

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
REGULAR BOARD MEETING
November 19, 2019 6:00 PM
905 4th 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 – Frank Bricker, 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 – Tonja Everest, Superintendent

1. Consent Agenda
 - a. Approval of Regular Board Meeting Minutes from October 8, 2019
 - b. Approval Personnel Report
 - c. Adopt Second Reading of Policy GBNA, Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying-Staff and Third Parties
 - d. Adopt Second Reading of Policy JFCF, Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence – Students
 - e. Approval of Claims Paid for October, 2019
 - f. Approval for Out-of-State travel for Linda Darling, Assistant Business Manager, Business Services, to attend Forecast5 Analytics Advisors Summit in Chicago, Illinois on December 12, 2019.

ACTION: Approve Consent Agenda

C. REPORTS

1. Network Program Report – Francisco Zavala, Program Administrator
2. Business Office Matters – Jackie Olsen, Chief Financial Officer
 - a. October 2019 Financial Statement
 - b. Early Retirement Fund Report
 - c. Internal Control Procedures
 - d. Approve the 2020-2021 Budget Calendar

ACTION: Approve 2020-2021 LBL Budget Calendar

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C. REPORTS-Continued

- e. Budget Committee

ACTION: Appoint 2020-2021 LBL Budget Committee Zone 2

ACTION: Appoint 2020-2021 LBL Budget Committee Zone 3

ACTION: Appoint 2020-2021 LBL Budget Committee At Large

3. Strategic Plan Tasks and Activities, Tonja Everest, Superintendent
4. Superintendent’s Report – Tonja Everest, Superintendent
 - a. Classified Council
 - b. Labor Management Team
 - c. Leadership Council
 - d. Valley Coast Superintendents Association (VCSA)
 - e. Promise Grant
 - f. Educator Advancement Council (EAC)
 - g. Student Success Act (SSA)

D. POLICIES

1. First reading of Policy GBDA, Expression of Milk in the Workplace, Kate Marrone, Chief Human Resources Officer
2. First Reading of Policy GCDA/GDDA, Criminal Records Check and Fingerprinting, Kate Marrone, Chief Human Resources Officer
3. Review of Administrative Regulation GCDA/GDDA-AR, Criminal Records Check and Fingerprinting, Kate Marrone, Chief Human Resources Officer
4. First Reading of Policy IICC, Volunteers, Kate Marrone, Chief Human Resources Officer
5. First reading of Policy IKF, Graduation Requirements, Don Dorman, Assistant Superintendent

E. BOARD

1. Oregon School Board Association (OSBA) Oregon School Board Association Board of Directors Position 10

ACTION: LBL Board of Directors vote to elect Board of Directors Position 10

2. Special Education Conference, Miriam Cummins
3. OAESD Financial Committee Meeting, David Dowrie
4. OAESD Governance Council Meeting, David Dowrie
5. OAESD Superintendent and Board Summit, Board of Directors
6. OSBA Annual Fall Conference, Board of Directors
7. Superintendent Financial Planning Work Group, David Dowrie, David Dunsdon, Roger Irvin

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F. FOR INFORMATION ONLY

1. Appreciations
2. VCSA Program Updates
3. Electronic Communication Best Practices and Archiving Procedures
4. Linda Darling, Assistant Business Manager, Business Services, submitted a report regarding her out-of-state travel to attend the Forecast5 2019 National Conference in Schaumburg, IL.
5. John Riggan, Systems Engineer II, Network Program, submitted a report regarding his out-of-state travel to attend Architecting on Amazon Web Services (AWS) in Seattle, WA.
6. Brian Berkley, Systems Engineer II, Network Program, submitted a report regarding his out-of-state travel to attend Architecting on Amazon Web Services (AWS) in Seattle, WA.
7. Jackie Olsen, Chief Financial Officer, Business Services, submitted a report regarding her out-of-state travel to attend ASBO International Annual Conference in National Harbor, Maryland.
8. Linda Darling, Assistant Business Manager, Business Services, submitted a report regarding her out-of-state travel to attend ASBO International Annual Conference in National Harbor, Maryland.

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, (2):

- a. To consider the employment of a public officer, employee, staff member or individual agent.
- b. To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting.
- d. To conduct deliberations with persons designated to carry on labor negotiations.
- e. To conduct deliberations to negotiate real property transactions.
- f. To consider records exempt by law from public inspection.
- h. To consult with counsel concerning current or possible litigation.
- i. To review and evaluate the performance of the superintendent or any other public officer, employee or staff member, unless that person requests an open hearing.
- k. To consider matters relating to school safety or a plan that responds to safety threats made toward a school.
- l. Conduct a hearing on the expulsion of a student or to review a student's confidential medical records. To consider matters relating to school safety that responds to safety threats made toward a school ORS 332.061 (1) Expulsion of Student

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F. IMPORTANT DATES

1. Wednesday-Friday, December 4-6, 2019, COSA 2019 Oregon School Law Conference, Graduate Eugene (formerly Hilton) Eugene, Oregon
2. Wednesday – Saturday, December 4-7, 2019, AESA 34th Annual Conference, Marriott Phoenix Desert Ridge Resort, Phoenix, AZ
3. Tuesday, December 10, 2019, 6 p.m. – 8 p.m., Regular Board Meeting, LBL ESD
4. Thursday, December 12, 2019, 1p.m. to 2:30 p.m., Performance Review Superintendent Work Group meeting, LBL ESD
5. Friday, December 20, 2019, Winter Inservice, LBL ESD, locations TBD
6. Tuesday, January 14, 2020, 6 p.m. to 8 p.m., Regular Board Meeting, LBL ESD
7. Thursday-Saturday, January 23-25, 2020, OACOA/OASE/OASBO Winter Conference, Salishan
8. Friday, January 31, 2020, 9:00 a.m. to noon, OAESD Officer Council meeting, Willamette Educational Service District, Salem OR
9. Thursday, February 6, 2020, 9:30 a.m. – noon, OAESD Governance Council meeting, video conference

G. FUTURE AGENDA ITEMS

H. FUTURE WORK SESSION TOPICS