

**LANE EDUCATION SERVICE DISTRICT**  
1200 Hwy 99 N  
Eugene, Oregon 97402

**BOARD MEETING**  
Tuesday, May 2, 2017  
Budget Committee Meeting: 5:00 PM  
Regular Meeting: 6:00 PM

**LANE ESD BOARD MEETING**  
**AGENDA**  
May 2, 2017

1. Call Budget Committee Meeting To Order

Presenter: Chair Chris Culver

Time: 60 minutes

2. Call Regular Meeting To Order

Presenter: Chair Chris Culver

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. Presentation: Regional Program for the Visually Impaired

Presenter: Lane Regional Program

Time: 15 minutes

6. Agenda Review

The agenda will be reviewed for changes or additions.

Presenter: Chair Chris Culver

Time: 1 minute

7. Action Items

Presenter: Chair Chris Culver

Time: 5 minutes

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

Lane ESD Board Meetings are held in accordance with open meeting laws and with accessibility requirements. If any person with a disability needs assistance in order to attend or participate in a meeting, please notify the secretary to the Board of Directors at 461-8213.

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. Lane ESD Board Meeting Minutes of April 4, 2017
2. Human Resource Report, dated April 28, 2017
3. Grant Report for May 2017
4. Lane ESD Board Meeting Minutes of April 25, 2017

Presenter: Chair Chris Culver

Time: 2 minutes

- B. Accept Financial Report for April 2017

**BE IT RESOLVED** that the Board of Directors of Lane ESD accepts the Financial Report for April 2017.

Presenter: Chair Chris Culver

Time: 3 minutes

- C. Adopt Policy GCL - Staff Development, Licensed

This policy was first read at the April 4, 2017 Board meeting. The Teacher Standards and Practices Commission (TSPC) revised state licensure requirements and created a new Division 255 in Oregon Administrative Rule 584, replacing Division 090. The changes in the policies and the administrative regulation result from these new rules.

**BE IT RESOLVED** that the Board of Directors of Lane ESD adopt updated Policy GCL - Staff Development, Licensed.

Presenter: Chair Chris Culver

Time: 1 minute

- D. 2017 OAESD Officer Council Election Ballot

The Board of Directors of Lane ESD will cast its vote for OAESD Officer Council Chair and Chair-Elect. There is one candidate for Chair: Paul Zastrow (Columbia Gorge ESD). Two candidates are nominated for Chair-Elect: Robert Moore (High Desert ESD) and David Dunsdon (Linn-Benton-Lincoln ESD).

**BE IT RESOLVED** that the Board of Directors of Lane ESD casts its vote for OAESD Officer Council Chair and Chair-Elect.

Presenter: Chair Chris Culver

Time: 3 minutes

- E. Adopt Resolution Proclaiming First Week of May as Teacher Appreciation Week

**BE IT RESOLVED** that the Board of Directors of Lane ESD adopts the resolution to proclaim the first week of May, 2017 as Teacher Appreciation Week.

**WHEREAS**, teachers mold future citizens through guidance and education; and

**WHEREAS**, teachers encounter students of widely differing backgrounds; and

**WHEREAS**, our country's future depends upon providing quality education to all students;

and

**WHEREAS**, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and

**WHEREAS**, our community recognizes and supports its teachers in educating the children of this community.

**NOW, THEREFORE, BE IT RESOLVED** that the Lane Education Service District Board of Directors proclaims May 8-12, 2017 to be TEACHER APPRECIATION WEEK; and

**BE IT FURTHER RESOLVED** that the Lane Education Service District Board of Directors strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

Adopted on this 2nd day of May, 2017.

All Board members are encouraged to visit their assigned programs and offer expression of appreciation to teaching staff in those programs. Assignments for the 2016-17 year are:

Chris Culver: Business Services, CTE and Non-Traditional Careers

Joel Robe: CTE and Non-Traditional Careers, Technology

Linda Hamilton: CTE and Non-Traditional Careers, Instruction/Equity/Partnerships, Technology

Vanessa Truett: Title Programs, Serbu Campus Programs, Lane School

Rose Wilde: Lane School, Life Skills

Alan Contreras: CTE and Non-Traditional Careers, Instruction/Equity/Partnerships

Presenter: Chair Chris Culver

Time: 5 minutes

F. Authorize Implementation of Policy GDPA - Layoff/Recall - Classified

Due to a change in service orders for the Oakridge School District, a reduction-in-force is required for classified positions. Position(s) effected:

- Instruction Assistant, total of 3.0 FTE

**BE IT RESOLVED** that the Board of Directors of Lane ESD finds a compelling need to enact a reduction in work force and authorizes the administration to implement the provisions of Board Policy GDPA, Layoff, Classified Staff.

Presenter: Assistant Superintendent Carol Knobbe

Time: 3 minutes

8. Discussion/Reports

A. Legislative Update

Superintendent Sullivan is absent. Chair Chris Culver and Assistant Superintendent Carol Knobbe will provide an update in legislative activities if there are any updates.

Presenter: Chair Chris Culver, Assistant Superintendent Carol Knobbe

Time: 5 minutes

B. OAESD Spring Conference

The OAESD Spring Conference is scheduled for May 18-20, 2017 (Thursday, Friday, Saturday). Directors will discuss attendance and the conference agenda. The following Board members and administrative staff are registered to attend:

- Chair Chris Culver
- Vice-Chair Joel Robe
- Alan Contreras
- Linda Hamilton
- Vanessa Truett
- Rose Wilde
- Assistant Superintendent Carol Knobbe
- Incoming Superintendent Tony Scurto

Room reservations at Eagle Crest are confirmed.

Presenter: Chair Chris Culver

Time: 3 minutes

**C. OSBA Summer Conference**

The OSBA Summer Conference is scheduled for July 15-16, 2017 at the Riverhouse in Bend, Oregon. Board members will discuss attendance at this conference.

Presenter: Chair Chris Culver

Time: 3 minutes

**D. Policy First Reads**

Presenter: Chair Chris Culver

Time: 3 minutes

**1. CBG - Evaluation of the Superintendent**

The language revision in the last paragraph is recommended by the OSBA legal team to reduce confusion if the superintendent's evaluation is addressed in the superintendent's contract, and to provide guidance if the evaluation is not addressed in the contract.

**2. GBH/JECAC - Staff/Student/Parent Relations**

The updates in this policy are suggested to create consistency; resulted from recommendations by OSBA legal staff; and are not a result of changes to law.

**3. GBMA - Whistleblower**

The revisions to this required policy come at the request of OSBA legal staff, to provide clarity in the statutory requirements.

**4. GCBDA/GDBDA - Family Medical Leave**

GCBDA/GDBDA-AR (1) - Federal Family and Medical Leave/State Family Medical Leave

GCBDA/GDBDA-AR (2) - Request for Family and Medical Leave

GCBDA/GDBDA-AR (3)(A) - Certification of Health Care Provider (Employee)

GCBDA/GDBDA-AR (3)(B) - Certification of Health Care Provider (Family Member)

GCBDA/GDBDA-AR (3)(C) - Military Family Leave

GCBDA/GDBDA-AR (3)(D) - Military Family Leave

GCBDA/GDBDA-AR (4) - FMLA/OFLA Eligibility Notice To Employee

GCBDA/GDBDA-AR (5) - Sample Designation Letter to Employee - FMLA/OFLA  
Leave

GCBDA/GDBDA-AR (6) - Designation Notice - FMLA/OFLA

GCBDA/GDBDA-AR (7) - Fitness-for-Duty Certification

The OSBA Policy Department, working with its Labor and Negotiations Department, did an internal review of its FMLA/OFLA policy and administrative regulations, which resulted in a reorganization of all policies and administrative rules listed.

E. Proposed 2017-18 Board of Directors Meeting Calendar

The Board will discuss the 2017-18 Board of Directors meeting calendar. No action is planned for May 2017. The Board will provide input and a final version of the 2017-18 Board Meeting Calendar will be acted upon at the June 2017 Board of Directors meeting.

Presenter: Chair Chris Culver

Time: 5 minutes

F. OSBA Trainings

OSBA encourages the Board to consider how OSBA can help meet your professional development needs. OSBA's Board Development Team offers many training opportunities for school boards.

Presenter: Chair Chris Culver

Time: 2 minutes

9. Information from Administrative Staff

The directors of Human Resources and Title Programs, Special Education, Business Services, and Instruction, Equity & Partnerships 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. 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?

Alan Contreras

Chris Culver, Chair

Sherry Duerst-Higgins

Linda Hamilton

Joel Robe  
Vanessa Truett  
Rose Wilde  
Aaron Brown, Superintendents' Council Advisor  
Emilio Hernandez, Community Advisor  
Mike Anderson, Liaison, Creswell School District  
Erik Bishoff, Liaison, Springfield Public Schools  
Derek Pennel, Liaison, Blachly School District  
Guy Rosinbaum, Liaison, Siuslaw School District  
Presenter: Lane ESD Board  
Time: 2 minutes each

B. Agenda Planning

Board members are invited to send agenda items to be considered for the June 6, 2017 board meeting. Please call or email to the Board Chair or Superintendent by Monday, May 29, 2017.

Presenter: Chair Chris Culver  
Time: 1 minute

11. Announcements/Correspondence

Presenter: Chair Chris Culver  
Time: 5 minutes

A. Acknowledgements and Recognition

Presenter: Superintendent Larry Sullivan  
Time: 5 minutes

B. Kudos

**Technology**

**Administration**

**Special Education**

Presenter: Administrators  
Time: 5 minutes

C. Announcements

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

- New Challenges in Student Rights and Responsibilities, May 5, 2017
- Studying Skillful Teaching - Module 5: Principals of Learning, May 16, 2017
- Reach Higher Lane County, June 26-27, 2017
- Health Science Summer Academy, June 26-30, 2017
- NGSS Leadership Training for K5 Teachers, August 14-17, 2017
- Studying Skillful Teaching, Module 1: The Knowledge Base of Teaching, August 23, 2017
- Studying Skillful Teaching, Module 3: Making Student Thinking Visible, August 24, 2017
- Studying Skillful Teaching, Module 1: The Knowledge Base of Teaching, August 28, 2017

**B. Lane ESD Board Member Activities and Opportunities**

- OSBA Board of Directors Meeting, June 23-25, 2017
- OSBA Summer Board Conference, July 14-16, 2017

**C. Upcoming Conferences and Events**

- 2017 Sand & Gravel Tour, Wildish Sand and Gravel, May 4, 2017
- First Friday Communities of Color Network, May 5, 2017, University of Oregon
- New Challenges in Student Rights and Responsibilities - Hungerford Law Firm, May 5, 2017
- Lane County Brain Bowl, May 8, 2017
- Oregon FabLab and CTE Showcase, May 16, 2017
- 2017 Lane County Spelling Contest, May 17, 2017
- Help=Hope, Reducing Suicide in Lane County: Identification, Triage and Intervention, May 25, 2017
- First Friday Communities of Color Network, June 2, 2017, Lane Community College
- A Tea Party for Mary Spilde, June 8, 2017
- Math in Real Life Showcase, June 10, 2017
- COSA Annual Seaside Conference, June 21-23, 2017
- Career Exploration Event at Lane County Fairgrounds, October 12, 2017

**D. Component District Board Meeting Dates for May/June 2017**

Bethel - May 8 & 22, June 12 & 26  
Blachly - May 17, June 21  
Creswell - May 10, June 13  
Crow-Applegate-Lorane - May 18, June 19  
Eugene - May 3 & 17, June 7 & 21 (if needed)  
Fern Ridge - May 15, June 19  
Junction City - May 22, June 26  
Lowell - May 22, June 19  
Mapleton - May 10, June 14  
Marcola - May 8, June 12  
McKenzie - May 17, June 21  
Oakridge - May 8  
Pleasant Hill - May 8, June 5 & 26  
Siuslaw - May 10, June 14  
South Lane - May 1, June 5  
Springfield - May 8, June 12 & 26  
Presenter: Chair Chris Culver  
Time: 5 minutes

12. Adjournment

- The next regular meeting is scheduled to be held Tuesday, June 6, 2017, at the Lane ESD Administrative Offices, 1200 Hwy 99N.

13. Executive Session

The Board of Directors of Lane ESD will enter into executive session to consider the

Lane ESD Board Meetings are held in accordance with open meeting laws and with accessibility requirements. If any person with a disability needs assistance in order to attend or participate in a meeting, please notify the secretary to the Board of Directors at 461-8213.

employment of a public officer, employee, staff member or individual agent, per ORS 192.660(2)(a), to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting (ORS 192.660(2)(b)), or to consult with counsel concerning current or possible litigation (ORS 192.660(2)(h)).

The Board of Directors of Lane ESD will enter into executive session to conduct deliberations with persons designated to carry on labor negotiations (ORS 192.660(2)(d)).

Presenter: Chair Chris Culver

Time: 10 minutes