

**LAKE COUNTY ESD
WORKSHOP SESSION/REGULAR MEETING
SEPTEMBER 2, 2015**

MEMBERS PRESENT: Jim Hiatt
John Griffin
Dale Chiono
Vicky Taylor

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

OPENING

The workshop session was called to order at 6:35 p.m. by Director Vicky Taylor at the Lake County ESD in Lakeview, OR.

WORK SESSION

Supt. Nash provided a draft of the superintendent's recommended 2015-16 goals: 1) continue to maximize communication between the ESD and five component school districts; 2) provide leadership for professional development and school improvement initiatives for the Lake County schools; and 3) evaluate and revise ESD structure, budget and personnel as necessary to provide maximum services to component school districts, and organizations.

Supt. Nash explained that goals one and two are a continuation from last year. He also explained that he plans to redesign the annual program survey in order to collect more valid data. Supt. Nash reported that this is Marcia Nichol's last year as School Improvement Specialist. He will reevaluate current staffing and work toward a permanent solution to staffing concerns.

Other areas and goals include the following: continue ESD representation with agencies and organizations, keep ESD board positions filled, determine condition of ESD roof (replacement RFP), and consider purchase of another vehicle.

BOARD POLICIES – 1ST READING

The board then 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

AC & AC-AR Nondiscrimination – update policy language **Req**

SECTION C ADMINISTRATION

CBA Qualifications and Duties of the Superintendent – update policy language **Opt**

SECTION D FISCAL MANAGEMENT

DJCA-AR Personal Services Contracts – NEW version of administrative rule **Opt**

SECTION G PERSONNEL

GBK/JFCG/KGC Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems – update policy language **Req**

GCBDA/GDBDA-AR Federal Family and Medical Leave/State Family Medical Leave – update administrative rule **Req**

SECTION J STUDENTS

JHCDA Prescription Medication – update policy language **Req**

SECTION K/L COMMUNITY RELATIONS

KL & KL-AR Public Complaint Procedure – update policy language

Opt

Supt. Nash explained that all the changes are language only and recommended by OSBA because of changes at the legislative level. Directors asked for clarification about the meaning of “perceived disability” used in policy AC. Supt. Nash will contact OSBA for additional information regarding this language change.

There being no further workshop business, the regular session was called to order at 7:14 p.m.

CONSENT AGENDA

Supt. Nash requested to add a late item to approve a certified hire. There being no additional changes, Jim Hiatt moved to approve the agenda as amended. Dale Chiono seconded and the motion carried unanimously.

There being no additions or corrections to the minutes of the June 17, 2015 regular meeting and the July 1, 2015 organizational meeting, Jim Hiatt moved to approve the minutes as presented. John Griffin seconded and the motion carried unanimously.

There being no further discussion, Dale Chiono moved to approve appointment of Will Cahill and Stephanie Roseberry (LCSD#7) to the ESD budget committee; and reappointment of David Kerr (North Lake SD#14) and Bill Black (Plush SD#18) to the ESD budget committee. Jim Hiatt seconded and the motion carried unanimously.

There being no further discussion, Dale Chiono moved to declare items surplus as presented. John Griffin seconded and the motion carried unanimously. Items will be donated to the student STRUT program.

BOARD REPORT

Director Hiatt commented that the Plush School Board was pleased with how quickly the ESD staff scored and reported the results of her academic testing. Director Chiono reported that Paisley School started with approximately 80 students in the brick and mortar school. Director Taylor reported that Head Start has 23 approved students on their wait list.

FINANCIAL REPORT

Sara Sarensen, business manager, reviewed the auditors’ draft management letter. Last year the ESD was asked to conduct a time study for employees paid out of multiple programs. The study was conducted in October, January, and April. Only minor adjustments are indicated and will be implemented this year. Ms. Sarensen also explained that on the financial summary some expenses fell in different months from last year. She also commented that the increased funding allowing the ESD to pay the PERS pickup was a huge morale boost.

SUPERINTENDENT REPORT

Supt. Nash reported that the ESD sponsored a countywide in-service for all school districts in Paisley on August 31, 2015. Marsha Moyer presented a dynamic workshop on Improving Classroom Effectiveness. A follow up presentation will take place on October 23rd in Paisley.

Supt. Nash explained that he is recommending two certified employee hires on a temporary basis. Stephanie Johnson, Speech/Language Pathologist, has been contracted to provide services to North Lake and Paisley School Districts. Donna Campbell will provide special education services for Daly Middle School. Ms. Campbell will require additional schooling to acquire her special education endorsement. Both positions are temporary.

Supt. Nash also reported that the ESD was not awarded the 2015-17 Teacher Mentor Grant, explaining that this is the first time the ESD’s application was denied. He has appealed the decision with the Oregon Department of Education. The ESD has also applied for the Regional Achievement Collaboration grant. If awarded, this grant will provide support for preschool professional development and curriculum. The \$20,000 will fill gaps between the existing Kindergarten Innovation grant and the

Early Learning Hub.

INFORMATION ITEMS

BOARD OPENING / VICE CHAIR

Supt. Nash reported that Bob Pardee, Board Vice Chair, resigned and moved from Lake County. An At Large position is now vacant on the ESD Board of Directors. John Griffin moved to nominate Dale Chiono as Vice Chair. Jim Hiatt seconded the nomination and the motion carried unanimously. Director Chiono conducted the remainder of the meeting.

HVAC SERVICE CONTRACT

Supt. Nash explained that the ESD was expecting a change to the HVAC contract received from Robinson Heating & Cooling and requested this topic tabled until the next meeting.

OSBA FALL REGIONAL MEETING

Directors were reminded of the October 6, 2015 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 12-15, 2015. Directors wishing to attend should let the board secretary know by Monday, September 14th in order to secure lodging.

ACTION ITEMS

APPROVE CERTIFIED HIRE

Vicky Taylor moved to approve the hiring of Donna Campbell in the temporary position of special education teacher as recommended by Supt. Bob Nash. John Griffin seconded and the motion carried unanimously.

Bob Nash, Superintendent

Clayton Sharp, Chair