



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
REGULAR BOARD MEETING MINUTES

November 14, 2017

A. REGULAR SESSION

Chairperson Search called the November 14, 2017 meeting of the Linn Benton Lincoln Education Service District Board to order at 6:03p.m. Introductions were made and Chairperson Search led the Pledge of Allegiance.

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

Present:

Board Members: Jan Doerfler, Frank Bricker, Terry Deacon, Heather Search, Roger Irvin, David Dunsdon and David Dowrie.
Staff: Mary McKay, Superintendent; Don Dorman, Assistant Superintendent; Jackie Olsen, Chief Financial Officer; Vicki Harlos, Chief Human Resources Officer; and Karen Chandler, Executive Assistant/Board Secretary

Guests:

Hank Harris, Associate of Hazard, Young, Attea & Associates (HYA), Lorraine Garey, Associate of Hazard, Young, Attea & Associates (HYA)

Absent:

There were no absences.

B. CLERK'S ITEMS OF BUSINESS

1. Consent Agenda

Chairperson Search asked if Board Members would like any item to be removed from the Consent Agenda. No requests were made.

David Dowrie moved to approve the Consent Agenda and Frank Bricker seconded the motion. The motion passed unanimously.

*Approval of Regular Board Meeting Minutes from October 10, 2017

*Approval of Board Work Session Meeting Minutes from October 17, 2017

*Approval of Personnel Report

*Adopt Second Reading of Policy *EDCIKGF, Authorized Use of ESD Equipment and Materials*

*Adopt Second Reading of Policy *IGBAC. Special Education. Personnel Development*

*Approval of Second Reading of Policy *GBMA. Whistleblower*

*Approval of Claims Paid for October 2017



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C. REPORTS

1. Business Office Matters
 - a. October 2017 Financial Statement Chief Financial Officer (CFO) Olsen presented the October financial statements.
 - b. 2018-2019 LBL Budget Calendar Ms. Olsen presented the 2018-2019 LBL Budget Calendar.

David Dunsdon moved and Terry Deacon seconded the motion to approve the 2018-2019 LBL Budget Calendar as presented. The motion passed unanimously.
 - c. Business Information System Financial Plan Ms. Olsen presented the Business Information System Financial Plan.
2. Superintendent
 - a. Report Superintendent McKay presented her report to the Board in writing. Topics included the Strategic Plan and Activities, Valley Coast Superintendents Association (VCSA) and Leadership Council meetings.
 - b. District Service Summaries A copy of a District Service Summary for districts in each zone was provided to Board members.

D. BOARD

1. Appoint 2018-2019 Zone 1 Budget Committee Position *Heather Search moved to appoint Richard Moore to the LBL Budget Committee as the Zone 1 representative for the term 7/1/2016 to 6/30/2020. Frank Bricker seconded the motion and the motion passed unanimously.*
2. Appoint 2018-2019 Zone 4 Budget Committee Position *David Dowrie moved to appoint Sarah Finger McDonald to the LBL Budget Committee as the Zone 4 representative. This position replaces Tom Sauret. The term will continue through 6/30/2018. Frank Bricker seconded and the motion passed unanimously.*
3. Oregon School Board Association (OSBA)
 - a. Oregon School Board Association Board of Directors Position 10 *David Dunsdon moved for LBL Board of Directors to vote to elect Terry Deacon for the Oregon School Board Association Board of Directors Position 10. David Dowrie seconded and the motion passed unanimously.*



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- b. Oregon School Board Association Legislative Policy Committee Position 10 *Terry Deacon moved for LBL Board of Directors to vote to elect David Dowrie for the Oregon School Board Association Legislative Policy Committee Position 10. Frank Bricker seconded and the motion passed unanimously.*
- c. Resolution No. 04-17-18 which reorganizes the Oregon School Boards Association as a non-profit corporation and adopts the proposed 2017 bylaws *Terry Deacon moved to adopt Resolution No. 04-1718 to Reorganize the Oregon School Boards association as a Non-Profit Corporation and Adopt the Proposed 2017 Bylaws. David Dowrie seconded and the motion passed unanimously.*
- 4. Superintendent Position Opening *Frank Bricker moved to declare the Superintendent position open. David Dowrie seconded. The motion carried unanimously.*
- 5. Superintendent Search
 - a. Leadership Profile and desired Superintendent candidate qualities Hank Harris and Lorraine Garey with Hazard, Young, Attea & Associations (HYA) reviewed the Leadership Profile and desired Superintendent qualities with the Board. Mr. Harris presented the findings of the Leadership Profile Assessment. Topics included Strengths of the ESD, Challenges and Issues Facing the ESD, and Attributes that Would Make a Leader Successful at LBL. Discussion was held regarding bullet points for the prepared job posting. The Board agreed to the description with discussed edits in place.
 - b. Superintendent search calendar Mr. Harris and Ms. Garey presented the tentative Superintendent Search calendar to the Board for approval.
 - c. Superintendent search process Mr. Harris discussed the process of the search. Topics discussed were advertising, salary range, candidate confidentiality, interview process and timeline.
- 6. **OPEN PUBLIC COMMENT** Chairperson Search opened the floor for Public Comment at 8:00PM and there were none.



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7. CLOSE PUBLIC
COMMENT

Chairperson Search closed the floor to Public Comment at 8:05PM.

Terry Deacon moved to approve Superintendent Qualities with Board changes noted and Jan Doerfler seconded. The motion passed unanimously.

Jan Doerfler moved to approve the Superintendent Search Calendar as presented and Terry Deacon seconded. The motion passed unanimously.

E. FOR INFORMATION
ONLY

a. Association of
Business Officials
(ASBO) Annual
Meeting, Out of
State Professional
Development
Report

Chief Financial Officer (CFO) Jackie Olsen submitted a written report of her attendance at the Association of Business Officials (ASBO) Annual Meeting in Denver, Colorado.

b. Prompts for
Restructuring Oral
Muscular
Phonetics Targets
(PROMPT)
training, Out of
State Professional
Development
Report

Jenny-Lynne Peterson, Speech Language Pathologist, Early Intervention/Early Childhood Special Education (EI/ECSE) Program, submitted a report of her attendance at the Prompts for Restructuring Oral Muscular Phonetics Targets (PROMPT) training in Seattle, Washington.

Chairperson Search adjourned the meeting at 8:06p.m.

F. EXECUTIVE SESSION

G. IMPORTANT DATES

1. Thursday and Friday, November 23 and November 24, 2017,
Closed for Thanksgiving
2. Tuesday, December 12, 2017, Regular Board Meeting, 6:00PM
3. Monday, December 18, 2017 through Monday January 1, 2018,
LBL Winter Break
4. Tuesday, January 9, 2018, Leadership Council Meeting,
9:00AM- 12:00 PM
5. Tuesday, January 9, 2018, Board Appreciation Dinner, 5:00PM
6. Tuesday, January 9, 2018, Regular Board Meeting, 6:00PM



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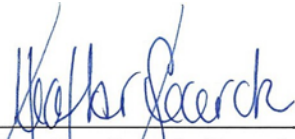
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7. Thursday, February 1, 2018, Superintendent Search, 5:00PM-8:00PM,
8. Monday and Tuesday, February 12 and 13, 2018, Superintendent Search 8:00AM-6:00PM
9. Tuesday, February 13, 2018, Regular Board Meeting, 6:00PM
10. Saturday, February 24, 2018, and Monday and Tuesday, February 26 and 27, 2018, Superintendent Search, 8:00AM-5:00PM

**H. FUTURE AGENDA
ITEMS**

1. Local Service Plan

**I. FUTURE WORK
SESSION TOPICS**



Heather Search, Board
Chairperson



Mary McKay, Superintendent

Recorded by Karen Chandler