Research in the Education of the Handicapped at the University of Oregon) were presented to the Board for approval. The Superintendent stated that current funding is available only through December 31, 1973. Additional funding has been assured for the remainder of the year; when the University of Oregon receives final approval for their 1974 grant, contracts will be renegotiated for the remainder of the 1973-74 school year. He recommended contract approval for:

Barbara Garrett--\$3400/4 months

Richard Schram--\$3000/4 months

Darla Dill--\$3888.88/4 months

MOTION

Director Wooten moved that the contracts be approved as presented.

Director Bird seconded and the motion carried.

16. Educational  
Plan

16. The Superintendent recommended establishing November 13 as the meeting date to consider the Educational Plan for 1974-75. The staff is currently in the process of looking at kinds of presentations, time allocations, etc., to ensure the Board an opportunity to discuss the program concepts prior to placing dollar amounts in the budget.

Other Board meeting dates noted were December 11, January 8, and then presentation of the budget on January 15.

(By consensus, the Board requested that Budget Committee members be invited to the Educational Plan meeting to observe the present programs and be alerted to proposed programs.)

17. Executive  
Session--Personnel

17. As indicated in the agenda mailed to Board Members and local media, Chairman Armstrong cited Oregon Laws 1973, Chapter 172, Section 6 (1) (a) to consider an aspect of employment of one of the IED staff members and called an executive session.

18. Meeting  
Reconvened

MOTION

18. Director Armstrong called the meeting back to order.

Director Bird moved that Willson Maynard, Acting Director of Business and Administration and Assistant Superintendent in the absence of the Superintendent, be placed on the Administrative Salary Range IV-3 at \$17,680 for the contract year.

Director Peniston seconded and the motion carried.

19. Staff  
Salary Committee

19. There was a brief discussion of the possibility of staff salary committee members using one hour per week of IED time to do their work on salary affairs. No action was taken.

October 4, 1973

20. Next  
Meeting

20. The next regular meeting of the Lane IED Board will be held Tuesday, October 9, 1973, at 7:30 p.m., in the Lane IED Board Room, 748 Pearl, Eugene.

The meeting adjourned.

Jeanne Armstrong  
Jeanne Armstrong, Chairman

William C. Jones  
William C. Jones, Secretary

## NOTICE OF SUPPLEMENTAL BUDGET HEARING

A public hearing on a proposed supplemental budget for the Lane Intermediate Education District for the fiscal year 1973-74 will be held in the Board Room, Lane IED, 748 Pearl, Eugene, at 7:30 p.m. on September 25, 1973. Copies of the supplemental budget are available without charge at the office of the Superintendent. The budget may be inspected by interested persons at the office of the Superintendent during regular office hours. Any person may appear at the public hearing on the supplemental budget, and discuss the budget or any part of it.

### Lane Intermediate Education District

#### Supplemental Budget Summary

#### For the Fiscal Year 1973-74

#### General Fund

#### Resources - Joint Purchasing

Estimated resources--all sources	\$382,950.00
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#### Expenditures- Joint Purchasing

Personal Services	4,800.00
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Fixed Charges	650.00
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Materials and Services	377,500.00
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Capital Outlay	-0-
----------------	-----

General Operating Contingencies	-0-
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Total Requirements	\$382,950.00
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LANE IED BOARD OF EDUCATION MEETING  
Tuesday, September 11, 1973

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, September 11, at 7:30 p.m., in the Board Room, 748 Pearl Street, Eugene, with the following members present: Chairman Jeanne Armstrong, Howard Bird, Hugh Peniston, Cynthia Wooten, Noble Wheeler, and Superintendent William Jones. Also present were Willson Maynard, Evelyn McKenzie, Wanda Vinson, Joel Noble, Betty Gibson, Kermit Horn, Ernie Ediger, and Ron Munkres of the IED office; Bob Llewellyn of NYC; Larry Rice and Wedell Snyder of Lane Council of Governments (L-COG); Lahna Rasmussen, visitor; and Don Nelson of the Eugene Register-Guard.

2. Minutes MOTION  
Approved

2. Director Wooten moved that the minutes of August 28 be approved.

Director Bird seconded and the motion carried.

3. L-COG Report

3. Larry Rice, Executive Director of Lane Council of Governments (L-COG), introduced Wedell Snyder, Education Resource Person to the L-COG Board. Mr. Rice gave a report on the functions of L-COG as it relates to education and specifically to the IED.

4. Correspondence

4. The Superintendent presented correspondence from:

- (a) Dan Dunham, State Department of Education, regarding Ron Munkres' service on the state planning committee;
- (b) Mental Health Division, notifying the IED of approval of the trainable mentally retarded program grant of \$120,179 (IED share);
- (c) State Department of Education, notifying the IED of approval of the claim under the Handicapped Child Program (\$10,803.00);
- (d) Oregon School Boards Association, giving additional agenda information on the September 14 and 15 meeting; and
- (e) Lane County Commissioners, regarding September 12 meeting to discuss possible application for a Manpower Planning grant.

5. Manpower  
Planning Grant

5. The Superintendent stated that Larry Rice's remarks about possible changes in sponsorship of several Manpower programs relates closely to the Manpower Planning Grant that the County Commissioners are considering. The Commissioners hold their regular weekly meeting on Wednesday and one of the items on the agenda is a discussion of the possibility of the county

5. Manpower  
Planning Grant

5. (Cont'd.)

government becoming the prime sponsor of the Manpower programs (including Neighborhood Youth Corps). An L-COG subcommittee which includes the Superintendent and Bob Llewellyn is presently studying the possibility and advisability of a single sponsor and will report to the L-COG Manpower Planning Committee at the September 19 meeting. It was pointed out that NYC under IED sponsorship is doing an excellent job of coordinating the seven-county program.

MOTION

Director Wooten moved that the Superintendent attend the meeting on Wednesday (September 12) to request that the Commissioners postpone any decision to serve as prime sponsor until they have received the report of the subcommittee.

Director Bird seconded and the motion carried.

6. Legislation

6. The Superintendent presented the agenda for the Oregon School Boards Association September 14-15 meeting on legislation affecting schools and stated that all attending should carefully review the materials prior to the meeting, specifically that pertaining to collective bargaining. He stated that, since a precise procedure must be adhered to, he anticipated that a procedural would be available to participants.

Discussion on other legislation was postponed until the IED has received a copy of the printed laws. At that time, legislation and policy revisions will be placed on an agenda for discussion and action.

7. OSBA-OASA  
Meeting

7. The Superintendent invited program suggestions for the upcoming Oregon School Boards Association-Oregon Association of School Administrators meeting, November 14-16. Director Wooten indicated an interest in bringing in representatives from out-of-state IEDs to share programs and ideas. Areas of interest noted were Montgomery, Maryland, IED; Bill Emerson, Oakland IED (Pontiac, Michigan); Cedar Rapids IED; etc. Other suggestions included Manpower and NYC programs (with Bob Llewellyn) and selection of a state IED committee to provide National School Boards Association with program planning ideas for IED section at the National meeting.

8. Research in  
the Behavioral  
Education of the  
Handicapped  
Program

8. The Superintendent presented a contract agreement between the University of Oregon and the Lane IED to conduct research in the behavioral education of the handicapped at the Clinical Services Building on the University of Oregon campus. Funding (\$27,085) was made available through several agencies, including the Childrens' Bureau of Education for Handicapped, U.S. Office of Education. The classes for children in grades 1-3 must be conducted through a cooperative agreement with an agency such as the IED. The grant which runs from September 1, 1973 until May 31, 1974, provides for an Observer Coordinator, a Research Teacher, and a Media/Communication Specialist and Instructor.

8. Research in  
the Behavioral MOTION  
Education of the  
Handicapped  
Program

8. (Cont'd.)

Director Wheeler moved approval of IED participation in the program.

Director Peniston seconded and the motion carried.

9. Retrieval  
Project

9. Information from Elgeon Johnson, State Employment Office, indicates probability of the Dissemination project position being funded through PEP (Public Employment Program). Mr. Johnson has alerted the Superintendent to be ready to make a public announcement of the position and to start a search for the person to serve as retrieval agent. If the grant is awarded, the position must be advertised with the State Employment Agency for the first 48 hours. The person hired must be a Vietnam veteran, must live in Lane County but not in Eugene at time applying for the position, and must be available by October 1.

10. Board  
Vacancy

10. Director Benjamin submitted a letter of resignation as a member of the Board from Zone II (Bethel and Junction City) and asked to be considered for appointment to the At-large Board position recently vacated by Director Briggs.

MOTION

Director Bird moved that Director Benjamin's resignation be accepted.

Director Wheeler seconded and the motion carried.

MOTION

Director Wheeler moved that Joyce Benjamin be appointed to the At-large position vacated by Director Briggs.

Director Bird seconded and the motion carried.

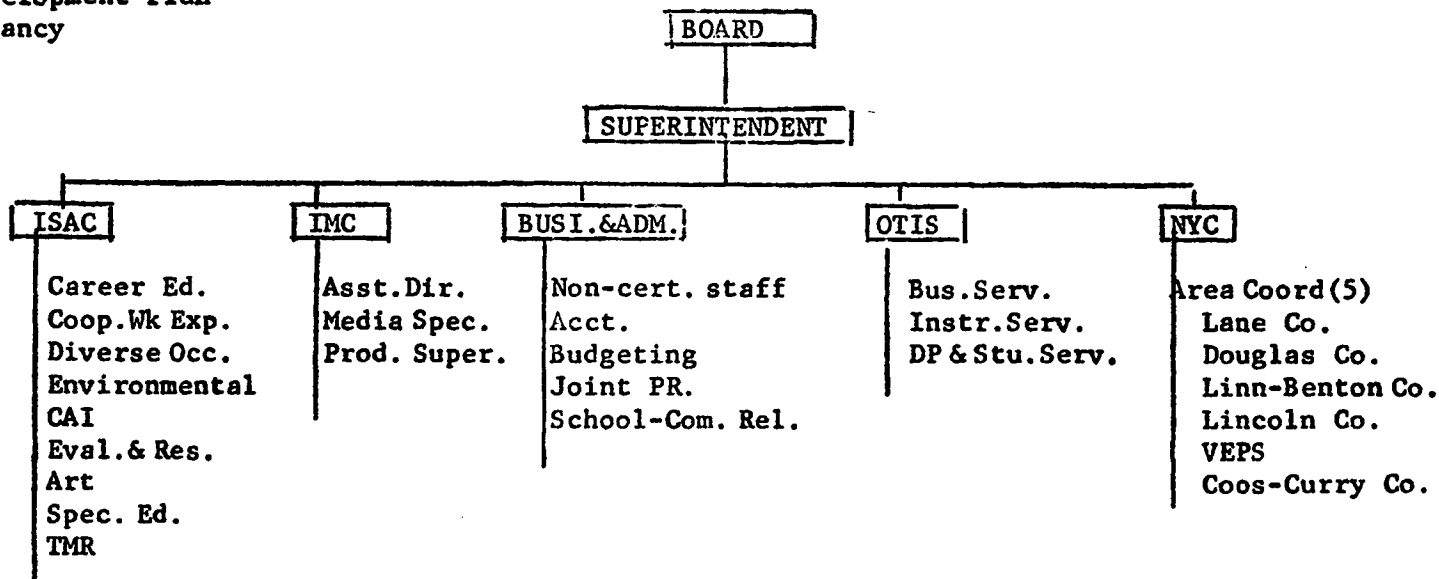
Applications for the Zone II (Bethel and Junction City) Board position will be accepted until October 1 and the appointment will be made at the October 9 meeting.

11. Organizational  
Development Plan--  
Vacancy

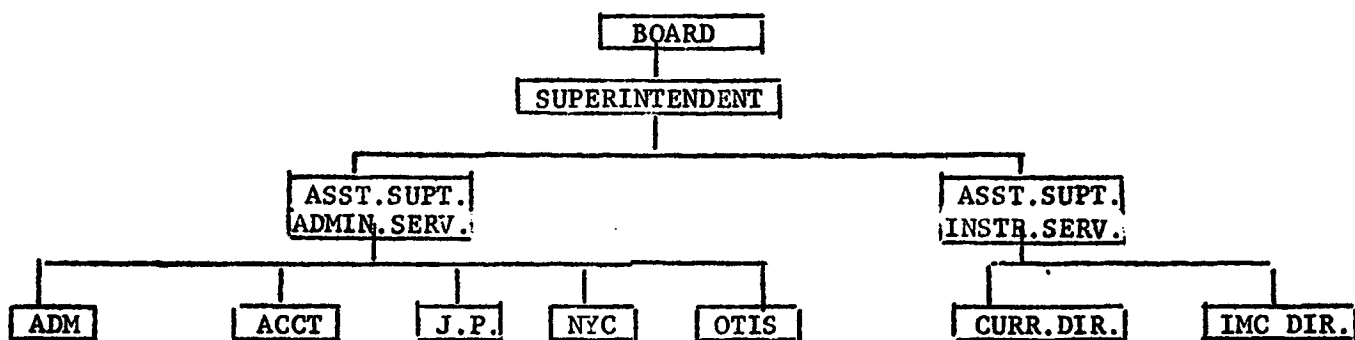
11. The Superintendent reported that the certificated staff, assisted by Dr. Dick Schmuck and Dr. Bill Starling of the University of Oregon, had just completed a series of inservice meetings which started last May. The inservice involved a study of the present organizational structure, the problems involved, and how to develop a new structure, if one were needed, to best accomplish staff goals and objectives. The Superintendent presented two possible organizational plans to the Board for their consideration.

11. Organizational  
Development Plan--  
Vacancy

11. (Cont'd.) Recommendation #1



Recommendation #2



Recommendation #1 Person responsible for business and administration will be designated as either the deputy or the assistant superintendent to carry out the duties of the superintendent in his absence; in the event that both of the above will be incapacitated for any reason, one of the directors will be designated to assume the duties of the superintendent.

While some interest was displayed by four staff members for recommendation #2 (utilizing the services of two assistant superintendents), the general consensus of the entire staff and Superintendent was in favor of recommendation #1. The Superintendent recommended that the Board adopt plan #1 which provides for five directors (Instructional Services and Curriculum, Instructional Media, OTIS, NYC, and Administration and Business) as the leadership team. The Director of Administration and Business would serve as Assistant Superintendent in the absence of the Superintendent. The Directors and the Superintendent will meet weekly and the directors will meet bi-weekly with their divisions.

11. Organizational  
Development Plan--  
Vacancy

11. (Cont'd.)

The Superintendent also recommended that Willson Maynard be appointed Director of Business and Administration and Acting Assistant Superintendent and until such time as the new Director of Instruction Services and Curriculum is hired, that Mr. Maynard coordinate that program too. (It was noted that Mr. Maynard is now assigned many of the duties that are included in the altered business and administration position.)

MOTION

Director Wheeler moved that organizational recommendation #1 be approved.

Director Peniston seconded and the motion carried with Director Bird voting "no."

MOTION

Director Peniston moved that Willson Maynard be appointed Director of Business Administration and Acting Assistant Superintendent and that he coordinate the Instructional Services and Curriculum program until the position is filled.

Director Wheeler seconded.

AMENDMENT

Director Bird moved to amend the motion by adding "that he be moved to the Directors' Range on the salary schedule for this temporary appointment."

Director Peniston seconded and the motion carried as amended.

12. Next Meeting

12. The next regular meeting of the Lane IED Board and the hearing on the Joint Purchasing supplemental budget will be held Tuesday, September 25, 1973, at 7:30 p.m., in the Lane IED Board Room, 748 Pearl, Eugene.

The meeting adjourned.

Jeanne Armstrong  
Jeanne Armstrong, Chairman

William C. Jones  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, August 28, 1973

Minutes in brief

1. Attendance

1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, August 28, at 7:30 p.m., in the Board Room, 748 Pearl, Eugene, with the following members present: Chairman Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Howard Bird, and Superintendent William Jones. Also present were Evelyn McKenzie, Wanda Vinson, Bill Manley, Mel Mead, Willson Maynard, Joel Noble, and Kermit Horn of the IED office; and Bob Llewellyn of NYC.

2. Minutes MOTION  
approved

2. Director Benjamin moved that the minutes of July 10 be approved.

Director Wooten seconded and the motion carried.

MOTION

Director Benjamin moved that the minutes of July 17 be approved.

Director Wooten seconded and the motion carried.

MOTION

Director Benjamin moved that the amended contract with Unthank, Seder and Poticha be attached to the official July 20 minutes and be approved as amended.

Director Wooten seconded and the motion carried.

MOTION

Director Benjamin moved that the second amended contract with Unthank, Seder and Poticha be attached to the official August 6 minutes and be approved as amended.

Director Wooten seconded and the motion carried.

3. Commendation to  
Staff

3. Director Wooten commended the IED staff, Mel Mead, and Willson Maynard, for taking charge following Ruth Gould's death and in the absence of the Superintendent.

4. Communications

4. The Superintendent presented correspondence from:

- (a) Ron Babcock, Auditor, and Don Kenyon, Local Budget Section, State of Oregon, regarding adhering to budget statutes and legal procedures for expending public funds;
- (b) George Nicolescu, President of State IED Association, regarding September 14-15 meeting in Portland on referral of the collective bargaining legislation;
- (c) Several persons and school districts expressing sympathy on Ruth Gould's passing (Lee Hanson, Superintendent of Tillamook IED; Dale Parnell, State Superintendent; Jim Howard and the Pleasant Hill Board; Tom Walker, Coos IED; Jens Robinson, Woodburn Schools; Multnomah IED; Jesse Fasold, State Department of Education; Junction City School District, and North Bend NYC);

4. Communications

4. (Cont'd.)

- (d) Eugene Maier, Oregon Mathematics Education Council, regarding approval of National Science Foundation funding (\$18,620) to Eugene District #4J and Lane IED for September 1, 1973 through September 1, 1974;
- (e) Glen Ashcraft, Branch Manager of Addressograph-Multigraph Corporation, regarding trial offer of copy center equipment;
- (f) Ruth Edwards, Director 4-C's, regarding a county-wide information program and requesting a replacement for Ruth Gould on the 4-C Board;
- (g) Blachly, Crow-Applegate and Fern Ridge districts indicating IED involvement in their in-service programs; and the
- (h) State Department of Education release on the equal employment and educational opportunity statement.

5. Business Affairs

5. The Superintendent presented the financial statements for July, 1973, and stated that the financial picture was very good in all categories and indicated that OTIS is enjoying its best financial position since it was first funded.

Accounts payable for July, 1973, included:

IED	\$68,757.27
OTIS	89,057.17
NYC	6,114.83

(NYC financial statement includes combined funding of Neighborhood Youth Corps, Vocational Exploration Private Sector (VEPS), and the Public Employment Program (PEP).)

6. Budget Resolution

6. The Superintendent reviewed Ron Babcock's recommendation that a resolution covering allocation of all funds be adopted by Board action. By using the broad categories in the budget, over-expenditure of any fund would be eliminated and the Board would have no difficulty transferring line items within funds prior to the end of the year. The Superintendent stated that Mr. Babcock has recommended adoption of an additional supplemental budget to bring Joint Purchasing requirements and expenditures (equalizing account) to a more realistic figure. The supplemental budget will be advertised for the second meeting in September.

7. OTIS Break-in

7. The Superintendent reported that a break-in at OTIS had occurred and a calculator and typewriter had been taken. The loss has been reported to the insurance company and will be replaced (\$100 deductible).

8. Math Project

8. The Superintendent presented the proposed program and expenditures of the National Science Foundation grant of \$18,620 (through Oregon Mathematics Education Council) to Eugene School District #4J and the Lane IED. The Superintendent stated that top-notch personnel who had worked on the Eugene District program in 1972-73 would be continuing in the program and he recommended Board action to approve participation in the program. (He invited Oscar Schaaf of Eugene District #4J to bring additional information to the Board at a later date.)

MOTION

Director Benjamin moved that the IED participate in the program as presented.

Director Bird seconded and the motion carried.

9. 4-C Council Appointment

9. In response to a 4-C Council request for an IED representative to serve as Ruth Gould's replacement on the Council, Director Wooten nominated Kermit Horn. By general consensus, Kermit Horn was appointed to the Council.

10. NYC-PEP Program

10. Bob Llewellyn, Neighborhood Youth Corps Director, reported on the status of the summer NYC-PEP program. He stated the program had been most successful and had utilized the highest percentage of veterans (75) and minorities employed in the State (21%). Mr. Llewellyn pinpointed several projects-- (1) Douglas County, with three projects and employment of four mentally retarded youth; (2) Newport, employment of a fourteen-year-old boy to assist with a remedial reading program in an elementary school; the TIDE project (mapping shallow and deep pools for fall use by students in the study of plant and animal life found in tidal pools); (3) Coos Bay-North Bend and the Albany areas' placement of youth in maintenance, childcare, clerical, forestry, and road crews; and (4) Lane County's involvement in many job experiences in addition to those enumerated. Mr. Llewellyn concluded his report by stating he felt very optimistic about the fall program because of the excellent response to the summer program.

11. Fair Report

11. Bill Manley presented a brief report on the very successful fair booth held in conjunction with Lane Community College. Six hundred people used the computers and received occupational information during the fair week (representing 92% efficiency of computer time available). Three IED staff personnel were on duty at all times for a total of 228 hours. Public response and enthusiasm to the program indicated another scheduling of this service is indicated at a later date. Another suggestion was to consider outfitting a van with a computer terminal and taking the program to various areas of the county as a service to adults as well as youth and for good public relations.

Mr. Manley suggested that consideration might be given to featuring outdoor or environmental education next year to present another facet of the IED program.

12. Retrieval  
Project

12. Willson Maynard reported on the present status of the Dissemination Project. For the present and immediate future, no money is available from the State Department of Education for the Retrieval Project. Last year's funding, however, was sufficient to provide all ERIC materials up to December, 1973, and the State Department is maintaining the current files of microfiche which will be available to Lane IED at no cost.

Continued school district interest in the project has prompted IED application for Public Employment Program funds to hire a retriever-disseminator. This person would be trained to make searches through the computer and to generate additional interest in the microfiche. A decision is expected within a week on fund availability. (The allocation of funds is conditioned upon a demonstrated interest in continuing the project following the grant period.)

13. Disability  
Income Insurance

13. Willson Maynard reported that the formal contract for the long-term disability insurance with Dow Laney is the same as the agreement previously provided orally prior to the Board. The policy pays upon the 31st day of disability with all employees automatically covered as of July 1 (contingent upon pre-existing conditions terms of contract).

14. NYC Car Study

14. Bob Llewellyn, NYC Director, presented for Board consideration three alternatives for NYC field service transportation-- (1) Lease six vehicles (cost would be \$378.90 monthly); (2) Individuals use private cars @ 10¢ a mile; and (3) Retain the Ford Falcons now in use and pay car repair and mileage. He suggested continued use of the five Falcons and leasing an additional Volkswagen from the IED @ 6¢ per mile.

Director Bird suggested studying the possibility of charging the NYC for the continued use of the Falcons. The funds received would be reserved for purchase of new cars.

MOTION

Director Benjamin moved that the Superintendent, Director Bird, and Mr. Llewellyn prepare a leasing plan for Board consideration.

Director Bird seconded and the motion carried.

15. Legislation

15. The Superintendent referred to Dale Parnell's legislation synopsis in the Pipeline, and asked Board members to read it and the Oregon School Boards Association materials in order to obtain an overview of legislation affecting IEDs and local school districts.

OASA - OSBA  
Petition

The Superintendent stated that the Oregon Association of School Administrators-Oregon School Boards Association has requested board members to circulate petitions in support of Senators Robert Smith, Victor Atiyeh and Tony Meeker's proposal to refer HB 2263 to the people.

Director Wooten objected to the assumption that school board members would be willing to circulate petitions against teachers and public employees' right to strike.

15. Legislation

15. (Cont'd.)

After considerable discussion, Director Benjamin drafted the following statement:

"The Lane Intermediate Education District Board does not support the OASA and the OSBA in their efforts to circulate a petition referring HB 2263;

"The Board recognizes and regrets the too frequent occurrences of antagonism between board members and teachers as they enter negotiations;

"The Board opposes a bitter campaign fought between board members and teachers over public employees' right to strike and thinks it both wasteful and contrary to the best interests of Oregon school children."

MOTION

Director Wooten moved that the above statement opposing circulating the petition be approved and forwarded to the OSBA and OASA and to Senators Victor Atiyeh, Robert Smith, and Anthony Meeker.

Director Bird seconded and the motion carried.

16. Personnel MOTION  
(Resignation)

16. Director Bird moved that the letter of resignation from Virginia Jasmer, Speech Clinician, be accepted with a letter to be forwarded to Virginia Jasmer in appreciation of her many years of service to the IED.

Director Wooten seconded and the motion carried.

(New Personnel)

Following advertising and screening of applicants, the following contracts were presented for Board consideration:

- (1) Edythe Heintz, Consultant for Mentally Retarded (Range VII, Level 1, \$11,615)
- (2) Christine D. Hogan, Traveling teacher (M.A. Step 2, \$8,909)
- (3) Peggy Gabrielson, Teacher of pre-school TMR Title I at University of Oregon (B.A., Step 1, \$7,550)
- (4) Judy Bancroft, Supervisor of pre-school TMR Title I at University of Oregon (B.A., Step 2, \$8,230)
- (5) Gail Bearrentine, Speech Therapist - 4/5 time (B.A., Step 1, \$6,040)
- (6) Ronald Hanson, Coordinator of Diversified Occupations program for BAM (M.A., Step 4, 205 day contract, \$10,426)

MOTION

Director Bird moved the contracts be approved as presented.

Director Wooten seconded and the motion carried.

17. Copy Center  
Equipment Report

17. Mel Mead, Instructional Media Center Director, presented a study of offset duplicating job comparisons as requested by the Board at the July 10 meeting (copy attached). He stated that the "guesstimate" of printing costs furnished by Addressograph-Multigraph might have been a little bit high but not significantly so. The copy center equipment available from Addressograph-Multigraph on a trial basis is a 110 volt unit and would use less power than present equipment. In addition, it would replace both the spirit duplicator and mimeograph machines and substantially help with the multilith work load.

MOTION

Director Bird moved acceptance of the Addressograph-Multigraph copy center equipment on a trial basis.

Director Benjamin seconded and the motion carried.

(Mr. Mead was requested to keep a cost study for the first two months.)

18. Procedure for  
Filling IED Personnel  
Positions

18. The Superintendent asked members for any input they might have concerning the filling of Ruth Gould's position; i.e., deputy superintendent, assistant superintendent, curriculum director/assistant superintendent, etc. He stated that the staff is presently studying IED organizational development and that some of their recommendations will undoubtedly affect the job description for the position.

Director Bird suggested that the Superintendent present job descriptions and alternatives for filling the position at the next meeting, taking into consideration: (1) staff input; (2) encouraging minority people to apply for position; (3) moving up within the organization, etc.

19. Next Meeting

19. The next regular meeting of the Lane IED Board will be held Tuesday, September 11, 1973, at 7:30 p.m., in the Lane IED Board Room, 748 Pearl, Eugene.

The meeting adjourned.

Jeanne Armstrong  
Jeanne Armstrong, Chairman

William C. Jones, Supr.  
William C. Jones, Secretary

INTERMEDIATE EDUCATION DISTRICT  
Pearl Street  
Eugene, Oregon 97401

Office of the Superintendent  
August 1973

LANE IED BOARD OF EDUCATION MEETING  
Monday, August 6, 1973

Minutes in brief

1. Attendance

1. A special meeting of the Lane Intermediate Education District Board was held Monday, August 6, at 2:30 p.m. at the Excelsior Cafe, with the following members present: Chairman Jeanne Armstrong, Howard Bird, Joyce Benjamin, Cynthia Wooten, and Assistant Superintendent Ruth Gould.

2. Architect MOTION  
Contract Approval

2. Director Wooten moved to approve the contract with Unthank, Seder and Poticha as amended on August 5, 1973.

Director Benjamin seconded and the motion carried.

3. Topograph- MOTION  
ical Survey

3. Director Bird moved to have the architects proceed to order a topographical survey of the property for the new building.

Director Benjamin seconded and the motion carried.

4. Meeting  
Adjourned

4. The meeting was adjourned.

Jeanne Armstrong  
Jeanne Armstrong, Chairman

William C. Jones  
Ruth Gould, Acting Secretary - *deceased*  
*Supt.*

LANE IED BOARD OF EDUCATION MEETING  
Friday, July 20, 1973

Minutes in brief

1. Attendance

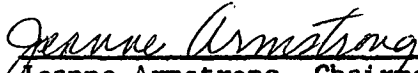
1. A special meeting of the Lane Intermediate Education District Board was called to order at 8:45 a.m. by Chairman Armstrong. The following members were present: Chairman Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Noble Wheeler, and Superintendent William Jones. Also present was Ruth Gould of the IED office; and Mike O'Brien of the Eugene Register-Guard.


2. Contract  
Approval

2. Director Benjamin moved that the contract with Unthank, Seder & Poticha, dated the 18th day of July, 1973, be approved as amended.

Director Wooten seconded and the motion carried.

Meeting adjourned.

  
Jeanne Armstrong, Chairman

  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, July 17, 1973

Minutes in brief

1. Attendance



2. Architect MOTION  
Selected

3. Contract MOTION  
Approved

4. Staff Selections  
To Be Made

5. Letter of  
Resignation from  
Al Briggs  
MOTION

6. Next Meeting

1. A special meeting of the Lane Intermediate Education District Board was held Tuesday, July 17, at 7:30 p.m., in the Board Room, 748 Pearl Street, Eugene, with the following members present: Chairman Jeanne Armstrong, Joyce Benjamin, Cynthia Wooten, Noble Wheeler, and Superintendent William Jones. Also present were Ruth Gould of the IED office and Mike O'Brien of the Eugene Register-Guard.

Following a brief executive session, the Board met in regular session to conduct the following business:

2. Director Benjamin moved that Unthank, Seder & Poticha be designated architects for the new IED building.

Director Wooten seconded and the motion carried.

Superintendent Jones and DeNorval Unthank will meet to draw up the basic contract and the Board will meet Friday, July 20, at 8:00 a.m. for review and approval.

3. Director Wheeler moved that Susan Plaisance be given a contract for the Environmental Education Intern position (twelve months, half-time at \$4,500).

Director Benjamin seconded and the motion carried.

4. Superintendent Jones explained that the selection of the persons to fill the two positions for the Mentally Retarded (traveling teacher and consultant) would, of necessity, be made before the next board meeting and would be presented for the Board's approval at the August 28 meeting.

5. Chairman Armstrong read a letter of resignation from Al Briggs, member of the Board.

Director Benjamin moved that Mr. Briggs' resignation be accepted with regret.

Director Wheeler seconded and the motion carried.

A unanimous expression of appreciation to Al for his years of service will be written by Chairman Armstrong.

6. The next regular meeting of the Lane Intermediate Education District Board will be held Tuesday, August 28, 1973, 7:30 p.m., in the Lane IED Board Room, 748 Pearl Street, Eugene.

The meeting adjourned.

*Jeanne Armstrong*  
Jeanne Armstrong, Chairman  
*William C. Jones*  
William C. Jones, Secretary

LANE IED BOARD OF EDUCATION MEETING  
Tuesday, July 10, 1973

Minutes in brief

- |  |   |
|--|---|
| 1. Attendance                            | 1. The regular meeting of the Lane Intermediate Education District Board was held Tuesday, July 10, at 7:30 p.m., in the Board Room, 748 Pearl, Eugene, with the following members present: Chairman Jeanne Armstrong, Al Briggs, Joyce Benjamin, Cynthia Wooten and Superintendent William Jones. Also present were Evelyn McKenzie, Wanda Vinson, Mel Mead, Willson Maynard, and Mike Youngblood of the IED office; Bob Dusenberry of OTIS; Bob Llewellyn of NYC; and Mike O'Brien of the Eugene Register-Guard.  |
| 2. Minutes      MOTION<br>Approved       | 2. Director Wooten moved that the minutes of June 26 be approved.<br><br>Director Benjamin seconded and the <u>motion carried</u> .   |
| 3. Supplemental MOTION<br>Budget Hearing | 3. After a brief hearing on the OTIS supplemental budget, Director Benjamin moved to extend \$1,076,658 for the OTIS operation for 1973-74 and include it in the IED budget as a supplemental figure.<br><br>Director Wooten seconded and the <u>motion carried</u> .   |
| 4. Correspondence                        | 4. The Superintendent presented correspondence from:<br><br>(a) George Katagiri, State Department of Education, regarding the Dissemination Program (two letters);<br><br>(b) A. Frederick Bahr, Lane Community College, in appreciation for Darlene Huckins', NYC, participation in "Problems of the Deprived Child";<br><br>(c) Henry Kilmer, Superintendent, Triangle Lake schools, and Eugene Smith, Superintendent, Fern Ridge schools, thanking the Lane IED for the many services to the school district; and,<br><br>(d) Paul Salmon, Executive Secretary of AASA (American Association of School Administrators) indicating the Superintendent's appointment to the AASA advisory committee on County and Regional educational agencies. |
| 5. Honesty<br>Bond                       | 5. The Superintendent stated that on several occasions he had discussed with Sam Huston, the IED agent of record, the possibility of obtaining an honesty bond on all employees, including Neighborhood Youth Corps and OTIS. The present procedure is to bond the superintendent and the internal auditor for \$50,000 each.   |

5. Honesty  
Bond

5. (Cont'd.)

The Board suggested that no action be taken pending study of various aspects of bonding and insurance coverage. It was further suggested that Bill Berg be asked to serve on an insurance committee to include Sam Huston, Ron Babcock, Al Briggs, Jeanne Armstrong, and the Superintendent, and that the committee bring a recommendation to the Board.

6. NYC-PEP  
Program

6. Bob Llewellyn, NYC Director, gave a brief overview of the Neighborhood Youth Corps summer program and noted that the Skinners Butte project was progressing nicely in cooperation with the Jaycees and Lane Community College. Mr. Llewellyn indicated there is a good possibility that the government will release approximately \$176,180 additional funding for 440 more slots to finish out the summer program.

Mr. Llewellyn also alerted the Board to several problem areas:

- (1) The operation and maintenance cost for the five NYC vehicles is increasing. The cars are more than three years old with mileages ranging from 52,000 to 85,000 miles and car rental is being considered to replace two or three of the vehicles;
- (2) A letter alleging discrimination of hiring practices has been received and must be answered. The girl who applied for a position was from an adjoining county outside the IED seven-counties jurisdiction. (Directives state that all employees hired must reside in the county covered by the program); and
- (3) NYC is involved in a bankruptcy case involving \$32 of employee wages in the VEPS program.

Expanding on the excessive car repair costs, the Board asked Mr. Llewellyn and the Superintendent to make a comparison study of maintenance costs and prepare a feasible plan for operating the cars this coming year. The study is to be presented at the August meeting for Board consideration.

7. Goals and  
Objectives

7. As a follow-up of Hugh Peniston's report on the Multnomah IED's accountability program, the Superintendent presented the goals and objectives developed by the Lane IED staff during this past year. He stated he has asked Tom Sommerville, Superintendent, Multnomah IED, to send a complete copy of the Multnomah IED materials so the Board can compare the two for later discussion.

8. Fair Booth

8. The Superintendent reported that the Fair Booth committee is in the process of scheduling staff to work in the booth. The mock-up of the booth should be completed in two-three weeks at Lane Community College. Board members are invited to visit Lane Community College to preview the booth arrangements and make any suggestions.

9. Attorney  
Retainer

9. The Superintendent presented information to the Board pertaining to a request from Bill Frye, IED attorney, for an increase in his retainer fee. The Superintendent stated that

9. Attorney  
Retainer

9. (Cont'd.)

Attorney Frye had spent 26+ hours for the IED from May 1972 to May 1973. The attorney's fee varies from \$30 - \$50 per hour depending upon the task. Frye's fees are \$35 per hour except his trial fees are \$50 per hour. The Superintendent recommended that the retainer fee be increased from the present \$50 to \$85 monthly.

MOTION

Director Benjamin moved that the IED retain Attorney Bill Frye at \$85 monthly.

Director Briggs seconded and the motion carried.

10. Long-Term  
Disability Contract

10. Mike Youngblood and Willson Maynard reported that the Welfare Committee had met with representatives of Standard Insurance, CHOICE program of Oregon Education Association, and the Eugene Insurance Company to discuss the various programs for long-term disability coverage. The coverage of all companies seemed fairly consistent (main differences were noted in the matter of elimination period, benefit allowance, and pre-existing condition coverage). The Welfare Committee recommended Board approval of the CHOICE program pending review of the written contract (Occidental Insurance Company).

MOTION

Director Wooten moved to accept the recommendation of the Welfare Committee on selection of the insurance company to handle the long-term disability program.

Director Benjamin seconded and the motion carried.

11. Warehouse  
Space

11. The Superintendent reported to the Board that warehousing space has been obtained at 410 Pearl Street.

12. OTIS-  
Lakeview Pro-  
posal (Cost  
Comparison)

12. The Superintendent presented the OTIS cost information which the Board had requested concerning differences in the cost factors for OTIS services to current user districts as opposed to higher costs involved in providing services to Lakeview (Lakeview \$2.99 as opposed to \$2.03 average cost to other user districts). In the past, all users have been charged the same flat rate but the Advisory Committee had recommended that the charge to Lakeview cover only out-of-pocket expense. The present proposal is a compromise of the two--with a recommendation that those districts where line costs are excessive (distance plus no GSA line) pay 1/2 of the line costs.

There was some Board reticence in adopting the Lakeview proposal pending a clearcut policy outlining criteria for additional cost for all districts coming on the system (relative to line costs, distance, students involved, etc.). It was indicated that such a policy should be developed and included in the policy handbook.

12. OTIS-  
Lakeview  
Proposal (Cost  
Comparison)

MOTION

12. (Cont'd.)

Director Benjamin moved that the OTIS-Lakeview proposal be adopted. The motion did not receive a second. Director Benjamin withdrew her motion and--

MOTION

Director Benjamin then moved that the IED adopt the policy applicable to Lakeview only and ask the Advisory Committee to look into additional charge policy for districts coming on the system in the future.

Director Wooten seconded and the motion carried.

13. Copy Center  
System Proposal

13. The Superintendent briefed the Board on the recently demonstrated Addressograph-Multigraph copy center and stated that the equipment is available to the IED on a 60-day trial basis at no cost. All rental paid applies on a three-year purchase option. The \$8,000 amount the Board was being asked to consider is equivalent to the amount placed in the budget for contracting printing from local firms.

The Board was provided comparative costs of jobs that were done in the IED office. The comparison was between the IED cost (if the copy center were part of the IED equipment) and two local print shops. The IED copy center figures were considerably lower; however, the IED figures did not include cost for lights, space, or rent, but they did include depreciation of the equipment.

Director Briggs stated that print shops nationwide are making less than a 5% profit before taxes and questioned that printing could be done at so much less than private enterprise can do.

Mel Mead replied that the copy center system would provide the IED not only a lower cost factor but would provide greater convenience of operation. At the present time, many of the masters are being processed at the City Hall and County Courthouse (this will not be possible when housed in new quarters on 99N).

Matters of Board concern were (1) budget committee decision to "job out" printing; (2) possible price discrepancies; and (3) what the IED is spending now and what it would be spending.

Mel Mead was asked to present figures at the next Board meeting showing what has actually been expended in-house on printing projects as compared with projected copy center and private industry costs.

14. Future Meeting  
Agenda Items

14. Board suggestions for future meeting agenda items included (1) study of present policies, and (2) an invitation to L-COG staff member, Larry Rice, to report on L-COG educational programs at the August IED Board meeting.

15. Executive  
Session

15. The Board recessed and went into executive session for further discussion and selection of an architect.

16. Board  
Reconvened

16. The Board reconvened and set Tuesday, July 17, as a special meeting to meet with the architects to complete the selection process.

17. Next Meeting

17. The next regular meeting of the Lane IED Board will be held Tuesday, August 28, 1973, at 7:30 p.m., in the Lane IED Board Room, 748 Pearl, Eugene.

The meeting adjourned.

Jeanne Armstrong  
Jeanne Armstrong, Chairman

William C. Jones  
William C. Jones, Secretary