

LANE ESD BOARD MEETING
AGENDA
July 16, 2019

1. Call Regular Meeting To Order
Presenter: Board Chair
2. Welcome
Guests attending the meeting will be introduced.
Presenter: Board Chair
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.
Presenter: Board Chair
4. Agenda Review
The agenda will be reviewed for changes or additions.
Presenter: Board Chair
Time: 1 minute
5. Oath of Office for Newly Elected Board Members
The Chair of the Board of Directors of Lane ESD will administer the Oath of Office for newly elected Board members:

Sherry Duerst-Higgins
Linda Hamilton
Leslie Harris
Nora Kent
Erin Zygaitis
Presenter: Board Chair
Time: 5 minutes
6. Organization of the Board for 2019-20

Per Robert's Rules of Order:

Before proceeding to an election to fill an office it is customary to nominate one or more candidates. This nomination is not necessary when the election is by ballot or roll call, as each member may vote for any eligible person whether nominated or not. ... *The nomination need not be seconded.* When the nominations are completed the assembly proceeds to the election. An election takes effect immediately if the candidate is present and does not decline, or if absent and has consented to candidacy. If absent and has not consented to candidacy, it takes

effect when notified of election, provided member does not decline immediately. After the election has taken effect and the officer or member has learned the fact, it is too late to reconsider the vote on the election. An officer-elect takes possession of his office immediately, unless the rules specify the time.

Presenter: Board Chair

A. Election of Chairperson

Chair pro-tem, Rose Wilde, will declare nominations open for position of Board Chair. When there are no further nominations, Chair pro-tem Rose Wilde will declare nominations closed. A vote will be held. The Chair pro-tem will make a declaration of the election results.

Declaration of Election: Board member is elected as Chairperson of the Lane ESD Board of Directors for 2019-20.

Presenter: Board Chair

Time: 5 minutes

B. Election of Vice-Chair

Chair for the Board of Directors of Lane ESD will declare nominations open for position of Board Vice-Chair. Nominations will be submitted. When there are no further nominations, the Board Chair will close nominations. A vote will be taken and a Vice-Chair for the Board of Directors of Lane ESD will be elected.

DECLARATION OF ELECTION: Chair will declare the election of the Board Vice-Chair for Lane ESD for 2019-20.

Presenter: Board Chair

Time: 5 minutes

7. Action Items

Presenter: Board Chair

Time: 5 minutes

A. Approve Routine Designations for 2019-20

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes Superintendent Tony Scurto to act on the Board's behalf as District Election Authority. In that capacity, the Superintendent may canvass the abstract of votes cast in elections and certify the results of such elections to the Lane County Elections officer. The Board shall subsequently affirm the canvass so certified.

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes the following individuals to transfer funds to and from the Local Government Investment Pool: Tony Scurto, David Standridge, and David Lanza.

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes the use of a facsimile signature for the superintendents.

BE IT RESOLVED that the Board of Directors of Lane ESD will act as the local public contract review board of Lane Education Service District in accordance with Oregon Revised Statute 279A.060.

BE IT RESOLVED that the Board of Directors of Lane ESD approves the following official designations for the 2018-19 year, as presented:

- Legal Counsel: The Hungerford Law Firm; Luvaas Cobb Law Firm
- Auditors: Pauly, Rogers and Co., PC
- Newspaper: Register-Guard

Presenter: Board Chair

Time: 3 minutes

B. Approve Tentative Agreement with Lane County Education Association

The Board will vote to ratify the contract with Lane County Education Association (LCEA).

On June 12th, the Lane ESD and LCEA teams resolved any remaining issues and affirmed the tentative agreements outlined below. Both parties will now work to ratify the new Agreement. LCEA reviewed and ratified the tentative agreement at its General Meeting M on Tuesday, June 18th, 2019.

Length of Agreement: 4 years, with a re-opener in Year 2 to discuss salary and benefits (including COLA) for the final 2 years of the Agreement.

COLA: 2% in years 1 and 2

Insurance Cap: Increase by an overall 4%, where that figure is based on OEBC current rates that are benchmarked against a specific medical, dental, and vision plan combination, rendering caps as follows:

Employee Only: \$584

Employee + Spouse: \$1,276

Employee + Child: \$1,115

Family: \$1,810

Using this same methodology in Year 2, the insurance cap will aim to maintain this health care benchmark, not to exceed an overall cap increase of 5%.

Employees enrolling in plans with HSAs will have any excess cap amounts placed in that HSA.

IA Salary Schedule, Step 1 Base Rate:

Year 1: Step 1 of the IA salary schedule will increase to a base rate of \$14.58 (which is \$14.87 with the COLA)

Year 2: Step 1 will increase to a base rate of \$15.32 (which is \$14.87 base + 1.0% base adjustment, plus 2% COLA)

Longevity: Eligibility for the longevity TSA will change to \$100 after 13 years of service, \$110 at 15 years, and \$120 at 17 years. There will no longer be any requirement to be at the top Step for two years.

Association Security: Incorporate the existing “fair share” MOU language into the new Agreement.

Personal Vehicle Use: The District has verified with their liability carrier that when an employee is driving their personal vehicle while on agency business and is involved in an accident, the employee’s coverage is primary; however, the District’s insurance covers what the employee’s insurance does not, including the employee’s deductible.

IA Reassignment due to lack of substitute: The District agrees to provide financial assistance for incidental expenses (rental car, and so on) resulting from an accident that occurs when IA is reassigned to another classroom after reporting to their normal assignment due to lack of available substitutes.

LCEA and the District will develop a MOU outlining a 1-year pilot implementing strategies to address the substitute shortage and its impact on classrooms to include: 1) an incentive of \$20 per day plus mileage when an IA is reassigned to another classroom by the district after reporting to their normally assigned classroom due to lack of available substitutes; 2) establishment of an “opt-in” list of employees who agree to be reassigned after reporting to their normal classroom assignment, and 3) the implementation of other strategies to be determined.

Payroll Deductions: Language will be added to the Contract authorizing the District to make payroll deductions for overuse or miscoding of leave rather than requiring an individual employee signature for such occurrences.

Internal Applicants: Modify current contract language to have internal applicants complete an application for vacancies whose contents will help the District to meet legal hiring obligations. Letters of reference will not be required for internal applicants.

Internal Hiring: Classified employees hired to positions at a higher classification range will be placed on the new salary schedule with applicable credit for experience. If the employee's previous Range/Step placement exceeds the new Step placement on the new salary range, the employee will remain at the higher pay range until the new step placement "catches up."

Definition: Add to the Contract the chart that spells out the range of contract days that define 10-month, 11-month, and 12-month employees for the purposes of sick leave, holidays, and TSAs.

Vacation Accrual: New 260-day employees will have access to accrued vacation their first day of work. Existing employees will continue with having access to vacation the year after it is accrued.

Sick Leave Bank: Short-term disability will be added to this article along with the existing material about long-term disability. Use of long-term or short-term disability, if available, will be required. Sick leave bank members can access the sick leave bank for any "waiting period" not covered by short-term or long-term disability.

Tuition Reimbursement: Remove the specific college references and clarify the process description, including revisions to the reimbursement form to include a supervisor review.

Joint Committee: An ad hoc committee will be established for the purpose of reviewing classroom staffing when a teacher has a concern about staffing levels. The committee will be comprised of the special education director, program supervisor, and other licensed staff members who have program-wide perspectives/assignments.

Jury Duty: For employees who work a non-traditional schedule, any length of jury duty service will be deducted from their shift as a standard practice; reporting time will be worked out with their supervisor.

The ESD's policy on jury duty referencing deferment of jury duty has been deleted.

The parties also discussed: Employee Evaluation Article IX, agreeing that no change was needed to the content of the article. The District is working on issues with the current online system, and the superintendent will be making an implementation plan to ensure that evaluations are completed in the specified manner.

The parties agreed to gather information related to column placement for Masters degree programs.

Thank you to those who participated in the process from both LCEA and LESD.

LCEA

Jeri Ingallinero, LCEA Co-President

Sarah Apker, LCEA Co-President

Tracy Mansfield

Michael Stockdale

Cameron Yee, Alternate

David DeBlaker, Alternate

John Velkinburg, trainee

Lane ESD

Sherry Duerst-Higgins, Board Member

Tony Scurto, Superintendent

Carol Knobbe, Assistant Superintendent

Dave Standridge, Director

Sue Mathisen, Alternate

Daniele McCallum, Alternate

BE IT RESOLVED that the Board of Directors of Lane ESD approves the Agreement with LCEA, as presented.

Presenter: Board Chair

Time: 5 minutes

C. Approve Agreement with Management Team for 2019-20

Representing the Management Team of Lane ESD, for 2019-20, Superintendent Scurto recommends the Board Directors of Lane Education Service District approves a 2% Cost of Living

increase, a 4% insurance cap increase for all management staff, and a \$10 per month increase in Management Team members' Tax Sheltered Annuity contributions. These increases align with the increases for LCEA.

BE IT RESOLVED that the Board of Directors of Lane ESD approves the Management Agreement for 2019-20.

Presenter: Board Chair, Superintendent

Time: 5 minutes

D. Amend Assistant Superintendent Contract

Superintendent Scurto recommends the Board Directors of Lane Education Service District approves a 2% Cost of Living increase, a 4% insurance cap increase for the Assistant Superintendent, and a \$10 per month increase in the Assistant Superintendent's Tax Sheltered Annuity contributions. These increases align with the increases for LCEA.

BE IT RESOLVED that the Board of Directors of Lane ESD approves adjustments as listed for 2019-20.

Presenter: Board Chair

Time: 5 minutes

E. Amend Superintendent Contract

WHEREAS, on July 1, 2019, the Board of Directors for Lane Education Service District moved to enter into an Addendum amending certain provisions of the CONTRACT and otherwise agreed that the CONTRACT shall continue in full force and effect.

Now, THEREFORE, effective July 1, 2019, The Board of Directors of Lane Education Service District and Tony Scurto, agree to the following:

Compensation

Salary:

The superintendent may receive a salary increase each year, effective July 1, in an amount to be determined mutually by the Superintendent and the Board. The Superintendent's annual salary adjustments shall be coordinated with his or her annual evaluation. The adjusted salary shall not be less than the salary for the previous year. All adjustments shall be in the form of an amendment and shall become part of the original CONTRACT. The Superintendent may elect, in lieu of a salary increase, to increase contribution to the district provided Tax Sheltered Annuity in an equivalent amount.

For the 2019-20 Fiscal Year, the District shall pay the Superintendent a salary of \$151,597, payable in monthly installments of \$12,633.12. The Superintendent's compensation is based on a 260-day work year.

Tax Sheltered Annuity:

The District will begin contributing to or on behalf of the Superintendent \$8,500 annually as

a tax sheltered annuity. Beginning July 1, 2019, the district will begin contributing to the Superintendent Tax Sheltered Annuity in regular, monthly installments of \$708.33, for the duration of the contract. In addition, the District will pay the Superintendent's contribution to the State of Oregon Public Employee Retirement System.

Insurance Cap:

The insurance cap for 2019-20 will increase by 4% of the 2018-19 contribution, for a total of \$1,291 monthly.

Remaining Contract Terms:

All other terms of the FIRST CONTRACT shall remain in full force and effect.

BE IT RESOLVED that the Board of Directors of Lane ESD amend the Superintendent Contract as presented.

Presenter: Board Chair

Time: 5 minutes

8. Announcements/Correspondence

Presenter: Board Chair

Time: 5 minutes

A. Acknowledgements and Recognition

Presenter: Superintendent Tony Scurto

Time: 5 minutes

B. Announcements

Presenter: Board Chair

Time: 5 minutes

1. Lane ESD and Component District Professional Development Activities for Educators

- Patterns Biology for the Next Generation, July 30-August 1, 2019

- Ethnic Studies, August 7-9, 2019

- High Expertise Teaching - Module 1: The Knowledge Base of Teaching, August 14, 2019

- Behavior Support Training: Mandt Modules 1, 2, 3, August 15-16, 2019

- High-Expertise Teaching - Module 1: The Knowledge Base of Teaching, August 19, 2019

- High-Expertise Teaching - Module 1: The Knowledge Base of Teaching, August 26, 2019

- High-Expertise Teaching - Module 2B: Formative Assessment for Results (FAR), September 18, 2019

- Coaching for Sustainable School Improvement, September 19, 2019
- New Teachers Network for CTE Teachers PLC #!, September 24, 2019
- CONNECT School Based Postvention Training, October 1, 2019
- High-Expertise Teaching - Module 2A: Essential Elements of Planning and Lesson Design, October 2, 2019
- Building a Strong Adult Professional Culture, October 7, 2019
- High-Expertise Teaching - Module 4: High Expectations Teaching, October 16, 2019
- High-Expertise Teaching - Module 2B: Formative Assessment for Results (FAR), November 5, 2019

2. Lane ESD Board Member Activities and Opportunities

- OSBA Summer Board Conference, July 19-21, 2019
- Lane ESD Welcome Back (Venue 252), August 28, 2019
- OSBA Fall Regional, October 3, 2019
- OSBA 73rd Annual Convention, November 14-17, 2019

3. Upcoming Conferences and Events

- First Friday Communities of Color Networking Event, August 2, 2019
- Back To School Give-Away, August 27, 2019
- Lane ESD Welcome Back (Venue 252), August 28, 2019
- Connected Lane County Externship Celebration (at Ninkasi), August 28, 4-6:00 p.m. (RSVP to lgray@lesd.k12.or.us)
- OSBA Fall Regional, October 3, 2019

4. Component District Board Meeting Dates

Bethel: August 12 & 26, September 9 & 13, October 14 & 28, November 11 & 25, December 9

Blachly: July 17, August 21, September 18, October 16, November 20, December 18

Creswell: August 14, September 11, October 9, November 13, December 11

Crow-Applegate-Lorane: August 19, September 16, October 21, November 18, December 16

Eugene: August 5/8/14 & 28, September 18, October 2 & 16, November 6 & 20, December 4 & 18

Fern Ridge: August 13 & 19, September 16, October 21, November 18, December 16

Lowell: July 22, August 26, September 23, October 28, November 25, December 23

Mapleton: August 14, September 11, October 9, November 13, December 11

Oakridge: August 12, September 9, October 14, November 11, December 9

Pleasant Hill: August 26, September 9 & 23, October 14 & 28, November 11, December 9

Siuslaw: July 10, August 14, September 11, October 9, November 20, December 11

Springfield: July 22, August 12 & 26, September 9 & 23, October 14 & 28, November 12, December 9

9. Adjournment

- The next regular meeting is scheduled to be held Tuesday, August 6, 2019, at the Lane ESD Administrative Offices, 1200 Hwy 99N.

Presenter: Board Chair