



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING MINUTES

November 17, 2020

**REGULAR SESSION**

The November 17, 2020 Linn Benton Lincoln Board of Directors regular Board meeting was held remotely with Chairperson Dunsdon calling the meeting to order at 6:05 PM. Introductions were made and Chairperson Dunsdon led the Pledge of Allegiance.

Present:

Board Members: David Dunsdon, Heather Search, Terry Deacon, Roger Irvin, Miriam Cummins and David Dowrie. Board Member Frank Bricker joined the meeting at 6:15 PM. 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:

Nancy Griffith, program administrator, Strategic Partnerships and Kristina Wonderly, Regional Behavioral Health Systems facilitator

Absent:

Terry Deacon

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

**A. CLERK'S ITEMS OF BUSINESS**

1. Consent Agenda

Chairperson Dunsdon announced an addition to the Business Office Matters section of the agenda and asked Board Members if there were any items to be removed from the Consent Agenda. Board member Dowrie requested that JBB, Educational Equity be removed the Consent Agenda for further discussion.

- a. Approval of Regular Board Meeting Minutes from October 13, 2020
- b. Approval Personnel Report
- c. Approval of Claims Paid for October, 2020
- d. Approval of Policy GBN/JBA, Sexual Harassment
- e. Approval of Policy JBA/GBN, Sexual Harassment

***Roger Irvin moved to approve the Consent Agenda as amended and Heather Search seconded the motion. The motion passed unanimously.***

Board member Dowrie shared his thoughts regarding the Policy JBB, Educational Equity. Discussion was held regarding the Policy.



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING MINUTES

November 17, 2020

*Frank Bricker moved to approve the policy and Miriam Cummins seconded. The motion passed with Board member Dowrie voting against.*

## B. BOARD

1. Resolution 02-2021 Oregon School Board Association (OSBA) 2021-2022 Legislative Priorities and Principles recommended by the Legislative Policy Committee.

*Frank Bricker moved to Adopt Resolution 02-2021 Oregon School Board Association 2021-2022 Legislative Priorities and Principles recommended by the Legislative Policy Committee. David Dowrie seconded and the resolution was adopted.*

## C. POLICIES

1. First Reading of Policy ACB, All Students Belong

The first reading of Policy ACB, All Students Belong was held. The Board requested further clarification and information from the Oregon School Board Association (OSBA) prior to moving the Policy forward.

2. Review of Administrative Regulation ACB-AR, Bias Incident Complaint Procedure

A review of Administrative Regulation ACB-AR, Bias Incident Complaint Procedure was held. Further clarification and information from the Oregon School Board Association (OSBA) was requested.

## D. REPORTS

1. Strategic Partnerships

Nancy Griffith, program administrator, Strategic Partnerships, presented an update to services provided by the Strategic Partnerships Program to underserved students. Areas of provided services include: Curriculum and Instruction; State and Federal Regulations, including funding and grants; implementation of the Student Success Act; Ready Schools, Safe Learners guidance; and Coordination of Strategic Partnerships Service Delivery. The Program acts as a liaison between the ESD, component districts and state and federal agencies. Ms. Griffith introduced Kristina Wonderly, Regional Behavioral Health Systems Facilitator, who presented an overview of work her program is providing to our districts. Her role is focused on building capacity and equitable systems to better meet the social, emotional and health needs of students and families in our districts. She provides a wide range of



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING MINUTES

November 17, 2020

support services, which are referred to as the Interconnected Pillars of Practice. These services include systems such as: Trauma-informed care; Social Emotional Learning (SEL); Positive Behavioral Intervention & Supports (PBIS); school-based mental health practices; and educator Wellness and self-care. Services provided include: Facilitating needs assessment; training and coaching district and school leaders; providing implementation support and technical assistance to districts; networking with local and regional leaders for collaboration opportunities to support ongoing behavioral health systems; sharing information updates and collaborating with community partners.

2. Business Office  
Matters

a. October 2020 Financial Statement Chief Financial Officer (CFO) Jackie Olsen presented the October financial statements. She stated the newest economic forecast is being released by the state and she will report the findings to the Board at the December meeting.

b. Budget Calendar CFO Olsen provided the 2021-2022 Budget Calendar for Board approval.

***Frank Bricker moved and Heather Search seconded the motion to approve the 2021-2022 LBL Budget Calendar as presented. The motion passed unanimously.***

c. Internal Controls The Internal Control Procedures report was provided to the Board. CFO Olsen reported that a new format has been implemented with few changes made.

3. LBL Superintendent Annual Performance Review Work Group Report Superintendent Everest recapped the September 15, 2020 Annual Performance Review Work Group meeting and work that was addressed. She outlined the development of the Board self-evaluation. After discussion, the Board requested a comment area be added to the document.

4. LBL Superintendent Financial Planning Work Group Report The minutes from the November 9, 2020 Financial Planning Work Group meeting were provided to the Board and Chair Dunsdon led a discussion on the content of the meeting. Board member Irvin commented that there was general agreement of the conceptual plan for the facility. Board members expressed appreciation of the design which puts importance on students and families. Discussion was held on moving forward with pursuing funding options.



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING MINUTES

November 17, 2020

5. Statewide Equity Support  
Superintendent Everest provided documents supporting the All Students Belong rule 581-022-2312 passed by the Oregon State Board of Education.
6. Strategic Plan Tasks and Activities  
Superintendent Everest reviewed the 2020-2021 Strategic Plan Tasks for October.
7. Superintendent's Report
  - a. Classified Council  
Superintendent Everest provided the agenda from the October 23, 2020 meeting of the Classified Council.
  - b. Leadership Council  
Superintendent Everest provided a summary of the October Leadership Council meetings. She highlighted it is essential that time is given for the health and future of the organization through professional development on culture and development of team values.
  - c. Valley Coast Superintendents Association (VCSA)  
Superintendent Everest reported that the Valley Coast Superintendents Association (VCSA) held a successful retreat October 15 through 16, 2020. Retreat work included: preparation and review of the Local Service Plan; sharing of professional learning; strategies regarding distance learning; leading in times of crisis; and supporting improvements regarding equity.
  - d. Mid-Valley STEM-CTE Hub  
Superintendent Everest shared updates regarding the Mid-Valley STEM-CTE Hub and included documents which provided information regarding the development of the new joint HUB. She reported that Sarah Whiteside was hired as new director and detailed vast amount of work Ms. Whiteside has accomplished during her short tenure.
  - e. Component District Board Meeting Visits  
The Board was provided a spreadsheet of the component district Board meetings that Superintendent Everest and Assistant Superintendent Hay have scheduled for their annual visits. Ms. Everest encouraged Board members to join them in attending the meetings for the districts in their zones.

**E. EXECUTIVE SESSION**

Chairperson Dunsdon recessed regular session and the Board entered into Executive Session at 7:42 PM for ORS 192.660 (2)(d). Executive session closed at 7:47 PM.

Regular session commenced at 7:47 PM.



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING MINUTES

November 17, 2020

**F. FOR INFORMATION ONLY**

- 1. Appreciations                      A copy of the September Appreciation list was provided to the Board.
  
- 2. Fall District Summaries              Copies of the 2020-2021 district summaries were 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 7:50 PM.

DocuSigned by:  
  
1180FAEF6C4CB...  
 David Dunsdon, Board Chairperson

DocuSigned by:  
  
72BB1359A84645C...  
 Tonja Everest, Superintendent

Recorded by Karen Chandler