

**LAKE COUNTY ESD
REGULAR MEETING/BUDGET HEARING
JUNE 15, 2016**

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

STAFF PRESENT: Bob Nash, Superintendent
Sara Sarensen, Business Manager
Debbie Goss, Office Manager/Board Secretary

PUBLIC PRESENT: None

OPENING

The meeting was called to order and the budget hearing opened at 7:00 p.m. by Director Vicky Taylor at the Lake County ESD in Lakeview, OR.

CORRESPONDENCE

None.

CONSENT ITEMS

Sara Sarensen, Business Manager, requested that a late item (Budget Resolution 1516-03) be added to the agenda, Action Item 4.8. There being no further additions to the agenda Jim Hiatt moved to approve the June 15, 2016 agenda as amended. John Griffin seconded and the motion carried.

There being no changes or corrections to the minutes of the May 24, 2016 regular board meeting, John Griffin moved to approve the minutes as presented. Jim Hiatt seconded and the motion carried.

BOARD REPORT

None.

FINANCIAL REPORT

Sara Sarensen, business manager, commented that there will be a chunk of money to flow through to the school districts in order to meet the 90% legislative mandate. The excess is due to more Medicaid revenue than projected and changes in the speech program. In January the ESD hired an SLPA to provide services to North Lake School District reducing program costs. About \$38,000 will be allocated to districts based on local tax distribution and student counts. Ms. Sarensen also reported cash carry-over will be between \$330,000 and \$350,000.

SUPERINTENDENT REPORT

- Cathy Libolt, North Lake School Counselor submitted her letter of resignation. Ms. Libolt is leaving the area due to family issues. It is North Lake School District's plan to hire in-house from current staffing.
- Marsha Moyer building walk-throughs have been rescheduled for September 19th-21st (9/19 – North Lake School; 9/20 – Paisley School, 9/21 – Lakeview Schools)
- Early Learning Hub has been awarded a \$14,675 grant to support kindergarten readiness and kindergarten camps. Also awarded is a Healthy Families grant that will provide a 1.0 FTE employee to conduct home visits and outreach concentrating in the North Lake area. Families are referred through prenatal visits, doctor and clinic visits.

Upon his arrival, the meeting was turned over to Vice Chair Chiono.

INFORMATION ITEMS

2016-17 BOARD MEETING CALENDAR

The calendar proposes to continue with Budget Committee meetings on Tuesdays to avoid schedule conflicts with other districts' board/budget meetings and to maintain continuity. In addition, the calendar proposes to move the June meeting from the fourth Wednesday of the month to the second or third Wednesday. In addition, it was recommended that no meeting is held in December unless the Board deems it necessary. The Board decided to leave the two meeting options proposed for June and will decide later in the year which date to hold the June meeting.

TUITION POLICY – 2ND READING (1ST READING)

At the May meeting the Board reviewed the proposed tuition reimbursement policy language. Upon review, the Board accepted the proposed language and recommended that the superintendent have the language vetted by OSBA policy experts. OSBA recommended that the policy be approved as an Employee Handbook policy / **procedure**, not Board policy. Several additions were suggested by OSBA and discussed by the Board. OSBA also recommended that the contracts are approved at the superintendent's discretion. A memorandum explaining OSBA's recommendations was provided to the Board. The Board determined this to be a first reading of the language due to the proposed changes and additions. It was suggested to include #3 and #4 from the initial language proposed. Supt. Nash will follow up with OSBA regarding termination language.

JULY 5, 2016 ORGANIZATIONAL MEETING

Directors were reminded of the brief organizational meeting scheduled for July 5th at 12 p.m. to approve the ESD's 2016-17 Operating Procedures. Directors were asked who would be available either in person or by phone. Directors Grant, Griffin, Taylor, and Hiatt will come to the ESD, Supt. Nash and Director Sharp plan to participate by conference call. Lunch will be provided.

ROOF REPLACEMENT RFP

In April, 2016, Lake County ESD solicited roof replacement request for proposals (RFPs) from multiple contractors in Lake County. One bid was received from Rob Thornton Builders in the amount of \$24,300 for the removal/replacement of the composition roof. Sean Philibert contacted Supt. Nash and explained that he would not be able to get to the project until spring, 2017 so did not submit a bid.

ACTION ITEMS

APPROVE GASB 54 RESOLUTION

Ms. Sarsen explained that this is an annual resolution committing ending fund balances of the special funds, assignment of funds, and designates the order of funds.

There being no discussion, *John Griffin moved to approve the following resolution: **Be it resolved, that the Lake County ESD Board of Directors approves resolution "GASB 54" to authorize, commit, assign, and spend as related ending fund balance policy. Jeanette Grant seconded and the motion carried.***

APPROVE 2016-17 BOARD MEETING CALENDAR – 2ND READING

There being no further discussion or changes to the 2016-17 Board Meeting Calendar, *Jim Hiatt moved to approve the calendar as presented. Vicky Taylor seconded and the motion carried.*

APPROVE 2016-17 ACCTECH SOLUTIONS CONTRACT

Director Chiono asked if staff are pleased with the technology support; staff reported yes. There being no further discussion, *Jeanette Grant moved to approve the 2016-17 AccTech Solutions contract as presented with a projected cost of \$5,510. John Griffin seconded and the motion carried.*

APPROVE ADEL PRINCIPAL AND SCHOOL CLERK CONTRACTS

The two contracts continue as in previous years; the ESD will bill the district for the payroll costs of the principal and school clerk in the amount of approximately \$24,000 (\$8,000 for the principal and \$16,000 for the school clerk). There being no discussion, *Jim Hiatt moved to approve the contracts as presented. Vicky Taylor seconded and the motion carried unanimously.*

ACCEPT CERTIFIED EMPLOYEE RESIGNATION

There being no further discussion, *Jim Hiatt moved to accept, with regret, Cathy Libolt's (North Lake School Counselor) resignation. Vicky Taylor seconded and the motion carried unanimously.*

APPROVE ROOF REPLACEMENT BID

There being no further comment, *Vicky Taylor moved to approve Rob Thornton Builders' bid of \$24,300 for the roof replacement. Jim Hiatt seconded and the motion carried unanimously.*

APPROVE BUDGET RESOLUTIONS 1516-03

Ms. Sarensen explained that this resolution will adjust revenue to reflect actual receipts and to allocate the additional flow through to districts as discussed in her financial report. There being no further discussion, *John Griffin moved to approve budget resolution 1516-03 as presented. Jeanette Grant seconded and the motion carried.*

There being no public comment or input regarding the 2016-17 Budget, Vice Chair Chiono closed the Budget Hearing at 7:42 p.m.

APPROVE 2015-16 BUDGET – AMEND, ADOPT, APPROPRIATE, IMPOSE AND CATEGORIZE TAXES

Jim Hiatt moved to approve the budget resolutions to amend, adopt the budget in the amount of \$2,272,650, appropriate, impose and categorize taxes as proposed. Jeanette Grant seconded and the motions passed unanimously.

OREGON RISING PRESENTATION

Supt. Nash presented the Oregon Rising video to Directors. Following the video, Directors completed, as a group, an online survey. Throughout the presentation and survey, Directors discussed and commented on Oregon education and what the Board believes to be the needs of students.

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

Superintendent Bob Nash

Chair Clayton Sharp