

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING  
October 11, 2016, 6:00 PM  
905 4<sup>th</sup> Ave. SE  
Albany, OR

“LBL ESD Board of Directors, Superintendent and staff serve districts, schools and students by providing equitable, flexible and effective educational services through economy of scale.”

**A. 6:00 PM, REGULAR SESSION – Terry Deacon, Chair**

1. Welcome and Introductions
2. Pledge of Allegiance
3. Appoint Zone 2 Board Member

**ACTION: Appoint Zone 2 Board Member**

4. Oath of Office, Zone 2 Board Member
5. Public Comment

The ESD Board is interested in hearing from the public and will do so at this time on the agenda. The Board requests that patrons limit their comments to three minutes. Please complete a card at the entrance to request to speak. When speaking please begin with your name and address for the record. If a response to your concern requires action of the ESD Board or the gathering of information, it may be placed on a future agenda. Personnel matters may not be discussed in public at a Board meeting. Patrons who have personnel concerns should share them directly with the Board Chair or the ESD Superintendent.

**B. CLERK’S ITEMS OF BUSINESS – Mary McKay, Superintendent**

1. Consent Agenda
  - a. Approval of Regular Board Meeting Minutes from September 14, 2016
  - b. Approval of Personnel Report
  - c. Approval of Second Reading of Policy GCDA/GDDA, Criminal Records Checks/Fingerprinting
  - d. Approval of Second Reading of Policy IKF, Graduation Requirements
  - e. Approval of Claims Paid for September
  - f. Approval of Out-of-State Travel Request for Nancy Burgi-Oleson, Special Education Evaluation Services (SEES), to attend the American Speech-Language Hearing Association (ASHA) Annual Convention in Philadelphia, PA, November 16-21, 2016
  - g. Approval of Out-of-State Travel Request for Debbie McPheeters, Early Intervention/Early Childhood Special Education Program Administrator, to attend P-3 Institute in Seattle, WA on October 24-27, 2016
  - h. Approval of Out-of-State Travel Request for Mary McKay to attend Association of Educational Service Agencies (AESAs) Conference in Savannah, Georgia on November 30 – December 3, 2016

**ACTION: Approval of Consent Agenda**

**C. REPORTS**

1. Technology Integration Group (TIG) Audit - Francisco Zavala, Network Systems Program Administrator, Brian Berkley, Systems Engineer II, John Riggan, Systems Engineer II
2. Professional Development Report – Don Dorman, Assistant Superintendent
3. Career and College Readiness Report – Don Dorman, Assistant Superintendent

4. Internet Safety/Children's Internet Protection Act (CIPA) Requirement, Jackie Olsen, Chief Financial Officer and Francisco Zavala, Network Systems Program Administrator
5. Business Office Matters – Jackie Olsen, Chief Financial Officer
  - a. September Financial Statement
  - b. eVisions/Argos Financial Plan
  - c. ODE Transparency Report
  - d. September Economic Forecast
  - e. PERS Update
  - f. LBL Internal Control Procedures
  - g. Warehouse Update

#### **D. POLICIES**

1. First Reading of Policy *IL, Assessment Program*, Don Dorman, Assistant Superintendent
2. For Reference Only Policy *IGBAF, Special Education Individualized Education Program (IEP)*
3. Review of Administrative Regulation *IGBAF-AR, Special Education Individualized Education Program (IEP)*, Don Dorman, Assistant Superintendent
4. First Reading of Policy *GBM, Staff Complaints*, Vicki Harlos, Chief Human Resources Officer
5. Review Administrative Regulation *GBM-AR, Staff Complaints*, Vicki Harlos, Chief Human Resources Officer
6. First Reading of New Policy *GBMA, Whistleblower*, Vicki Harlos, Chief Human Resources Officer

#### **E. BOARD**

1. LBL Regular Board Meeting Schedule
2. Component District Board Meeting Visits Schedule
3. Oregon School Board Association (OSBA) Dinner with Board Members Attending OSBA Conference on Friday, November 11, 2016 at 6:30 PM
4. Child Abuse Reporting Training
5. Board Work Session Topics for October 26, 2016

#### **D. REPORTS CONTINUED.....**

1. Superintendent's Report – Mary McKay, Superintendent
  - a. Strategic Plan Tasks and Activities
  - b. LBL Annual Report to Oregon Department of Education (ODE)
  - c. Oregon Association of Education Service Districts (OAESD)
  - d. Leadership Council
  - e. Valley Coast Superintendent Association (VCSA)
  - f. Mid Valley Mid Coast Partnership (MVMCP)
  - g. Superintendent Work Groups
    1. Financial Planning Work Group
    2. Annual Performance Review Work Group
    3. Communication Work Group

#### **ACTION: Appoint Superintendent Work Groups**

#### **F. FOR INFORMATION ONLY**

1. Association of Business Officers Annual Meeting, Out-of-State Professional Development Report, Jackie Olsen, CFO
2. Jim Green Named Next OSBA Executive Director

## **G. EXECUTIVE SESSION**

Directors may go into Executive Session, as ordered by the Board Chair, immediately preceding, during, or after a regular ESD Board meeting to discuss legal matters and/or matters pertaining to personnel under authority of Oregon Law, 1972, ORS 192.660, ( ):

- (a) To consider employment
- (b) To consider discipline of employee(s)
- (d) To consider labor negotiations
- (e) To consider real property transactions
- (f) To consider exempt records
- (g) To consider trade/commerce/competitive business
- (h) To consider attorney litigation
- (i) To consider Superintendent evaluation
- (k) To consider matters relating to school safety that responds to safety threats made toward a school

ORS 332.061 (1) Expulsion of Student

## **H. IMPORTANT DATES**

1. Monday, October 17, 2016, Financial Planning Work Group, 4:00 – 6:00 PM, LBL Board Room
2. Tuesday, October 18, 2016, Leadership Council Professional Development Meeting, 10:00 AM – 12:00 PM
3. Wednesday, October 26, 2016, Board Work Session, 5:00 – 8:00 PM, LBL Board Room
4. Tuesday, November 1, 2016, Leadership Council Meeting, 9:00 AM – 12:00 PM
5. Wednesday, November 9, 2016, OAESD Governance Council, 5:30 p.m. – 6:30 p.m.
6. Thursday, November 10, 2016, OAESD Superintendent and Board Summit, Portland, Oregon, 9:00 a.m. – 4:00 p.m.
7. Thursday, November 10 – Sunday, November 13, 2016, OSBA 70<sup>th</sup> Annual Conference, Portland Oregon
8. Tuesday, November 15, 2016, Communication Work Group Before Board Meeting at 4:30 – 5:30 PM, Board Room
9. Tuesday, November 15, 2016, Regular Board Meeting, 6:00 PM
10. Wednesday, November 30 – Saturday, December 3, 2016, AESA Annual Conference, Savannah Georgia
11. Tuesday, December 13, 2016, Regular Board Meeting, 6:00 PM

## **I. FUTURE AGENDA ITEMS**

- 1.

## **J. FUTURE WORK SESSION TOPICS**