

LANE EDUCATION SERVICE DISTRICT	BOARD MEETING
1200 Hwy 99 N	Tuesday, December 7, 2021
Eugene, Oregon 97402	Regular Meeting: 6:00 PM

Executive Session 5:30 p.m.

**LANE ESD BOARD MEETING
AGENDA**

Tuesday, December 7, 2021

To review and evaluate the performance of the superintendent or any other public officer, employee or staff member, unless that person requests an open hearing. (ORS 192.660(2)(i))

1. Executive Session

Whenever an executive session is called, the presiding officer must identify the section and subsection of ORS 192.660 (listed reasons) or 332.061 (expulsion or medical records of a minor student) that authorize the executive session's purpose.

The Lane ESD Board of Directors will enter into Executive Session to review and evaluate the performance of the superintendent or any other public officer, employee or staff member, unless that person requests an open hearing. (ORS 192.660(2)(i))

Board Chair

2. Call Regular Meeting To Order

Board Chair

3. Welcome

Guests attending the meeting will be introduced.

Board Chair

4. Public Participation

This is an opportunity for the audience to address the Board on topics either on, or not on, the agenda. There will also be opportunities for the audience to comment on specific agenda items as the Board addresses them.

The Board requests that a public comment add information or a perspective that has not already been mentioned previously, and that the patron refrains from repeating a similar point.

Please keep in mind that reference to a specific employee or group of employees, is prohibited as follows: Board policy BDDH - Public Comment at

Board Meetings:"Comments Regarding Staff Members - Speakers may offer objective criticism of ESD operations and programs. The Board will not hear comments regarding any individual ESD staff member. The Board chair will direct the visitor to the procedures in Board policy KL- Public Complaints for Board consideration of a complaints involving a staff member. The association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the staff member, his/her supervisor and the Board."

This is an opportunity for the audience to address the Board on topics either on, or not on, the agenda. The Lane Education Service District Board encourages public input.

Due to the emergency resulting from the COVID-19 pandemic, access to the District facilities are limited and Board meetings are being conducted virtually. Emails from citizens who would like to provide comment will be read into record at this time. Emails must contain the citizen's name, address, and material that can be read within the three minute time limit.

Public comments can be emailed to the Superintendent's office, supt-office@lesd.k12.or.us, and must be received by 4:00 pm on Monday, November 30, 2020.

5. Agenda Review

Board Chair

6. Presentation: Student Investment Act

This presentation will provide an overview of our Lane ESD SIA outcomes, strategies, and activities, including discussion of district supports for creating communities of belonging; data, evaluation, and reporting; and amplifying youth and focal community voice.

Sue Wilson

7. Action Items

Board Chair

A. Strategic Planning Process

Board Chair, Superintendent, Facilitator

LESD Goals_Vision_Mission_Proposed_v7

B. Consent Agenda

The Lane ESD Board of Directors has agreed to implement a consent agenda. All items in the consent agenda are adopted by a single motion unless a member of the Board or the Superintendent requests that such item be removed from the consent agenda and acted upon separately.

Generally, consent agenda items are matters which members of the Board agree are routine in nature and should be acted upon in one motion to conserve time and to enable the Board to focus on the other matters on the agenda.

Back-up materials for consent agenda items are included in the agenda packet as needed. Minutes of this meeting will reflect action on each item.

If any board member wishes to withdraw any consent group item, it will be moved to the appropriate section of the agenda.

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent group as submitted and listed below.

1. Lane ESD Board Meeting Minutes of October 5, 2021
2. Lane ESD Board Meeting Minutes of November 2, 2021
2. Human Resource Report, dated December 3, 2021

Board Chair

November 2 2021 Board Minutes	17
October 5 2021 Board Minutes	25
Human Resource Report 12 01 21	37

C. Accept Financial Report

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for November 2021.

Board Chair

Lane ESD Board Financial Report November 2021	39
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D. Accept Superintendent Evaluation Summary

The Board of Directors of Lane ESD will review and accept the Superintendent Evaluation Summary for 2020.

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the 2020 Superintendent Evaluation Summary, as presented.

Board Chair

DRAFT Superintendent Evaluation Summary December 2021 40

E. Extend Superintendent Employment Contract

The original terms of the contract with Superintendent Tony Scurto was for a period beginning the 1st day of July, 2017, and ending on June 30, 2020. As provided by ORS 332.505(2)(a) the district school board may elect to issue a subsequent contract for an additional three years, or shorter mutually agreed upon employment period, at any time.

This three-year contract shall automatically be extended each July 1st of the contract term beginning July 1, 2018, unless by December 15 of the first year of each contract year, the Board elects not to extend the current contract and so notifies the Superintendent by December 15 of such year.

This creates a rolling 3-year term absent action by the Board in the first year.

The Board of Directors of Lane ESD will act to confirm the extension of Superintendent Scurto's employment contract through June 30, 2025.

Board Chair

2022-23 Tony Scurto Contract Addendum 41

F. Approve 2021-23 Local Service Plan Year Two

At it's November 16 meeting, the Lane Superintendents' Council unanimously approved the 2021-23 Local Service Plan Year Two.

The Board will vote to approve the 2021-23 Local Service Plan Year Two.

Board Chair, Superintendent

G. Adopt Policy Updates

The Board of Directors of Lane ESD will adopt policy updates that were first presented at its November 2, 2021 meeting.

- AC: Nondiscrimination

House Bill (HB) 2935 added an aspect to the definition of discrimination in ORS 659.850 for race that includes physical characteristics historically associated with race such as natural hair and hair texture (see new footnote in AC and JB for full language). Another bill, HB 3041, revised the definition of sexual orientation and added a new definition for gender identity to the protected classes. Both of these bills affected change represented in the attached model policies.

A change created by HB 2935 that is not reflected by policy changes but is still important for ESDs, the HB adds a provision regarding employer driven dress code or policy, amending ORS 659A.030(5), that they cannot create “a disproportionate adverse impact on members of a protected class to a greater extent than the policy impacts persons generally” (HB 2935, 2021).

- BBF: Board Member Standards of Conduct

The 2021 Legislature passed Senate Bill 242 designating board members of an education service district as mandatory reports of suspected abuse of a child. The bill takes effect January 1, 2022. Policy language is not required however suggested revisions and a new optional model policy are presented herein.

- BDDH: Public Comment at Board Meetings

House Bill 2560 (2021) updated law governing public attendance and comment at public meetings of the board. When public meetings are held and access is made available in-person, the board must provide, to the extent reasonably possible, an opportunity to access and attend meetings by telephone, video or other electronic or virtual means; if in-person oral testimony is allowed during a meeting, allow the public to submit oral testimony by telephone, video or other electronic or virtual means; and if in-person written testimony is allowed, written testimony must be allowed by email or other electronic means.

- GBA: Equal Employment Opportunity

- GBEA: Workplace Harassment

House Bill 3041 (2021) revised the statutory definition of sexual orientation (removed gender identity) and created a new definition for gender identity.

- IGBI: Bilingual Education

The 2021 Oregon Legislature updated statute in ORS 329.451 (House Bill 2056) modifying Oregon diploma requirements by changing ‘English language arts’ to ‘language arts’ and redefining definitions for language arts, world languages and holocaust and genocide studies. Statute updates to ORS 329.045 made changes to the required characteristics of a school system and to Essential Skills.

Senate Bill 744 (2021) has suspended the requirement for a student to show proficiency in Essential Skills as a condition of receiving a high school diploma for the 2021-2022, 2022-23 or the 2023-2024 school year.

Board Chair

AC G1 - Required	42
BBF G1 - Highly Recommended	44
BDDH G1 - Highly Recommended	45
GBA G1 - Required	47
GBEA G1 - Required	49
IGBI G1 - Required	51

H. Approve Memorandum of Understanding with Lane County Education Association

The LANE EDUCATION SERVICE DISTRICT Board of Directors (hereinafter referred to as “District”) and LANE COUNTY EDUCATION ASSOCIATION (hereinafter referred to as “Association”) hereby agree that the district and employees have faced unprecedented challenges during the pandemic. To acknowledge employees and to support efforts to retain employees providing direct services in the special education service area the parties agree to the provision of retention bonuses as outlined below.

A bonus will be paid in mid-December to current employees who worked between July 1 - October 31, 2021 as follows: 1) employees assigned to departments and programs outside of Special Education: \$325.00; 2) employees assigned to Special Education: \$1,000.00. No bonus will be paid to employees who have been on leave for all of their scheduled work days during this time period or whose employment terminated prior to the establishment of this agreement.

A bonus of \$500 will be paid in mid-March for the period of November 1, 2021 - February 28, 2022 to current employees assigned in Special Education and who have worked at least 75% of the work days associated with their work assignment during this time period.

A bonus of \$500 will be paid in mid-June (after the last scheduled work day in June) for the period of March 1 – June 30, 2022 to current employees assigned in Special Education and who have completed their contract and worked least 75% of the work days associated with their work assignment during this time period.

EXCEPT as modified in this Memorandum of Understanding, the 2019-23 Collective Bargaining Agreement shall remain in full force and effect.

Board Chair

8. Discussion/Reports

A. Legislative Update

Superintendent Scurto will provide an update in legislative activities if there are any updates.

Superintendent Tony Scurto

B. Superintendent Report

Superintendent Tony Scurto

C. Land Acknowledgement

Director Wilde requests the Board discuss deepening a commitment to decolonization and uplifting of Indigenous people within educational systems and communities. Director Wilde would like the Board to incorporate land acknowledgements into each meeting, and to discuss how to do this.

The Board of Directors began this discussion at its November 2021 meeting, and expressed a wish to continue the discussion at subsequent meetings.

Board Chair

D. OSBA Listening Session

Planning for the 2022 Spring Listening Sessions is now underway. These meetings are being held in lieu of the traditional Fall Regional Meetings.

This year's focus is on providing an opportunity to listen and discuss what your region needs from OSBA. The intention is to hold in-person events that will promote two-way communication; however, OSBA understands that in the interest of prioritizing the health and safety of the attendees, COVID-19 safety measures may require a change to the meeting format. We look forward to meeting and interacting with school board members, superintendents, and staff in your area.

OSBA has tentatively scheduled the following meeting date in our area:

Meeting Area: Lane ESD

Location: Lane ESD - Rooms 2/3/4, 1200 Highway 99N, Eugene, OR

Date: Tuesday, March 1, 2022

Time: 6:00 p.m. Dinner, 6:30 p.m. Meeting

Board Chair

E. OAESD Virtual Summit Presentations

With the safety of members at the forefront, OAESD has redesigned the traditional Summit plan to include a series of virtual sessions. OAESD is excited to showcase education service districts' talented presenters for these virtual sessions.

Please register using the email address in which you would like the calendar invitation and Zoom link to be sent to. OAESD will send out the Zoom links within the calendar invitations to all those registered within a couple days of registration closing.

December 9, 2021 - 3:00 PM - 4:30 PM "Federal and State Reporting Program" -
Registration is now open and will close on December 6th for this session
<https://www.eventbrite.com/e/219238457127>

January 11, 2022 1:30 PM - 3:00 PM "Federal and State Reporting Program" -
Registration is now open and will close on December 13th for this session
<https://www.eventbrite.com/e/219250453007>

January 13, 2022 12:00 PM - 1:30 PM "The We in Wellbeing" -
Registration is now open and will close on December 13th for this session
<https://www.eventbrite.com/e/216013180237>

January 20, 2022 1:30 PM - 3:00 PM "The We in Wellbeing" -
Registration is now open and will close on December 13th for this session
<https://www.eventbrite.com/e/216026469987>

Superintendent Tony Scurto

9. Information from Administrative Staff

The directors of Human Resources and Title Programs, Special Education, Business Services, Technology and School Improvement have submitted written reports to the Board on matters of interest concerning his/her area of responsibility.

Technology Services Report
School Improvement Report

Report to the Lane ESD Board of Directors - Special Education

Funding to Support Mental Health Services at Lane School

Lane ESD has a contract with Stronger Oregon to provide mental health services for students who attend Lane School. To date these services have only been available to students on the Oregon Health Plan (OHP). Pacific Source CCO (the Lane Community Health Council) has agreed to provide \$50,000 to fund these services for Lane School students who do not have OHP.

Administrative Staff

10. Board Member Reports and Comments/Agenda Planning

Lane ESD Board, Liaisons, Advisors

A. Agenda Planning

Board members are invited to send agenda items to be considered for the next board meeting. Please call or email to the Board Chair or Superintendent.

Board Chair

B. Board Member Reports

Board members are asked to submit their reports in writing to be attached to Boardbook. Reports can be sent to the Executive Assistant in advance of the meeting.

As Board Members prepare their reports, please consider the following questions:

1. What programs did I visit over the last month? What committees did I participate in?
2. What is the connection to the LESD services and programs to the component districts or community?
3. What significance or meaning does the activity have to the broader community?
4. What are the next steps or follow-up activities planned?

Sherry Duerst-Higgins

Linda Hamilton

Leslie Harris

Nora Kent

Sidney Kissinger

Vanessa Truett

Rose Wilde: In October I co-presented with members of the Showing Up for Racial Justice Education Committee on the topic of Responding to White Nationalism/Hate Activity in Schools to member of the Oregon Education Association during their conference.

I also learned more about the Safe Harbor program to prevent evictions while tenants are in the process of seeking rental assistance through the County administered and State/Federal funded rent assistance program. This was extremely enlightening about the challenges that many of our families may experience, even in the presence of rent assistance programs. I walked with Ryan Moore from the Springfield Eugene Tenants' Association to assist people with applications for rental assistance to prevent a forthcoming eviction due to non-payment of rent.

I participated in several OAESD leadership event. I attended the the OAESD Officer's Council meeting on Oct. 11th, but was unable to participate in November due to planned travel. I met with the Chair and Chair-elect two times to discuss OAESD leadership and common issues in education affecting us statewide. We confirmed Amber Eaton as the agency's permanent executive director and oversaw the hiring of a new program administrator, while managing the budget and planning for the upcoming OAESD conference in March. We look forward to using this time to re-connect and build common ground with one another while reflecting upon the work of the Equity Steering Committee and learning from one another and our featured guests (schedule to be released in January). OAESD will accept nomination for new leadership in early 2022 also. We bade a grateful farewell to Gary Peterson, who remained an extra month to support the transition to new leadership. We are pleased to be back within a balanced budget despite increasing FTE by almost a full position. We will convene a financial committee to make recommendations for the future financial stability of the organization.

I attended a training on how to promote conversations about race and racism with our school children offered but The Dialogue Company, presented by Dr. David Campt and Allison Mahaley. They promoted emphasis on shared values as a starting point to engage and build trust when discussing issues that may have been polarizing, such as the current focus on critical race theory, but applicable to any issue. Highly recommend!

With all of the board members, I participated in all Strategic Planning meetings and am proud of the work we did together with the excellent leadership of our staff and community partners. My main focus now will to explore meaningful ways to hold ourselves as board members accountable and to encourage interruption of white supremacist tendencies, institutional racism, and bias in our organization, in partnership with our superintendent.

I ask that the board of directors plan for a self assessment in the coming months to inform our board goals and actions related to our new strategic plan, equity lens, and mission. This will be useful in determining our focus for 2022-2023, what training to prioritize as a board, and build greater solidarity among our board, while allowing for accountability to our goals.

Submitted with respect and gratitude,

Rose Wilde

Johnie Matthews, Superintendents' Council Advisor
Emilio Hernandez, Liaison, Springfield Public Schools
Mike Anderson, Liaison, Creswell School District
Mark Boren, Liaison, Fern Ridge School District
Erin Zygaitis, Community Advisor

Board, Advisors, Liaisons

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52

11. Announcements/Correspondence

Board Chair

A. Acknowledgements and Recognition

Superintendent Tony Scurto

B. Kudos

Kudos to: Cameron Yee, Christian Chase, Tracey Ward, John Mambira, Chad Rauschenberger, Blake Velkinburg

Reported by: Tony Scurto

Reason: For creating awesome recruiting videos. Christian setting up and filming the videos, Cameron conducting the interviews and John, Chad and Blake sharing heart-felt reasons they like what they do, and Tracey for the graphics. All star performances!

Kudos to: Alia, Donna, Kim, and Nick

Reported by: Jenn Williams

Reason: These IA's are the BEST staff I have ever worked with. They are passionate, dedicated, talented, hardworking, and resilient. I am successful because of them. I can't thank them enough for all of their incredible work. Go Team Churchill!

Kudos to: Rhonda Brown, Mandy Langston, Justine Sutton

Reported by: Brad Johnston

Reason: Thank you Rhonda, Mandy, and Justine for stepping in to help the facilities department while we were short-staffed. Your contributions to the Westmoreland Campus over the summer made a big impact! Appreciate you!!!

Kudos to: Cameron Yee

Reported by: Kathy Mayer

Reason: I can't say thank you enough to Cameron for guiding me through the technicalities of WordPress. He has been instrumental in my success of keeping our CTE website current and looking good. Thank you Cameron!

Kudos to: Kathleen Larsen
Reported by: Kathy Mayer
Reason: Thank you Kathleen for being so easy to work with and just an overall awesome person! You've gone above and beyond to help me when asked, making my job easier, and always with a positive attitude and smile - thanks!

Kudos to: Lisa Daley
Reported by: Kathy Mayer
Reason: Lisa is such a huge asset to our School Improvement Team! Thank you for bringing fresh ideas to the table and being such a pleasure to work with. You had big shoes to fill when you accepted this position and have done so with grace and kindness. Thanks Lisa!

Thank you to those who took the time to acknowledge co-workers/staff with kudos. Employees and Board members can submit a "kudo" any time during the month. To submit a kudo visit:
www.lesd.k12.or.us/forms/kudos.html

Administrators

C. Announcements

Board Chair

1. **Lane ESD Board Member Activities and Opportunities**

- OAESD Federal and State Reporting Program, December 9, 2021
- OAESD Federal and State Reporting Program, January 11, 2022

About this event

Districts are burdened with cumbersome reports now required by the legislature. Since much of revenue is now targeted, districts are overwhelmed with reporting. This is especially problematic for smaller districts. IMESD responded by hiring a full-time position to assist districts with this effort. This presentation provides the "nitty gritty" information on the program.

- OAESD Virtual Summit: The WE in Wellbeing, January 13, 2022
- OAESD Virtual Summit: The WE in Wellbeing, January 20, 2022

The community trauma of the Coronavirus places us all in need of reminders of solid, foundational care!

About this event

The wellbeing of educational professionals is created and maintained by social, emotional, and mental health. CS Lewis says, "Friends are like coals in a fire. Together they glow. Apart they grow cold." In this session we will outline factors for real, sustained wellbeing: compassion fatigue, sharing stories, assuming the positive, resting is doing something, and the care of each other. Practicing real wellbeing is the most powerful model for our students and their families.

- OSBA Webinar: Collective Efficacy and Leadership: The Board- Superintendent Nexus, December 14, 2021

- OSBA Board Meeting - February 2022, February 4-5, 2022

- OSBA Board Meeting - March 2022, March 5, 2022

- OSBA Bonds, Ballots and Buildings Conference, April 8, 2022

- OSBA Board Meeting - June 2022, June 17-18, 2022

- OSBA Board Meeting - September 2022, September 23-25, 2022 | Sunriver - Sunriver Resort

OSBA Advocacy Opportunities

Board Chair

2. **Component District Board Meeting Dates**

Component District Board Meeting Dates

53

12. Adjournment

- The next regular meeting is scheduled to be held Tuesday, January 4, 2022, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.

Board Chair

13. OSBA Listening Session, March 1, 2022

OSBA is proposing an OSBA Listening Session at Lane ESD on Tuesday, March 1, 2022.

Superintendent Tony Scurto

Lane ESD Strategic Plan: Proposed Goals - DRAFT

The following proposed goals are revised based on the input from the committee members at the November 30 Strategic Planning Meeting. Much of the input included implementation questions and suggestions. This information will be captured in the Strategic Planning Process Booklet.

Goal 1:

All decisions and actions will reflect the guiding principles and affirmations in our Equity Lens document ([ESD staff provide link here](#)).

Goal 1 with Tracked Changes: No Suggested Changes

Goal 2:

Lane ESD staff along with community partners will be equity leaders trained to dismantle systems of oppression through interrupting inequitable policies and practices by providing culturally specific curriculum that reflects the histories of our students.

Goal 2 with Tracked Changes: (Formerly Goal #5)

Lane ESD staff ~~along with~~ and community partners will be equity leaders trained to dismantle systems of oppression through interrupting inequitable policies and practices by providing culturally ~~sustaining~~ **specific** curriculum that reflects the histories of our students.

Goal 3:

All ESD staff and educators we serve will be provided the equity tools and training needed to inspire student learning, so all youth thrive.

Goal 3 with Tracked Changes: (Formerly Goal #4)

All ESD ~~staff and~~ educators we serve will ~~have access to~~ **be provided the** equity tools and training needed to ~~unleash~~ **inspire** student learning so ~~there is no opportunity gap~~ **all youth thrive**.

Goal 4:

Youth, from all backgrounds, will have access to highly engaging and culturally relevant learning opportunities connected to our communities and delivered by diverse, qualified, and passionate educators.

Goal 4 with Tracked Changes: (Formerly Goal #2)

~~Students~~ **Youth from all backgrounds**, will have access to highly engaging and culturally relevant learning opportunities connected to our communities and delivered by ~~passionate, qualified, and diverse~~ **diverse, qualified, and passionate** educators.

Goal 5:

While amplifying youth voice, we will build trusted and inclusive relationships with our families and elevate the engagement of community partners that lead to improved equitable student outcomes.

Goal 5 with Tracked Changes: (Formerly Goal #3)

While amplifying youth voice, ~~we~~ we will build trusted and inclusive relationships with our families ~~while amplifying student voice and~~ **elevate the engagement** of community partners that lead to ~~increased~~ **improved** and equitable student outcomes.



Strategic Plan Questions, Suggestions and Other Comments

The following are questions, suggestions and other comments regarding how to successfully implement the Lane ESD's Strategic Plan. This feedback was collected at the November 30, 2021, Strategic Planning Committee meeting when committee members were providing feedback regarding the proposed goals.

Questions

1. Implementation – 4 Responses

- How do we engage districts to ensure they are involved in this work?
- How will these principles be utilized in all ESD departments?
- What are the training and tools given to everyone?
- Goals are the first step. Next is how to implement them in departments? We need to determine how and why it is critical to obtain wholesale support and buy-in?
- How do we ensure that community partners are equity leaders?

2. Structure – 3 Responses

- How do we ensure that supervisors provide mentorship for administrators?
- Is it a structural issue? Accountability? A systems issue that is greater than a single organization? Is there an aspect that is missing in all of this, such as a wholistic approach instead of being compartmentalized?
- How much funding will support each goal?

3. Definitions – 2 Responses

- What is an equity leader?
- How do we define words and terms in the goals so all have a common understanding of them?

4. Data/Accountability – 2 Responses

- What kind of data are we collecting to ensure we attained our goals?
- How do we ensure all are using the equity lens when making decisions?

Suggestions

1. Suggestions Regarding Implementation – 9 Responses

- Address one or two of the goals at board meetings, using the equity lens in the presentations.
- Identify actions for these goals and have departments break the actions down and address them.

- Center equity always.
 - Obtain baseline data.
 - Be transformative and not transactional.
 - Recognize that the Strategic Plan is a living document.
 - There is a need for a timeline.
 - Implementation may be challenging as we work with 16 districts and have limited control over the curriculum, ways materials are presented, and goals of each of our districts. The goals need to be infused in all we do at Lane ESD.
 - If we are going to dismantle these systems of oppression at our schools, we need to revisit how we do school, how grading structures work, etc. There are so many systems that need to be changed beyond curriculum and how we grade. We need to reinvent how we do things.
2. **Progress Assessment Looping - 1 Response**
 - Reconvene at a later date to assess progress.
 3. **Need for Diverse Educators – 1 Response**
 - It seems like goal 4 needs to have specific language that denotes the need to START this process NOW - particularly with diversifying the teaching staff ESD wide.
 4. **Interrupting is an Important Word – 1 Response**
 - It is not that hard to see oppressive practices that are getting interrupted. This could happen in the grocery store or in a classroom. We can all interrupt in situations we find unfair and/or oppressive.
 5. **Would Like Some Short-Term Objectives – 1 Response**
 - Markers that we are moving in the right direction.
 6. **Would Like a Goal Addressing What Contracted Employees Do – 1 Response**

Other Comments

1. Without the practicalities of policy this will not happen. With the current workforce we do not consider folks equity leaders. They may be passionate and want to be equity leaders but this has not been fully accomplished yet.
2. Appreciate Justice Center – Restorative Justice
 - Start by building relationships
3. A Community of Learners – Relationships, Relevance and Rigor
 - Note that relationships come first because that is where we need to start.
4. The equity tool shouldn't just be available but should be required – incorporated into the work and expected.



LANE EDUCATION SERVICE DISTRICT

1200 Highway 99 North

Eugene, OR 97402

Office of the Superintendent

Tuesday • November 2, 2021

Minutes

LANE ESD BOARD OF DIRECTORS' MEETING

1. Call Work Session To Order

The work session was called to order at 4:34 p.m.

1.A. Work Session Agenda Review

Ms. Nancy Golden reviewed the agenda for the work session.

1.B. Vision and Mission Statements from our last Strategic Planning Committee

Ms. Golden led the Board through the suggested Vision and Mission statements developed by the Strategic Planning Committee.

1.C. Draft Goals for the Strategic Plan

The Board discussed proposed Goals for the Strategic Plan.

2. Call Regular Meeting To Order

Chair Linda Hamilton called the meeting to order at 6:02 p.m.

3. Welcome

Board Members present: Linda Hamilton (Chair), Vanessa Truett (Vice-Chair), Sherry Duerst-Higgins, Leslie Harris, Nora Kent, Sydney Kissinger and Rose Wilde.

Board Advisors and Liaisons present: Mark Boren (Fern Ridge School District board), Emilio Hernandez (Springfield Public Schools board)

Administrators present: Superintendent Tony Scurto, Assistant Superintendent Carlos Sequeira, Business Services Executive Director Dave Standridge, Human Resources Executive Director Carol Knobbe, Special Education Executive Director Sue Mathisen, recording secretary Julie Simmonds.

Guests present: Erin Zygaitis (Community Member), Jessie George, Anna Shea, Dorothy Dilliplane, Stuart Rush, Cameron Yee

4. Public Participation

There was no public input.

5. Agenda Review

There were no changes to the agenda.

6. Presentation: Trauma-Informed Practices Implemented at Lane School

Staff from Lane School discussed the [Trauma-Informed Practices](#) that are being implemented at Lane School.

7. Action Items

7.A. Consent Agenda

The Lane ESD Board of Directors has agreed to implement a consent agenda. All items in the consent agenda are adopted by a single motion unless a member of the Board or the Superintendent requests that such item be removed from the consent agenda and acted upon separately.

Generally, consent agenda items are matters which members of the Board agree are routine

in nature and should be acted upon in one motion to conserve time and to enable the Board to focus on the other matters on the agenda.

Back-up materials for consent agenda items are included in the agenda packet as needed. Minutes of this meeting will reflect action on each item.

If any board member wishes to withdraw any consent group item, it will be moved to the appropriate section of the agenda.

1. Human Resource Report, dated November 1, 2021

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent group as submitted and listed. Director Harris seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES.** (ESD Resolution #22-022).

7.B. Accept Financial Report

Business Services Director Standridge provided comments on the Financial Report.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Financial Report for October 2021. Director Truett seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES.** (ESD Resolution #22-023).

7.C. Adopt Policy Updates

The Board of Directors will adopt policy updates first read at the October 5, 2021 Board meeting.

7.C.1. Policy Updates

The Board will adopt policy updates.

GCBAB: Salary Advancement

Education credits shall be granted only for work done at an accredited institution of higher learning. Education credits shall be granted only for graduate credits earned subsequent to receipt of the baccalaureate or master's degree unless there is a waiver by the superintendent. Education credits shall be granted only for academic work relevant to the employee's responsibilities. The relevance to program must be established by the service area director and approved in advance.

JGA: Corporal Punishment

The revisions and proposed language included in this issue result from the changes made to the definitions and practices for the use of restraint and seclusion in schools. The prohibition of the use of corporal punishment is found in ORS 339.250.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt policy updates first read at the October 5, 2021 Board meeting. Director Duerst-Higgins seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS,**

HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES. (ESD Resolution #22-024).

7.D. Appoint Community Advisor to the Board

Erin Zygaitis has volunteered to serve as Community Advisor to the Board of Directors of Lane ESD. The Board of Directors will act to appoint Ms. Zygaitis to this position.

DIRECTOR KENT MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD appoints Erin Zygaitis as a Community Advisor to the Board of Directors. Director Kissinger seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES.** (ESD Resolution #22-025).

7.E. Cast Vote for OSBA Legislative Policy Committee Member Position Six (6)

In odd-numbered years, elections are held for all OSBA Legislative Policy Committee (LPC) positions. The [2021 elections calendar](#) lists the nomination and election dates.

There are two candidates for the Lane Region Position Six (6) for the OSBA Legislative Policy Committee: [Austin Folnagy](#) (Lane Community College) and [Judy Newman](#) (Eugene School District 4J).

Boards may decide their vote no sooner than November 1, 2021, and submit their votes from November 15 to December 17, 2021.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD casts its vote for Judy Newman for OSBA Legislative Policy Committee Member Position Six. Director Kissinger seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES.** (ESD Resolution #22-025).

7.F. Cast Vote for OSBA Board of Directors Position Six (6)

The Oregon School Boards Association is organized as one general state association with up to 23 regionally elected representatives established across [14 geographic regions](#) to support member participation and representation. In odd-numbered years member boards elect regional representatives for even-numbered positions on the OSBA [Board of Directors](#) and all members of the [Legislative Policy Committee](#).

Position Six (6) represents the Lane region. There are two candidates for Position Six (6): [Mark Boren](#) (Fern Ridge School District) and [Linda Hamilton](#) (Lane ESD). Boards may decide their vote no sooner than November 1, 2021, and submit their votes from November 15 to December 17, 2021. Newly elected members take office on January 1, 2022.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD casts its vote for Linda Hamilton for OSBA Board of Directors Position Six. Director Kent seconded and the **MOTION CARRIED WITH DIRECTORS HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES and DIRECTOR DUERST-HIGGINS VOTING NO.** (ESD Resolution #22-025).

8. Discussion/Reports

8.A. Legislative Update

Superintendent Scurto provided an update in legislative activities. A short session approaching, with not a lot of bills coming forward. The session begins February 7. An OAESD Legislative Advocacy Committee meeting is scheduled for tomorrow, November 3.

8.B. Superintendent Report

Staffing: Lane ESD continues to experience shortage of instructional assistants. Working through Indeed, Lane Workcourse, and social media platforms. Although we are attracting some new staff, we continue to lose staff.

COVID-19: Case numbers per 100K are on a slow but steady decline. For the first time since school started, K-12 cases are beginning to decline. Hoping for further decline with approval of vaccination for 5-12 year olds. Clinics are being scheduled in districts to vaccinate 5-12 year olds, but are open to other ages as well.

Middle School Career Expo: Connected Lane County's ElevateProgram is conducting a Middle School Career Expo at SparkLab this week. Superintendent Scurto visited the event today. One middle school at a time is able to participate. Students are able to engage with representatives from business and industry.

Strategic Planning Session: Superintendent Scurto is excited and positive about the process, and expressed appreciation to the Board for their efforts.

8.C. Policy First Reads

The Board shall exercise its rule-making power by adopting policies consistent with the Oregon Revised Statutes, Oregon Administrative Rules or opinions of a court of competent authority, for its own governance and for the organization and operation of Lane ESD. The Board accepts the definition of policy set forth by the National School Boards Association:

School Board policies are statements which set forth the purposes and prescribe in general terms the organization and program of a school system. They create a framework within which the superintendent and his/her staff can discharge their assigned duties with positive direction. They tell what is wanted.

Such policies may be adopted, amended or repealed at any Board meeting provided that the proposed adoption, amendment or repeal shall have been proposed at a previous Board meeting and, once proposed, shall have remained on the agenda of each succeeding meeting until approved or rejected and except that the Board may adopt, amend or repeal policies at any meeting of the Board in the event of an actual emergency, as determined at the sole discretion of the Board. Additionally, when in the best interests of the district immediate adoption of a proposed policy is necessary, the Board may adopt such policy at the first meeting in which it is presented.

The following policies are submitted for first read:

- [AC: Nondiscrimination](#)
- [AC Administrative Rule: Discrimination Complaint Procedure](#)

House Bill (HB) 2935 added an aspect to the definition of discrimination in ORS 659.850 for race that includes physical characteristics historically associated with race such as natural hair and hair texture (see new footnote in AC and JB for full language). Another bill, HB 3041, revised the definition of sexual orientation and added a new definition for

gender identity to the protected classes. Both of these bills affected change represented in the attached model policies.

A change created by HB 2935 that is not reflected by policy changes but is still important for ESDs, the HB adds a provision regarding employer driven dress code or policy, amending ORS 659A.030(5), that they cannot create “a disproportionate adverse impact on members of a protected class to a greater extent than the policy impacts persons generally” (HB 2935, 2021).

- [BBF: Board Member Standards of Conduct](#)

The 2021 Legislature passed Senate Bill 242 designating board members of an education service district as mandatory reports of suspected abuse of a child. The bill takes effect January 1, 2022. Policy language is not required however suggested revisions and a new optional model policy are presented herein.

- [BDDH: Public Comment at Board Meetings](#)
- [BDDH Administrative Rule: Public Comment at Board Meetings](#)

House Bill 2560 (2021) updated law governing public attendance and comment at public meetings of the board. When public meetings are held and access is made available in-person, the board must provide, to the extent reasonably possible, an opportunity to access and attend meetings by telephone, video or other electronic or virtual means; if in-person oral testimony is allowed during a meeting, allow the public to submit oral testimony by telephone, video or other electronic or virtual means; and if in-person written testimony is allowed, written testimony must be allowed by email or other electronic means.

- [GBA: Equal Employment Opportunity](#)
- [GBEA: Workplace Harassment](#)

House Bill 3041 (2021) revised the statutory definition of sexual orientation (removed gender identity) and created a new definition for gender identity.

- [IGBI: Bilingual Education](#)

The 2021 Oregon Legislature updated statute in ORS 329.451 (House Bill 2056) modifying Oregon diploma requirements by changing ‘English language arts’ to ‘language arts’ and redefining definitions for language arts, world languages and holocaust and genocide studies. Statute updates to ORS 329.045 made changes to the required characteristics of a school system and to Essential Skills.

Senate Bill 744 (2021) has suspended the requirement for a student to show proficiency in Essential Skills as a condition of receiving a high school diploma for the 2021-2022, 2022-23 or the 2023-2024 school year.

Lastly, there has been two versions of policy for IKF – Graduation Requirements and an AR to accompany version 2. The decision was made to maintain one version of IKF – Graduation Requirements and remove the alternate version (2) and the AR from the model samples, leaving one version of model policy IKF. The designation for IKF – Graduation Requirements has been changed to conditionally required because the ESD

offers a diploma, it is required to adopt policy if the ESD has established additional credit and/or graduation requirements above the state-adopted

8.D. Land Acknowledgement

Director Wilde requests the Board discuss deepening a commitment to decolonization and uplifting of Indigenous people within educational systems and communities. Director Wilde would like the Board to incorporate land acknowledgements into each meeting, and to discuss how to do this.

Director Wilde asks the Board to consider how it moves forward in relationship with our local tribes. Does the LESD Leadership have any expertise that can provide input on this topic, and can this topic come back next month or on another date. Director Wilde acknowledged the seated land of the Kalapuya people, who lived in this area for thousands of years. Chair Hamilton asked Director Wilde to come back with more information in December.

9. Information from Administrative Staff

The directors of Human Resources and Title Programs, Special Education, Business Services, Technology and [School Improvement](#) have submitted written reports to the Board on matters of interest concerning his/her area of responsibility.

Technology:

Technology Services is currently focused on completing the backup Solution project, working through the TLE (trusted learning environment) Seal process:

- The TLE Seal takes the agency through a process that is focused on ensuring our systems are secure for student data.
- Focused on bring the ESD's systems up to current cyber security insurance standards.

Technology services is collaborating with ESD's across the state to provide cybersecurity support to districts and regions outside our own.

Statewide collaboration for consortium pricing on security applications

10. Board Member Reports and Comments/Agenda Planning

10.A. Agenda Planning

Board members are invited to send agenda items to be considered for the next board meeting. Please call or email to the Board Chair or Superintendent.

10.B. Board Member Reports

Board members were asked to submit their reports in writing to be attached to Boardbook. Reports can be sent to the Executive Assistant in advance of the meeting.

As Board Members prepare their reports, please consider the following questions:

1. What programs did I visit over the last month? What committees did I participate in?
2. What is the connection to the LESD services and programs to the component districts or community?
3. What significance or meaning does the activity have to the broader community?
4. What are the next steps or follow-up activities planned?

Sherry Duerst-Higgins

Linda Hamilton

Leslie Harris

Nora Kent

Vanessa Truett
Rose Wilde

Johnie Matthews, Superintendents' Council Advisor
Emilio Hernandez, Liaison, Springfield School District
Mike Anderson, Liaison, Creswell School District
Mark Boren, Liaison, Fern Ridge School District - listen to tape
Erin Zygaits, Liaison, Community Advisor - listen to tape

11. Announcements/Correspondence

11.A. Acknowledgements and Recognition

11.B. Kudos

Kudos to: Cameron Yee, Christian Chase, Tracey Ward, John Mambira, Chad Rauschenberger, Blake Velkinburg

Reported by: Tony Scurto

Reason: For creating awesome recruiting videos. Christian setting up and filming the videos, Cameron conducting the interviews and John, Chad and Blake sharing heart-felt reasons they like what they do, and Tracey for the graphics. All star performances!

Kudos to: Alia, Donna, Kim, and Nick

Reported by: Jenn Williams

Reason: These IA's are the BEST staff I have ever worked with. They are passionate, dedicated, talented, hardworking, and resilient. I am successful because of them. I can't thank them enough for all of their incredible work. Go Team Churchill!

Kudos to: Rhonda Brown, Mandy Langston, Justine Sutton

Reported by: Brad Johnston

Reason: Thank you Rhonda, Mandy, and Justine for stepping in to help the facilities department while we were short-staffed. Your contributions to the Westmoreland Campus over the summer made a big impact! Appreciate you!!!

Thank you to those who took the time to acknowledge co-workers/staff with kudos. Employees and Board members can submit a "kudo" any time during the month. To submit a kudo visit: www.lesd.k12.or.us/forms/kudos.html

11.C. Announcements

11.C.1. Lane ESD Board Member Activities and Opportunities

- National School Psychologists Week, November 8-12, 2021
- OSBA Board Meeting, November 12-13, 2021
- OSBA Annual Membership Meeting, November 13, 2021
- [AC Webinar - ODE: A Snapshot of How Schools are Safely Operating In-Person Learning](#), November 16, 2021
- OSBA Board Meeting, December 3-4, 2021

11.C.2. Component District Board Meeting Dates

Componentdistrictboardmeetingdateswereprovidedintheagendapacketas an attachment.

12. Adjournment

The meeting was adjourned at 6:58 p.m.

- The next regular meeting is scheduled to be held Tuesday, December 7, 2021, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.
- A Strategic Planning session is scheduled for November 30, 2021.

Minutes Approved:

jrs

Linda Hamilton, Chairperson

Tony Scurto, Superintendent



LANE EDUCATION SERVICE DISTRICT

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www.lesd.k12.or.us

EQUITY

COMMITMENT

LEADERSHIP

COLLABORATION

INTEGRITY

LANE EDUCATION SERVICE DISTRICT

1200 Highway 99 North

Eugene, OR 94702

Office of the Superintendent

Tuesday • October 5, 2021

Minutes

LANE ESD BOARD OF DIRECTORS' MEETING

1. Regular Meeting To Order

Chair Linda Hamilton called the meeting to order at 6:04 p.m.

2. Welcome

Board Members present: Sherry Duerst-Higgins, Linda Hamilton, Leslie Harris, Nora Kent, Sydney Kissinger, Vanessa Truett and Rose Wilde.

Administrators present: Superintendent Tony Scurto, Assistant Superintendent Carlos Sequeira, Business Services Director Dave Standridge, recording secretary Julie Simmonds.

Advisors, Liaisons present: Mark Boren (Fern Ridge School District Board of Directors), Emilio Hernandez (Springfield Public Schools Board of Directors)

Guests: Ana Quintero-Arias (Title Programs Supervisor)

3. Land Acknowledgement

Director Rose Wilde read aloud a personal Land Acknowledgment in honor of upcoming Indigenous Peoples' Day.

Thank you for this opportunity to acknowledge the Kalapuya people. This is my personal Land Acknowledgement, with gratitude to poet Carter McKenzie for sharing her words. I offer this Land Acknowledgement as part of accepting my personal responsibility and stake in the impact of settler colonialism, which directly benefited my ancestors and myself, through the property and wealth built from the land we occupied and took from the original inhabitants. To acknowledge does not repair this harm but is a step toward accountability and healing.

I humbly acknowledge that I am a white woman occupying the traditional lands of the Kalapuya people. I humbly acknowledge that what I have called and loved as home for 45 years, as a peaceful place to raise my child, has been the traditional homeland of Native people for thousands of years. I am aware that I cannot know how many families the Kalapuya people raised here. I further recognize this land was stolen from the Kalapuya and other Native people by white settlers and politicians through false treaties and violence. I acknowledge the grievous harm done to all Indigenous people of Turtle Island, the land I call home—Oregon and North America—by attempted systemic erasure of their cultures and languages and their very lives through acts of bloodshed, war, and forced assimilation, including through the trauma and atrocities of the Indian Boarding Schools.

I acknowledge and celebrate Indigenous resilience despite and in defiance of these harms

committed by the first white settlers and politicians, and by the current threats to the land and water necessary to the Indigenous people, and to the survival of this Earth and all of her people. I commit myself to recognizing and supporting Indigenous resilience and leadership in defense of their rights and the rights of the land and water. As a board member, I commit myself to supporting the full participation and leadership of indigenous people in public education, and the teaching of indigenous knowledge, culture, and history, with the consent and leadership of Kalapuya and Oregon tribes and individuals. I commit myself to centering the voices of all the Indigenous people, including the Kalapuya, who nurtured and cultivated this valley for thousands of years. This valley that I love is fundamentally beautiful because of them, because of the wisdom of their traditional kinship with all beings living here, and their traditional cultivation of the land.

The Kalapuya people are still here, and they will always be here. Even as I grieve the barbarity of what has been done by white people to Indigenous people, I am deeply grateful to be learning how to see and feel the truths of the history of this place. I am grateful for a chance to disrupt the assumptions of my own colonized mind, and to heal my own patterns of thinking and seeing, so that I can be grounded in solidarity with the original people of this land, for justice and for health and for meaningful community.

4. Public Participation

There was no public participation.

5. Agenda Review

The agenda was reviewed.

6. Presentation: Migrant Education Program

Ana Quintero Arias, Title Programs Supervisor, presented on the Migrant Education Program at Lane ESD.

7. Action Items

7.A. Consent Agenda

The Lane ESD Board of Directors has agreed to implement a consent agenda. All items in the consent agenda are adopted by a single motion unless a member of the Board or the Superintendent requests that such item be removed from the consent agenda and acted upon separately.

Generally, consent agenda items are matters which members of the Board agree are routine in nature and should be acted upon in one motion to conserve time and to enable the Board to focus on the other matters on the agenda.

Back-up materials for consent agenda items are included in the agenda packet as needed. Minutes of this meeting will reflect action on each item.

If any board member wishes to withdraw any consent group item, it will be moved to the appropriate section of the agenda.

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the consent group as submitted and listed below.

1. Lane ESD Board Meeting Minutes of August 3, 2021

2. Lane ESD Board Meeting Minutes of September 14, 2021
3. Human Resource Report, dated October 1, 2021

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopt the consent agenda as presented. Director Kent seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES. (ESD Resolution #22-013).**

7.B. Accept Financial Report

Dave Standridge provided comments on the Financial Report, noting the reduced costs due to unprecedented vacancies.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD accept the September 2021 Financial Report as presented. Director Kissinger seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES. (ESD Resolution #22-014).**

7.C. Declare Budget Committee Vacancies

By law, the budget committee is charged with making recommendations concerning financial priorities. The budget committee will have the responsibility for reviewing the financial program of Lane ESD, reviewing the proposed ESD budget as presented by the superintendent and recommending an annual ESD budget in keeping with the provisions of applicable state laws.

Educational policy decisions, however, are the responsibility of the Board, not the budget committee. The committee does not have the authority to add programs or to approve additional personnel or increase salaries. While the committee may, in effect, delete programs because of a fund decrease in arriving at a levy figure, the committee is charged primarily with a fiscal evaluation of programs. The committee may, alternatively, recommend an amount that changes the proposed budget and may request the administration make such changes in accordance with priorities set by the Board.

The budget committee consists of the elected Board members and eight members appointed by the Board from component school district boards or designees of component district Boards. The members appointed by the Board shall consist of five members selected by ESD zone and three members selected at large. To be eligible for appointment, the appointive member must:

1. Live and be registered to vote within the ESD and, if a zone representative, must live within the appropriate zone;
2. Not be an officer, agent or employee of the ESD. No budget committee member may receive any type of compensation from the ESD. Reimbursement of budget committee expenses shall be in accordance with Board policy and administrative rule BHD/BHD-AR.

In its August meeting the Board will identify vacant budget committee positions which must be filled by appointment of the Board. The Board will announce the vacancies and receive recommendations of interested members of component school district Boards or designees of component district boards. Candidates for vacant positions must reside in the vacated zone. At-large vacant positions will be filled from among members of component school district Boards or designees of component district boards.

The appointive budget committee members will be appointed for three-year terms in the September meeting. The terms will be staggered so that approximately one-third of the appointive members' terms end each year. The Board may appoint budget committee members to as many consecutive terms as deemed appropriate. If any appointive member is unable to complete the term for which he/she was appointed, the Board will announce the vacancy at the first regular Board meeting following the committee member's resignation or removal. An appointment to fill the position for its unexpired term will be made at the next regular Board meeting.

The following Budget Committee member terms expired June 30, 2021:

- Position 2: Judy Newman (Eugene School District Board)
- Position 3: Emilio Hernandez (Springfield Public School District Board)
- Position 4: Dwight Coon (Blachly School District Board)

In addition, Jim Torrey, serving in Position 1, expiring June 30, 2023 (Eugene School District Board), is no longer seated on the Eugene School District Board. [Board Policy DBEA](#) states "The budget committee consists of the elected Board members and eight members appointed by the Board from component school district boards or designees of component district Boards."

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD declare the following Budget Committee positions vacant:

- Position 1: Jim Torrey (Eugene School District Board)
- Position 2: Judy Newman (Eugene School District Board)
- Position 3: Emilio Hernandez (Springfield Public School District Board)
- Position 4: Dwight Coon (Blachly School District Board)

Director Truett seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES. (ESD Resolution #22-015).**

7.D. Approve Memorandum of Understanding with LCEA - Vaccine Mandates

The LANE EDUCATION SERVICE DISTRICT Board of Directors (hereinafter referred to as "District") and LANE COUNTY EDUCATION ASSOCIATION (hereinafter referred to as "Association") hereby agree to the following in relationship to implementation of vaccine mandate for teachers and school personnel during the 2021-22 fiscal year:

1. Effective August 19, 2021 employees will be provided paid time off staff to obtain COVID 19 vaccination.
 - a. Time off for obtaining COVID 19 vaccination must be scheduled at a time that does not interrupt classroom instruction and subject to supervisor approval.
 - b. When necessary to avoid program disruption, supervisors may authorize additional work time for the purpose of obtaining vaccination.
2. In the event that an employee has gotten at least the first vaccination by the October

18th deadline, and is awaiting a scheduled second vaccine dose, or has received the second vaccination but has not achieved full vaccination status, the employee will be placed on temporary unpaid leave until such time as they have achieved full vaccination status but no later than December 3rd. If permitted under the rule employees may access applicable paid leave before moving to unpaid leave status.

3. Employees who have not provided proof of full vaccination or received approval for a vaccine exception, or received their first vaccination as described in paragraph 2, will be placed on unpaid leave effective October 19, 2021.

4. The ESD will establish a COVID19 leave pool with 2,500 hours for the 2021-2022 fiscal year. Such hours can be used for the following purposes: an employee's adverse reaction to first or second COVID 19 vaccination; illness due to COVID19, the requirement to quarantine due to COVID19 exposure; awaiting test results due to COVID19 symptoms; the need to care for a family member in the immediate household with COVID19, in quarantine or awaiting test results and who is unable to care for themselves.

a. To access the pool the employee must have first used 5 days of from their own sick leave for COVID related absences or have exhausted their sick leave; access to the pool will be coordinated with Worker's Compensation benefits, PERS disability benefits and short or long term disability benefits.

b. Except as provided in 4.f., the maximum that an individual employee may draw from the pool is 10 days.

c. Employees are not required to repay the COVID19 leave pool.

d. Employees must provide a written request to access the COVID19 leave pool along with associated documentation (e.g. vaccination dates, instruction to quarantine, confirmation of COVID19 illness). The request may be made at any time during the year that the employee has used 5 days of from their own sick leave for COVID related absences or has exhausted their sick leave resulting in unpaid leave status.

e. Employees may submit a request access to the pool for COVID related absences not specifically anticipated above for consideration.

f. To minimize employee leave without pay, hours remaining in the pool will be allocated to employees who have applied to the pool and continue to have unpaid leave even after accessing the pool.

g. All requests to access the pool must be made by within 30 days of the employees last working day of the 2021-22 fiscal year.

5. In the event that an employee is directed to quarantine in a manner not consistent with the OHA/ODE or Lane County Public Health guidance, such leave will not be charged against the employee's paid leave.

6. Employees with vaccine exceptions who are assigned remote work as a method to mitigate risk and maintain safety in the workplace, will be provided 30 day notice of placement on unpaid leave in the event that the District no longer has a remote work assignment and safety considerations continue to prevent an in person assignment.

7. LCEA and the ESD agree to confer in June 2022 regarding conditions that might warrant extension of this agreement including a replenishment of the pool up to 2,500 hours or

modifications based on implementation of this agreement.

EXCEPT as modified in this Memorandum of Understanding, the 2019-23 Collective Bargaining Agreement shall remain in full force and effect.

DIRECTOR MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approve the Vaccine Mandate Memorandum of Understanding with LCEA as presented. Director seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES. (ESD Resolution #22-016).**

7.E. Approve Memorandum of Understanding with LCEA - Reassignment Bonuses

The LANE EDUCATION SERVICE DISTRICT Board of Directors (hereinafter referred to as "District") and LANE COUNTY EDUCATION ASSOCIATION (hereinafter referred to as "Association") hereby agree that the District is facing unprecedented challenges in organizing and operating K-12 Life Skills classrooms during the pandemic. The District has develop a staffing plan to provide a consistent level of services to students and greater predictability of IA assignments in responding to shifts in student and staff attendance which are affected by illness and quarantine. The Life Skills staffing plan necessitates the reassignment of classroom IA's assigned to local k-12 districts one day each week to an alternative assignment. The Association and the District agree that the District retains the right to assign staff and intends to acknowledge the extraordinary flexibility and commitment to students required in reporting routinely to alternate classroom locations. IA's who are reassigned to a classroom assignment in a different school building will receive a monetary bonus as described below:

1. A bonus of \$16.50 will be allocated for each day an IA reports to an alternate classroom location in a building other than the one where they are regularly assigned.
2. The bonus will be allocated whether the alternate assignment is planned or unplanned.
3. IAs will note their alternate assignment location on their timesheet.
4. Bonuses will be calculated based on timesheets and included in monthly payroll.
5. Bonuses will begin effective October 4, 2021 through the end of the 2021-22 school year so long as reassignments are needed for classroom operations.
6. No bonus will be applied on days an IA is on leave.

EXCEPT as modified in this Memorandum of Understanding, the 2019-23 Collective Bargaining Agreement shall remain in full force and effect.

DIRECTOR MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approve the Reassignment Bonuses Memorandum of Understanding with LCEA as presented. Director seconded and the **MOTION CARRIED WITH DIRECTORS DUERST- HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES. (ESD Resolution #22-017).**

7.F. Approve Memorandum of Understanding with LCEA - Recruitment Bonuses

The LANE EDUCATION SERVICE DISTRICT Board of Directors (hereinafter referred to as "District") and LANE COUNTY EDUCATION ASSOCIATION (hereinafter referred to as "Association") hereby agree that the District is facing unprecedented challenges in recruiting and hiring staff for vacant positions. The District and the Association agree that coordinated efforts involving employees actively sharing information about vacancies and encouraging individuals to apply for vacant positions is valuable to the District's recruitment efforts and valuable to the Association members who are impacted by staffing shortages. To this end the follow recruitment/referral bonus will be implemented effective October 1, 2021 thru June 2023.

1. A current employee who has referred a successful applicant will receive a \$200 bonus when the applicant successful completes 3 months of employment. The employee will receive another \$300 if the applicant successfully completes 9 month months of employment and is being recommended for continued employment.
2. Referred applicants who are hired and successfully complete 9 months of employment and are being recommended for continued employment will receive \$500 at the end of that 9 month period.
3. Bonuses will be included in payroll in the month following the 3 or 9 month period.
4. The use of recruitment bonuses will be evaluated in April 2023 to determine effectiveness, and if the program should be continued or modified.

EXCEPT as modified in this Memorandum of Understanding, the 2019-23 Collective Bargaining Agreement shall remain in full force and effect.

DIRECTOR HARRIS MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approve the Recruitment Bonuses Memorandum of Understanding with LCEA as presented. Director Wilde seconded and the **MOTION CARRIED WITH DIRECTORS DUERST- HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES. (ESD Resolution #22-018).**

7.G. Approve Superintendent Evaluation Process

The Board of Directors of Lane ESD reviewed the Evaluation Process for the Superintendent for the 2020-21 year at its September meeting. The Board consensus is to continue with the same evaluation tool for 2020-21 as was used in 2019-20, the old version of the OSBA Superintendent Evaluation tool. The Board will act to use the OSBA Superintendent Evaluation Workbook Version 1, and subsequently identify a timeline and groups to survey for feedback on the Superintendent's performance.

Superintendent Scurto provided input on the targeted groups for the gathering of evaluation data. The Board will survey community partners this year.

DIRECTOR KENT MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD approve using the old version of the OSBA Superintendent Evaluation Tool. Director Wilde seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES. (ESD Resolution #22-019).**

7.H. Nominate OAESD Legislative Committee Member

Every two years, OAESD forms a Legislative Committee for the upcoming long (odd year)

session to study and address proposed or current legislation affecting the members, purpose, mission, or organization of OAESD. The OAESD Governance Council is asking for nominations for the 16 members of this Committee for the 2021 Legislative Session.

In accordance with the OAESD bylaws, the Committee is comprised of up to eight each of board member representatives and superintendent representatives including the Officers Council. The Officer Council representatives for the 2021 Legislative Session are as follows:

1. Mark Redmond, Superintendent, Malheur ESD (President)
2. Rose Wilde, Board Member, Lane ESD (Past Chair)
3. Paul Andrews, Superintendent, High Desert ESD (President-elect); Legislative Committee Chair
4. Kelly Bissinger, Board Member, Intermountain ESD, (Chair-elect)
5. Tenneal Wetherell, Superintendent, South Coast ESD (Past-President)
6. Bob Moore, High Desert ESD (Past-Chair)

The Governance Council is requesting nominations by ESD Board or Self for the remaining 5 Board Positions and the remaining 5 Superintendent Positions. Nominations for Board representatives should be submitted no later than October 16, 2020.

The time requirement for the Committee work is generally 2-3 hours per month beginning in December through the end of the session the first week of July in 2021.

Superintendent Scurto recommended the Board not nominate a member for the Committee to allow for other ESDs to have representation. Director Wilde already serves by nature of her position on the Governance Council.

The Board took no action on this agenda item.

7.I. Adopt 2022-23 Budget Calendar

The Board will annually adopt a budget calendar which identifies dates and deadlines required for the legal presentation and adoption of the budget.

The superintendent will prepare and recommend a proposed calendar for Board approval. The calendar will identify dates and activities to include those needed to comply with state law.

DIRECTOR WILDE MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD adopts the 2022-23 Budget Calendar, as presented. Director Truett seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES. (ESD Resolution #22-020).**

7.J. Declaration of Indigenous Peoples Day 2021

Chair Hamilton read the Declaration of Indigenous Peoples Day 2021 aloud:

Whereas Christopher Columbus, a man who is known to have “discovered” the Americas, came upon land that was already inhabited by Indigenous People, his historically cited contributions being either inaccurate or facially not worthy of celebrating; and

Whereas Columbus’ voyage to the Americas opened the door to heinous crimes against

humanity, including but not limited to the introduction of transatlantic slavery and genocidal acts against Indigenous People; and

Whereas the Indigenous People were promised security and protection but instead were forcibly relocated and their land seized to allow for settlements; and

Whereas the State of Oregon recognizes and acknowledges the traditional homelands of Oregon's nine federally recognized tribal nations; and

Whereas the State of Oregon recognizes and acknowledges the significant contributions to this state of Oregon's nine federally recognized tribal nations, as well as those of many Native Americans from tribal nations across the country, and commits to ensuring greater access and opportunity for continued contribution by Indigenous People; and

Whereas the State of Oregon has the opportunity and means to cultivate a community that honors and respects the diverse history of this land; and

Whereas the State of Oregon does not formally recognize Columbus Day; and

Whereas it is appropriate to recognize the original inhabitants of the Americas: Indigenous People; and

Whereas the idea of Indigenous Peoples' Day was first proposed in 1977 by a delegation of Native Nations to the United Nations; and

Whereas the State of Oregon, adopted this Act in May 2021 and became the 11th state in the United States to formally recognize Indigenous Peoples' Day; now, therefore,

The Board of Directors of Lane Education Service District resolves to observe the second Monday in October of each year as Indigenous Peoples' Day.

DIRECTOR TRUETT MOVED: BE IT RESOLVED that the Board of Directors of Lane ESD declares the second Monday in October 2021 as Indigenous Peoples' Day. Director Kissinger seconded and the **MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT and WILDE VOTING YES.** (ESD Resolution #22-021).

8. Discussion/Reports

8.A. Legislative Update

There was no legislative update.

8.B. Superintendent Report

Life skills Staffing and Classroom Scheduling

Due to a critical staffing shortage in the K-12 Life Skills Program, classrooms have been moved to a four-day in-person week. Each classroom is operating with a different day of asynchronous instruction. On the fifth day, staff are assigned to a different classroom. This decision is made in order to maintain stability and classroom safety.

Transitions Classrooms

The Transitions classrooms, serving students age 18-21, are operating in a three-day program, with two days of asynchronous instruction.

Lane School

Staffing shortages not as much of an impact and this program is running as it should.

Vaccination Mandate

Some staffing shortages can be attributed to the vaccination mandate. Currently, every staff has provided proof of vaccination or applied for an exception due to medical or religious reasons. Staff who are not yet fully vaccinated but intend to be, will be on unpaid status until they are fully vaccinated. Staff who have exemptions are serving in remote classrooms.

OAESD Superintendent Retreat

Superintendent Scurto and Assistant Superintendent Sequeira just returned from the OAESD Superintendent Retreat in Bend today. Superintendent Scurto and Assistant Superintendent Sequeira provided a presentation highlighting the Migrant Education Program. Superintendent Scurto discussed the information that was shared that ODE is moving toward merging planning and reporting for districts.

8.C. Grant Reports

The Board discussed the process of learning about a potential grant, applying the equity lens in decision making around grants, and approving the application or receipt of funds via grants or otherwise.

The Board recommends revising Policy DD. The Board would like agency Leadership to provide a process that includes the Equity Lens, and to provide the Board with information on grants being sought.

8.D. EWEB Property Disposal

The EWEB building, which served as its headquarters, has been identified for disposal. There is a sincere attempt on the part of the EWEB board to find a solution for disposal that would serve the community.

When Lane ESD conducted its Career Technical Education Feasibility Study, the study mentioned an eventual central location for students to attend programs of study. Lane ESD leadership and staff toured the EWEB campus recently, and it appears to be ideal for a student center. The technological infrastructure is exciting in that it can hold the technology needed for our agency and districts, as well as provide for the needs of student learning.

Lane ESD has submitted a letter of interest. The Board expressed emphatic support in Lane ESD continuing in the process of developing programs at the site.

8.E. First Read: Policy Updates

Superintendent Scurto discussed removing barriers to salary advancement due to educational attainment for staff.

GCBAB: Salary Advancement

Education credits shall be granted only for work done at an accredited institution of higher learning. Education credits shall be granted only for graduate credits earned subsequent to receipt of the baccalaureate or master's degree unless there is a waiver by the superintendent. Education credits shall be granted only for academic work relevant to the employee's

responsibilities. The relevance to program must be established by the service area director and approved in advance.

JGA: Corporal Punishment

The revisions and proposed language included in this issue result from the changes made to the definitions and practices for the use of restraint and seclusion in schools. The prohibition of the use of corporal punishment is found in ORS 339.250.

The Board will vote to approve at its November meeting.

8.F. Strategic Planning

The facilitators would like to collect feedback from members of the Board to aid in planning for subsequent sessions. The Board expressed appreciation of the facilitator style, the content and key concepts. The next session is scheduled for October 12, 2021.

8.G. Community Advisor

The Board discussed strategies for recruiting a Community Advisor. The Board may recruit one or more advisors from the community. The Board seeks advisors from different community perspectives, including the social services sector, equity and diversity, workforce, higher education or early childhood education. The Board will recruit based on identified need for perspective. In the event that the Board seeks a community advisor, the Board will prepare an invitation to apply for advisory position. The Board will review applications and select candidates for interview. Selection will be made by Board vote. The term of Community Advisor is two years, renewable based on the identified needs of the Board. The Community Advisor will bring an independent consumer voice, understand and communicate the community perspective, advocate for the community and share Lane ESD information with the community. The Community Advisor can represent Student Voice.

The Community Advisor is not a member of the Board. The Community Advisor is invited to all Board meetings and work sessions. The Community Advisor is expected to attend meetings on a regular basis. The Community Advisor will receive a Board Meeting Agenda packet. The Community Advisor is eligible for mileage reimbursement through Lane ESD.

The Board suggested recruiting former Board Member Erin Zygaitis and possibly a student from a similar group that the Board heard from once before from the Lane School Student Council. Director Wilde agreed to reach out to Ms. Zygaitis.

9. Information from Administrative Staff

The directors of Human Resources and Title Programs, Special Education, Business Services, Technology and [School Improvement](#) have submitted written reports to the Board on matters of interest concerning his/her area of responsibility.

10. Board Member Reports and Comments/Agenda Planning

10.A. Agenda Planning

Board members are invited to send agenda items to be considered for the next board meeting. Please call or email to the Board Chair or Superintendent.

10.B. Board Member Reports

Lacey Risdal joined in lieu of Board Advisor Mike Anderson. Ms. Risdal appreciated the discussion on recruiting staff and was pleased with Lane ESD's creativity.

11. Announcements/Correspondence

11.A. Acknowledgements and Recognition

11.B. Kudos

Director Wilde expressed kudos to Chair Hamilton for the amount of time she is giving in her role on the Board.

11.C. Announcements

11.C.1. **Lane ESD Board Member Activities and Opportunities**

- NSBA 2021 Pacific Region Winter Meeting, October 8-10, 2021
- OSBA Fall Regional Listening Sessions, October 2021
- OSBA Board Meeting, November 12-13, 2021
- American Education Week, November 15-19, 2021
- OSBA Board Meeting, December 3-4, 2021

11.C.2. **Component District Board Meeting Dates**

Component district board meeting dates were provided in the agenda packet as an attachment.

12. Adjournment

The meeting was adjourned at 8:17 p.m.

- The next regular meeting is scheduled to be held Tuesday, November 2, 2021, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.

Minutes Approved:

jrs

Linda Hamilton, Chairperson

Tony Scurto, Superintendent

HUMAN RESOURCES REPORT TO LANE ESD BOARD

December 1, 2021

LICENSED STAFF (Action)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>	Bolden, Chemika	Specialist, Teacher Pathways Program	12/15/2021	
	Klein, Kate	Specialist, Continuous Improvement De	11/15/2021	
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>				
<i>Change of Status</i>				

CLASSIFIED STAFF (Information)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>	Anderson, Sisy	Projects Assistant, Connected Lane Cou	12/28/2021	
	Brassfield, Harley	Instructional Assistant, Life Skills	11/2/2021	
	Knapp, Tyler	Instructional Assistant, Life Skills	12/15/2021	
	Miller, Sally	Instructional Assistant, Life Skills	12/15/2021	
	Sermak, Rosalie	Instructional Assistant, Life Skills	12/1/2021	
	Todd, Beth	Instructional Assistant, Life Skills	12/15/2021	
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>	Heikes, Lyndsay	Instructional Assistant, Life Skills	12/17/2021	Resignation
	McKeever, Nickolas	Instructional Assistant, Life Skills	11/16/2021	Resignation
	O'Connell, Marlika	Instructional Assistant, Life Skills	11/22/2021	Termination
	Ott, Linda Jo	Instructional Assistant, Life Skills	12/17/2021	Retirement
<i>Change of Status</i>				

VACANCY NOTICES (Information)

Posting #	Position	Closing Date	Notes
300	Instructional Assistant, Life Skills	Until filled	In process
352	Community Engagement, MEP (Douglas County)	11/19/2021	In process
378	Early Childhood Parent Educator	10/29/2021	In process
414	MEP Program Assistant/Records Management	11/15/2021	In process
440	Sign Language Interpreter	11/15/2021	In process
441	Coordinator, Driver Education Initiative	Until filled	In process
469	Instructional Assistant, Life Skills	Until filled	In process
472	Instructional Assistant, Life Skills	Until filled	Position filled
473	Instructional Assistant, Life Skills	Until filled	Position filled
474	Instructional Assistant, Life Skills	Until filled	Position filled
475	Instructional Assistant, Life Skills	Until filled	In process
476	Instructional Assistant, Life Skills	Until filled	In process
478	Instructional Assistant, Life Skills	Until filled	In process
484	Instructional Assistant, Life Skills	Until filled	In process
485	Specialist, Science	10/29/2021	In process
486	Instructional Assistant, Life Skills	Until filled	In process
487	Specialist, Teacher Pathways Program	10/15/2021	Position filled
490	Projects Assistant, Connected Lane County	11/14/2021	Position filled
493	Instructional Assistant, Life Skills	Until filled	In process

VACANCY NOTICES (Information continued)

Posting #	Position	Closing Date	Notes
494	Instructional Assistant, Life Skills	Until filled	In process
495	Instructional Assistant, Life Skills	Until filled	In process
496	Instructional Assistant, Life Skills	Until filled	In process
497	Teacher, Life Skills	11/15/2021	In process
500	Specialist, Continuous Improvement Design and Imj	10/29/2021	Position filled
501	Instructional Assistant, Life Skills	Until filled	Position filled
502	Instructional Assistant, Life Skills	Until filled	In process
503	Instructional Assistant, Life Skills	Until filled	In process
504	Instructional Assistant, Life Skills	Until filled	In process
505	Instructional Assistant, Life Skills	Until filled	In process
506	Instructional Assistant, Life Skills	Until filled	In process
507	Instructional Assistant, Life Skills	Until filled	In process
508	Instructional Assistant, Life Skills	Until filled	In process
512	Instructional Assistant, Life Skills	Until filled	In process
513	Instructional Assistant, Life Skills	Until filled	In process
516	Instructional Assistant, At-Large	Until filled	In process
517	Instructional Assistant, At-Large	11/15/2021	In process
521	Instructional Assistant, Life Skills	Until filled	In process
523	Instructional Assistant, Life Skills	Until filled	In process
524	Teacher, Life Skills	11/15/2021	In process
529	HR Specialist	11/8/2021	In process
531	Network Administrator	11/12/2021	In process
536	Custodian - Westmoreland Campus	12/2/2021	In process

Lane Education Service District
2021-22 General Fund Financial Summary
 November 30, 2021

Budget	Actual: Jul-Nov	Projected: Dec-Jun	Projected Total	Projected vs Budget \$ %
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Resources

State School Fund	14,248,500	7,302,173	7,207,759	14,509,932	261,432	1.8%
Property Tax & Timber	8,100,500	5,424,182	2,684,027	8,108,209	7,709	0.1%
Services to Districts	1,158,400	-	961,816	961,816	(196,584)	-17.0%
Other Local Revenue	318,000	377,158	51,244	428,402	110,402	34.7% (1)
Indirect from Grants	330,000	43,619	286,381	330,000	-	0.0%
Total Revenues	24,155,400	13,147,132	11,191,227	24,338,359	182,959	0.8%
Beginning Fund Balance: Unreserved	3,087,000	3,247,000	-	3,247,000	160,000	5.2%
Beginning Fund Balance: District Reserves	718,000	863,577	-	863,577	145,577	20.3%
Total Resources	27,960,400	17,257,709	11,191,227	28,448,936	488,536	1.7%

Requirements

Salaries	8,306,689	2,349,941	5,444,040	7,793,981	(512,708)	-6.2% (2)
Benefits	5,703,455	1,563,078	3,790,461	5,353,539	(349,916)	-6.1% (2)
Services	2,770,007	901,115	2,067,259	2,968,374	198,367	7.2% (3)
Supplies	278,402	139,145	126,910	266,055	(12,347)	-4.4%
Other	167,400	196,067	5,600	201,667	34,267	20.5%
Interfund Transfers	387,200	357,200	30,000	387,200	-	0.0%
Transit Cash to Districts	6,745,364	-	6,659,502	6,659,502	(85,862)	-1.3%
Total Expenditures	24,358,517	5,506,546	18,123,773	23,630,319	(728,198)	-3.0%
Ending Fund Balance: Unreserved	2,521,119	-	-	3,577,064	1,055,945	41.9%
Ending Fund Balance: District Reserves	1,080,764	-	-	1,241,553	160,789	14.9%
Total Requirements	27,960,400	5,506,546	18,123,773	28,448,936	488,536	1.7%

Change in Unreserved Fund Balance	(565,881)	330,064
Unreserved Ending Fund Balance	10.4%	14.7%

(1) Includes an unexpected refund of prior year OT/PT expenses and a larger than anticipated workers comp insurance refund.

(2) Position vacancies.

(3) Contracting for School Psychologist services due to staff vacancies and contracting for Nurse Services for some component districts.



December 7, 2021

SUPERINTENDENT EVALUATION

Summary of Superintendent Tony Scurto's Annual Evaluation by the Education Service District Board

The seven board of directors of the Lane ESD has completed the annual evaluation of Superintendent Tony Scurto for 2021. All board members have served on the board for at least one full year and have been able to observe and be a part of the successes achieved so far this year.

All board members and community agency leaders were surveyed. Superintendent Scurto provided the Board with a self-evaluation to the Board for consideration in the development of his evaluation.

The Board's evaluation focused on: 1) professional standards and 2) the goals for the organization set previously by the board and developed by Superintendent Scurto in the Fall of 2020.

When reviewing performance based on the professional standards, the Board determined that Superintendent Scurto's performance was effective or accomplished in the areas of visionary leadership, policy and governance, communications and community relations, effective management, resource management, labor relations, organizational and resource management, ethical leadership, and labor relations.

The board determined that Superintendent Scurto is effective and/or accomplished in attaining the goals set by the board and superintendent in Fall of 2020 to support reopening school efforts. He was rated as effective and accomplished in completing the Leadership team reconfiguration and in the implementation of the Student Success Act Comprehensive Support Plan. The Board rated Superintendent Scurto as accomplished in conducting Vision, Mission and Strategic Planning for Lane ESD.

Community partners rated Superintendent Scurto favorably over all Performance Standards. One superintendent remarked, "Tony has been very inclusive in the development of Lane ESD's strategic Plan".

The Board praises Superintendent Scurto for spectacular performance. The Board appreciates Superintendent Scurto's approach and ability to extend the culture of serving the districts. Superintendent Scurto brings a calming influence to the organization. When looking at the relationships with the peers and constituents, the Board sees that Superintendent Scurto and his peers are positively engaged. The agency is fortunate to have Superintendent Scurto at the lead.

The Board will be working with Superintendent Scurto over the next several months to finalize the Strategic Planning process and renew or develop goals for the organization. The Board looks forward to working together to further Lane ESD's success.



LANE EDUCATION SERVICE DISTRICT

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Eugene, OR 97402

541.461.8200
541.461.8298 [Fax]

www.lesd.k12.or.us

EQUITY COMMITMENT LEADERSHIP COLLABORATION INTEGRITY

2022-23

Addendum to 2018-21 Employment Contract
For Lane ESD Superintendent Tony Scurto

WHEREAS, on December 7, 2021, the Board of Directors for Lane Education Service District moved to enter into an Addendum amending certain provisions of the CONTRACT and otherwise agreed that the CONTRACT shall continue in full force and effect.

Now, THEREFORE, effective July 1, 2022, The Board of Directors of Lane Education Service District and Tony Scurto, agree to the following:

Compensation

Salary: The superintendent may receive a salary increase each year, effective July 1, in an amount to be determined mutually by the Superintendent and the Board. The Superintendent's annual salary adjustments shall be coordinated with his or her annual evaluation. The adjusted salary shall not be less than the salary for the previous year. All adjustments shall be in the form of an amendment and shall become part of the original CONTRACT. The Superintendent may elect, in lieu of a salary increase, to increase contribution to the district provided Tax Sheltered Annuity in an equivalent amount.

For the 2022-23 Fiscal Year, the District shall pay the Superintendent a salary of \$162,458, plus a cost of living increase that's equal to the negotiated increase that the Lane County Education Association members receive for fiscal year 2022-23. The salary will be payable in equal monthly installments. The Superintendent's compensation is based on a 260-day work year.

Tax Sheltered Annuity: The District will contribute to or on behalf of the Superintendent \$8,500 annually as a tax sheltered annuity. The district will contribute to the Superintendent's Tax Sheltered Annuity in regular, monthly installments of \$708.33, for the duration of the contract. In addition, the District will pay the Superintendent's contribution to the State of Oregon Public Employee Retirement System.

Insurance Cap: The monthly insurance cap for 2022-23 will increase by the average percentage increase that's equivalent to the negotiated amount that the Lane County Education Association members agree upon for fiscal year 2022-23.

Cell Phone Stipend: Beginning July 1, 2022, the District will may pay a cell phone stipend in the amount of \$40 per month, if appropriate.

Remaining Contract Terms: All other terms of the FIRST CONTRACT shall remain in full force and effect.

Dated: December 7, 2021

Tony Scurto
Superintendent

Linda Hamilton
Board Chair

OSBA Model ESD Sample Policy

Code: AC
Adopted:

Nondiscrimination

The ESD prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race¹, color, religion, sex, sexual orientation², gender identity, national or ethnic origin, mental or physical disability, pregnancy, familial status, economic status, veterans' status, marital status or age, or because of the perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, mental or physical disability, pregnancy, familial status, economic status, veterans' status, marital status or age of any other persons with whom the individual associates.

The ESD prohibits discrimination and harassment in, but not limited to, employment, assignment and promotion of personnel; educational opportunities and services offered students; student discipline; location and use of facilities; educational offerings and materials; and accommodating the public at public meetings.

The Board encourages staff to improve human relations within the ESD, to respect all individuals and to establish channels through which patrons can communicate their concerns to the administration and the Board.

The superintendent shall appoint individuals at the ESD to contact on issues concerning the Americans with Disabilities Act ~~of 1990~~ and the Americans with Disabilities Act Amendments Act ~~of 2008~~ (ADA), Section 504 of the Rehabilitation Act ~~of 1973~~, Title VI, Title VII, Title IX and other civil rights or discrimination issues, and notify students, parents, and staff with their names, office addresses, and phone numbers. The ESD will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public, and such procedures will be available at the ESD administrative office and available on the home page of the ESD website.

The ESD prohibits retaliation and discrimination against an individual who has opposed any discrimination act or practice; because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing; and further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising the rights guaranteed under state and federal law.

END OF POLICY

¹ Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

~~“Sexual orientation” means an individual’s actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual’s gender identity, appearance, expression or behavior differs from that traditionally associated with the individual’s sex at birth.~~

Legal Reference(s):

ORS 174.100	ORS 659A.003	ORS 659A.309
ORS 192.630	ORS 659A.006	ORS 659A.321
ORS 326.051(1)(e)	ORS 659A.009	ORS 659A.409
ORS 659.805	ORS 659A.029	OAR 581-002-0001 – 002-0005
ORS 659.815	ORS 659A.030	OAR 581-021-0046
ORS 659.850 – 659.860	ORS 659A.040	OAR 581-021-0047
ORS 659.865	ORS 659A.103 – 659A.145	OAR 581-022-2310
ORS 659.870	ORS 659A.230 – 659A.233	OAR 581-022-2370
ORS 659A.001	ORS 659A.236	OAR 839-003

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (~~2012~~2018); 28 C.F.R. §§ 42.101-42.106 (~~2018~~2019).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (~~2012~~2018); 29 C.F.R. § 1601 (~~2018~~2019).

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (~~2012~~2018).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (~~2012~~2018); 29 C.F.R. Part 1626 (~~2018~~2019).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (~~2012~~2018).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (~~2012~~2018); 34 C.F.R. Part 104 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705 (~~2012~~2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (~~2018~~2020).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (2012); 29 C.F.R. Part 1630 (~~2018~~2019); 28 C.F.R. Part 35 (~~2018~~2019).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (~~2012~~2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (~~2012~~2018).

Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (~~2012~~2018); 29 C.F.R. Part 1635 (2019).

House Bill 2935 (2021).

House Bill 3041 (2021).

OSBA Model ESD Sample Policy

Code: BBF
Adopted:

Board Member Standards of Conduct

Individual Board members and the Board as a public entity must comply with ethics laws for public officials.

Board members will treat other Board members, the superintendent, staff and the public with dignity and courtesy and will provide an opportunity for all parties to be heard with due respect for their opinions.

Board members will recognize the superintendent as the chief executive officer to whom the Board has delegated administrative authority to establish regulations and oversee the implementation of Board policy.

When a Board member expresses personal opinions in public, the Board member should clearly identify the opinions as personal.

A Board member will respect the privacy rights of individuals when dealing with confidential information gained through association with the ESD.

A Board member will keep information and documents discussed in executive session confidential.

A Board member will not post confidential information or documents about students, staff or ESD business online, including but not limited to, on social media.

Board members will treat fellow Board members, staff, students and the public with respect while posting online or to social media and will adhere to Oregon Public Meetings Laws, including when communicating with other Board members via websites or other electronic means.

A Board member is a mandatory reporter of child abuse. A Board member having reasonable cause to believe that any child with whom the Board member comes in contact with has suffered abuse or that any person with whom the Board member comes in contact with has abused a child shall immediately make an oral report by telephone or otherwise to the local Department of Human Services (DHS), to the designee of the department or to a local law enforcement within the county where the person making the report is located at the time of contact.

[This information is provided for convenience: **report child abuse to the Oregon Child Abuse Hotline by calling 1-855-503-SAFE (7233).**]

END OF POLICY

Legal Reference(s):

[ORS 162.015 - 162.035](#)
[ORS 162.405 - 162.425](#)
[ORS 192.610 - 192.710](#)
[ORS 244.040](#)

[ORS Chapter 244](#)
[ORS 334.095](#)
[ORS 334.100](#)
[ORS 419B.005](#)

[ORS 419B.010](#)
[ORS 419B.015](#)
House Bill 242 (2021)

OSBA Model ESD Sample Policy

Code: BDDH
Adopted:

Public Comment at Board Meetings

{House Bill 2560 (2021) goes into effect on January 1, 2022, and requires that ESDs provide the same opportunity for public comment to those attending virtually as is provided to those attending in person. We recommend that ESDs review current public comment practices and adopt policy language that meets the law and the desired ESD practice.}

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites ESD community members to attend Board meetings to become acquainted with the program and operation of the ESD. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the ESD at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

Procedures for Oral Public Comment

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows.
2. [A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will [sign in on the public comment sheet provided] [complete and submit the Intent to Speak card to the Board secretary] [submit their name electronically] [do so as directed] prior to the Board meeting.¹ A request to give public comment in-person or electronically does not guarantee time will be available.
3. A person speaking during the public comment portion of the meeting may [comment on a topic not on the published agenda] [may comment only on agenda items].
4. A person speaking during the public comment portion of the meeting should state their name[, whether they are a resident of the ESD,] and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.
5. A person giving public comment is limited to an established time limit of [three] minutes. Statements should be brief and concise. [The Board chair has discretion to waive time limits or extend the overall time allotted for public comment. Additional time will be allocated in a fair and

¹ When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

equitable manner.] [Time limits will be determined based on the number of commenters and the amount of time available for public comment.] If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board through the ESD office as directed.

6. Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. The Board will not respond to inquiries that are expected to be addressed during another designated portion of the agenda.]

[The Board will not hear public comment at Board work sessions.]

[Topics raised during the public comment portion may be considered for inclusion as agenda items at future Board meetings.]

Procedures for Written Comment

Members of the public may submit written comments or materials to the Board at any time at the ESD office, by mail or by email to [insert email address]. Materials or comments submitted at least [72 hours] in advance of a Board meeting will be provided to the Board before the Board meeting[, but will not be read at the Board meeting]. Written materials or comments submitted may not warrant action by the Board.

Comments Regarding Staff Members

A person speaking during the designated portion of the agenda for public comment may offer objective criticism of ESD operations and programs. The Board will not hear comments regarding any individual ESD staff member. The Board chair will direct the visitor to the [procedures in Board policy KL - Public Complaints] [published complaint procedures] for consideration of a legitimate complaint involving a staff member. [Any association contract governing the employee's rights will be followed.] A commendation involving a staff member should be sent to the superintendent[, who will forward it to the [employee, a supervisor and the Board]].

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 - 192.690](#)
[ORS 334.100](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).

Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).

Oregon House Bill 2560 (2021).

OSBA Model ESD Sample Policy

Code: GBA
Adopted:

Equal Employment Opportunity

Equal employment opportunity and treatment shall be practiced by the ESD regardless of race¹, color, national origin, religion, sex, sexual orientation², gender identity, age, marital status, pregnancy, childbirth or a related medical condition³, veterans' status⁴, service in uniformed service, familial status, genetic information, an individual's juvenile record that has been expunged, and disability⁵ if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

The superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act ~~of 1990~~ and the Americans with Disabilities Act Amendments Act ~~of 2008~~ (ADA), and Section 504 of the Rehabilitation Act. The superintendent will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments ~~of 1972~~. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address and telephone number of the Title IX coordinator will be provided to all students and employees.

[The superintendent may develop other specific recruiting, interviewing and evaluation procedures as are necessary to implement this policy.]

END OF POLICY

Legal Reference(s):

¹ Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

² ~~“Sexual orientation” means an individual’s actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual’s gender identity, appearance, expression or behavior differs from that traditionally associated with in the individual’s sex at birth.~~

³ This unlawful employment practice related to pregnancy, childbirth or a related medical condition as described in House Bill 2341 (2019) (added to ORS 659A) applies to employers who employ six or more persons.

⁴ The ESD grants a preference in hiring and promotion to veterans and disabled veterans. A veteran is eligible to use the preference any time when applying for a position at any time after discharge or release from service in the Armed Forces of the United States.

⁵ This unlawful employment practice related to disability as described in ORS 659A.112 applies to employers who employ six or more persons (ORS 659A.106).

[ORS 174.100](#)
[ORS 243.317 – 243.323](#)
[ORS 326.051](#)
[ORS 334.125\(5\)](#)
[ORS 342.934](#)
[ORS 408.225](#)
[ORS 408.230](#)
[ORS 408.235](#)
[ORS 659.805](#)
[ORS 659.850](#)
~~[ORS 659.870](#)~~
[ORS 659A.003](#)
[ORS 659A.006](#)

[ORS 659A.009](#)
[ORS 659A.029](#)
[ORS 659A.030](#)
[ORS 659A.040 - 659A.052](#)
[ORS 659A.082](#)
[ORS 659A.109](#)
[ORS 659A.112](#)
[ORS 659A.147](#)
[ORS 659A.233](#)
[ORS 659A.236](#)
[ORS 659A.309](#)
[ORS 659A.321](#)
[ORS 659A.409](#)

[ORS 659A.820](#)
[OAR 581-021-0045](#)
[OAR 581-024-0245](#)
[OAR 839-003-0000](#)
[OAR 839-003-0000](#)
[OAR 839-006-0435](#)
[OAR 839-006-0440](#)
[OAR 839-006-0450](#)
[OAR 839-006-0455](#)
[OAR 839-006-0460](#)
[OAR 839-006-0465](#)
House Bill 2935 (2021)
House Bill 3041 (2021)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (~~2012~~2018).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e. et. seq. (~~2012~~2018).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2018); 29 C.F.R Part 1626 (2019).

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (~~2012~~2018).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (2018); 34 C.F.R. Part 104 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (~~2019~~2020).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (~~2012~~2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (~~2012~~2018).

The Vietnam Era Veterans’ Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).

Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (~~2012~~2018).

Chevron USA Inc. v. Echazabal, 536 U.S. 736 (2002).

Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. §§ 4301-4303 (2018).

House Bill 2935 (2021)
House Bill 3041 (2021)

OSBA Model ESD Sample Policy

Code: GBEA
Adopted:

Workplace Harassment *

Workplace harassment is prohibited and shall not be tolerated. This includes workplace harassment that occurs between ESD employees or between an ESD employee and the ESD in the workplace or at a work-related event that is off ESD premises and coordinated by or through the ESD, or between an ESD and an ESD employee off ESD premises. Elected school board members, volunteers and interns are subject to this policy.

Any ESD employee who believes they have been a victim of workplace harassment may file a report with the ESD employee designated in the administrative regulation GBEA-AR - Workplace Harassment Reporting and Procedure, may file a report through the Bureau of Labor and Industries' (BOLI) complaint resolution process or under any other available law. The reporting of such information is voluntary. The ESD employee making the report is advised to document any incidents of workplace harassment.

“Workplace harassment” means conduct that constitutes discrimination prohibited by Oregon Revised Statute (ORS) 659A.030 (discrimination in employment based on race, color, religion, sex, sexual orientation, **gender identity**, national origin, marital status, age, or expunged juvenile record), including conduct that constitutes sexual assault¹ or that constitutes conduct prohibited by ORS 659A.082 (discrimination against person in uniformed service) or 659A.112 (discrimination in employment based on disability).

The ESD, upon receipt of a report from an ESD employee who believes they are a victim of workplace harassment, shall provide information about legal resources and counseling and support services, including any available employee assistance services. The ESD employee receiving the report, whether a supervisor of the employer or the ESD employee designated to receive reports, is advised to document any incidents of workplace harassment, and shall provide a copy of this policy and accompanying administrative regulation to the victim upon their disclosure about alleged workplace harassment.

All incidents of behavior that may violate this policy shall be promptly investigated.

Any person who reports workplace harassment has the right to be protected from retaliation.

The ESD may not require or coerce an ESD employee to enter into a nondisclosure² or nondisparagement³ agreement.

¹ “Sexual assault” means unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat or intimidation.

² A “nondisclosure” agreement or provision prevents either party from disclosing the contents of or circumstances surrounding the agreement.

³ A “nondisparagement” agreement or provision prevents either party from making disparaging statements about the other party.

The ESD may not enter into an agreement with an employee or prospective employee, as a condition of employment, continued employment, promotion, compensation, or the receipt of benefits, that contains a nondisclosure provision, a nondisparagement provision or any other provision that has the purpose or effect of preventing the employee from disclosing or discussing workplace harassment that occurred between ESD employees or between an ESD employee and the ESD, in the workplace or at a work-related event that is off ESD premises and coordinated by or through the ESD, or between an ESD employee and employer off ESD premises.

The ESD may enter into a settlement agreement, separation or severance agreement that includes one or more of the following provisions only when an ESD employee claiming to be aggrieved by workplace harassment requests to enter into the agreement: 1) a nondisclosure or nondisparagement provision; 2) a provision that prevents disclosure of factual information relating to the claim of workplace harassment; or 3) a no-rehire provision that prohibits the employee from seeking reemployment with the ESD as a term or condition of the agreement. The agreement must provide the ESD employee at least seven days after signing the agreement to revoke it.

If the ESD determines in good faith that an employee has engaged in workplace harassment, the ESD may enter into a settlement, separation or severance agreement that includes one or more of the provisions described in the previous paragraph.

It is the intent of the Board that appropriate corrective action will be taken by the ESD to stop workplace harassment, prevent its recurrence and address negative consequences. Staff members in violation of this policy shall be subject to discipline, up to and including dismissal and/or additional workplace harassment awareness training, as appropriate. Other individuals (e.g., board members and volunteers) whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

The ESD shall make this policy available to all ESD employees and shall be made a part of ESD orientation materials provided and copied to new ESD employees at the time of hire.

The superintendent will establish a process of reporting incidents of workplace harassment and the prompt investigation.

END OF POLICY

Legal Reference(s):

[ORS 243.317 - 243.323](#)
[ORS 659A.001](#)
[ORS 659A.003](#)
[ORS 659A.006](#)
[ORS 659A.029](#)

[ORS 659A.030](#)
[ORS 659A.082](#)
[ORS 659A.112](#)
[ORS 659A.820](#)
[ORS 659A.875](#)

[ORS 659A.885](#)
[OAR 584-020-0040](#)
[OAR 584-020-0041](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (~~2012~~2018).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (~~2012~~2018).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (~~2019~~2020).

Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).

House Bill 3041 (2021).

OSBA Model ESD Sample Policy

Code: IGBI
Adopted:

Bilingual Education**

Students whose primary language is other than English will be provided appropriate assistance until they are able to use English in a manner that allows effective, relevant participation in regular classroom instruction and other educational activities.

Parents who are not able to use English in a manner that allows effective, relevant participation in educational planning for their student will be provided with relevant written, verbal or signed communication in a language they can understand.

END OF POLICY

Legal Reference(s):

~~ORS 336.074~~
~~ORS 336.079~~

[OAR 581-021-0046](#)
[OAR 581-022-2310](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (~~2012~~2018).
Every Student Succeeds Act, 20 U.S.C. §§ 6801-7014 (~~2012~~2018).



December 1, 2021

Hello CAL Families,

The 2021 calendar year is coming to an end and we have a couple more weeks before Winter Break, so I'd like to take this opportunity to talk about school attendance.

The last two years have been very unusual with school closures and hybrid schedules. Families have been required to learn from home and school days shortened. Thankfully, we have successfully resumed a normal school schedule and are showing that we can safely have students in school, in person, all day, five days a week. We know that students learn best when teaching happens live and in person, and we are all thankful to be back in school.

We want to improve our overall attendance. It is true that some students have been asked to stay home due to quarantine or because they are not feeling well, but even with those details taken into consideration, we are still not achieving the daily attendance rates that set students up for school success.

We are asking for your help. This is a great time of year to reflect on your child's attendance and set goals for the coming weeks/months. School attendance is not only a [legal requirement](#) for children, it is also an important life habit. We want all of our young people to have the pride and confidence of being responsible, hardworking, dependable, and knowledgeable. Those skills are built through small choices each day to show up and give your best. Even if it's a half day of school, even if you have an appointment and need to leave early, and even if you just don't feel like you have the energy, it is important to attend as much school as possible for as many days as you can.

Moving forward, we will be focusing on attendance and caring for our students by holding them accountable to the legal requirement and the common expectation of good school attendance. There will, of course, be reasons that some students need to miss school. In those instances, we ask that a parent/guardian notify the school each time there is an absence and work with the teacher/s to quickly make arrangements for missed work. If the absence is more than five days, we may ask for a doctor's note to better understand and support the student during absences.

Success in school is our goal for every student, so please partner with us to improve school attendance. If your student already has excellent attendance, we celebrate that with you! As always, don't hesitate to reach out with any questions and/or to share specifics of your situation. I thank you all in advance for making each day count and wish you a very happy holiday season.

Warmly,
Heidi Brown
CAL Superintendent

Heidi Brown

Superintendent/Applegate Principal

hbrown@cal.k12.or.us

85955 Territorial Road, Eugene OR 97402

Phone (541) 935-2100 / FAX 935-6107

*We are always learning to make
each tomorrow better.*

Lane County Component District Board Meeting Dates 2021-22

	August	September	October	November	December	January	February
Bethel	8/30/2021	9/13/2021 9/27/2021	10/11/2021 10/25/2021	11/8/2021	12/13/2021	1/10/2022 1/24/2022	2/14/2022 2/28/2022
Blachly	8/4/2021	9/15/2021	10/20/2021	11/17/2021	12/15/2021	1/19/2022	2/16/2022
Creswell	8/11/2021	9/8/2021	10/13/2021	11/10/2021	12/8/2021	1/12/2022	2/9/2022
CAL	8/19/2021	9/16/2021	10/21/2021	11/18/2021	12/16/2021	1/20/2022	2/17/2022
Eugene	8/4/2021 8/18/2021	9/1/2021 9/22/2021	10/6/2021 10/20/2021	11/3/2021 11/17/2021	12/1/2021 12/15/2021	1/12/2022	2/2/2022 2/16/2022
Fern Ridge	8/12/2021	9/20/2021	10/18/2021	11/15/2021	12/20/2021	1/24/2022	2/28/2022
Junction City	8/23/2021	9/27/2021	10/25/2021	11/22/2021	skip	1/24/2022	2/28/2022
Lowell	8/23/2021	9/27/2021	10/25/2021	11/22/2021	12/13/2021	1/24/2022	2/14/2022
Mapleton	8/18/2021	9/15/2021	10/20/2021	11/17/2021	12/15/2021	1/19/2022	2/16/2022
Marcola	8/9/2021	9/13/2021	10/11/2021	11/8/2021	12/13/2021	1/10/2022	2/14/2022
McKenzie	8/18/2021	9/15/2021	10/20/2021	11/17/2021	12/15/2021	1/19/2022	2/16/2022
Oakridge	8/9/2021	9/13/2021	10/11/2021	11/8/2021	12/13/2021	1/10/2022	2/14/2022
Pleasant Hill	8/23/2021	9/13/2021	10/4/2021 10/18/2021	11/1/2021 11/15/2021	12/6/2021	1/3/2022	2/14/2022 2/28/2022
Siuslaw	8/11/2021	9/8/2021	10/13/2021	11/10/2021	12/8/2021	1/12/2022	2/9/2022
South Lane	8/9/2021	9/13/2021	10/4/2021	11/1/2021	12/6/2021	1/10/2022	2/7/2022
Springfield	8/9/2021 8/23/2021	9/13/2021 9/27/2021	10/11/2021 10/25/2021	11/8/2021	12/13/2021	1/10/2022 1/24/2022	2/14/2022 2/28/2022

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March	April	May	June
3/14/2022	4/11/2022	5/9/2022	6/13/2022
	4/25/2022		6/27/2022
3/16/2022	4/20/2022	5/18/2022	6/15/2022
3/9/2022	4/13/2022	5/11/2022	6/8/2022
3/17/2022	4/21/2022	5/19/2022	6/16/2022
3/2/2022	4/20/2022	5/4/2022	6/1/2022
3/16/2022		5/18/2022	6/22/2022
3/14/2022	4/18/2022	5/16/2022	6/20/2022
3/21/2022			
3/28/2022	4/25/2022	5/23/2022	skip
3/28/2022	4/25/2022	5/23/2022	6/27/2022
3/16/2022	4/20/2022	5/18/2022	6/15/2022
3/14/2022	4/11/2022	5/9/2022	6/13/2022
3/16/2022	4/20/2022	5/18/2022	6/15/2022
3/14/2022	4/11/2022	5/9/2022	6/13/2022
3/14/2022	4/4/2022	5/2/2022	6/6/2022
	4/18/2022	5/16/2022	6/27/2022
3/9/2022	4/13/2022	5/11/2022	6/8/2022
3/7/2022	4/4/2022	5/2/2022	6/6/2022
3/14/2022	4/11/2022	5/9/2022	6/13/2022
	4/25/2022		6/27/2022

