



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
REGULAR BOARD MEETING MINUTES

October 13, 2020

REGULAR SESSION

The October 13, 2020 Linn Benton Lincoln Board of Directors regular Board meeting was held remotely with Chairperson Dunsdon calling the meeting to order at 6:09 PM. Introductions were made and Chairperson Dunsdon led the Pledge of Allegiance.

Present:

Board Members: David Dunsdon, Frank Bricker, Terry Deacon, Roger Irvin, Miriam Cummins and David Dowrie. Staff: Tonja Everest, Superintendent; Jason Hay, Assistant Superintendent; Jackie Olsen, Chief Financial Officer; Francisco Zavala, Chief Information & Technology Officer and Karen Chandler, Board Secretary.

Guests:

Tracy Conaghan and Laura Petschauer

Absent:

Heather Search

Chairperson Dunsdon asked if there were any public comments and there were none.

A. CLERK’S ITEMS OF BUSINESS

1. Consent Agenda

Chairperson Dunsdon asked if Board Members would like any item to be removed from the Consent Agenda. No requests were made.

- a. Approval of Regular Board Meeting Minutes from September 15, 2020
- b. Approval Personnel Report
- c. Approval of Claims Paid for September, 2020

David Dowrie moved to approve the Consent Agenda and Miriam Cummins seconded the motion. The motion passed unanimously.

B. BOARD

1. Oregon Association of Education Service Districts (OAESD) Equity and Racial Justice Task Force Appointment

Chairperson opened discussion regarding an appointment of a Board member to the Oregon Association of Education Service Districts (OAESD) Equity and Racial Justice Task Force. Board member Cummins expressed her agreement to fulfill the position.

David Dowrie moved to approve the appointment of Miriam Cummins to the OAESD Equity and Racial Justice Task Force



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and Frank Bricker seconded the motion. The appointment passed unanimously.

2. Adoption of working draft of the Linn Benton Lincoln Equity Lens

Superintendent Everest presented a copy of the working draft of the Linn Benton Lincoln Equity Lens to the Board for Board adoption.

Frank Bricker moved to adopt the working draft of the Linn Benton Lincoln Equity Lens. David Dowrie seconded and the motion passed unanimously.

C. REPORTS

1. Educator Advancement Council (EAC)/Western Regional Educator Network (WREN) Report

Tracy Conaghan, Western Regional Education Network Coordinator provided a presentation of the Educator Advancement Council (EAC)/Western Regional Educator Network (WREN). The network is a partnership formed by ten regional networks which is focused on helping Oregon provide quality, well-supported, and culturally-responsive teachers in every classroom. Linn Benton Lincoln and Lane ESD make up region C. Ms. Conaghan detailed the history of the network and described the makeup of the coordinating body which is comprised of a diverse group of teachers, superintendents and principals to ensure an equity of voice. Ms. Conaghan detailed work she has undertaken in the past year and how various data was collected to aid in identifying areas of focus for future work.

2. Special Education and Evaluation Services (SEES) Program Report

Laura Petschauer, Program Administrator, Special Education and Evaluation Services (SEES) shared how procedures are used for evaluation at testing sites and districts. Ms. Petschauer further described how the teachers and specialists in her program developed and have implemented safety protocols that create a comfortable, safe, enjoyable environment for everyone during the testing process.

3. Business Office Matters -
 - a. September 2020 Financial Statement
 - b. Financial Plan for ARGOS (eVisions)

Jackie Olsen, Chief Financial Officer (CFO) presented the September financial statements.

Ms. Olsen presented the 2018-2023 Financial Plan for ARGOS to the Board. She reported observed fluctuations in ADM could result in a decrease in revenue and slow growth is expected. Due to limited



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increases in enrollment, software research is underway for a more user-friendly program for our districts.

4. Injury/Illness Report Ms. Olsen presented the annual Injury/Illness Report to the Board. She reported that the low number of incidents have resulted in lower insurance premiums.

5. Job Description Review and Update Kate Marrone, Chief Human Resource Officer (CHRO), provided the LBL Employee Job Descriptions Report to the Board along with a summary of the timeline for updating job description information.

6. Facilities Audit Timeline and Cost Estimates Jason Hay, Assistant Superintendent, discussed the Facility Audit Timeline and Cost Estimates with the Board. He outlined the changes which were proposed to the facility space and provided a suggested blueprint of the changes. Examples of specific projects and estimate costs of options were discussed.

7. 2020-2021 Strategic Plan Tasks Superintendent Everest briefly reviewed the 2020-2021 Strategic Plan Tasks for September. The Board agreed to review independently.

8. LBL Superintendent Annual Performance Review Work Group Report This item was moved to the November Board agenda.

9. Superintendent's Report
 - a. Classified Council The Board agreed to review independently.
 - b. Leadership Council The Board agreed to review independently.
 - c. Valley Coast Superintendents Association (VCSA) The Board agreed to review independently.
 - d. STEM HUB This item was moved to the November Board agenda.



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D. POLICIES

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| 1. First reading of Policy <u>GBN/JBA, Sexual Harassment</u> | The first reading of Policy <u>GBN/JBA, Sexual Harassment</u> was held. |
| 2. Review of <u>GBN/JBA-AR(1), Sexual Harassment Complaint Procedure</u> | A review of Administrative Regulation <u>GBN/JBA-AR(1), Sexual Harassment Complaint Procedure</u> was held. |
| 3. Review of <u>GBN/JBA-AR(2), Sexual Harassment Complaint Procedure</u> | A review of Administrative Regulation <u>GBN/JBA-AR(2), Sexual Harassment Complaint Procedure</u> was held. |
| 4. First reading of Policy <u>JBA/GBN, Sexual Harassment</u> | The first reading of Policy <u>JBA/GBN, Sexual Harassment</u> was held. |
| 5. Review of <u>JBA/GBN-AR(1), Sexual Harassment Complaint Procedure</u> | A review of Administrative Regulation <u>JBA/GBN-AR(1), Sexual Harassment Complaint Procedure</u> was held. |
| 6. <u>JBA/GBN-AR(2), Sexual Harassment Complaint Procedure</u> | A review of Administrative Regulation <u>JBA/GBN-AR(2), Sexual Harassment Complaint Procedure</u> was held. |
| 7. Fourth Reading of Policy <u>JBB, Educational Equity</u> | A Fourth Reading of Policy <u>JBB, Educational Equity</u> was held. |

E. EXECUTIVE SESSION

Chairperson Dunsdon recessed regular session and the Board entered into Executive Session at 7:51 PM. Executive session closed at 8:03 PM.


Regular session commenced at 8:04 PM.

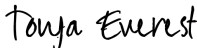


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- F. FOR INFORMATION ONLY** A copy of the September Appreciation list was provided to the Board.
- G. IMPORTANT DATES** Upcoming pertinent dates were shared with the Board.
- H. FUTURE AGENDA ITEMS** N/A
- I. FUTURE WORK SESSION TOPICS** N/A
- J. ADJOURNMENT** Chairperson Dunsdon adjourned the meeting at 8:05 PM.

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 David Dunsdon, Board Chairperson

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 Tonja Everest, Superintendent

Recorded by Karen Chandler