

LANE EDUCATION SERVICE DISTRICT	BOARD MEETING
1200 Hwy 99 N	Tuesday, January 8, 2019
Eugene, Oregon 97402	Regular Meeting: 6:00 PM

**LANE ESD BOARD MEETING
AGENDA**

Tuesday, January 8, 2019

1. Call Executive Session to Order

The Board of Directors of Lane ESD will conduct an executive session to review and evaluate the performance of the superintendent or any other public officer, employee or staff member, unless that person requests an open hearing. (ORS 192.660(2)(i)).

Board Chair

2. Call Regular Meeting To Order

Board Chair

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.

Board Chair

6. Action Items

Board Chair

A. Declare January 2019 as Board Appreciation Month

January 2019 is School Board Recognition Month in Oregon. The Oregon School Boards Association has set aside the month of January to honor the unpaid elected volunteers who serve on Oregon's 197 local school boards, 19 education service district boards, and 17 community college boards. These dedicated local leaders give their personal time and energy to

handling the critical tasks of budgeting and overseeing the management of Oregon's public education structure.

WHEREAS, Education Service District Boards exist to meet the diverse education needs of the school districts and students in their regions; **WHEREAS**, ESD boards focus resources on providing vital, innovative and cost-effective strategies to meet those diverse needs; **WHEREAS**, ESD boards help establish the vision for educational excellence in what students should know and be able to do; **WHEREAS**, ESD boards are accountable to the community for assisting the districts they serve to increase student achievement;

WHEREAS, ESD boards create a climate that supports the philosophy that all children can learn, targeting resources, strategies and services to students who need special help to reach this goal;

WHEREAS, ESD boards build collaborative relationships based on trust, teamwork and shared accountability; and

WHEREAS, ESD boards are committed to continuous education and training on issues related to best practices in education services for their districts;

NOW, THEREFORE, We, hereby declare *our* appreciation to the members of the *Lane ESD* Board of Education and proclaim the month of January to be **School Board Recognition Month**.

We urge all citizens to join *us* in recognizing the dedication and hard work of ESD board members in preparing today's students for tomorrow's world.

Superintendent Tony Scurto

B. 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 December 4, 2018
2. Human Resource Report, dated January 1, 2019

Board Chair

- C. Accept Financial Report for December 2018

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for December 2018.

Board Chair

- D. Approve Superintendent Evaluation

The Board of Directors of Lane ESD will approve the Superintendent Evaluation Summary, as presented. The Board of Directors reviewed survey findings and the superintendent's performance during an Executive Session in December 2018.

BE IT RESOLVED that the Board of Directors of Lane ESD will approve the 2018-19 Superintendent Evaluation Summary, as presented.

Board Chair

- E. Identify Board Representative for Bargaining

The Board of Directors of Lane ESD will identify a Board Representative to participate in bargaining with the Lane County Education Association.

BE IT RESOLVED that the Board of Directors of Lane ESD identifies a Board Member Representative to participate in bargaining with the Lane County Education Association.

Board Chair

- F. Approve 2019-21 Local Service Plan, Year One

BE IT RESOLVED that the Board of Directors of Lane ESD approve the 2019-21 Local Service Plan, Year One.

Board Chair

7. Discussion/Reports

A. Legislative Update

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

Superintendent

B. Superintendent Report

Superintendent

C. Classified and Licensed Employee Appreciation Week

The Board will discuss upcoming Classified and Licensed Employee Appreciation weeks. Classified Employee Appreciation Week is March 4-8, 2019. Licensed Employee Appreciation week is May 6-10, 2019.

Board Chair

D. First Reads - Policy Updates

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.

Such 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.

Policies shall be adopted, amended or repealed by the affirmative vote of four or more Board members.

Policies and amendments adopted by the Board will be attached to, and made a part of, the minutes of the meeting at which they are adopted and also will be included in the ESD's policy manual.

The Board shall communicate its position on matters of public policy and shall interact with the community, other governmental bodies and agencies and the media through the spokesperson designated by the Board.

Board Chair

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. DLBA - Advance Salary Payments

Lane ESD will repeal policy DLBA and no longer provide advance salary payment, with the repeal becoming effective June 30, 2019. This will allow the agency to advise employees of the change.

3. ECACB - Unmanned Aircraft systems, aka drone

It's been identified that third-party use, same as ESD use, may need to comply with registration requirements and authorization from the Oregon Department of Aviation for use of an unmanned aircraft system. Therefore, PACE has requested this addition to policy language and cites OAR 738-080-0015 - 738-080-0045.

4. GBC - Staff Ethics

At OSBA's request, the Oregon Government Ethics Commission (OGEC) completed a review of OSBA's current model policy GBC – Staff

Ethics, resulting in OSBA making some recommended edits to policy and its accompanying optional administrative regulation (AR).

5. GBN/JBA - Sexual Harassment

The model policy GBN/JBA – Sexual Harassment and its administrative regulation has been updated to reflect House Bill 4150 (2018), and the revised temporary rules in OAR 581-021-0038 adopted by the State Board of Education June 21, 2018 which does the following:

1. Expands the required information to be provided for sexual harassment complaints;
2. Extends protections in ESD policies to a person on or immediately adjacent to ESD property, at any ESD-sponsored activity, utilizing ESD-provided transportation or ESD bus stops; and
3. Requires written notification, in plain language and easy to read, to complainant(s) to include:
 - a. Rights of the complainant;
 - b. Information on legal and disciplinary options, school services, outside services and privacy rights.

These revisions are effective July 1, 2018.

6. GCBDC/GDBDC - Domestic Violence, Harassment, Sexual Assault or Stalking Leave

This policy and administrative regulation (AR) are being updated to more accurately reflect the language in ORS 659A.285.

7. GCDA/GDDA - Criminal Records Checks and Fingerprinting

The State Board of Education adopted permanent rule Oregon Administrative Rule (OAR) 581-021-0502, implementing House Bill 2992 (2017), which directs that if an ESD wants to fingerprint certain volunteer positions with direct, unsupervised contact with students, that those specific volunteer positions must be identified in board policy. The recommended policy revisions provide language that meets the new OAR requirements.

8. GCPB/GDPB - Resignation of Staff

The revision of this highly recommended policy is a result of a revision by the Teacher Standards and Practices Commission to Oregon Administrative Rule 584-050-0020.

9. GBK/KGC - Student use of tobacco, inhalents

OSBA recognizes that there is more than one sample policy with the code JFCG which addresses student use of tobacco products and inhalant delivery systems. To minimize confusion, OSBA has removed JFCG from the policy code for sample JFCG/KGC/GBK and all language related to student use, possession, etc. The required language to prohibit student use or possession of tobacco products and inhalant delivery systems remains in sample policy JFGC/JFCH/JFCI - Use of Tobacco Products, Alcohol Drugs or Inhalant Delivery systems, with no recommended changes to this sample.

10. IGAC - Teaching about religion

As a result of OSBA's internal policy and legal review process, OSBA is recommending a new optional sample policy that addresses religion and schools. The new recommended sample should replace previous policies with codes IGAC and IGACA. This new sample is not a result of new legislation or a change in law.

11. IGACA - Teaching about religion

As a result of OSBA's internal policy and legal review process, OSBA is recommending a new optional sample policy that addresses religion and schools. The new recommended sample should replace previous policies with codes IGAC and IGACA. This new sample is not a result of new legislation or a change in law.

12. IGBA - Students with Disabilities - Child ID Procedures

Senate Bill (SB) 1522 corrected language contained in SB 20 (2017) that prevented ESDs from accessing State School Fund dollars for students who received a modified diploma and wanted to continue receiving transition services until age 21. SB 1522 updates the statutes to ensure that students who have received a modified diploma can continue receiving transition services through age 21, and allows ESDs to continue receiving State School Funds to provide those services.

The bill also contains provisions allowing modified diploma recipients in Youth Corrections Educational Programs to be eligible for transition services and modified diploma recipients to be eligible for the Expanded Options Program. SB 1522 affects students who received a modified diploma before, on or after the passage of SB 1522.

13. IGBAH - Special Education - Evaluation Procedures

Senate Bill (SB) 1522 corrected language contained in SB 20 (2017) that prevented ESDs from accessing State School Fund dollars for students who received a modified diploma and wanted to continue receiving transition services until age 21. SB 1522 updates the statutes to ensure that students who have received a modified diploma can continue receiving transition services through age 21, and allows ESDs to continue receiving State School Funds to provide those services.

The bill also contains provisions allowing modified diploma recipients in Youth Corrections Educational Programs to be eligible for transition services and modified diploma recipients to be eligible for the Expanded Options Program. SB 1522 affects students who received a modified diploma before, on or after the passage of SB 1522.

14. IGBAJ - Special Education - FAPE

Senate Bill (SB) 1522 corrected language contained in SB 20 (2017) that prevented ESDs from accessing State School Fund dollars for students who received a modified diploma and wanted to continue receiving transition services until age 21. SB 1522 updates the statutes to ensure that students who have received a modified diploma can continue receiving transition services through age 21, and allows ESDs to continue receiving State School Funds to provide those services.

The bill also contains provisions allowing modified diploma recipients in Youth Corrections Educational Programs to be eligible for transition services and modified diploma recipients to be eligible for the Expanded Options Program. SB 1522 affects students who received a modified diploma before, on or after the passage of SB 1522.

15. IICC - Volunteers

The State Board of Education adopted permanent rule Oregon Administrative Rule (OAR) 581-021-0502, implementing House Bill 2992 (2017), which directs that if an ESD wants to fingerprint certain volunteer positions with direct, unsupervised contact with students, that those

specific volunteer positions must be identified in board policy. The recommended policy revisions provide language that meets the new OAR requirements.

16. JBA/GBN - Sexual Harassment

The model policy GBN/JBA – Sexual Harassment and its administrative regulation has been updated to reflect House Bill 4150 (2018), and the revised temporary rules in OAR 581-021-0038 adopted by the State Board of Education June 21, 2018 which does the following:

1. Expands the required information to be provided for sexual harassment complaints;
2. Extends protections in ESD policies to a person on or immediately adjacent to ESD property, at any ESD-sponsored activity, utilizing ESD-provided transportation or ESD bus stops; and
3. Requires written notification, in plain language and easy to read, to complainant(s) to include:
 - a. Rights of the complainant;
 - b. Information on legal and disciplinary options, school services, outside services and privacy rights.

These revisions are effective July 1, 2018.

17. JHFF - Reporting Requirements Regarding Sexual Conduct with Students

The Every Student Succeeds Act (ESSA) added a new policy requirement very similar to the Oregon law regarding sexual conduct with students. The major difference is that ESSA also applies to contractors and agents of the ESD in addition to ESD employees. This policy has been revised to reflect the ESSA requirements.

18. KI-Public Solicitation in ESD Facilities

The language about sale of travel services has been deleted in policy KI due to the repeal of ORS 332.593. There are no changes affecting policy KJ – Advertising in ESD Facilities (Version 1 or 2) except the addition or revision of a legal citation as shown in the documents.

19. KJ - Advertising in ESD Facilities

The language about sale of travel services has been deleted in policy KI due to the repeal of ORS 332.593. There are no changes affecting policy KJ – Advertising in ESD Facilities (Version 1 or 2) except the addition or revision of a legal citation as shown in the documents.

E. First Reads - Administrative Rules

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 students in the classrooms of the ESD until modified or repealed.

All new or amended administrative rules will become effective on the day after approved by the

superintendent unless an alternative effective date is specified. When approved by the superintendent, administrative rules shall be distributed to staff and other individuals, as appropriate.

The superintendent will make administrative rules available to the Board. The Board may review any administrative rule and may direct its revision if, in the Board's judgment, such rule is not consistent with adopted policies.

Board Chair

1. GBC-AR Staff Ethics

At OSBA's request, the Oregon Government Ethics Commission (OGEC) completed a review of OSBA's current model policy GBC – Staff Ethics, resulting in OSBA making some recommended edits to policy and its accompanying optional administrative regulation (AR).

2. GBN/JBA-AR Sexual Harassment

The model policy GBN/JBA – Sexual Harassment and its administrative regulation has been updated to reflect House Bill 4150 (2018), and the revised temporary rules in OAR 581-021-0038 adopted by the State Board of Education June 21, 2018 which does the following:

1. Expands the required information to be provided for sexual harassment complaints;
2. Extends protections in ESD policies to a person on or immediately adjacent to ESD property, at any ESD-sponsored activity, utilizing ESD-provided transportation or ESD bus stops; and

3. Requires written notification, in plain language and easy to read, to complainant(s) to include:
 - a. Rights of the complainant;
 - b. Information on legal and disciplinary options, school services, outside services and privacy rights.

These revisions are effective July 1, 2018.

3. GCBDC/GDBDC-AR Domestic Violence, Harassment, Sexual Assault or Stalking Leave

This policy and administrative regulation (AR) are being updated to more accurately reflect the language in ORS 659A.285.

4. GCDA/GDDA-AR Criminal Records Checks and Fingerprinting

The State Board of Education adopted permanent rule Oregon Administrative Rule (OAR) 581-021-0502, implementing House Bill 2992 (2017), which directs that if an ESD wants to fingerprint certain volunteer positions with direct, unsupervised contact with students, that those specific volunteer positions must be identified in board policy. The recommended policy revisions provide language that meets the new OAR requirements.

5. IGBAG-AR - Special Education - Procedural Safeguards

Senate Bill (SB) 1522 corrected language contained in SB 20 (2017) that prevented ESDs from accessing State School Fund dollars for students who received a modified diploma and wanted to continue receiving transition services until age 21. SB 1522 updates the statutes to ensure that students who have received a modified diploma can continue receiving transition services through age 21, and allows ESDs to continue receiving State School Funds to provide those services.

The bill also contains provisions allowing modified diploma recipients in Youth Corrections Educational Programs to be eligible for transition services and modified diploma recipients to be eligible for the Expanded Options Program. SB 1522 affects students who received a modified diploma before, on or after the passage of SB 1522.

6. JBA/GBN-AR - Sexual Harassment

The model policy GBN/JBA – Sexual Harassment and its administrative regulation has been updated to reflect House Bill 4150 (2018), and the

revised temporary rules in OAR 581-021-0038 adopted by the State Board of Education June 21, 2018 which does the following:

1. Expands the required information to be provided for sexual harassment complaints;
2. Extends protections in ESD policies to a person on or immediately adjacent to ESD property, at any ESD-sponsored activity, utilizing ESD-provided transportation or ESD bus stops; and
3. Requires written notification, in plain language and easy to read, to complainant(s) to include:
 - a. Rights of the complainant;
 - b. Information on legal and disciplinary options, school services, outside services and privacy rights.

These revisions are effective July 1, 2018.

7. JHCD/JHCDA-AR - Medications

OSBA is modifying the definition of “prescription medications” in the administrative regulation (AR) to include prescription medications identified by State law; there are some medications under Oregon law that require a prescription, but do not under federal law.

8. JHFE-AR(1) - Reporting of Suspected Abuse of Child

To comply with revisions to ORS 419B.045 resulting from passage of Senate Bill (SB) 1540 (2018), OSBA has revised the required administrative regulation (AR) and related highly recommended form for board policy JHFE – Reporting of Suspected Abuse of a Child. The SB further outlines the authority and the responsibilities of the Department of Human Services (DHS) or law enforcement agencies and that of the ESD when an investigation related to abuse of a child is necessary on ESD premises or on school premises at a school under the jurisdiction of the ESD. The amendments created by SB 1540 are effective now. The form JHFE-AR(2) provided has been approved by DHS for use.

9. JHFE-AR(2) - Reporting of Suspected Abuse of Child

To comply with revisions to ORS 419B.045 resulting from passage of Senate Bill (SB) 1540 (2018), OSBA has revised the required administrative regulation (AR) and related highly recommended form for board policy JHFE – Reporting of Suspected Abuse of a Child. The SB further outlines the authority and the responsibilities of the Department of Human Services (DHS) or law enforcement agencies and that of the ESD when an investigation related to abuse of a child is necessary on

ESD premises or on school premises at a school under the jurisdiction of the ESD. The amendments created by SB 1540 are effective now. The form JHFE-AR(2) provided has been approved by DHS for use.

10. IGBAJ - Special Education, Free Appropriate Public Education (FAPE)

Senate Bill (SB) 1522 corrected language contained in SB 20 (2017) that prevented ESDs from accessing State School Fund dollars for students who received a modified diploma and wanted to continue receiving transition services until age 21. SB 1522 updates the statutes to ensure that students who have received a modified diploma can continue receiving transition services through age 21, and allows ESDs to continue receiving State School Funds to provide those services.

The bill also contains provisions allowing modified diploma recipients in Youth Corrections Educational Programs to be eligible for transition services and modified diploma recipients to be eligible for the Expanded Options Program. SB 1522 affects students who received a modified diploma before, on or after the passage of SB 1522.

8. Information from Administrative Staff

The directors of Human Resources and Title Programs, Technology, and School Improvement have submitted written reports to the Board on matters of interest concerning his/her area of responsibility.

Administrative Staff

9. Board Member Reports and Comments

Lane ESD Board, Liaisons, Advisors

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
Sharon Martin
Vanessa Truett
Rose Wilde
Scott Linenberger, Superintendents' Council Advisor
Emilio Hernandez, Community Advisor

Mike Anderson, Liaison, Creswell School District

Mark Boren, Fern Ridge School District

Derek Pennel, Liaison, Blachly School District

Lane ESD Board

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.

Board Chair

10. Announcements/Correspondence

Board Chair

A. Acknowledgements and Recognition

Board Chair and Superintendent

B. Kudos

Administrators

C. Announcements

Board Chair

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

- High Expertise Teaching - Module 2A: Essential Elements of Unit/Lesson Design, December 6, 2018 and January 23, 2019 (3-day session), also January 15, 2019

- Community Resources for K-5 STEM Education, December 7, 2018

- High Expertise Teaching - Module 3: Making Student Thinking Visible, December 12, 2018 (Days 3 of 3-day session)

- Creating an Engaging Classroom with a Game Design Mindset, December 12, 2018
- Consistency of Implementation: An Advanced Workshop on Evidence Based Strategies Used in the STAR Program, January 7, 2019
- High Expertise Teaching - Module 5: Using Principles of Learning to Maximize Student Engagement and Achievement, January 16, 2019
- Assessment for the NGSS, January 16, 2019
- High Expertise Teaching - Module 1: The Knowledge Base of Teaching, January 17, 2019
- High Expertise Teaching - Module 2B: Formative Assessment: A Process for Impacting Student Achievement
- High Expertise Teaching - Module 4: High Expectations Teaching, January 22 and February 12, 2019 (days 2 & 3 of 3-day session)
- CONNECT Postvention Training, February 27, 2018
- High-Expertise Teaching - Module 2B: Formative Assessment: A Process for Impacting Student Achievement, March 13, 2019

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

- Connected Lane County Winter Celebration, January 16, 2019
- OSBA Legislative Town Hall, February 6, 2019
- OSBA School Fund Lobby Day, March 5, 2019

3. **Upcoming Conferences and Events**

- School Board Recognition Month, January 2019
- Lane Community College MLK Day No Longer Silent About Things That Matter, January 15, 2019
- 4th Annual Oregon Whole Child Summit, January 17, 2019
- NAACP MLK Jr. Community March, January 21, 2019
- Blacks In Government Banquet, February 1, 2019
- 2019 NAACP Freedom Fund Dinner, February 15, 2019
- Classified Employee Appreciation Week, March 4-8, 2019
- COSA Innovate Oregon Conference, March 7-8, 2019

- PACE School Safety - Standard Response Protocol & Standard Reunification Method Training, March 11-15, 2019
- COSA State English Learners Alliance Conference, March 13-15, 2019
- Job Fair for Graduating Seniors, April 11, 2019
- Teacher Appreciation Week, May 6-10, 2019
- National School Nurse Day, May 8, 2019
- 45th Annual COSA Seaside Conference, June 19, 2019

D. Component District Board Meeting Dates for January/February

- Bethel - January 28, **February 11**, February 25
- Blachly - January 11, **February 20**
- Creswell - January 9, **February 13**
- Crow-Applegate-Lorane - **January 17**, February 18
- Eugene - January 9 & **23**, February 6 & 20
- Fern Ridge - **January 22**, February 19
- Junction City - **January 28**, February 25
- Lowell - January 28, **February 25**
- Mapleton - **January 9**, February 13
- Marcola - January 14, **February 14**
- McKenzie - January 16, **February 20**
- Oakridge - January 14, **February 11**
- Pleasant Hill - **January 14**, February 11
- Siuslaw - **January 16**, February 13
- South Lane - January 7, February 4, March 4, April 1, May 6
- Springfield - **January 14**, February 11, March 11

Bold indicates a Board Visit has been scheduled to present on the 2019-21 Local Service Plan Year One.

11. Adjournment

- The next regular meeting is scheduled to be held Tuesday, February 5, 2019, at the Lane ESD Administrative Offices, 1200 Hwy 99N.