

**LANE ESD BOARD MEETING
AGENDA**

March 29, 2016

1. Work Session
2016-17 Budget Preview with Board and Budget Committee
Presenter: Superintendent Larry Sullivan, Assistant Superintendent Carol Knobbe, Business Services Director Dave Standridge
Time: 60 minutes
2. Call Regular Meeting To Order
3. Welcome
Guests attending the meeting will be introduced.
4. Public Participation
This is an opportunity for the audience to address the Board on topics either on, or not on, the agenda. There will also be opportunities for the audience to comment on specific agenda items as the Board addresses them.
5. Agenda Review
The agenda will be reviewed for changes or additions.
6. Action Items
 - A. Consent Agenda
The Lane ESD Board of Directors has agreed to implement a consent agenda. All items in the consent agenda are adopted by a single motion unless a member of the Board or the Superintendent requests that such item be removed from the consent agenda and acted upon separately.

Generally, consent agenda items are matters which members of the Board agree are routine in nature and should be acted upon in one motion to conserve time and to enable the Board to focus on the other matters on the agenda.

Back-up materials for consent agenda items are included in the agenda packet as needed. Minutes of this meeting will reflect action on each item.

If any board member wishes to withdraw any consent group item, it will be moved to the appropriate section of the agenda.

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent group as submitted and listed below.

- (1) Approve Board Minutes of February 23, 2016 (attachment)

BE IT RESOLVED that the Board of Directors of Lane ESD approves the minutes of its meeting February 23, 2016, as submitted.

(2) Accept Monthly Human Resources Report and Approve Personnel Recommendations (attachment)

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Monthly Human Resources Report dated March 23, 2016.

Presenter: Chair Anselmo Villanueva

Time: 5 minutes

1. Approve Minutes of February 23, 2016
2. Accept Human Resources Report dated March 23, 2016

B. Accept Financial Report for February 2016

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for February 2016.

Presenter: Chair Anselmo Villanueva

Time: 5 minutes

C. Accept Policy Updates

The Board of Directors of Lane ESD will accept Policy Updates as first read at the February 23, 2016 meeting.

BE IT RESOLVED that the Board of Directors of Lane ESD accepts policy updates as submitted and as listed below.

Presenter: Chair Anselmo Villanueva

Time: 5 minutes

1. BBFA - Board Member Ethics and Conflicts of Interest
The policy language was revised to better reflect the statutory wording for the definition of "relative" from Oregon Revised Statute 244.020(15) and from the Oregon Governments Ethics Law – A Guide for Public Officials, published by the Oregon Government Ethics Commission.
2. BBFB - Board Member Ethics and Nepotism
The policy language was revised to better reflect the statutory wording for the definition of "relative" from Oregon Revised Statute 244.020(15) and from the Oregon Governments Ethics Law – A Guide for Public Officials, published by the Oregon Government Ethics Commission.
3. GBC - Staff Ethics
The policy language was revised to better reflect the statutory wording for the definition of "relative" from Oregon Revised Statute 244.020(15) and from the Oregon Governments Ethics Law – A Guide for Public Officials, published by the Oregon Government Ethics Commission.
4. GCAB - Personal Electronic Devices and Social Media
Staff possession or use of personal electronic devices on ESD property, in ESD facilities during the work day and while the staff is on duty in attendance at ESD-sponsored

activities may be permitted subject to the limitations set forth in this policy and consistent with any additional school rules as may be established by the superintendent.

5. GCDA_GDDA - Criminal Records Check, Fingerprinting
During the 2015 Legislative session in House Bill 2412, Oregon Revised Statute (ORS) 342.232 was repealed. This statute included language stating ESDs could hire non-licensed employees and allow them to report to work pending the return of a state and national criminal background check. This repeal was effective January 1, 2016. OSBA staff met with the Oregon Department of Education to resolve concerns about the repeal of the ORS.
6. JFJC - Harassment/Intimidation/Bullying/Cyberbullying/Teen Dating Violence/ Domestic Violence – Student
Senate Bill 790 (2015) added the term “domestic violence” to new or existing, age-appropriate training programs for students in grades 7 through 12 and for school employees. If the ESD operates a school as part of its program, the revised law requires ESDs to include notice of this policy in communication to students and parents, i.e., the school’s or ESD’s student/parent handbook. It further adds that the ESD will cause the posting of the required posters, as provided by the Oregon Department of Education when available, in clearly visible locations in appropriate school campuses.
7. KL - Public Complaints
In response to additional requests from OSBA members for more guidance to boards, OSBA’s staff from the policy, labor and legal departments met and added recommended language in the samples for board policy KL - Public Complaints and KL-AR - Public Complaints Procedure.

7. Discussion/Reports

- A. Work Session Report Out
Presenter: Chair Anselmo Villanueva
Time: 5 minutes
- B. 2016-17 Meeting Calendar
Presenter: Assistant Superintendent Carol Knobbe
Time: 5 minutes
- C. Lane ESD Board of Directors Professional Development Budget
Presenter: Superintendent Larry Sullivan
Time: 5 minutes
- D. OAESD Spring Conference
The Board will discuss participation at the OAESD Spring Conference.

May 19-21, 2016, Eagle Crest Resort, Redmond, Oregon

Registration Fee: \$250

Vendor Table: \$450

Hotel: \$94+tax per night

Presenter: Chair Anselmo Villanueva and Superintendent Larry Sullivan

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Time: 5 minutes

E. NAACP Freedom Fund Dinner Report Out

Presenter: Chair Anselmo Villanueva

Time: 5 minutes

F. LCOG Member Appreciation Dinner Report Out

Presenter: Chair Anselmo Villanueva

Time: 5 minutes

G. Elections and Board Ethics

Tentative Discussion Item

Presenter: Assistant Superintendent Carol Knobbe

H. Better Oregon Campaign

A Better Oregon is a coalition of parents, teachers, small businesses, leaders and organizations who have come together to make sure we get the schools and services we need by making large and out-of-state corporations pay their fair share in taxes.

Director Robe would like the Board to discuss joining three other ESDs in support of the Better Oregon Campaign. The other three ESDs that have pledged support are Intermountain ESD, Linn-Benton-Lincoln ESD, and Multnomah ESD.

Presenter: Director Joel Robe

Time: 5 minutes

I. Budget Committee Meeting Date

The Board will discuss moving the Budget Committee date to align with the May Board meeting. The meeting would move from May 17 to May 24.

Presenter: Chair Anselmo Villanueva and Superintendent Sullivan

Time: 5 minutes

J. First Read: DI-AR (3) Fiscal Procedures and Responsibilities - Travel, Meals and Lodging

These guidelines and procedures were developed for Lane ESD employees and Board members and are intended to provide guidance in the area of travel, meals and lodging expenses. Lane ESD has a responsibility to be fiscally prudent. Lane ESD is also required to be in compliance with all laws, regulations and auditing standards as established by the IRS, U.S Office of Management and Budget and other governmental agencies.

IRS guidelines do not define a reimbursable expense. The guidelines only define which reimbursements are considered taxable or non-taxable to the employee. Lane ESD does not provide taxable reimbursements. The IRS guidelines are used to determine which expenses are non-taxable and therefore reimbursable.

Presenter: Chair Anselmo Villanueva

Time: 5 minutes

8. Superintendent's Comments/Information

Presenter: Superintendent Larry Sullivan

Time: 20 minutes

A. Superintendent's Report

Presenter: Superintendent Larry Sullivan

9. Information from Administrative Staff

The directors of Special Education, Business Services, and School Improvement will be available to provide an oral report to the Board on matters of interest concerning his/her area of responsibility.

Presenter: Administrative Staff

Time: 5 minutes

10. Board Member Reports and Comments

Presenter: Lane ESD Board, Liaisons, Advisors

Time: 2 minutes each

A. Agenda Planning

Board members are invited to send agenda items to be considered for the April 26, 2016 Board meeting. Please call or email to the Board Chair or Superintendent by Monday, April 11, 2016.

Presenter: Chair

Time: 1 minute

B. Board Member Reports

As Board Members prepare their comments or reports, please consider the following questions:

1. What programs did I visit over the last month? What committees did I participate in?

2. What is the connection to the LESD services and programs to the component districts or community?

3. What significance or meaning does the activity have to the broader community?

And 4. What are the next steps or follow-up activities planned?

Chris Culver, Vice-Chair

Sherry Duerst-Higgins

Linda Hamilton

Joel Robe

Vanessa Truett

Anselmo Villanueva, Chair

Rose Wilde

Todd Hamilton, Advisor

Emilio Hernandez, Advisor

Erik Bishoff, Liaison, Springfield Public Schools

Twinkle Morton, Liaison, Fern Ridge School District

Derek Pennel, Liaison, Blachly School District

Presenter: Lane ESD Board

Time: 2 minutes each

11. Announcements/Correspondence

Presenter: Superintendent Larry Sullivan

Time: 5 minutes

- A. Acknowledgements and Recognition
Presenter: Superintendent Larry Sullivan
Time: 8 minutes

B. Kudos

School Improvement

Title Programs

Migrant Education Coordinator, hosted a presentation "Pilas Family Literacy Program: A Community and School Partnership" at the March 11 COSA English Language Arts (ELA) Conference. Pilas is a great example of a Migrant Education Program (MEP) partnership with a very positive impact on families in the the program.

Administration

Thank you to Michelle Martin for support of Connected Lane County and most recently the STEM Hub. Michelle has been a great to our new CLC Director, Heidi Larwick and is now assisting the STEM Hub governance committee with hiring logistics.

Special Education

Presenter: Lane ESD Administrators

Time: 5 minutes

C. Announcements

A. Lane ESD and Component Districts Professional Development Activities for Educators

- Studying Skillful Teaching, Module 3: Making Student Thinking Visible, April 1, 2016
- Studying Skillful Teaching, Module 4: High Expectations Teaching - day 3, April 5 & April 8, 2016
- Beyond the Textbook, Quick Ideas to Liven Up Math Class, April 8, 2016
- C2SL, April 19, 2016
- Studying Skillful Teaching, Module 3: Making Student Thinking Visible - day 3, May 6, 2016
- Studying Skillful Teaching, Module 3: Making Student Thinking Visible, June 27-29, 2016

B. Lane ESD Board Member Activities and Opportunities

- 76th Annual NSBA Conference, Boston, MA April 9-11, 2016
- OSBA Legislative Policy Committee Hearing, April 22-23, 2016
- OAESD Spring Conference, May 19-21, 2016
- OSBA Board of Directors Meeting, June 17-19, 2016
- OSBA Summer Board Conference, July 15-17, 2016

C. Upcoming Conferences and Events

- OLN Spring Leadership Institute, April 13, 2016, Eugene
- Culinary Skills Challenge, April 30, 2016
- Brain Bowl, May 2, 2016
- Spelling Contest, May 18, 2016
- COSA Annual Seaside Conference, June 22-24, 2016

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- STEM Festival at the Fair, July 22-24, 2016
- Presenter: Chair Anselmo Villanueva
- Time: 5 minutes

12. Adjournment

- The next regular meeting is scheduled to be held at 6:00 p.m. on Tuesday, April 26, 2016, at the Lane ESD Administrative Offices, 1200 Hwy 99N.