



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
REGULAR BOARD MEETING MINUTES

April 13, 2021

A. REGULAR SESSION

The April 13, 2021 Linn Benton Lincoln Board of Directors regular Board meeting was held remotely with Vice-Chairperson Irvin calling the meeting to order at 5:42 PM. Introductions were made and Vice-Chairperson Irvin led the Pledge of Allegiance.

Present:

Board Members: David Dunsdon, 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. Board member Heather Search joined the meeting at 6:28.

Guests:

Angie Greenwood, incoming Program Administrator, Cascade Regional Program; Steve Earle, project manager, HMK Company

Absent:

Terry Deacon

Vice-Chairperson Irvin asked if there were any public comments and there were none.

EXECUTIVE SESSION

Vice-Chairperson Irvin recessed regular session and the Board entered into Executive Session at 5:43 PM. Executive session closed at 5:56 PM.

B. REGULAR SESSION

Regular session resumed at 6:00 PM.

C. CLERK'S ITEMS OF BUSINESS

1. Consent Agenda

Vice-Chairperson Irvin asked Board Members if there were any items to be removed from the Consent Agenda.

- a. Approval of Regular Board Meeting Minutes from March 9, 2021
- b. Approval Personnel Report
- c. Approval of Claims Paid for March, 2021

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



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D. BOARD

1. Board meeting location discussion Vice-Chair Irvin opened a discussion with the Board regarding return to in-person meetings. Administration will develop a set-up for holding a hybrid virtual/in-person meeting.
2. Option for a June 15, 2021 Board Work Session with OSBA facilitated conversation on equity Superintendent Everest provided an outline of a potential Work Session with a focus on equity to the Board. It was determined the Work Session would be scheduled for June 15, 2021.
3. 2021-2022 LBL Board of Directors Meeting calendar discussion Superintendent Everest presented draft versions of 2021-2022 calendars to the Board for review. Discussion was held regarding changing the day of week the Board meet.
4. Adopt Resolution 05-2021 Organizational Resolutions ***Frank Bricker moved and David Dowrie seconded to approve adopt Resolution 05-2021 Organizational Resolutions. The motion passed unanimously.***
5. Authorize Administration to Implement Reduction in Force ***David Dowrie moved and Miriam Cummins seconded to approve and authorize administration to implement a reduction in force. The motion passed unanimously.***

E. POLICIES

1. First Reading of Policy GCQB, Research A first reading of Policy GCQB, Research was held. Discussion was held regarding language clarification.
2. Review of Administrative Regulation GCQB-AR, Research A review of Administrative Regulation GCQB-AR, Research was held. Further language amendments were discussed.

F. REPORTS

1. Capital Improvement Project Jason Hay, Assistant Superintendent provided an update on the Capital Improvement Project. Mr. Hay informed the Board that the programming phase was completed and the project was now in the schematic design phase of the design process. The Superintendent Capital Improvement Work Group will meet next week.



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- a. Project Manager End of Month Report Steve Earle, project manager, HMK Company, presented the Project Manager End of Month Report to the Board.
 - b. CM|GC (Construction Manager|General Contractor) recommendation Jason Hay, Assistant Superintendent, provided information and recommendation for a Construction Manger|General Contractor (CM|GC) to begin working on the capital improvement project

Frank Bricker moved and Miriam Cummins seconded to approve Gerding Builders as Construction Manger|General Contractor for the Capital Improvement Project. The motion passed unanimously.
2. Business Office Matters
 - a. March 2021 Financial Statement Chief Financial Officer (CFO) Jackie Olsen presented the March 2021 financial statements.
 - b. Capital Improvement Financing Update CFO Olsen provided an update on the planning for the capital improvement financing. There is a meeting this week to prepare for the agency draft rating presentation call..
 3. OAESD Task Force on Equity and Racial Justice Report Miriam Cummins, Board Director, reported progress the OAESD Task Force on Equity and Racial Justice has made and presented the completed position statement to the Board.
 4. Strategic Plan Tasks and Activities Superintendent Everest reviewed the 2020-2021 Strategic Plan Tasks for April.
 5. Superintendent's Report
 - a. Classified Council Superintendent Everest provided the agenda from the March 12, 2021 Classified Council Meeting.
 - b. Leadership Council Superintendent Everest provided a summary of the March Leadership Council meetings. Important work is underway regarding agency culture. The council is working to develop a cultural strategic plan for next year.
 - c. Valley Coast Superintendents Association (VCSA) Superintendent Everest provided the agenda from the March 19 VCSA Meeting.



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d. Component District opening plans update Superintendent Everest reported on component districts re-opening plans.

G. EXECUTIVE SESSION The Board completed Executive Session Business at the beginning of the regular Board meeting.

H. FOR INFORMATION ONLY

1. Appreciations A copy of the March Appreciation list was provided to the Board.

2. Healthy and Safe Schools Plan Annual Report The Healthy and Safe Schools Plan (HSS) annual report was provided to the Board.

I. IMPORTANT DATES Upcoming pertinent dates were shared with the Board.

J. FUTURE AGENDA ITEMS N/A

K. FUTURE WORK SESSION TOPICS N/A

L. ADJOURNMENT Vice Chairperson Irvin adjourned the meeting at 7:19 PM.

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David Dunsdon
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Roger Irvin, Board Vice-Chairperson
David Dunsdon

DocuSigned by:
Jackie Olsen
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Tonja Everest, Superintendent
Jackie Olsen

Recorded by Karen Chandler