

**LANE ESD BOARD MEETING  
AGENDA**

February 5, 2019

1. Call Regular Meeting To Order  
Presenter: Board Chair
2. Welcome  
Guests attending the meeting will be introduced.
3. 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.
4. Agenda Review  
The agenda will be reviewed for changes or additions.  
Presenter: Board Chair  
Time: 1 minute
5. Presentation: Airport Rotary Foundation  
Glen Martz, retired educator, will present on the fundraising efforts of the Airport Rotary Foundation to provide scholarships to local students.  
Presenter: Glen Martz  
Time: 5 minutes
6. Presentation: Career-Technical Education

Every February, the CTE community celebrates CTE Month<sup>®</sup> to raise awareness of the role that CTE has in readying our students for careers and college. CTE Month is also a time to recognize and celebrate the CTE community members' achievements and accomplishments nationwide.

CTE Specialist Shareen Vogel will present on Lane ESD's CTE programs and activities.

Presenter: Shareen Vogel  
Time: 20 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 January 8, 2019
2. Human Resource Report, dated January 31, 2019
3. Lane ESD Grant Report, February 2019

Presenter: Board Chair

Time: 2 minutes

**B. Accept Financial Report for January 2019**

**BE IT RESOLVED** that the Board of Directors of Lane ESD accepts the Financial Report for January 2019.

Presenter: Board Chair

Time: 3 minutes

**C. Approve Policy Updates**

The policies listed for approval were first read at the January 8, 2019 Lane ESD Board of Directors meeting.

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.

**BE IT RESOLVED** that the Board of Directors of Lane ESD approve policy updates as presented.

Presenter: Board Chair

Time: 5 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. 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 JFCG/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.

D. Nominate a Chair-Elect for the OAESD Officer Council

In accordance with the OAESD Bylaws, 2019 is the year for nomination and election for the position of "Chair-Elect." The duties of this position and the other members of the Officer Council are provided in Article X, Section 2.

Past practice for the selection of Chair-Elect has been for each ESD Board to nominate a candidate for the position if they so desire.

The nomination and election timeline for 2019 will be as follows:

February 1 - March 22: Local Boards may nominate eligible members of their own or other ESD boards for the position of "Chair-Elect". Nominations will be turned in to Gary Peterson, Executive Director, no later than March 22.

April 1 - May 10: Local Boards will cast their vote for "Chair-Elect". Results will be turned in to Gary Peterson no later than May 10.

May: The results of the election will be announced at the OAESD Annual Banquet on May

16.

Presenter: Board Chair

8. Discussion/Reports

A. Legislative Update

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

Presenter: Superintendent

Time: 5 minutes

B. Superintendent Report

Presenter: Superintendent

Time: 10 minutes

C. Superintendent Goals

Superintendent Scurto will discuss superintendent goals for 2018-19.

Presenter: Superintendent Scurto

Time: 10 minutes

D. Response to Lane County Education Association

Superintendent Scurto will lead a discussion on the response to the Lane County Education Association's statement that was read during Public Comment at the January 8, 2019 Lane ESD Board of Directors meeting.

Presenter: Superintendent Scurto

Time: 5 minutes

E. May 2019 Election

Lane ESD will have FIVE board positions on the May 21, 2019 ballot (Special District Election). The filing window for interested candidates is February 11 to no later than 5:00 p.m. March 21, 2019. District candidates may file by fee or file by petition. Detailed instructions are available in the Oregon Secretary of State's "County, City and District Candidates Manual".

Presenter: Board Chair

Time: 5 minutes

F. Report on Bold Step #2: Increase the number of high school students accessing college

credit programs or college options, accelerative learning opportunities, career pathways, and participating in meaningful life/independence transition programs.

Presenter: Superintendent Scurto and Carlos Sequeira

Time: 10 minutes

G. March Recharge

The Board and superintendent will discuss scheduling a March 2019 Recharge. Topic for the potential recharge include a review of Lane ESD's Bold Step 1: **Creating and Implementing Innovative Initiatives that Directly Impact or Influence Student Success.**

Presenter: Board Chair

Time: 5 minutes

H. OAESD Spring Conference

The OAESD Spring Conference will be held at the Sunriver Resort this year. The dates of the conference are May 15-17, 2019. The Board will discuss participation at this event.

Presenter: Board Chair

Time: 2 minutes

I. BIG Banquet Report Out

The Board and Superintendent will discuss their attendance at the BIG Banquet on February 1.

Presenter: Board Chair

Time: 5 minutes

9. Information from Administrative Staff

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

Technology

Lane ESD internal technology staff are ramping up to create a better way for staff to get assistance with their technology needs. Lawren Ward and Craig Gardner are the primary technicians that provide support to all Lane ESD staff for all systems. They manage roughly 300 staff and student computers and provide support for them daily. Both technicians have identified room for improvement in the current help-desk ticketing software and have been working to design a better, new tool to help improve service to staff. Through this process they have done a great job of putting the diverse needs of our staff and students first, and they are excited to improve the level of service provided.

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

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

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

Presenter: Board Chair and Superintendent

Time: 5 minutes

B. Kudos

Kudos to: Dave Standridge and the Lane ESD Business Department

Reported by: Tony Scurto

Reason: Another clean audit with no findings...Way to go!

Kudos to: Team Siuslaw

Reported by: Robin Hartshorne

Reason: The team has done a great job working collaboratively through a lot of change. Thank you for your dedication to our program and our students!

Kudos to: Bill Weinman and Patsy Roberts

Reported by: Robin Hartshorne

Reason: Thank you both for the swift response in developing highly individualized programs and supports. I always appreciate how professional and dedicated you are when our classrooms needs assistance.

Kudos to: Craig Gardner

Reported by: Daniele McCallum

Reason: Craig took on the challenge of upgrading and migrating our Active Directory Domain a couple of weeks ago. This is a very technical project with lots of potential for errors. He was very thorough and thoughtful in the work and completed it with very little impacts to staff. Great job Craig!

Kudos to: Terri Harding

Reported by: Carol Knobbe

Reason: Thanks so much for meeting with parents in Oakridge to allay concerns and for seeking assistance from Carlos Sequiera for the meeting!

Kudos to: Tristen Smith, Life Skills Teacher CMS

Reported by: Julya Johnson

Reason: Tristen did a fabulous job facilitating an IEP meeting with a disgruntled parent. She remained positive, upbeat, and patient. AMAZING!!!!!!

Kudos to: Tim McLeod, Julya Johnson, Kristin Gault, Barbara Minkler

Reported by: Tony Scurto

Reason: Arranging for visually impaired students to get together monthly for breakfast. I was able to attend this month and it was great to see such caring, positive interaction between students and staff!

Kudos to: Jesse Baravilala

Reported by: Justin Radabaugh

Reason: You are rocking it on the lane school transition process.

Kudos to: Anna Shea, Amy Moore, Stuart Rush, LaRae Akin, and Emily Wood

Reported by: Justin Radabaugh

Reason: This team has been an invaluable resource to me as I have stepped into this new role.

Kudos to: Teagan Wynne

Reported by: Justin Radabaugh

Reason: Thank you for your hard work and flexibility you are an all-star.

Presenter: Administrators

Time: 5 minutes

C. Announcements

Presenter: Board Chair

Time: 5 minutes

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

- High-Expertise Teaching - Module 2A: Essential Elements of Planning and Lesson Design, February 7, 2019
- Project Wild Workshop and NGSS Training, February 13, 2019
- Implicit Bias, February 19, 2019
- High-Expertise Teaching - Module 2B: Formative Assessment: A Process for Impacting Student Achievement
- School Climate and Communication, February 22, 2019
- Special Education Law Updates with Questions and Answer Time, February 22, 2019
- CONNECT School Based Postvention Training, February 27, 2019
- Collaborative Problem Solving: A Tier 1 Training, March 1, 2019
- High-Expertise Teaching - Module 2B: Formative Assessment: A Process for Impacting Student Achievement, March 13, 2019
- High-Expertise Teaching - Module 3: Making Student Thinking Visible, April 4, 2019
- High-Expertise Teaching - Module 2A: Essential Elements of Planning and Lesson Design, April 23, April 30, 2019

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

- OSBA Legislative Town Hall, February 6, 2019
- OSBA School Fund Lobby Day, March 5, 2019

**3. Upcoming Conferences and Events**

- 2019 NAACP Freedom Fund Dinner, February 15, 2019
- LCOG Member Appreciation Dinner, March 2, 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
- OAESD Spring Conference, May 15-17, 2019
- 45th Annual COSA Seaside Conference, June 19, 2019

**D. Component District Board Meeting Dates for February/March**

- Bethel - **February 11**, February 25, March 11
- Blachly - **February 20**, March 20
- Creswell - **February 13**, March 13
- Crow-Applegate-Lorane - February 18, March 21
- Eugene - February 6 & 20, March 6 & 20
- Fern Ridge - February 19, March 18
- Junction City - February 25, March 25
- Lowell - **February 25**, March 11
- Mapleton - February 13, March 13
  
- Marcola - **February 14**, March 14
  
- McKenzie - **February 20**, March 20
  
- Oakridge - **February 11**, March 11
- Pleasant Hill - February 11, March 11

Siuslaw - February 13, March 13

South Lane - March 4, April 1, May 6

Springfield - February 11, March 11

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

12. Adjournment

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