

LANE EDUCATION SERVICE DISTRICT	BOARD MEETING
1200 Hwy 99 N	Tuesday, October 1, 2024
Eugene, Oregon 97402	Regular Meeting: 6:00 PM

5:00 PM Work Session

**LANE ESD BOARD MEETING
AGENDA**

Tuesday, October 1, 2024

1. Work Session

The Board of Directors of Lane ESD will conduct a work session.

Lane ESD Board of Directors

A. Board Advisor and Liaison Administrative Rule

The Board of Directors and the Superintendent will discuss amending the Administrative Rule related to Board Advisors and Liaisons.

BBB-AR Advisor Liaison

14

B. Board Self Evaluation

The Board of Directors of Lane ESD will discuss options for proceeding with a Board self-evaluation. Any consensus will be brought forward to the regular meeting, discussion item 9.G. Work Session Report Out.

Director Wilde provided a document to discuss related to Board Self-Evaluation.

Board of Directors

Wilde proposed revisions to LBL Board Self-Evaluation

16

C. Lane ESD Board Policy Manual

The Lane ESD Board of Directors will discuss options for updating the Lane ESD Board Policy manual and receive recommendations from the Superintendent and Superintendent Leadership.

OSBA has the following menu of policy services available:

Policy Analysis: \$3,780.

This service provides an analysis report of a member's current board policy manual. Additional time is billed per OSBA rates. Up to 25 model policies/ARs; additional model samples requested are \$120 per policy. Half of the analysis base fee may be credited to a policy rewrite (not desk rewrite)

or other services) if member contracts for a policy rewrite within 12 months of issuance of the analysis report. Other costs not shown in agreement are billed at applicable OSBA rates.

Policy Rewrite: \$22,680. Plus, travel costs

These fees entitle the member to an analysis and policy drafting using OSBA model sample language; 12 meetings or 18 months (whichever occurs first) with OSBA staff (in person or virtual); an electronic copy of all review materials; and adopted manual in Word. Special formatting is an additional charge. Services beyond that described above will be charged Basic Contract Service rates and invoiced monthly. Work on policies/ARs in a language other than English is considered a Special Project and will be billed at the hourly rate; OSBA does not offer translation services. Pricing for services based on ADM.

Desk Rewrite: \$12,600.

Desk rewrite: an analysis and policy drafting using available OSBA model sample language. These fees entitle the member to an electronic copy of all review materials. Special formatting is an additional charge. No meetings at any level of a desk rewrite. Services beyond that described above will be charged Basic Contract Service rates. Other expenses will be billed at cost. Work on policies/ARs in a language other than English is considered a Special Project and will be billed at an hourly rate. OSBA does not offer translation services. Pricing for services based on ADM.

Any consensus will be brought forward to the regular meeting, discussion item 9.G. Work Session Report Out.

Board of Directors

2. Call Regular Meeting To Order

Board Chair

3. Welcome

Guests attending the meeting will be introduced.

Board Chair

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 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.

5. 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.

Today indigenous people -- alive, diverse, and vibrant -- live in and contribute to the culture of Lane County. We are all blessed by their presence.

1. We commit to support our own, Lane ESD staff, and student learning about indigenous peoples of Oregon, the history, culture, current concerns, and the role of educational institutions in the genocide of Native/Indigenous people and tribes and in the possibilities for repair and justice. As an ESD we will support and encourage the implementation of Tribal History/Shared History curriculum with all our educational partners.

2. The board also commits to building relationships that would help us understand the lived experiences of our native students' families and communities and how LESD impacts our students, in collaboration with the superintendent.
3. The board will review and update the spoken Statement of Accountability Land Acknowledgement annually during our annual organizational meeting or when needed.

Board Chair

6. Agenda Review

Board Chair

7. , Presentation: Camp Friends and Fun

The Board of Directors of Lane ESD will hear a presentation on Special Education programming, the Friends and Fun Camp.

Special Education Staff

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 August 6, 2024

2. Lane ESD Board Meeting Minutes of September 10, 2024

3. Human Resource Report, dated September 28, 2024

Board Chair

HR Board Report - October 2024 20

LESD Board Minutes - August 6 2024 21

LESD Board Minutes - September 10 2024 30

B. Accept Financial Report

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?

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for August 2024.

Board Chair

C. Adopt 2025-26 Budget Calendar

The Board will annually adopt a budget calendar which identifies dates and deadlines required for the legal presentation and adoption of the budget.

The superintendent will prepare and recommend a proposed calendar for Board approval. The calendar will identify dates and activities to include those needed to comply with state law.

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the 2025-26 Budget Calendar as presented.

Board Chair

Adopt 2025-26 Budget Calendar

D. Declaration of Indigenous Peoples Day 2024

Whereas Christopher Columbus, a man who is known to have “discovered” the Americas, came upon land that was already inhabited by Indigenous People, his historically cited contributions being either inaccurate or facially not worthy of celebrating; and

Whereas Columbus’ voyage to the Americas opened the door to heinous crimes against humanity, including but not limited to the introduction of transatlantic slavery and genocidal acts against Indigenous People; and

Whereas the Indigenous People were promised security and protection but instead were forcibly relocated and their land seized to allow for settlements; and

Whereas the State of Oregon recognizes and acknowledges the traditional homelands of Oregon’s nine federally recognized tribal nations; and

Whereas the State of Oregon recognizes and acknowledges the significant contributions to this state of Oregon’s nine federally recognized tribal nations, as well as those of many Native Americans from tribal nations across the country, and commits to ensuring greater access and opportunity for continued contribution by Indigenous People; and

Whereas the State of Oregon has the opportunity and means to cultivate a community that honors and respects the diverse history of this land; and

Whereas the State of Oregon does not formally recognize Columbus Day;

and

Whereas it is appropriate to recognize the original inhabitants of the Americas: Indigenous People; and

Whereas the idea of Indigenous Peoples' Day was first proposed in 1977 by a delegation of Native Nations to the United Nations; and

Whereas the State of Oregon, adopted this Act in May 2021 and became the 11th state in the United States to formally recognize Indigenous Peoples' Day; now, therefore,

The Board of Directors of Lane Education Service District resolves to observe the second Monday in October of each year as Indigenous Peoples' Day.

Board Chair

E. Declare Board Advisor and Liaison Vacancy

1. Declare Large District Board Liaison Vacancy

The Board intends to have three Board Member Liaisons from component school district Boards. The Board will recruit Board member representatives from a small, medium and large district. The Superintendents will be asked to extend an invitation to their board members in August of each year. The Superintendents' Council will appoint three representative Liaisons to the Board. The Board Member Liaison is not a member of the Board. Board Member Liaisons should not be from the same district as the Superintendent's Council Advisor. The Board Member Liaison will bring component district perspectives to the Board, report component district activities, and share Lane ESD Board information with their district board. The Board Member Liaisons are invited to all Board meetings, and are expected to attend periodically. The Board Member Liaisons will receive a Board Meeting Agenda and packet.

With the passing of Large District Board Liaison Emilio Hernandez, the Board of Directors will declare a vacancy and direct the Superintendent to recruit a Large District Board Liaison.

BE IT RESOLVED that the Board of Directors of Lane ESD declares a vacancy in the seat of Large District Board Liaison. **BE IT FURTHER RESOLVED** that the Board of Directors of Lane ESD directs the superintendent to recruit a Large District Board Liaison.

Superintendent Scurto, Board Chair

2. Declare Small District Board Liaison Vacancy

Fern Ridge School District Board Liaison Mark Boren resigned his position to the Lane ESD Board of Directors in the 2023-24 year. The Board will declare a vacancy for a Small District Board Liaison.

BE IT RESOLVED that the Board of Directors of Lane ESD declares a Small District Board Liaison vacancy. **BE IT FURTHER RESOLVED** that the Board of Directors of Lane ESD directs the superintendent to recruit a Small District Board Liaison.

Board Chair

F. Change November Board of Directors Meeting Date

The Board of Directors of Lane ESD will move to change the date of the November 2024 meeting.

Board Chair, Board Vice-Chair

G. Assistant Superintendent Contract

Superintendent Scurto

Asst Supt Contract 24-25

41

9. Discussion/Reports

A. Legislative Update

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

Superintendent Tony Scurto

B. Superintendent Report

Superintendent Tony Scurto

C. Work Session Report Out

The Board will report on the Work Session held before the regular meeting. Consensus items include: Updates to Board Policy Administrative Rule BBB: Advisor and Liaisons; an OSBA Policy Manual update; and, a Board Self-Evaluation Process.

Board of Directors

D. Courtesy Read: Administrative Rule

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.

Lane ESD is updating the Administrative Rule DL-AR, related to payroll choice procedures.

Olivia Meyers Buch

DRAFT Revised DL-AR Payroll Choice Procedures 44

E. OSBA Fall Regional Meeting

The OSBA regional meeting is scheduled for Tuesday, October 15, 2024 at Lane ESD. The event will begin at 6:00 p.m., dinner will be provided.

Superintendent Scurto

2024-OSBALegRoadshow-Flyer 45

F. OSBA Fall Convention

The OSBA Annual Convention is scheduled for November 7-9, 2024 at the Portland Marriott Downtown Waterfront. The OSBA webpage states:

The OSBA Annual Convention is Oregon's premier continuing education program — delivering practical solutions to help school boards and their superintendents improve student learning and achievement. Whether you are a veteran board member, a superintendent, a board support professional or a first-time attendee, you'll leave the conference with practical ideas and a renewed commitment to help your board accomplish the critical work ahead. The convention features some of the "best practices" from school boards across the state.

The Board of Directors of Lane ESD will discuss attendance at the 2024 Convention.

The Board of Directors of Lane ESD will discuss potentially moving its November Board

meeting to another day. This would allow for travel to the OAESD Summit, and allow the public and Board members to participate in election events.

Board Chair

OSBA Convention At-A-Glance-Agenda-for-website-AC-2023 46

10. Information from Administrative Staff

The directors of 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.

Administrative Staff

9_27_24 Special Education Board Report 48

HR Board Report - October 2024 (summary) (2) 51

October 2024, IT Board Report 52

11. Board Member Reports and Comments/Agenda Planning

Lane ESD Board, Liaisons, Advisors

A. Agenda Planning

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

Board Chair

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

Sydney Kissinger: This is my report for September, and the summer. I visited the SEAL program on the first day in July with a friend who was teaching there. The River Road Elementary school was host to this program.

I went to the opening ceremony of the Cascade Middle School and toured the beautiful new school amidst many excited members of the Bethel community. We visited with our friend, Teak, who painted the murals that were broadly acclaimed.

I visited the Bethel School Board meeting on the 4th Wednesday of the month of September. The board heard from middle school students who are loving their new school. The bond measure that paid for the school was mentioned gratefully.

Policies were mentioned and verified.

Another concern is how to proceed with the requirements of a public school education in the face of parents requests to not teach some details of those educational requirements. No details were expressed. **Vanessa Truett**

Rose Wilde

Lane Tompkins, Superintendents' Council Advisor

Erin Zygaitis, Community Advisor

Mike Anderson, Liaison, Creswell School District

Board, Advisors, Liaisons

Nora Kent report for October 24 54

Rose Wilde Board Member Report for October 1, 2024 55

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

13. Announcements

Board Chair

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

Lane ESD Workshops and Trainings

October 8, 2024 - OSBA Executive Committee Meeting

October 15, 2024 - OSBA Fall Regional @ Lane ESD

November 6, 2024 - OAESD Fall Summit

November 7-9, 2024 - OSBA Fall Convention

November 9, 2024 - OSBA School Board Members of Color Caucus
Membership Meeting

November 12, 2024 - OSBA Executive Committee Meeting

December 10, 2024 - OSBA Executive Committee Meeting

B. **Component District Board Meeting Dates**

Bethel: During the regular school year the school board meets on the 2nd and 4th Wednesdays of the month at 6pm for regular sessions. The Board will conduct only one meeting in November, December, March and May, when the board meets on the 2nd Wednesday only.

Blachly: The District Board typically meets on the second Wednesday of each month at 6:00 pm, location TBD.

Creswell: Regular Board of Director meetings are typically held the second Wednesday of each month at 6:00 PM.

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.

Eugene: The Eugene School Board usually meets in regular public sessions on the first and third Wednesdays of each month at 7 p.m. This schedule sometimes varies, and additional meetings and work sessions are scheduled as necessary.

Fern Ridge: Third Monday of the month, unless otherwise noted. Time: 6:30 p.m.

Junction City:

Lowell: Regular Board Meetings are scheduled for the 4th Monday of the month, with the Meeting beginning at 4:00 pm

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: McKenzie School Board meetings are held on the third Wednesday of each month unless noted otherwise.

Oakridge

Pleasant Hill

Siuslaw: The board of directors meet the second Wednesday of each month with the exception of a regular meeting scheduled for August 21, 2024, and November 20, 2024 . 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 a work session and the regular meeting will begin at approximately 6:30p.m.

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. Meetings normally are held at the South Lane School District Office, 455 Adams Ave in Cottage Grove.

Springfield: The Board of Directors generally meet on the second and fourth Mondays of each month. Regular business meetings begin at 7 p.m. on the second Monday and 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

14. Adjournment

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

Lane Education Service District Administrative Rule

Code: **BBB-AR**
Revised/Reviewed: 1/28/14

Board Advisor and Liaison

It is the interest of the Board to invite advisors to the board from the community and component district superintendents, and liaisons from component district boards.

Community Advisor

The Board may recruit one or more advisors from the community. The Board seeks advisors from different community perspectives, including the social services sector, equity and diversity, workforce, higher education or early childhood education.

The Board will recruit based on identified need for perspective. In the event that the Board seeks a community advisor, the Board will prepare an invitation to apply for advisory position. The Board will review applications and select candidates for interview. Selection will be made by Board vote.

The term of Community Advisor is two years, renewable based on the identified needs of the Board. The Community Advisor will bring an independent consumer voice, understand and communicate the community perspective, advocate for the community and share Lane ESD information with the community. The Community Advisor is not a member of the Board.

The Community Advisor is invited to all Board meetings and work sessions. The Community Advisor is expected to attend meetings on a regular basis. The Community Advisor will receive a Board Meeting Agenda packet. The Community Advisor is eligible for mileage reimbursement through Lane ESD.

Superintendents' Council Advisor

The Board will invite one advisor from the Superintendents' Council annually. The Superintendents' Council Advisor is a permanent advisor position, that is not filled by an individual superintendent for more than a two year appointment.

The Superintendents' Council Advisor position is filled by invitation at the August Superintendents' Council meeting each year. The Superintendents' Council appoints an advisor and back-up advisor.

The Superintendents' Council Advisor is not a member of the Board. The Superintendents' Council Advisor represents the Superintendents' Council. This Advisor communicates Superintendents' Council priorities, perspectives and activities, advocates for component districts, and shares Lane ESD information with the Superintendents' Council.

The Superintendents' Council Advisor is invited to all Board meetings and work sessions. The Superintendents' Council Advisor is expected to attend meetings on a regular basis. The Superintendents'

Council Advisor will receive a Board Meeting Agenda and packet. Any expenses incurred in the role of Superintendents' Council Advisor will be reimbursed by the component district.

Board Member Liaisons From Component School Districts

The Board intends to have three Board Member Liaisons from component school district Boards. The Board will recruit Board member representatives from a small, medium and large district.

The Superintendents will be asked to extend an invitation to their board members in August of each year. The Superintendents' Council will appoint three representative Liaisons to the Board.

The Board Member Liaison is not a member of the Board. Board Member Liaisons should not be from the same district as the Superintendent's Council Advisor. The Board Member Liaison will bring component district perspectives to the Board, report component district activities, and share Lane ESD Board information with their district board.

The Board Member Liaisons are invited to all Board meetings, and are expected to attend periodically. The Board Member Liaisons will receive a Board Meeting Agenda and packet.

Board Self-Evaluation Measures

Revised June 2022

Self-Evaluation occurs as per the Annual Performance Review Three Year Plan and per policy BK - Evaluation of Board Operational Procedures, which is ~~annually every other year~~.

Section 1: Individual Director Indicators

Indicator: Each Board Director will [review policies](#) in Section A/B - Board Governance and Operation and Section C - General Administration (Superintendent) yearly.

Purpose: To have a refreshed working knowledge of policies most overseen/carried out by the Board.

Measured by: Met/Not met

Indicator: Each Board Director will review yearly the [Oregon Revised Statute in Chapter 334: Education Service Districts](#), specifically:

334.100 Organization of board; meetings; quorum; compensation

334.125 Status of board; powers and duties; rules

334.175 Core services; local service plan

334.177 Expenditure of percentage amounts received on services

334.219 Report on performance and finances; distribution and accessibility of report

334.225 Superintendent; duties; compensation

334.285 Apportionment of taxes; split between elementary and secondary school purposes

334.293 Direct ad valorem tax required to pay bonds

334.370 Emergency aid fund

Purpose: To have a refreshed working knowledge of specific areas requiring Board oversight and action as set forth in ORS 334: Education Service Districts.

Measured by: Met/Not met

Indicator: Each Board Director will serve on at least one Superintendent Work Group, ESD Committee, OSBA committee, OAESD Committee or other relevant committee during the year.

Purpose: To provide variety and inclusivity to leadership and direction of the agency.

Measured by: Met/Not met

Artifact: Superintendent Work Group Member list and Committee Lists (e.g. Labor Management Team)

Indicator: Each Board Director shall complete Recognizing and Responding to Child Neglect and Abuse in Oregon.

Purpose: To provide the Board Directors with the information necessary to complete their duties as a mandatory report of child abuse in Oregon.

Measured by: Met/Not met

Artifact: board member training records.

Section 2: Board Indicators

Indicator: Yearly, the Board will meet in work session to review the [LESD Strategic Plan](#) and update, as necessary, the Mission, Vision, Values, Goals, and Board Objectives.

Purpose: To ensure Board goals align with priorities and needs of the agency, component districts, OSBA, and ODE priorities.

Measured by: Met/Not met

Artifact: LESDStrategic Plan

Indicator: The Board will work in association with the Superintendent, Assistant Superintendent, Cabinet, and as a Governing Body to fulfill Board Goals as set in the Yearly LESD Strategic Plan Tasks. **Board Goals for 2024-2025 discussed August 6, 2024 include:**

- 1) Update the Lane ESD Policy Manual
- 2) Advocate for LESD legislative priorities in the 2025 legislative session with local Lane delegation.
- 3) Update LESD Strategic Plan
- 4) Prepare for Superintendent search if needed.

Purpose: To participate in shared governance related to the Policy Manual, LESDStrategic Plan. **To advocate for student needs through LESD and component districts.**

Measured By: Met/Partially Met/Not Met

Artifact: Monthly target milestones met as reported in monthly Strategic Plan Reports as part of the regular Board meeting agenda items.

Indicator: Yearly, the Board will meet in work session to review and update, as necessary, Board developed guidelines related to:

Typical Roles/Responsibilities of the Board and Superintendent
Role of the Board Chair

Board andSuperintendent Working Agreements

Purpose: To foster good working and communication between Board members and the Superintendent and to clarify roles and responsibilities.

Measured by: Met/Not Met

Artifact: **Work session minutes.** ~~Updated guidelines and roles in the Board Handbook.~~

Indicator: Yearly, by March 15, the Board will evaluate the Superintendent or indicate if their contract will or will not be renewed as part of the rolling three year contract.

Purpose: Statutory responsibility of the Board.

Measured by: Met/Not Met

Artifact: Board meeting minutes from ~~date of contract adoption or renewal. February or March each year.~~

Indicator: The Board will review and revise LESD policies as they are brought forward for consideration/recommendation of the Superintendent and through OSBA Policy Updates.

Purpose: To keep policies up to date with current practice, law, and regulations.

Measured by: Met/Partially Met/Not Met

Artifact: Policy tracking documents kept by the Board Secretary that record Policy review and updates and by Policies posted on the LBL ESD website.

Indicator: Board shall adopt goals related to the strategic plan and superintendent/district goals annually.

Purpose: To unify board behind a specific set of goals that support the work of the agency staff.

Measured by: Met/Not Met

Artifact: Work session and board minutes from goal setting meeting.

Indicator: Board shall review and update the Statement of Accountability: Land Acknowledgement statement and workplan annually.

“Lane ESD Board of Directors 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 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.

Today indigenous people -- alive, diverse, and vibrant -- live in and contribute to the culture of Lane County. We are all blessed by their presence.

1. We commit to support our own, Lane ESD staff, and student learning about indigenous peoples of Oregon, the history, culture, current concerns, and the role of educational institutions in the genocide of Native/Indigenous people and tribes and in the possibilities for repair and justice. As an ESD we will support and encourage the implementation of Tribal History/Shared History curriculum with all our educational partners.

2. The board also commits to building relationships that would help us understand the lived experiences of our native students' families and communities and how LESD impacts our students, in collaboration with the superintendent.
3. The board will review and update the spoken Statement of Accountability Land Acknowledgement annually during our annual organizational meeting or when needed.”

Purpose: To promote positive relationships between Tribes, tribal members, and nonaffiliated Native Americans and Lane ESD by increasing board member knowledge of and connection to Oregon Tribes and other Native Americans.

Measured by: Met/Not Met

Artifacts: Board meeting minutes from date of review or update; Board Member reports and training records relating to learning about the indigenous peoples of Oregon, Board Meeting minutes from presentations or meetings related to education about or relationships with Oregon Tribes, their members, or other Native American students, families, and community members.

HUMAN RESOURCES REPORT TO LANE ESD BOARD

October 1, 2024

CLASSIFIED STAFF (Information)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>				
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>	Cannon, Jeffery Ciambelli, Penny	Instructional Assistant, Life Skills Instructional Assistant, Life Skills	9/27/2024 9/20/2024	Resignation Resignation
<i>Change of Status</i>				

LICENSED STAFF (Action)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>	Boursiquot, Marriot Evans, Savannah Roberts, Patsy	Teacher, Life Skills Secondary Speech Language Pathologist Austim Consultant RIS/Behavioral Consultant	9/16/2024 9/16/2024 9/4/2024	Accepted positon
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>	Burton, Katherine Roberts, Patsy	Interpreter Behavioral Consultant	6/14/2024 9/3/2024	Reduction in Force Cancellation of Services
<i>Change of Status</i>				

PROFESSIONAL STAFF (Information)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>				
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>				
<i>Change of Status</i>				

MANAGEMENT STAFF (Action)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>				
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>				
<i>Change of Status</i>				

VACANCY NOTICES (Information)

Posting #	Position	Closing Date	Notes
948	Instructional Assistant, Life Skills	6/12/2024	In process
966	Speech Language Pathologist	6/12/2024	In process
975	Instructional Assistant, Life Skills	Open pool	In process
986	Summer School Teacher, Elem., MEP	Open pool	In process
987	Summer School Teacher, Elem., MEP	Open pool	In process
992	Sign Language Interpreter	Open pool	In process
1006	Instructional Assistant, At-Large	Open pool	In process
1019	Instructional Assistant, Life Skills	Open pool	In process
1025	Lane ESD CTE Substitute Teacher	Open Pool	In process
1049	Instructional Assistant, Life Skills	Open pool	In process



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 of Directors

Tuesday, August 6, 2024
Regular Meeting 6:00 PM

1. Call Work Session to Order

Chair Duerst-Higgins called the Work Session to order at 3:04 p.m.

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

Administrators present: Superintendent Tony Scurto, Assistant Superintendent Eric Anderson, Brandon Webb, Morgan Christensen, Molly Gillette, Ana Quintero Arias, Cassadie Mitchell, Olivia Meyers Buch, recording secretary Julie Simmonds (remote)

Guests present: Christina Okesson, Jess Garnick-Tapia

1.A. Icebreaker/Warm Up - 3:00-3:30 p.m.

Superintendent Scurto led the Board in a social exercise to get to know one another better.

1.B. Agency Services Overview - 3:30 p.m.

The Board of Directors along with the agency administrators discussed what they would like to learn more about the services provided by the agency. Board members expressed some interest in learning more about services provided by Lane ESD. There are multiple streams of program funding, as well as services provided by Lane ESD. The Board requested being introduced to programs to also receive information on how the program fits in the educational environment. Presenters should include information on funding sources and methods, the goals of a program, and how outcomes are measured.

Superintendent Scurto explained how the development of the next Local Service Plan is changing to include more input from districts and their staff, and how it may show services provided as well as funding sources. Assistant Superintendent Eric Anderson volunteered to provide an overview of the Local Service Plan development at the next Board meeting. School Improvement Director Cassadie Mitchell reminded the Board that the Local Service Plan is being developed using the component districts' Integrated Guidance Plans.

The Board requested a different seating arrangement and better sound support in the Board room.

1.C. Strategic Planning Update - 4:00 p.m.

Superintendent Scurto provided an overview of the development and implementation of the Strategic Plan to date.

1.D. Board Goals - 4:15 p.m.

The Board of Directors discussed developing goals for 2024-25, along with identifying Superintendent goals for the year. Superintendent Scurto proposed updating the Policy Manual in 2024-25, The Board updating advocacy planning, revising the Strategic Plan, and possibly planning for a new superintendent.

1.E. Discussion Items - 4:30 p.m.

1.E.1. Board Self Evaluation

The Board of Directors discussed a self-evaluation of the Board. This topic will be a future agenda item.

1.E.2. Superintendent Search

The Board of Directors of Lane ESD discussed entering into a search for the agency's next superintendent. Board policy CCB states:

The Board vests the primary responsibility for the administration of Lane ESD to the superintendent. The appointment of the superintendent is, therefore, one of the most important functions the Board can perform.

Whenever the position of superintendent shall be vacant, the Board shall appoint a superintendent and fix his/her salary and term of office.

The Board shall actively seek the best qualified and most capable candidate for the position of chief executive officer of this district. The Board may be aided in this task by the services of professional consultants and the participation of members of the staff, component districts and community.

The Board shall develop and adopt the standards (candidate qualities and work experience), criteria (application, screening and hiring process) and policy directives (promote from within, state and/or national search) to be used in hiring the superintendent or interim superintendent at a meeting open to the public and at which the public has had an opportunity to comment.

Recruitment procedures shall be prepared in advance of the search and may include the following:

1. The preparation of a written job specification for the position of superintendent;
2. Preparation of written qualifications (in addition to proper state certification);
3. Preparation of informative material describing Lane ESD and its educational goals.

Superintendent Scurto announced he will not make a final decision about his transition until December.

2. Call Meeting of the Board To Order - 5:30 p.m.

The Work Session was adjourned at 5:24 p.m.

Chair Sherry Duerst-Higgins called the meeting to order at 5:32 p.m.

3. Welcome

Chair Duerst-Higgins called the Work Session to order at 3:04 p.m.

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

Administrators present: Superintendent Tony Scurto, Assistant Superintendent Eric Anderson, Brandon Webb, Morgan Christensen, Molly Gillette, Ana Quintero Arias, Cassadie Mitchell, Olivia Meyers Buch, recording secretary Julie Simmonds (remote)

Guests present: Christina Okesson

4. Public Participation

There was no public participation.

5. Agenda Review

The agenda was reviewed. The Board will add a discussion item to debrief the work session, item 9I. The decisions or consensus is to learn more clearly about services and funding sources for activities provided by Lane ESD. The Board will discuss communication plans and scheduling regular work sessions. The Board will discuss the following Board goals: Board self evaluation, policy manual update, revising the Strategic Plan, advocacy, and eventual superintendent succession plan.

6. Organization of the Board for 2024-25

Per Robert's Rules of Order:

Before proceeding to an election to fill an office it is customary to nominate one or more candidates. This

nomination is not necessary when the election is by ballot or roll call, as each member may vote for any eligible person whether nominated or not... **The nomination need not be seconded.** When the nominations are completed the assembly proceeds to the election. An election takes effect immediately if the candidate is present and does not decline, or if absent and has consented to candidacy. If absent and has not consented to candidacy, it takes effect when notified of election, provided member does not decline immediately.

After the election has taken effect and the officer or member has learned the fact, it is too late to reconsider the vote on the election. An officer-elect takes possession of his office immediately, unless the rules specify the time.

6.A. Election of Chairperson

The officers of the Board are the chair and the vice chair. At its first scheduled meeting in July, the Board will elect one of its members to serve as chair and one to serve as vice chair. No member of the Board may serve as chair more than two years in succession. If a Board member is unable to continue to serve as an officer, a replacement will be elected immediately. The replacement officer will serve the remainder of the officer's term until the following July. Election of all officers shall be by a majority of the full Board..

Chair pro-tem Sherry Duerst-Higgins has served one year as Chair and is eligible for one additional consecutive year

Chair pro-tem, Sherry Duerst-Higgins, declared nominations open for the position of Board Chair. Director Kent nominated Chair Pro-tem Sherry Duerst-Higgins. There were no further nominations, Chair pro-tem Sherry Duerst-Higgins declared nominations closed. A vote was held. The Chair pro-tem declared the election results.

Declaration of Election: Chair Pro-tem Sherry Duerst-Higgins was elected as Chairperson of the Lane ESD Board of Directors for 2024-25. **(ESD Resolution #25-001)**

6.B. Election of Vice-Chair

The officers of the Board are the chair and the vice chair. At its first scheduled meeting in July, the Board will elect one of its members to serve as chair and one to serve as vice chair. No member of the Board may serve as chair more than two years in succession. If a Board member is unable to continue to serve as an officer, a replacement will be elected immediately. The replacement officer will serve the remainder of the officer's term until the following July. Election of all officers shall be by a majority of the full Board.

Vice-Chair Leslie Harris has served one year in this position and is eligible for one additional consecutive year as Vice-Chair.

Chair Sherry Duerst-Higgins declared nominations open for the position of Board Vice-Chair. Director Hamilton nominated Vice-Chair Pro-tem Leslie Harris as 2024-25 Board Vice-Chair. There were no further nominations. Chair Duerst-Higgins closed nominations. A vote was taken. **DECLARATION OF ELECTION:** Chair Duerst-Higgins declared the election of the Board Vice-Chair Leslie Harris for Lane ESD for 2024-25 **(ESD Resolution #25-002)**

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

Director Kent 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 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 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

DIRECTOR WILDE 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 June 6, 2024
2. Human Resource Report, dated August 1, 2024

Director Harris seconded, and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-003)**

8.B. Accept Financial Report

Business Services Executive Director Olivia Meyers-Buch provided comments on the June 2024 Financial Report.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for June 2024, as presented. Director Wilde seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER AND WILDE VOTING YES. (ESD Resolution #25-004)**

8.C. Approve Routine Designations for 2024-25

DIRECTOR HARRIS MOVED:

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

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

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

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

BE IT RESOLVED that the Board of Directors of Lane ESD approves the following official designations for the 2024-25 year, as presented:

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

Director Truett seconded, and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER AND WILDE VOTING YES. (ESD Resolution #25-005)**

8.D. Adopt Corrected Budget Resolution and Make Appropriations

The Board of Directors of Lane ESD discussed adopting a revised 2024-25 Budget resolution, as the original resolution contained a typo, and make appropriations based on the Budget. The original resolution for the Capital Projects Fund contained a typo, describing the , the appropriation as Function 4000 - Facilities Acquisition and Construction, when it should have been listed as Function 5100.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts a revised 2024-25 Budget resolution, as the original resolution contained a typo. **BE IT FURTHER RESOLVED** that the Board of Directors renew appropriations based on the Budget. Director Harris seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER AND WILDE VOTING YES. (ESD Resolution #25-006)**

8.E. Approve Instructional Calendars

The Board recognized that the preparation of a calendar for the instructional year of the schools is necessary for orderly educational planning and for the efficient operation of the district. The Board has established annually the number of days and number of hours when classrooms shall be in session for instructional purposes. The specific calendar in each case shall be that of the school and district in which the classroom is located or shall be the calendar established by the ESD generally. The calendars meet state requirements.

The Board reserves the right to alter the school calendar when advisable in the best interests of the students involved, but shall not in so doing disturb coordination with calendars for host schools nor exceed the total number of instructional and duty days originally adopted. Days lost may be made up to ensure that the required number of student days/hours are met by the district.

The Board reviewed presented calendars that have been developed based on host schools as well as the needs of Lane ESD. The calendars were prepared in consultation with appropriate staff members and are presented to the Board for adoption.

The Board of Directors adopted a portion of ESD instructional calendars for the Westmoreland Campus, the Serbu campuses, and the State Hospital program (Daffodil School) at its June 2024 meeting. The Board of Directors was asked to adopt additional calendars as presented:

- JDEP 198 Day Teacher for 2024-25
- MLK 221 Day Licensed for 2024-25
- State Hospital 230 Day Licensed for 2024-25
- Secure Facility 230 Day Teacher for 2024-25
- Westmoreland 189 Day Classified for 2024-25
- Westmoreland 193 Day Licensed for 2024-25

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts calendars as presented. Director Truett seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER AND WILDE VOTING YES. (ESD Resolution #25-007)**

8.F. Implement Policy GCPA - Layoff/Recall Licensed

The following position is subject to layoff:

1.0 FTE School Psychologist

Oakridge School District has rescinded its service order for this position and Lane ESD has no assignment for this individual currently. The employee has accepted an interim position in one of Lane ESD's component districts.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD implements policy GCPA to reduce 1.0 FTE School Psychologists. Director Truett seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER AND WILDE VOTING YES. (ESD Resolution #25-008)**

8.G. Acknowledge Letter from Bethel School Board

The Board of Directors of Lane ESD moved to acknowledge receipt of the letter written by the Bethel School Board, addressed to the Lane ESD Board of Directors, related to services under the Lane African American Black Student Success grant. The Board of Directors of Lane ESD discussed the content of the letter. The Board directed Superintendent Scurto to draft a letter in response to the Bethel School Board in acknowledgment of their letter. The Board entered into discussion regarding the administration and services provided under the Lane African American Black Student Success grant and potential future partners in the grant. Lane ESD will not apply for the grant for the next period.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD acknowledges receipt of the letter written by the Bethel School Board regarding services provided by the Lane African American Black Student Success grant. Chair Duerst-Higgins seconded.

DIRECTOR KENT AMENDED THE MOTION: BE IT RESOLVED that the Board of Directors of Lane ESD acknowledges receipt of the letter written by the Bethel School Board regarding services provided by the Lane African American Black Student Success grant with Chair Sherry Duerst-Higgins signing. Director Hamilton seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER AND WILDE VOTING YES. (ESD Resolution #25-009)**

8H. Work Session Report Out

The Board of Directors of Lane ESD moved to schedule work sessions into the future to

DIRECTOR HARRIS MOVED that the Board of Directors of Lane ESD develop plans to revise the Strategic Plan, update the Board Policy Manual, and enhance legislative advocacy. Director Hamilton seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER AND WILDE VOTING YES. (ESD Resolution #25-010)**

9. Discussion/Reports

9.A. Legislative Update

State School Fund

As we move into the next legislative session, we will see the State School Fund (SSF) at approximately \$550M more than the previous year. Governor Kotek has agreed that the current service level for the next biennium should be based on the second year of the biennium funding. This second year has 51% of the biennium funding.

9.B. Superintendent Report

- Camp Friends and Fun is currently underway at Harrison Elementary. Board members are invited to visit.
- The Fall OAESD Summit will be held the day before the OSBA Fall Convention. OAESD will be seeking members to the Legislative Policy group.
- All Staff Welcome Back is August 28 at Churchill High School beginning at 8:30 a.m. Board members are invited.

9.C. Board and Superintendent Agreements

The Board of Directors is the educational policy-making body for Lane ESD. To fulfill the district's mission the Board and Superintendent must function together as a leadership team. To ensure unity among team members, effective group agreements must be in place. The Board and Superintendent reviewed their written agreements and affirm those moving forward into the 2024-25 year. The Board will sign at the September 2024 meeting.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves the Board and Superintendent working agreements as presented. Director Wilde seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT,**

KISSINGER AND WILDE VOTING YES. (ESD Resolution #25-011)

9.D. Board Member Program and District Assignments

9.E. Policy Updates: First Read

The Board shall exercise its rule-making power by adopting policies consistent with the Oregon Revised Statutes, Oregon Administrative Rules or opinions of a court of competent authority, for its own governance and for the organization and operation of Lane ESD. The Board accepts the definition of policy set forth by the National School Boards Association:

School Board policies are statements which set forth the purposes and prescribe in general terms the organization and program of a school system. They create a framework within which the superintendent and his/her staff can discharge their assigned duties with positive direction. They tell what is wanted.

Such policies may be adopted, amended or repealed at any Board meeting provided that the proposed adoption, amendment or repeal shall have been proposed at a previous Board meeting and, once proposed, shall have remained on the agenda of each succeeding meeting until approved or rejected and except that the Board may adopt, amend or repeal policies at any meeting of the Board in the event of an actual emergency, as determined at the sole discretion of the Board.

Additionally, when in the best interests of the district immediate adoption of a proposed policy is necessary, the Board may adopt such policy at the first meeting in which it is presented.

Policies shall be adopted, amended or repealed by the affirmative vote of four or more Board members. Policies and amendments adopted by the Board will be attached to, and made a part of, the minutes of the meeting at which they are adopted and also will be included in the ESD's policy manual.

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

9.E.1. Policy First Read: Layoff/Recall, Professional

Superintendent Scurto introduced a policy for Layoff/Recall of Professional Staff.

9.E.2. GBEB: Communicable Disease in Schools

The State Board of Education adopted revisions to Oregon Administrative Rule (OAR) 581-022-2220 on health services. The changes result in a requirement to develop "a written prevention-oriented health services plan for all students" (OAR 581-022-2220(1)). The plan requirements include a variety of topics, including but not limited to, plan for health care space, communicable disease prevention, communication strategies, health screenings, and hearing, vision and dental screenings.

As a result of these changes there is a list of policies and administrative regulations (AR's), included herein, which have been revised.

Superintendent asked the Board to consider adopting policies related to Communicable Disease in Schools and Student Health Services, and deleting current policies related to HIV/HBV and AIDS and Communicable Disease.

9.E.3. EBBA: Student Health Services

9.E.4. First Read: Policy Deletions

9.E.4.a. JHCCA: Students - HIV, HBV and AIDS - DELETE

9.E.4.b. GBEBA: Staff - HIV, AIDS, and HBV for DELETION

9.E.4.c. JHCC: Communicable Diseases - DELETE

9.F. Board Advisors and Liaisons

Board Administrative Rule for Policy BBB: Board Advisor and Liaison states:

- The Board may recruit one or more advisors from the community. The Board seeks advisors from different community perspectives, including the social services sector, equity and diversity, workforce, higher education or early childhood education. The term of Community Advisor is two years, renewable based on the identified needs of the Board. The Community Advisor will bring an independent consumer voice, understand and communicate the community perspective, advocate for the community and share Lane ESD information with the community. The Community Advisor is not a member of the Board.
- The Board will invite one advisor from the Superintendents' Council annually. The Superintendents' Council Advisor is a permanent advisor position, that is not filled by an individual superintendent for more than a two-year appointment.
- The Board intends to have three Board Member Liaisons from component school district Boards. The Board will recruit Board member representatives from a small, medium and large district. The Superintendents will be asked to extend an invitation to their board members in August of each year. The Superintendents' Council will appoint three representative Liaisons to the Board.

Current advisors and liaisons are:

Superintendents' Council representative

Emilio Hernandez, Large District Board Liaison, appointed 2021

Erin Zygaitis, Community Advisor, appointed 2021

Mike Anderson, small district board liaison, appointed January 2017

The Board of Directors of Lane ESD, advisors and liaisons discussed potential changes for the 2024-25 school year. Superintendent Scurto will inquire with Emilio Hernandez to see if he wishes to continue in the role.

9.G. 2023-24 Westmoreland Campus Board of Directors Meeting

The Board and Superintendent Scurto discussed holding the October Board meeting at the Westmoreland Campus. The consensus was to move forward with this plan.

9.H. OSBA Fall Regional and OSBA Annual Conference

The OSBA Fall Regional for the Lane Region is scheduled for October 15, 2024. The Board will discuss participation and a possible Round Table event.

[The 77th Annual OSBA Fall Convention](#) is November 7-9, 2024. The Board and Superintendent will discuss participation at the Convention.

10. Information from Administrative Staff

The directors of Human Resources and Title Programs, Special Education, Business Services, Technology and School Improvement 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

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

11.B. Board Member Reports

12. Announcements/Correspondence

The Board inquired about the United Way event/breakfast September 12, 7:30 a.m.

12.A. Acknowledgements and Recognition

12.B. Kudos

12.C. Announcements

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

August 9, 2024 - OSBA Rural School Board Member Caucus
August 9, 2024 - OSBA Legislative Policy Committee
August 10, 2024 - OSBA LGBTQIA2S+ School Board Member Advisory Committee
August 10, 2024 - OSBA School Board Members of Color Caucus Membership Meeting
August 13, 2024 - OSBA Executive Committee Meeting
September 4, 2024 - OSBA LGBTQIA2S+ School Board Member Advisory Committee
September 10, 2024 - OSBA Executive Committee Meeting
September 12, 2024 - United Way Community Breakfast
September 14, 2024 - OSBA School Board Members of Color Caucus Membership Meeting
September 17, 2024 - National IT Professionals Day
October 8, 2024 - OSBA Executive Committee Meeting
October 15, 2024 - OSBA Fall Regional @ Lane ESD
November 7-9, 2024 - OSBA Fall Convention
November 9, 2024 - OSBA School Board Members of Color Caucus Membership Meeting
November 12, 2024 - OSBA Executive Committee Meeting
December 10, 2024 - OSBA Executive Committee Meeting

12.C.2. Component District Board Meeting Dates

13. Adjournment

The meeting was adjourned at 6:50 p.m.

- The next regular meeting is scheduled to be held Tuesday, September 10, 2024, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.

14. Executive Session

The Board of Directors of Lane ESD entered into 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 he or she requests an open meeting. (ORS 192.660(2)(b))

Minutes Approved:

Sherry Duerst-Higgins, Chairperson

Tony Scurto, Superintendent



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EQUITY COMMITMENT LEADERSHIP COLLABORATION INTEGRITY

LANE EDUCATION SERVICE DISTRICT

1200 Hwy 99 N
Eugene, Oregon 97402

Board of Directors
September 10, 2024
Work Session 5:00 PM
Regular Meeting 6:00 PM
Executive Session

1. 5:00 PM: Call to Order: Work Session

Chair Sherry Duerst-Higgins called the work session to order at 5:00 p.m.

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

Administrators Present: Superintendent Tony Scurto, Assistant Superintendent Eric Anderson, Business Services Executive Director Olivia Meyers Buch, Chief Information Officer Brandon Webb, Special Education Executive Director Molly Gillett, Human Resources Executive Director Morgan Christensen, School Improvement Co-Director Ana Quintero-Arias, School Improvement Co-Director Cassadie Mitchell

Guests present: Spencer Lewis (OSBA), Maddy Ahearn (Integrated Guidance Administrator)

1.A. Review OSBA Policy Services

OSBA's Director of Policy Services joined the Board of Directors by zoom to discuss options for Board Policy Manual updating.

OSBA has the following menu of policy services available:

Policy Analysis: \$3,780.

This service provides an analysis report of a member's current board policy manual. Additional time is billed per OSBA rates. Up to 25 model policies/ARs; additional model samples requested are \$120 per policy. Half of the analysis base fee may be credited to a policy rewrite (not desk rewrite or other services) if member contracts for a policy rewrite within 12 months of issuance of the analysis report. Other costs not shown in agreement are billed at applicable OSBA rates.

Policy Rewrite: \$22,680. Plus, travel costs

These fees entitle the member to an analysis and policy drafting using OSBA model sample language; 12 meetings or 18 months (whichever occurs first) with OSBA staff (in person or virtual); an electronic copy of all review materials; and adopted manual in Word. Special formatting is an additional charge. Services beyond that described above will be charged Basic Contract Service rates and invoiced monthly. Work on policies/ARs in a language other than English is considered a Special Project and will be billed at the hourly rate; OSBA does not offer translation services. Pricing for services based on ADM.

Desk Rewrite: \$12,600.

Desk rewrite: an analysis and policy drafting using available OSBA model sample language. These fees entitle the member to an electronic copy of all review materials. Special formatting is an additional charge. No meetings at any level of a desk rewrite. Services beyond that described above will be charged Basic Contract Service rates. Other expenses will be billed at cost. Work on policies/ARs in a language other than English is considered a Special Project and will be billed at an hourly rate. OSBA does not offer translation services. Pricing for services based on ADM.

The Board will receive recommendations from the Superintendent and leadership at the October 1 meeting of the Board.

1.B. Component Districts' Integrated Guidance Plans

Integrated Guidance Administrator Maddy Ahearn presented to the Board on the development and implementation of component districts' Integrated Guidance Plans.

The work session was adjourned at 6:08

2. Call Regular Meeting To Order

Chair Sherry Duerst-Higgins called the regular meeting of the Board to order at 6:20 p.m.

3. Welcome

Guests attending the meeting were introduced.

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

Advisors and Liaisons present: Mike Anderson (Creswell Board Liaison), Kraig Sproles (Superintendents' Council Representative - Bethel)

Administrators Present: Superintendent Tony Scurto, Assistant Superintendent Eric Anderson, Business Services Executive Director Olivia Meyers Buch, Chief Information Officer Brandon Webb, Special Education Executive Director Molly Gillett, Human Resources Executive Director Morgan Christensen, School Improvement Co-Director Ana Quintero-Arias, School Improvement Co-Director Cassadie Mitchell, Special Education Office Manager Marina Brisby, Recording Secretary Julie Simmonds (remote)

Guests Present: Lory Boudreaux (LCEA)

4. Public Participation

There was no public participation.

5. Agenda Review

The agenda was reviewed.

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

Director Harris 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 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 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.

7. Presentation: Migrant Education Program Summer School

School Improvement Co-Director Ana Quintero Arias provided a presentation on the Migrant Education Program Summer School.

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 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.

DIRECTOR HARRIS 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 September 5, 2024

Director Wilde seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-012)**

8.B. Accept Financial Report

DIRECTOR KISSINGER MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for July 2024. Director Harris seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-013)**

8.C. Approve Board and Superintendent Agreements

The Board of Directors is the educational policy making body for Lane ESD. To fulfill the district's mission the Board and Superintendent must function together as a leadership team. To ensure unity among team members, effective group agreements must be in place. The Board and Superintendent will review their written agreements and affirm those moving forward into the 2024-25 year.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves the Board-Superintendent Working Agreements for 2024-25. Director Hamilton seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-014)**

8.D. Declaration of National Hispanic Heritage Month

Each year, Americans observe National Hispanic Heritage Month from September 15 to October 15, by celebrating the histories, cultures and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean and Central and South America.

The observation started in 1968 as Hispanic Heritage Week under President Lyndon Johnson and was expanded by President Ronald Reagan in 1988 to cover a 30-day period starting on September 15 and ending on October 15. It was enacted into law on August 17, 1988, on the approval of Public Law 100-402.

The day of September 15 is significant because it is the anniversary of independence for Latin American countries Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua. In addition, Mexico and Chile celebrate their independence days on September 16 and September 18, respectively. Also, Columbus Day or Día de la Raza, which is October 12, falls within this 30 day period.

DIRECTOR KISSINGER MOVED: BE IT RESOLVED

WHEREAS, each year, the United States observes National Hispanic Heritage Month by celebrating the culture, heritage and countless contributions of those whose ancestors were indigenous to North America as well as those who came from Spain, Mexico, the Caribbean, Central America and South America; and

WHEREAS, what began in 1968 as Hispanic Heritage Week under President Johnson and was expanded by President Reagan in 1988 to cover a 30-day period starting on September 15 and ending on October 15; and

WHEREAS, although too numerous to recognize individually by name, Hispanics and Latinos serve as civil rights leaders and community organizers, politicians, soldiers, educators, journalists, first

responders, pioneers in art and science, healthcare professionals, athletes, inventors, entertainers and so much more; and

WHEREAS, Hispanics and Latinos continue their rich history of significant and diverse contributions to the cultural, educational, economic and political vitality of our communities;

NOW, THEREFORE, BE IT RESOLVED, that the Lane Education Service District hereby proclaims September 15th - October 15th, 2024 as Hispanic & Latino Heritage Month and encourages all residents to honor the rich diversity of the Hispanic and Latino communities and celebrate the many ways they contribute to our nation and society.

Director Hamilton seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-015)**

8.E. Adopt Board Member Program and District Assignments

DIRECTOR KISSINGER MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt 2024-25 assignments that were first reviewed at the August 2024 meeting. Director Harris seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-016)**

8.F. Adopt Policy Updates

The Board shall exercise its rule-making power by adopting policies consistent with the Oregon Revised Statutes, Oregon Administrative Rules or opinions of a court of competent authority, for its own governance and for the organization and operation of Lane ESD. The Board accepts the definition of policy set forth by the National School Boards Association:

School Board policies are statements which set forth the purposes and prescribe in general terms the organization and program of a school system. They create a framework within which the superintendent and his/her staff can discharge their assigned duties with positive direction. They tell what is wanted.

Such policies may be adopted, amended or repealed at any Board meeting provided that the proposed adoption, amendment or repeal shall have been proposed at a previous Board meeting and, once proposed, shall have remained on the agenda of each succeeding meeting until approved or rejected and except that the Board may adopt, amend or repeal policies at any meeting of the Board in the event of an actual emergency, as determined at the sole discretion of the Board.

Additionally, when in the best interests of the district immediate adoption of a proposed policy is necessary, the Board may adopt such policy at the first meeting in which it is presented.

Policies shall be adopted, amended or repealed by the affirmative vote of four or more Board members. Policies and amendments adopted by the Board will be attached to, and made a part of, the minutes of the meeting at which they are adopted and also will be included in the ESD's policy manual.

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

8.F.1. Policy First Read: Layoff/Recall, Professional

Superintendent Scurto discussed a new policy for Layoff/Recall of Professional Staff.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt policy addressing Layoff/Recall, Professional Staff. Director Harris seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-017)**

8.F.2. GBEB: Communicable Disease in Schools

The State Board of Education adopted revisions to Oregon Administrative Rule (OAR) 581-022-2220 on health services. The changes result in a requirement to develop "a written prevention-oriented health services plan for all students" (OAR 581-022-2220(1)). The plan requirements include a variety of topics, including but not limited to, plan for health care space, communicable disease prevention, communication strategies, health screenings, and hearing, vision and dental screenings.

As a result of these changes there is a list of policies and administrative regulations (AR's), included herein, which have been revised.

Recommendations may include to delete or rescind policy or AR, recoding, and reassigning some policy content to a new section or policy of the policy manual.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt policy GBEB: Communicable Disease in Schools. Director Harris seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-018)**

8.F.3. EBBA: Student Health Services

The State Board of Education adopted revisions to Oregon Administrative Rule (OAR) 581-022-2220 on health services. The changes result in a requirement to develop "a written prevention-oriented health services plan for all students" (OAR 581-022-2220(1)). The plan requirements include a variety of topics, including but not limited to, plan for health care space, communicable disease prevention, communication strategies, health screenings, and hearing, vision and dental screenings.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt policy EBBA: Student Health Services. Director Hamilton seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-019)**

8.G. Adopt Policy Deletions

These policy deletions were tabled at the June 2024 meeting of the Board.

The State Board of Education adopted revisions to Oregon Administrative Rule (OAR) 581-022-2220 on health services. The changes result in a requirement to develop "a written prevention-oriented health services plan for all students" (OAR 581-022-2220(1)). The plan requirements include a variety of topics, including but not limited to, plan for health care space, communicable disease prevention, communication strategies, health screenings, and hearing, vision and dental screenings.

As a result of these changes there is a list of policies and administrative regulations (AR's) which have been revised. Recommendations may include to delete or rescind policy or AR, recoding, and reassigning some policy content to a new section or policy of the policy manual.

The entire rule can be accessed here: [OAR 581-022-2220](#). Reach out to the Oregon Department of Education with additional questions regarding plan requirements and/or implementation.

[ODE resources](#) and [School Health Services](#) include tools to support some requirements.

Collective Bargaining Impact: Review any terms and conditions of an applicable agreement.

Local ESD Responsibility: Review the recommendations regarding board policy changes and make decisions regarding same. Any policy revisions or recommendation to rescind a policy should be submitted to the board for action.

Policy(ies) and ARs Impacted by these Revisions

GBEBA - Staff - HIV, AIDS, and HBV, Delete
JHCC - Communicable Diseases - Students, Delete
JHCCA - Students - HIV, HBV and AIDS, Delete**

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD delete policies as presented. Director Wilde seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-020)**

8.G.1. JHCCA: Students - HIV, HBV and AIDS - DELETE

8.G.2. GBEBA: Staff - HIV, AIDS, and HBV for DELETION

8.G.3. JHCC: Communicable Diseases - DELETE

9. Discussion/Reports

9.A. Legislative Update

Legislative Update

The latest revenue forecast from the State of Oregon was released last week. What's noted about this latest revenue forecast is there's still growth in state revenues, even though it has slowed. The corporate activity tax, which funds the Student Success Act, has dipped. The forecast doesn't indicate there will be an economic downturn. But one of the keys that is important to know is that state reserves are at 17.6%. According to the COSA lobbyist, this budget should be sufficient, with reserves that are strong while there is still growth.

OAESD

The OAESD Governance Council is meeting this Thursday. On the agenda is nominations for the OAESD Legislative Committee. The OAESD is gearing up to set legislative priorities, tying in OAESD priorities with educational partners, district administrators and the OSBA. Superintendent Scurto invited Board members to consider nomination to the OAESD Legislative Committee. The Governance Council approves nominations. Any interested Board members should let Superintendent Scurto know.

9.B. Superintendent Report

OASE/COSA

The Coalition of School Administrators in our region (Zone 10) will meet this upcoming Monday afternoon, and the Lane Superintendents' Counsel will meet Tuesday morning. Superintendent Scurto anticipates discussion on legislative advocacy.

Recovery School

The Lane County districts are interested in pursuing a grant to run a recovery high school in our region. There were discussions to launch a program this Fall but a budget shortfall and lack of appropriate facilities were obstacles to moving forward at this time. Superintendent Scurto shared that a potential space has been identified and he will tour the space on Thursday. The program will serve students on a voluntary basis. There are three recovery high schools in the state, one of them being Harmony High School with our former board member, Sharon Martin, leading the program. There will eventually be 9 recovery high schools in Oregon. Oregon Department of Education will open a round of grants in February, and the Lane region is hoping to position itself to apply for that grant and begin a program in 2025.

Welcome Back Event

Superintendent Scurto thanked Board members that were able to attend, with special recognition to Director Truett for her speech to the staff. The event was held on August 28 at Churchill High School. Superintendent Scurto recognized the efforts of the staff that worked hard to make the event a success.

9.C. Work Session Report Out

The Board of Directors and Superintendent discussed possible Policy Manual Review services by OSBA and the Integrated Guidance Planning. Superintendent Scurto will discuss options with the Leadership group and bring back recommendations for the Board to consider.

10. Information from Administrative Staff

The directors of Human Resources and Title Programs, Special Education, Business Services, Technology and School Improvement 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

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

11.B. Board Member Reports

Board members were 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.

12. Announcements

12.A. Lane ESD Board Member Activities and Opportunities

[Lane ESD Workshops and Trainings](#)

August 9, 2024 - OSBA Rural School Board Member Caucus
August 9, 2024 - OSBA Legislative Policy Committee
August 10, 2024 - OSBA LGBTQIA2S+ School Board Member Advisory Committee
August 10, 2024 - OSBA School Board Members of Color Caucus Membership Meeting
August 13, 2024 - OSBA Executive Committee Meeting
September 4, 2024 - OSBA LGBTQIA2S+ School Board Member Advisory Committee
September 10, 2024 - OSBA Executive Committee Meeting
September 14, 2024 - OSBA School Board Members of Color Caucus Membership Meeting
September 17, 2024 - National IT Professionals Day
October 8, 2024 - OSBA Executive Committee Meeting
October 15, 2024 - OSBA Fall Regional @ Lane ESD
November 7-9, 2024 - OSBA Fall Convention
November 9, 2024 - OSBA School Board Members of Color Caucus Membership Meeting
November 12, 2024 - OSBA Executive Committee Meeting
December 10, 2024 - OSBA Executive Committee Meeting

12.B. Component District Board Meeting Dates

Bethel: During the regular school year the school board meets on the 2nd and 4th Wednesdays of the month at 6pm for regular sessions. The Board will conduct only one meeting in November, December, March and May, when the board meets on the 2nd Wednesday only.

Blachly: The District Board typically meets on the second Wednesday of each month at 6:00 pm, location TBD.

Creswell: Regular Board of Director meetings are typically held the second Wednesday of each month at 6:00 PM.

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.

Eugene: The Eugene School Board usually meets in regular public sessions on the first and third Wednesdays of each month at 7 p.m. This schedule sometimes varies, and additional meetings and work sessions are scheduled as necessary.

Fern Ridge: Third Monday of the month, unless otherwise noted. Time: 6:30 p.m.

Junction City:

Lowell: Regular Board Meetings are scheduled for the 4th Monday of the month, with the Meeting

beginning at 4:00 pm

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: McKenzie School Board meetings are held on the third Wednesday of each month unless noted otherwise.

Oakridge

Pleasant Hill

Siuslaw: The board of directors meet the second Wednesday of each month with the exception of a regular meeting scheduled for August 21, 2024, and November 20, 2024 . 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 a work session and the regular meeting will begin at approximately 6:30p.m.

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. Meetings normally are held at the South Lane School District Office, 455 Adams Ave in Cottage Grove.

Springfield: The Board of Directors generally meet on the second and fourth Mondays of each month. Regular business meetings begin at 7 p.m. on the second Monday and 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

13. Adjournment

The meeting was adjourned at 7:50 p.m.

- The next regular meeting is scheduled to be held Tuesday, October 1, 2024, at the Lane ESD Westmoreland Campus, 1717 City View, Eugene.

Minutes Approved:

Sherry Duerst-Higgins, Chairperson

Tony Scurto, Superintendent



LANE EDUCATION SERVICE DISTRICT

1200 Highway 99 North
Eugene, OR 97402

541.461.8200
541.461.8298 [Fax]

www.lesd.k12.or.us

EQUITY COMMITMENT LEADERSHIP COLLABORATION INTEGRITY

Prepared for: Lane ESD Board of Directors
Prepared by: Olivia Meyers Buch, Executive Director of Business Services
Meeting Date: October 1, 2024

August 2024 Financial Report (Unaudited)

The Financial Report for the General Fund for the period ending August 31, 2024 follows this report. Year-to-date operating revenues through August 31, 2024 total \$4.1 million or 14.2% of total budgeted operating revenues as compared to \$4.1 million or 14.7% through August 31, 2023. As usual, state school fund formula revenue (state school fund - general support) constitutes the majority of funds received. Total projected resources of \$28.8 million is \$50,000 more than budgeted.

Year-to-date operating expenditures through August 31, 2024 total \$2.0 million or 7.8% of total budgeted operating expenditures as compared to \$1.6 million or 6.4% through August 31, 2023. Total projected operating expenditures of \$24.9 million is \$0.6 million less than budgeted. Total projected transfers and transits of \$3.5 million is \$0.3 million less than budgeted.

Projected resources and requirements through August 31, 2024 result in an ending fund balance of \$3.2 million, with \$1.4 million assigned (reserved) for districts. The remaining ending fund balance of \$1.8 million is unassigned and represents 6.2% of projected operating revenues. The projected ending fund balance reflects an increase, or operating surplus, of \$0.4 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 August 31, 2024**

	Fiscal Year 2023-24					Fiscal Year 2024-25					
	Final Budget	Actuals thru 8/31/23	% of Budget	Projected thru 6/30/24	% of Budget	Final Budget	Actuals thru 8/31/24	% of Budget	Projected thru 6/30/25	% of Budget	Budget Variance
RESOURCES											
State School Fund Formula Revenue											
State School Fund - General Support	\$ 15,532,800	\$ 4,046,149	26.0%	\$ 15,996,395	103.0%	\$ 16,240,313	\$ 4,112,089	25.3%	\$ 16,448,355	101.3%	\$ 208,042
Property Taxes Levied by District	8,688,000	21	0.0%	8,682,801	99.9%	9,038,376	-	0.0%	9,038,376	100.0%	-
Other Local Revenues	66,200	4	0.0%	87,771	132.6%	86,659	-	0.0%	66,659	76.9%	(20,000)
Services Provided to Districts	2,550,400	41,200	1.6%	1,256,511	49.3% (1)	2,209,514	(57,452)	-2.6%	1,971,582	89.2%	(237,932)
Fees Charged to Grants	670,000	-	0.0%	812,985	121.3%	600,000	-	0.0%	700,000	116.7%	100,000
Other Revenues	577,700	35,440	6.1%	765,427	132.5%	580,000	36,065	6.2%	580,000	100.0%	-
Total Operating Revenues	\$ 28,085,100	\$ 4,122,814	14.7%	\$ 27,601,890	98.3%	\$ 28,754,862	\$ 4,090,702	14.2%	\$ 28,804,972	100.2%	\$ 50,110
Beginning Fund Balance (District Reserves)	921,200	1,165,894	126.6%	1,165,894	126.6%	1,103,757	1,311,923	118.9%	1,286,636	116.6%	182,879
Beginning Fund Balance	2,050,000	2,080,746	101.5%	2,080,746	101.5%	1,514,860	1,375,761	90.8%	1,494,775	98.7%	(20,085)
TOTAL RESOURCES	\$ 31,056,300	\$ 7,369,454	23.7%	\$ 30,848,530	99.3%	\$ 31,373,479	\$ 6,778,385	21.6%	\$ 31,586,383	100.7%	\$ 212,904
REQUIREMENTS											
Salaries	\$ 10,981,145	\$ 567,371	5.2%	\$ 10,973,743	99.9%	\$ 11,436,471	\$ 715,331	6.3%	\$ 11,159,479	97.6%	\$ (276,992)
Associated Payroll Costs	7,372,689	306,858	4.2%	6,470,402	87.8% (2)	7,495,703	355,287	4.7%	7,314,156	97.6%	(181,547)
Purchased Services	5,490,697	439,555	8.0%	5,713,478	104.1%	5,695,892	609,171	10.7%	5,557,937	97.6%	(137,955)
Supplies and Materials	446,550	74,143	16.6%	599,614	134.3%	662,884	119,738	18.1%	646,829	97.6%	(16,055)
Other Objects	230,100	182,312	79.2%	263,685	114.6%	269,700	202,188	75.0%	263,168	97.6%	(6,532)
Total Operating Expenditures	\$ 24,521,181	\$ 1,570,238	6.4%	\$ 24,020,922	98.0%	\$ 25,560,650	\$ 2,001,714	7.8%	\$ 24,941,569	97.6%	\$ (619,081)
Transfers											
Interfund Transfers	459,000	429,000	93.5%	448,198	97.6%	449,000	429,000	95.5%	449,000	100.0%	-
Transits to Districts	4,110,163	-	0.0%	3,597,999	87.5%	3,297,987	-	0.0%	3,037,839	92.1%	(260,148)
Other Uses of Funds											
Planned Reserve (District Reserves)	965,956	-	0.0%	-	0.0%	464,161	-	0.0%	-	0.0%	(464,161)
Planned Reserve	400,000	-	0.0%	-	0.0%	801,681	-	0.0%	-	0.0%	(801,681)
Reserved for Next Year	600,000	-	0.0%	-	0.0%	800,000	-	0.0%	-	0.0%	(800,000)
TOTAL REQUIREMENTS	\$ 31,056,300	\$ 1,999,238	6.4%	\$ 28,067,119	90.4%	\$ 31,373,479	\$ 2,430,714	7.7%	\$ 28,428,408	90.6%	\$ (2,945,071)
ENDING FUND BALANCE	-	\$ 5,370,216		\$ 2,781,411		-	\$ 4,347,671		\$ 3,157,975		
Assigned for Districts				\$ 1,286,636					\$ 1,364,001		
Unassigned Fund Balance				\$ 1,494,775	5.4% *				\$ 1,793,974	6.2% *	
* Percent of Operating Revenues				\$ 2,781,411					\$ 3,157,975		

(1) Variance is due to actual services ordered by districts being less than anticipated.

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



LANE EDUCATION SERVICE DISTRICT

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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: October 1, 2024

Adopt 2025-26 Budget Calendar

Per [Policy DBC](#), the Board will annually adopt a budget calendar which identifies dates and deadlines required for the legal presentation and adoption of the budget. The superintendent will prepare and recommend a proposed calendar for Board approval. The calendar will identify dates and activities to include those needed to comply with [state law](#). Below is the proposed 2025-26 budget calendar for your consideration and adoption.

- | | |
|------------------------|---|
| April 1, 2025 | Board meeting: worksession for budget committee pre-meeting to provide overview of budget process, roles and responsibilities of budget committee, financial update, and budget outlook |
| April 7 - May 2, 2025 | Publish notices of budget committee meeting - one internet notice and one newspaper notice |
| May 6, 2025 | Budget committee meeting: receive superintendent's budget message; take public comment; review proposed budget; approve budget and tax levies |
| May 20, 2025 | Second budget committee meeting (if necessary) |
| May 26 - 30, 2025 | Publish notice of budget hearing and Form ED-1 (Financial Summary) |
| June 3, 2025 | Board meeting: hold public hearing on approved budget; adopt resolution adopting budget, authorizing appropriations, and declaring taxes |
| June 4 - July 15, 2025 | Submit board resolution and Form ED-50 (Notice of Property Tax and Certification of Intent to Impose a Tax on Property) to county assessors |

EMPLOYMENT CONTRACT BETWEEN
Eric Anderson
and the
BOARD OF DIRECTORS OF THE LANE EDUCATION SERVICE DISTRICT

This Employment Contract, made and entered into this 1st day of October, 2024, by and between the Board of Directors of the Lane Education Service District, hereinafter referred to as District, and Eric Anderson hereinafter referred to as Assistant Superintendent.

WHEREAS District desires to provide the Assistant Superintendent with a written employment contract in order to enhance administrative stability and continuity, which the District believes generally improves the quality of its educational programs; and

WHEREAS the District and the Assistant Superintendent believe that a written employment contract is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions;

NOW, THEREFORE, in consideration of the mutual promises contained herein, the District hereby employs the Assistant Superintendent; and the Assistant Superintendent hereby accepts such employment upon the terms and conditions following:

TERM: The District hereby employs the Superintendent for a period beginning on the 1st day of July, 2024, and ending on June 30, 2027.

RENEWAL: As provided by ORS 332.505(2)(a) the district school board may elect to issue a subsequent contract for an additional three years, or shorter mutually agreed upon employment period, at any time. This three-year contract shall automatically be extended each July 1st of the contract term beginning July 1, 2024, unless by December 15 of the first year of each contract year, the Board elects not to extend the current contract and so notifies the Superintendent by December 15 of such year.

COMPENSATION: For the 2024-25 Fiscal Year, the District shall pay the Assistant Superintendent a salary of \$175,590. The salary will be payable in equal monthly installments. The Assistant Superintendent's compensation is based on a 260-day work year.

The Assistant Superintendent may receive a salary increase each year, effective July 1, in an amount to be determined mutually by the Assistant Superintendent and the Board. The Assistant Superintendent's annual salary adjustments shall be coordinated with his annual evaluation. The adjusted salary shall not be less than the salary for the previous year. The Assistant Superintendent's annual increase shall not be less than the percentage increase granted to other administrative staff of Lane ESD.

The District will contribute to or on behalf of the Assistant Superintendent \$8,500 annually as a tax sheltered annuity. The district will contribute to the Assistant Superintendent's Tax Sheltered Annuity in regular, monthly installments of \$708.33, for the duration of the contract. In addition, the District will pay the Assistant Superintendent's contribution to the State of Oregon Public Employee Retirement System.

The District shall contribute towards insurance the same amount as provided in the Management Staff Agreement.

PROFESSIONAL CERTIFICATION AND RESPONSIBILITIES OF ASSISTANT SUPERINTENDENT:

- A. Certification. The Assistant Superintendent shall maintain and hold throughout the life of this contract a valid, current and appropriate license with necessary endorsements issued by the State of Oregon. Should the Assistant Superintendent fail to maintain such licensure in good standing, the District may seek any appropriate remedy under this contract.
- B. Responsibilities. The Assistant Superintendent shall faithfully perform the duties of the position in accordance with Oregon Law, District policies and rules, and the Assistant Superintendent job description. During the term of this contract the District reserves the right to modify the Assistant Superintendent's assignment should the interest of the District be better served by the reassignment.

VACATION AND OTHER BENEFITS: The Assistant Superintendent shall be entitled to all benefits applicable to 12-month administrative employees, including but not limited to vacation, illness benefits, leaves, insurance and the PERS pick-up requirements.

INSURANCE UPON LEAVING FULL TIME STATUS WITH LANE ESD: At the time the Assistant Superintendent retires from Lane ESD with a minimum of 4 years of service (6/30/2027), the ESD agrees to pay medical, vision and dental health care coverage at the amount equivalent to the district employee and spouse insurance cap allocations up to when the Assistant Superintendent reaches an age when he is eligible for Medicare coverage. The benefits herein provided are only in accordance with the rules and regulations of insurance carriers.

VEHICLE ALLOWANCE: The ESD will pay the Assistant Superintendent a stipend of \$500 per month, as taxable income, for the use of their personal automobile for ESD business. The Assistant Superintendent will not be reimbursed for any other driving expenses with their personal automobile inside or outside of Lane County.

TERMINATION OF EMPLOYMENT CONTRACT. This Employment Contract may be terminated by:

- A. Mutual agreement of the parties.
- B. Disability of the Assistant Superintendent.
- (1) In the event of disability by illness or incapability, the Assistant Superintendent shall be entitled to exhaust accrued sick leave and vacation. If the Assistant Superintendent remains unable to resume the normal discharge of his duties for a period of 30 days beyond exhaustion of such leaves, the District may terminate this contract by serving written notice 10 days prior to the effective date.
- (2) If a question or disagreement exists concerning the capacity of the Assistant Superintendent to return to his duties, the District may require the Assistant Superintendent to submit to a medical examination, to be performed by a physician mutually agreed upon by the parties. The expense of the examination shall be borne by the District. The physician shall limit his/her report to the issue of the Assistant Superintendent's ability or disability to discharge the duties of his position at the time of the examination and in the foreseeable future.
- C. Retirement of the Assistant Superintendent, upon 120 days prior written notice.
- D. Resignation of the Assistant Superintendent, upon 120 days prior written notice.
- E. Discharge for cause.

Discharge for cause shall mean discharge for failure to comply with the terms of this contract or for any reason that is grounds for termination of a contract teacher as specified in ORS Chapter 342. Notice of discharge for cause shall be given in writing and the Assistant Superintendent shall be entitled to a hearing before the Board to discuss and refute such charges. The Assistant Superintendent may choose to be accompanied by legal counsel at such a meeting, which shall be conducted in closed, executive session unless the Assistant Superintendent requests a public hearing. The Assistant Superintendent shall be provided with a written record of the meeting and the Board's determination.

SAVINGS CLAUSE. If, during the term of the Employment Contract, it is found that a specific clause or portion of a clause is contrary or becomes contrary to state or federal law, the remainder of the contract not affected by such a ruling shall remain in force.

MODIFICATION. This contract may only be modified in writing by mutual agreement of the parties.

Dated: October 1, 2024

Sherry Duerst-Higgins
Board Chair

Eric Anderson
Assistant Superintendent

Code: **DL-AR**
Adopted: 1/16/97
Readopted: 12/11/01, 4/27/04
Orig. Code(s): DL-AR(2)

Payroll Choice Procedures
(For Employees Working in Less Than 12-Month Position)

An employee working in a less than 12-month position ~~may choose to~~ **will** have his/her **their** wages paid in ~~either 10 or 12 equal payments,~~ **but may choose to have their wages paid in 10 equal payments if requested.**

~~This~~ **The choice to receive 10 equal payments** may be made only once per contract period. A form choosing ~~one of the two~~ **10 equal payments** options must be received by the payroll department no later than the 15th of the month of the first scheduled payment. ~~The selected payment schedule and~~ cannot be changed until the following contract period. ~~The option chosen will remain in effect until superseded.~~

~~A newly hired employee working in a less than 12-month position may choose to have his/her wages paid based on either 10 or 12 equal payments (pro-rated). If no choice is made at the time of hire, all wages will be based on 10 equal payments (pro-rated).~~

COMING THIS FALL

OSBA LEGISLATIVE ROADSHOW



ADVOCACY STARTS HERE

OSBA's Legislative Roadshow is coming your way!

OSBA has turned a page in the last year with leadership transitions, improving and better communicating valued member services, and laying the groundwork for a successful 2025 legislative session. OSBA leaders and our legislative team will be hitting the road again to speak directly with our members and build momentum for the 2025 legislative session.

With federal emergency funds ending, pressures from inflation and the collective bargaining process and increased student needs, OSBA is laser-focused on securing the resources schools need as the state crafts a new budget. Our team is excited to share the progress we have made in the State School Fund Current Service Level calculation and other funding conversations.

Please come prepared to engage with board members from across your region as we share a meal and chart the future. It is vital that we collectively strengthen our grassroots capacity for board members to advocate with state legislators and policymakers. Our team will also share updates and, most importantly, hear from you on what matters most and how we can help.

MORE INFORMATION AT WWW.OSBA.ORG

2023 OSBA Annual Convention

At-A-Glance Agenda

Portland Marriott Downtown Waterfront
November 9 – 11

Preconference

Thursday, November 9, 2023

3:00 pm-6:00 pm	Conference Registration
7:30 am – 8:00 am	Coffee with OSBA & Board Colleagues
8:00 am-4:00 pm	Preconference
8:00 am- 4:00 pm	Administrative Professionals workshop
9:30-10:00 am	Break (30 mins)
11:30 am-11:45 am	Break (15 mins)
11:45 am – 12:45 pm	Lunch
2:15 pm – 2:30 pm	Break (15 mins)
4:00 pm-6:00 pm	Visit with Exhibitors/Student Art Exhibition

Friday, November 10, 2023

7:00 am-4:30 pm	Registration
7:30 am-8:00 am	Coffee with OSBA & Board colleagues
7:30 am-4:30 pm	Visit with Exhibitors
7:30 am-4:30 pm	Student Art Exhibition
9:00 am-4:00 pm	Council of School Attorneys workshop
8:30 am-10:30 am	General Session
10:30 am-11:00 am	Break/Keynote book Signing (30 mins)
11:00 am-12:15 pm	Workshops (75 minutes)
12:15 pm-1:30 pm	Networking Lunch
1:30 pm-2:30 pm	Board Region Roundtable Discussions
2:30 pm-3:00 pm	Break (30 mins)
3:00 pm-4:15 pm	Workshops (75 minutes)
5:00 pm-7:00 pm	Garrett Hemann Robertson, P.C. Reception

Saturday, November 11, 2023

7:00 am-4:30 pm	Registration
7:00 am -3:00 pm	Visit with Exhibitors/Student Art Exhibition
7:30 am-8:30 am	Breakfast Programs <ol style="list-style-type: none">Oregon Small SchoolsCapitol Watch
8:45 am-10:30 am	General Session
10:30 am-11:00 am	Break/Book Signing (30 mins)
11:00 am-12:15 pm	Workshops (75 minutes)
12:15 pm-1:45 pm	Lunch Program
1:45 pm-2:00 pm	Break (15 mins)
2:00 pm-3:15 pm	Workshops (75 mins)
3:15 pm-3:45 pm	Break (30 mins)
3:45 pm-4:00 pm	OSBA Annual Membership Meeting
4:00 pm – 5:00 pm	Hot Topics Roundtable Discussions

Sunday, November 12, 2023

10:00 am – 12:00 pm

OSBA Board of Directors Meeting

Special Education Department Report

Date: 9/27/2024

Presented by: Molly Gillett, Executive Director of Special Education

1. Staff Evaluation Progress We are currently working on comprehensive staff evaluations for the Special Education department. This process aims to ensure that our teachers and support staff receive meaningful feedback, fostering professional development, and enhancing the overall quality of services provided to our students with special needs. The evaluation process includes:

- **Classroom observations** to assess teaching methods, student engagement, and adherence to IEP goals.
- **Administrative feedback** for a well-rounded view of each staff member's strengths and areas for growth.
- **Self-evaluations**, encouraging reflective practices and personal development.
- **Student and Professional Growth Goals** to improve outcomes for students.

Next Steps:

- Complete Goal Conferences and goal submission by Nov. 1st, with first round observation scheduled.
-

2. Improved Communication: Bi-Weekly Newsletters To improve communication within the department, we have implemented regular bi-weekly newsletters. These newsletters are distributed to all Special Education staff and serve to:

- **Provide updates** on department initiatives, training opportunities, and relevant district policies.
- **Share success stories** from classrooms, highlighting effective teaching strategies and student progress.
- **Address frequently asked questions** to ensure clarity and consistency in practices across the department.
- [Sept. 16th Newsletter](#)
- [Sept. 30th Newsletter](#)

This initiative has fostered better connection within the team, promoting a unified focus on department priorities and ensuring that all staff stay informed.

Next Steps:

- Continue to solicit feedback from staff on content and effectiveness of the newsletters.
 - Include additional resources, such as helpful tools for addressing specific student needs or insights on inclusive teaching practices.
-

3. Focus on Classroom Visits by Administration School administrators have been conducting regular classroom visits to support Special Education staff and ensure that we are meeting student needs effectively. The focus of these visits is:

- **Observing inclusive teaching practices** and assessing their effectiveness in creating a supportive learning environment for all students.
- **Engaging with students** to understand their experiences and challenges within their individualized programs.
- **Providing timely feedback** to staff to ensure successful implementation of IEPs, behavior plans, and inclusive teaching strategies.

These visits allow administrators to provide direct support, offer guidance, and strengthen connections with both staff and students.

Next Steps:

- Continue these classroom visits and ensure follow-up meetings with staff to discuss observations.
 - Use feedback from visits to inform professional development and to refine our inclusive practices across all classrooms.
-

4. Focus on Inclusive Practices in Our Schools A key area of focus this year is promoting **inclusive practices** across all classrooms. We are committed to ensuring that all students, regardless of their abilities, can actively participate in general education settings. This includes:

- **Collaboration between general education and Special Education staff** to create cohesive lesson plans that accommodate the diverse learning needs of students.
- Please view the video from Cal Young MS working to introduce the Life Skills classroom to the greater school community.
- [Cal Young Life Skills Classroom Introduction: We are REAL Cougars](#)

We believe that fostering inclusive environments benefits not only students with disabilities but also promotes a culture of diversity, empathy, and collaboration among all students and staff.

Next Steps:

- Continue to share ideas for inclusive practices across classrooms via the newsletter and in direct conversation with staff.
 - Develop a framework for measuring the effectiveness of inclusion efforts and identify areas for growth.
-

Conclusion

The Special Education department is committed to improving staff performance, enhancing communication, supporting inclusive practices, and increasing administrative involvement in classrooms. By focusing on staff evaluations, regular communication, classroom visits, and inclusive practices, we aim to create a learning environment that benefits all students. We look forward to ongoing collaboration and progress in these areas.

Thank you for your continued support of the Special Education department.

Molly Gillett

Executive Director of Special Education
Lane Education Service District

9/27/24

To: Lane Education Service District School Board Members

From: Dr. Morgan Christensen - Executive Director of Human Resources

Re: October 2024 Update

Service

Effective Communication is an agency focus. HR is working in collaboration with all departments to provide important information through a centralized platform.

Newsletters and updates to our website and intranet are all underway.

Staffing

Heading into the fall of the 2024-25 school year, there remain 11 vacancies to fill for Special Education positions. For changes to staffing, there are two resignations for classified staff, two appointments for licensed staff, and one licensed position's services canceled with a part time licensed position appointed for that employee. The elimination of the licensed position tied to direct services is pending school board review and final determination.

(See Human Resources Report for details)



October 2024 Board Report

System Upgrades/ Improvements

- **Wireless equipment refresh project**: Creating step by step documentation to help the component districts with their upgrade processes.
- **Technology Inventory**- Our bi-lingual desktop technician, Jess Garnica-Tapia is currently updating our inventory system with all of the new and replacement equipment that was deployed this summer. The IT department worked with Dell to create a laptop specific to the needs of our staff with the steepest discount possible. There were a total of 74 laptops that were ordered, built, unpackage, and prepped for staff. These new laptops replaced the aged apple devices.
- **CyberSecurity**: Currently, Al Borders, our security engineer is working through phase 2. Phase 2 of CrowdStrike's attack surface management is Testing, Feature engineering, and Mitigation.
Testing involves continuous monitoring and testing of the attack surface to identify security gaps, prevent new vulnerabilities, and eliminate misconfigurations.
Feature engineering is a key step in data science and machine learning (ML). It involves using data to create new variables to simplify data transformations and improve model accuracy.
Mitigation- involves detecting and stopping threats, or mitigating the impact of a breach if a threat can't be stopped right away. Automation and orchestration are critical for real-time detection and response
- **LEARN Platform**- We are currently identifying stakeholders and programming the automation for the request process.
- **Parent Square**- Expanding our current use to include phone calls for our SpEd team and potentially additional departments.
- **Connectivity**- Decreased amount Mapleton school district was paying for internet service and increased their total available bandwidth.
- **Firewalls**- LESD's next generation firewalls have been installed and are currently in production. We are currently developing the upgrade plans for our network that this new equipment has made possible. These devices are the frontline for our agency's data security needs.
- **Network Infrastructure**- The remaining network infrastructure upgrade is in process with a project completion date before January 1st, 2025.
- **HR System**- IT is supporting our move to a new and improved system. The system will take more than 7 months to complete.



Overcoming barriers to education through technology

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- Freshservice-re-engineering of the IT ticket systems to increase support of our staff and increase reporting and BA (Business Analytics).

Nora Kent report

I have organized a voter registration/ voter information pizza party event on October 11 through our local non-partisan community activism group- Florence ORganizes. A League of Women's Voter representative will be on hand and a few local elected officials will also attend. A parent will provide election related activities as well.

I am pleased to share that our Siuslaw Superintendent **Andy Grzeskowiak** has shared our flyer district wide - including families, teachers and school board members. We are hoping to have a good turnout for this family friendly event.

Rose Wilde Board Member Report for October 1, 2024

This month I further revised and updated the draft self evaluation based upon the model shared by LBL ESD. We will review this document in the work session and make further modifications and revisions as determined by the board. I opted to include most of the items from LBL ESD, removing those that were not relevant to LESD and updating terminology,] and added our LESD 2024-25 goals as discussed in our board retreat on August 6, 2024. The document has not been reviewed by others, and may need significant updating. I welcome all feedback and suggestions with the goal of creating a meaningful way for our board to identify areas of improvement to best serve our students and community. The proposed draft self evaluation can be found here:

<https://docs.google.com/document/d/1v52tpGVcDSDzO7o8ML0Fr0fps2JeUjCG/edit?pli=1>

I also attended the United Way Community leader breakfast in September and was thrilled to see Sue Wilson and a team of students from Mapleton High School showcase their partnership with the Siuslaw Vision team and United Way to create project based learning opportunities that made many positive impacts in their community. They were the featured program of the event and did an incredible job presenting their work and learning together.

I participated in the OAESD Governance Council and was pleased to nominate our Board Chair Sherry Duerst-Higgins to the OAESD Legislative Committee. The OAESD Governance Council will officially make appointments in our November board meeting just prior to the OSBA annual Conference.

I will not be able to attend the OSBA annual conference this year and hope all who attend enjoy themselves and bring back your ideas to share with the board.