

LANE EDUCATION SERVICE DISTRICT	BOARD MEETING
1200 Hwy 99 N	Tuesday, July 29, 2025
Eugene, Oregon 97402	Regular Meeting: 2:00 PM

Work Session: 2:00 p.m.
Regular Meeting: 5:30 p.m.

**LANE ESD BOARD MEETING
AGENDA**
Tuesday, July 29, 2025

1. Call Work Session to Order

Board Chair

A. Team Building - 2:00 p.m.

Link: <https://wordwall.net/resource/95337837/team-building-card-deck>

Superintendent Scurto and Board Chair

B. Board Training: OSBA Public Meetings "Dos and Don'ts Webinar - (1:29) - 2:30 p.m.

There will be a break from 3:15 p.m. to 3:30 p.m and we will resume the webinar at 3:30 p.m.

Link to webinar: <https://youtu.be/15UH3idq9lo>

Board Chair

2025-Public-Meeting-Law-Webinar-(OGEC-Approved-11-24) 13

C. Board Meeting Norms - A/B Policies - 4:15 p.m.

Board Chair

LaneESD section BBF_2025.docx - Google Docs 108

LaneESD section BBFA_2025.docx - Google Docs 110

LaneESD section BBFB_2025.docx - Google Docs 118

D. Strategic Planning Update - SERVE - 4:30 p.m.

Assistant Superintendent Anderson

LESD Board Meeting - Purpose Statement - Google Slides 120

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

Board Chair

3. Welcome

Guests attending the meeting will be introduced.

Board Chair

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

Lane ESD acknowledges that the lands we call Lane County - the lands that sustain our children, our future, and our collective well-being - are the traditional ancestral home of the Kalapuya, Siuslaw, Molalla, and other indigenous people who have lived in Lane County since time immemorial. Native children, families, and communities bear witness to a legacy of displacement and forced relocation. As an educational 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.

Board Member

5. Administer Oath of Office to Newly Elected Board Members

Board Chair

Oath of Office Thomas Hiura 121

Oath of Office Vanessa Truett 122

Oath of Office_ Rose Wild 123

6. 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 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.

Board Chair

7. Agenda Review

Board Chair

8. Organization of the Board for 2025-26

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.

Board Chair

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.

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

Declaration of Election: Board member is elected as Chairperson of the Lane ESD Board of Directors for 2025-26.

Board Chair

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.

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

DECLARATION OF ELECTION: Chair will declare the election of the Board Vice-Chair for Lane ESD for 2025-26

Board Chair

9. 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 April 1, 2025

2. Lane ESD Board Meeting Minutes of May 6, 2025

2. Human Resource Report, dated July 2025

Board Chair

Offered_LESD Board Minutes - May 6, 2025.docx - Google Docs 124

HR Board Report - July 2025 135

HR Board Report - July 2025 (Staffing Updates) 137

B. Accept Financial Report

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for June 2025.

Board Chair and Finance Director: Olivia Meyers Buch

June 2025 Financial Report 138

C. Approve Grant

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

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

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

been approved.

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

While the Early Literacy Grant was discussed at the June meeting, the proposal was not attached to the agenda and formal consideration was carried over to the July meeting.

The proposal is submitted as a partnership between Eugene 4J and Lane Education Service District (Lane ESD) Migrant Education Program to provide early literacy tutoring to MEP and Latinx students.

Superintendent Scurto

Early Literacy Grant–Partnership with Eugene 4J - Google Docs

142

D. Approve Routine Designations for 2025-26

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 Mallory Dahl.

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 2025-26 year, as presented:

- Legal Counsel: The Hungerford Law Firm, Miller Nash LLP, Garrett Hemann Robertson
- Auditors: Pauly, Rogers and Co., PC
- Newspaper: Register-Guard

Board Chair

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

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 of Directors adopted a portion of ESD instructional calendars for the Westmoreland Campus at the June 2025 meeting. The Board of Directors will adopt offered calendar as presented.

Superintendent Scurto

STUDENT CALENDAR 2025-2026.docx - Google Docs

145

F. 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 2025-26 year.

Superintendent Scurto, Board Chair

G. Strategic Plan Purpose Statement

Superintendent Scurto

10. Discussion/Reports

Superintendent Scurto

A. Legislative Update

Superintendent Scurto will provide an update in legislative activities.

Superintendent Tony Scurto

OAESD Legislative Summary June 2025.docx

149

B. Superintendent Report

Superintendent Tony Scurto

C. Board Member Program and District Assignments

The superintendent and Board will discuss 2025-26 assignments.

Superintendent Scurto

LESB Board Committees and Assignments 2025-26.docx -
Google Docs

151

D. 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 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
 Ericka Thessen, large district liaison, appointed 2025
 Robin Zygaitis, large district liaison, appointed 2025
 Mike Anderson, middle-size district board liaison, appointed January 2017
 Danna Brownell, small district liaison, appointed 2025

The Board of Directors of Lane ESD, advisors and liaisons will discuss any changes for the 2025-26 school year.

Board Chair, Superintendent Scurto

E. Board Budget and Conferences

The Board will discuss the budget and consider participation in standing conferences offered by:

- OSBA - Fall Convention - Portland, Oregon - November 6-8, 2025
- OEASD - Spring Conference - Sunriver, Oregon - May 13-15, 2026

Board Chair, Superintendent Scurto and Finance Director:Olivia Meyer Buch

F. Board Draft Calendar

- Work Sessions
- Program Presentations

Board Chair

Draft Board Activity Calendar - 2025-26.docx - Google Docs 154

11. Information from Administrative Staff

The Directors of School Improvement, Special Education and Technology have submitted written reports to the Board on matters of interest.

Administrative Staff

School_Improvement_Board Update_07_29_25 - Google Docs 157
 Special Education _ Board Report _ 07-29-25 - Google Docs 161
 Youth Services_Special Education_ Board Report2025 - Google Docs 162

12. 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?

Board, Advisors, Liaisons

Report for June_July 2025- Nora Kent

165

Rose Wilde, Board Member Report - July 2025 - Google Docs

166

13. 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

14. Announcements

Board Chair

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

August 5, 2025 - OSBA Policy Committee Meeting
August 6, 2025- OSBA LGBTQIA2S+ School Board Member Advisory Committee

August 8-10, 2025 - OSBA Summer Board Conference

August 9, 2025 - Oregon School Board Members of Color Caucus Membership Meeting

August 11, 2025 - OSBA Board of Directors Special Meeting

August 12, 2025 - OSBA Executive Committee Meeting

August 13, 2025 - OSBA School Board Members of Color Caucus Leadership Council Membership Meeting

August 13, 2024 - OSBA Executive Committee Meeting

September 2, 2025 - Oregon Rural School Board Member Caucus Executive Committee Meeting

September 9, 2025 - OSBA Executive Committee Meeting

September 9, 2025 - Oregon School Board Members of Color Caucus Officers Meeting

September 12-14, 2025 - OSBA Board of Directors Meeting

September 16, 2025 - National IT Professional Day

September 16, 2025 - Oregon Rural School Board Members Caucus Leadership Assembly Meeting

September 21, 2025 - Oregon School Board Members of Color Caucus Leadership Council Meeting

October 7, 2025 - Oregon Rural School Board Member Caucus Executive Committee Meeting

October 14, 2025 - OSBA Executive Committee Meeting

October 21, 2025 - Oregon Rural School Board Members Caucus Leadership Assembly Meeting

October 24, 2025 - Oregon School Board Members of Color Caucus Leadership Council Meeting

November 4, 2025 - Oregon Rural School Board Member Caucus Executive Committee Meeting

November 9, 2025 - OSBA Board of Directors Meeting

November 10-14, 2025 - American Education Week

November 11, 2025 - OSBA Executive Committee Meeting

November 18, 2025 - Oregon Rural School Board Members Caucus Leadership Assembly Meeting

December 2, 2025 - Oregon Rural School Board Member Caucus Executive Committee Meeting

December 8, 2025 - Oregon School Board Members of Color Caucus Officers Meeting

December 9, 2025 - OSBA Executive Committee Meeting

December 16, 2025 - Oregon Rural School Board Members Caucus Leadership Assembly Meeting

Board Chair

15. Adjournment

- The next regular meeting is scheduled to be held Tuesday, September 9, 2025, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.



PUBLIC MEETING

Do's and Don'ts

REQUIRED TRAINING APPROVED BY THE
OREGON GOVERNMENT ETHICS COMMISSION



The Certificate of Recognition in Leadership Achievement reflects your growing importance.

The OSBA Leadership Institute was created to align conferences, workshops, on-site sessions and other leadership activities for board members into a recognition program.

OSBA workshops meet the needs of busy people – some courses are online while others are offered in person at workshops and conferences. OSBA also presents custom on-site sessions to meet local needs.

How Certification Works +

The Leadership Institute Individual Bronze Certificate of Completion x

This certificate is awarded to individuals who have successfully completed courses from the following foundational level categories, designed to introduce essential leadership principles. Participants are encouraged to complete the bronze level before advancing to the silver level, as it establishes core competencies in areas critical to governance and educational leadership:

- Board Governance Essentials
- Introduction to Educational Equity
- Policy Fundamentals
- Public Meetings and Ethics
- School Finance and Budgeting

Those attending a day-long preconference institute event focused on the bronze level will receive a Certificate of Completion but are encouraged to proceed sequentially to fully benefit from the program.

The Leadership Institute Individual Silver Certificate of Completion +

The Leadership Institute Individual Gold Certificate of Completion +

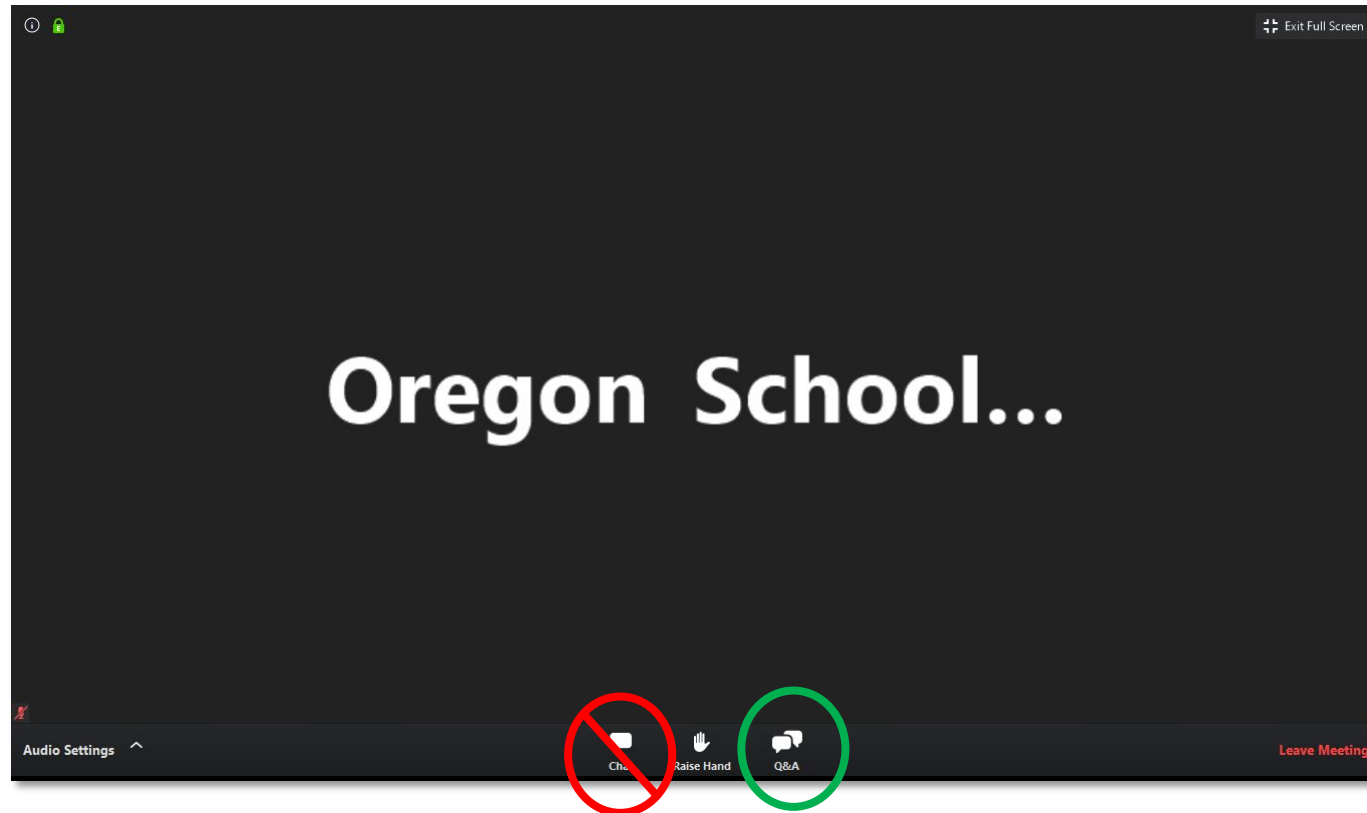
Full Certification +

2024 Leadership Institute Program Update, Transition & Credit Transfers +

Public Recognition +

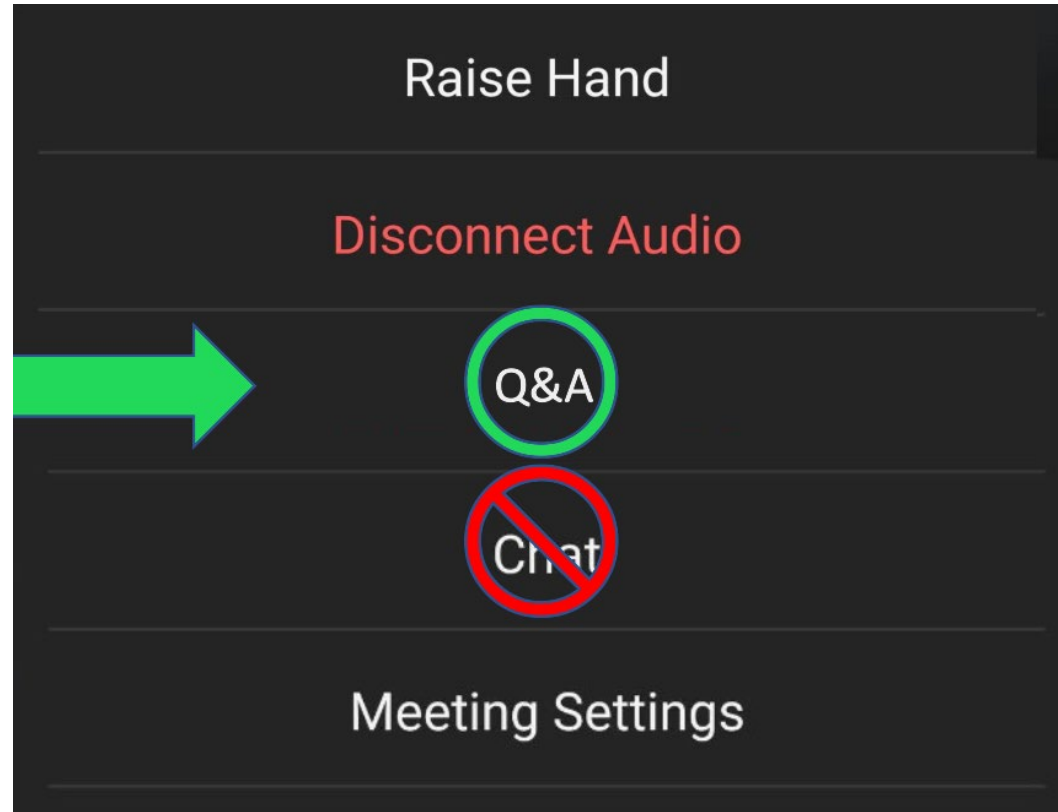
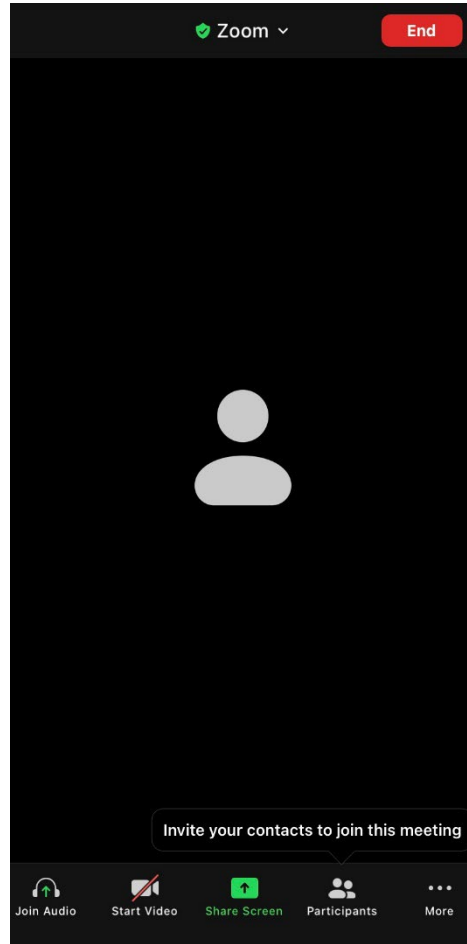


Technical Logistics



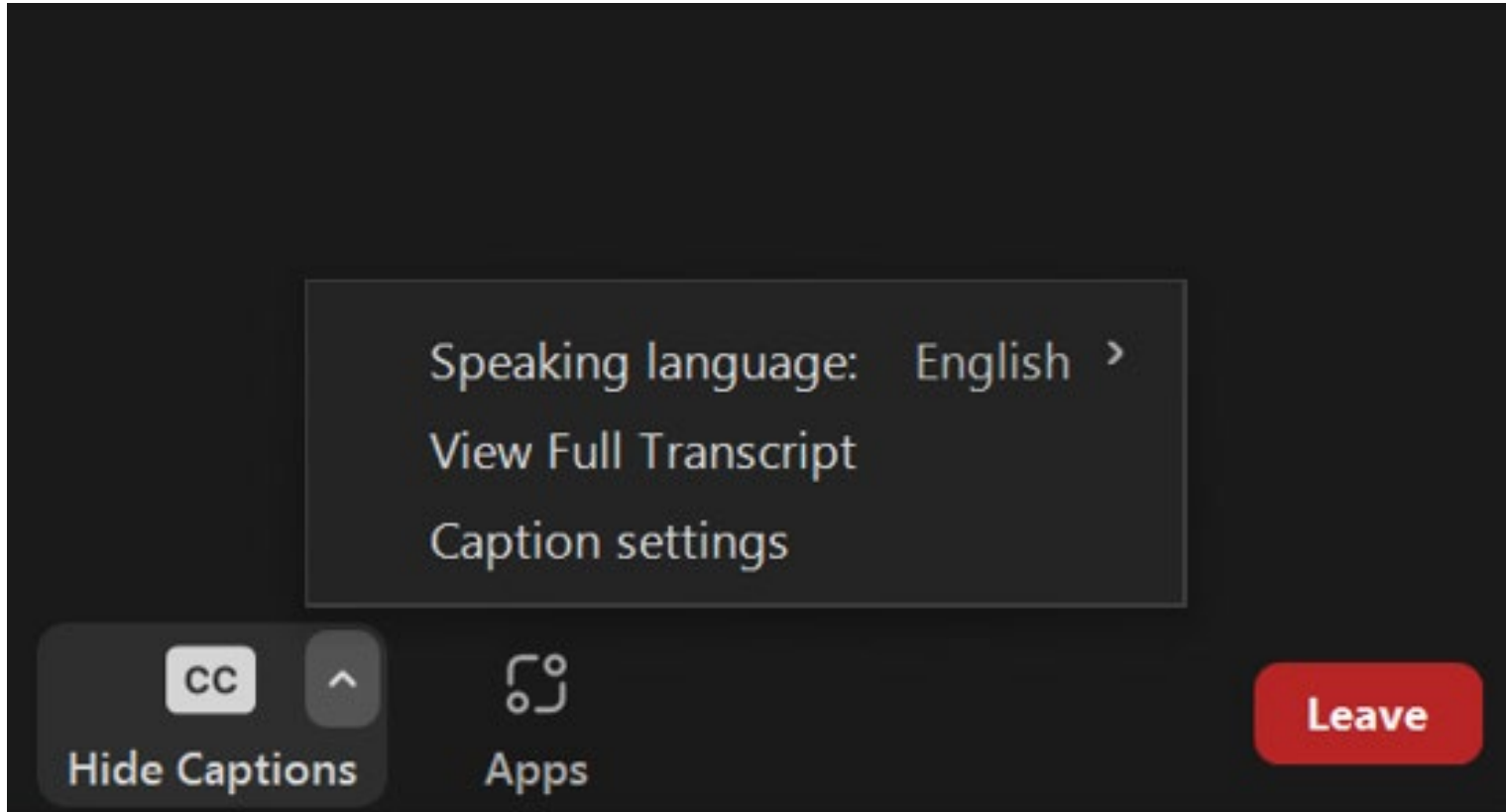
For Laptop/Desktop Users...

Technical Logistics



For Phone/Tablet Users...

Technical Logistics



Closed Captioning...



Presenters

Haley Percell, Chief Legal Officer, Interim Deputy Executive Director; Spencer Lewis, Director of Policy Services; Therese Holmstrom, Senior Assistant Legal Counsel





Agenda

- **Mandatory Training**
- **Definitions**
- **When do Public Meeting Laws Apply?**
- **Public Meeting Requirements and Prohibitions**
- **Executive Sessions**
- **Complaints**

PACE
SAFETY • SERVICE • SAVINGS
A TRUST BUILT FOR STUDENTS





Mandatory Training

PACE
SAFETY • SERVICE • SAVINGS
A TRUST BUILT FOR STUDENTS





Mandatory Training

- 1) Required for governing bodies with total expenditures of \$1M or more;
- 2) Once during term of office;
- 3) Maintain record;
- 4) Truthfully certify completion, if requested.

OAR 199-050-0080(2)





Public Meeting Training

Presenters: Staff of the Oregon School Boards Association

Date: Live: 2/6/25 or Replay: _____

Location: Webinar

To attendee: take a picture of this slide and email it to yourself with the subject: “Public Meeting Training”





Oregon's Public Meetings Law

“The Oregon form of government requires an informed public aware of the deliberations and decisions of governing bodies and the information upon which such decisions were made. It is the intent of [public meetings law] that decisions of governing bodies be arrived at openly.”

ORS 192.620



Definitions

PACE
SAFETY • SERVICE • SAVINGS
A TRUST BUILT FOR STUDENTS





What is a Public Meeting?

“Meeting” means the convening of a governing body of a public body for which a quorum is required in order to make a decision or to deliberate toward a decision on any matter.

ORS 192.610(7)(a)

Quorum + Public Body Business = Meeting



ORS 192.610(5)– “Governing body” means...

“The members of any public body which consists of two or more members, with the authority to make decisions for or recommendations to a public body on policy or administration.”



ORS 192.610(6)– “Public body” means...

The state, any regional council, county, city or district, or any municipal or public corporation, or any board, department, commission, council, bureau, committee or subcommittee or advisory group or any other agency thereof.





ORS 192.610(1)– “Convening” means...

- (a) Gathering in a physical location;
- (b) Using electronic, video or telephonic technology to be able to communicate contemporaneously among participants;
- (c) Using serial electronic written communication among participants; or
- (d) Using an intermediary to communicate among participants.



ORS 192.610(2)– “Decision” means...

“Any determination, action, vote or final disposition upon a motion, proposal, resolution, order, ordinance or measure on which a vote of a governing body is required, at any meeting at which a quorum is present.”



ORS 192.610(3)–
“Deliberation”
means...

Discussion or communication that is part of a decision-making process.





OAR 199-050-0005 – “Communication” means...

“the expression or transmission of information from one person to another through verbal, non-verbal, written, or electronic means. Non-verbal means include gestures, such as thumbs-up and thumbs-down, as well as sign language.”





OAR 199-050-0005 – “Decision-making process” means...

“the process a governing body engages in to make a decision, such as:

- a) Identifying or selecting the nature of the decision to be made;
- b) Gathering information related to a decision to be made;
- c) Identifying and assessing alternatives;
- d) Weighing information; and
- e) Making a decision.”





OAR 199-050-0005 – “Discussion” means...

“the consideration or debate of a matter.”





OAR 199-050-0005 – “Intermediary” means...

“a person who is used to facilitate communications among members of a governing body about a matter subject to deliberation or decision by the governing body, by sharing information received from a member or members of the governing body with other members of the governing body. The term ‘intermediary’ can include a member of the governing body.”





OAR 199-050-0005 – “Quorum” means...

“the minimum number of members of a governing body required to legally transact business.”

ORS 332.055. “A majority of the members of the district school board shall constitute a quorum... The affirmative vote of the majority of members of the board is required to transact any business.”

ESDs: ORS 334.100; **Community Colleges:** ORS 341.283

Charter Schools: may vary, see bylaws and charter agreement.



OAR 199-050-0005 – “Serial electronic written communications” means...

“a series of successive or sequential communications among members of a governing body using written electronic means, including emails, texts, social media, and other electronic applications that communicate the written word.”





When do Public Meetings Laws Apply?

PACE
SAFETY • SERVICE • SAVINGS
A TRUST BUILT FOR STUDENTS





Public Meeting Law applies to the following types of meetings:

- Regular Meetings
- Special Meetings
- Emergency Meetings
- Executive Sessions, whether convened separately or as part of a regular, special, or emergency meeting; and
- Meetings held for the purpose of either presenting information to the governing body to prepare the governing body for a regular or special meeting, or to allow the governing body to engage in preliminary discussions or deliberations. (These meetings are often called “work sessions” or “workshop” meetings). OAR 199-050-0015(2)



Public Meeting Laws apply to:

Decision-Making Bodies. A decision-making body is a body with the authority to make decisions for the public body on policy or administration. A body meets this standard if its decision-making authority includes the power to exercise governmental power and act on behalf of the public body.

Advisory Bodies. An advisory body is a body with authority to make recommendations to a public body on policy or administration.

OAR 199-050-0010





Public Meeting Laws DO NOT apply to:

Fact Gathering Bodies. Bodies with only the authority to gather and provide purely factual information to a public body, and that do not have the authority to make decisions or recommendations.

Bodies Advising Individual Public Officials. Bodies appointed by an individual public official with authority to make recommendations only to that individual public official who has the authority to act on the body's recommendation and is not required to pass the recommendations on unchanged to a public body.

Certain Multi-Jurisdictional Bodies. Multi-jurisdictional bodies whose Oregon members do not constitute a majority of the governing body's voting members.

OAR 199-050-0010

Not a “Meeting”

- **On-site inspections of any project or program**
 - **Attendance at any national, regional or state association to which the public body or the members belong**
- ORS 192.610(7)(b)

- **Social gatherings**
Harris v. Nordquist, 96 Or App 19 (1989)

Members constituting a quorum cannot decide on or deliberate towards any decision while attending such an event or gathering

Not a “Meeting”

Communications between or among members of the governing body, including communications of a quorum of members, that are:

- Purely factual or educational in nature and that convey no deliberation or decision on any matter that might reasonably come before the governing body;
- Not related to any matter that, at any time, could reasonably be foreseen to come before the governing body for deliberation and decision; or
- Nonsubstantive in nature, such as communication relating to scheduling, leaves of absence and other similar matters.

OAR 199-050-0015(3)(c)





What about committees/subcommittees?

- Committees, subcommittees, advisory committees, *etc.*, are subject to public meetings law, if they have:
 - Authority to make decisions for a public body; or
 - Authority to make recommendations to a public body.





Public Meeting Requirements and Prohibitions

PACE
SAFETY • SERVICE • SAVINGS
A TRUST BUILT FOR STUDENTS





Open to the Public

- All meetings of the governing body of a public body shall be open to the public and all persons shall be permitted to attend any meeting except as otherwise provided in ORS 192.610 to 192.705. ORS 192.630(1)
- A quorum of a governing body may not meet in private for the purpose of deciding on or deliberating toward a decision on any matter except as otherwise provided by ORS 192.610 to 192.705. ORS 192.630(2)



Location

Meetings of the governing body of a public body must be held:

- Within the geographic boundaries of the area over which the public body has jurisdiction;
- At the public body’s administrative headquarters;
- At “the nearest practical location;”
- Within “Indian country” in Oregon;
- In a location accessible to persons with disabilities.

ORS 192.630(4)



Location Exceptions

- Training sessions in which no deliberations towards a decision are involved;
- Joint meetings of governing bodies or a governing body and “Oregon Indian tribal officials”; and
- Actual emergency necessitating immediate action.
- ORS 192.630(4)





Non-discriminatory Location

A governing body may not hold a meeting at any place where discrimination on the basis of race, color, creed, sex, sexual orientation, gender identity, national origin, age or disability is practiced. ORS 192.630(3)





Disability Discrimination

- Cannot “meet in a place inaccessible to persons with disabilities;” or
- Cannot “fail to make a good faith effort to have an interpreter... provided at a regularly scheduled meeting” when requested at least 48 hours in advance.

ORS 192.630(5)



Remote Access

To extent reasonably possible, public bodies must make all meetings (excluding executive session) accessible remotely through technological means and provide opportunity for members of general public to remotely submit oral and written testimony if in-person oral and written testimony is allowed.

ORS 192.670(3)





Virtual Meetings

Meetings can be held entirely virtually (board members attend remotely and no physical location for members of the public to attend).





Virtual Meetings

Must “make available to the public at least one place where, or at least one electronic means by which, the public can listen to the communication at the time it occurs. A place provided may be a place where no member of the governing body of the public body is present.” ORS 192.670(2)





Notice

OAR 199-050-0040(3) requires a notice for meetings which are open to all members of the public to contain, at a minimum, the following information:

- Time, date and location of the meeting;
- The electronic link or telephone access information;
- A list of the principal subjects anticipated to be considered at the meeting (i.e., agenda). This requirements does not limit the ability to consider additional subjects;
- The name, telephone number, and email address of a person to contact to request an interpreter or other communication aids, or a notice that a sign language interpreter or other communication aids will be provided.



Methods for Notice to the Public

A governing body satisfies the public notice requirement by providing notice of its meetings to be displayed conspicuously on the governing body's **website** or on a publicly accessible website hosted by a third party and linked to the governing body's website.

If the governing body does not maintain a publicly accessible website: posting on the Oregon Transparency Website, community postings, bulletin boards, newspaper notice, or any other means reasonably calculated to provide actual notice to the general public.

OAR 199-050-0040(2)(a)



Methods for Notice to Interested Persons

- A) Interested person lists, mailing lists, or other lists of person or groups maintained by the governing body to provide notice or communications;
- B) Social media platforms normally utilized by the governing body for communications; or
- C) Any other means reasonably calculated to provide actual notice to interested persons known to the governing body.

OAR 199-050-0040(2)(b)



Methods for Notice to Media

A governing body satisfies the media notice requirement by providing notice to those media representatives who have requested notice, either in the method requested by the media representatives or by any other means reasonably calculated to provide actual notice to the media representatives.

OAR 199-050-0040(2)(c)

Special Requirement for ESDs

- ORS 276B.253(3)(k) requires “a copy of all notices of public meetings of the education service districts” be contained on the Oregon transparency website, “to the extent practicable and subject to laws relating to confidentiality, when at no additional cost, using existing data and existing resources ...and without reallocation of resources...”





Executive Session Notice

Same as regular meetings, plus:

- Must “identify the specific statutory citation and appropriate subsection and paragraph authorizing the executive session, as well as a general description of the statutory authorization.
- If part of a regular, special or emergency meeting, “the presiding officer shall identify in open session the specific statutory provision and appropriate subsection and paragraph authorizing the executive session, as well as a general description of the statutory authorization.”

OAR 199-050-0040(3)(d)





Timing of Notice

- Regular Meeting – as much notice as reasonably possible, but no less than 48 hours advance notice.;
- Special Meeting – at least 24 hours in advance;
- Emergency Meeting – such notice as is appropriate to the circumstances (ORS 192.640(3)). Attempt to contact media and other interested persons. Minutes must describe the emergency justifying less than 24 hours' notice and the reason why the meeting could not be delayed for 24 hours.

OAR 199-050-0040(4)





Public Meeting Minutes

- Must include “a true reflection of the matters discussed at the meeting and the views of the participants” and the following:
 - All members of the governing body present;
 - All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;
 - The results of all votes and the vote of each member by name (if 25 or fewer members);
 - The substance of any discussion on any matter; and
 - A reference to any document discussed at the meeting.

ORS 192.650(1)





Public Meeting Minutes

- All minutes or recordings must be available to the public “within reasonable time after the meeting.” ORS 192.650(1).
- School board meeting minutes are public records and need to be retained permanently. OAR 166-400-0010(9)



Executive Session Minutes

- Same content requirements (except ORS 332.061);
- Not required to disclose “if the disclosure of certain material is inconsistent with the purpose for which a meeting under ORS 192.660 is authorized to be held.”



Recordings instead of minutes

- Generally, audio or video recordings can be kept instead of minutes, but due to retention requirements, school boards must have a waiver from the Secretary of State Archives Division to not keep minutes in hard copy (transcripts may satisfy meeting requirements).
- See OAR 166-017-0045(2)-(3)





Recording Meetings

- School districts, ESDs, community college districts and public universities are required to post video recordings of non-executive session meetings within seven days of the meeting;
- Posted to the public body's website or social media site;
- If facilities lack broadband Internet access, audio recording is sufficient;
- SB 1502 (2024);, Effective January 1, 2025;
- Does not apply to school districts with less than 50 ADMr;
- Does not apply to executive session.





Public Comment

“The Public Meetings Law does not provide the public the right to participate or to provide public testimony or public comment. In the absence of a statutory or other legal requirement to hear public testimony or comment on certain matters, a governing body may conduct a meeting without any public participation.”

OAR 199-050-0050(6)





Public Comment

When public testimony is permitted, the governing body shall

- (a) Allow oral testimony by telephone, video or other electronic or virtual means if in-person oral testimony is allowed.
- (b) Allow written testimony, including electronic, if in-person testimony is permitted. May require it be submitted in advance.

OAR 199-050-0050(5)





Public Comment

“The presiding officer has inherent authority to keep order and to impose reasonable restrictions necessary for the efficient and orderly conduct of a meeting... the presiding officer may regulate the order and length of appearances and limit appearances to presentations of relevant point.”

OAR 199-050-0050(7)





Voting Requirements

- 1) All official actions by public vote;
- 2) Vote by name recorded;
- 3) Secret ballots prohibited;
- 4) If written ballot, must include name and vote, and be announced during the meeting.

OAR 199-050-0055





Serial Meetings Prohibited

A quorum of the members of a governing body shall not, outside of a meeting conducted in compliance with the Public Meetings Law, use a series of communications of any kind, directly or through intermediaries, for the purpose of deliberating on any matter that is within the jurisdiction of the governing body. OAR 199-050-0020(1)





Serial Meetings Prohibited

These prohibitions apply to any one of a combination of the following methods of communication:

- a) In-person;
- b) Telephone calls;
- c) Videos, videoconferencing, or electronic video applications;
- d) Written communications, including electronic written communications, such as email, texts, and other electronic applications;
- e) Use of one or more intermediaries to convey information among members;
and
- f) Any other means of conveying information.

OAR 199-050-0020(2)



Executive Sessions

PACE
SAFETY • SERVICE • SAVINGS
A TRUST BUILT FOR STUDENTS





Executive Session

ORS 192.610(1) Public Meeting Law “do[es] not prevent the governing body of a public body from holding an executive session during a regular, special or emergency meeting, after the presiding officer has identified the authorization under ORS 192.610 to 192.705 for holding the executive session.”



Executive Session

OAR 199-040-0020(1) “Executive session may only be held when permitted by a specific provision of ORS 192.660 or other state law authorizing executive session. The topic(s) discussed in an executive session must be limited to those topics expressly permitted by the specific provision under which the executive session was convened. Members of governing bodies may not discuss topics in executive session other than those delineated in [the law], even if the additional topics are related to the issue concerning which the governing body convened the executive session.”



Executive Session

ORS 192.610(4) “Executive session” means any meeting or part of a meeting of a governing body which is closed to certain persons for deliberation on certain matters.





Executive Sessions

- Can be held as part of a regular, special or emergency meeting;
- Can be held separate from any other agenda items;
- Public meeting requirements still apply:
 - Notice
 - Minutes
 - Location
 - Accessibility





Unique to Executive Sessions

- No final action or making any final decisions (can reach informal consensus, but no votes except ORS 332.061);
- News media allowed to attend except:
 - Labor negotiations (ORS 192.660(2)(d));
 - Student issues (ORS 332.061); or
 - Current litigation or litigation likely to be filed if the news media is a party to the litigation;
but should be instructed not to report;
- Board and any guests allowed to attend.





Who is news media?

- Attorney General Opinion 8291 (2016), page 14

“... we conclude that ‘representatives of the news media’ for purposes of ORS 192.660(4) includes news-gathering representatives who have a formal affiliation with an institutional news medium. A news media entity is institutional if it is formally organized for the purpose of gathering and disseminating news. As discussed below, however, the proliferation of technologies for disseminating information can make it difficult to identify which entities are institutional news media.”



Executive Sessions with Virtual Attendees

For executive sessions where the media are statutorily authorized to be present, if any person, including any member of the governing body, is attending the executive session by telephone, video, or other electronic means, the governing body shall provide members of the media the same attendance option. Nothing in this subsection prevents the governing body from establishing reasonable security measures to ensure the media's attendance by telephone or other electronic means is conducted through a secure connection or method.

OAR 199-050-0050(4)





Announcing Executive Session

- Public announcement of statutory authorization must be made prior to the executive session;
- If only an executive session will be held, or if the executive session precedes an open meeting, the announcement must be included in the notice;
- If an executive session is held in conjunction with an open meeting, the announcement must be made during the portion of the meeting open to the public.
- OAR 199-040-0015



SAMPLE SCRIPT TO ANNOUNCE START OF EXECUTIVE SESSION

The [governing body] will now meet in executive session pursuant to ORS 192.660(____) [choose appropriate section(s) for *this* session], which allows the Commission to meet in executive session to ____[list activity(ies)]_____.

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.



Common Reasons for Executive Sessions

- To consider the employment of a public officer, employee, staff member or individual agent. (ORS 192.660(2)(a))*
- To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing. (ORS 192.660(2)(b))**/**
- To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (ORS 192.660(2)(d))
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions. (ORS 192.660(2)(e))



Common Reasons for Executive Sessions

- To consider information or records that are exempt by law from public inspection. (ORS 192.660(2)(f))
- To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))
- To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. (ORS 192.660(2)(i)**. Cannot use this provision to conduct “a general evaluation of an agency goal, objective or operation or any directive to personnel concerning agency goals, objectives, operations or programs.
- To consider matters relating to school safety or a plan that responds to safety threats made toward a school. (ORS 192.660(2)(k))

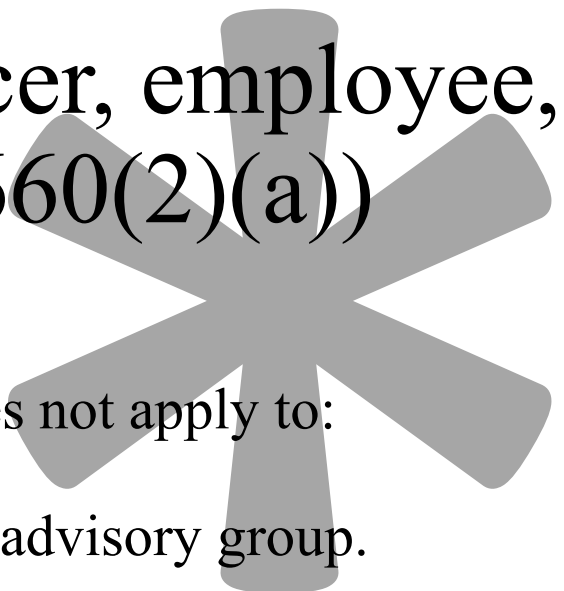


Common Reasons for Executive Sessions

- To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces. (ORS 192.660(2)(o))
- To consider matters relating to cyber security infrastructure and responses to cyber security threats. (ORS 192.660(2)(p))
- To review the expulsion of a minor student from a public elementary or secondary school. (ORS 332.061(1)(a))
- To review matters pertaining to or examination of the confidential records of a student. (ORS 332.061(1)(b))



*To consider the employment of a public officer, employee, staff member or individual agent. (ORS 192.660(2)(a))



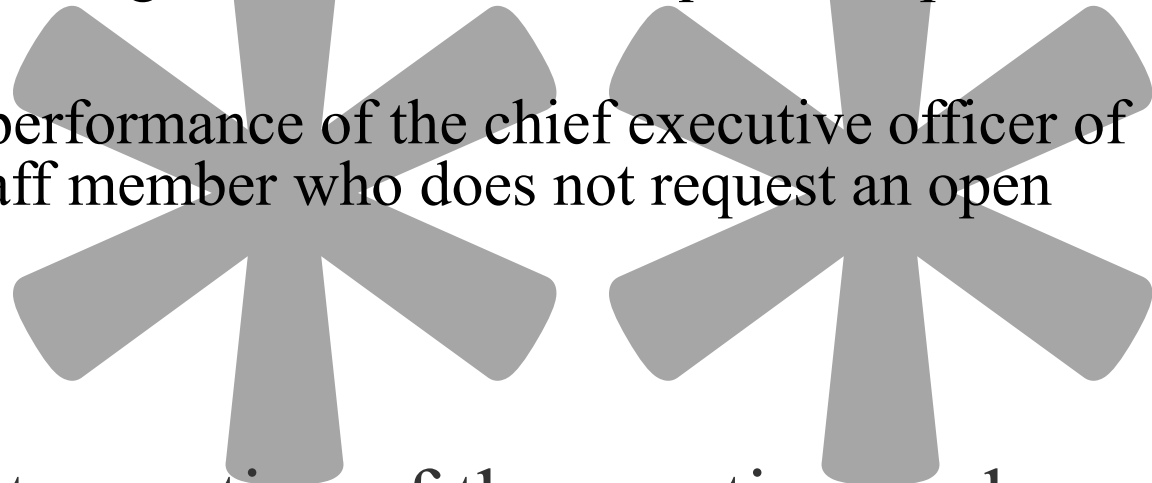
ORS 192.660(7) The exception granted by subsection (2)(a) of this section does not apply to:

- a) The filling of a vacancy in an elective office.
- b) The filling of a vacancy on any public committee, commission or other advisory group.
- c) The consideration of general employment policies.
- d) The employment of the chief executive officer, other public officers, employees and staff members of a public body unless:
 - A. The public body has advertised the vacancy;
 - B. The public body has adopted regular hiring procedures;
 - C. In the case of an officer, the public has had the opportunity to comment on the employment of the officer; and
 - D. In the case of a chief executive officer, the governing body has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.



To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing. (ORS 192.660(2)(b))**/**

To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. (ORS 192.660(2)(i))**



“the public official must receive written notice of the meeting no less than one business day or 24 hours, whichever is greater, in advance of the meeting.” Must include:

- 1) Name of governing body
- 2) Time, date and location of the meeting;
- 3) Purpose of the executive session (citation); and
- 4) Information on how to request open hearing.

OAR 199-040-0030



To consider the employment of a public officer, employee, staff member or individual agent. (ORS 192.660(2)(a)) *

To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing. (ORS 192.660(2)(b)) **/**

To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. (ORS 192.660(2)(i)) **

“Compensation, including salaries and benefits, must not be discussed or negotiated during an executive session under ORS 192.660(2)(a), (b) or (i).”

OAR 199-040-0020



To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing. (ORS 192.660(2)(b))**/**

Applicability to complaints against board members depends on the circumstances.

OGEC Staff Opinion 22-106S



Labor Negotiations and Executive Sessions

- To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (ORS 192.660(2)(d))
- “Labor negotiations shall be conducted in open meetings unless negotiators for both sides request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.” ORS 192.660(3)



OGEC Opinions

- Any person may request an advisory opinion or written or oral staff advice for actual or hypothetical situations involving executive session. ORS 192.660(10).
- OGEC can also provide guidance, advice and opinions on other matters relating to Public Meetings Law.





OGEC Authority

- Civil penalty of up to \$1,000 for each board member for violation of public meetings law (ORS 244.350(2)(a))
 - No civil penalty if acting at the advice of legal counsel, but letter of education is possible (ORS 244.350(2)(b))
- Lawsuits against the district
- Insurance policies generally do not provide insurance coverage to entities and individuals who intentionally violate the law



Grievances and Complaints

PACE
SAFETY • SERVICE • SAVINGS
A TRUST BUILT FOR STUDENTS





Grievance: filed with the governing body in accordance with ORS 192.705 and OAR 199-050-0070.

Complaint: filed with OGEC after the grievance procedure in accordance with ORS 192.685 and OAR 199-050-0075.



Public Meetings Violations

An individual who believes a governing body has violated public meetings laws has two options:

1. Grievance to public body followed by complaint to OGEC (ORS 192.685); and/or
2. Lawsuit to compel compliance with Public Meetings Law (ORS 192.680(2)).





Acceptance of Grievances

The public body must accept grievances filed by:

1. In-person delivery during regular business hours;
2. First-class mail; and
3. Email.

The public body may accept grievances by other means.





Website Must Include

1. Person and contact information to whom a grievance may be submitted; and
2. Hours during which in-person grievances will be accepted.

Absent these, a grievance can be filed with the chief administrative officer or to the chair of the public body.

If no website, must publish notice in the same manner as meeting notices.

OAR 199-050-0070(3)



Step 1: Submitting the alleged violation to the public body.

If a person believes a governing body has done something to violate Public Meetings Law, they have to first file a written grievance. There are three key things to be aware of:



It must be a written grievance.



It must be filed within 30 days.



It must be filed with the public body.

Must include:

1. Name of governing body;
2. Date of the violation;
3. Specific facts and circumstances;
4. Date of the grievance; and
5. Name and contact information of person filing the grievance.

OAR 199-050-0070(2)



21 DAYS

Step 2: Responding to the alleged violation.

Response 1



Response 2



Response 3



Deny

Deny the facts.

Provide the public body's version of events, and that no violation occurred.

Admit / Deny

Admit the facts.

Explain why the facts are not a violation of PML.

Admit / Admit

Admit the facts.

Admit the violation, and explain how the public body will fix the violation.

WRITTEN RESPONSE GRIEVANCE FILER

COPY OF GRIEVANCE & RESPONSE TO OGE



Admit/Admit

1. Rescind decision; OR
2. Acknowledge in a public meeting (within 45 days):
 - a. Violation;
 - b. Good cause exists for not rescinding; AND
 - c. Practices to be modified to avoid future violations.





Alleged Violation

Written Grievance Filed with Board

Written Response to Grievance Filer and Copy of Grievance and Response to OGEC

Complaint can be filed with OGEC. OGEC can investigate.





Complainant Responsibilities (ORS 192.685(3))

A complainant is required to submit to OGEC:

- Documentation of complainant's actions taken under ORS 192.705;
- The public body's response.

OGEC will dismiss any complaint filed that does not satisfy the requirements in ORS 192.685(2).





Complaints Against All Members of the Governing Body

OAR 199-050-0075(2):

A complaint alleging violations of Public Meetings Law that is filed with the Commission under ORS 192.685 will be construed as a complaint against all members of the governing body and cases will be opened for each member of the governing body.





Consolidation

OAR 199-050-0075(3):

When a complaint involves the members of a governing body, OGEC will consolidate at the preliminary hearing and investigative phase unless a governing body member objects.

Individual determinations will be made for each member.



Procedural Dismissal, OAR 199-050-0075(4)

A complaint that is dismissed for failure to comply with requirements is a procedural dismissal only. The dismissal does not prevent OGEC from taking up the matter on its own motion if it has authority to do so, or considering a new complaint based upon the same conduct (if all rules are met).



OGEC Authority (ORS 244.350)

- If the public body does not timely respond to complainant's grievance, or if complainant is not satisfied with public body's written response, complainant may file complaint with OGEC.
- OGEC may investigate public meetings violation complaints for executive sessions.
- If OGEC finds that governing body violated public meetings law, can impose civil penalties "not to exceed \$1,000..."
- Civil penalty is a personal liability of each member of the governing body on whom the penalty is imposed; cannot be paid by the public body. ORS 244.040.



“If at any time [OGEC] has reason to believe that there has been a violation of ORS 192.660, [OGEC] may proceed ...on its own motion as if the commission had received a complaint.”

ORS 192.685(1)(b)





Public Meetings Lawsuit

Court can order:

- Governing body to “redo” the decision at issue;
- Appropriate equitable relief; and
- Payment of plaintiff’s reasonable attorney fees.

If court determines a governing body’s violation was the result of intentional disregard of the law or willful misconduct by a quorum:

- Court can void the decision (despite any attempt to reinstate it), unless other equitable relief is available (ORS 192.680(3)); and
- any members of the body who engaged in willful misconduct will be *personally* liable to the governing body for any attorney fees it has to pay to the plaintiff (ORS 192.680(4)).

Must be filed within 60 days following the date that the decision becomes public record. ORS 192.680(6).

Questions?

- General Legal (PACE):
pacelegal@osba.org
- OSBA Policy: slewis@osba.org
- Oregon Government Ethics
Commission (OGEC):
(503) 378-5105
mail@ogec.oregon.gov



PACE
SAFETY • SERVICE • SAVINGS
A TRUST BUILT FOR STUDENTS



Lane Education Service District

Code: BBF
Adopted:

Board Member Standards of Conduct

A Board member should:

1. Comply with ethics laws for public officials;
2. Understand that the Board sets the standards for the ESD through Board policy. Board members do not manage the ESD on a day-to-day basis;
3. Understand that the Board makes decisions by a quorum vote of the Board. Individual Board members may not commit the Board to any action;
4. Respect the right of other Board members to have opinions and ideas which differ;
5. Recognize that decisions are made by a quorum vote are final decisions of the Board. Such decisions should be supported by all Board members;
6. Make decisions only after the facts are presented and discussed;
7. Understand the chain of command and refer problems or complaints to the proper administrative office;
8. Recognize that the Board must comply with the Public Meetings Law and only has authority to make decisions at properly noticed Board meetings;
9. Insist that all Board and ESD business is ethical and honest;
10. Be open, fair and honest — no hidden agendas;
11. Understand that Board members will receive information that is confidential and cannot be shared;
12. Recognize that the superintendent is the Board's employee and designated as the chief executive officer of the ESD and should be present at all meetings, except when the Board is considering the superintendent's evaluation, contract or salary;
13. Take action only after hearing the superintendent's recommendations;
14. Refuse to bring personal or family problems into Board considerations;
15. Give ESD staff the respect and consideration due to skilled, professional employees;
16. Present personal criticism of ESD operations to the superintendent, not to ESD staff or to a Board meeting;
17. Respect the right of the public to attend and observe Board meetings;

18. Respect the right of the public to be informed about ESD decisions and ESD operations as provided by law;
19. Remember that content discussed in executive session is confidential;
20. Use social media, websites, or other electronic communication judiciously, respectfully, and in a manner that does not violate Oregon's Public Meetings Laws;
21. When posting online or to social media, Board members will treat and refer to other Board members, staff, students and the public with respect, and will not post confidential information about students, staff or ESD business.
22. A Board member is a mandatory reporter of child abuse. A Board member having reasonable cause to believe that any child with whom the Board member comes in contact with has suffered abuse or that any person with whom the Board member comes in contact with has abused a child shall immediately make a report to the Department of Human Services (DHS) or to law enforcement within the county where the person making the report is located at the time of contact

This information is provided for convenience: report child abuse to the Oregon Child Abuse Hotline by calling 1-855-503-SAFE (7233).

END OF POLICY

Legal Reference(s):

[ORS 162.015 - 162.035](#)
[ORS 162.405 - 162.425](#)
[ORS 192.610 - 192.710](#)
[ORS 244.040](#)

[ORS Chapter 244](#)
[ORS 334.095](#)
[ORS 334.100](#)
[ORS](#) 5
[419B.00](#)

[ORS 419B.010](#)
[ORS 419B.015](#)

Lane Education Service District

Code: BBFA
Adopted: 10/28/08
Readopted: 7/13/10; 9/23/14; 3/29/16
Orig. Code(s): BBFA

Board Member Ethics and Conflicts of Interest

No Board member will use their official position or office to obtain personal financial benefit or to avoid financial detriment for themselves, relatives or household members, or for any business with which the Board member, a household member or a relative is associated.

This prohibition does not apply to any part of an official compensation package, honorarium allowed by Oregon Revised Statute (ORS) 244.042, reimbursement of expenses, or unsolicited awards of professional achievement. Further, this prohibition does not apply to gifts from one without a legislative or administrative interest. Nor does it apply if the gift is under the annual \$50 gift limit from one who has a legislative or administrative interest in any matter subject to the decision or vote of the Board member. ESD-provided meals at board meetings are acceptable under the reimbursement of expenses exception.

I. Conflicts of Interest

“Business” means any corporation, partnership, proprietorship, enterprise, association, franchise, firm, organization, self-employed individual or any legal entity operated for economic gain. This definition excludes any income-producing tax exempt 501(c) not-for-profit corporation with which a public official or a relative of the public official is associated only as a member or board director or in a nonremunerative capacity.

“Business with which a Board member or relative is associated” means any private business or closely held corporation of which a Board member or relative is a director, officer, owner, employee or agent or any private business or closely held corporation in which a Board member or relative owns or has owned stock, another form of equity interest, stock options or debt instruments worth \$1,000 or more at any point in the preceding year; any publicly held corporation in which a Board member or relative owns or has owned \$100,000 or more in stock or another form of equity interest, stock options or debt instruments at any point in the preceding calendar year; or any publicly held corporation of which a Board member or relative is a director or officer.

“Relative” means: the spouse¹, parent, step-parent, child, sibling, step-sibling or {²} child-in-law of the Board member; or the parent, step-parent, child, sibling, step-sibling or child-in-law of the spouse of the Board member. Relative also includes any individual

¹ The term spouse includes domestic partner.

² {ORS 244.020(16) uses the terms “son-in-law” and “daughter-in-law” in the definition of relative.}

for whom the Board member has a legal support obligation, whose employment provides benefits³ to the Board member, or who receives any benefit from the Board member's public employment.

"Member of the household" means any person who resides with the public official.

No Board member will solicit or receive, either directly or indirectly, any pledge or promise of future employment based on any understanding that the Board member's vote, official action or judgment would be thereby influenced.

No Board member will attempt to use or use for personal gain any confidential information gained through their official position or association with the ESD. A Board member will respect individuals' privacy rights when dealing with confidential information gained through association with the ESD.

If a Board member participates in the authorization of a public contract, the Board member may not have a direct beneficial financial interest in that public contract for two years after the date the contract was authorized.

Individual Board members and the Board as a public entity are bound by the ethics laws for public officials as stated in Oregon law.

Potential Conflict of Interest

"Potential conflict of interest" means any action or any decision or recommendation by a Board member that could result in a financial benefit or detriment for self or relatives or for a business with which the Board member or relatives are associated, unless otherwise provided by law.

A Board member must publicly declare a potential conflict of interest. A Board member may, after declaring their potential conflict of interest, either vote or abstain on the issue. Abstaining from a vote does not meet the legal requirement of publicly stating a potential conflict.

Actual Conflict of Interest

"Actual conflict of interest" means any action or any decision or recommendation taken by a Board member that would result in a financial benefit or detriment to self or relatives or for any business with which the Board member or relatives are associated, unless otherwise provided by law.

A Board member must publicly declare an actual conflict of interest. The Board member may not vote lawfully if an actual conflict of interest exists unless a vote is needed to meet a minimum requirement of votes to take official action. Such a vote does not allow the Board member to participate in any discussion or debate on the issue out of which an actual conflict arises.

Class Exception

It will not be a conflict of interest if the Board member's action would affect to the same degree a class consisting of all inhabitants of the state, or a smaller class consisting of an industry, occupation or other group including one of which or in which the person, or the person's relative or business with which the

³ Examples of benefits may include, but not be limited to, elements of an official compensation package including benefits such as insurance, tuition or retirement allotments.

person or the person's relative is associated, is a member or is engaged. For example, if a Board member's spouse is a member of the collective bargaining unit, the Board member may vote to approve the contract, as it will affect all members of that class to the same degree. However, if the collective bargaining unit is very small, the class exception may not apply. Similarly, if the contract contains special provisions that might apply only to particular persons, then the class exception may not apply. For example, if a Board member's spouse is the only one in the bargaining unit that has a doctorate and there is a pay differential for the employees with doctorates in the collective bargaining agreement, the Board member should not vote on the contract.

II. Gifts

Board members are public officials and therefore will not solicit or accept a gift or gifts with an aggregate value in excess of \$50 from any single source in a calendar year that has a legislative or administrative interest in any matter subject to the decision or vote of the Board member. All gift related provisions apply to the Board member, their relatives, and members of their household. The \$50 gift limit applies separately to the Board member and to the Board member's relatives or members of household, meaning that the Board member, each member of their household and relative can accept up to \$50 each from the same source/gift giver. "Gift" means something of economic value given to a Board member without valuable consideration of equivalent value, which is not extended to others who are not public officials on the same terms and conditions.

"Relative" means: the spouse⁴; parent, step-parent, child, sibling, step-sibling, or child in-law of the Board member; or the parent, step-parent, child, sibling, step-sibling, or child-in-law of the spouse of the Board member. Relative also includes any individual for whom the Board member has a legal support obligation, whose employment provides benefits⁵ to the Board member, or who receives any benefit from the Board member's public employment.

"Member of the household" means any person who resides with the Board member.

Determining the Source of Gifts

Board members should not accept gifts in any amount without obtaining information from the gift giver as to who is the source of the gift. It is the Board member's personal responsibility to ensure that no single source provides gifts exceeding an aggregate value of \$50 in a calendar year, if the source has a legislative or administrative interest in any matter subject to the decision or vote of the Board member. If the giver does not have a legislative or administrative interest, the ethics rules on gifts do not apply and the Board member need not keep track of it, although they are advised to do so anyway in case of a later dispute.

Determining Legislative and Administrative Interest

A "legislative or administrative interest" means an economic interest distinct from that of the general public, in any action subject to the decision or vote of a person acting in the capacity of a Board member. For example, everyone within a county has a general interest in the fire department, but the person who

⁴ Ibid. p. 1

⁵ Ibid. p. 1

sells the uniforms to the fire department has a legislative or administrative interest in the fire department that is distinct from the general public.

Determining the Value of Gifts

The fair market value of the merchandise, goods, or services received will be used to determine benefit or value.

“Fair market value” is the dollar amount goods or services would bring if offered for sale by a person who desired, but was not obligated, to sell and purchased by one who is willing, but not obligated, to buy. Any portion of the price that was donated to charity, however, does not count toward the fair market value of the gift if the Board member does not claim the charitable contribution on personal tax returns. Below are acceptable ways to calculate the fair market value of a gift:

1. In calculating the per person cost at receptions or meals the payor of the Board member’s admission or meal will include all costs other than any amount donated to a charity.

For example, a person with a legislative or administrative interest buys a table for a charitable dinner at \$100 per person. If the cost of the meal was \$25 and the amount donated to charity was \$75, the benefit conferred on the Board member is \$25. This example requires that the Board member does not claim the charitable contribution on personal tax returns;

2. For receptions and meals with multiple attendees, but with no price established to attend, the source of the Board member’s meal or reception will use reasonable methods to determine the per person value or benefit conferred. The following examples are deemed reasonable methods of calculating value or benefit conferred:
 - a. The source divides the amount spent on food, beverage and other costs (other than charitable contributions) by the number of persons whom the payor reasonably expects to attend the reception or dinner;
 - b. The source divides the amount spent on food, beverage and other costs (other than charitable contributions) by the number of persons who actually attend the reception or dinner; or
 - c. The source calculates the actual amount spent on the Board member.
3. Upon request by the Board member, the source will give notice of the value of the merchandise, goods, or services received;
4. Attendance at receptions where the food or beverage is provided as an incidental part of the reception is permitted without regard to the fair market value of the food and beverage provided.

Value of Unsolicited Tokens or Awards: Resale Value

Board members may accept unsolicited tokens or awards that are engraved or are otherwise personalized items. Such items are deemed to have a resale value under \$25 (even if the personalized item cost the source more than \$50), unless the personalized item is made from gold or some other valuable material that would have value over \$25 as a raw material.

Entertainment

Board members may not solicit or accept any gifts of entertainment over \$50 in value from any single source in a calendar year that has a legislative or administrative interest in any matter subject to the decision or vote of the Board member unless:

1. The entertainment is incidental to the main purpose of another event (i.e. a band playing at a reception). Entertainment that involves personal participation is not incidental to another event (such as a golf tournament at a conference); or
2. The Board member is acting in their official capacity for a ceremonial purpose.

Entertainment is ceremonial when a Board member appears at an entertainment event for a “ceremonial purpose” at the invitation of the source of the entertainment who requests the presence of the Board member at a special occasion associated with the entertainment. Examples of an appearance by a Board member at an entertainment event for a ceremonial purpose include throwing the first pitch at a baseball game, appearing in a parade and ribbon cutting for an opening ceremony.

Exceptions

The following are exceptions to the ethics rules on gifts:

1. Campaign contributions are not considered gifts under the ethics rules;
2. Gifts from “relatives” and “members of the household” to the Board member are permitted in an unlimited amount; they are not considered gifts under the ethics rules;
3. Informational or program material, publications, or subscriptions related to the recipient’s performance of official duties;
4. Contributions made to a legal expense trust fund if certain requirements are met;
5. Food, lodging, and travel generally count toward the \$50 aggregate amount per year from a single source with a legislative/administrative interest, with the following exceptions:
 - a. *Organized Planned Events.* Board members are permitted to accept payment for travel conducted in the Board member’s official capacity, for certain limited purposes:
 - (1) Reasonable expenses (i.e., food, lodging, travel, fees) for attendance at a convention, fact-finding mission or trip, or other meeting do not count toward the \$50 aggregate amount IF:
 - (a) The Board member is scheduled to deliver a speech, make a presentation, participate on a panel, or represent the ESD; AND
 - (i) The giver is a unit of a:
 - 1) Federal, state, or local government;

- 2) An Oregon or federally recognized Native American Tribe; OR
- 3) Nonprofit corporation.

(b) The Board member is representing the ESD:

- (i) On an officially sanctioned trade-promotion or fact-finding mission; OR
- (ii) Officially designated negotiations or economic development activities *where receipt of the expenses is approved in advance by the Board.*

The purpose of this exception is to allow Board members to attend organized, planned events and engage with the members of organizations by speaking or answering questions, participating in panel discussions or otherwise formally discussing matters in their official capacity. This exception to the gift definition does not authorize private meals where the participants engage in discussion.

- 6. Food or beverage, consumed at a reception, meal, or meeting IF held by an organization and IF the Board member is representing the ESD. Again, this exception does not authorize private meals where the participants engage in discussion.

“Reception” means a social gathering. Receptions are often held for the purpose of extending a ceremonial or formal welcome and may include private or public meetings during which guests are honored or welcomed. Food and beverages are often provided, but not as a plated, sit-down meal;

- 7. Food or beverage consumed by Board member acting in an official capacity in the course of financial transactions between the public body and another entity described in ORS 244.020 (7)(b)(I)(i);
- 8. Waiver or discount of registration expenses or materials provided to Board member at a continuing education event that the Board member may attend to satisfy a professional licensing requirement;
- 9. A gift received by the Board member as part of the usual or customary practice of the Board member’s private business, employment or position as a volunteer that bears no relationship to the Board member’s holding of public office.

Honoraria

A Board member may not solicit or receive, whether directly or indirectly, honoraria for the Board member or any relative or member of the household of the Board member if the honoraria are solicited or received in connection with the official duties of the Board member.

The honoraria rules do not prohibit the solicitation or receipt of an honorarium or a certificate, plaque, commemorative token, or other item with a value of \$50 or less; or the solicitation or receipt of an honorarium for services performed in relation to the private profession, occupation, avocation, or expertise of the Board member or candidate.

END OF POLICY

Legal Reference(s):

[ORS 162.015](#) to
-162.035 [ORS 162.405](#)
to -162.425
38 OR. ATTY. GEN. OP. 1995 (1978)

[ORS 244.010](#) to
-244.400 [ORS 332.055](#)

[OAR 199-005-0001](#) to
-199-010-0150

Lane Education Service District

Code: BBFB
Adopted: 9/23/08
Readopted: 7/13/10; 9/23/14; 3/29/16
Orig. Code(s): BBFB

Board Member Ethics and Nepotism

In order to avoid both potential and actual conflicts of interests, Board members will abide by the following rules when a Board member's relative or member of the household is seeking and/or holds a position with the ESD:

1. A Board member may not appoint, employ, promote, discharge, fire, or demote or advocate for such an employment decision for a relative or member of the household, unless the Board member complies with the conflict of interest requirements of ORS Chapter 244.

This policy does not apply to decisions regarding unpaid volunteer positions unless it is a Board member position or another Board-related unpaid volunteer position (i.e. a Board committee position).

2. A Board member may not participate as a public official in any interview, discussion, or debate regarding the appointment, employment, promotion, discharge, firing, or demotion of a relative or a member of the household. A Board member may still serve as a reference or provide a recommendation.

For the purposes of this policy:

“Member of the household” means any person who resides with the Board member.

“Relative” means: the spouse¹; parent, step-parent, child, sibling, step-sibling, or child-in-law of the Board member; or the parent, step-parent, child, sibling, step-sibling, or child-in-law of the spouse of the Board member. Relative also includes any individual for whom the Board member has a legal support obligation, whose employment provides benefits² to the Board member, or who receives any benefit from the Board member's public employment.

Class Exception

It will not be a conflict of interest if the Board member's action would affect to the same degree a class including the Board member's relative or household member. For example, if a Board member's spouse is a member of the collective bargaining unit, the Board member may vote to approve the contract, as it will affect all members of that class to the same degree. However, if the collective bargaining unit is very small, the class exception may not apply. Similarly, if the contract contains special provisions that might apply only to particular persons, then the class exception may not apply. For example, if a Board

¹ The term spouse includes domestic partner.

² Examples of benefits may include, but not be limited to, elements of an official compensation package including benefits such as insurance, tuition or retirement allotments.

member's spouse is the only one in the bargaining unit that has a doctorate and there is a pay differential for employees with doctorates in the collective bargaining agreement, the Board member should not vote on the contract.

END OF POLICY

Legal Reference(s):

[ORS 244.010](#) to
-244.400

[ORS 659A.309](#)

[OAR 199-005-0001](#) to
-199-010-0150

OR. ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS.

Lane ESD Strategic Plan

Vision: Building a beloved community of learners.

Mission: Collaborating to empower all learners with justice-centered opportunities, equitable leadership, and a passion for lifelong learning

Purpose: We **SERVE** our communities!

Support - Provide comprehensive services in technology, school improvement, special education, and administrative services that support our component districts' missions to achieve equitable outcomes for all students.

Empower - Empower educators, students, and communities by offering professional development and innovative programs to enhance culturally responsive-sustaining learning experiences.

Resource - Deliver fiscally sound services that support equitable allocation for students countywide.

Vision - Cultivate a clear vision for educational excellence and equity, guiding strategic planning, and fostering a shared mission among Lane County's invested communities.

Engage - Promote engagement and collaboration among educators, families, and community partners to create a supportive educational environment that promotes justice-centered engagement for all invested communities.

**Lane Education Service
District**

Code: BBBB
Adopted: 9/28/93
Readopted: 10/23/01
Orig. Code(s): BBBB

Board Member Oath of Office

Elected or appointed Board member must qualify by taking an oath of office before assuming the duties of office. The oath of office will be in the following form:

I, **Thomas Hiura**, do hereby swear or affirm that I will support the constitutions of the United States of America and the state of Oregon and the laws thereof, and the policies of the Lane Education Service District. During my term, I will faithfully discharge the duties of the office member of the Board of Directors for the Lane Education Service District, representing (Position or Zone) **No. 1**, to the best of my ability throughout my term of office.

Director (Signature)

Attest: This oath of office was administered by _____ **Sherry Duerst-Higgin**, Board Chair on July 29th, 2025

Recording Secretary
Lane ESD Board of Directors

END OF POLICY

Legal Reference(s): _____

[ORS 334.090\(3\)](#) _____

**Lane Education Service
District**

Code: BBBB
Adopted: 9/28/93
Readopted: 10/23/01
Orig. Code(s): BBBB

Board Member Oath of Office

Elected or appointed Board member must qualify by taking an oath of office before assuming the duties of office. The oath of office will be in the following form:

I, **Vanessa Truett**, do hereby swear or affirm that I will support the constitutions of the United States of America and the state of Oregon and the laws thereof, and the policies of the Lane Education Service District. During my term, I will faithfully discharge the duties of the office member of the Board of Directors for the Lane Education Service District, representing (Position or Zone) **No. 3**, to the best of my ability throughout my term of office.

Director (Signature)

Attest: This oath of office was administered by _____ **Sherry Duerst-Higgin**, Board Chair on July 29th, 2025

Recording Secretary
Lane ESD Board of Directors

END OF POLICY

Legal Reference(s):

[ORS 334.090\(3\)](#)

**Lane Education Service
District**

Code: BBBB
Adopted: 9/28/93
Readopted: 10/23/01
Orig. Code(s): BBBB

Board Member Oath of Office

Elected or appointed Board member must qualify by taking an oath of office before assuming the duties of office. The oath of office will be in the following form:

I, **Rose Wilde**, do hereby swear or affirm that I will support the constitutions of the United States of America and the state of Oregon and the laws thereof, and the policies of the Lane Education Service District. During my term, I will faithfully discharge the duties of the office member of the Board of Directors for the Lane Education Service District, representing (Position or Zone) **No. 6: At-Large**, to the best of my ability throughout my term of office.

Director (Signature)

Attest: This oath of office was administered by _____ **Sherry
Duerst-Higgin**, Board Chair on July 29th, 2025

Recording Secretary
Lane ESD Board of Directors

END OF POLICY

Legal Reference(s):

[ORS 334.090\(3\)](#)



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

LANE EDUCATION SERVICE DISTRICT

1200 Hwy 99 N
Eugene, Oregon 97402

Board of Directors

May 6, 2025
Budget Committee Meeting 5:15 PM
Regular Meeting 6:00 PM

1. 5:15 PM Budget Committee Meeting

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

District representatives present: Mike Anderson (Creswell School Board), Mizu Burrus (Mapleton School Board), Jim Chapman (Lowell School Board), Andrea Larson (Fern Ridge School Board, remote), Robin Zygtis (Bethel School Board)

Administrators present: Superintendent Tony Scurto, Assistant Superintendent Eric Anderson, Human Resources Executive Director Morgan Christensen, Finance Director Olivia Meyers-Buch, Special Education Program Director Molly Gillett, Director of School Improvement Ana Quintero-Arias, Director of School Improvement Cassadie Mitchell, Recording Secretary Marina Brisby

The Board of Directors of Lane ESD and District Representatives met to review the proposed Budget for the 2025/2026 Fiscal Year:

- 1.A: Welcome and Introductions
 - 1.B: **DIRECTOR WILDE MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD appoints Creswell School District Board Member Mike Anderson as the Budget Committee Chair for Lane ESD Board of Directors. Director Duerest-Higgins seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-068)**
 - Budget Proposal Meeting called at 5:22 pm by Mike Anderson
 - 1.C: Presentation of Superintendent’s Budget Message, Tony Scurto
 - 1.D: Review of Proposed Budget Document, Olivia Meyers-Buch
 - 1.E: Board Discussion
 - 1.F: Public Comment, none
 - 1.G: **DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD approves the Budget for 2025/2-26. Director HARRIS seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-069)**
- DIRECTOR WILDE MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD approve a permanent tax rate of \$0.2232 per \$1,000 of assessed value to be levied for operating purposes. Director Harris seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-070)**



- 1.H: Budget Committee Meeting adjourned at 5:45 by Mike Anderson

2. Call Regular Meeting To Order

Chair Sherry Duerst-Higgins called the Meeting to order at 5:58 p.m.

3. Welcome

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

Administrators present: Superintendent Tony Scurto, Assistant Superintendent Eric Anderson, Human Resources Executive Director Morgan Christensen, Finance Director Olivia Meyers-Buch, Director of School Improvement Cassadie Mitchell, Recording Secretary Marina Brisby

Board Advisors and Liaisons present: Mike Anderson (Creswell School Board), Mizu Burrus (Mapleton School Board), Jim Chapman (Lowell School Board), Mike Johnson (Creswell Superintendent), Andrea Larson (Fern Ridge School Board, remote), Ericka Thessen (Eugene School Board), Robin Zygatis (Bethel School Board)

Guests present: Echo Ingram (LCEA), Amy Fellows, Jeni Canaday, Maddy Ahearn (Lane ESD), Krista Hocker (Lane ESD), Dustin Dawson (Lane ESD), Gabriel Gellon (Lane ESD), Hannah Hostick (Lane ESD)

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

5. Public Participation

Public comment by Amy Fellows. Stating concerns of Lane ESD's ISP site move to Serbu Campus.

6. Agenda Review

The agenda was reviewed.

7. Lane STEM Presentation by Lane ESD Staff

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. The minutes of this meeting will reflect action on each item.

If any board member wishes to withdraw any consent group item, it will be moved to the appropriate section of the agenda.

DIRECTOR WILDE 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 May 2, 2025

Director Kissinger seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-071)**

8.B. Accept Financial Report

Business Services Executive Director Olivia Meyers Buch provided comments on the January 2025 Financial Report.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for March 2025, as presented. Director Wilde seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-072)**

8.C. Teacher Appreciation Week Proclamation

National Teacher Day is May 6, 2025, and National Teacher Appreciation Week is May 5-9, 2025. This year, we're joining together to listen to and stand with teachers and uniting to take action and demand our leaders provide the resources and respect educators deserve.

DIRECTOR WILDE MOVED: BE IT RESOLVED

WHEREAS, teachers mold future citizens through guidance and education; and

WHEREAS, teachers encounter students of widely differing backgrounds; and

WHEREAS, our country's future depends upon providing quality education to all students; and

WHEREAS, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and

WHEREAS, our community recognizes and supports its teachers in educating the children of this community.

NOW, THEREFORE, BE IT RESOLVED that the Lane Education Service District Board of Directors proclaims May 5-9, 2025 to be TEACHER APPRECIATION WEEK; and

BE IT FURTHER RESOLVED that the Lane Education Service District Board of Directors strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

Director Harris seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-073)**

8.D. Asian American Pacific Islander Month May 2025

Asian American Pacific Islander (AAPI) Heritage Month takes place every May in the United States. Every year the AAPI Heritage Celebration Committee honors civic organizations that have achieved significant milestones in serving the community. This year, with the theme "Energizing The Next Generation," we are spotlighting the importance of youth leadership in our community.

The Federal Asian Pacific American Council (FAPAC) is pleased to announce the theme for the May 2025 Asian American, Native Hawaiian, and Pacific Islander (AANHPI) Heritage Month, "A Legacy of Leadership and Resilience."



LANE EDUCATION SERVICE DISTRICT

1200 Highway 99 North | 541.461.8200 | www.lesd.k12.or.us
Eugene, OR 97402 | 541.461.8298 [Fax]

EQUITY COMMITMENT LEADERSHIP COLLABORATION INTEGRITY

In 2025, FAPAC will celebrate four decades of service to the AANHPI community. This year's theme honors the hard work of AANHPI leaders who established a foundation for future generations to thrive and adapt to change and adversity. The 2025 AANHPI Heritage Month poster features bamboo as a symbol of strength, endurance, and resilience for its ability to withstand the harshest conditions. Bamboo's solid foundation ensures it can bend with the wind and stand tall after the storm passes. The bamboo also acknowledges the colloquial "bamboo ceiling" and the cultural, organizational, and individual barriers that hinder advancement for AANHPIs in the workplace.

Throughout history, AANHPIs have transformed adversity into opportunities for public service, efficiency, and innovation; resulting in lasting change that resonates beyond our community and has positively impacted our world. This resilience is woven into the fabric of our success, and it is a testament to the unwavering spirit of our ancestors who faced their own struggles with dignity and strength.

We pay tribute to the AANHPI trailblazers and leaders whose resilience and courage have paved the way for future generations. Lieutenant Susan Ahn Cuddy prevailed against anti-Asian sentiments during World War II to become the first Korean American woman in the U.S. military and the first female Navy gunnery officer. The late Congressman Dalip Singh Saund, the first person of Asian descent to be elected to the U.S. House of Representatives in 1956, successfully lobbied to end restrictions to citizenship for Indian and Filipino immigrants and gave Asian Americans a voice at the national level. The late Secretary of Transportation Norman Mineta overcame racial injustice as a child of Japanese immigrants in a World War II internment camp to serve in the U.S. Army, Congress, and the Cabinet of Presidents Bill Clinton and George W. Bush. These pioneers, often facing insurmountable barriers, have not only demonstrated exceptional leadership, but have also risked much to usher in change. Their stories of perseverance—of overcoming doubt, discrimination, and the weight of societal expectations—serve as inspiring reminders that resilience is a cornerstone of our community. Each breakthrough they achieved has laid the groundwork for those who follow, encouraging the next generation to dream boldly.

We embrace "A Legacy of Leadership and Resilience" as both a tribute and a call to action. We honor the achievements of those who have paved the way while igniting the passions of those who will follow. Through this theme, we strive to continue breaking barriers, honor our traditions, and inspire the next generation of AANHPI leaders.

Now, therefore, the Board of Directors of Lane ESD declares: Asian Pacific American Heritage Month in Lane Education Service District

DIRECTOR WILDE MOVED: BE IT RESOLVED

WHEREAS, Asian and Pacific Americans have lived and worked in Oregon for more than 200 years, contributing to the state's rich history, economy, and culture; and

WHEREAS, Asian and Pacific Americans have helped advance our community's prosperity through their contributions to all fields of education, business, the arts, economic development, science, and technology; and

WHEREAS, Asian and Pacific American history is marked by a struggle for freedom, equality, and justice, prevailing over the adversity of exclusion, persecution, incarceration, and disparities; and

WHEREAS, The vibrant history and diverse cultures of Oregon's Asian and Pacific Americans are here to be honored as a central part of our state's story and shared across all Oregon communities; and



WHEREAS, The month of May is nationally recognized as a time to celebrate contributions of Asian and Pacific Americans to our society and collective history.

NOW, THEREFORE, BE IT RESOLVED: The Lane Education Service District Board hereby proclaims May 2025 to be ASIAN PACIFIC AMERICAN HERITAGE MONTH in Lane Education Service District.

Adopted this 6th day of May, 2025.

Director Durestt-Higgins seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-074)**

8.E. Accept Summary of Superintendent Tony Scurto Evaluation

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Summary of Superintendent Tony Scurto Evaluation, as presented. Director Harris seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-075)**

8.F. Approve Grants

Recovery High School

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approves the Grant Proposal for a Lane County Recovery High School. Director Kent seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-076)**

8.G. Adopt Policies, Section C

Delete Policies

- CA/CAA
- CBAA
- CBE
- CBF
- CK
- CL

Adopt with recommended changes Policies

- CB
- CBB
- CBC/CBD
- CBG
- CC
- CCGA
- CH
- CHA



CHCA
CHD
CI
CPA

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt policy updates as presented. Director Harris seconded, and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #25-077)**

9. Discussion/Reports

9.A. Legislative Update

- HB 3365: Climate Education Bill, request from Director Kent for Board to submit testimonials
- Oregon’s Legislative Fiscal Proposal expected May 14, 2025
- SB 849: This will adjust the application of monies into School Districts Unfunded Liability Funds (PERS).

9.B: Superintendent Report

Intensive Services Location Update

Eugene 4j is looking to expand its programming at the Fox Hollow campus, requiring Lane ESD’s Intensive Services Program (ISP) to move to a new site. We have received feedback regarding proposed sites and want to clarify that nothing has been confirmed. A youth pod at Lane County’s Serbu Campus was a proposed option but will likely not be where the program will be located. Another site being considered is Lane ESD’s Westmoreland Campus. Lane ESD is still in the process of identifying and confirming a suitable site for the Intensive Services Program.

Bargaining Update

Lane ESD and LCEA have come to a tentative agreement regarding the following:

Article 16 - Insurance

- 3.4% Increase in Insurance Contributions for both 25-26 and 26-27 (Note 3.4% is the max percentage that OEGB can raise insurance rates in any year).
- Insurance Opt-out will move from MOU to CBA and the amount per month will increase to \$500 (Currently \$300).

Article 17 - Salaries and Wages

- Bilingual stipend for MEP and Bilingual Desktop Technician will be 2% for both 25-26 and 26-27. It was noted that bilingual requirements are considered in determining where such positions are placed on the salary range. The parties discussed how to make this consideration more visible to employees.
- For the 2025-2026 and 2026-2027 school year, there will be an increase in work year salaries and wages for classified and licensed employees covered under this collective bargaining agreement.
 - Cola for 25-26 is 3.5%
 - Cola for 26-27 is 4%

Article 9- Employee Evaluation

- If the employee believes that any statements contained in the evaluation are unsubstantiated, they may dispute the matter with the department Director or Assistant Superintendent if the



Director is the evaluator. The decision may be appealed up to the Superintendent or designee. The clause is not subject to Article 7, (D. Step 4 & Step 5).

9.C. Policy First Reading (Policy Desk Rewrite)

At last month's meeting of the Board, the Board first read policies reviewed in the OSBA desk rewrite from Chapter C. This month, the following policies are being present to the Board as a first read:

- DA: Fiscal Management Objectives
- DB: District Budget
- DBC: Budget Calendar
- DBD: Budget Priorities
- DBE: Budget Preparation
- DBEA: Budget Committee
- DBG_DBH: Budget Hearing and Budget Adoption Procedures
- DBI: Budget Amendment Procedures
- DBJ: Budget Implementation
- DBK: Budget Transfer Authority
- DC: Borrowing Funds
- DD: Grant Funding Proposals and Applications
- DDA: Local Service Plan
- DE_DEB_DEC: Revenues from State and Federal Sources
- DFA: Investment of Funds
- DFA R: Investment of Funds
- DFH: Media Production Services
- DG: Depository of Funds
- DGA: Authorized Signatures
- DH: Loss Coverage
- DI: Fiscal Accounting and Reporting
- DI R 1: Budget Development
- DI R 2: Budget Administration Responsibility
- DIA: Uncollectible Debts
- DIA R: Uncollectable Debts
- DIC: Financial Reports and Statements
- DID: Inventory
- DIE: Audits
- DJ: District Purchasing
- DJ R 1: Purchasing Procedures
- DJ R 2: Expenditure of Funds for Meals, Refreshments and Gifts
- DJB: Petty Cash Accounts
- DJC: Bidding Requirements
- DJC R 1: Special Procurements and Exemptions from Competitive Bidding
- DJC R v2: Exemptions from Competitive Bidding and Special Procurements
- DJC v2: Bidding Requirements
- DJCA: Personal AServices Contracts
- DJFA: Use of Credit Cards
- DJFA R: Credit Card Procedures
- DJG: Vendor Relations
- DK: Payment Procedures



DL: Payroll
DL R: Payroll Choice Procedures
DLBA: Advance Salary Payments
DLBA R: Advance Salary Payment Request
DLC: Expense Reimbursement
DLC R: Staff Expense Reimbursement
DN: Disposal of ESD Property
DN v2: Disposal of ESD Property

Administrative Rule updates are included for courtesy.

The Board and Superintendent Scurto discussed details of Board operations learned through the review of the policies and administrative rules so far. The Policy Committee has received Chapter D to review and prepare for first read at the June meeting.

9.D. 2025-26 Board of Directors Meeting Calendar

Superintendent Scurto and the Board of Directors will discuss the 2025-26 Board of Directors meeting schedule. This will be an initial discussion, with adoption of the meeting calendar on the June 2025 meeting agenda.

Proposed meeting dates are as follows:

- July 29, 2025 (organization)
- September 9, 2025 (September 2 is day following Labor Day)
- October 7, 2025
- November 4, 2025
- December 2, 2025
- January 6, 2026
- February 3, 2026
- March 3, 2026
- April 7, 2026
- May 5, 2026

9.E. Board Self Evaluation

The Board of Directors of Lane ESD will discuss its self-evaluation process and next steps. The plan is to have a work session on this topic before the June 3rd Board Meeting.

9.F. Election Season: Special Election May 20, 2025

Review of Lane ESD's Policies

Lane ESD's Board Policy KBE-Political Campaigns states:

Lane ESD may not use funds, facilities or equipment to influence a political campaign, nor to advocate "yes" or "no" votes on elections or political campaigns. The Board may vote to take positions on political issues and members may advocate for those positions in their capacity as Board members, provided that they do not use ESD funds, facilities or equipment in that advocacy.



In addition:

Oregon law prohibits the use of public funds, equipment, and supplies to advocate for or against a candidate or ballot measure. It also restricts what public employees, which include University of Oregon employees, may do in support of or opposition to a candidate or ballot measure.

9.G. OAESD Spring Conference

The OAESD Spring Conference is approaching, May 7-9, 2025 at Sunriver.

10. Information from Administrative staff

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

11. Board Member Reports and Comments/Agenda Planning

11.A. Agenda Planning

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 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?

Mike Anderson, Liaison, Creswell School District: Kids are enjoying the new sport fields in Creswell. Aviation classes are going well and Mike is looking forward to handing out High School Diplomas along with a Pilot License.

Mike Johnson, Superintendent, Creswell School District: Busy wrapping up State Assessments. Kindergarten enrollment is up, which has been a good surprise. In the middle of a bargaining session. Summer construction is about to get started.

Robin Zygaitis, Bethel School District: Robin was a participant at the OSB Legislative Action Day. Clear Lake Elementary School celebration will be held soon, as its final year as an Elementary School comes to an end.

Ericka Thessen, Liaison, Eugene School District: Budget process wrapped up last night and voting will be in two weeks. Starting the transition process with the Eugene 4j new Superintendent who officially starts July 1. Shout out to Jennifer Scurlock who has pioneered EmpowerEd (CTE but for teachers).

Danna Brownell, Liaison, McKenzie School District: Budget process in progress, currently in our certified bargaining session. McKenzie School District has been greatly impacted by the STEM Hub partnerships with Lane ESD.

12. Announcements/Correspondence

12.A. Acknowledgements and Recognition

There were no public acknowledgements or recognition.



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

12.B. Kudos

There were no kudos submitted. Employees and Board members can submit a "kudo" any time during the month. To submit a kudo visit: www.lesd.k12.or.us/forms/kudos.html

12.C. Announcements

There were no announcements.

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

May 7, 2025, [Oregon LGBTQIA2S+ School Board Members Advisory Committee Meeting](#)

May 7-9, 2025: OAESD Spring Conference

May 13, 2025, [OSBA Executive Committee Meeting](#)

May 14, 2025, National School Nurse Day

May 15, 2025, Equity Community Consortium Event - More details to follow

May 20, 2025, [Oregon Rural School Board Members Caucus Leadership Assembly Meeting](#)

June 2, 2025, [OSBA Board of Directors Meeting](#)

June 3, 2025, [Oregon Rural School Board Member Caucus Executive Committee Meeting](#)

June 4, 2025, [Oregon LGBTQIA2S+ School Board Members Advisory Committee Meeting](#)

June 7, 2025, [Oregon School Board Members of Color Caucus Leadership Council Meeting](#)

June 10, 2025, [OSBA Executive Committee Meeting](#)

June 14 and 19, 2025: *ECC/CCAN is supporting two Juneteenth community events:*

(1) Juneteenth Celebration on June 14th from 12pm-6pm

(2) Juneteenth Gathering: Celebrate Freedom on June 19th at the Farmers Market Pavilion in Downtown Eugene

June 22, 2025, [Oregon School Board Members of Color Caucus Officers Meeting](#)

July 2, 2025, [Oregon LGBTQIA2S+ School Board Members Advisory Committee Meeting](#)

July 8, 2025, [OSBA Executive Committee Meeting](#)

August 6, 2025, [Oregon LGBTQIA2S+ School Board Members Advisory Committee Meeting](#)

August 8-10, 2025, OSBA Summer Board Conference

August 12, 2025, [OSBA Executive Committee Meeting](#)

August 13, 2025, [Oregon School Board Members of Color Caucus Leadership Council Meeting](#)

August 21, 2025, Equity Community Consortium Event - More details to follow

September 2, 2025, [Oregon Rural School Board Member Caucus Executive Committee Meeting](#)

September 18, 2025, Equity Community Consortium Event - More details to follow

October 16, 2025, Equity Community Consortium Event - More details to follow

November 6-8, 2025, OSBA Fall Convention

February 6, 2026, OSBA Bonds, Ballots and Buildings Conference

*Lane ESD All Staff Welcome Back Date TBD

12.C.2. **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



LANE EDUCATION SERVICE DISTRICT

1200 Highway 99 North | 541.461.8200 | www.lesd.k12.or.us
Eugene, OR 97402 | 541.461.8298 [Fax]

EQUITY COMMITMENT LEADERSHIP COLLABORATION INTEGRITY

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.
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.
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.
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.
Springfield: The Board of Directors generally meet on the second and fourth Mondays of each month.

13. Adjournment

The next regular meeting is scheduled to be held Tuesday, June 3, 2025, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.
Chair Duerst-Higgins adjourned the meeting at 7:23 p.m.

Minutes Approved:

Sherry Duerst-Higgins, Chairperson

Tony Scurto, Superintendent

HUMAN RESOURCES REPORT TO LANE ESD BOARD

July 28, 2025

CLASSIFIED STAFF (Information)

	Employee ID #	Position	Effective	Notes
<i>Appointments</i>				
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>	14123	Instructional Assistant	7/18/2025	Resignation
<i>Change of Status</i>				

LICENSED STAFF (Action)

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

PROFESSIONAL STAFF (Information)

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

MANAGEMENT STAFF (Action)

	Employee ID #	Position	Effective	Notes
<i>Appointments</i>	14185	Executive Administrative Assistant	7/1/2025	
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>				
<i>Change of Status</i>				

VACANCY NOTICES (Information)

Posting #	Position	Closing Date	Notes
------------------	-----------------	---------------------	--------------

966	Speech Language Pathologist	4/7/2025	In process
1113	Teacher Life Skills (2025-26 SY)	6/27/2025	In process
1114	Speech Language Pathologist (2025-26 SY)	6/27/2025	In process
1138	School Nurse, Special Education	Open pool	Filled
1143	Summer Camp School Nurse, Special Education	Open pool	Filled
1174	Teacher, Life Skills Elementary	Open Pool	In process

July 28, 2025

To: Lane Education Service District School Board Members

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

Re: July 2025 Staffing Updates

We are pleased to share that four classified Sign Language Interpreter – Trainees have been recalled this summer. This follows the Oregon Health Authority’s decision to extend the licensure waiver through July 1, 2026. We appreciate this extension, as it allows us to reinstate these valued employees while they continue progressing toward full licensure.

Each of the recalled individuals has been placed in a 1.0 FTE Sign Language Interpreter, Trainee – Special Education position. They have been informed that the assignment for the 2025–26 school year is limited in duration and contingent upon earning a passing score of 3.5 on the EIPA by June 30, 2026. Should this requirement not be met, and if no alternative licensure pathway becomes available, a layoff would be implemented at that time.

Regarding our previously identified licensed Special Education staff (Consultant, Teacher, and DHH), one will remain with the agency for the upcoming school year, and another has obtained employment elsewhere. Additionally, the administrative employee impacted by layoff has secured a new position in another district for the fall.



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: July 29, 2025

June 2025 Financial Report (Unaudited)

General Fund Financial Report

The Financial Report for the General Fund for the period ending June 30, 2025 follows this report. Year-to-date operating revenues through June 30, 2025 total \$28,879,409 or 100.4% of total budgeted operating revenues as compared to \$27,530,458 or 98.0% through June 30, 2024. As usual, state school fund formula revenue (state school fund - general support and property taxes) constitute the majority of funds received. Total projected resources of \$29,180,323 is \$425,461 more than budgeted.

Year-to-date operating expenditures through June 30, 2025 total \$23,983,828 or 93.8% of total budgeted operating expenditures as compared to \$24,020,922 or 98.0% through June 30, 2024. Total projected operating expenditures of \$24,604,638 is \$956,012 less than budgeted. Total projected transfers and transits of \$4,027,279 is \$280,292 more than budgeted.

Projected resources and requirements through June 30, 2025 result in an ending fund balance of \$3,258,386, with \$1,074,947 assigned (reserved) for districts. The remaining ending fund balance of \$2,183,439 is unassigned and represents 7.5% of projected operating revenues. The projected ending fund balance reflects an increase, or operating surplus, of \$548,407.

Appropriations

A summary of appropriations for all funds for the period ending June 30, 2025 follows this report. Two appropriations are currently overspent. The appropriation for Apportionment of Funds by ESD in the General Fund is overspent by \$129,579, due to an increase in transit payments to districts. The appropriation for Support Services in the Special Revenue Fund is currently overspent by \$820,319 and is projected to be overspent by \$951,633, due to increased grant spending.

Two other appropriations are projected to be overspent. The appropriation for Transfers of Funds in the General Fund is projected to be overspent by \$713, due to a higher than projected transfer to the Special Revenue Fund (Food Service). The appropriation for Apportionment of Fund by ESD in the Special Revenue Fund is projected to be overspent by \$5,057,896, due to increased grant spending as a result of new grants and increased transits to districts.

Cash and Investment Account Balances by Type

	Yield	Beginning Balance	Deposits	Withdrawals	Ending Balance
Municipal Investor Checking	0.35%	\$450,817	\$16,952,968	\$15,856,270	\$1,547,515
Oregon LGIP (4513)	4.60%	\$7,340,594	\$5,700,207	\$10,085,280	\$2,955,521
Oregon LGIP (3676)	4.60%	\$858,718	\$2,406	\$833,412	\$27,712
Total		\$8,650,129	\$22,655,581	\$26,774,962	\$4,530,748

Assurances

All cash, investment and credit card accounts have been balanced, reconciled and reviewed and all cash and investment accounts have been reconciled to the general ledger as of June 30, 2025.

The adopted budget reflects expected expenditures. All payroll reports have been filed and payroll liabilities have been paid timely. All federal and state reimbursement requests as well as required financial reporting forms have been filed timely. All credit card expenditures, travel and other reimbursements have been reviewed and approved at the proper level.

There have been no significant changes to the internal control system, to the accounting system or accounting policies that are significant. The business services department is adequately staffed to allow for proper segregation of duties and I am not aware of any new pronouncements or other financial changes that may require additional staff time to properly implement.

All financial statements that have been provided to the board are accurate and complete to the best of my knowledge and I am aware of no other financial matters that the board should be aware of at this time. I know of no cases of fraud or other misconduct and I have not been asked by the superintendent to do anything that makes me feel uncomfortable or to present any information I feel is inaccurate.

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 June 30, 2025

	Fiscal Year 2023-24			Fiscal Year 2024-25					
	Amended Budget	Actuals thru 6/30/2024	% of Budget	Adopted Budget	Actuals thru 6/30/2025	% of Budget	Projected thru 6/30/2025	% of Budget	Budget Variance
RESOURCES									
State School Fund Formula Revenue									
State School Fund - General Support	\$ 15,532,800	\$ 15,996,395	103.0%	\$ 16,240,313	\$ 16,547,846	101.9%	\$ 16,547,846	101.9%	\$ 307,533
Property Taxes Levied by District	8,688,000	8,611,369	99.1%	9,038,376	8,980,239	99.4%	9,028,082	99.9%	(10,294)
Other Local Revenues	66,200	87,771	132.6%	86,659	30,374	35.1%	30,374	35.1%	(56,285)
Services Provided to Districts	2,550,400	1,256,511	49.3% ⁽¹⁾	2,209,514	1,989,741	90.1%	1,989,741	90.1%	(219,773)
Fees Charged to Grants	670,000	812,985	121.3%	600,000	496,929	82.8%	750,000	125.0%	150,000
Other Revenues	577,700	765,427	132.5%	580,000	834,280	143.8%	834,280	143.8%	254,280
Total Operating Revenues	\$ 28,085,100	\$ 27,530,458	98.0%	\$ 28,754,862	\$ 28,879,409	100.4%	\$ 29,180,323	101.5%	\$ 425,461
Beginning Fund Balance (District Reserves)	921,200	1,165,894	126.6%	1,103,757	1,286,636	116.6%	1,286,636	116.6%	182,879
Beginning Fund Balance	2,050,000	2,080,746	101.5%	1,514,860	1,423,343	94.0%	1,423,343	94.0%	(91,517)
TOTAL RESOURCES	\$ 31,056,300	\$ 30,777,098	99.1%	\$ 31,373,479	\$ 31,589,388	100.7%	\$ 31,890,303	101.6%	\$ 516,824
REQUIREMENTS									
Salaries	\$ 10,981,145	\$ 10,973,743	99.9%	\$ 11,436,471	\$ 11,245,271	98.3%	\$ 11,245,271	98.3%	\$ (191,200)
Associated Payroll Costs	7,372,689	6,470,402	87.8% ⁽²⁾	7,495,703	6,787,450	90.6%	6,787,450	90.6%	(708,253) ⁽²⁾
Purchased Services	5,490,697	5,713,478	104.1%	5,695,892	5,080,094	89.2%	5,680,903	99.7%	(14,989)
Supplies and Materials	446,550	599,614	134.3%	662,884	483,451	72.9%	498,451	75.2%	(164,434)
Capital Outlay	-	-	#DIV/0!	-	39,123	#DIV/0!	39,123	#DIV/0!	39,123
Other Objects	230,100	263,685	114.6%	269,700	348,439	129.2%	353,439	131.0%	83,739
Total Operating Expenditures	\$ 24,521,181	\$ 24,020,922	98.0%	\$ 25,560,650	\$ 23,983,828	93.8%	\$ 24,604,638	96.3%	\$ (956,012)
Transfers									
Interfund Transfers	459,000	448,198	97.6%	449,000	429,354	95.6%	449,713	100.2%	713
Transits to Districts	4,110,163	3,597,999	87.5%	3,297,987	3,577,566	108.5%	3,577,566	108.5%	279,579
Other Uses of Funds									
Planned Reserve (District Reserves)	965,956	-	0.0%	464,161	-	0.0%	-	0.0%	(464,161)
Planned Reserve	400,000	-	0.0%	801,681	-	0.0%	-	0.0%	(801,681)
Reserved for Next Year	600,000	-	0.0%	800,000	-	0.0%	-	0.0%	(800,000)
TOTAL REQUIREMENTS	\$ 31,056,300	\$ 28,067,119	90.4%	\$ 31,373,479	\$ 27,990,749	89.2%	\$ 28,631,916	91.3%	\$ (2,741,563)
ENDING FUND BALANCE	-	\$ 2,709,979		-	\$ 3,598,639		\$ 3,258,386		
Assigned for Districts		\$ 1,286,636					\$ 1,074,947		
Unassigned Fund Balance		\$ 1,423,343	5.2% *				\$ 2,183,439	7.5% *	
<i>* Percent of Operating Revenues</i>		\$ 2,709,979					\$ 3,258,386		

(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 new opt out incentive that has resulted in lower health insurance premium costs.

LANE EDUCATION SERVICE DISTRICT
Appropriation Monitoring
For the Period Ending June 30, 2025

Fiscal Year 2024-25

		Adopted Budget	Actuals thru 6/30/2025	% of Budget	Encumbered	Other Projected	Projected thru 6/30/2025	% of Budget	BUDGET VARIANCE	NOTES
GENERAL FUND	100									
Instruction		13,142,681	12,546,266	95.5%	-	25,000	12,571,266	95.7%	571,415	+
Support Services		12,267,969	11,437,562	93.2%	-	595,809	12,033,371	98.1%	234,598	+
Transfers of Funds		449,000	429,354	95.6%	-	20,358	449,713	100.2%	(713)	-
Apportionment of Funds by ESD		3,447,987	3,577,566	103.8%	-	-	3,577,566	103.8%	(129,579)	-
Contingencies		1,265,842	-	0.0%	-	-	-	0.0%	1,265,842	+
Unappropriated Ending Fund Balance		800,000	-	0.0%	-	-	-	0.0%	800,000	
Total		31,373,479	27,990,749	89.2%			28,631,916	91.3%	2,741,563	+
SPECIAL REVENUE FUND	200									
Instruction		3,252,835	2,753,792	84.7%	-	-	2,753,792	84.7%	499,043	+
Support Services		14,511,841	15,332,160	105.7%	-	131,314	15,463,474	106.6%	(951,633)	-
Enterprise and Community Services		95,000	88,385	93.0%	-	-	88,385	93.0%	6,615	+
Transfers of Funds		2,500	-	0.0%	-	-	-	0.0%	2,500	+
Apportionment of Funds by ESD		22,102,824	22,010,614	99.6%	-	5,150,105	27,160,719	122.9%	(5,057,896)	-
Total		39,965,000	40,184,951	100.6%			45,466,371	113.8%	(5,501,371)	+
DEBT SERVICE FUND	300									
Support Services		30	1	2.0%	-	-	1	2.0%	29	+
Debt Service		916,825	916,825	100.0%	-	-	916,825	100.0%	0	+
Total		916,855	916,826	100.0%			916,826	100.0%	29	+
CAPITAL PROJECTS FUND	400									
Support Services		149,162	149,161	100.0%	-	-	149,161	100.0%	1	+
Debt Service		135,838	135,839	100.0%	-	-	135,839	100.0%	(1)	-
Total		285,000	285,000	100.0%			285,000	100.0%	-	+
INTERNAL SERVICE FUND	600									
Instruction		53,800	53,800	100.0%	-	-	53,800	100.0%	(0)	+
Support Services		381,226	357,858	93.9%	-	-	357,858	93.9%	23,368	+
Total		435,026	411,659	94.6%			411,659	94.6%	23,367	+
GRAND TOTAL	ALL	72,975,360	69,789,184	484.4%			30,245,401	41.4%	(2,736,411)	

Early Literacy Grant–Partnership with Eugene 4J

Response Summary:

Has this proposal been discussed and supported by your department's executive director?

Yes

Details

Project Name Early Literacy MEP

Department Submitting Proposal School Improvement

Person Submitting Proposal Ana Quintero-Arias

Potential Funder (please include link to RFP if available) ODE

Requested Funding Amount 377,202.00

Person who will manage grant if funded Ana

Grant Period

Length of grant 2 years

Anticipated start date (mm/dd/yyyy) 07/01/2025

Anticipated end date (mm/dd/yyyy) 06/30/2027

Is a match required from Lane ESD or participating districts (direct funds, FTE, services)?

No

Does the grant require any commitment from the ESD or districts beyond the term of the grant?

No

Does the grant require a 501(c)3 to apply?

No

Does the grant require "reporting" and/or updates?

Yes

What kind of reporting is being asked for?

Quarterly

Who will be doing the ongoing reporting (programmatic and fiscal responsibilities) within your department?

Ana

Have you discussed the data collection and reporting needs with your data coordinator?

Yes

With which data coordinator did you speak?

Coordinator X

When did you speak with your data coordinator about this project?

May 2025

How often will you need their support for reporting, exports, and imports?

Brandon will support with quarterly reports

Please, provide a brief overview of the grant, including the purpose and intended outcomes.

The proposal is submitted as a partnership between Eugene 4J and Lane Education Service District's (Lane ESD) Migrant Education Program to provide high dosage early literacy tutoring to MEP and Latinx students.

Describe how this proposal supports the equity vision and mission of Lane ESD. Vision: Building a beloved community of learners. Mission: Collaborating to empower all learners with justice-centered opportunities, equitable leadership, and a passion for lifelong learning.

In providing targets supports to our focal students, it is well aligned to our mission and vision.

Indicate which of Lane ESD's Equity Goals this proposal will directly address.

1. All decisions and actions will reflect the guiding principles and affirmations in our Equity Lens document.

2. Lane ESD staff along with community partners will be equity leaders trained to dismantle systems of oppression through interrupting inequitable policies and practices by providing culturally specific curriculum that reflects the histories of our students.

4. Youth, from all backgrounds, will have access to highly engaging and culturally relevant learning opportunities connected to our communities and delivered by diverse, qualified, and passionate educators.

5. While amplifying youth voice, we will build trusted and inclusive relationships with our families and elevate the engagement of community partners that lead to improved equitable student outcomes.

Describe how the voices of diverse members of the community have been part of the design and implementation process of this proposal.

MEP and Latinx families are critical to the design and implementation of all our programs and functions and will continue to be throughout this grant.

How will this proposal dismantle systems of racism and oppression that might exist?

It probably won't, but it will certainly provide needed supports to students who are marginalized and oppressed by our education system.

Who might this proposal impact positively and who might it negatively impact?

MEP and Latinx students and families. No negative impacts are foreseen.

How will you ensure that equitable outcomes are achieved and what data will be collected to measure success?

Early literacy data will be collected and used as the measure of success as required by the grant. AS with all our MEP program, we will center the voices of our students and families to measure our success.

Will the purchase of computers, software, or other equipment be required for staff hired or assigned to the grant?

No

What use of facilities are anticipated (workspace, training space, meeting space)? If applicable, please include use during weekends and break periods.

Unknown at this time. But likely meeting space will be used.

What other internal supports at Lane ESD will you need for the project to succeed?

School improvement team support.

Does the project involve research that requires the human subjects' releases?

No

**WESTMORELAND CAMPUS
STUDENT CALENDAR
2025-2026**

SEPT. 3	First Day of Classes - Students Dismissed at 12:00 pm
SEPT. 24	Family Night - 5:00 - 7:00
OCT. 10	Inservice Day – NO SCHOOL
OCT. 13	Picture Day
NOV. 10	Grading Day – NO SCHOOL
NOV. 11	Veteran’s Day Holiday – NO SCHOOL
NOV. 24-25	Inservice Days – NO SCHOOL
NOV. 26-28	Thanksgiving Holiday – NO SCHOOL
DEC. 19	Students dismissed at 12:00 p.m.
DEC. 22- JAN.5	Winter Vacation – NO SCHOOL
JAN.5	Inservice Day – NO SCHOOL
JAN. 6	Classes Resume
JAN. 19	MLK Jr. Day– NO SCHOOL
JAN. 30	Grading Day – NO SCHOOL
FEB. 2	Inservice Day – NO SCHOOL
FEB. 16	Presidents Day – NO SCHOOL
MAR. 23 – 27	Spring Vacation – NO SCHOOL
MAR. 30	Inservice Day – NO SCHOOL
APR. 17	Grading Day – NO SCHOOL
MAY. 25	Memorial Day Holiday – NO SCHOOL
JUNE 12	Last Day for Students – Students will be released at 12:00 pm

**REMINDER: EARLY RELEASE EACH WEDNESDAY AT 1:30 P.M.
Lane School Hours – 8:05 a.m. to 2:40 p.m.**

BOARD AND SUPERINTENDENT WORKING AGREEMENTS

July 29, 2025

Purpose:

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 following are the group agreements for the Board and Superintendent.

Governance Principles:

1. Working with members of the Board and the Superintendent in a cooperative and collaborative partnership aligned toward a common mission.
2. Focus on policy making, planning and evaluation, rather than day-to-day operations.
3. Recognize and respect the Superintendent's responsibility to manage the district and to direct employees in district matters.
4. Make decisions as a whole Board only at properly called meetings. Board members recognize that individual members have no authority to take individual action in policy or district and administrative matters.
5. Support decisions of the majority after honoring the right of individual members to express opposing viewpoints and vote their convictions.
6. Actively solicit input, listen to all perspectives and give careful consideration to all issues. We will operate as representatives and make decisions in the best interest of the whole district.
7. Value the role we play in the community and represent the district, when possible, by attending community functions.

Meeting Operational Agreements:

1. Board members may request the board chair place an item on the meeting agenda in a timely manner (at least seven days prior to a meeting).
2. Uphold the legal requirement for confidentiality on all matters arising from the Board meeting Executive Session.
3. Start our meetings on time.
4. Attend regularly scheduled Board meetings unless a situation occurs that makes attendance impossible.
5. Cooperate in scheduling special meetings and/or work sessions for planning and training purposes.
6. Cast a vote on all matters except when a conflict of interest arises.
7. In general practice, items are first placed on a meeting agenda for discussion and action is taken at the subsequent meeting, except in cases of emergency or critical time considerations.

Communication Agreements:

1. Communicate directly with the Superintendent when a question arises, or a concern is voiced by a staff member, student, parent, or community member.

2. Whenever possible, communicate directly with the Superintendent or Board Chair prior to meetings of the Board to identify questions and /or concerns about agenda items so that the Board Chair and superintendent can prepare for the meeting discussion.
3. Communicate directly with the Superintendent or Board Chair prior to raising new issues or concerns at Board meetings or in other arenas (e.g. inservices, meetings).
4. When an individual concern arises with the Superintendent or other Board member communicate directly with that person, as appropriate. Communicate with the Chair or Superintendent about concerns with Board process.
5. A Board member with a routine question should first consider going to the Chair or the Superintendent. A Board member who desires staff assistance beyond routine inquiry should first raise the issue/question with the Superintendent. The Superintendent should decide whether to proceed before staff time is allocated.
6. No individual Board member, other than the Board Chair or designee, has the authority to speak for the entire Board. Individual Board members may always share their individual viewpoint but must clarify that they are speaking for themselves, rather than the entire Board.

Annual Planning and Evaluation:

1. Set priorities as a Board for Board professional development.
2. Participate in establishing annual expectations of the board and self-assessment of the Board's performance.
3. Participate in establishing annual expectations and goals for the Superintendent.
4. Objectively evaluate the Superintendent's performance and provide appropriate feedback.

Orientation of New Board Members:

1. Assure timely orientation of new Board members.

Role of the Board Chair:

1. Recognize the role of the Chair to speak for, and about, the Board to describe the Board's process, decisions and positions. Recognize the role of the Chair to convene meetings and execute documents, as appropriate.
2. Recognize the role of the Chair and Vice Chair to meet regularly with the Superintendent to develop the agenda and determine whether an item should be scheduled for action or future action, to provide input on information needed by the Board for decision-making, to plan meeting processes, and to distribute assignments.
3. Ensure that information exchanged with the Superintendent is shared with all Board members via Board meeting agenda materials.

Expectations of the Superintendent:

1. Function together as a team with Board members.
2. Respect and acknowledge the Board's role in setting policy and overseeing the performance of the Superintendent.

3. Work with the Board to establish a clear vision for the district.
4. Prepare preliminary goals annually for the Board's consideration.
5. Provide data to the Board members so that data driven decisions can be made.
6. Possess a working knowledge of all legal and local policies.
7. Inform the Board of all critical information including relevant trends, anticipated adverse media coverage, or critical external or internal change.
8. Work with the Chair and/or Vice Chair to effectively bring issues and information to the Board.
9. Communicate with Board members promptly and effectively.
10. Electronically distribute the Board agenda in a timely manner (at least 5 calendar days prior to the board meeting).
11. Respect the confidentiality requirement of Board meeting Executive Sessions.
12. Treat all Board members professionally and respectfully.
13. Represent the district by being visible in the community.
14. Provide follow-up information to Board members on concerns and issues they have referred to the Superintendent--close the loop.

Sherry Duerst-Higgins

Linda Hamilton

Leslie Harris

Nora Kent

Thomas Hiura

Vanessa Truett

Rose Wilde

Tony Scurto, Superintendent



OAESD Legislative Summary

The 83rd Oregon Legislative Assembly convened January 21, 2025, and adjourned Sine Die June 27, 2025. The OAESD team led by Amber Eaton includes Kelle Hildebrandt, Lorena Childress and Lori Sattenspiel.

This session was again, a very strange one. The recent Presidential election, subsequent and ever-changing priorities at the Federal level, left lots of uncertainty for the State and its priorities. The uncertainty and revenue picture for the State impacted grant-in-aid funding, and other statewide priorities. Currently, there are not a lot of specifics for various programs. ODE will be sending out more information once they complete their budget reconciliation. We expect more information later in July or early August, and we will provide an additional update at that time.

In education leading up to the 2025 session, we spent the last interim working on the current service level calculation and getting part of the calculation (49/51 split) in statute with HB 2140. Along with this CSL work in education funding, came the interim discussion on accountability. That priority moved forward in SB 141.

Below is a high-level summary of the OAESD Legislative Priorities. A fuller description of specific bills will be available in late July with the usual OSBA and the COSA legislative report.

Legislative Priorities: [OAESD 2025 Legislative Platform](#)

Core funding:

There were several areas to focus on for core funding this session. The current service level calculation for the State School Fund was a major accomplishment. While the SPED coalition worked during the interim on strategy for funding, which also included EI-ECSE and RIS, these were not made a priority for additional investment. Preserving

the ELL (3499) funding is currently intact, and this is another priority that should be reviewed for a permanent funding solution.

Governance and Operations:

HB 2514 gave ESDs the authority to bond for facilities, and SB 983 closed the conflict of interest issue for k-12 board member stipends. There is an opportunity in the short session to amend the law to allow ESD board members to have the option of a monthly stipend, given they were missed in the 2023 session bill. Progress was made on State grants and contracts. A group of superintendents worked with ODE to amend their process to get the contracts done and out sooner, along with the resources to provide these services.

Safety and Equity:

Preserving the current level of 1.0 FTE for the SSPS program required the State to fill the gap that occurred given the expired federal dollars. After aggressive advocacy efforts, and the funding picture, this additional funding did not happen. This program's additional funding might be an option as a priority for the upcoming 2026 session, and worth discussion.

Workforce and Salaries:

This priority of reducing barriers for licensure in specialized positions was another area that did not get a lot of traction. The Oregon Community Foundation approached OAESD asking if they would manage a coalition to get funding for the Joint Apprenticeship Teaching Certification. The coalition worked on HB 2588 throughout most of the session, and in the end also suffered from the lack of state resources, and was not able to obtain any additional funding.



2025-26 Lane ESD Board Member District and Agency/Committee Assignments

Committee or Activity	Member
Superintendent Evaluation Committee	Board Chair and Vice Chair
Superintendent Salary and Contract Review Committee	Board Chair and Vice Chair
Lane ESD Audit Committee	Vanessa Truett & Leslie Harris
Lane Council of Governments Board	Sherry Duerst-Higgins
Oregon Association of Education Service Districts Board Representative	Rose Wilde
Oregon School Activities Association Board	Sherry Duerst-Higgins
Oregon School Boards Association Representative	Linda Hamilton
Oregon School Boards Association Board Members of Color Caucus	Linda Hamilton
Lane Education Foundation Board	Vanessa Truett & Nora Kent
Equity Design Team Liaison	Linda Hamilton

District Assignments for Board Engagement			
Bethel:	Thomas Hiura	Mapleton:	Nora Kent
Blachly:	Nora Kent	Marcola:	Vanessa Truett
Creswell:	Sherry Duerst-Higgins	McKenzie:	Leslie Harris
Crow-Applegate-Lorane:	Leslie Harris	Oakridge:	Linda Hamilton



2025-26 Lane ESD Board Member District and Agency/Committee Assignments

Eugene 4J:	Linda Hamilton	Pleasant Hill:	Rose Wilde
Fern Ridge:	Thomas Hiura	Siuslaw:	Nora Kent
Junction City:	Linda Hamilton	South Lane:	Sherry Duerst-Higgins
Lowell:	Rose Wilde	Springfield:	Vanessa Truett



2025-26 Lane ESD Board Member District and Agency/Committee Assignments

Lane ESD Program Assignments:

- Business Services: Linda Hamilton
- CTE and Non-Traditional Careers: Nora Kent
- Lane School: Vanessa Truett, Rose Wilde
- Life Skills & Transition Program: Vanessa Truett
- Serbu Campus Programs: Leslie Harris
- School Improvement: Sherry Duerst-Higgins, Linda Hamilton
- Technology: Linda Hamilton
- Title Programs: Thomas Hiura
- Regional Low Incidence Programs: Rose Wilde

School Board Activity Calendar

School Year: 2025 - 2026

	July	August	September	October	November	December
Learn as a team	OSBA Summer Board Conference				OSBA Annual Convention	
Vision & Goals (Expectations)	<ul style="list-style-type: none"> • Business Meeting • Committee/Agency/District and Program assignments • Retreat/Goal Setting 					
Monitoring Progress (reciprocity)						
Policy (reciprocity)			<u>OSBA policy update</u>			<u>OSBA policy update</u>
Budget (reciprocity)			Recruit budget committee members, if needed	<ul style="list-style-type: none"> • Appoint Budget Committee Members • Approve Budget Calendar 	Approve Transit Dollar requests	
Public will to Succeed		All Staff Welcome Back	Hispanic Heritage History Month		Native American History Month	
Supt. Eval.			Begin Superintendent Evaluation			Executive Session by December 1 for evaluation of Superintendent

School Board Activity Calendar

School Year: 2025 - 2026

Other						December 15 deadline to notify superintendent of extension/non-extension
	January	February	March	April	May	June
Learn as a team					OAESD Conference	
Vision & Goals (Expectations)	Approve Local Service Plan					Adopt following year Board meeting calendar
Monitoring Progress (reciprocity)					Begin Self-Evaluation of Board	
Policy (reciprocity)	<u>OSBA policy update</u>			<u>OSBA policy update</u>		<u>OSBA policy update</u>
Budget (reciprocity)			Accept Financial Audit	Budget Preview Session	Budget committee convenes	<ul style="list-style-type: none"> • Adopt supplemental Budget, if necessary • Conduct budget hearing and adopt budget for next year
Public will to succeed		National School Counseling Week CTE Month, Black History Month	Classified Appreciation Week Authorize Contract Renewals	OAESD Council Appointments	Licensed Appreciation Week Asian American Pacific Islander Month	
Supt. Eval.	Review/propose superintendent compensation.					Approve Superintendent(s) contracts

School Board Activity Calendar**School Year: 2025 - 2026**

Other	Board Appreciation Month		Classified Appreciation Week		Teacher Appreciation Week	Graduations Retirements Approve COLA/Caps Management Team Agreement
--------------	--------------------------------	--	---------------------------------	--	------------------------------	---

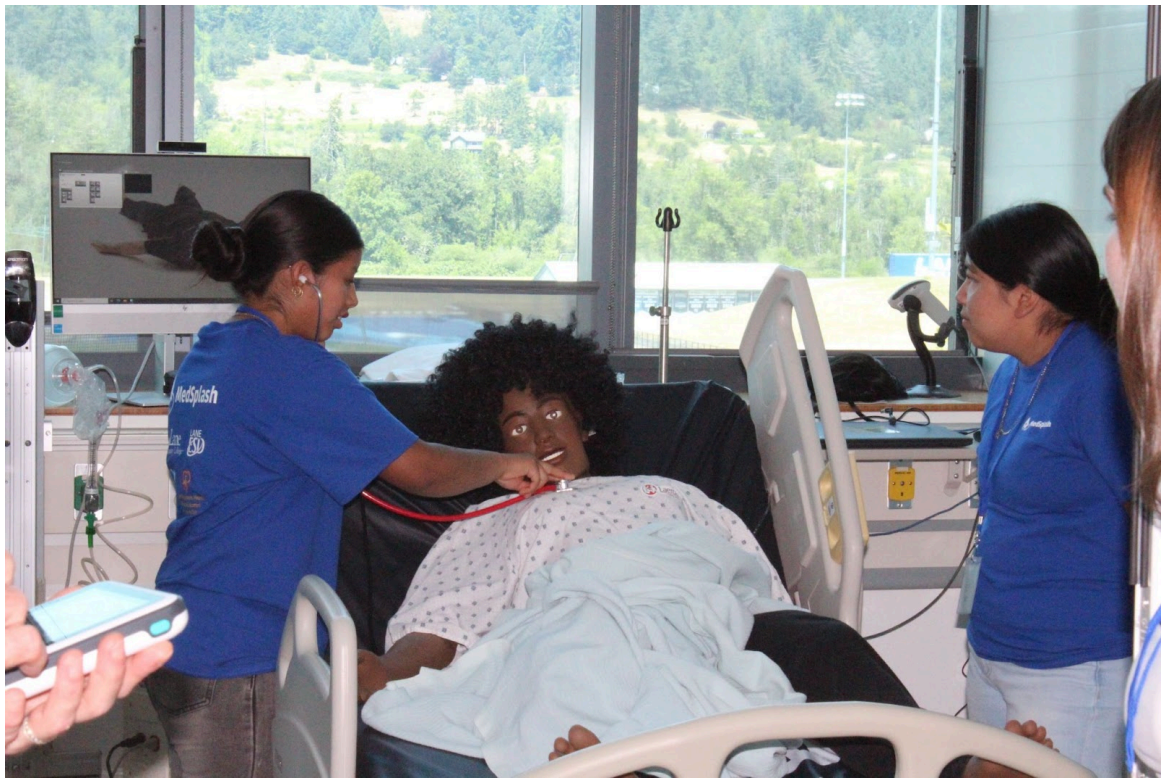
School Improvement Team | Board Report | 07-29-25

This month we are highlighting two of our summer student-facing programs:

MedSplash

This year's MedSplash program brought together 29 students from 8 Lane County school districts for two weeks of hands-on healthcare career exploration at Lane Community College. Students engaged in skill-building workshops, toured medical facilities, and connected with professionals across more than 15 healthcare fields, gaining a clearer understanding of career pathways. The program helped students build confidence and see themselves in healthcare roles. MedSplash is free for students, including lunch and transportation assistance. Thanks to strong partnerships and support, students from diverse backgrounds were able to fully take part in this valuable experience that lays the groundwork for the future healthcare workforce.







Youth Trades Academy

YTA is a student learning program hosted by Lane CTE each summer with the goal to expose Lane County students to careers in the trades. This year 9 students representing 4J, Mapleton, Pleasant Hill, Springfield, and McKenzie School Districts participated in the three week academy. Students have the opportunity to earn a high school CTE credit upon successful completion of the program.

The learning experiences included:

- Three Mondays at the Hope Factory learning electrical work with an electrical apprenticeship instructor. Students learned how to bend conduit, wire switches and outlets, and wire up to three switches to an outlet
- Site visit to LCC's Diesel Mechanics program for hands-on learning with LCC instructors
- Site visit to Lane Transit District's bus service station to learn about city bus mechanics and fleet maintenance
- Visit from RiverBend Materials who brought heavy equipment simulators such as excavators and dump trucks for students to experience simulated heavy equipment operation
- Site visit to Rosboro to learn about wood product engineering
- Site visit to Lane Council of Governments to learn about fiber optic wiring
- Site visit to EWEB's Hayden Bridge facility to learn about water treatment

Finally, students spent time each day right here at Lane ESD building a new shed for our facilities team! Students learned tool safety, demolition, foundation work, framing, wall installation, trusses, and roofing. Come tour our new shed when you are in the building next time!

Special Education | Board Report | 07-29-25

We had a great couple of weeks at Camp Friends & Fun!

This year, we welcomed about 30 students from 1st grade to age 21. Campers were supported by Lane ESD's dedicated team of special education teachers, instructional assistants, specialists, nurses, facilities staff, and administrators. Community partners included Food for Lane County, Lane Arts Council, Eugene Emeralds, FETCH therapy dogs, Attic Media, Kona Ice, and Lane ESD's CTE and SEL teams. Highlights included tie-dyeing, music, woodworking, dancing, and mural painting. For the first time, we also offered an Extended School Year option for rural Lane County school districts.

Thank you for your continued support of this valuable program for Lane County students in life skills special education!

Youth Services | Special Education | Board Report | 07-29-25

In partnership with Lane County Youth Services (LCYS), we are reevaluating how we support youth with the unique challenges they face during justice system involvement and their journey toward high school completion. To better meet their needs, we are creating a comprehensive, centralized space that brings together mental health services, career readiness and skill-building, substance abuse counseling, and educational programming.

As part of this initiative, we are expanding the school day, introducing hybrid learning options for credit recovery, and enhancing career and technical education opportunities. The new classroom will be housed within the Juvenile Justice Center, enabling us to provide more integrated and accessible services.

Importantly, we are actively involving youth voice in these conversations—ensuring that the space we create is grounded in respect for students' experiences, stories, and transitions. Their insights are shaping how we build an environment that is not only supportive, but empowering.

This transition will leave the current MLK Jr. Education building vacant. Looking ahead, this change offers greater flexibility in our collaboration with LCYS. It opens up opportunities to support a broader group of youth—those who are justice system-adjacent and would benefit from a learning environment separate from high school-aged youth currently involved in the justice system.



July 2025 Board Report

Community and regional Support

- **ESD Support IGA-** Finalizing language that will allow for an increased ability to support fellow ESD's and their regions with a focus on emergency situations. This IGA will put the Oregon ESD's into a position to provide a higher level of support to our respective regions in a faster and more cost effective manner.
- **Cybersecurity Insurance-** The ESD CIO Committee sub group (IMESD, LESD, WCESD), finalized vendor requirements for future PACE Insurance protections. These protections are increasing the requirements of the vendors to ensure their environments are secure and meeting standards.
- **IT Peer Groups-** Lane ESD IT is expanding LCTAC support by adding peer groups in January. These additional peer groups will be designed to focus on specific areas of need or expertise. The goal is to increase regional support and strengthen our district relationships.
- **EDUROAM-** We are currently working with Link Oregon, Internet2, and NWRESO to create the plans for our regions. Pilot districts are helping to fine tune the documentation for implementation and work through unforeseen challenges.
- **ENO-** Education NEXXUS Oregon, We are moving our focus to demo districts for proof of concept as we consider sustainability options. Brandon Webb is the current president elect for this non-profit. This company is focused solely on solving the challenges around sending student cumulative files securely. Currently, we can send entire cumulative files agnostically and across states.

System Upgrades and Improvements

- **CyberSecurity:**
We are in the process improvement and evaluation phase. We will spend this year focusing on training and classroom needs. These potential needs will inform our decision to stay with our current provider or consider our options.
- **LEARN Platform-**
We have completely re-worked this process and cancelled the renewal to allow us more flexibility regarding the budget.
- **Network Infrastructure-**
We are in the final phase of this project and we have started scheduling times with our districts for cutover and installation of the new equipment.
- **Lane ESD telephones**



We moved from our old provider and have completed the transition to a new provider that has the ability to provide us with an increased level of service and support. Last we heard, our previous provider was still working on the issue that took down all of our phones.

- Freshservice- We are in the process improvement and evaluation phase. We will spend this year focusing on training and automation.
- Systems Refresh- We are currently in the planning phase to upgrade and replace some of our servers and systems that are out of date. This refresh is the final portion of our technology environment that is years out of date. This project is scheduled to reach its final phase before the end of the year.

Nora Kent Board Report - July 2025

1. On June 19th Florence ORganizes held a Juneteenth Community Celebration. I contacted the Siuslaw and Mapleton School Districts to promote the event. I also invited a Mapleton student speaker from Lane ESD's Design by Student Voice , as well as another Siuslaw student to speak (one to sing). I invited various community non profit organizations to set up tables (some contacted me). We offered face painting and the Siuslaw Family Connections brought games. We rented the cook shack at Miller Park to cook hamburgers and hot dogs and various restaurants donated food. We had the new culinary school bring cookies.

We had a great turnout, with close to 250 people attending, including families and children. Our Florence Mayor read a Juneteenth Proclamation and Linda Hamilton, representing Oregon Blacks for Youth and Families, was our keynote speaker. People were moved by her speech . The community celebration was successful (and I even heard the Mayor spoke of the event at the following city council meeting).

1. I attended the Siuslaw School Board meeting on July 23rd and welcomed the newly elected, reelected and continuing directors on behalf of Lane ESD.

Rose Wilde, Board Member Report

In July, I participated in the Policy Committee to review Chapter F policies in preparation for board adoption this fall.

I also helped organize an external event that involved LESD community partner NAACP in promoting a fundraiser and book drive for their new headquarters in the former Clear Lake Elementary School, now the Clear Lake Community Center. Because of the semi political nature of this event, I participated through my involvement with Showing Up for Racial Justice. I was able to tour the building and see how all of the community based programs were filling to school with helpful community service organizations, including several youth programs, a preschool, H.O.N.E.Y. and NAACP, plus a food pantry in collaboration with Food for Lane County. This event, called Good Trouble Lives On, recognized the anniversary of Rep. John Lewis' death, and continued his tradition of making good trouble by fighting for social and racial justice. The event called for contributions of K-12 books written by Black, Immigrant, LGBTQ+, Disabled, Asian, Latinx, and other underrepresented authors to the newest site of Good Trouble Library, which brings these books for free to community members in sites around the community. We also kicked off a fundraiser for the NAACP to build their capacity during a time of increased attacks on human and civil rights in our community. As a result of this event, the City Club of Eugene approached the Community Center, and Bethel School District, to hold a program about the Center in the fall. It also led to a donation from the Unitarian Universalist Church of Eugene (whose members were involved in the event) of 50 chairs to the NAACP to increase their event capacity for future events. I was pleased to see furniture from the Lane African American/Black Student Success program was getting use in the center. To donate a book, see the book lists at <https://linktr.ee/goodtroublelibrary> and to support the NAACP, click donate on their webpage: naacplanecounty.org. Both book drive and fundraiser continue through August 28, the anniversary of the March on Washington.

Respectfully submitted by Rose Wilde