

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

BOARD MEETING
Tuesday, November 7, 2017
Regular Meeting: 6:00 PM

Work Session: 5:00 p.m.

Note Location: Westmoreland Campus
1717 City View
Eugene, OR

LANE ESD BOARD MEETING
AGENDA

November 7, 2017

1. Call Work Session To Order

Presenter: Board Chair

A. Tour of Westmoreland Campus

The Board of Directors of Lane ESD will tour the Westmoreland Campus.

Presenter: Board Chair & Superintendent

Time: 30 minutes

B. Discussion & Dinner

The Board of Directors of Lane ESD will discuss the Westmoreland facility.

Presenter: Board Chair

Time: 30 minutes

2. Call Regular Meeting To Order

Presenter: Board Chair

3. Welcome

Guests attending the meeting will be introduced.

Presenter: Board Chair

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.

When a member of the public addresses the Board, he/she is reminded to:

1. Check with the Board Chair or superintendent to find out the procedure to follow
2. When addressing the Board, state your name and address at the start of testimony. Identify the organization, if any, that you represent.
3. Keep remarks brief, under three minutes.
4. When submitting written testimony, prepare several copies to hand out to the Board, administrators and any media representatives.

Public Participation time is not intended as a forum for public debate. Question raised may require further investigation. Normally, the Board will wait until its next meeting before

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responding to concerns raised, should a response be required.

Presenter: Board Chair

5. Agenda Review

The agenda will be reviewed for changes or additions.

Presenter: Board Chair

Time: 1 minute

6. Presentation - Lane School

Presenter: Lane School Staff and Students

Time: 15 minutes

7. Action Items

Presenter: Board Chair

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 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 October 3, 2017

2. Human Resource Report, November 1, 2017

Presenter: Board Chair

Time: 2 minutes

B. Accept Financial Report for October 2017

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

Presenter: Board Chair

Time: 3 minutes

8. Discussion/Reports

Presenter: Board Chair

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A. Legislative Update

Superintendent Scurto will provide an update in legislative activities if there are any updates.

Presenter: Superintendent Tony Scurto

Time: 5 minutes

B. Superintendent Report

Presenter: Superintendent Tony Scurto

Time: 10 minutes

C. Policy Updates - First Reads

The Board shall exercise its rule-making power by adopting policies consistent with the Oregon Revised Statutes, Oregon Administrative Rules or opinions of a court of competent authority, for its own governance and for the organization and operation of Lane ESD. The Board accepts the definition of policy set forth by the National School Boards Association:

School Board policies are statements which set forth the purposes and prescribe in general terms the organization and program of a school system. They create a framework within which the superintendent and his/her staff can discharge their assigned duties with positive direction. They tell what is wanted.

Policies may be adopted, amended or repealed at any Board meeting provided that the proposed adoption, amendment or repeal shall have been proposed at a previous Board meeting and, once proposed, shall have remained on the agenda of each succeeding meeting until approved or rejected and except that the Board may adopt, amend or repeal policies at any meeting of the Board in the event of an actual emergency, as determined at the sole discretion of the Board. Additionally, when in the best interests of the district immediate adoption of a proposed policy is necessary, the Board may adopt such policy at the first meeting in which it is presented.

Presenter: Board Chair, Assistant Superintendent Carol Knobbe

Time: 5 minutes

1. AC Nondiscrimination
2. BDDH Public Comment at Board Meetings
3. EBBB Injury/Illness Reports
4. GBEB Communicable Disease
5. GCDA/GDDA Criminal Records Check/Fingerprinting
6. IGBA Students with Disabilities - Child ID Procedures
7. IGBAH Special Education - Evaluation Procedures
8. IGBAJ Special Education - FAPE
9. JFCG/JFCH/JFCI Use of Tobacco Products
10. JHCC Communicable Disease

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11. JHCD/JHCDA Medications
12. JOA Directory Information
13. KBA Public Records
14. KL Public Complaints
15. GBMA Whistleblower
16. GCBDA/GDBDA Family Medical Leave
17. JECAC/GBH & GBH/JECAC Staff/Student/Parent Relations
18. EBC Emergency Plan
19. IGBAK Special Education - Personnel
20. IGBI Bilingual Education

D. Policy Repeals - First Read

Presenter: Board Chair, Assistant Superintendent Carol Knobbe

Time: 3 minutes

1. JHCD Nonprescription Medication
OSBA recommends deleting this policy. Replace with proposed JHCD/JHCDA.
2. JHCDA Prescription Medication
OSBA recommends deleting this policy, replace with JHCD/JHCDA.
3. LGA Compliance with Standards
OSBA is recommending deletion of this policy.

E. Administrative Rules Changes

Administrative rules are detailed directions governing the operation of Lane ESD.

The superintendent is authorized to formulate such administrative rules appropriate for the implementation of policies adopted by the Board and necessary for the consistent operation of the ESD. Such administrative rules shall be binding on the employees of Lane ESD and the student in the classrooms of the ESD until modified or repealed.

The superintendent will make administrative rules available to the Board.

The following administrative rule changes are submitted to the Board for information purposes. The changes are upon recommendation from Oregon School Boards Association and are in support of recommended changes to ESD policies.

Presenter: Board Chair and Assistant Superintendent Carol Knobbe

Time: 5 minutes

1. AC-AR Discrimination Complaint Procedure
2. BDDH-AR Public Comment at Board Meetings
3. GBEB/JHCC-AR Communicable Disease
OSBA recommends deleting this Administrative Rule and replacing with GBEB-AR.
4. GBEB-AR Communicable Disease

5. GCDA/GDDA-AR Criminal Records Check/Fingerprinting
 6. GCN-AR Core Teaching Standards
OSBA recommends the deletion of the administrative rule.
 7. IGBAG-AR Special Education - Procedural Safeguards
 8. IGBAJ-AR Special Education - FAPE
 9. JHCC-AR Communicable Disease
 10. JHCD/JHCDA-AR Medications
 11. JHFE-AR Abuse of Child Investigations at ESD
 12. KBA-AR Public Records
 13. KL-AR(2) Appeal to Deputy Superintendent of Public Instruction
 14. LGA-AR(1) and (2) Public Appeals and Complaints
OSBA is recommending deletion of these administrative rules.
 15. GCBDA/GDBDA-AR(1) Federal Family and Medical Leave/State FMLA
 16. GCBDA/GDBDA-AR(2) Request for Family and Medical Leave
 17. GCBDA/GDBDA-AR(3)(A) Certification of Health Care Provider
 18. GCBDA/GDBDA-AR(3)(B) Certification of Health Care Provider
 19. GCBDA/GDBDA-AR(3)(C) Certification of Health Care Provider
 20. GCBDA/GDBDA-AR(3)(D) Certification of Health Care Provider
 21. GCBDA/GDBDA-AR(4) FMLA/OFLA Eligibility Notice to Employee
 22. GCBDA/GDBDA-AR(5) Sample Designation Letter to Employee
 23. GCBDA/GDBDA-AR(6) Designation Notice
 24. GCBDA/GDBDA-AR(7) Fitness-for-Duty Certification
- F. Superintendent Evaluation
- The Board of Directors of Lane ESD and Superintendent Scurto will discuss the process for the evaluation of the superintendent. The Board will discuss and/or agree to the proposed timeline:
- November 7, present evaluation questions to Board with proposed timeline
 - November 20, deadline for superintendent self-evaluation
 - November 20, survey sent to Board members
 - November 28, deadline for Board member survey responses
 - December 5, Executive Session to complete Board evaluation of the superintendent
 - January 9, Board action to approve/accept evaluation document

Presenter: Board Chair

Time: 8 minutes

G. OAESD Summit Agenda and OSBA Annual Fall Conference Planning

The 2017 OSBA Annual Fall Conference is November 10-12, 2017. Attending Board members will discuss their plans for breakout sessions and shared learning.

Presenter: Lane ESD Board

Time: 3 minutes

H. Work Session Debrief

The Board of Directors will debrief the work session.

Presenter: Board Chair

Time: 5 minutes

I. Review Board Goal Discussion from the October Board Meeting

The Board will discuss its goals and provide opportunity for input from Board members who were absent during the October Board goals discussion.

In October, the Board identified three goals to focus on: 1) meeting at the Westmoreland Campus; 2) group book study, perhaps related to work force development; and 3) consider an educational equity policy. The Board agreed to identify a book in January for group study. The Board discussed relationship building as a group. A mid-year charge is planned for February.

Presenter: Board Chair

Time: 5 minutes

J. December Board Meeting Date

The Board will discuss the December Board meeting date. A request to move the meeting date has been received.

Presenter: Board Chair

Time: 3 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
Sherry Duerst-Higgins
Linda Hamilton
Marissa Morris
Vanessa Truett
Rose Wilde, Chair
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 next board meeting. Please call or email to the Board Chair or Superintendent.

Presenter: Board Chair

Time: 1 minute

11. Announcements/Correspondence

Presenter: Board Chair

Time: 5 minutes

A. Acknowledgements and Recognition

The Oregon School Psychologists Association has written Oregon school districts requesting they recognize November 13-17 as National School Psychology Awareness Week (SPAW). No formal action is required of the Board.

Presenter: Superintendent Tony Scurto

Time: 5 minutes

B. Kudos

This is an opportunity for agency administrators to share kudos in the areas of Technology, Administration, and Special Education.

The following Kudos were submitted via the Lane ESD's employee Kudo webform, located at www.lesd.k12.or.us/forms/kudos.html

- Kudos to: Carmen Urbina and Elsa Arias Ninan, Reported by: Tony Scurto, Reason: For doing great work with the Migrant Ed Program. Both were given commendations in the ODE monitoring report!
- Kudos to: Shannon Parks, Robin Hartshorne, Leslie Cooley, Cameron Yee, Teagan Wynne & Staff, Cindy Evans & Staff, Sarah Apkar & Staff, Reported by: Virginia Deeks, Reason: WOW - There's a great new website that shows the LESD Transition Program at work. Kudos go to the main creators, but others helped... the

students!

- Kudos to: Bill Weinman, Justin Radabaugh & Ren'ee Beard, Reported by: Sue Mathisen, Reason: These folks are putting in extraordinary efforts to support the new Fox Hollow Life Skills Individualized Program (IP) serving students who require the most intensive level of support.
- Kudos to: Brad and Don, Reported by: Julie, Reason: Thank you so much for the last minute room switch/set up for Curriculum Leaders and Superintendents' Council yesterday (10/17/17). I know it interrupted you both from important work you were involved in. Your positive, helpful attitudes were appreciated - especially when I knew how busy your schedules already were!
- Kudos to: Jenny, Lilly, Randy, Amanda, Dennis, Mystica, Aimee, Bill and Justin, Reported by: Renee Beard, Reason: What a great team you have turned out to be. Always supporting each other and the students in a compassionate and professional manner. It is an honor to work with you all as we start up this new life skills program. Thank you for all you do to support student success and work as a positive team.
- Kudos to: Whoever cleaned out the staff microwave, Reported by: Daniele McCallum, Reason: I'm not sure who cleaned it, but they did a WONDERFUL job!!!

Presenter: Administrators

Time: 5 minutes

C. Announcements

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

- Studying Skillful Teaching - Module 5: Principals of Learning, November 8, 2017
- If Mathematics is the Universal Language, Why Do So Few Speak It, November 8, 2017
- Oregon Game Jam, November 11, 2017
- Studying Skillful Teaching - Module 4: High Expectations Teaching, Days 3 of 3-day course, December 7, 2017
- PREPaRE Workshop 2: Crisis Intervention and Recovery, Tragedy Response, December 11-12, 2017
- Studying Skillful Teaching - Module 2: Essential Elements of Unit/Lesson Design, days 2&3 of 3-day course, November 16, December 11, 2017
- Studying Skillful Teaching - Module 5: Principles of Learning, November 8, 2017
- Studying Skillful Teaching - Module 2: Essential Elements of Unit/Lesson Design, Days 2 & 3 of 3, November 16 & December 11, 2017
- Studying Skillful Teaching - Module 1: The Knowledge Base of Teaching, January 11, 2018
- Studying Skillful Teaching - Module 3: Making Student Thinking Visible, January 18/February 20/March 22, 2018
- Dyslexia Related Teacher Training - 6-day Comprehensive Training, February 22 & April 9, 2018

B. Lane ESD Board Member Activities and Opportunities

- OAESD Summit, November 9, 2017
- OSBA 71st Annual Convention, November 10-12, 2017
- American Education Week, November 13-17, 2017
- School Board Recognition Month, January, 2018
- OSBA Webinar: Ethics, January 30, 2018
- Bond, Ballots and Buildings Conference, February 9, 2018
- Classified Employee Appreciation Week, March 5-9, 2018
- OSBA Webinar: School Finance/Budget Committee Basics, March 15, 2018
- Teacher Appreciation Week, May 7-11, 2018

C. Upcoming Conferences and Events

- Lane Science Project: K-5 Science Ambassadors, November 18, 2017
- UOTeach Equity & Social Justice Teach-In Program, December 2, 2017
- Perennial Math Tournament for Grades 3-8, December 2, 2017
- COSA 2017 Oregon School Law Conference, December 6, 2017
- COSA 3rd Annual Oregon Whole Child Summit, January 19, 2017
- Connected Lane County Winter Celebration, January 24, 2018
- Blacks In Government: 8th Annual Black History Month Banquet, February 9, 2018
- NAACP Freedom Fund Dinner, February 16, 2018

D. Component District Board Meeting Dates for November-December 2017

Bethel - November 13, December 11
Blachly - November 15, December 20
Creswell - November 8, December 13
Crow-Applegate-Lorane - November 20, December 18
Eugene - November 1 & 15, December 6
Fern Ridge - November 20, December 18
Junction City - November 27, January 22
Lowell - November 27, December 11
Mapleton - November 8, December 13
Marcola - November 13, December 11
McKenzie - November 15, December 20
Oakridge - November 13, December 11
Pleasant Hill - November 6, December 11
Siuslaw - November 15, December 13
South Lane - November 6, December 4
Springfield - November 13, December 11
Presenter: Board Chair
Time: 5 minutes

12. Adjournment

- The next regular meeting is scheduled to be held Tuesday, December 5, 2017, at the Lane ESD Administrative Offices, 1200 Hwy 99N.

An executive session will be scheduled for December, beginning at 5:00 p.m., to review and evaluate the performance of the chief executive officer, ORS 192.660(2)(i)

Presenter: Board Chair