

| | |
|--|--------------------------|
| LANE EDUCATION SERVICE DISTRICT | BOARD MEETING |
| 1200 Hwy 99 N | Tuesday, March 3, 2020 |
| Eugene, Oregon 97402 | Regular Meeting: 6:00 PM |

**LANE ESD BOARD MEETING
AGENDA**

Tuesday, March 3, 2020

1. Call Regular Meeting To Order

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.

Board Chair

5. Presentation: Assistive Technology

6. Anna Shea, Lane School Behavior and Autism Consultant

7. Trace Mansfield, Speech Language Pathologist and Assistive Technology Specialist

Anna Shea and Trace Mansfield will provide a presentation on Lane ESD's Assistive Technology services.

Anna Shea and Trace Mansfield

8. Action Items

Board Chair

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 February 5, 2019
2. Human Resource Report, dated March 1, 2019
3. Authorize Contracts for Licensed Staff for 2020-21
4. Authorize Contracts for Licensed, Administrative Staff for 2020-21

Board Chair

- B. Accept Financial Report for February 2020

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for February 2020.

Board Chair

- C. Accept 2018-19 Audit Report

The Board of Directors of Lane ESD Will act to accept the 2018-19 Audit, performed by Pauly, Rogers and Co., P.C. The full audit report can be found on the Lane ESD website at lesd.link/audit2018-19.

BE IT RESOLVED that the Board of Directors of Lane ESD accept the 2018-19 Audit, as presented.

Board Chair

9. 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. Vision/Mission/Strategic Planning Process

The Board and Superintendent Scurto will discuss the Strategic Plan Process.

Board Chair and Superintendent

D. Student Success Act

Superintendent Scurto will discuss current activities under the Student Success Act.

Superintendent Scurto

E. Board Email Accounts

OSBA recommends board members “use a district-provided email”. This way the email will travel through the district’s system and be saved. Board emails are public documents and must be kept for a minimum of 3 years. This includes any board related emails that come to personal accounts. If there is a public records request, board members would need to provide these emails. OSBA recommends the district to manage these documents/emails rather than board members tracking on personal accounts.

Board Chair

F. Board Participation at the 2020 OAESD Spring Conference

The conference is scheduled for May 11-12, 2020, at the Sunriver Resort.

Board Chair

G. United Way Community Celebration Dinner

The board will discuss participation in this event, scheduled for the evening of Wednesday, March 18, 2020. The event will be held at The Graduate in Eugene, 5:00-8:00 p.m.

United Way's annual Community Celebration recognizes the individuals and businesses who've been instrumental in helping ensure kids can be successful in school and life over the past year.

Board Chair

H. Land Acknowledgement

Director Wilde would like to discuss integrating a Land Acknowledgement into the Board meeting process.

Board Chair, Director Wilde

I. OAESD Officer Council Nominations

Director Rose Wilde currently serves on the OAESD Executive Committee. While the Lane ESD Board cannot have a second person serving on the OAESD executive team, the Lane ESD Board could nominate any ESD's board member from anywhere in the state. The Board will discuss if they would like to nominate any ESD's board member for the OAESD Officer Council.

Board Chair

J. Policy and Administrative Rule First Reads

Board Chair

1. BBF - Board Member Standards of Conduct

Revised language changes based on recommendations from OSBA.

2. ECACB - Unmanned Aircraft System (UAS) a.k.a. Drone

The revisions in this policy reflect changes in federal law, Senate Bill 581 (2019) and meets PACE insurance requirements.

3. GBA - Equal Employment Opportunity

House Bill 2341 (2019) makes it an unlawful employment practice for an employer to deny employment opportunities, fail to make reasonable accommodations, or take certain actions because of known limitations of an employee or applicant's pregnancy, childbirth, or related medical condition. The bill provides exemptions for a reasonable accommodation that requires significant difficulty or expense that imposes an undue hardship on ESD operations. It exempts an ESD with fewer than six employees.

Additionally, Senate Bill 479 (2019) made ORS 659A.082 part of the definition of workplace harassment involving discrimination of an employee's service in a uniformed service.

4. GBEA - Workplace Harassment

This policy is a new policy and is required, according to the OSBA Policy Update.

Senate Bill 479 (2019) institutes a requirement for all public employers to adopt policy prohibiting "workplace harassment" which means "conduct that constitutes discrimination prohibited by ORS 659A.030, including conduct that constitutes sexual assault or that constitutes conduct prohibited by ORS 659A.082 or 659A.112". This legislation requires new board policy and an administrative regulation (AR) to support implementation of this law. A complaint may be filed through the new complaint process, with the Bureau of Labor and Industries, or under any other available law.

5. GBEA-AR Workplace Harassment Reporting and Procedure

See Policy Update description for item 7.F.4. GBEA - Workplace Harassment description, above.

6. JGAB - Restraint or Seclusion

The State Board of Education adopted revisions to the applicable restraint and seclusion Oregon Administrative Rules to reflect Senate Bill 963 (2019) and clarify the complaint procedure.

7. JHCD_JHCDA - Medications

Senate Bill 665 (2019) gives an ESD (that operates a school) the option to provide and administer naloxone or any similar medication that is designed to reverse an overdose of an opioid drug. Lane ESD does not plan to administer this drug, so language including the administration of this drug has not been included. Lane ESD will review and adopt other recommended changes.

8. JHCD_JHCDA - AR - Medications

9. JHFE - Reporting of Suspected Abuse of a Child

Senate Bill 155 (2019) amended statute on reporting suspected sexual conduct and suspected child abuse. SB 155 assigned investigative responsibilities to ODE for non-licensed employees for reports of suspected sexual conduct and investigative responsibilities to TSPC for employees licensed through TSPC. The SB redefines sexual conduct, adds a definition for student in relation to sexual conduct, amends

reporting requirements, makes volunteers subject to law, and maintains applicability to contractors and agents.

The SB requires ESDs to designate a licensed administrator and alternate licensed administrator for each school building assigned to receive reports of suspected abuse or suspected sexual conduct, their contact information, and other required information found in the amended policies and administrative regulations. In cases of suspected abuse, the ESD must also post contact information for the local Department of Human Services office.

Nothing in the bill prevents an ESD from conducting their own investigation and acting on information gained from the investigation prior to completion of an investigation and determination from another agency.

- 10. JHFE-AR Reporting of Suspected Abuse of a Child
- 11. JHFF/GBNAA - Reporting of Suspected Sexual Conduct with Students
- 12. JHFF/GBNAA - AR - Reporting of Suspected Sexual Conduct with Students

10. 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: Technology services is in the middle of the e-Rate filing window, where we have posted three RFPs in order to make internet circuit improvements for five of the districts we serve. Christina Okesson does all the work on keeping the applications organized and clear so that come March 13th the applicants can be reviewed. Our new Network Administrator, Kevin Murray started in the middle of February so this should give just enough time for him to get his bearings and help with the upgrades moving forward. The work that Christina does filing e-Rate is very crucial to keeping the services we provide to the districts cost effective long term.

Connected Lane County: This weekend, nine teams made up of almost forty students from Lane County gathered at Wayfair Springfield to compete in the

first-ever “codeORcreate” hackathon. The hackathon was a joint effort by Connected Lane County and Wayfair Springfield to increase student involvement in CS and visual design. The teams worked hard over Saturday and Sunday to create websites, games, and digital ad campaigns that helped shine light on social issues—diversity in CS, cyberbullying, tutoring help for students, and pollution. The event culminated in a presentation from each team which showed off their hard work, with parents and members of the community coming to see the showcase. Judges decided winners in each category. All teams walked away with prizes for their efforts, with Best-in-Show prizes going to teams from Siuslaw High School and McKenzie River Community School. Both Wayfair and Connected Lane County are excited to host this event next year and see more of the amazing work made possible by Lane County students.

Photos from the event can be downloaded here:

<https://send.firefox.com/download/4c163ccaabd894ba/#adF2BYZxphBNPcuGQPBX4A>

Administrative Staff

11. 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?

Sherry Duerst-Higgins

Linda Hamilton

Leslie Harris

Nora Kent

Vanessa Truett

Rose Wilde

Erin Zygaitis

Scott Linenberger, Superintendents' Council Advisor
Emilio Hernandez, Community Advisor

Mike Anderson, Liaison, Creswell School District

Mark Boren, Fern Ridge 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

12. Announcements/Correspondence

Board Chair

A. Acknowledgements and Recognition

Superintendent Tony Scurto

B. Kudos

Thank you to those who took the time to acknowledge co-workers/staff with kudos. Employees and Board members can submit a "kudo" any time during the month. To submit a kudo visit:
www.lesd.k12.or.us/forms/kudos.html

Kudos to: Mary Griswold
Reported by: Jessie George
Reason: For setting up the lodging and car for our CPS training in Portland. Thank you!

Kudos to: Jeannette
Reported by: Cameron
Reason: Over the last couple months I've interacted with Jeannette for reasons both trivial ("can I get root beer in the vending machine?") and not-so-trivial ("there's a problem with my paycheck"). She's treated both occasions with equal amounts of commitment and follow-through and made me feel respected and appreciated.

Kudos to: Cameron Yee

Reported by: Heidi Rebar
Reason: Thank you for always being so helpful with technology and your willingness to come and take photos of STEM workshops.

Kudos to: Brad Johnston
Reported by: Heidi Rebar
Reason: Thank you for cutting the boards for our Physics workshop!

Kudos to: MEP Staff
Reported by: Ana Arias
Reason: The entire MEP staff has done an incredible job supporting our students and families. I am inspired by the heart that they put into all aspects of their work. Go, team!

Kudos to: Olivia Goodheart
Reported by: Carol Knobbe
Reason: Thanks for submitting a facilities ticket when you noted that check maintenance light on in the Camry! This helps ensure that vehicles are safe by addressing issues promptly.

Kudos to: Maj Bonnet
Reported by: Tony Scurto
Reason: Maj's Loki's Golden Knights Chess Team competed in a chess tournament at Willamette HS. This may have been Lane School's first interscholastic competition! And the students displayed great sportsmanship and team support! Way to go Coach Bonnet!

Kudos to: Chris Antonetti
Reported by: Carol Knobbe
Reason: Thank you for the help in setting up for the January board meeting!

Kudos to: Carlos Sequeira
Reported by: Carol Knobbe
Reason: Much appreciation for your help in note taking for the January board meeting.

Kudos to: Special Education Supervisors
Reported by: Carol Knobbe
Reason: Thanks to all for your assistance as we configured the new evaluation system. Special thanks to Renee, Sue, and Annie for attending

the majority of meetings, your attention to details, and good questions.

Kudos to: Holiday Elves
Reported by: Carol Knobbe
Reason: Thanks to many staff who helped with December festivities:
Michelle Martin - Giving Tree tag
Nicole Chartrand - Ornament
auction
Heidi Larwick - Potluck organizing
Ana Quintero-Arias and Jessica
Worely - Holiday food Basket list and
delivery
Justin Radabaugh - Holiday family
gifts list

Thanks to everyone who contributed gifts, food items, and bid on ornaments!

Kudos to: Kim Scarrow and Annin Ramsing
Reported by: Sue Mathisen
Reason: Thanks to Thurston High School Teacher, Annin Ramsing
and IA Kim Scarrow for providing support to the Transition Program on
Friday, 1/10/20 when it was short-staffed. Your flexibility and teamwork is
much appreciated!

Kudos to: Michael Sharp
Reported by: Annie Whiddon
Reason: Michael has actively recruited instructional assistant
applications that have resulted in several great hires to work in our
classrooms.

Kudos to: Michael Stockton
Reported by: Renee Beard
Reason: For continuing to recognize our hiring needs and referring
new employees!

Kudos to: Jeannette Crocker, Michelle Martin
Reported by: Tony Scurto
Reason: For help with last minute copies and name plates for the
January Superintendent Council meeting! Thanks!

Administrators

C. Announcements

Board Chair

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

OSBA Summer Board Conference - July 10-12, 2020

PACE Day 2020 - April 16, 2020

Bookfest

Oakridge Elementary - May 18th from 12:30-2:30

Lundy Elementary - May 27th from 1:15-2:15

Prairie Mountain - May 28th from 8:15-10:30

Guy Lee Elementary - May 29th 9-12:20

Two Rivers Dos Rios - June 2nd from 11:40-2:40

Mapleton Elementary - June 3rd 12:30-1:30pm

Bohemia Elementary - June 4th from 9-1pm

Siuslaw Elementary - June 5th from 9-2pm

Triangle Lake Charter - June 8th from 2-3

Dorena Elementary - TBD

2. **Component District Board Meeting Dates**

Bethel - March 9, April 13 & 27, May 11, June 8 & 22

Blachly - March 18, April 15, May 20, June 17

Creswell - March 11, April 8, May 13, June 10

Crow-Applegate-Lorane - March 19, April 16, May 21, June 18

Eugene - March 4 & 18, April 22, May 6 & 20, June 3 & 17

Fern Ridge - March 9 & 16, April 20, May 18, June 15

Junction City - March 16, April 27, May 18, June 22

Lowell - March 9, April 6, May 4, June 22
 Mapleton - March 18, April 8, May 13, June 10
 Marcola - March 9, April 13, May 11, June 15
 McKenzie - March 18, April 15, May 20, June 17
 Oakridge - March 9, April 13, May 11, June 8
 Pleasant Hill - March 9, April 6 & 20, May 4 & 18, June 1 & 22
 Siuslaw - March 11, April 15, May 13, June 17
 South Lane - March 9 & 10, March 16, April 7 & 20, May 4, June 1
 Springfield - March 9, April 13 & 27, May 11, June 8 & 22

3. **Lane ESD and Component District Professional Development Activities for Educators**

| Topic | Title |
|-------|-------|
|-------|-------|

| | |
|--------------------------|--|
| High-Expertise Teaching* | High-Expertise Teaching - Module 1: The Knowledge Base of Teaching |
|--------------------------|--|

| | |
|---------|--|
| Science | Patterns Physics: Complete Unit 5: Send a Text (Waves & Technology) & Introduce Unit 6: 50 Year Energy Plan (Electricity, Power Production, & Climate Science) |
|---------|--|

Topic

Title

Crisis
Intervention and Recovery
PREPaRE Workshop 2: Crisis Intervention & Recovery: The
Roles of School-Based Mental Health Professionals

STEM STEM/CTE Equipment/Kits Showcase

Topic

Title

Special
Education

Special Education Spring Law Updates

High-
Expertise
Teaching*

CANCELED High-Expertise Teaching - Module 4: High
Expectations Teaching

Science

Patterns Physics for the Next Generation (Day 1)

Attendance

Every Day Matters Community of Practice - Mentoring for

Topic

Title

Absenteeism/Success

High-
Expertise
Teaching*

High-Expertise Teaching - Module 2A: Essential Elements of Planning and Lesson Design

Science

Patterns Biology for the Next Generation, Unit 6: Ecosystem Matter & Energy

Science

Patterns Physics: Complete Unit 6: 50 Year Energy Plan (Electricity, Power Production, & Climate Science) + Preview Unit 7: Space & the Universe

Topic

Title

STEM K-5 PBL Science and Engineering Workshop

High-
Expertise
Teaching* High-Expertise Teaching - Module 2B: Formative Assessment
for Results (FAR)

Parent
Engagemen
t Event African American/Black Parent "Engage With Us" Community
Gathering

Topic

Title

Science

Hands-On NGSS: Climate and Environmental Science in Action!

DHH
Interpreting

Trauma Informed Interpreting with Children

ELL

Meeting the Needs of Emergent Bilinguals in School

Topic

Title

Humanities Tribal History/Shared History Train the Trainers

13. Adjournment • The next regular meeting is scheduled to be held Tuesday, April 7, 2020, at the Lane ESD Administrative Offices, 1200 Hwy 99N.
- 14.
15. **A Budget Preview Session will be held prior to the next regular Board of Directors meeting, 5:00 p.m., April 7, 2020.**