

**LAKE COUNTY ESD
REGULAR BOARD MEETING
SEPTEMBER 28, 2016**

MEMBERS PRESENT: Jim Hiatt
John Griffin
Jeanette Grant
Vicky Taylor
Clayton Sharp
Stefani Roseberry

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

PUBLIC PRESENT: Gary Peterson, OAESD Executive Director
Malaina Peterson
Jim Hall, Lake County Examiner

OPENING

The meeting was called to order at 7:03 p.m. by Chair Clayton Sharp at the Lake County ESD in Lakeview, OR. Supt. Nash introduced Gary Peterson, OAESD Executive Director, and Malaina, his wife.

CONSENT AGENDA

Supt. Nash requested that three late items be added to the agenda: accept the resignation of Kathy Miles, YMP Director, as well as his own resignation, and approve the three safety plans. There being further changes, John Griffin moved to approve the agenda as amended. Vicky Taylor seconded and the motion carried unanimously.

There being no additions or corrections to the minutes of the August 24, 2016 work session/regular meeting, Vicky Taylor moved to approve the minutes as presented. Stefani Roseberry seconded and the motion carried unanimously.

BOARD REPORT

Director Roseberry commented that Lake Co. SD#7 was also developing the Healthy and Safe Schools plan.

FINANCIAL REPORT

Sara Sarensen, business manager, asked if Directors were pleased with the new check register report. She also reported that Oster Professional Group conducted the audit fieldwork for the ESD's financial records this week. All indications are that there is little to report and the auditors do not anticipate sending the Board a management letter. Supt. Nash credited Ms. Sarensen for the excellent audit and said it was rare when there are no concerns to report.

SUPERINTENDENT REPORT

Supt. Nash reported on the following:

- Marsha Moyer professional development, school walk-throughs Sept. 19th-21st; Ms. Moyer was very impressed with the Lake County districts and their class offerings and districts were very pleased with her suggestions. Districts will consider her suggestions to promote peer observations, videotaping teachers for PLCs, and teacher observations of other teachers around the county.
- Early Learning Hub Grant will be submitted by end of week. The grant will be used for parent curriculum Ready! For Kindergarten, kindergarten readiness and engagement activities, and to expand kindergarten camps to all incoming kindergarteners.
- ESD roof replacement has been delayed because of complications the contractor has with another project.

- OAESD Governance Council meeting Wednesday, 11/9/16, 5:30 p.m. prior to the OSBA Annual Convention. The group will meet earlier in the day with members of Washington state ESDs. Directors interested in attending should let the superintendent know as soon as possible.
- Supt. Nash was nominated to the OAESD Regionalization work group. This group will work with ODE to determine how ESDs can build capacity and better deliver services to component districts.
- Reviewed employment policies with Bryan Wolfe, PACE Liability representative; Mr. Wolfe recommended policies/administrative rules to be reviewed with staff.
- Upcoming activities: OAESD Superintendent Retreat, ALICE training, Spec Ed Directors meeting, and TAG training.

Supt. Nash introduced Directors to Gary Peterson, OAESD Executive Director.

OAESD EXECUTIVE DIRECTOR REPORT

Director Peterson reported on the following:

- He's new to the position, as of September 1st; goal to visit all ESD boards
- Appreciates and recognizes the hard work of board members
- Superintendent Retreat will focus on statewide, local districts, ESDs, and partners (ODE); and ballot measures and the impact if passed
- Legislative priorities (OAESD will not take an official position on current ballot measures) of increased funding for early learning, regional programs (low incidence, high cost students), and how to support PreK-21 legislation
- OAESD will continue to build better communication among ESDs and how to leverage Early Learning and STEM hubs, and RACs to enhance capacity of ESDs
- OAESD Program Cabinet consists of five superintendents and four program staff from several ESDs; work group that will work with ODE on several instructional topics
- Lastly, Mr. Peterson thanked Supt. Nash for his support and work with OAESD

INFORMATION ITEMS

HEALTHY & SAFE SCHOOLS PLAN

Supt. Nash explained that recent legislation brought about by high levels of lead in schools' water sources has led to districts and ESDs being required to develop a Healthy and Safe Schools plan. Directors were provided with an updated draft plan. He explained that the ESD has begun testing lead levels in the four sinks in the ESD and EI-ECSE modular. The modular came back with no lead problems, along with the ladies' sink. The utility and men's room sink lead levels were above the accepted 20 parts per billion. The ESD will continue the testing process to determine where the problem lies (either in the fixtures or pipes) and mitigate as appropriate. Directors will be kept informed of test levels and results will be posted on the ESD website as the plan states. Directors were also provided drafts of the Integrated Pest Management plan and the Radon Plan.

PUBLIC RECORDS REQUEST

Supt. Nash explained that a few months ago, every school district and ESD in Oregon received a public records request from an organization in Florida called American Transparency. The public records request is for employees' names and their specific salary amounts (rather than salary schedules and ranges). This is the same entity that put all Oregon PERS recipients and their retirement amounts on the internet a few years ago. Prior to submitting these records, the ESD wanted to make sure that compliance with the request was legally, according to OSBA and COSA, unavoidable. The plan is to comply by the beginning of October.

GCDA/GDDA CRIMINAL RECORDS CHECKS/FINGERPRINTING

Supt. Nash reminded the Board that last spring the Board adopted policy language that changed GCDA/GDDA **from** the following:

The ESD may begin the employment of an individual, volunteer, or the terms of an ESD contractor on a probationary basis pending the return and disposition of such checks. However, no individual will have unsupervised, direct contact with students until the return and disposition of the criminal records check.

To the current language:

The ESD shall not begin the employment of an individual or terms of an ESD contractor before the return and disposition of such criminal records check. The service of a volunteer will not begin before the return and disposition of a criminal records check.

This policy change is proving to be problematic for the ESD. Fingerprint checks at the state level are 8 to 12 weeks out. This means that an employee may not begin work for as long as three months. This recently was the case for the new YMP coordinator, leaving the superintendent in the position of having to contact the board chair and override the policy. Directors understood the problem, however, they would like a second reading when absent Directors are able to review and discuss the language change.

SUPERINTENDENT SEARCH

Directors were provided with a draft search brochure and asked to develop a timeline for the posting and approve the salary range of \$80,000 to \$90,000. The opening will be posted on the COSA and EdZapp websites along with the ESD’s website. If no acceptable applications are received, the Board will consider hiring a consultant to assist with the search.

BOARD POLICIES – 2ND READING

The board held a second 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

BD/BDA BOARD MEETINGS – Replace current policy with updated version **Opt**

BDC Executive Sessions – Replace current BDC Supt. Meetings with Executive Sessions **Opt**

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**

Directors discussed, at length, language in policy BD/BDA: *The possession of dangerous or deadly weapons and firearms, as defined in law and Board policy, is prohibited on ESD property.* Policy BD/BDA will be brought back to the October meeting for a third reading.

ACTION ITEMS

APPROVE BOARD POLICIES

There being no further discussion, Jim Hiatt moved to the board policies as presented with the exception of policy BD/BDA. Stefani Roseberry seconded and the motion carried unanimously.

APPROVE SAFETY PLANS

There being no further discussion, Jim Hiatt moved to accept the Healthy and Safe Schools, Integrated Pest Management, and Radon Plans. Stefani Roseberry seconded and the motion carried unanimously.

ACCEPT EMPLOYEE RESIGNATIONS

Supt. Nash has formally submitted his letter of resignation and intent to retire as of July 1, 2017. There being no further discussion, John Griffin moved to accept with regret Bob Nash’s resignation. Jim Hiatt seconded and the motion carried.

Supt. Nash explained that Kathy Miles has submitted her resignation and intent to retire as of December 31st. Ms. Miles' early retirement is due to health and family reasons. There being no further discussion, Vicky Taylor moved to accept with regret Kathy Miles' resignation. Stefani Roseberry seconded and the motion carried.

There being no further business, the meeting adjourned at 8:47 p.m.

Bob Nash, Superintendent

Clayton Sharp, Chair