

**LAKE COUNTY ESD
WORK SESSION/REGULAR MEETING
AUGUST 24, 2016**

MEMBERS PRESENT: Jim Hiatt
John Griffin
Dale Chiono
Vicky Taylor
Clayton Sharp
Stefani Roseberry

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

PUBLIC PRESENT: Kurt Liedtke, Lake County Examiner

OPENING

The workshop session was called to order at 6:30 p.m. by Vice Chair Dale Chiono at the Lake County ESD in Lakeview, OR.

WORK SESSION

Supt. Nash presented and discussed with the Board his draft 2016-17 superintendent goals:

- support STEM and Early Learning throughout Lake County;
- ensure Lake ESD Board policies are accurate and current; and,
- fill Lake ESD Board advisory positions.

Several sub-goals were also discussed: maintain open communication with component school districts, advocate for the ESD and districts at State and other levels, and assist with superintendent search posting.

SUPERINTENDENT SEARCH

Directors discussed the superintendent search process and when to begin. The Board agreed to post the opening on the COSA and Talent Ed websites by October 1st. If there are no applicants by mid-November, the Board will consider hiring a consultant to assist with the search.

BOARD POLICIES – 1ST READING

The board held a first reading of the policies listed below. The superintendent recommends language updates to the following policies and administrative rules. These amendments are reflective of changing legislation:

SECTION A/B BOARD

- BBAA Individual Board Member Authority & Responsibilities** – Not recommended for approval **Opt**
- BBC Board Member Resignation** – Not recommended for approval **Opt**
- BD/BDA BOARD MEETINGS** – Replace current policy with updated version **Opt**
- BDC Executive Sessions** – Replace current BDC Supt. Meetings with Executive Sessions **Opt**
- BDC-AR Executive Sessions-News Media** – Delete administrative rule
- BFC Adoption and Revision of Policies** – Replace current policy with updated version **HR**

SECTION G PERSONNEL

- GBM Staff Complaints** – Updated version **Req**
- GBMA Whistleblower** – New policy **Req**
- GCDA/GDDA-AR Criminal Records Checks/Fingerprinting** – Update #5 only **Req**

SECTION J STUDENTS

- JHCD/JHCDA-AR Prescription/Nonprescription Medication** – Updated version **Req**
- JHCDA Prescription Medication** – Replace current policy with updated version **Req**

SECTION K/L COMMUNITY RELATIONS

KGB Public Conduct on ESD Property – New policy

Opt

There being no further workshop business, the Board moved into regular session.

CONSENT AGENDA

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

There being no additions or corrections to the minutes of the June 15, 2016 regular meeting and the July 5, 2016 organizational meeting, Vicky Taylor moved to approve the minutes as presented. John Griffin seconded and the motion carried unanimously.

BOARD REPORT

Director Hiatt commented that the Adel School District hired a new custodian. Director Roseberry stated that Lake County SD #7's Kindergarten Camp was a big success.

FINANCIAL REPORT

Sara Sarensen, business manager, explained that she would like to replace the current check register with a report that can be generated directly from the accounting system. Currently staff enter payables by hand into an Excel spreadsheet. Generating the report from OSAS will save business staff time and will be more efficient, however, payroll information will not be included. Ms. Sarensen answered additional questions regarding accounts payable, E-rate and the fiber line to Paisley.

SUPERINTENDENT REPORT

Supt. Nash reported on the following:

- The ESD welcomes several new staff members this school year: Amy Fortune, curriculum and instruction specialist; Will Hicks, special ed teacher at DMS; and Heather Gibson, YMP coordinator. Sammy Withers, although not new to the ESD, has been hired as the itinerant special ed teacher for Paisley, Plush and Adel schools replacing Meggan Hennagin.
- The ESD, along with all school districts, has been required to test building water sources for lead; the results have not yet been returned. In addition, districts are required to develop Healthy and Safe Schools plans and submit drafts by October 1st. The Board will be presented with a draft at the September meeting.
- The ESD was awarded a \$50,000 STEM (science, technology, engineering, and mathematics) grant. Additional funds are available from Portland State University for STEM activities. The funds will be used for K-12 programs and professional development for all districts.
- Early Learning update – Lake Co. SD #7 and Paisley SD #11 held Kindergarten camps in August were very well received. Approximately 25 students attended the Lakeview camp and 15 attended the Paisley camp. The ESD has approximately \$14,700 in the Early Learning grant to expend on enhancement materials for early learning programs. There will be additional funds from Kindergarten Partnership grant. The amount is unknown at this time.
- Marsha Moyer will return to Lake County for school site visits on September 19th (North Lake), 20th (Paisley), and 21st (Lakeview). In addition to the classroom walk-throughs, she will provide an in-service for the districts.
- Supt. Nash is a member of the OAESD Legislative Committee and will work with ODE and the State to expand ESD regional programs. He stressed the need for teacher mentoring in our remote area.
- The roof replacement has been postponed until later in September. We anticipate minimal impact to staff.
- Gary Peterson, OAESD Executive Director, will attend our September Board meeting.

INFORMATION ITEMS

TUITION REIMBURSEMENT PROGRAM

Supt. Nash explained that the language changes made previously by the Board were vetted by OSBA. Spencer Lewis, OSBA attorney and policy specialist, agreed with the proposed changes. Supt. Nash recommended that the Board approve the Tuition Reimbursement Program and place the language in the employee handbook.

CERTIFIED RESIGNATION/HIRE

Supt. Nash explained that the ESD received Donna Campbell's resignation in July. Ms. Campbell was the special ed teacher at DMS. Fortunately the ESD was able to offer the position to Will Hicks who has a special education endorsement. Mr. Hicks wife was hired by LCSD #7 as a kindergarten teacher.

OSBA FALL REGIONAL MEETING

Directors were reminded of the October 25, 2016 Fall Regional Dinner Meeting. The meeting will be held at the Paisley Community Center. Dinner will begin at 6:00 p.m. with the meeting to follow around 6:30 p.m.

OSBA ANNUAL CONVENTION

OSBA's Annual Convention will take place at the Portland Waterfront Marriott on November 10-13, 2016. Directors wishing to attend should let the board secretary know by Monday, September 12th in order to secure lodging.

FALL KICK-OFF BBQ

Directors were invited to the fall kick-off barbeque at Supt. Nash's home on Tuesday, August 30th at 5:30 p.m.

ACTION ITEMS

APPROVE TUITION PROGRAM LANGUAGE

There being no further discussion, *Vicky Taylor moved to approve the Tuition Reimbursement Program language as developed by the Board, superintendent, and OSBA. Clayton Sharp seconded and the motion carried.*

APPROVE CERTIFIED HIRE

There being no further discussion, *Clayton Sharp moved to approve the hiring of Will Hicks in the position of special education teacher as recommended by Supt. Bob Nash. Jim Hiatt seconded and the motion carried unanimously.*

There being no further business, the meeting adjourned at 7:47 p.m.

Bob Nash, Superintendent

Clayton Sharp, Chair