

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING  
February 13, 2018, 6:00 PM  
BOARD ROOM  
905 4th Avenue SE, Albany, OR

**AGENDA**

*“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.”*

**5:45 PM, EXECUTIVE SESSION** Per ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

**A. 6:00 PM, REGULAR SESSION** - Heather Search, Chairperson

1. Welcome and Introductions
2. Pledge of Allegiance
3. 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 January 9, 2018
  - b. Approval of Personnel Report
  - c. Adopt Second Reading of Policy *JHFE, Reporting of Suspected Abuse of a Child*
  - d. Adopt Second Reading of Policy *IKF, Graduation Requirements*
  - e. Adopt Second Reading of Policy *EBC, Emergency Plan*
  - f. Adopt Second Reading of Policy *GCPB/GDPB, Resignation of Staff*
  - g. Adopt Second Reading of Policy *KBA, Public Records*
  - h. Adopt Second Reading of Policy *DJ, District Purchasing*
  - i. Adopt Third Reading of Policy *JOB, Personally Identifiable Information*
  - j. Adopt Third Reading of Policy *JOA, Directory Information*
  - k. Approval of January Claims Paid
  - l. Approval for Out of State travel for Rhonda Allen, Assistant Business Manager, Business Services Program, to attend the 2018 Tyler Connect training on April 22, 2018 in Boston, Massachusetts.

**ACTION: Approve Consent Agenda**

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**D. REPORTS**

1. Business Office Matters – Jackie Olsen, Chief Financial Officer
  - a. Financial Statements for January 2018
  - b. LBL Budget Committee Memo
  - c. Warehouse Update
  - d. Property and Liability Insurance Coverage Memo
  - e. Transparency Website

**E. POLICIES**

1. First Reading Policy AC, Nondiscrimination, Bonny Ray, Assistant Program Manager, Human Resources Program
2. Review Administrative Regulation AC-AR, Discrimination Complaint Procedure, Bonny Ray, Assistant Program Manager, Human Resources Program
3. First Reading Policy JGAB, Use of Restraint and Seclusion, Bonny Ray, Assistant Program Manager, Human Resources Program
4. Review Administrative Regulation JGAB-AR, Use of Restraint and Seclusion, Bonny Ray, Assistant Program Manager, Human Resources Program
5. First Reading KL, Public Complaints, Bonny Ray, Assistant Program Manager, Human Resources Program
6. Review Administrative Regulation KL-AR (1), Public Complaint Procedure, Bonny Ray, Assistant Program Manager, Human Resources Program
7. Review Administrative Regulation KL-AR (2), Appeal to the Deputy Superintendent of Public Instruction, Bonny Ray, Assistant Program Manager, Human Resources Program
8. Rescind Policy EBC/EBCA, Emergency Procedures & Disaster Plans, Bonny Ray, Program Manager, Facilities

**ACTION: Rescind policy EBC/EBCA, Emergency Procedures & Disaster Plans**

**F. BOARD OF DIRECTORS**

1. Oregon Association of Education Service Districts (OAESD)
  - a. Governance Council Meeting, February 1, 2018
  - b. Annual Conference May 17 and 18, 2018
2. Oregon School Boards Association (OSBA) Board of Directors and Legislative Policy Committee Meeting, Terry Deacon and David Dowrie
3. Legislative Update

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

3. Superintendent’s Report – Mary McKay, Superintendent
  - a. Annual Performance Review Superintendent Work Group Report
  - b. Strategic Plan Tasks and Activities
  - c. Confederation of School Administrators (COSA) Off-the-Record Meeting  
1/25/2018
  - d. Valley Coast Superintendent Association (VCSA)
  - e. Leadership Council

**G. FOR INFORMATION ONLY**

1. Public Employee Retirement System (PERS) Side Account Workshop Materials

**H. 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

**I. IMPORTANT DATES**

1. Monday, February 12, 2018, Superintendent Search 12:30 PM – 5:45 PM
2. Tuesday, February 13, 2018, Superintendent Search 8:30 AM to 4:45 PM
3. Tuesday, February 13, 2018, Regular Board Meeting, 6:00 PM
4. Saturday, February 24, 2018, Superintendent Search, time TBD, Children’s Farm Home Historic Old School

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5. Monday February 26, 2018, Superintendent Search, time TBD, Children’s Farm Home Historic Old School
6. Tuesday 27, 2018, Superintendent Search, time TBD, Children’s Farm Home Historic Old School
7. Tuesday, March 6, 2018, Leadership Council Meeting 9:00 AM – 12:00 PM
8. Tuesday, March 13, 2018, Financial Planning Work Group Meeting 4:15 PM – 5:15 PM
9. Tuesday, March 13, 2018, Regular Board Meeting, 6:00 PM
10. Monday, March 26 – Friday, March 30, 2018, Spring Break
11. Tuesday, April 3, 2018 Leadership Council Meeting 9:00 AM – 12:00 PM
12. Tuesday, April 10, 2018 Regular Board Meeting 6:00 PM
13. Tuesday, May 1, 2018 Leadership Council Professional Development

**J. FUTURE AGENDA ITEMS**

**K. FUTURE WORK SESSION TOPICS**