

**LAKE COUNTY ESD  
REGULAR BOARD MEETING  
DECEMBER 7, 2016**

**MEMBERS PRESENT:** Dale Chiono  
John Griffin  
Vicky Taylor  
Jeanette Grant  
Stefani Roseberry,  
Clayton Sharp (by phone)

**STAFF PRESENT:** Bob Nash, Superintendent  
Sara Sarensen, Business Manager  
Debbie Goss, Office Manager

**PUBLIC PRESENT:** Robert Meredith, Lake County Examiner

**OPENING**

The meeting was called to order at 7:04 p.m. by Vice Chair Dale Chiono at the Lake County ESD in Lakeview, OR.

**EXECUTIVE SESSION**

The Board entered Executive Session under ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent at 7:04 with Sara Sarensen, business manager, and Debbie Goss, board secretary in attendance. The Board returned to regular session at 7:44 p.m.

**CONSENT AGENDA**

There being no changes, Stefani Roseberry moved to approve the agenda as presented. John Griffin seconded and the motion carried unanimously.

There being no additions or corrections to the minutes of the October 26, 2016 regular meeting, Vicky Taylor moved to approve the minutes as presented. Jeanette Grant seconded and the motion carried unanimously.

**BOARD REPORT**

- Director Grant recognized the North Lake School staff, administration, and community for their recent hospitality and support.
- Director Chiono commented that Paisley School District is beginning the process of their search for a superintendent.

**FINANCIAL REPORT**

Sara Sarensen, business manager, explained the speech expenditures that appeared to be more than usual. However, the two invoices both came in November. Ms. Sarensen also commented on several areas of the 2015-16 audit and audit management letter. Ms. Sarensen was commended by the Board for a job well done. The auditors reported only one minor problem where two out of 30 timecards were not signed. In addition, she pointed out that the ending fund balance was \$325,000 and the Board has targeted a \$300,000 carryover.

**SUPERINTENDENT REPORT**

Supt. Nash reported on the following:

- OAESD legislative policies: OAESD is working closely with ODE on the P-20 regional delivery system. ESDs will take the lead in building level statewide assessment/writing sample teacher training. Four Lake County teachers (two math - elementary/secondary, two language arts - elementary/secondary) will receive training. Goal is to streamline into one funding stream through ESDs.

- ESD was awarded a College and Career Ready grant for \$32,000 by ODE; funds must be spent by June 30<sup>th</sup>.
- The governor's projected budget proposal increased education by \$500 million (early learning and K-12 protected). Various revenue increases and PERS reforms are going to be under consideration. If education funding is increased, ESD funding will also increase.

## **INFORMATION ITEMS**

### EI-ECSE MODULAR

Supt. Nash explained that Head Start-Lakeview Site plans to move into its new facility March, 2017. The new facility will provide the EI-ECSE program access to a classroom for individual and group sessions. The modular placed on South F Street at the current Head Start site must be removed from the property within 30 days and the sewer line capped. Supt. Nash has researched the value of the building and estimates it to be worth between \$10,000 - \$20,000. He recommended that the Board surplus it in order to sell the modular through a bid process. The Board directed the superintendent to set a minimum bid and proceed with selling the modular after declared surplus.

### EMPLOYMENT LIABILITY ADMINISTRATIVE RULES

At the October meeting Directors discussed the following administrative rules recommended by PACE (Property and Casualty Coverage for Education). Supt. Nash followed up with OSBA regarding the language on GCN-AR Core Teaching Standards #4. OSBA informed him that the language came directly from state statute. Supt. Nash recommends the Board approve these two administrative rules.

### **GCN/GDN-AR** Core Teaching Standards

This is a revision to our current AR, which brings it in line with our current licensed staff evaluation procedures.

### **GCPD-AR** Discipline and Dismissal of Licensed Staff

This is a new AR outlining the procedures for discipline and dismissal of licensed staff.

### BOARD POLICIES – 1<sup>ST</sup> READING

Supt. Nash recommended the Board approve the following policy and administrative rule revisions as indicated. All amendments are recommended by OSBA and are reflective of changing legislation:

**GBA** Equal Employment Opportunity (new version)

**GBA-AR** Veterans' Preference (new version)

Several questions arose regarding definitions of veteran, changes to interview process, and the scoring matrix. Supt. Nash will research and report back at the January meeting.

### BUDGET RESOLUTION 1617-02

Sara Sarensen, business manager explained that this resolution will adjust budgeted allocations to reflect our current needs.

- Computer software will be reduced as we spent less on Rosetta Stone licenses this year.
- Salary line items will be increased for the special ed teacher as we were able to hire an experienced individual. This increase will be offset by a reduction to tuition assistance. All salary line items for our North Lake counselor will be removed. This employee resigned at the end of last year and was replaced by an existing North Lake employee. We will fund this position with flow through dollars, as reflected in the increase in transfers to schools.

## **ACTION ITEMS**

### DETERMINE SUPERINTENDENT SEARCH PROCEDURE

The Board developed the following process:

1. Schedule three candidate interviews for Tuesday, January 10, 2017
2. Two interview sessions (1<sup>st</sup> in the morning with component school district administration; 2<sup>nd</sup> in the afternoon with ESD Board, staff, and district representatives)
3. Interview sessions followed by debrief and Board discussion (Executive Session)

APPROVE EMPLOYMENT LIABILITY ARS

There being no further discussion, *Vicky Taylor moved to approve board policy GCN/GDN-AR Core Teaching Standards and administrative rule GCPD-AR Discipline and Dismissal of Licensed Staff as recommended by OSBA. Stefani Roseberry seconded and the motion carried unanimously.*

DECLARE EI-ECSE MODULAR SURPLUS

There being no further discussion, *John Griffin moved to declare the EI-ECSE modular as surplus. Jeanette Grant seconded and the motion carried.*

APPROVE BUDGET RESOLUTION 1617-02

There being no further discussion, *Vicky Taylor moved to approve Budget Resolution 1617-02 as recommended. Jeanette Grant seconded and the motion carried.*

There being no further business, the meeting adjourned at 8:26 p.m.

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Bob Nash, Superintendent

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Clayton Sharp, Chair