

LANE EDUCATION SERVICE DISTRICT	BOARD MEETING
1200 Hwy 99 N	Tuesday, February 6, 2024
Eugene, Oregon 97402	Regular Meeting: 6:00 PM

**LANE ESD BOARD MEETING
AGENDA**

Tuesday, February 6, 2024

1. Work Session: Strategic Plan & Equity Lens

Assistant Superintendent Eric Anderson will lead the Board through a discussion and exercise related to the Equity Lens.

Assistant Superintendent Eric Anderson

2. Call Regular Meeting To Order

Board Chair

3. Welcome

Guests attending the meeting will be introduced.

Board Chair

4. Lane Education Service District Statement of Accountability: Land Acknowledgement

Lane ESD acknowledges that the lands we call Lane County - the lands that sustain our children, our future, and our collective well-being - are the traditional ancestral home of the Kalapuya, Siuslaw, Molalla, and other indigenous people who have lived in Lane County since time immemorial. Native children, families, and communities bear witness to a legacy of displacement and forced relocation. As an educational institutions we are accountable for addressing the current and former silencing, erasure and genocide of native people in Oregon and Turtle Island. We aim to join with indigenous people, honoring their resilience, courage, and self-determination in a purposeful pursuit of justice.

Vice-Chair Leslie Harris

Lane ESD Board of Directors Land Acknowledgement

5. 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.

Comments Regarding Staff Members - Speakers may offer objective criticism of ESD operations and programs. The Board will not hear comments regarding any individual ESD staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for Board consideration of a complaints involving a staff member. The association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the staff member, his/her supervisor and the Board.

The Board requests that a public comment add information or a perspective that has not already been mentioned previously, and that the patron refrains from repeating a similar point. To make a comment or present a topic during public comment, if the opportunity is available on the Board agenda, please complete the Intent to Speak card and submit it to the Board secretary prior to the start of the meeting. An individual that has submitted an Intent to Speak card and has been invited to speak by the Board chair, will be allowed three minutes.

Any person, who is invited by the Board chair to speak to the Board during a meeting, should state his/her name and address and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.

6. Agenda Review

Board Chair

7. Presentation: Unified Robotics

Unified proves a platform for students to build authentic relationships through what has typically been athletic endeavors. This year, the Lane ESD Special Education Department partnered with STEM, 4J, and several districts to bring a Unified Robotics experience to two high schools that host our Life Skills students. Annie Galaxy, Lane ESD Administrator, and at least two student participants will be presenting to share their experience in Unified Robotics.

Annie Galaxy, Samurai Macovis, and Javin Petry

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 December 5, 2023
2. Lane ESD Board Meeting Minutes of January 2, 2024

Board Chair

LESD Board Minutes - December 5 2023 22

LESD Board Minutes - January 2 2024 32

B. Accept Financial Report

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for December 2023.

EXAMPLE QUESTIONS ASKED BY BOARD MEMBERS OF A BUSINESS MANAGER DURING A FINANCIAL REVIEW SESSION:

- 1) Are the books balanced and reconciled?
- 2) Are all cash and investment accounts reconciled to the general ledger?
- 3) Does the adopted budget reflect expected expenditures?
- 4) Have payroll reports been filed and have all payroll liabilities been paid timely?
- 5) Have all federal and state reimbursement requests as well as required financial reporting forms been filed timely?
- 6) Are there any suspected cases of fraud that we need to be aware of?
- 7) Are there any suspected changes to the internal control system?
- 8) Have there been any significant changes to the internal control system?

- 9) Is the business office adequately staffed to allow for proper segregation of duties?
- 10) Have there been any changes to the accounting system or accounting policies that are significant?
- 11) Has the accounting software and related IT systems been subject to review by an IT professional to ensure seamless backup in the event of a malware, ransomware, or other compromise of computer security?
- 12) Are there any other financial-related matters we should be aware of?
- 13) Are there any new pronouncements on the horizon that may require additional staff time or disbursement of funds to properly implement?
- 14) Are all financial statements that have been provided to the Board accurate and complete to the best of your knowledge?
- 15) Have you been asked by the Superintendent to do anything that makes you uncomfortable or to present any information you feel is inaccurate?

Board Chair

December 2023 Financial Report 41

C. Approve Juvenile Detention Education Program (JDEP) Student Investment Act (SIA) Grant Agreement

The purpose of this grant is to provide funding to assist in meeting students' mental or behavioral health needs, and increasing academic achievement and reducing academic disparities for students from racial or ethnic groups that have historically experienced academic disparities, students with disabilities, English language learners, economically disadvantaged students, students who are homeless, and students who are foster children.

Superintendent Scurto

LaneCountyDeptofYouth_SIA_GA_2023-25 43

D. Declare February 2024 as Career Technical Education Appreciation Month

WHEREAS: February 1-29, 2024, has been designated Career and Technical Education Month[®] by the Association for Career and Technical Education; and

WHEREAS: career and technical education offers students the opportunity to gain the academic, technical and employability skills necessary for true career readiness

WHEREAS: students in career and technical education programs participate in authentic, meaningful experiences that improve the quality of their education and increase their engagement and achievement; and

WHEREAS: career and technical education provides students with career exploration opportunities earlier in their educational experience, which enables them to make informed and beneficial decisions about their

academic coursework and pursue established programs of study and career pathways; and

WHEREAS: leaders from business and industry nationwide report increasing challenges related to addressing the skills gap and connecting qualified professionals with available careers in critical and growing CTE-related fields, including healthcare, energy, advanced manufacturing, cybersecurity and information technology; and

WHEREAS: career and technical education prepares students for these and other fulfilling careers by offering integrated programs of study that link secondary and postsecondary education and lead to the attainment of industry-recognized credentials; and

WHEREAS: career and technical education programs ensure that employers have access to a qualified and thriving workforce, ensuring America is a strong and competitive economy;

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Lane ESD do hereby proclaim February 1-29, 2024, as

Career and Technical Education Month

and urge all citizens to become familiar with the services and benefits offered by the career and technical education programs in this community and to support and participate in these programs to enhance their individual skills and productivity.

Board Chair

1. Presentation: HOPE Factory

February is CTE month. The CTE team will present information about the Lane Career Academy:HOPE Factory. The HOPE Factory provides innovative regional programming that gives high school students access to work-based learning, community college credit, industry credentials and mentoring from across all 16 School Districts. Students are provided in-demand curriculum and skills training in Construction and Manufacturing trades -- all in a manufactured home facility. Information will be shared on what has happened as Lane ESD has embarked on year one of this exciting project.

Shareen Vogel, Lee Kounovsky, Ryan Kruse, and Joshua Daniels

E. Approve Grants

Superintendent Scurto will discuss any new grants. The Board of Directors of Lane ESD will be asked to approve the following recently awarded or submitted grants: Per Board Policy DD:

Lane ESD shall pursue federal, state or private grants or other such funds that will assist the ESD in meeting adopted Board and ESD goals.

Proposals for external funds will be submitted to the Board for evaluation and approval.

In the event an opportunity arises to submit a grant proposal and there is insufficient time to place it before the Board, the superintendent is authorized to use his/her judgment in approving it for submission. The superintendent will review the proposal with the Board at its next regular meeting. The Board reserves the right to reject funds associated with any grant which has been approved.

The Board shall, before an acceptance of such funds, consider the district's obligations, expectations or encumbrances when the grant ceases.

Lane ESD Grant Summary as of 12-31-2023

- **2024 Technical Assistance Program (TAP) Grants - Long-Range Facility Plan**
- **2024 Technical Assistance Program (TAP) Grants - Facility Assessment**
- **CTE Revitalization Grant: Future of Realizing Manufacturing**
- **Team Oregon Build (Constructing a Brighter Future Technical Assistance)**

Superintendent Scurto, Board Chair

CTE Revitalization Grant_ Official Notification of 2023-25 Award for Lane ESD 12-27-23 72

_Team Oregon Build_Lane ESD_SOW and Agreements 74

F. Declare February 2024 as Black History Month

WHEREAS, in 1915, Dr. Carter Godwin Woodson, noted Black scholar and son of former slaves, founded the Association for the Study of African American Life and History and initiated Black History Week on February 12, 1926; and

WHEREAS, in 1976 President Gerald Ford made Black History Month a national observance; and the second week of February coincides with the birthdays of Abraham Lincoln and Frederick Douglass; and the event inspired schools and communities nationwide to organize local celebrations, establish history clubs, and host performances and lectures; and

WHEREAS, during Black History Month we celebrate the many achievements and contributions made by Black Americans to Oregon and the United States' economic, cultural, spiritual, and political development and honor the memory of the millions of enslaved Africans who died during the Transatlantic Slave Trade; and

WHEREAS, while the observance of Black History Month calls for our

community's attention to the continued need to battle racism and to build a society that lives up to its democratic ideals; and

WHEREAS, all students need an opportunity to understand the common humanity underlying all people, to develop pride in their own cultural identity and heritage, and to respect the identity and heritage of others; and

NOW, THEREFORE, we, the members of the Board of Directors for the Lane Education Service District, hereby declare February 2023 to be: **Black History Month**

and we strongly encourage our staff and community to observe, recognize, and celebrate the culture, heritage and contributions of Black Americans to our country, our state, our cities, and our schools,

By resolution of the Board of Directors this 6th day of February 2024.

Board Chair

G. Cast Vote for OAESD Chair Elect

The Board of Directors of Lane ESD will cast its vote for OAESD Chair Elect.

General Description: The Officer Council consists of the officers of OAESD. These are the Chair, Chair-Elect, and Past Chair of the OAESD Board and President, President-Elect, and Past President of the OAESD Superintendents' Council. The term of office for the officers shall be one year in each role (three years total). Any officer may be elected to no more than two successive terms. The Chair-Elect and President-Elect succeed the Chair and President, respectively. Past practice has been for each ESD Board to have the opportunity to nominate a candidate for the position of Chair-Elect and for each member ESD superintendent to have the opportunity to nominate a candidate for President-Elect.

The nomination and election timeline for 2024 will be as follows:

- **December** - Local Boards may nominate eligible members of their own or other ESD boards for Chair-Elect. Superintendents may nominate themselves or other ESD superintendents for President-Elect. Nominations will be turned in to the OAESD Executive Director no later than December 29th.
- **January**- Local Boards will cast their votes for Chair-Elect. Superintendents will cast their votes for President Elect. Results will be turned in to the OAESD Executive Director no later than January 31st.
- **February**- The results of the election(s) will be announced on February 5th.
- **July**-New officers will begin in the role. They may shadow Legislative Committee meetings and Officer Council meetings during the 2024 spring.

Bylaw Language Pertaining to the Officer Council: The Officers Council is charged with implementing the purposes of OAESD, including but not limited to:

- 1) Creating a job description, recruiting, interviewing and hiring of the Executive Director to administer the effective implementation of the purposes of OAESD.
- 2) Entering into and administering the employment contract for the Executive Director.
- 3) Conducting an annual review of the Executive Director and report the results of the review to the Governance Council. The Past-President shall facilitate such annual review.
- 4) Dismissal or non-renewal of the contract for the Executive Director.
- 5) Interviewing and hiring of the Director of Government Relations.
- 6) Entering into and administering the employment contract for the Director of Government Relations.
- 7) Conducting an annual review of the Director of Government Relations. The Past-President shall facilitate such annual review.
- 8) Dismissal or non-renewal of the Director of Government Relations.
- 9) Advising the Executive Director in contracting with member ESDs for fiscal, website and executive secretary services, and other administrative services necessary to carry out the functions of OAESD.
- 10) Advising the Executive Director in developing an annual work plan, including communication strategies, for OAESD to provide priorities for the Association.
- 11) Advising the Executive Director in creating an annual schedule of meetings and other events.
- 12) Advising the Executive Director in creating a proposed annual budget for OAESD
- 13) Advising the Executive Director in planning Association conferences and workshops.
- 14) Advising the Executive Director in developing agendas, call, publicize, chair and arrange for minutes to be taken for all official OAESD meetings of the OAESD Governance Council.
- 15) The President-Elect shall serve as Chair of the Legislative Committee.
- 16) The Chair-Elect shall serve as OAESD Representative to the Ex Officio position on the OSBA Board of Directors.

Information: Anna Ali and David Dunsdon have been officially nominated for the OAESD Chair-Elect position. Please see their bios below for more information:

Name: (Qurat) Anna Ali

Email: anna.ali@wesd.org

Board Roles: I am currently serving as Chair in my 2 nd term on the Willamette ESD Board of Directors for Zone 4 in the Salem-Keizer District (ending 6/30/27). I have previously served as Vice-Chair.

OAESD Roles: I serve as a representative on the OAESD Governance Council and as a member of the OAESD Legislative Committee. Additionally, I have served on the OAESD Equity and Racial Justice Steering Committee and was a member of the Task Force group.

Current & Previous Occupation(s):

- Executive Assistant, Information Technology, Oregon State Lottery - 2016-current
- Player Services Specialist, Player Services, Oregon State Lottery - 2015-2016
- Customer Service Representative, Hotline Call Center, Oregon State Lottery - 2014-2015
- Operations Supervisor / Multichannel Sales Supervisor, Best Buy - 2008-2014

Educational Background:

- Currently enrolled - Public Policy Undergraduate Major program, Oregon State University
- 2020 - Associate of Arts Transfer Degree, Chemeketa Community College

Other Relevant Experience, Memberships, etc.:

- ProSci Certified Change Management Practitioner; Corporate Social Responsibility -Sustainability Committee;
- Cloud Financial Management; Charitable Fund Drive Committee;
- Project Management Essentials Certified;
- IT Governance Training (ITIL 4 Foundation).

About Me:

I have been serving on the board for over four years and have been a representative to OAESD for over three. In that time, I have learned so much about how ESDs operate, the vast and varied needs of students and families throughout Oregon, and the challenges and opportunities that we must meet in order to deliver the services our communities deserve. I

have watched as OAESD has transformed and grown to match the unique conditions and obligations of its members, and I appreciate being involved in that work. I would be honored to serve as Chair-Elect to continue making a difference for our ESDs!

Name: David Dunsdon

Email: david.dunsdon@lbleisd.k12.or.us

Board Roles: Director Dunsdon has served six terms on LBL's Board of Directors, three terms on Lincoln County School Board of Directors, and on numerous state, regional, and local organizations, boards and commissions.

Educational Background: Mr. Dunsdon has a Bachelor of Arts degree in Psychology from University of the Pacific; A Master's in Business Administration in Accounting from Central Michigan University; and has completed post graduate work in education at Oregon State University.

Director Dunsdon is an experienced advocate of education at all levels.....early learning, K-12, and higher education.

Mr. Dunsdon brings to LBL skills in school finance, accounting, governance, law, policy and long range planning.

An Oregonian born in Corvallis, Mr. Dunsdon is a retired university instructor, now enjoying life on the Oregon Coast in Newport

Board Chair

H. Announce Budget Committee Vacancy(ies)

By law, the budget committee is charged with making recommendations concerning financial priorities. The budget committee will have the responsibility for reviewing the financial program of Lane ESD, reviewing the proposed ESD budget as presented by the superintendent and recommending an annual ESD budget in keeping with the provisions of applicable state laws.

Educational policy decisions, however, are the responsibility of the Board, not the budget committee. The committee does not have the authority to add programs or to approve additional personnel or increase salaries. While the committee may, in effect, delete programs because of a fund decrease in arriving at a levy figure, the committee is charged primarily with a fiscal evaluation of programs. The committee may, alternatively, recommend an amount that changes the proposed budget and may request the

administration make such changes in accordance with priorities set by the Board.

The budget committee consists of the elected Board members and eight members appointed by the Board from component school district boards or designees of component district Boards. The members appointed by the Board shall consist of five members selected by ESD zone and three members selected at large. To be eligible for appointment, the appointive member must:

1. Live and be registered to vote within the ESD and, if a zone representative, must live within the appropriate zone;
 2. Not be an officer, agent or employee of the ESD. No budget committee member may receive any type of compensation from the ESD.
- Reimbursement of budget committee expenses shall be in accordance with Board policy and administrative rule BHD/BHD-AR.

The Board will announce the vacancies and receive recommendations of interested members of component school district Boards or designees of component district boards. Candidates for vacant positions must reside in the vacated zone. At-large vacant positions will be filled from among members of component school district Boards or designees of component district boards.

The appointive budget committee members will be appointed for three-year terms in the September meeting. The terms will be staggered so that approximately one-third of the appointive members' terms end each year. The Board may appoint budget committee members to as many consecutive terms as deemed appropriate. If any appointive member is unable to complete the term for which he/she was appointed, the Board will announce the vacancy at the first regular Board meeting following the committee member's resignation or removal. An appointment to fill the position for its unexpired term will be made at the next regular Board meeting. (continued)
1-2 Budget Committee - DBEA (continued)

The budget committee will elect a presiding officer from among the members at the first meeting. It may also establish such other ground rules as necessary for successful operation of the committee.

A majority of the constituted committee is required for passing an action item. Majority for a 15-member budget committee is 8. Therefore, if only eight members are present, a unanimous vote is needed for passing an action.

As provided by law, the committee will hear the budget message presented by the superintendent, receive the budget document, listen to comments and suggestions by patrons and announce the time and place for its future meetings. All meetings of the budget committee are open to the public.

The budget committee may request any information for the preparation or revision of the budget document from any ESD officer or employee. It may request the attendance of any employee at its meetings. Such requests by the budget committee should be made through the superintendent and/or budget officer. The budget committee will approve the budget document as submitted by the superintendent or as subsequently revised by the committee.

After approval of the original or revised budget document, the budget committee's duties cease. The hearing on the approved budget is held by the Board.

Lane ESD's Budget Committee has vacancies in Positions/Zones 1 and 2. The Board of Directors of Lane ESD will declare these two Budget Committee Vacancies.

Superintendent Scurto, Board Chair

Budget Committee for FY 2024-25 85

lesd_board_zone-map 87

I. Appoint Budget Committee Member

Eugene School District 4J's Board of Directors has nominated Board Member Rick Hamilton to the Lane Education Service District Budget Committee for a three-year term ending 6/30/2026.

Board Chair

J. Declare Classified Employee Appreciation Week

Classified Employee Appreciation Week is celebrated every year during the first full week of March. The Board of Directors of Lane Education Service District recognize the contributions of its Classified Employees:

WHEREAS, the education of youth is essential to the future of our community, state, country and world; and

WHEREAS, classified employees are the backbone of our public education system; and

WHEREAS, classified employees work directly with students, educators, parents, volunteers, business partners and community members; and

WHEREAS, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students; and

WHEREAS, our community depends upon and trusts classified employees to serve students; and

WHEREAS, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

NOW, THEREFORE, BE IT RESOLVED that the (insert name) Board of Directors proclaims March 4-8, 2024, to be **CLASSIFIED EMPLOYEE APPRECIATION WEEK**; and

BE IT FURTHER RESOLVED that the Lane Education Service District Board of Directors strongly encourages all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

Superintendent Scurto, Board Chair

9. Discussion/Reports

A. Legislative Update

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

Superintendent Tony Scurto

OAESD Bill List 2.1.24

88

B. Superintendent Report

Superintendent Tony Scurto

1. Ice Storm Updates and Instructional Hours

Superintendent Scurto

2. Local Service Plan Component District Board Visits

Superintendent Scurto will provide an update on Component District Board visits related to the passing of the 2023-25 Local Service Plan - Year Two.

Visits to component district board meetings are scheduled. Component districts have until March 1, 2022 to approve the 2021-23 Local Service Plan - Year Two.

Many visits are completed and some schedules have been adjusted due to inclement weather closures:

1/8/2024 - Marcola, 6:00 p.m. (Vanessa Truett)
1/10/2024 - Siuslaw, 6:30 p.m. (Nora Kent)
1/22/2024 - Fern Ridge, 6:30 p.m. (Rose Wilde, Linda Hamilton)
1/22/2024 - Junction City, 6:00 p.m.. (Linda Hamilton)
1/22/2024 - Lowell, 4:00 p.m. (Rose Wilde)
1/24/2024 - Eugene, 7:00 p.m. (Linda Hamilton)
1/29/2024 - Crow-Applegate-Lorane, 7:00 p.m. (Sherry Duerst-Higgins)
2/5/2024 - South Lane, 5:30 p.m. (Sherry Duerst-Higgins)
2/07/2024 - Blachly, 6:00 p.m. (Nora Kent)
2/12/2024 - Springfield, 6:00 p.m. (Vanessa Truett)
2/12/2024 - Pleasant Hill, 7:00 p.m. (Leslie Harris)
2/21/2024 - McKenzie, 5:30 p.m. (Leslie Harris)
2/21/2024 - Mapleton, 6:00 p.m. (Nora Kent)
2/26/2024 - Bethel, 6:30 p.m. (Sydney Kissinger)

Superintendent Scurto

C. 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.

The Board of Directors of Lane ESD will review new Administrative Rules as presented:

- **DI-AR(3)** - propose to delete and add new ARs that align with existing policies.
- **Draft DJ-AR(1) Purchasing Procedures** - aligns with existing **Policy DJ - District Purchasing**
- **Draft DJ-AR(2) Expenditure of Funds for Meals, Refreshments and Gifts** - aligns with existing **Policy DJ - District Purchasing**
- **Draft DJFA-AR Credit Card Procedures** - aligns with existing **Policy DJFA - Use of Credit Cards**
- **Draft DLC-AR Staff Expense Reimbursement** - aligns with existing **Policy DLC - Expense Reimbursement**

Superintendent Scurto, Olivia Meyers Buch

D. Upcoming Event Participation

The Board of Directors of Lane ESD will discuss participation in the Blacks In Government Black History Month Banquet and the LCOG Member Appreciation Dinner/Auction. Lane Council of Governments has also announced it is seeking nominations for recognition awards to be presented at the Dinner/Auction.

Blacks In Government Black History Month Banquet

The Board of Directors of Lane ESD will discuss participation/attendance at the Blacks In Government Black History Month Banquet, rescheduled for a date to be determined in March. Dr. Charlene Williams, ODE, will present on Mental Health Matters.

LCOG Accepting Award Nominations



The LCOG Member Appreciation Dinner is back. The event is scheduled for Friday, March 8 at 6:00 p.m. at the Cottage Grove Armory, 628 E Washington Ave., Cottage Grove, OR 97424.

A traditional component of this event is the formal recognition of outstanding service, leadership, and commitment to the regional community.

We are currently accepting nominations for:

- Outstanding Elected Official
- Outstanding Citizen
- Outstanding Public Career
- Outstanding Public Employee
- Outstanding Intergovernmental Team
- Regional Award of Merit for Economic Enhancement

Citizens are invited to submit nominations of candidates in any or all of the six award categories.

Nominations of candidates for any of the awards must include a statement that describes the nominee's contributions to the community, the nominee's achievements, and the rationale for the selection of that nominee as the award recipient.

The formal presentations will be made at the Appreciation Dinner. Please submit nominations for one or all of the awards by February 5, 2024.

[Click here to fill out the nomination form.](#)

Superintendent Scurto, Board Chair

E. Teacher of the Year and Education Support Professional of the Year

About the Oregon Teacher of the Year Program

Every year, each of the 50 states, U.S. territories, DC, and the Department of Defense Education Activity names a teacher of the year. The Oregon Teacher of the Year Program recognizes and honors teacher excellence, with the Teacher of the Year serving as the face and voice of exemplary educators across the state. Candidates for Oregon Teacher of the Year are exceptionally dedicated, knowledgeable, and skilled licensed public school educators in grades preK-12. Thanks to the Oregon Department of Education's partnership with the Oregon Lottery, the Oregon Teacher of the Year receives a gift of \$10,000 as well as a special fund to cover all travel costs for the year.

Read more about the program

About the Oregon Education Support Professional of the Year Program

Every school community in Oregon is comprised of dedicated professionals who spend their day in support of students and educators, performing a variety of jobs promoting quality education, fostering positive learning environments, offering nutritious meals, providing reliable transportation and maintaining safe and clean schools for all students.

Beginning in 2020, the Oregon Department of Education, in partnership with the Oregon Lottery, is privileged to facilitate the Oregon Education Support Professional of the Year award. The winner will receive a \$5,000 gift, as well as a plaque and banner to commemorate this significant achievement.

Read more about the program

Superintendent Scurto

10. Information from Administrative Staff

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

Western Regional Educator Network Newsletter

Administrative Staff

Board Update_02_06_24 - School Improvement 90

February 2024, IT Board Report 92

SpEd Rpt to Board Feb 2024 93

11. Board Member Reports and Comments/Agenda Planning

Lane ESD Board, Liaisons, Advisors

A. Agenda Planning

Board members will discuss items for future board meetings.

Board members may also send agenda items to be considered for the next board meeting. Please call or email to the Board Chair or Superintendent.

Board Chair

B. Board Member Reports

Board members are asked to submit their reports in writing to be attached to Boardbook. Reports can be sent to the Executive Assistant in advance of the meeting.

As Board Members prepare their 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?
4. What are the next steps or follow-up activities planned?

Sherry Duerst-Higgins
Linda Hamilton

Leslie Harris

Nora Kent: January 5 th- Attended Deadwood Annual Community Meeting. Mapleton Superintendent Sue Wilson and Director Mizu Kinney presented on behalf of the Mapleton School District. There are exciting new programs, such as incentives to increase attendance and adding more Friday extracurricular activities as well as community events. They are certainly moving forward with their goal to make Mapleton a model rural school district!

Jan 10th- Attended the Siuslaw School Board meeting with Tony and Erik to roll out the service plan for the year. The room was packed with folks to learn more about the decisions regarding the proposed Charter School, but they got to learn about LESD while they were there.

January 20 - Attended the Siuslaw Watershed Council Meeting. I learned about the projects as well as the educational program. I was elected to the Leadership Team as a liaison for post secondary education.

Sydney Kissinger - Absent

Vanessa Truett: *Springfield Illumination Exhibit:* BIPOC Springfield History, *Marcola Board Meeting* with Superintendent Scurto, *LCC Lecture MLK* : Taraj Kohesh, *We are Neighbors Exhibit and Panel* : Springfield

Public Library, **North Eugene High School Student Mock Interviews, 70th anniversary Chamber Gala**; First Citizen George Russell and Future First Citizen, **OAESD Legislative Priorities** Northwest Regional ESD meeting for parents, caregivers and students about funding shortfalls for EI/ECSE and RIS and to encourage them to advocate for increased funding during this short legislative session.

Rose Wilde

Scott Yakovich, Superintendents' Council Advisor (Lowell)

Emilio Hernandez, Community Advisor

Mike Anderson, Liaison, Creswell School District

Erin Zygaitis, Community Advisor

Board, Advisors, Liaisons

Rose Wilde Board Member Report February 6, 2024

94

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

Administrators

C. Announcements

Board Chair

1. Lane ESD Board Member Activities and Opportunities

FEBRUARY

13 OSBA Executive Committee Meeting
16 Bonds, Ballots and Buildings Conference (Salem)
20 Oregon Rural School Board Members Caucus Leadership Assembly

MARCH

9 OSBA Board Meeting
12 OSBA Executive Committee Meeting

APRIL

9 OSBA Executive Committee Meeting

2. Component District Board Meeting Dates

Bethel: The school board usually meets in regular public sessions at 6:30 p.m. on some Mondays of the month during the regular school year. at the Bethel District Office located at 4640 Barger Drive in Eugene. This schedule sometimes varies, and special meetings and work sessions are scheduled as necessary. The Bethel School District Board of Directors will conduct meetings in-person and virtually, unless otherwise noted.

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South Lane: The South Lane School Board usually meets in regular public sessions on the first Monday and third Monday of each month at 5:30 p.m. for a work session. This schedule sometimes varies, and additional meetings and work sessions are scheduled as necessary. Meetings normally are held at the South Lane School District Office, 455 Adams Ave in Cottage Grove.

Springfield: The Board of Directors meet twice during most months during the school year. Regular business meetings begin at 7 p.m. on the second Mondays of the month. Work sessions are generally held at 5:30 p.m. on the fourth Monday of the month. All meetings, unless otherwise noted, are held in the Board Room of the Springfield Public Schools Administration Building, 640 A Street, Springfield, OR 97477.

13. Adjournment

- The next regular meeting is scheduled to be held Tuesday, March 5, 2024, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.



LANE EDUCATION SERVICE DISTRICT

1200 Highway 99 North
Eugene, OR 97402

541.461.8200
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www.lesd.k12.or.us

EQUITY COMMITMENT LEADERSHIP COLLABORATION INTEGRITY

LANE EDUCATION SERVICE DISTRICT

1200 Hwy 99 N
Eugene, Oregon 97402

BOARD WORK SESSION

Tuesday, December 5, 2023
Reception 5:00 PM
Regular Meeting 6:00 PM
Executive Session at end of Regular Meeting

1. Work Session

This Board discussed fundraising for the Westmoreland Campus playground and library. The Board asked that this item be a discussion item at the January Board meeting.

2. Reception

The Board of Directors celebrated the career and retirement of Business Services Executive Director Dave Standridge.

3. Call Regular Meeting to Order

Chair Duerst-Higgins called the regular meeting of the Board to order at 6:00 p.m.

4. Welcome

Board Members Present: Sherry Duerst-Higgins, Linda Hamilton, Leslie Harris, Nora Kent, Sydney Kissinger, Vanessa Truett, Rose Wilde

Board Liaisons and Advisors Present: Mike Anderson (Creswell, remote)

Administrators Present: Superintendent Tony Scurto, Assistant Superintendent Eric Anderson, Dave Standridge, Carol Knobbe, Brad Johnston, Julie Simmonds (recording secretary)

Guests: Jess Garnick Tapia (Technology Services), Mark Thielman

5. 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.

Niyah Ross has requested an opportunity to address the Board in advance of the meeting but was not present to provide remarks.

Mr. Mark Thielman read a statement to the Board related to his experience with the Board complaint process and the educational needs of his child.

6. Agenda Review

The agenda was reviewed.

7. Lane Education Service District Statement of Accountability: Land Acknowledgement

Lane ESD acknowledges that the lands we call Lane County - the lands that sustain our children, our future, and our collective well-being - are the traditional ancestral home of the Calapooya, Siuslaw, Molalla, and other indigenous people who have lived in Lane County since time immemorial. Native children, families, and communities bear witness to a legacy of displacement and forced relocation. As an educational institution we are accountable for addressing the current and former silencing, erasure and genocide of native people in Oregon and Turtle Island. We aim to join with indigenous people, honoring their resilience, courage, and self-determination in a purposeful pursuit of justice.

8. Action Items

8.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 an 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.

DIRECTOR KENT MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent group as submitted and listed below.

1. Human Resource Report, dated December 1, 2023

Director Harris seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-030)**

8.B. Accept Financial Report

Business Services Executive Director Dave Standridge provided comments on the Financial Report.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approve the Financial Report for November 2023. Director Hamilton seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-031)**

8.C. Accept Transit Dollar Requests

Pursuant to ORS 334.177, as amended by 2013 House Bill 3401, a component school district board may request that a percentage of the state formula revenue received by Lane ESD be distributed to the school district for any purpose identified by the school district board. The request for these "Transit Dollars" will be distributed on an ADMw basis.

The ORS requires that the component school district Board submit the request to the Lane Education Service District Board no later than November 1, 2023. The percentage of funds requested may affect the school district's ability to participate in the formal governance of Lane Education Service District.

Withdrawal of Transit Funds: Districts electing to withdraw transit funds in excess of 50% will be assessed a fee on services ordered from the ESD as follows:

- 51%-80% 10% service fee
- 81%-100% 15% service fee

The following additional component school district has submitted a Transit Dollar Request for the 2024-25 School Year, with no districts requesting more than 50% of transit dollars available to them:

- Eugene School District 4J

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD accepts

Transit Dollar Request from Component School Districts for the 2024-25 School Year, as presented.

Director Kent seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-032)**

8.D. Second Reads: Policy Adoption

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.

8.D.1. EHB: Cybersecurity

Cybersecurity is an increasing issue in schools across the country. To help ESDs establish norms and procedures, OSBA is releasing a new optional policy.

This policy is NEW to Lane ESD.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt a policy update for EHB: Cybersecurity. Director Harris seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-033)**

8.D.2. GDBDF/GDBDF: Paid Family Medical Leave Insurance

The Oregon Legislature has passed paid family leave laws with benefits becoming available on September 3, 2023. This policy is intended to help ESDs make decisions and implement these laws. The ESD has the option of using the state-run program Paid Leave Oregon, or continuing with an equivalent plan and there is a model policy available for either situation.

The accompanying AR includes procedure language covering topics such as: application; employee notices; concurrent use of ESD-provided leave; return to work; communications; employer notices; filings; employee protections.

Collective Bargaining Impact

Districts may bargain aspects of paid family leave. Many districts have received requests to bargain regarding over these topics.

Lane ESD uses an equivalent plan, The Standard, to implement.

DIRECTOR HAMILTON MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt

policy update for GDBDF/GDBDF: Paid Family Medical Leave Insurance. Director Wilde seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-034)**

8.D.3. ICB: Religious and Cultural Holidays

IGBHD: Program Exceptions

Summary

ESDs are prohibited from discriminating against student, staff and community members on the basis of religion and other protected classes. To assist ESDs in valuing the cultural and religious backgrounds of the communities that they serve, OSBA is releasing new optional policy ICB. OSBA has also updated policy IGBHD to more closely match the legal requirements for requesting an exemption from school activities.

Collective Bargaining Impact

None

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt policy updates for IDB: Religious and Cultural Holidays, IGBHD: Program Exceptions. Director Kent seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-035)**

8.D.4. JGE: Expulsion

Summary

ORS 339.250(2) requires district school boards to have a policy on expulsion. There has been some confusion on the Board's role in expulsions, especially related to the expulsion hearing. This change clarifies the Board's role and gives the Board the option of delegating the hearings officer role in the policy, thus relieving the board of the obligation to meet every time there is a recommendation for expulsion to designate a hearings officer. The board retains authority on appeal.

Collective Bargaining Impact

None

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt policy update for JGE: Expulsion. Director Harris seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-036)**

8.E. OSBA Election: Resolution to Create Oregon Rural School Board Members Caucus

DIRECTOR WILDE MOVED:

WHEREAS, the Oregon School Boards Association (OSBA) was formed in 1946 as a volunteer association of locally elected public school boards and transitioned to a nonprofit corporation under Oregon Revised Statute Chapter 65 as of July 1, 2018; and

WHEREAS, the Oregon Rural School Board Advisory Committee has been active and publicly supported by OSBA's Board of Directors since April 22, 2022; and has developed a mission statement and goals; and has established bylaws; and

WHEREAS, the Advisory Committee is ready to elect officers and their Rural Leadership Assembly; and

WHEREAS, the Advisory Committee has articulated its mission as follows: "To build collaborative relationships and promote quality education for all students with emphasis on the unique needs of school boards and students in rural communities."

WHEREAS, OSBA's Board of Directors recognizes the importance of the Advisory Committee's value and mission; and

WHEREAS, the Advisory Committee has respectfully requested that the Board of Directors submit a resolution to the membership creating the Oregon Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee.

THEREFORE, BE IT RESOLVED by the OSBA Board of Directors that the proposed bylaws amendment designating a Caucus representative as a voting member of the OSBA Board of Directors

and Legislative Policy Committee be submitted to the membership for consideration during the 2023 OSBA election; and

BE IT FURTHER RESOLVED that the bylaws with the proposed amendments and a copy of this resolution be forwarded to all association member boards in accordance with OSBA's adopted elections calendar.

BE IT RESOLVED that the Board of Directors of Lane ESD passes the Resolution to Create Oregon Rural School Board Members Caucus. Director Hamilton seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-037)**

8.F. OSBA Election: Resolution to Amend the OSBA's 2018 Bylaws

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD tables the vote to pass the OSBA Resolution to Amend the OSBA's 2018 Bylaws pending further study. Director Wilde seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-038)**

8.G. OSBA Election: Lane Region 6 Board Member

The Oregon School Boards Association is organized as one general state association with up to 24 regionally elected representatives established across [14 geographic regions](#) to support member participation and representation.

In odd-numbered years member boards vote to elect regional representatives for even-numbered positions on the OSBA Board of Directors. Member boards also vote to elect all regional representatives on the Legislative Policy Committee.

In even-numbered years member boards vote to elect regional representatives for odd-numbered positions on the OSBA Board of Directors. Member boards also vote on the OSBA Legislative Priorities and Principles.

Lane ESD Board Member Linda Hamilton has been nominated to the Board of Directors for Oregon School Boards Association.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD casts its vote for Linda Hamilton for OSBA Board of Directors. Director Kent seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-039)**

8.H. OSBA Elections: Region 6 Legislative Policy Committee Candidate

The Oregon School Boards Association's primary legislative goal is to serve as the collective voice for all Oregon public school boards.

Legislative Policy Committee (LPC) members play an invaluable role in this process by building relationships with the legislators that represent their LPC region, serving as a resource for the OSBA members within the LPC region, and lending an effective voice in public policy that impacts education. The LPC members report to and represent the member boards in their respective LPC region.

OSBA's goal is to have one representative from every school board act as the liaison between their regions LPC representatives and their school board.

The term of office for Legislative Policy Committee members is two calendar years. There is no limit to the number of terms to which you may be re-elected. Elections are held in the fall in odd-numbered years, at the same time as OSBA board elections.

Members of the Legislative Policy Committee have the following responsibilities:

- LPC members will attend LPC meetings in even-numbered years, with a goal of approving the legislative priorities and principles document, and participate in the development of the legislative work plan.
- LPC members will attend LPC meetings during odd-numbered years as directed by the LPC chair to discuss legislative issues and the association's position and to receive training in advocacy techniques and strategies.
- LPC members will participate in and promote legislative advocacy and activities by attending the fall regional meeting for their LPC region, OSBA's annual convention, the annual membership meeting held each November, and other OSBA conferences and training sessions, as possible.
- LPC members will follow legislative session activity by regularly checking OSBA's website, reading OSBA Legislative Highlights, and attending weekly legislative session updates.
- LPC members will develop two-way communication channels with the school board members within their LPC region that will enable the accurate and timely preparation for and response to Oregon's legislative sessions.
- LPC members should build relationships with the legislators representing their LPC region and serve as a resource for those legislators on public education issues.
- In coordination with OSBA legislative staff, LPC members will initiate contact with key legislators about OSBA legislative issues and respond to OSBA legislative alerts by contacting the appropriate legislator when critical legislative issues need a voice during the legislative session.
- LPC members will participate in the development of the Legislative Priorities and Principles and the Legislative Workplan.
- The Legislative Priorities and Principles encompass the overarching guidelines for OSBA's lobbying and advocacy activities and serve as the framework for the legislative work plan. This work plan will serve as the guiding document between the direction of the Legislative Priorities and Principles and the tactical, day-to-day work carried out by the legislative team.

Judy Newman, Eugene School District 4J, has been nominated to serve as Lane Region 6's Legislative Policy Committee Member.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD casts its vote for Judy Newman for OSBA's Legislative Policy Committee member from Lane Region 6. Director Wilde seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-040)**

8.I. Approve 2023-25 Local Service Plan - Year Two

The Lane Superintendents' Council unanimously approved the Local Service Plan - Year Two at its November 21 meeting.

According to [ORS 334.175](#), services provided by an education service district shall be provided according to a local service plan developed by the education service district and component school districts. Further, after being adopted by the board of the education service district, be approved on or before March 1 by resolution of two-thirds of the component school districts that are a part of the education service district and that have at least a majority of the pupils included in the average daily membership of the education service district.

The Board of Directors discussed visiting component district boards. Superintendent Scurto is currently scheduled to visit the following component school district boards:

December 11, 6:00 p.m. - Oakridge School District

December 13, 5:30 p.m. - Creswell School District

January 8, 6:00 p.m. - Marcola School District

January 10, 6:30 p.m. - Siuslaw School District
January 18, 7:00 p.m. - Crow-Applegate-Lorane School District
January 22, 4:00 p.m. - Lowell School District
January 22, 6:00 p.m. - Junction City School District
January 22, 6:30 p.m. - Fern Ridge School District
February 12, 7:00 p.m. - Pleasant Hill School District
February 12, 6:00 p.m. - Springfield Public Schools
February 14, 6:00 p.m. - Blachly School District
February 21, 5:30 p.m. - McKenzie School District
February 26, 6:30 p.m. - Bethel School District

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD votes in support of the 2023-25 Local Service Plan - Year Two. Director Hamilton seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-041)**

9. Discussion/Reports

9.A. Legislative Update

A short legislative session begins in February. The OAESD Legislative Policy Committee meets on December 6 to ensure priorities are aligned, with advocacy focused on funding for Early Intervention/Early Childhood Special Education (EI/ECSE) and Regional Inclusive Services. The Legislative Policy Committee will review the funding allocation provided to the EI/ECSE contract holders and how a portion of providers have experienced a funding shortfall.

9.B. Superintendent Report

Local Service Plan

The Local Service Plan allows for an Innovative Fund. The superintendents recently decided to use this funding this year to establish Camp Lemonade, a unified approach to summer camp designed for students with disabilities.

Facilities - Main Campus

The main campus will explore moving Administrative Services, Business and Human Resources to the area currently occupied by Special Education. The Special Education staff will move to the Administrative Services area, allowing further collaboration with School Improvement staff members, and additional privacy for Human Resources and Business Services. The intention to make this change has been shared with staff, and feedback will be collected to help inform the changes that need to be made.

Association of Education Service Agencies Conference

Superintendent Scurto attended the National Conference in Anaheim December 1-2, 2023 with an OAESD contingent from Oregon. Former OAESD Director Gary Peterson received a lifetime service honor at the Conference.

9.C. OSBA Annual Convention Debrief

The full board attended the OSBA Convention. Several attended the pre-conference. The Board self-evaluation presentation was valuable and the Board would like to conduct a self-evaluation next year.

9.D. Policy Adoption/Committee

The Board of Directors discussed the formation of a policy committee to review and discuss policy updates that will come for Board approval. The consensus was that Board Leadership (Chair and Vice-Chair) would form this committee with Superintendent Scurto and Assistant Superintendent Eric Anderson, with Director Wilde volunteering to participate as well.

9.E. Policy Updates: First Read

This policy is Required if the ESD operates a school and participates in a free or reduced-priced meal program with ODE.

Title 7 C.F.R. 210.31(a) requires local education agencies to "establish a local school wellness policy for all schools participating in the National School Lunch Program and/or School Breakfast Program...". The law describes the policy as "a written plan that includes" various components intended to improve student wellness. This policy is designed to meet the requirements for a wellness policy and provide the framework for the ESD's plan. Previously, these requirements were split between the policy and an administrative regulation (AR). All required and/or related content is now included in the model policy.

A hearing will occur to support this policy in January.

9.F. Lane School Holiday Bazaar

The Lane School Holiday Bazaar is scheduled for December 12 and 13, from 9:00 a.m. to noon each day. The students will shop in the Lane School cafeteria. Lane School staff welcome help from board members and Lane ESD staff.

To volunteer or contribute to the event, please contact Anna Shea at ashea@lesd.k12.or.us.

10. Information from Administrative Staff

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

11. Board Member Reports and Comments/Agenda Planning

11.A. Agenda Planning

The Board was asked if they had any agenda items for future board meetings. Board members are invited to send agenda items to be considered for the next board meeting. Please call or email the Board Chair or Superintendent.

11.B. Board Member Reports

Board members are asked to submit their reports in writing to be attached to Boardbook. Reports can be sent to the Executive Assistant in advance of the meeting.

As Board Members prepare their 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?
4. What are the next steps or follow-up activities planned?

Sydney Kissinger: I attended the OSBA Conference in Portland November 9 to 11. Our board got together for dinner the first night. The sessions the next days focused on equity, inclusion, and a Balanced Governance approach in school boards. The keynote speakers were informed, exciting, and excellent presenters. They offered books for further research.

November 30 I went to a panel discussion at the Art House in Eugene based on the play *To Kill a Mockingbird* which was being shown at the Hult Center during the first week in December. The panel consisted of five well informed members of our community in racial justice, Oregon's justice system, and the impact of the arts in educating the community.

On December 1, I went to the First Friday Artwalk's event of Community of Color. The first presenter was from Pacific University who informed us of the programs they offer. The next presenter was Dr David Lewis who wrote the book *Tribal Histories of the Willamette Valley*. He read from his book and offered some for sale. I bought his signed book. It is fascinating, a good read.

I plan to be in attendance to discuss a playground and possibly a library for the Westmoreland Campus.

12. Announcements/Correspondence

12.A. Acknowledgements and Recognition

The Board acknowledged outgoing Business Services Executive Director Dave Standright for his steady financial stability.

12.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

12.C. Announcements

12.C.1. Lane ESD Board Member Activities and Opportunities

December 4, 2023: Oregon School Board Members of Color Caucus Executive Team Meeting

February 16, 2024: OSBA Bonds, Ballots and Buildings Conference

12.C.2. Component District Board Meeting Dates

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13. Adjournment of Regular Meeting of the Board

Chair Duerst-Higgins adjourned the meeting at 7:30 p.m.

- The next regular meeting is scheduled to be held Tuesday, January 2, 2024, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.

14. Executive Session

Chair Duerst-Higgins opened an Executive Session of the Board at 7:35 p.m.

The Board of Directors of Lane ESD conducted an Executive Session:

- To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless they request an open meeting. (ORS 192.660(2)(b))

The Executive Session was adjourned at 7:53 p.m. Chair Duerst-Higgins returned the Board of Directors to Regular Session at 7:53 p.m.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD acknowledge the complaint received by the Board and accept the findings of the investigation of the complaint. Director Wilde seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-041)**

Chair Duerst-Higgins adjourned the meeting at 7:55 p.m.

Minutes Approved:

Sherry Duerst-Higgins, Chairperson

Tony Scurto, Superintendent



LANE EDUCATION SERVICE DISTRICT

1200 Highway 99 North
Eugene, OR 97402

541.461.8200
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EQUITY COMMITMENT LEADERSHIP COLLABORATION INTEGRITY

LANE EDUCATION SERVICE DISTRICT

1200 Hwy 99 N
Eugene, Oregon 97402

BOARD WORK SESSION

Tuesday, January 2, 2024
Regular Meeting 6:00 PM

1. Call Regular Meeting to Order
Chair Sherry Duerst-Higgins called the meeting to order at 6:01 p.m.

2. Welcome
Board Members Present: Sherry Duerst-Higgins, Linda Hamilton, Leslie Harris, Nora Kent, Sydney Kissinger, Vanessa Truett, Rose Wilde

Board Advisors and Liaisons Present: Mike Anderson (Creswell School District)

Administrators Present: Superintendent Tony Scurto, Assistant Superintendent Eric Anderson, Business Services Executive Director Olivia Meyers Buch, recording secretary Julie Simmonds

Guests Present: Rhonda Brown (LCEA), Roshelle Weiser-Nieto (Native Youth Wellness)

Superintendent Scurto offered a warm welcome to incoming Business Services Executive Director Olivia Meyers Buch.

3. Lane Education Service District Statement of Accountability: Land Acknowledgement
Director Hamilton read the Land Acknowledgment aloud: Lane ESD acknowledges that the lands we call Lane County - the lands that sustain our children, our future, and our collective well-being - are the traditional ancestral home of the Calapooya, Siuslaw, Molalla, and other indigenous people who have lived in Lane County since time immemorial. Native children, families, and communities bear witness to a legacy of displacement and forced relocation. As an educational institution we are accountable for addressing the current and former silencing, erasure and genocide of native people in Oregon and Turtle Island. We aim to join with indigenous people, honoring their resilience, courage, and self-determination in a purposeful pursuit of justice.

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.

Comments Regarding Staff Members - Speakers may offer objective criticism of ESD operations and programs. The Board will not hear comments regarding any individual ESD staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for Board consideration of a complaints involving a staff member. The association contract

governing the employees' rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the staff member, his/her supervisor and the Board.

The Board requests that a public comment add information or a perspective that has not already been mentioned previously, and that the patron refrains from repeating a similar point. To make a comment or present a topic during public comment, if the opportunity is available on the Board agenda, please complete the Intent to Speak card and submit it to the Board secretary prior to the start of the meeting. An individual that has submitted an Intent to Speak card and has been invited to speak by the Board chair, will be allowed three minutes.

Any person, who is invited by the Board chair to speak to the Board during a meeting, should state his/her name and address and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.

There was no public participation.

5. Agenda Review

The agenda was reviewed.

6. Presentation: Native Youth Wellness

Ms. Weiser-Nieto presented on centering care, community, connection and culture as a service provided by Lane ESD. She will provide information on district offerings including:

- Tribal history/shared history consultation, district support, coaching and professional development
- Indian education/Title VI Program support, consultation
- Community Culture Nights
- Equity and culturally sustaining pedagogy coaching and support
- Connection with tribal education programs
- Social Emotional Learning and Trauma Informed Care support

7. Action Items

7.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. The 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.

DIRECTOR HARRIS MOVED: 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 November 7, 2023
2. Human Resource Report, dated January 1, 2024

Director Wilde seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-043)**

7.B. Accept Financial Report

Business Services Executive Director Olivia Meyers Buch provided highlights of the financial report. Projected revenue related to services to districts is directly related to enrollment. Lane ESD continues to increase the number of slots filled.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD accepts the financial report for December 2023. Director Kent seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-044)**

7.C. Implement Board Policy GDPA - Layoff/Recall - Classified

If the Board determines the need for a reduction in work force, the procedures outlined below will be followed. A layoff means the reduction of an employee's annual hours of assigned work by more than 20 percent or a reduction that would be below the level required to qualify for medical insurance benefits.

Any employee who is to be laid off will be so notified in writing 45 calendar days (or more) prior to the lay-off date. The association will simultaneously be sent a copy of the notification if a member or members are involved. Layoff criteria to be considered by the Board are:

1. Maintenance of a sound and balanced service program;
2. Qualifications of the staff as defined in the job descriptions; and
3. Seniority.

An employee whose position is being eliminated will be eligible to bump the least senior employee in the same position description/category with the same or fewer hours of employment and same or lesser rate of pay, if qualified. If there are no positions within the job category for which the employee is qualified and has greater seniority, then the employee may bump the least senior employee outside their job category with the same or fewer hours of employment and same or lesser rate of pay so long as the laid off employee is qualified for that position. An employee displaced by bumping may also have the option to bump on the same basis.

Job categories are educational/behavioral assistant; program assistant; business services; media/courier/maintenance/custodial; production; and network services/technology.

Employees holding positions that are temporary or have a specific, limited term of employment will have no reduction in force rights. The superintendent or designee will make the determination of employee qualifications for "bumping." Qualified means that an individual can do the primary duties and accountabilities of the job as described in the position description.

Seniority is determined by the date the employee became a regular employee. Any probationary periods thereafter served due to "bumping" and unpaid leaves of absence are subtracted from the original hire date to determine seniority. A probationary employee shall not be considered to have seniority over a non-probationary employee.

Employees intending to exercise their right to bump must provide written notice to human resources within 14 calendar days of their layoff notice. A classified employee on unpaid leave is subject to the same layoff conditions as other employees.

"Bumping" to a position description not currently held will require a qualification process to determine that the employee is fully qualified.

An employee whose position is being eliminated or who is displaced by bumping will be given the opportunity to fill an existing vacancy, if the employee is qualified for the position.

Employees filling a position description which they do not currently hold, are subject to a nine-month probationary period, using the same procedure as a new hire or current employee in a new position. An employee who is unable to fulfill the position requirements during the probationary period shall be subject to additional layoff action.

Employees who "bump" to a new position description will be placed on the step commensurate with

their applicable experience for the position, unless they have previously held the position, in which case they will be placed on the step they previously attained when they held the position.

Due to a reduction in Regional Inclusive Services funding, the Board of Directors of Lane ESD will implement Board Policy GDPA, reducing 1.0 FTE of the position of Instructional Assistant, Deaf Hard of Hearing Program.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD implements Board Policy GDPA - Layoff/Recall - Classified. Director Harris seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-045)**

7.D. Update Routine Designations for 2023-24

With the retirement of Business Services Executive Director Dave Standridge, the Board of Directors of Lane ESD acted to authorize incumbent Olivia Meyers Buch to transfer funds to and from the Local Government Investment Pool.

DIRECTOR WILDE MOVED: 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, Olivia Meyers Buch, and David Lanza. Director Hamilton seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-046)**

7.E. Accept Donations

Lane Education Service District has recently received funds and goods as donations:

- Non-consumable equipment and consumable supplies for Special Education from staff member Barbara Minkler
- Contributions to Career Technical Education:
 - Kurt Vollstedt
 - **Deborah Anne/Kathy Moreland**
 - Penny Moore
 - Joanne Jensen
 - Ken Shindledecker
 - Judith Horstmann
 - Laurie Marshall
 - PJ Sargeant
 - Rosamund Jacobs
 - Shareen Vogel
 - Nicole Desch
 - Teresa Meadows
 - **Steve Buss**
 - **Oregon Community Foundation**
 - **Oregon Community Foundation**
 - **Becky Schenck**
 - **Ted Calhoun**
 - Cameron Mulder
 - Robin Winfree Andrew
 - Fred & Kathleen Beisse
 - John Ebbe

Donors in **BOLD** contributed \$1000 or more.

DIRECTOR HAMILTON MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD accepts donations as presented. Director Wilde seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #24-047)**

7.F. Declare Board Appreciation Month

School Board Recognition Month is celebrated in January to honor the unpaid elected volunteers who serve on Oregon's 197 local school boards, our 19 education service district boards and our 17 community college boards. Superintendent Scurto read the declaration aloud:

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 Directors and proclaim January 2024 to be **Education 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.

(ESD Resolution #24-048)

8. Discussion/Reports

8.A. Legislative Update

Superintendent Scurto provided a legislative report, noting that not much change has occurred since the Board last met. Lobbyists are asking for \$22M additional funding for Early Intervention/Early Childhood Special Education, and an additional \$6M for Regional Inclusive Services. Superintendent Scurto expressed confidence in the restoration of the Early Intervention/Early Childhood Special Education funding. OAESD's lobbyist, Ozzie Rose, has been working to get Regional Inclusive Services funding on the short session agenda. Lane ESD is working in partnership with Willamette ESD to organize efforts around advocacy.

8.B. Superintendent Report

Strategic Plan Professional Development with Special Education

Special Education staff engaged in a department-wide professional development event today centered on equity. Superintendent Scurto and Assistant Superintendent Eric Anderson provided information on the training provided and the goals of the other departments to support the Board's Strategic Plan.

This professional learning series presented today was developed in partnership by the Oregon Department of Education (ODE) and WestEd. The Engaging Equity professional learning series is made up of 4 clusters with a total of 18 individual modules. [Cluster 1 - Racial Equity Foundations and Cluster 2 - Culturally Responsive and Sustaining Practice](#) are available currently. The content developed is open and available at no cost. Assistant Superintendent Eric Anderson shared how staff have developed affinity groups to provide support and alternative spaces for BIPOC staff and other marginalized populations to learn together.

Career Technical Education (CTE) and ESSER Funds

ODE has identified a plan for spending remaining ESSER money. ODE is looking to expand Constructing a Brighter Future beyond Lane County. \$2.1M will be distributed for materials and personnel to replicate Lane ESD's work in other regions around the state. This program will be called Team Oregon Build.

Lowell School District and Business Services

Lowell School District has recently requested support with payroll. David Lanza and Kathleen Larsen are now providing this service for Lowell School District.

Westmoreland Playground

Director Wilde requested an update on efforts in identifying partners or funding for a playground at the Westmoreland Campus.

Supporting Our Disabled Students Event

Director Wilde announced an upcoming event titled Supporting Our Disabled Students featuring Senator Sarah Gelser Blouin on January 23, 2024. The event is hosted by We Can Do Better.

8.C. OAESD Spring Conference

The Board will discuss attendance at the OAESD Spring Conference, May 8-10, 2024 at the Sunriver Resort. May 12, 2024, is Mother's Day.

8.D. Component District Board Visits - Local Service Plan

Visits to component district board meetings are scheduled. Component districts have until March 1, 2024 to approve the 2021-23 Local Service Plan - Year Two.

The following component board visits are currently calendared (assigned Board Member):

1/08/2024 - Marcola, 6:00 p.m. (Vanessa Truett)

1/10/2024 - Siuslaw, 6:30 p.m. (Nora Kent)

1/17/2024 - Mapleton, 6:00 p.m. (Nora Kent)

1/17/2024 - Eugene, 7:00 p.m. (Linda Hamilton)

1/18/2024 - Crow-Applegate-Lorane, 7:00 p.m. (Sherry Duerst-Higgins)

1/22/2024 - Fern Ridge, 6:30 p.m. (Leslie Harris in place of Sydney Kissinger)

1/22/2024 - Junction City, 6:00 p.m.. (Linda Hamilton)

1/22/2024 - Lowell, 4:00 p.m. (Rose Wilde)

2/05/2024 - South Lane, 5:30 p.m. (Sherry Duerst-Higgins)

2/12/2024 - Springfield, 6:00 p.m. (Vanessa Truett)

2/12/2024 - Pleasant Hill, 7:00 p.m. (Rose Wilde)

2/14/2024 - Blachly, 6:00 p.m. (Nora Kent)

2/21/2024 - McKenzie, 5:30 p.m. (Leslie Harris)

2/26/2024 - Bethel, 6:30 p.m. (Sydney Kissinger)

The Creswell (December 13) and Oakridge (December 11) Board meeting visits have already occurred.

Superintendent Scurto will remind Board members the Thursday before their visit to component districts.

8.E. Westmoreland Campus Playground and Library Funding

The Board of Directors discussed funding for the Westmoreland playground and library. The Board consensus is to table the discussion until next month. The Board wants to further develop information on targets, timelines, and roles.

9. Information from Administrative Staff

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

10. Board Member Reports and Comments/Agenda Planning

10.A. Agenda Planning

10.A.1. Agenda Items for February 2024

Board members were given an opportunity to submit agenda items for the February 2024 meeting. The Board policy committee will include Director Wilde, and its first meeting is scheduled for January 31 at noon.

10.B. Board Member Reports

Board members are asked to submit their reports in writing to be attached to Boardbook. Reports can be sent to the Executive Assistant in advance of the meeting.

As Board Members prepare their 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?
4. What are the next steps or follow-up activities planned?

Sherry Duerst-Higgins

Linda Hamilton

Leslie Harris

Nora Kent: Nora Kent inquired about nominations for the OSBA Rural School Caucus.

Sydney Kissinger: I volunteered at the Holiday Bazaar at Westmoreland School helping Special Needs students shop for presents for their family.

Vanessa Truett

Rose Wilde: I had a beneficial meeting with Assistant Superintendent Eric Anderson in December to follow up on the Taking It Up workshop and his previous presentation to the board. I am happy to see we will be able to complete his presentation and workshop in February. I also attended the MLK Ed Center's Holiday Meal - the food was wonderful and the event welcoming and fun. Kudos to the whole team!

Emilio Hernandez, Liaison, Springfield Public Schools - Absent

Mike Anderson, Liaison, Creswell School District: Sheriff's Department conducted an audit and provided recommendations to make the campuses safer for students. This was followed by another report from Homeland Security and a report from an organization that identified 21 entry points at the high school. New sports facilities were being vandalized. To better secure space, the district decided to build a fence around its facilities. Neighbors have voiced concerns related to the fencing. The community was surveyed and over 70% are in favor of the fencing, so fences will be installed.

Erin Zygaitis, Community Advisor - Absent

11. Announcements/Correspondence

11.A. Acknowledgements and Recognition

11.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

11.C. Announcements

11.C.1. Lane ESD Board Member Activities and Opportunities

JANUARY

20-21 OSBA Board Mtg

28 NSBA Equity Symposium

29-31 NSBA Advocacy Institute

MARCH

10-11 OSBA Board Mtg

31 NSBA Delegate Assembly

APRIL

1-3 NSBA Annual Conference

MAY

OSBA Budget Committee Mtg (tbd) Legal Assistance Trust Mtg (tbd)

JUNE

17 OSBA Finance Committee Mtg

17 OSBA Board Mtg

28 OSBA LPC Mtg

AUGUST

NSBA Summer Leadership Seminar (tbd)

11-13 OSBA Summer Board Conference

SEPTEMBER

22 OSBA Finance Committee Mtg
22-24 OSBA Board Retreat

OCTOBER

NSBA Pacific Region Winter Mtg (tbd)

NOVEMBER

9-12 OSBA Annual Convention
9 OSBA LPC Mtg
12 OSBA Board Mtg

11.C.2. Component District Board Meeting Dates

Bethel: The school board usually meets in regular public sessions at 6:30 p.m. on some Mondays of the month during the regular school year. at the Bethel District Office located at 4640 Barger Drive in Eugene. This schedule sometimes varies, and special meetings and work sessions are scheduled as necessary. The Bethel School District Board of Directors will conduct meetings in-person and virtually, unless otherwise noted.

Blachly: The District Board meets on the third Wednesday of each month at 6:00 pm in the school library.

Creswell: Regular Board of Director meetings are typically held the second Wednesday of each month at 7:00 PM. Special meetings and work sessions are scheduled as necessary.

Crow-Applegate-Lorane: The Board of Directors for Crow-Applegate-Lorane School District #66 holds a regular meeting at 7:00 pm on the third Thursday of each month. The meetings are held at Applegate Elementary School and at the Lorane Grange. For current information, contact the CAL district office at 541-935-2100. Executive sessions usually begin at 6:30 pm and are closed to the public.

Eugene: The school board usually meets in regular public sessions on the first and third Wednesdays of each month at 7 p.m. at the Education Center, 200 North Monroe, Eugene. This schedule sometimes varies, and special meetings and work sessions are scheduled as necessary.

Fern Ridge: The Fern Ridge School District Board of Directors meets on the 3rd Monday of each month unless posted otherwise.

Junction City: Monthly Meetings are held 4th Monday of the month except in December and July.

Lowell: Regular Board Meetings are scheduled for the 4th Monday of the month, with the meeting beginning at 4:00 pm. When there is a holiday on the 4th Monday, normally, the meeting will be held on an alternate Monday. Study sessions are tentatively scheduled to provide the opportunity for the Board to meet to study an individual aspect of the District.

Mapleton: The Mapleton School Board meets on the third Wednesday of each month. There is no meeting during the month of July. The School Board meeting is held in the high school at 6:00pm, unless otherwise noted.

Marcola: Regular board meetings are scheduled for the 2nd Monday of each month at 6 PM.
McKenzie:

Oakridge: [Board Meeting calendar](#) is posted on the Oakridge School District website.

Pleasant Hill: [Board meeting calendar](#) is posted on the Pleasant Hill School District website.

Siuslaw: The board of directors meet the second Wednesday of each month with the exception of a regular meeting scheduled for August 17, 2022. The board normally meets in the district board room located at 2111 Oak Street in Florence, Oregon. The meetings are scheduled to begin at 6:00 p.m. with work session and the regular meeting will begin at approximately 6:30p.m. Please see the school calendar on the district website to confirm dates and times or call the district office at 541-997-2651.

South Lane: The South Lane School Board usually meets in regular public sessions on the first Monday and third Monday of each month at 5:30 p.m. for a work session. This schedule sometimes varies, and additional meetings and work sessions are scheduled as necessary. Meetings normally are held at the South Lane School District Office, 455 Adams Ave in Cottage Grove.

Springfield: The Board of Directors meet twice during most months during the school year. Regular business meetings begin at 7 p.m. on the second Mondays of the month. Work sessions are generally held at 5:30 p.m. on the fourth Monday of the month. All meetings, unless otherwise noted, are held in the Board Room of the Springfield Public Schools Administration Building, 640 A Street, Springfield, OR 97477.

12. Adjournment

Chair Duerst-Higgins adjourned the meeting at 8:01 pm.

- The next regular meeting is scheduled to be held Tuesday, February 6, 2024, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.

Minutes Approved:

Sherry Duerst-Higgins, Chairperson

Tony Scurto, Superintendent



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EQUITY COMMITMENT LEADERSHIP COLLABORATION INTEGRITY

Prepared for: Lane ESD Board of Directors
Prepared by: Olivia Meyers Buch, Executive Director of Business Services
Meeting Date: February 6, 2024

December 2023 Financial Report (Unaudited)

The Financial Report for the General Fund for the period ending December 31, 2023 follows this report. Year-to-date operating revenues through December 31, 2023 total \$18.01 million or 64.1% of total budgeted operating revenues as compared to \$17.27 million or 65.2% through December 31, 2022. As usual, state school fund formula revenue (state school fund - general support and property taxes levied by district) constitutes the majority of funds received at this point in the year.

Total resources of \$31.25 million are projected to be \$0.02 million more than budgeted, primarily due to an increase in state school funding offset by reduced revenue from services provided to districts due to the actual number of Life Skills slots being less than anticipated.

Year-to-date operating expenditures through December 31, 2023 total \$9.04 million or 37.4% of total budgeted operating expenditures as compared to \$9.13 million or 39.6% through December 31, 2022.

Total operating expenditures are projected to be \$0.33 million less than budgeted, primarily due to savings as a result of implementing a new opt out incentive that has resulted in lower health insurance premium costs.

Projected resources and requirements through December 31, 2023 result in an ending fund balance of \$2.82 million, with \$1.13 million assigned (reserved) for districts. The remaining ending fund balance of \$1.70 million is unassigned and represents 6.1% of projected operating revenues. The projected unassigned ending fund balance reflects a decrease, or operating deficit, of \$0.39 million.

Please contact me with questions or if you would like any additional information.

**Lane Education Service District
General Fund Financial Report (Unaudited)
For the Period Ending December 31, 2023**

	Fiscal Year 2022-23					Fiscal Year 2023-24					
	Adopted Budget	Actuals thru 12/31	% of Budget	Actuals thru 6/30	% of Budget	Adopted Budget	Actuals thru 12/31	% of Budget	Projected thru 6/30	% of Budget	Budget Variance
RESOURCES											
State School Fund Formula Revenue											
State School Fund - General Support	\$ 15,425,800	\$ 8,977,898	58.2%	\$ 15,420,256	100.0%	\$ 15,532,800	\$ 9,438,857	60.8%	\$ 16,139,084	103.9%	\$ 606,284 ⁽¹⁾
Property Taxes Levied by District	8,393,000	7,808,364	93.0%	8,419,024	100.3%	8,688,000	8,103,974	93.3%	8,731,277	100.5%	43,277
Other Local Revenues	77,200	22,200	28.8%	118,881	154.0%	66,200	27,480	41.5%	87,618	132.4%	21,418
Services Provided to Districts	1,398,800	-	0.0%	1,376,808	98.4%	2,550,400	(1,670)	-0.1%	1,729,886	67.8%	(820,514) ⁽²⁾
Fees Charged to Grants	630,000	69,292	11.0%	940,066	149.2%	670,000	48,085	7.2%	670,000	100.0%	-
Other Revenues	565,000	396,542	70.2%	561,641	99.4%	577,700	398,841	69.0%	647,196	112.0%	69,496
Total Operating Revenues	\$ 26,489,800	\$ 17,274,295	65.2%	\$ 26,836,675	101.3%	\$ 28,085,100	\$ 18,015,567	64.1%	\$ 28,005,061	99.7%	\$ (80,039)
Beginning Fund Balance (District Reserves)	1,129,000	1,080,566	95.7%	1,080,566	95.7%	921,200	1,165,894	126.6%	1,165,894	126.6%	244,694
Beginning Fund Balance	3,401,000	3,316,093	97.5%	3,316,093	97.5%	2,050,000	2,080,746	101.5%	2,080,746	101.5%	30,746
TOTAL RESOURCES	\$ 31,019,800	\$ 21,670,955	69.9%	\$ 31,233,335	100.7%	\$ 31,056,300	\$ 21,262,207	68.5%	\$ 31,251,701	100.6%	\$ 195,401
REQUIREMENTS											
Salaries	\$ 9,384,434	\$ 3,706,005	39.5%	\$ 9,141,836	97.4%	\$ 10,981,147	\$ 4,381,094	39.9%	\$ 11,229,924	102.3%	\$ 248,777
Associated Payroll Costs	6,409,373	2,282,634	35.6%	5,738,735	89.5%	7,372,687	2,591,090	35.1%	6,779,523	92.0%	(593,164) ⁽³⁾
Purchased Services	6,612,088	2,564,924	38.8%	6,815,071	103.1%	5,140,697	1,495,952	29.1%	5,114,793	99.5%	(25,904)
Supplies and Materials	419,400	367,598	87.6%	763,976	182.2%	446,550	373,927	83.7%	485,744	108.8%	39,194
Other Objects	215,700	203,866	94.5%	312,523	144.9%	230,100	202,276	87.9%	230,114	100.0%	14
Total Operating Expenditures	\$ 23,040,996	\$ 9,125,027	39.6%	\$ 22,772,140	98.8%	\$ 24,171,181	\$ 9,044,339	37.4%	\$ 23,840,098	98.6%	\$ (331,083)
Transfers											
Interfund Transfers	459,000	429,000	93.5%	459,000	100.0%	459,000	429,000	93.5%	459,000	100.0%	-
Transits to Districts	4,917,153	631,667	12.8%	4,755,555	96.7%	3,410,163	465,673	13.7%	4,127,985	121.0%	717,822
Other Uses of Funds											
Planned Reserve (District Reserves)	1,427,538	-	0.0%	-	0.0%	965,956	-	0.0%	-	0.0%	(965,956)
Planned Reserve	575,113	-	0.0%	-	0.0%	1,450,000	-	0.0%	-	0.0%	(1,450,000)
Reserved for Next Year	600,000	-	0.0%	-	0.0%	600,000	-	0.0%	-	0.0%	(600,000)
TOTAL REQUIREMENTS	\$ 31,019,800	\$ 10,185,694	32.8%	\$ 27,986,695	90.2%	\$ 31,056,300	\$ 9,939,012	32.0%	\$ 28,427,083	91.5%	\$ (2,629,217)
ENDING FUND BALANCE	-	\$ 11,485,261		\$ 3,246,640		-	\$ 11,323,195		\$ 2,824,618		
Assigned for Districts				\$ 1,165,894					\$ 1,129,162		
Unassigned Fund Balance				\$ 2,080,746	7.8% *				\$ 1,695,456	6.1% *	
<i>* Percent of Operating Revenues</i>				\$ 3,246,640					\$ 2,824,618		

(1) Variance is due to an increase in the state school allocation from \$9.9 billion to \$10.2 billion.

(2) Variance is due to the actual number of Life Skills slots ordered by districts being less than anticipated.

(3) Variance is due to savings as a result of implementing a new opt out incentive that has resulted in lower health insurance premium costs.

STATE OF OREGON GRANT AGREEMENT

“Student Success Act – Student Investment Account”

Grant No. 34523

This Grant Agreement (“Grant”) is between the State of Oregon acting by and through its Department of Education (“Agency”) and Lane County Department of Youth (“Grantee”), each a “Party” and, together, the “Parties”.

SECTION 1: AUTHORITY

Pursuant to the “Student Success Act”, codified at 2019 Oregon Laws Chapter 122 and as amended from time to time (the “Act”). ORS 327.175 Student Investment Account (4) Moneys in the Student Investment Account are continuously appropriated to the Department of Education for the purposes of distributing grants under ORS 327.195.

SECTION 2: PURPOSE

The purpose of this grant is to provide funding to assist in meeting students’ mental or behavioral health needs, and increasing academic achievement and reducing academic disparities for students from racial or ethnic groups that have historically experienced academic disparities, students with disabilities, English language learners, economically disadvantaged students, students who are homeless, and students who are foster children.

SECTION 3: EFFECTIVE DATE AND DURATION

When all Parties have executed this Grant, and all necessary approvals have been obtained (“Executed Date”), this Grant is effective and has a Grant funding start date as of July 1, 2023 (“Effective Date”), and, unless extended or terminated earlier in accordance with its terms, will expire on September 30, 2024.

SECTION 4: GRANT MANAGERS

4.1 Agency’s Grant Manager is:

Cassie Medina
Office of Education Innovation & Improvement
255 Capitol St NE
Salem, OR 97310-0203
cassie.medina@ode.oregon.gov

4.2 Grantee’s Grant Manager is:

Shellye Reynoso
Lane County Department of Youth
2727 Martin Luther King Jr Blvd.
Eugene, OR 97401

4.3 Grantee’s Fiscal Agent is:

Lane County Department of Youth
2727 Martin Luther King Jr Blvd.
Eugene, OR 97401

4.4 A Party may designate a new Grant Manager or Fiscal Agent by written notice to the other Party.

SECTION 5: PROJECT ACTIVITIES

Grantee must perform the project activities set forth in Exhibit A (the “Project”), attached hereto and incorporated in this Grant by this reference, for the period beginning on the Effective Date and ending on the expiration date set forth in Section 3 (the “Performance Period”).

SECTION 6: GRANT FUNDS

In accordance with the terms and conditions of this Grant, Agency will provide Grantee up to \$39,694.76 (“Grant Funds”) for the Project. Agency will pay the Grant Funds from monies available in the Student Investment Account (“Funding Source”). A reduction in the monies in the Funding Source may result in a decrease in Grant Funds available to Agency.

SECTION 7: DISBURSEMENT GENERALLY

7.1 Disbursement.

7.1.1 Subject to the availability of sufficient moneys in and from the Funding Source based on Agency’s reasonable projections of moneys accruing to the Funding Source, Agency will disburse Grant Funds to Grantee for the allowable Project activities described in Exhibit A that are undertaken during the Performance Period.

7.1.2 Grantee must provide to Agency any information or detail regarding the expenditure of Grant Funds required under Exhibit A prior to disbursement or as Agency may request.

7.1.3 Agency will only disburse Grant Funds to Grantee for activities completed or materials

produced, that, if required by Exhibit A, are approved by Agency. If Agency determines any completed Project activities or materials produced are not acceptable and any deficiencies are the responsibility of Grantee, Agency will prepare a detailed written description of the deficiencies within 15 days of receipt of the materials or performance of the activity, and will deliver such notice to Grantee. Grantee must correct any deficiencies at no additional cost to Agency within 15 days. Grantee may resubmit a request for disbursement that includes evidence satisfactory to Agency demonstrating deficiencies were corrected.

7.2 Conditions Precedent to Disbursement. Agency's obligation to disburse Grant Funds to Grantee under this Grant is subject to satisfaction of each of the following conditions precedent:

7.2.1 Agency has received sufficient funding, appropriations, expenditure limitation, allotments or other necessary expenditure authorizations to allow Agency, in the exercise of its reasonable administrative discretion, to make the disbursement from the Funding Source;

7.2.2 No default as described in Section 15 has occurred; and

7.2.3 Grantee's representations and warranties set forth in Section 8 are true and correct on the date of disbursement(s) with the same effect as though made on the date of disbursement.

7.3 No Duplicate Payment. Grantee may use other funds in addition to the Grant Funds to complete the Project; provided, however, the Grantee may not credit or pay any Grant Funds for Project costs that are paid for with other funds and would result in duplicate funding.

7.4 Suspension of Funding and Project. Agency may by written notice to Grantee, temporarily cease funding and require Grantee to stop all, or any part, of the Project dependent upon Grant Funds for a period of up to 180 days after the date of the notice, if Agency has or reasonably projects that it will have insufficient funds from the Funding Source to disburse the full amount of the Grant Funds. Upon receipt of the notice, Grantee must immediately cease all Project activities dependent on Grant Funds, or if that is impossible, must take all necessary steps to minimize the Project activities allocable to Grant Funds.

If Agency subsequently projects that it will have sufficient funds, Agency will notify Grantee that it may resume activities. If sufficient funds do not become available, Grantee and Agency will work together to amend this Grant to revise the amount of Grant Funds and Project activities to reflect the available funds. If sufficient funding does not become available or an amendment is not agreed to within a period of 180 days after issuance of the notice, Agency will either (i) cancel or modify its cessation

order by a supplemental written notice or (ii) terminate this Grant as permitted by either the termination at Agency’s discretion or for cause provisions of this Grant.

SECTION 8: REPRESENTATIONS AND WARRANTIES

8.1 Organization/Authority. Grantee represents and warrants to Agency that:

8.1.1 Grantee is a YCEP/JDEP duly organized and validly existing;

8.1.2 Grantee has all necessary rights, powers and authority under any organizational documents and under Oregon Law to (i) execute this Grant, (ii) incur and perform its obligations under this Grant, and (iii) receive financing, including the Grant Funds, for the Project;

8.1.3 This Grant has been duly executed by Grantee and when executed by Agency, constitutes a legal, valid and binding obligation of Grantee enforceable in accordance with its terms;

8.1.4 If applicable and necessary, the execution and delivery of this Grant by Grantee has been authorized by an ordinance, order or resolution of its governing body, or voter approval, that was adopted in accordance with applicable law and requirements for filing public notices and holding public meetings; and

8.1.5 There is no proceeding pending or threatened against Grantee before any court or governmental authority that if adversely determined would materially adversely affect the Project or the ability of Grantee to carry out the Project.

8.2 False Claims Act. Grantee acknowledges the Oregon False Claims Act, ORS 180.750 to 180.785, applies to any “claim” (as defined by ORS 180.750) made by (or caused by) Grantee that pertains to this Grant or to the Project. Grantee certifies that no claim described in the previous sentence is or will be a “false claim” (as defined by ORS 180.750) or an act prohibited by ORS 180.755. Grantee further acknowledges in addition to the remedies under Section 16, if it makes (or causes to be made) a false claim or performs (or causes to be performed) an act prohibited under the Oregon False Claims Act, the Oregon Attorney General may enforce the liabilities and penalties provided by the Oregon False Claims Act against the Grantee.

8.3 No limitation. The representations and warranties set forth in this Section are in addition to, and not in lieu of, any other representations or warranties provided by Grantee.

SECTION 9: OWNERSHIP

9.1 Intellectual Property Definitions. As used in this Section and elsewhere in this Grant, the following terms have the meanings set forth below:

“Third Party Intellectual Property” means any intellectual property owned by parties other than Grantee or Agency.

“Work Product” means every invention, discovery, work of authorship, trade secret or other tangible or intangible item Grantee is required to create or deliver as part of the Project, and all intellectual property rights therein.

- 9.2 Grantee Ownership.** Grantee must deliver copies of all Work Product as directed in Exhibit A. Grantee retains ownership of all Work Product, and grants Agency an irrevocable, non-exclusive, perpetual, royalty-free license to use, to reproduce, to prepare derivative works based upon, to distribute, to perform and to display the Work Product, to authorize others to do the same on Agency’s behalf, and to sublicense the Work Product to other entities without restriction.
- 9.3 Third Party Ownership.** If the Work Product created by Grantee under this Grant is a derivative work based on Third Party Intellectual Property, or is a compilation that includes Third Party Intellectual Property, Grantee must secure an irrevocable, non-exclusive, perpetual, royalty-free license allowing Agency and other entities the same rights listed above for the pre-existing element of the Third party Intellectual Property employed in the Work Product. If state or federal law requires that Agency or Grantee grant to the United States a license to any intellectual property in the Work Product, or if state or federal law requires Agency or the United States to own the intellectual property in the Work Product, then Grantee must execute such further documents and instruments as Agency may reasonably request in order to make any such grant or to assign ownership in such intellectual property to the United States or Agency.
- 9.4 Real Property.** If the Project includes the acquisition, construction, remodel or repair of real property or improvements to real property, Grantee may not sell, transfer, encumber, lease or otherwise dispose of any real property or improvements to real property paid for with Grant Funds for a period of six (6) years after the Effective Date of this Grant without the prior written consent of the Agency.

SECTION 10: CONFIDENTIAL INFORMATION

- 10.1 Confidential Information Definition.** Grantee acknowledges it and its employees or agents may, in the course of performing its responsibilities, be exposed to or acquire information that is: (i) confidential to Agency or Project participants or (ii) the disclosure of which is restricted under federal or state law, including without limitation: (a) personal information, as that term is used in ORS 646A.602(12), (b) social security numbers, and (c) information protected by the federal Family Educational Rights and Privacy Act under 20 USC § 1232g (items (i) and (ii) separately and collectively “Confidential Information”).
- 10.2 Nondisclosure.** Grantee agrees to hold Confidential Information as required by any applicable law and in all cases in strict confidence, using at least the same degree of care Grantee uses in maintaining the confidentiality of its own confidential information. Grantee may not copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give,

or disclose Confidential Information to third parties, or use Confidential Information except as is allowed by law and for the Project activities and Grantee must advise each of its employees and agents of these restrictions. Grantee must assist Agency in identifying and preventing any unauthorized use or disclosure of Confidential Information. Grantee must advise Agency immediately if Grantee learns or has reason to believe any Confidential Information has been, or may be, used or disclosed in violation of the restrictions in this Section. Grantee must, at its expense, cooperate with Agency in seeking injunctive or other equitable relief, in the name of Agency or Grantee, to stop or prevent any use or disclosure of Confidential Information. At Agency's request, Grantee must return or destroy any Confidential Information. If Agency requests Grantee to destroy any Confidential Information, Grantee must provide Agency with written assurance indicating how, when and what information was destroyed.

- 10.3 Identity Protection Law.** Grantee must have and maintain a formal written information security program that provides safeguards to protect Confidential Information from loss, theft, and disclosure to unauthorized persons, as required by the Oregon Consumer Information Protection Act, ORS 646A.600-628. If Grantee or its agents discover or are notified of a potential or actual "Breach of Security", as defined by ORS 646A.602(1)(a), or a failure to comply with the requirements of ORS 646A.600-628, (collectively, "Breach") with respect to Confidential Information, Grantee must promptly but in any event within one calendar day (i) notify the Agency Grant Manager of such Breach and (ii) if the applicable Confidential Information was in the possession of Grantee or its agents at the time of such Breach, Grantee must (a) investigate and remedy the technical causes and technical effects of the Breach and (b) provide Agency with a written root cause analysis of the Breach and the specific steps Grantee will take to prevent the recurrence of the Breach or to ensure the potential Breach will not recur. For the avoidance of doubt, if Agency determines notice is required of any such Breach to any individual(s) or entity(ies), Agency will have sole control over the timing, content, and method of such notice, subject to Grantee's obligations under applicable law.
- 10.4 Subgrants/Contracts.** Grantee must require any subgrantees, contractors or subcontractors under this Grant who are exposed to or acquire Confidential Information to treat and maintain such information in the same manner as is required of Grantee under subsections 10.1 and 10.2 of this Section.
- 10.5 Background Check.** If requested by Agency and permitted by law, Grantee's employees, agents, contractors, subcontractors, and volunteers that perform Project activities must agree to submit to a criminal background check prior to performance of any Project activities or receipt of Confidential Information. Background checks will be performed at Grantee's expense. Based on the results of the background check, Grantee or Agency may refuse or limit (i) the participation of any Grantee employee, agent, contractor, subgrantee, or volunteer, in Project activities or (ii) access to Agency Personal Information or Grantee premises.

SECTION 11: INDEMNITY/LIABILITY

- 11.1 Indemnity.** Grantee must defend, save, hold harmless, and indemnify the State of Oregon and Agency and their officers, employees and agents from and against all claims, suits, actions, losses, damages, liabilities, costs, and expenses of any nature whatsoever, including attorneys' fees, resulting from, arising out of, or relating to the activities of Grantee or its officers, employees, subgrantees, contractors, subcontractors, or agents under this Grant (each of the foregoing individually or collectively a "Claim" for purposes of this Section)..
- 11.2 Defense.** Grantee may have control of the defense and settlement of any Claim subject to this Section. But neither Grantee nor any attorney engaged by Grantee may defend the Claim in the name of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without first receiving from the Attorney General, in a form and manner determined appropriate by the Attorney General, authority to act as legal counsel for the State of Oregon. Nor may Grantee settle any Claim on behalf of the State of Oregon without the approval of the Attorney General. The State of Oregon may, at its election and expense, assume its own defense and settlement in the event the State of Oregon determines Grantee is prohibited from defending the State of Oregon, or is not adequately defending the State of Oregon's interests, or an important governmental principle is at issue and the State of Oregon desires to assume its own defense. Grantee may not use any Grant Funds to reimburse itself for the defense of or settlement of any Claim.
- 11.3 Limitation.** Except as provided in this Section, neither Party will be liable for incidental, consequential, or other direct damages arising out of or related to this Grant, regardless of whether the damages or other liability is based in contract, tort (including negligence), strict liability, product liability or otherwise. Neither Party will be liable for any damages of any sort arising solely from the termination of this Grant in accordance with its terms.

SECTION 12: INSURANCE

- 12.1 Private Insurance.** If Grantee is a private entity, or if any contractors, subcontractors, or subgrantees used to carry out the Project are private entities, Grantee and any private contractors, subcontractors or subgrantees must obtain and maintain insurance covering Agency in the types and amounts indicated in Exhibit C.
- 12.2 Public Body Insurance.** If Grantee is a "public body" as defined in ORS 30.260, Grantee agrees to insure any obligations that may arise for Grantee under this Grant, including any indemnity obligations, through (i) the purchase of insurance as indicated in Exhibit C or (ii) the use of self-insurance or assessments paid under ORS 30.282 that is substantially similar to the types and amounts of insurance coverage indicated on Exhibit C, or (iii) a combination of any or all of the foregoing.
- 12.3 Real Property.** If the Project includes the construction, remodel or repair of real property or improvements to real property, Grantee must insure the real property and improvements against liability and risk of direct physical loss, damage or destruction at

least to the extent that similar insurance is customarily carried by entities constructing, operating and maintaining similar property or facilities.

SECTION 13: GOVERNING LAW, JURISDICTION

This Grant is governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively “Claim”) between Agency or any other agency or department of the State of Oregon, or both, and Grantee that arises from or relates to this Grant must be brought and conducted solely and exclusively within the Circuit Court of Marion County for the State of Oregon; provided, however, if a Claim must be brought in a federal forum, then it will be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event may this Section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, to or from any Claim or from the jurisdiction of any court. GRANTEE, BY EXECUTION OF THIS GRANT, HEREBY CONSENTS TO THE PERSONAL JURISDICTION OF SUCH COURTS.

SECTION 14: ALTERNATIVE DISPUTE RESOLUTION

The Parties should attempt in good faith to resolve any dispute arising out of this Grant. This may be done at any management level, including at a level higher than persons directly responsible for administration of the Grant. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation. Each Party will bear its own costs incurred for any mediation or non-binding arbitration.

SECTION 15: DEFAULT

- 15.1 Grantee.** Grantee will be in default under this Grant upon the occurrence of any of the following events:
- 15.1.1** Grantee fails to use the Grant Funds for the intended purpose described in Exhibit A or otherwise fails to perform, observe or discharge any of its covenants, agreements or obligations under this Grant;
 - 15.1.2** Any representation, warranty or statement made by Grantee in this Grant or in any documents or reports relied upon by Agency to measure the Project, the expenditure of Grant Funds or the performance by Grantee is untrue in any material respect when made; or
 - 15.1.3** A petition, proceeding or case is filed by or against Grantee under any federal or state bankruptcy, insolvency, receivership or other law relating to reorganization, liquidation, dissolution, winding-up or adjustment of debts; in the case of a petition filed

against Grantee, Grantee acquiesces to such petition or such petition is not dismissed within 20 calendar days after such filing, or such dismissal is not final or is subject to appeal; or Grantee becomes insolvent or admits its inability to pay its debts as they become due, or Grantee makes an assignment for the benefit of its creditors.

- 15.2 Agency.** Agency will be in default under this Grant if, after 15 days written notice specifying the nature of the default, Agency fails to perform, observe or discharge any of its covenants, agreements, or obligations under this Grant; provided, however, Agency will not be in default if Agency fails to disburse Grant Funds because there is insufficient expenditure authority for, or moneys available from, the Funding Source.

SECTION 16: REMEDIES

- 16.1 Agency Remedies.** In the event Grantee is in default under Section 15.1, Agency may, at its option, pursue any or all of the remedies available to it under this Grant and at law or in equity, including, but not limited to: (i) termination of this Grant under Section 18.2, (ii) reducing or withholding payment for Project activities or materials that are deficient or Grantee has failed to complete by any scheduled deadlines, (iii) requiring Grantee to complete, at Grantee's expense, additional activities necessary to satisfy its obligations or meet performance standards under this Grant, (iv) initiation of an action or proceeding for damages, specific performance, or declaratory or injunctive relief, (v) exercise of its right of recovery of overpayments under Section 17 of this Grant or setoff, or both, or (vi) declaring Grantee ineligible for the receipt of future awards from Agency. These remedies are cumulative to the extent the remedies are not inconsistent, and Agency may pursue any remedy or remedies singly, collectively, successively or in any order whatsoever.
- 16.2 Grantee Remedies.** In the event Agency is in default under Section 15.2 and whether or not Grantee elects to terminate this Grant, Grantee's sole monetary remedy will be, within any limits set forth in this Grant, reimbursement of Project activities completed and accepted by Agency and authorized expenses incurred, less any claims Agency has against Grantee. In no event will Agency be liable to Grantee for any expenses related to termination of this Grant or for anticipated profits.

SECTION 17: WITHHOLDING FUNDS, RECOVERY

Agency may withhold from disbursements of Grant Funds due to Grantee, or Grantee must return to Agency within 30 days of Agency's written demand:

- 17.1** Any Grant Funds paid to Grantee under this Grant, or payments made under any other agreement between Agency and Grantee, that exceed the amount to which Grantee is entitled;
- 17.2** Any Grant Funds received by Grantee that remain unexpended or contractually committed for payment of the Project at the end of the Performance Period;

17.3 Any Grant Funds determined by Agency to be spent for purposes other than allowable Project activities; or

17.4 Any Grant Funds requested by Grantee as payment for deficient activities or materials.

SECTION 18: TERMINATION

18.1 **Mutual.** This Grant may be terminated at any time by mutual written consent of the Parties.

18.2 **By Agency.** Agency may terminate this Grant as follows:

18.2.1 At Agency's discretion, upon 30 days advance written notice to Grantee;

18.2.2 Immediately upon written notice to Grantee, if Agency fails to receive funding, or appropriations, limitations or other expenditure authority at levels sufficient in Agency's reasonable administrative discretion, to perform its obligations under this Grant;

18.2.3 Immediately upon written notice to Grantee, if federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that Agency's performance under this Grant is prohibited or Agency is prohibited from funding the Grant from the Funding Source; or

18.2.4 Immediately upon written notice to Grantee, if Grantee is in default under this Grant and such default remains uncured 15 days after written notice thereof to Grantee.

18.3 **By Grantee.** Grantee may terminate this Grant as follows:

18.3.1 If Grantee is a governmental entity, immediately upon written notice to Agency, if Grantee fails to receive funding, or appropriations, limitations or other expenditure authority at levels sufficient to perform its obligations under this Grant.

18.3.2 If Grantee is a governmental entity, immediately upon written notice to Agency, if applicable laws, rules, regulations or guidelines are modified or interpreted in such a way that the Project activities contemplated under this Grant are prohibited by law or Grantee is prohibited from paying for the Project from the Grant Funds or other planned Project funding; or

18.3.3 Immediately upon written notice to Agency, if Agency is in default under this Grant and such default remains uncured 15 days after written notice thereof to Agency.

18.4 **Cease Activities.** Upon receiving a notice of termination of this Grant, Grantee must immediately cease all activities under this Grant, unless Agency expressly directs otherwise in such notice. Upon termination, Grantee must deliver to Agency all materials or other property that are or would be required to be provided to Agency under this Grant or that are needed to complete the Project activities that would have been performed by Grantee.

SECTION 19: MISCELLANEOUS

- 19.1 Conflict of Interest.** Grantee by signature to this Grant declares and certifies the award of this Grant and the Project activities to be funded by this Grant, create no potential or actual conflict of interest, as defined by ORS Chapter 244, for a director, officer or employee of Grantee.
- 19.2 Nonappropriation.** Agency's obligation to pay any amounts and otherwise perform its duties under this Grant is conditioned upon Agency receiving funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow Agency, in the exercise of its reasonable administrative discretion, to meet its obligations under this Grant. Nothing in this Grant may be construed as permitting any violation of Article XI, Section 7 of the Oregon Constitution or any other law limiting the activities, liabilities or monetary obligations of Agency.
- 19.3 Amendments.** The terms of this Grant may not be altered, modified, supplemented or otherwise amended, except by written agreement of the Parties.
- 19.4 Notice.** Except as otherwise expressly provided in this Grant, any notices to be given under this Grant must be given in writing by email, personal delivery, or postage prepaid mail, to a Party's Grant Manager at the physical address or email address set forth in this Grant, or to such other addresses as either Party may indicate pursuant to this Section. Any notice so addressed and mailed becomes effective five (5) days after mailing. Any notice given by personal delivery becomes effective when actually delivered. Any notice given by email becomes effective upon the sender's receipt of confirmation generated by the recipient's email system that the notice has been received by the recipient's email system.
- 19.5 Survival.** All rights and obligations of the Parties under this Grant will cease upon termination of this Grant, other than the rights and obligations arising under Sections 11, 13, 14, 16, 17 and subsection 19.5 hereof and those rights and obligations that by their express terms survive termination of this Grant; provided, however, termination of this Grant will not prejudice any rights or obligations accrued to the Parties under this Grant prior to termination.
- 19.6 Severability.** The Parties agree if any term or provision of this Grant is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the Parties will be construed and enforced as if the Grant did not contain the particular term or provision held to be invalid.
- 19.7 Counterparts.** This Grant may be executed in several counterparts, all of which when taken together constitute one agreement, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of the Grant so executed constitutes an original.
- 19.8 Compliance with Law.** In connection with their activities under this Grant, the Parties must comply with all applicable federal, state and local laws.

- 19.9 Intended Beneficiaries.** Agency and Grantee are the only parties to this Grant and are the only parties entitled to enforce its terms. Nothing in this Grant provides, is intended to provide, or may be construed to provide any direct or indirect benefit or right to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of this Grant.
- 19.10 Assignment and Successors.** Grantee may not assign or transfer its interest in this Grant without the prior written consent of Agency and any attempt by Grantee to assign or transfer its interest in this Grant without such consent will be void and of no force or effect. Agency's consent to Grantee's assignment or transfer of its interest in this Grant will not relieve Grantee of any of its duties or obligations under this Grant. The provisions of this Grant will be binding upon and inure to the benefit of the Parties hereto, and their respective successors and permitted assigns.
- 19.11 Contracts and Subgrants.** Grantee may not, without Agency's prior written consent, enter into any contracts or subgrants for any of the Project activities required of Grantee under this Grant. Agency's consent to any contract or subgrant will not relieve Grantee of any of its duties or obligations under this Grant.
- 19.12 Time of the Essence.** Time is of the essence in Grantee's performance of the Project activities under this Grant.
- 19.13 Records Maintenance and Access.** Grantee must maintain all financial records relating to this Grant in accordance with generally accepted accounting principles. In addition, Grantee must maintain any other records, whether in paper, electronic or other form, pertinent to this Grant in such a manner as to clearly document Grantee's performance. All financial records and other records, whether in paper, electronic or other form, that are pertinent to this Grant, are collectively referred to as "Records." Grantee acknowledges and agrees Agency and the Oregon Secretary of State's Office and the federal government and their duly authorized representatives will have access to all Records to perform examinations and audits and make excerpts and transcripts. Grantee must retain and keep accessible all Records for a minimum of six (6) years, or such longer period as may be required by applicable law, following termination of this Grant, or until the conclusion of any audit, controversy or litigation arising out of or related to this Grant, whichever date is later.
- 19.14 Headings.** The headings and captions to sections of this Grant have been inserted for identification and reference purposes only and may not be used to construe the meaning or to interpret this Grant.
- 19.15 Grant Documents.** This Grant consists of the following documents, which are incorporated by this reference and listed in descending order of precedence:
- This Grant less all exhibits
 - Exhibit A (the "Project")
 - Exhibit B (Common and Customized Framework)
 - Exhibit C (Insurance)

19.16 Merger, Waiver. This Grant and all exhibits and attachments, if any, constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Grant. No waiver or consent under this Grant binds either Party unless in writing and signed by both Parties. Such waiver or consent, if made, is effective only in the specific instance and for the specific purpose given.

SECTION 20: SIGNATURES

EACH PARTY, BY SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE, HEREBY ACKNOWLEDGES IT HAS READ THIS GRANT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

IN WITNESS WHEREOF, the Parties have executed this Grant as of the dates set forth below.

STATE OF OREGON acting by and through its Department of Education

By: Philip Hofmann
Contracting Officer

11/07/2023
Date

Lane County Department of Youth

By: Tony Scurto
Authorized Signature

1/5/2024 | 11:12 AM PST
Date

Tony Scurto

Superintendent

Printed Name

Title

93-6010866

Federal Tax ID Number

Approved for Legal Sufficiency in accordance with ORS 291.047

By: Jake Hogue
Assistant Attorney General

November 7, 2023, via email
Date

Assistant Attorney General

Date

EXHIBIT A THE PROJECT

SECTION I – BACKGROUND AND GOALS

Signed into law in May of 2019, the Student Success Act (SSA) is a historic opportunity for Oregon schools. The law is rooted in equity, authentic community engagement and shared accountability for student success.

SSA establishes the Student Investment Account (SIA) to provide Oregon school districts and eligible charter schools with access to non-competitive grant funds. Each SIA applicant is required to work alongside educators, students, families, and their community to develop a plan and outline priorities and activities that align to the allowable uses in the law.

The SIA grants are for two purposes:

- 1) Meeting students’ mental or behavioral health needs, and
- 2) Increasing academic achievement and reducing academic disparities for students from racial or ethnic groups that have historically experienced academic disparities, students with disabilities, English language learners, economically disadvantaged students, students who are homeless, and students who are foster children.

SECTION II – PROJECT DEFINITIONS

The following capitalized terms have the meanings assigned below for purposes of Exhibits A and B.

“Act” means the “Student Success Act” codified in 2019 Oregon Laws Chapter 122, as amended from time to time, inclusive.

“Allowable Costs of the Project” means Grantee’s actual costs that are reasonable, necessary and directly related to the implementation of the Integrated Plan and are allowable uses of the Grant Funds under the Act.

“Baseline Targets” means the minimum expectations for improvement set forth in the Integrated Plan by the district in either: (i) raising academic achievement or (ii) reducing academic disparities and closing gaps, as further defined in the December 2019 “Guidance for Eligible Applicants”.

“Common Metrics” means the Five-Year Completion Rate, Third-Grade Reading Proficiency Rate, Ninth-Grade On-Track Rate, Regular Attendance Rate, and Four-Year On-Time Graduation rate used by the Agency to measure the success of activities funded by the SIA.

“Disaggregated” has the meaning given in section 12(a) of the Act.

“Five-Year Completion Rate” has the meaning given in section 12(b) of the Act.

ODE GRANT #34523 – SSA SIA

“Focal Student Groups” means students from racial or ethnic groups that have historically experienced academic disparities, students with disabilities, English language learners, economically disadvantaged, students who are homeless and students who are foster children.

“Four-Year on-Time Graduation Rate” means the percentage of students who received a high school diploma or a modified diploma within four years of the student beginning the ninth grade.

“Gap Closing Targets” or “Closing Gap Targets” means the reduction of academic disparities between groups of students especially for Focal Student Groups set forth in the Integrated Plan based on the February 2022 “Aligning for Student Success: Integrated Guidance for Six ODE Initiatives”.

“Integrated Guidance” means the integration of the following six programs: High School Success (HSS), Student Investment Account (SIA), Continuous Improvement Planning (CIP), Career and Technical Education-Perkins V (CTE), Every Day Matters (EDM), and Early Indicators Intervention Systems (EIS). Together operationally, the guidance creates opportunities to improve outcomes and learning conditions for students and educators. Working within existing state statutes and administrative rules, ODE developed a framework for success that meets the core purpose of each program while trying to create a stronger framework from which progress, long-term impact, and learning approach to monitoring and evaluation is a hallmark of high-performing educational systems.

“Integrated Plan” means the plan developed following the Integrated Guidance, which includes the SIA, which has a focus on increasing academic achievement by all students, reducing academic disparities for identified student groups, and meeting students’ mental and behavioral health needs in addition to other needs deemed important at each school, stated outcomes, strategies, and activities. The plan may only be adjusted with approval from ODE staff in order to align with the anticipated outcomes and approved by Agency.

“Local Optional Metrics” means additional Progress Markers toward the Common Metrics included in the Integrated Plan.

“Longitudinal Performance Growth Targets (LPGTs)” means the required common metrics and optional locally defined metrics, including targets related to student mental and behavioral health needs, included in Grantee’s Integrated Plan.

“Ninth-grade On-Track Rate” has the meaning given in section 12(d) of the Act.

“Progress Markers” means sets of indicators set forth in the Integrated Plan that identify the kinds of changes Agency expects to see in policies, practices and approaches over the next three years that lead to Grantee reaching its LPGTs.

“Regular Attendance Rate” has the meaning given in section 12(f) of the Act.

“SIA Account” means the Student Investment Account established, pursuant to ORS 327.175, within the Fund for Student Success for the purpose of distributing grants under ORS 327.195.

“Stretch Targets” means significant improvement set forth in the Integrated Plan by the district in either: (i) raising academic achievement or (ii) reducing academic disparities and closing gaps, as further described in the December 2019 “Guidance for Eligible Applicants”.

“Third-Grade Reading Proficiency Rate” has the meaning given in section 12(g) of the Act.

SECTION III – PROJECT ACTIVITIES

Integrated Plan Implementation

Agency will disburse Grant Funds for Allowable Costs of the Project that implement Grantee’s Integrated Plan during the Performance Period in accordance with formula and activities described in the Act.

At the start of the 2023-2024 School Year, Grantee must begin to implement its Integrated Plan.

Grantee must use the Grant Funds only for:

(a) Increasing instructional time, which may include: (A) More hours or days of instructional time; (B) Summer programs; (C) Before-school or after-school programs; or (D) Technological investments that minimize class time used for assessments administered to students.

(b) Addressing students’ health or safety needs, which may include: (A) Social-emotional learning and development; (B) Student mental and behavioral health; (C) Improvements to teaching and learning practices or organizational structures that lead to better interpersonal relationships at the school; (D) Student health and wellness; (E) Trauma-informed practices; (F) School health professionals and assistants; or (G) Facility improvements directly related to improving student health or safety.

(c) Reducing class sizes, which may include increasing the use of instructional assistants, by using evidence-based criteria to ensure appropriate student-teacher ratios or staff caseloads.

(d) Expanding availability of and student participation in well-rounded learning experiences, which may include: (A) Developmentally appropriate and culturally responsive early literacy practices and programs in prekindergarten through third grade; (B) Culturally responsive practices and programs in grades six through eight, including learning, counseling and student support that is connected to colleges and careers; (C) Broadened curricular options at all grade levels, including access to: (i) Art, music and physical education classes; (ii) Science, technology, engineering and mathematics education; (iii) Career and technical education, including career and technical student organization programs; (iv) Electives that are engaging to students; (v) Accelerated college credit programs, including dual credit programs, International Baccalaureate programs and advanced placement programs; (vi) Dropout prevention programs and transition supports; (vii) Life skills classes; or (viii) Talented and gifted programs; or (D) Access to licensed educators with a library media endorsement

Administrative costs shall not exceed 5% or \$500,000, whichever is less, of Grantee’s total expenditures. Administrative costs may include (A) Ongoing community engagement; (B) costs associated with the administration of the grant.

Grantee must make satisfactory progress on Grantee’s Progress Markers and LPGT described in the Exhibit B.

Grantee must periodically review its progress toward meeting Grantee’s Progress Markers and LPGT described in the Exhibit B.

ODE GRANT #34523 – SSA SIA

Fiscal Agent Agreement

Grantee shall enter into an appropriate agreement with Grantee’s Fiscal Agent identified in Section 4.3 of this Agreement (District Charter Program Agreement). The District Charter Program Agreement shall describe how Grantee’s Fiscal Agent will act on Grantee’s behalf to meet the reporting requirements described in this Exhibit A, Section IV.

Grantee shall provide to Agency an executed copy of the District Charter Program Agreement.

Grantee shall remain responsible for compliance with all provisions of this Agreement.

SECTION IV – REPORTING REQUIREMENTS

Grantee must submit quarterly financial and performance progress reports as well as a final yearly report on the dates set forth in Section V. This reporting requirement shall survive termination of this Agreement.

Financial Reports

Beginning in October of 2023 and continuing each quarter thereafter, Grantee must submit a financial report detailing its expenditure of Grant Funds to the Agency using the form provided by the Agency. Reports are due 30 days after the end of each fiscal year quarter. The yearly report will be due no later than 60 days after the end of the performance period.

If Grantee does not use the Grant Funds for Allowable Project Costs Agency may exercise the remedies provided in Section 17 of this Grant, including without limitation deducting amounts from future disbursements of Grant Funds.

Any Grant Funds that are not used by Grantee by September 30 of each grant year, must be returned to Agency for deposit in the Student Investment Account.

Integrated Plan Performance Reporting

The Agency will closely monitor and evaluate Grantee’s progress towards its Progress Markers.

Beginning in October of 2023 and continuing each quarter thereafter, Grantee must submit a narrative Performance Progress Report detailing its Integrated Plan activities to the Agency using the form provided by the Agency. Reports are due 30 days after the end of each fiscal year quarter. Reports include providing Progress Marker updates. The yearly report will be due no later than 60 days after the end of the performance period.

SIA Grant Monitoring

The Agency will monitor Grantee’s performance under this Grant in person, video conferencing or by phone. Agency will provide written notice to Grantee, as provided in Section 19.4 of the Grant, at least 15 days in advance of Agency’s monitoring activities and will schedule in person visits, video conferencing and phone calls.

ODE GRANT #34523 – SSA SIA

A Grant monitoring visit or call may cover a variety of topics at Agency’s discretion including but not limited to: Grantee’s compliance with the SIA Account purposes; challenges faced by the Grantee in implementing its Plan; Integrated Plan outcomes; its budget and expenditure of moneys received from the SIA Account, Grantee’s progress toward achieving its Progress Markers; financial reporting, any expenditure changes, and reconciliation of Grant Funds; or Grantee’s training and technical assistance needs.

Before an on-site visit, the Agency will advise Grantee on how to prepare for the monitoring visit and financial reconciliation, the format for the visit, and which Grantee organizational leaders, staff or others should be involved in the visit. Once a date and time are confirmed, the Grantee should send a notification to its organizational leaders, staff, students and community partners who are expected to participate; identify a meeting location and prepare all necessary monitoring documents and data.

The department may establish a procedure for conducting performance audits on a random basis or based on just cause as allowed under rules adopted by the board.

Each grant recipient must conduct a performance review every four years as required by standards adopted in board rule.

SECTION V – DISBURSEMENT and REPORTING PROVISIONS

Agency will disburse the Grant Funds using its Electronic Grants Management System (“EGMS”), on a quarterly basis as outlined below:

Disbursement Date	Quarterly Amount
July 1	25% of funds allocated
October 1	25% of funds allocated
January 1	25% of funds allocated
April 1	25% of funds allocated

If this Grant is not fully executed by July 1, annually, the Agency will disburse the Grant Funds within 30 days of the Execution Date.

Agency will disburse the Grant Funds in quarterly disbursements in advance of expenditures, not on a reimbursement basis. While we encourage grantees to draw funds down following the schedule noted above, 100% of funds must be drawn down by June 30th, each year.

Grantee must submit its financial and performance progress reports by the following dates:

October 31

January 31

April 30

November 30 (Annual Report)

ODE GRANT #34523 – SSA SIA

Grantee shall provide to Agency the minutes from the board meeting demonstrating that Grantee's Financial Audit was presented at an open meeting with the opportunity for public comment (not a consent agenda item). These board minutes must be submitted alongside the Second Quarterly Report.

Grantee shall provide to Agency the minutes from the board meeting demonstrating that Grantee's Annual Report was presented at an open meeting with the opportunity for public comment (not a consent agenda item). These board minutes must be submitted alongside the Annual Report.

Grantee must post its Annual Report to Grantee's webpage.

EXHIBIT B

COMMON AND CUSTOMIZED PERFORMANCE FRAMEWORK

LANE COUNTY DEPARTMENT OF YOUTH

SECTION I – PROGRESS MARKERS FOR 2023-2025 BIENNIUM

The Progress Markers are a mechanism to support a developmental approach to evaluation with a focus on learning about the kinds of changes that happen from distinct investments. Grantees will provide updates toward these Progress Markers through the quarterly/annual reports. The following fifteen Progress Markers are arranged into three categories that represent the advancement in degree of change from minimum to profound as described and listed below:

- A. **“Start to See: Early Signs of Progress”** Based on your investments and activities, what changes or contributions are you noticing? What practices are improving?
- B. **“Gaining Traction: Intermediate Changes”** Based on your investments and activities, are you seeing any of these impacts?
- C. **“Profound Progress: Substantial and Significant Changes”** Based on your investments and activities, are any of these more transformational changes noticeable?

A. Start to See: Early Signs of Progress

1	Community engagement is authentic, consistent, and ongoing. The strengths that educators, students, families, focal groups, and tribal communities bring to the educational experience informs school and district practices and planning.
2	Equity tools are utilized in continuous improvement cycles, including the ongoing use of an equity lens or decision-tool that impacts policies, procedures, people/students, resource allocation, and practices that may impact grading, discipline, and attendance.
3	Data teams are formed and provided time to meet regularly to review disaggregated student data in multiple categories (grade bands, content areas, attendance, discipline, mental health, participation in advanced coursework, formative assessment data, etc.). These teams have open access to timely student data and as a result decisions are made that positively impact district/school-wide systems and focal populations.
4	Schools and districts have an accurate inventory of literacy assessments, tools, and curriculum being used, including digital resources, to support literacy (reading, writing, listening, and speaking). The inventory includes a review of what resources and professional development are research-aligned, formative, diagnostic, and culturally responsive.

ODE GRANT #34523 – SSA SIA**B. Gaining Traction: Intermediate Changes**

5	Two-way communication practices are in place, with attention to mobile students and primary family languages. Families understand approaches to engagement and attendance, literacy strategy, math vision, what “9th grade on-track” means, graduation requirements, access to advanced/college-level courses and CTE experiences, and approaches to supporting student well-being and well-rounded education.
6	Student agency and voice is elevated. Educators use student-centered approaches and instructional practices that shift processes and policies that actualize student and family ideas and priorities.
7	Action research, professional learning, data teams, and strengths-based intervention systems are supported by school leaders and are working in concert to identify policies, practices, or procedures informed by staff feedback to meet student needs, including addressing systemic barriers, the root-causes of chronic absenteeism, academic disparity, and student well-being. These changes and supports are monitored and adjusted as needed.
8	Comprehensive, evidence-informed, culturally responsive literacy plans, including professional development for educators, are documented and communicated to staff, students (developmentally appropriate), and families. Literacy plans and instruction are evaluated and adjusted to deepen students’ learning. Digital resources are being used with fidelity to advance learners’ engagement with instruction.
9	A review of 9th grade course scheduling, as it relates to on-track status for focal student groups, accounts for core and support core class placement . School staff ensure emerging bilingual students are enrolled in appropriate credit-bearing courses that meet graduation requirements.
10	Foundational learning practices that create a culturally sustaining and welcoming climate are visible. This includes practices that ensure safe, brave, and welcoming classrooms, schools and co/extracurricular environments. Strengths-based, equity-centered, trauma and SEL-informed practices are present and noticeable. Policies and practices prioritize health, well-being, care, connection, engagement, and relationship building. Multiple ways of being are supported through culturally affirming and sustaining practices for students, staff, and administrators.

C. Profound Progress: Substantial and Significant Changes

11	Schools strengthen partnerships with active community organizations and partners, including local public health, mental health, colleges, workforce development boards, employers, labor partners, faith communities, Tribal nations, and other education partners in order to collaboratively support students’ growth and well-being. Characteristics of strong partnerships include mutual trust and respect, strengths-based and collaborative approaches, clear communication around roles, and shared responsibilities and decision-making power.
12	Financial stewardship reflects high-quality spending with accurate and transparent use of state and federal funds in relationship to a comprehensive needs assessment, disaggregated data, and the priorities expressed by students, families, communities, business, and Tribal partners in resource allocation and review.
13	Students and educators experience a well-rounded and balanced use of assessment systems that help them identify student learning in the areas of the Oregon State Standards. Educators understand how to assess emerging multilingual students’ assets to inform gauging progress.
14	Policies, practices, and learning communities address systemic barriers. Schools and districts have a process to identify, analyze, and address barriers that disconnect students from their educational goals, impact student engagement or attendance, and/or impede students from graduating on-time or transitioning to

ODE GRANT #34523 – SSA SIA

	their next steps after high school. Staff members are consistently engaging in action research, guided by student’s strengths and interests, to improve their practice and advance professional learning.
15	Schools create places and learning conditions where every student, family, educator and staff member is welcomed, where their culture and assets are valued and supported, and where their voices are integral to decision making. Instruction is monitored and adjusted to advance and deepen individual learners’ knowledge and understanding of the curriculum. Educators are empowered with agency and creativity. Communities are alive with visions, stories, and systems of vitality, wholeness, and sustainability.

SECTION II – FINALIZED CO-DEVELOPED LPGTS

The Longitudinal Performance Growth Targets (LPGTs) include baseline, stretch, and gap-closing targets for each of the common metrics. These targets center focal student groups while supporting public transparency and learning. Progress toward meeting these Longitudinal Performance Growth Targets will be included in the Annual Report. While all three types of targets are named in the Grant Agreement, ODE will review and consider when or if intervention is needed using only the Baseline and Gap-Closing Targets

Target Type	2023-24	2024-25	2025-26	2026-27	2027-28
Four Year Cohort Graduation					
Baseline Target: All Students					
Stretch Target: All Students					
Gap-Closing Target: All Focal Group Students					
Five Year Cohort Completion					
Baseline Target: All Students					
Stretch Target: All Students					
Gap-Closing Target: All Focal Group Students					

ODE GRANT #34523 – SSA SIA

9th Grade on-Track					
Baseline Target: All Students					
Stretch Target: All Students					
Gap-Closing Target: All Focal Group Students					
3rd Grade ELA Proficiency					
Baseline Target: All Students					
Stretch Target: All Students					
Gap-Closing Target: All Focal Group Students					
Regular Attenders					
Baseline Target: All Students					
Stretch Target: All Students					
Gap-Closing Target: All Focal Group Students					

ODE GRANT #34523 – SSA SIA**SECTION III – APPROVED LOCAL OPTIONAL METRICS (IF APPLICABLE)**

Local optional metrics are designed to allow grantees to set and monitor metrics connected to outcomes they've described in their Integrated Plan.

	2023-24	2024-25	2025-26	2026-27	2027-28
Local Optional Metrics					
Baseline Target: All Students					
Stretch Target: All Students					
Gap-Closing Target: All Focal Group Students					

EXHIBIT C INSURANCE

INSURANCE REQUIREMENTS

Grantee/Recipient shall obtain at Grantee/Recipient's expense the insurance specified in this Exhibit C prior to performing under this Contract. Grantee/Recipient shall maintain such insurance in full force and at its own expense throughout the duration of this Contract, as required by any extended reporting period or continuous claims made coverage requirements, and all warranty periods that apply. Grantee/Recipient shall obtain the following insurance from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to Agency. All coverage shall be primary and non-contributory with any other insurance and self-insurance, with the exception of Professional Liability and Workers' Compensation. Grantee/Recipient shall pay for all deductibles, self-insured retention, and self-insurance, if any.

If Grantee/Recipient maintains broader coverage and/or higher limits than the minimums shown in this insurance requirement exhibit, Agency requires and shall be entitled to the broader coverage and/or higher limits maintained by Grantee/Recipient.

WORKERS' COMPENSATION & EMPLOYERS' LIABILITY

All employers, including Grantee/Recipient, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017, and provide workers' compensation insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Grantee/Recipient shall require and ensure that each of its subcontractors complies with these requirements. If Grantee/Recipient is a subject employer, as defined in ORS 656.023, Grantee/Recipient shall also obtain employers' liability insurance coverage with limits not less than \$500,000 each accident.

If Grantee/Recipient is an employer subject to any other state's workers' compensation law, Contactor shall provide workers' compensation insurance coverage for its employees as required by applicable workers' compensation laws including employers' liability insurance coverage with limits not less than \$500,000 and shall require and ensure that each of its out-of-state subcontractors complies with these requirements.

As applicable, Grantee/Recipient/Recipient shall obtain coverage to discharge all responsibilities and liabilities that arise out of or relate to the Jones Act with limits of no less than \$5,000,000 and/or the Longshoremen's and Harbor Workers' Compensation Act.

COMMERCIAL GENERAL LIABILITY

Grantee/Recipient shall provide Commercial General Liability Insurance covering bodily injury and property damage in a form and with coverage that are satisfactory to the State. This insurance must include personal and advertising injury liability, products and completed operations, contractual liability coverage for the indemnity provided under this contract, and have no limitation of coverage to designated premises, project, or operation. Coverage must be written on an occurrence basis in an amount of not less than \$1,000,000 per occurrence and not less than \$2,000,000 annual aggregate limit.

AUTOMOBILE LIABILITY INSURANCE

Required **Not required**

Grantee/Recipient shall provide Automobile Liability Insurance covering Grantee/Recipient's business use including coverage for all owned, non-owned, or hired vehicles with a combined single limit of not less than \$1,000,000 for bodily injury and property damage. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and

ODE GRANT #34523 – SSA SIA

Automobile Liability). Use of personal automobile liability insurance coverage may be acceptable if evidence that the policy includes a business use endorsement is provided.

PROFESSIONAL LIABILITY

Required **Not required**

Grantee/Recipient shall provide Professional Liability covering any damages caused by an error, omission or any negligent acts related to the services to be provided under this Contract by the Grantee/Recipient and Grantee/Recipient’s subcontractors, agents, officers or employees in an amount not less than \$1,000,000 per claim and not less than \$2,000,000 annual aggregate limit.

If coverage is provided on a claims made basis, then either an extended reporting period of not less than 24 months shall be included in the Professional Liability insurance coverage, or the Grantee/Recipient shall provide Continuous Claims Made coverage as stated below.

EXCESS/UMBRELLA INSURANCE

A combination of primary and excess/umbrella insurance may be used to meet the required limits of insurance. When used, all of the primary and umbrella or excess policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The umbrella or excess policies shall be provided on a true “following form” or broader coverage basis, with coverage at least as broad as provided on the underlying insurance. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until the Contractor’s primary and excess liability policies are exhausted.

If excess/umbrella insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the excess/umbrella insurance.

ADDITIONAL INSURED

All liability insurance, except for Workers’ Compensation, Professional Liability, Pollution Liability and Network Security and Privacy Liability (if applicable), required under this Contract must include an additional insured endorsement specifying the State of Oregon, its officers, employees, and agents as Additional Insureds, but only with respect to Grantee/Recipient’s activities to be performed under this contract. Coverage shall be primary and non-contributory with any other activities to be performed under this Grant.

Regarding Additional Insured status under the General Liability policy, we require additional insured status with respect to liability arising out of ongoing operations and completed operations, but only with respect to Grantee/Recipient’s activities to be performed under this Contract. The Additional Insured endorsement with respect to liability arising out of your ongoing operations must be on or at least as broad as ISO Form CG 20 10 and the Additional Insured endorsement with respect to completed operations must be on or at least as broad as ISO form CG 20 37.

WAIVER OF SUBROGATION

Grantee waives, and must require its first tier contractors and subgrantees waive, rights of subrogation which Grantee, Grantee’s first tier contractors and subgrantees, if any, or any insurer of Grantee may acquire against the Agency or State of Oregon by virtue of the payment of any loss. Grantee must obtain, and require its first tier contractors and subgrantees to obtain, any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Agency has received a waiver of subrogation endorsement from the Grantee or the Grantee’s insurer(s).

ODE GRANT #34523 – SSA SIA

CONTINUOUS CLAIMS MADE COVERAGE

If any of the required liability insurance is on a claims made basis and does not include an extended reporting period of at least 24 months, then Grantee/Recipient shall maintain continuous claims made liability coverage, provided the effective date of the continuous claims made coverage is on or before the effective date of the Grant Agreement, for a minimum of 24 months following the later of:

1. Grantee/Recipient’s completion and Agency’s acceptance of all Services required under the Contract, or
2. Agency or Grantee/Recipient termination of this Contract, or
3. The expiration of all warranty periods provided under this Contract.

CERTIFICATE(S) AND PROOF OF INSURANCE

Grantee/Recipient shall provide to Agency Certificate(s) of Insurance for all required insurance before delivering any Goods and performing any Services required under this Contract. The Certificate(s) shall list the State of Oregon, its officers, employees and agents as a Certificate holder and as an endorsed Additional Insured. The Certificate(s) shall also include all required endorsements or copies of the applicable policy language effecting coverage required by this Contract. If excess/umbrella insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the excess/umbrella insurance. As proof of insurance Agency has the right to request copies of insurance policies and endorsements relating to the insurance requirements in this Contract.

NOTICE OF CHANGE OR CANCELLATION

The Grantee/Recipient or its insurer must provide at least 30 days’ written notice to Agency before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

INSURANCE REQUIREMENT REVIEW

Grantee/Recipient agrees to periodic review of insurance requirements by Agency under this Contract and to provide updated requirements as mutually agreed upon by Grantee/Recipient and Agency.

STATE ACCEPTANCE

All insurance providers are subject to Agency acceptance. If requested by Agency, Grantee/Recipient shall provide complete copies of insurance policies, endorsements, self-insurance documents and related insurance documents to Agency’s representatives responsible for verification of the insurance coverages required under this Exhibit C.

Additional Coverages That May Apply:

DIRECTORS, OFFICERS AND ORGANIZATION LIABILITY:

Required **Not required**

Grantee/Recipient shall provide **Directors, Officers and Organization** insurance covering the Grantee/Recipient’s Organization, Directors, Officers, and Trustees actual or alleged errors, omissions, negligent, or wrongful acts, including improper governance, employment practices and financial oversight - including improper oversight and/or use of use of grant funds and donor contributions which includes state or federal funds - with a combined single limit of not less than \$1,000,000 per claim.

ODE GRANT #34523 – SSA SIA

PHYSICAL ABUSE AND MOLESTATION INSURANCE COVERAGE:

Required **Not required**

Grantee/Recipient shall provide Abuse and Molestation Insurance in a form and with coverage that are satisfactory to the State covering damages arising out of actual, perceived, or threatened physical abuse, mental injury, sexual molestation, negligent: hiring, employment, supervision, training, investigation, reporting to proper authorities, and retention of any person for whom the Grantee/Recipient is responsible including but not limited to Grantee/Recipient and Grantee/Recipient's employees and volunteers. Policy endorsement's definition of an insured shall include the Grantee/Recipient, and the Grantee/Recipient's employees and volunteers. Coverage shall be written on an occurrence basis in an amount of not less than \$1,000,000 per occurrence and not less than \$3,000,000 annual aggregate. Coverage can be provided by a separate policy or as an endorsement to the commercial general liability or professional liability policies. The limits shall be exclusive to this required coverage. Incidents related to or arising out of physical abuse, mental injury, or sexual molestation, whether committed by one or more individuals, and irrespective of the number of incidents or injuries or the time period or area over which the incidents or injuries occur, shall be treated as a separate occurrence for each victim. Coverage shall include the cost of defense and the cost of defense shall be provided outside the coverage limit.



Kathryn Mayer <kmayer@lesd.k12.or.us>

Fwd: CTE Revitalization Grant: Official Notification of 2023-25 Award for Lane ESD

2 messages

Shareen Vogel <svogel@lesd.k12.or.us>
To: Kathryn Mayer <kmayer@lesd.k12.or.us>

Wed, Dec 27, 2023 at 7:07 AM

----- Forwarded message -----

From: **ODE CTE Revitalization** <ode.cterevitalization@ode.oregon.gov>
Date: Thu, Dec 21, 2023 at 11:57 AM
Subject: CTE Revitalization Grant: Official Notification of 2023-25 Award for Lane ESD
To: svogel@lesd.k12.or.us <svogel@lesd.k12.or.us>
Cc: ODE CTE Revitalization <ode.cterevitalization@ode.oregon.gov>, dstandridge <dstandridge@lesd.k12.or.us>

Dear Shareen,

This is your official notification of the 2023-25 CTE Revitalization Grant award for the following project:

Project Name: Future of Realizing Manufacturing (FORM)**Award Amount: \$499,923**

The RFA drew interest from across Oregon, and the 66 applications reviewed included many strong proposals. A copy of the feedback provided by reviewers for your application is attached to this email. The current recommendation is to fund 31 projects, and we look forward to following all of them as they progress. We anticipate your project will be a model for Career and Technical Education that we can present to others, including our partners at the Bureau of Labor and Industries (BOLI) and the Oregon Legislature.

The CTE Revitalization Grant is a reimbursement grant. The funds should be available through the Electronic Grant Management System (EGMS) in Spring 2024. The official start date of the grant will be January 1, 2024. Any eligible expenses incurred from that point until June 30, 2025, can be claimed for reimbursement through EGMS. You are encouraged to submit claims as they arise ("submit early...submit often"). Final claims (incurred no later than June 30, 2025, and submitted no later than August 14, 2025) will be approved upon completion of the grant activities and submission of all required grant reports.

As we anticipate you may have questions as you plan your work to implement your project, we will hold an online orientation meeting for all grant recipients on **Wednesday, February 7, 2024, from 3:00-5:00 p.m.** We will provide further information and a Zoom link closer to the date.

In the meantime, feel free to contact the [ODE CTE Revitalization Grant Team](#) if you have questions. Thank you, and congratulations on your award.

Regards,

Dan Findley

and the [ODE CTE Revitalization Grant Team](#)**OREGON**
DEPARTMENT OF
EDUCATION*Oregon achieves . . . together!*

Dan Findley, Ph.D. (he/him/his)

Industrial and Engineering Systems Education Specialist

Office of Teaching, Learning & Assessment | Secondary/Postsecondary
Transitions Team

Phone | 971.208.0413

Email address | daniel.findley@ode.oregon.govWeb | www.oregon.gov/ode

Transforming the student experience so that they are equipped to learn, live, work, and contribute in their communities.

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Shareen Vogel

CTE Regional Coordinator/Specialist | lanecte.org
svogel@lesd.k12.or.us | 541-461-8275
1200 Highway 99N • Eugene OR 97402

"Laughter is the same in all languages"



40 - Lane ESD_Reviewer Feedback.docx
20K

Kathryn Mayer <kmayer@lesd.k12.or.us>
To: Shareen Vogel <svogel@lesd.k12.or.us>

Tue, Jan 2, 2024 at 8:44 AM

Fantastic!



Kathy Mayer

CTE Program Assistant | lanecte.org
kmayer@lesd.k12.or.us | 541-461-8333
1200 Highway 99N • Eugene OR 97402

[Quoted text hidden]

DRAFT/Proposed Agreement Language

Lane ESD - Team Oregon Build

Introduction

Career Connected Systems is Key Investment 2 under the Oregon State Set-Aside plan for the American Rescue Plan-ESSER fund. The investment calls for creating career-connected learning systems with regional Career Connected Learning Navigators at each community college and statewide activities to support learning experiences for students that link them to career pathways and work-based learning opportunities. This grant addresses a key gap in learning for students as a result of the COVID-19 pandemic, specifically career and technical education in the construction trades and specifically work-based learning opportunities for students in Lane, Southern Oregon, and Willamette Education Service Districts by providing the supplies and coordination needed to establish school-based simulation work sites in construction, giving students the opportunity to accelerate their learning and address COVID-19 related learning loss through a hands-on, problem- and project-based learning experience.

Purpose:

The purpose of this grant is to address the impacts of lost instructional time as a result of the COVID-19 pandemic and specifically to accelerate career connected learning activities.

As a career pathway, construction is one of the few industries that offers a family-sustaining career, with strong wages and benefits, providing life changing opportunities to students, especially students furthest from academic opportunity. Hands-on construction experience was severely impacted by the COVID-19 pandemic, creating significant learning loss in this trade. Exposure to construction through direct, hands-on learning experiences is the best way to accelerate student learning of the knowledge and skills necessary to enter the construction industry. This project involves multiple school districts and partners, ensuring that youth who have typically not had hands-on Career and Technical Education experiences- including justice-impacted youth, youth of color and native youth, and girls, are provided with work-site simulations at their schools and tribal education programs. This project leverages an existing partnership with the Workforce Talent Development Board and Oregon Housing and Community Services to provide a real-world, meaningful experience to students.

Through this regional work-based learning demonstration, students will:

- Engage in real-world problem solving by learning to build sheds, cottages, and bus conversions
- Explore Career and Technical Education in design, architecture, the Construction Trades and disaster recovery
- Develop talent and learn knowledge and skills for high-wage, family-sustaining careers
- Learn skills that contribute to state and national challenges such as pandemics, wildfires, and the housing crisis
- Experience a sense of belonging and connection through proactive and immersive community healing and resilience,

And the project will:

- Help create and scale career pathways to career for youth
- Build a foundation for addressing Oregon's housing shortage by growing the workforce with systemic and holistic approaches to the opportunities in Construction Trades, Architecture/Engineering, Disaster/Crisis Readiness-Response-Recovery-Resilience, and Public Agency/Service careers
- Support community healing and resilience

Proposed Scope of Work (Exhibit A)

Tasks/ Activities	Deliverables	Due Dates	Amounts - NTE
1. Meet with Agency staff and partners for project progress and fiscal monitoring	Meeting notes and monitoring documents	15th and 30th of each month	
2. Acquire and distribute learning supplies	All supplies needed for building projects and construction demonstrations delivered to school sites	April 1 2024	For this agreement: \$425,242 Note: ODE will amend with additional funds for materials based on confirmation of district interest and available funds
3. Coordinate regional partners to achieve project goals (which may include FTE and any subcontracts). Participants/targets of coordination must include business/industry and education partners	Monthly report of contacts and communications and summary of objectives achieved	15 th of each month – February-September 2024	\$220,000
4. Host summer professional learning demonstration experience for educators and students	a. Outreach plan and related collateral b. Summer professional development agenda, sign-ups and attendance lists	a. April 1 b. August 31, 2024	\$209,004
5. Collect, analyze and present data for evaluation and reporting purposes	Student participation data for spring semester 2024 and summer program by Student ID number Qualitative data presented in multimedia format, to include video and images, Project report to include recommendations for sustainability	September 30, 2024	\$107,500
Modified Total Direct Costs			\$536,504
Indirect rate @5% (less supplies)			\$26,825
Not to Exceed Amount (not including supplies)			\$988,5719

Technical Assistance/ Monitoring Commitments for Agreement

At-a-glance Calendar

Partnership and technical assistance

Formal monitoring

Federal reporting requirement

	Feb	March	April	May	June	July	August	Sept	Oct
Kick-off meeting									
Informal support									
Data/needs assessment									
Progress checks									
Monthly Review									
Site visits									
Monitoring									
Final report									

Activities - partnership & monitoring	Timeline	Participants
<p>1. Ongoing Technical Assistance and Support</p> <p>a. Grant kick-off meeting to review:</p> <ul style="list-style-type: none"> i. Budget ii. Project plan template/implementation calendar iii. Hiring plan iv. Reimbursement request form v. Time and effort tracking vi. Data collection and reporting <p>b. Informal check-ins- email and Teams</p>	<p>Within 5 days of grant execution</p>	<p>ODE: Beth Molenkamp, Susan Samek, Aurora Moore, Cynthia Stinson (as needed)</p> <p>Lane ESD: Business manager, assistant superintendent, project coordinator (if hired), project staff</p> <p>Repeat with project coordinator after hire</p>
<p>2. Project check-in</p> <p>a. Discussion of regional and cross-regional CTE needs and data (student graduation and other outcome data, participation in construction pathway)</p> <p>b. Discussion of progress</p> <ul style="list-style-type: none"> i. Hiring/subcontracting FTE ii. MOUs/agreements iii. Coordination/communication iv. Supplies acquisition v. Supplies distribution vi. Summer “camp” experience-planning vii. Data collection/evaluation <p>c. ODE commitments of support/technical assistance</p> <p>d. Lane ESD commitments of next steps</p>	<p>a. By end of February</p> <p>b. 1st and 3rd week of each month</p>	<p>ODE: Beth Molenkamp, Susan Samek</p> <p>OHCS: Jim Taylor</p> <p>Lane ESD:</p>
<p>3. Project monthly review</p> <ul style="list-style-type: none"> a. Budget check b. Reimbursement requests, invoices c. Time and effort tracking d. Supplies inventory management e. Reporting f. Project timeline/status check-in g. List of participating schools & instructors 	<p>Last week of each month</p>	<p>ODE: Beth Molenkamp, Susan Samek (optional)</p> <p>Lane ESD: Business manager, project coordinator</p>

<p>4. Site visits</p> <ul style="list-style-type: none"> a. "Summer camp" professional development b. 1-2 school build sites 	<p>June/July</p>	<p>ODE: Beth Molenkamp, Susan Samek, Aurora Moore</p>
<p>5. Formal monitoring</p> <ul style="list-style-type: none"> a. Procurement procedures; sole source justification if necessary b. Time and effort reporting across the agency c. Insurance d. Travel policy e. GEPA statement/procedures f. Volunteer policy - 	<p>August</p>	<p>ODE: Cynthia Stinson, Aurora Moore, Beth Molenkamp Lane ESD: Business manager, leadership</p>

DRAFT
Budget Outline

Element	Description	Amount	Housed @	NOTES	
FTE & Coordination Elements					
FTE					
Program Coordination	Business/Industry Focused	110,000	Lane		
	Subtotal	220,000			
Coordination - 1.0 FTE for Education					
Program Coordination	Education Focused	110,000			
Program Analysis (subcontract)	Evaluation, data collection	75,000	Lane	Documentation, Data, Outreach	
Language translations and supports		20,000	Lane		
Coordination and program monitoring with ODE	2x per month check in •	2 hours a month- Business manager, Shareen, coordinator			
Disposition	Maintaining inventory list	1 hour a quarter?		\$500 per item	
	Subtotal	95,000			
Professional Development UPDATE to 3 weeks					
Summer Camp - Shed/Cottage (two weeks @ 30 teachers, 2 teacher leaders, 3 students per week) FOCUS ON REMOTE, RURAL, OTHER REGIONS IN STATE					
Teacher Stipends	\$40 hr / 8 hrs / 4 days x 60 (\$1,280)	\$76,800	Lane	Each teacher w/120 or more students per program = 3,600 students impacted	MUST have deliverable of future engagement activities and impacts on students long-range
Teacher Childcare Stipend	\$160 day x 4 days x 12 people	\$15,360			
Teacher Leader Stipends	\$5,000 per week (100-110 hours/class x 50/hr)	\$20,000 (x2 weeks, 2 Teachers)	Lane	Stipend encapsulates all preparation, week-of, and follow-up activities associated with	

				the camp (\$5000 too high unless it can be explained)	
Student Stipends	\$160 per day x 4 days x 6 students	\$3,840	Lane	Do we need taxes/pers added on?	
Food	\$64 day x 35 x 4 days x 2 weeks	\$17,920	Lane	This needs to include catering: morning coffee + protein snacks and Lunch. Per diem only for out of county participants	
Lodging	\$206 x 40 (50 for overage) x 4 nights (20 per week)	\$41,200	Lane	NTE - assuming local participants not needing hotels	
Transportation	\$100 per x 40 (20 per week)	\$4,000	Lane	NTE - assuming local participants not needing travel reimbursement	
Documentation, Data, Outreach	Video, Photographic, Interviews, Toolkit Supports, Capstone Event, & Summative Report	\$15,000	Lane	Capstone event on last day of 2nd week of camp - bring media, local/state/national leaders and agencies, advocacy groups and general public to viewing and communication of efforts and long-term plans/impacts	
Learning Materials	12 cottages (6 per week) @ \$7,500 each	\$90,000	Lane	Cottage broken into two learning kits of \$3,250 each	
Learning Materials	6 sheds (3 per week) @ 4,900	\$29,400	Lane		
Learning Materials	3 shed/cottage supports @ \$4,000	\$12,000	Lane	Benches, picnic tables, etc..	
	IN-KIND		Lane, SOESD, OHCS, WTDB		
	Subtotal	\$320,520			
This segment will likely be removed - Summer Camp - Tiny Homes (a third week to follow Shed/Cottage Camp w/ 9 teachers, 1 teacher leader, 2 students) CANCELED - NO Mini homes w/ these funds					
Teacher Stipends	\$40 hr / 8 hrs / 4 days x 9	\$11,520	Lane		
Teacher Childcare Stipend	\$160 day x 4 days x 3 people	\$1,920			
Teacher Leader Stipends	\$5,000 per week x 1	\$5,000	Lane		
Student Stipends	\$160 per day x 2 x 4	\$1,280	Lane		
Food	\$64 per day x 12 x 4 days	\$3,072	Lane		
Lodging	\$206 x 8 x 4 days	\$6,592	Lane		
Transportation	\$ 100 x 5	\$500	Lane		

Documentation, Data, Outreach	Video, Photographic, Interviews, Toolkit Supports, add supplement to Summative Report	\$2,500	Lane		
Learning Materials	1 tiny home for camp week	\$65,000	Lane	Convert to larger cottage 8x20??	
Learning Materials	3 tiny homes delivered to regions for future builds	\$195,000	Lane		
	IN-KIND		Lane, SOESD, OHCS, WTDB		
	Subtotal	292,382		Remove from budget	
Learning Materials & Supplies					
Shed & Cottage	Lane	300,000	Lane		
Shed & Cottage	Willamette	300,000	Lane		
Shed & Cottage	Southern	220,000	Lane		
Shed & Cottage	Umatilla	75,000	Lane	70k materials, 5k transport	
	Subtotal Materials	\$895,000			
Bus	Southern	80,000	SOESD		
Tool and Sundries support	\$1800 each participating school, plus sundry needs	\$195,000	Lane	\$600 chopsaw, \$600 tablesaw, \$600 cordless toolkit, ladders, scaffold, etc. Sundries, discuss w/Lane	JT moved 5k from tools to Doc, Data, Outreach of Summer Camp
	Subtotal	\$1,090,000			
	Total LANE	\$2,022,902	2,100,044	Less Materials = 536,502 @ 5% Admin = 26,825.10	

ODE Investment will deliver:

Approx. \$1mm for producing Sheds, Hope Shed, Cottage w/porch, Supplemental Items (picnic table, benches, garden boxes, etc.)

Potential 109 Cottages, or a combination of sheds and cottages (every cottage equal to 1 shed, one supplemental kit)

Potentially 4 Tiny Homes

1 full Bus Conversion and 3 additional at 50% completed, or greater

Summer Camps for Educators (1 week long)

2, Shed/Cottage Camps for 30 Educators, led by 2 Teacher Leaders and 6 HS Student Aides

1 Tiny House Camp for 9 Educators, led by 1 Teacher Leader and 3 HS Student Aides

Includes teacher and student stipends, transportation, food, housing, and childcare supports

1 Gala Event bringing together legislators and elected officials, community action agencies, local/regional/state agencies and partners related to education, workforce, and disaster/crisis readiness, response, and recovery

TeamOregonBuild Hub

TOB Initial Website

TOB Toolkit (digital program workbook, guide, and resource for all grades and participants)

10 TOB Career Videos and associated lesson plans/curriculum

Carpentry/Framing, Concrete/Foundations, Roofing, Plumbing, Electrical, HVAC, ManuHome

Disaster/Crisis Readiness, Response, Recovery

Central site for plans, curriculum, educator forum

Elementary/Middle, High School, CC Curriculum

How to Become a General Contractor - lesson plans, activities, curriculum, videos

How to Become an Architect/Engineer - lesson plans, activities, curriculum, videos

FTE to Support - short-term, full-time

Distribution of Materials

Collection of Data and Program Analysis

Organizing and running camps, office hours, and program support

Long-term Expansion and Sustainability Plans
 TOB Hub, Videos, Curriculum coordination and distribution
 Translations for students and families

HISTORICAL ZONE

FTE & Coordination Elements					
Coordination					
TOB Toolkit & Assoc. Curriculum	Coordination	20,000	Southern	Because of NEW elements below...added \$8k from previous conversations. Started convo w/just 10 videos like CCL Career Journeys. Work expanded with modules for Become a GC, Become an Architect, Translations; hoping amt below covers work and coordination	Add'l needed w/bus work?
	Subtotal	\$20,000			
Curriculum and Classroom Supports					
TeamOregonBuild Toolkit					
TOB Career Videos	Focused on the 7 key trades and 3 Disaster/Crisis elements of Readiness, Response, 7 Recovery	90,000	SOESD		
TOB Website	Main page for TOB; hosting videos, toolkit, Become a GC, educator forum, program support links and links to ODE's CTE and CCL programs	30,000	SOESD		
Digital Toolkit	Integrating all elements of TOB into engaging and accessible digital document for educators, business/industry, agencies, and public at large.	15,000	SOESD		

Becoming a General Contractor	Videos, Curriculum/Lessons for Grades 5-12 and CommColl	30,000 NEW	SOESD		
Becoming an Architect/Engineer	Videos, Curriculum/Lessons for Grades 5-12 and CommColl	30,000 NEW	SOESD		
Language translations and support	For all efforts	20,000 NEW	SOESD	High Desert should still have a license for translation of docs. Yes? If not, work in collaboration with Lane and pay for license and process all docs?	Funds not used, can be moved for add'l work/needs
	IN KIND		AIA via Alexis and Dan Findley		
	Subtotal	\$215,000			
Construction Trades and Disaster/Crisis Readiness, Recovery, and Response Curriculum Supports for K-8					
Teacher Stipends for Curriculum Development	250 hours @ \$40 an hour	10,000 NEW	SOESD	Confirm w/Karla	
Coordination and subcontracted work	Curriculum refinement, formatting and upload to CCL Resource Hub	5,000 NEW	SOESD	Confirm w/Karla	
	Subtotal	\$15,000			
Learning Materials & Supplies					
Bus	Southern	80,000	SOESD	Removed the \$80k from Lane and allow SOESD to directly identify and work with participating schools on Bus Project. ?? With total of coordination fees involved...are any additional dollars needed to support getting this 80k out to programs??	
	Subtotal	\$80,000			
	TOTAL	\$330,000			

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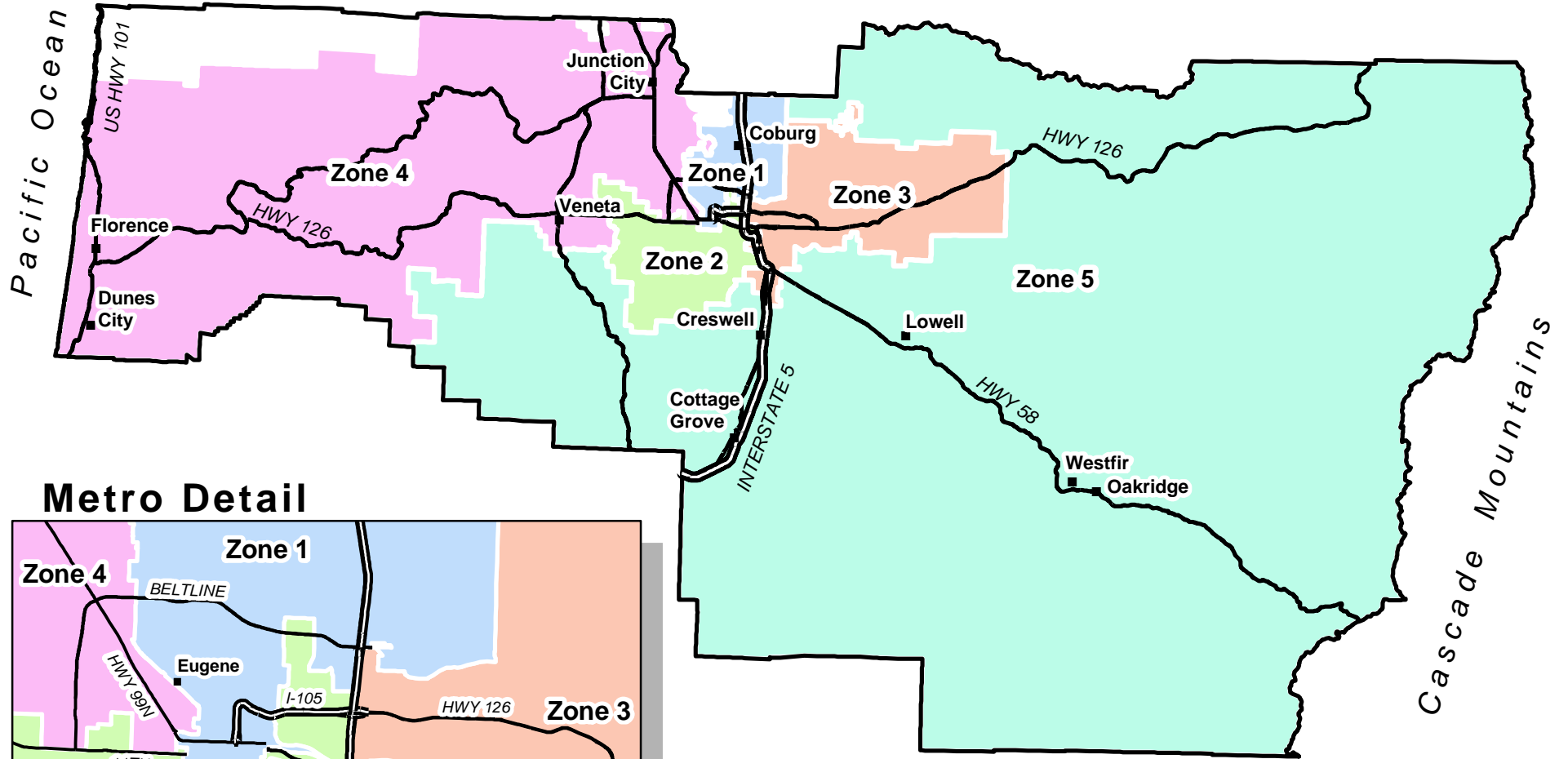
LANE EDUCATION SERVICE DISTRICT
2023-24 BUDGET COMMITTEE
2024-25 Budget Year

Zone	Position	Board Members	Term Expires	Position	Appointed Members	District
1	1	Sydney Kissinger	June 30, 2021	1	Rick Hamilton	Eugene 4J*
2	2	Leslie Harris	June 30, 2023	2		
3	3	Vanessa Truett	June 30, 2021	3	Emilio Hernandez	Springfield*
4	4	Nora Kent	June 30, 2023	4	Dwight Coon	Blachly*
5	5	Sherry Duerst-Higgins	June 30, 2021	5	Jim Chapman	Lowell
At-Large	6	Rose Wilde	June 30, 2021	6	Andrea Larsen	Fern Ridge*
At-Large	7	Linda Hamilton	June 30, 2019	7	Robin Zygaitis	Bethel*
At-Large				8	Doug Perry	Crow-Applegate-Lorane

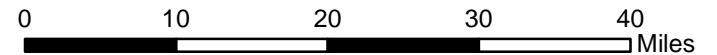
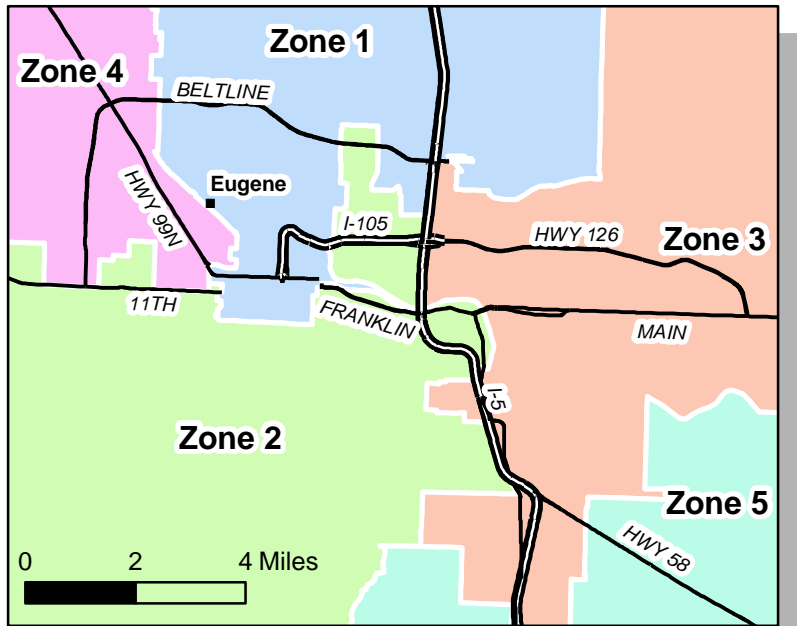
Term Expires

June 30, 2026
June 30, 2024
June 30, 2024
June 30, 2024
June 30, 2024
June 30, 2025
June 30, 2025
June 30, 2023

Lane ESD Board Zones



Metro Detail



Lane Council of Governments
859 Willamette, Suite 500
Eugene, Oregon 97401

OAESD Bills
Report Date: February 1, 2024

OAESD

Bill Number	Subject	Priority	Position
HB 4030	Miscellaneous	1	Not Reviewed
Digest: Requires OGEC to study meetings by public bodies and to submit a report by a stated date.			
HB 4055	Budget/Finance	1	Not Reviewed
Digest: Raises the exemption and filing thresholds for the CAT tax.			
HB 4057	Labor/ bargaining	No Priority	Not Reviewed
Digest: The Act would make it unlawful for teachers to participate in a strike.			
HB 4068	Budget/Finance	1	Not Reviewed
Digest: Prescribes process for DAS to prepare a budget for funding the State School Fund.			
HB 4070		1	Not Reviewed
Digest: The Act tells the OHA to adjust its school-based health center grants for inflation.			
HB 4077	Budget/Finance; Special Education	1	Not Reviewed
Digest: Expands the uses for a fund that is used to pay for the high costs of special education.			
HB 4078	Operations	1	Not Reviewed
Digest: Directs ODE to create and use a method for electronic student data.			
HB 4079	Budget/Finance; School Nurses	1	Not Reviewed
Digest: Takes away the cap on the amount of state moneys that a school district may receive for a student who is a child with a disability.			
HB 4082	Operations	1	Not Reviewed
Digest: Directs ODE to fund summer learning programs and to study how to provide learning during nonschool hours.			
HB 4084	Miscellaneous	2	Not Reviewed
Digest: Creates a program for the education of students who are foster children.			
HB 4095	Operations; Students	1	Not Reviewed
Digest: Requires a student to meet reading, writing and math standards before getting a diploma.			
HB 4137	Miscellaneous	1	Not Reviewed
Digest: Allows a student who has finished an IB program to not have to meet some requirements for a high school diploma.			
HB 4147	Operations	1	Not Reviewed
Digest: Authorizes the use of stop arm cameras on school buses to record people who do not stop for bus safety lights.			
HB 4151	Miscellaneous	1	Not Reviewed
Digest: Makes a task force about youth behavioral health.			
HB 4161	Charter Schools	1	Not Reviewed
Digest: Reduces the cap on students who can attend a virtual public charter school.			
SB 1502	Operations	1	Not Reviewed
Digest: Requires public schools and college boards to live stream their meetings and post the meeting recordings on their websites and social media sites.			
SB 1532	Miscellaneous	1	Not Reviewed
Digest: Directs ODE to make a plan for the education of students who are immigrants.			
SB 1534	Operations	2	Not Reviewed
Digest: Allows districts and schools to hire people who are not teachers to teach reading.			
SB 1535	Operations; Students	2	Not Reviewed
Digest: Allows school districts to use students for work in district.			

OAESD Bills
Report Date: February 1, 2024

OAESD

Bill Number	Subject	Priority	Position
SB 1542	Revenue and Tax Reform	1	Not Reviewed
Digest: Raises exemption and filing thresholds for CAT tax.			
SB 1550	ODE	2	Not Reviewed
Digest: Moves certain duties, functions and powers of state education from TSPC and EAC to ODE. (Flesch Readability Score: 61.8).			
SB 1551	Students	2	Not Reviewed
Digest: The Act allows certain people to get a grant for college.			
SB 1552	Budget/Finance; Operations	1	Not Reviewed
Digest: Makes many changes to the education laws of this state.			
SB 1558	Operations; Students	1	Not Reviewed
Digest: Does not apply the shortened school day law to certain class periods or types of instruction.			
SB 1562	Budget/Finance	2	Not Reviewed
Digest: The Act raises the amount of money that is put in a reserve fund every two years.			
SB 1565	Miscellaneous; Special Education	2	Not Reviewed
Digest: The Act requires the DHS to pay for a certain number of hours of in-home care for minor children with disabilities.			
SB 1583	Operations	1	Not Reviewed
Digest: This Act does not allow a board or a person to choose or not choose materials that are used in a school when the choice is discrimination.			

Our School Improvement Team | Board Report | 02.06.24

New Staff Highlights

Beth Clarke, Library Specialist

Throughout my childhood, my family moved often and lived everywhere from an isolated, rural community of 700 to a thrumming, urban city along the Mississippi River. The one commonality in all those communities were their libraries. Those opened doors welcomed me into quiet air, redolent of books waiting to transport me into new adventures. Then I saw my first Indiana Jones movie, and the world of archeology held my professional life in thrall for nearly 15 years.

After years working in archeology and other sciences for the Bureau of Land Management, I detoured professionally into massage therapy. I was a licensed massage therapist for nine years, including teaching Introductory Anatomy, Physiology, and Pathology at LCC's Massage Therapy program one year. It was my first foray into teaching, and I was hooked.

Apparently, I love nothing more than a career veer, so I began working in education in 2015. I was hired by the Bethel SD as an EA in the ELD program at Prairie Mountain. I worked with students from around the world until a position opened in the elementary library. I was an active member of the Bethel Equity Committee, advocating for our students of color as well as equity in our libraries.

The job reinvigorated my keen love of libraries, and it was during this time I met Honore Pazdral. Honore encouraged me to become a licensed teacher and librarian. I believe her words were, "All you need to do is go to grad school, become a licensed teacher, teach a few years, and then you'd be a viable candidate for my job when I retire." And that's what I did.

I'm absolutely passionate about students seeing themselves on the shelves of school libraries. They need to see MAIN characters, authors, and illustrators who look and sound like them. Not only do our students of color need to see themselves, but so do our LGBTQ+, neurodiverse, and disabled students. Further, students who don't identify with one of those communities need a wide range of books to assist their own learning process. How can they learn to be inspired by, and/or empathize with others, if all that school libraries present to them is a mirror?

January Curriculum Leaders:

Our January Curriculum Leaders meeting featured two presentations about effective teaming structures, which is something all of our districts have identified in their Integrated Plans:

- Early Indicator and Intervention Systems with ODE's Saskia Dresler and Dany Douglas
- Continuous Improvement in Teaming Structures with WREN Coaches Kate Klein and Erin Hayward-Ellis

See the full agenda [here](#).

Strategic Plan: Professional Learning

The School Improvement Team continues to engage in shared professional learning experiences that align to our agency-wide commitments to equity. Our last team meeting featured a presentation from Lane School teacher Lake, who spoke about transformative change and creating inclusive and affirming spaces for queer and gender diverse individuals.



December 2023 Board Report Technology Services

- Construction update: Construction will pick back up in the next few weeks. We have experienced delays as we wait on equipment and timeline coordination.
- Wide Area Network equipment refresh project: Equipment is on order and expecting staged delivery over the Spring. The professional services portion of the project is scheduled based on the availability of hardware.
- IT Staff are working with local vendors and LCOG to provide additional internet access to a couple of our districts.
- We currently have an opening in the department for a systems engineer and hope to fill that role soon.

Technology Services staff are working with CISA to prepare a mock cybersecurity attack for the ESD leadership team and some key incident response members.

- This will walk the ESD through the steps and responsibilities when we experience a cyberattack.
- We are exploring the use of AI (Artificial Intelligence) by our students and how to keep them safe and potential process improvement at the ESD.

November LCTAC update:

- SLCGP- State and Local Cybersecurity Grant Program
 - LESD's CIO is participating as a grant approval committee member.
- Education Nexxus Oregon (ENO)- This nonprofit organization is funded by the Dell Foundation to develop an application that will transfer student records electronically across information systems and state lines.
 - The LESD CIO is a board member of this organization and has reported the successful test to transfer a student record from one student information system to another across state lines. Initiatives to provide this for interested districts have begun.
- The group discussed the various AI issues and shared resources for preparing their districts.
- Brandon is leading a session at the upcoming ACPE conference in May to lead a session on "Technology Influence and Leadership: A Framework for Communication."

Report to the Board
Special Education
February 2024

Lane School

Lengthening the bell schedule on our Westmoreland campus, which serves students in K-8th and Transition age, to align with the longest (secondary) bell schedule in Lane County has been a hardship for our elementary students at Lane School. We have secured support from Lane County districts to scale back the bell schedule for our elementary classes to align with elementary buildings in Lane County, effective March 4.

Special Education Office Manager

Marina Brisby has joined Special Education as our Office Manager. Marina comes to us from 4J where she supported the Instruction Department. Previously she was with Pearl Buck where she developed a passion for serving individuals with intellectual disabilities.

Rose Wilde Board Member Report February 6, 2024

This month I participated in three constituent board meetings in Lowell, Junction City, and Fern Ridge. Lowell and Junction City boards approved our local service plan and Fern Ridge asked to table the vote so they would have time to review the LSP handouts. We heard positive comments from Superintendents regarding their partnership with Lane ESD, a credit to our staff.

I also participated in the first Policy Committee of LESD with our board chair and vice chair, Superintendent and Deputy Superintendent and board secretary. We reviewed and shared comments to assist in streamlining our processes and making our timelines more consistent across various policies. Since these were regarding administrative regulations rather than board adopted policies, our input was advisory, but, I hope, useful in identifying areas where a greater degree of clarity would be useful.

Tony and I also participated in the OAESD Governance Council, where we considered how to address our insurance and fiscal management to assure that member ESDs share equally in the liability exposure related to our association. We also look forward to the conference in Sunriver May 8-10.

Respectfully submitted,
Rose Wilde